



B&C NOTIFICATION OF ABSENCE

Per Section 2.83(c) of the Denton City Code, *Members who cannot attend the meeting must contact the chairperson or an appropriate staff liaison concerning his or her absence prior to the meeting. Please also include citysecretary@cityofdenton.com in the notification email.*

MEMBER INFORMATION		
Name	Email	Phone

Date of absence: _____

What board, commission, or committee does this absence apply to?

- Select only one _ Submit one form per absence

- | | |
|--|--|
| <input type="checkbox"/> Airport Advisory Board | <input type="checkbox"/> Internal Audit Advisory Committee |
| <input type="checkbox"/> Animal Shelter Advisory Committee | <input type="checkbox"/> Library Board |
| <input type="checkbox"/> Animal Shelter Advisory Committee | <input type="checkbox"/> Parks, Recreation and Beautification Board |
| <input type="checkbox"/> Board of Ethics | <input type="checkbox"/> Planning and Zoning Commission |
| <input type="checkbox"/> Committee on Persons with Disabilities | <input type="checkbox"/> Public Art Committee |
| <input type="checkbox"/> Community Services Advisory Committee | <input type="checkbox"/> Public Utilities Board |
| <input type="checkbox"/> Denton Code Review Committee | <input type="checkbox"/> Sustainability Framework Advisory Committee |
| <input type="checkbox"/> Denton Police Department Chief of Police Advisory Board | <input type="checkbox"/> Traffic Safety Commission |
| <input type="checkbox"/> Health and Building Standards Commission | <input type="checkbox"/> Zoning Board of Adjustment |
| <input type="checkbox"/> Historic Landmark Commission | <input type="checkbox"/> Economic Development Boards |

Reason for Absence (Select only one criteria, as applicable. If not noted, see section below.)

1. personal or family illness
2. death of a family member
3. jury duty
4. service in the armed forces
5. testifying before the legislature
6. attending a seminar involving municipal matters of importance to the member's duties
7. absence necessary for the member's business or employment
8. OTHER: _____

If your absence is determined to be unexcused (not clearly meeting Criteria 1-7), would you like the City Secretary to submit a request to the City Council to excuse your absence? Yes No

Signed by: _____