


**INTEROFFICE MEMORANDUM
CITY OF MONROVIA
CITY CLERK'S DEPARTMENT**

DATE. November 2, 2004
TO. Mayor and City Councilmembers
FROM: Linda B Proctor, MMC, City Clerk 
SUBJECT: November 2, 2004 Agenda

PRESENTATIONS:

- 2 Introduction of Newly Hired Finance Department Employee
Jason Jaungue, Information Systems Analyst

Jason is newly hired in the *Information Systems Division* rather than the Finance Department

ADJOURNMENT:

In addition to closing the Meeting in memory of those listed on the Agenda, please add Colette L. Biggle, who passed away a few days prior to her father, Dr Biggle

cc Scott Ochoa, City Manager
Craig A Steele, City Attorney