



Steven A. Braatz, Jr.
City Clerk
City Clerk's Office
sbraatz@westalliswi.gov
414.302.8220

March 12, 2020

Mr. Jon Keckeisen
2427 S. 81st St.
West Allis, WI 53219

Dear Mr. Keckeisen:

Your reappointment as a Member of the West Allis Plan Commission has received approval by the West Allis Common Council and Notice of Appointment is enclosed.

You are required by State Law to file an oath of office with the City Clerk within ten days of receipt of the notice.

You may take your oath from 8:00 a.m. to 5:00 p.m. on Monday through Friday. If you cannot come to the office during the week, please call the Clerk's Office at 302-8220 and a convenient time will be arranged for you.

Yours very truly,

City Clerk

Enclosure

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