

June 2, 2005

The Honorable Jeannette Bell and
Members of the Common Council
West Allis City Hall
West Allis, Wisconsin

RE: Destruction of Public Records

Dear Mayor Bell and Common Council Members:

Pursuant to Section 19.21 of the Wisconsin Statutes and Section 1.09 of the West Allis Revised Municipal Code, this is notice to you that the Department of Development intends to destroy certain obsolete public records as identified on the attached listing. None of the records involved are required to be preserved by ordinance or resolution of the Common Council.

We are required to provide a 60-day written notice of our intent to the Common Council. We no longer need to notify the State Historical Society.

Should you have any questions about the records involved, please so advise.

Thank you for your prompt consideration of this request.

Sincerely,

Patrick Schloss
Community Development Manager

PS:bjb

Attachment

h\p\c-c-d-r-r

RECORDS TO BE DESTROYED

Community Development Block Grant (CDBG) Files 1982 - 1996

- Applications
- Correspondence
- HUD Monitoring
- Projects