



# MEMORANDUM

DATE: DECEMBER 10, 2015  
TO: BABACAR MBOW, MOCA DIRECTOR  
FROM: ARTHUR SOREY, INTERIM CITY MANAGER  
RE: ADMINISTRATIVE LEAVE

---

Issue:

You are being placed on paid administrative leave effective immediately.

Explanation:

A complaint has been filed against you. An investigation of this complaint will be conducted. You are not permitted to come to MOCA, City Hall, or any city events until this investigation is concluded.

Recommendation:

Comply with the above directive.

---

CC: Interim City Attorney  
Personnel Administration Director