



## MEMORANDUM

TO: Jacqueline Beaudry, City Clerk  
FROM: Howard S. Lazarus, City Administrator  
SUBJECT: Notice of Administrative Leave Status – Police Chief Michael Cox  
DATE: February 8, 2020

---

In compliance with Section 12.12(C) of the City Charter, this memorandum provides notice that effective February 7, 2020 I have placed Police Chief Michael Cox in an administrative leave status pending resolution of a personnel matter.

cc: S Postema  
J Fournier