



## InterOffice Memorandum

Tuesday, December 09, 2008

**To:** Thomas Vincent & Members of the Plan Commission

**From:** Jan Kolakowski, Executive Secretary/Office Supervisor  
Community Development Department

**Subject:** Plan Commission Meeting

**CC:** Mayor & City Council  
City Manager - Tom Melena  
CBBEL  
Deb Banach – Recording Secretary  
Ginny Cotugno, Deputy City Clerk  
Lisa Hinman, City Clerk  
Joyce Deleon, HR Specialist & Video Coordinator  
Valerie J. Dehner, Community Development Department  
James H. Sylverne, Chief Building Inspector and  
Assistant Community Development Director  
Fire Prevention Bureau – Fire Department  
Fred Vogt, Director of Public Works  
Newspapers

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There have been no requests for appearance before the Plan Commission for the January meeting.

Therefore, the Tuesday, January 6, 2009 Plan Commission meeting is cancelled.