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| Sean R. Elsbernd(415) 554-6650Sean.elsbernd@sfgov.org |
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November 30, 2020

Mayor London N. Breed

1 Dr. Carlton B. Goodlett Place

Room 200

San Francisco, CA 94102

Mayor Breed,

Pursuant to our phone call this afternoon, while there is no legal mandate for me to do so, please accept this letter of documentation establishing that I will play no role whatsoever in advising you on any potential changes within the leadership of the City Administrator’s Office.

Sincerely,

Sean R. Elsbernd

Chief of Staff

Office of Mayor London N. Breed

Cc: Andrea Bruss, Deputy Chief of Staff

 Hank Henkel, Compliance Officer, Office of the Mayor

 Brad Russi, Deputy City Attorney