



## InterOffice Memorandum

**Date: February 16, 2011**

**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  
Barry Krumstok, Acting City Manager  
CBBEL  
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/Assistant Community  
Development Director  
Fire Prevention Bureau – Fire Department  
Fred Vogt, Director of Public Works  
Recording Secretary  
Newspapers

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There have been no applications for appearance before the Plan Commission therefore the meeting of March 1, 2011 is cancelled.