



MEMORANDUM

DATE: February 26, 2020
TO: City Clerk, Kerry K. Bigelow
FROM: Alicia Balcazar, Commission Secretary
SUBJECT: Member Absence from Three Consecutive Meetings

In accordance with Chula Vista Municipal Code 2.25.110 (E), "The secretary of each board or commission shall notify the City Clerk if a voting member misses three regular, consecutive meetings of the board or commission without being excused by a majority vote of the board or commission as expressed in its official minutes."

Venus Molina (International Friendship Commission), missed the following three regular, consecutive meetings:

1. October 16, 2019
2. November 20, 2019
3. January 15, 2020

Commissioner Molina's absences from these meetings were not excused by the Commission, as reflected in the official minutes of the meetings.

Our office has made multiple attempts to contact Commissioner Molina. We are requesting that the Council consider deeming the seat vacated at its next available meeting.