



Mayor's Office
mayor@westalliswi.gov
414.302.8292

December 17, 2019

Honorable Members of the
West Allis Common Council
City Hall
West Allis, Wisconsin

Subject: New Member Appointment – Community Development Authority

Dear Common Council Members:

This letter is to inform you that I am appointing Mr. Christopher Saugstad as a member of the West Allis Community Development Authority. He replaces Mr. Metz, whose term has expired, and his four-year term will expire on October 1, 2023. Mr. Saugstad's Application Form is attached.

Your confirmation of this appointment will be appreciated by the undersigned.

Sincerely,

Dan Devine,
Mayor

DD: jfw
Attachment

MYR\CMTES\SAUGSTAD.CDA



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

December 27, 2019

Mr. Christopher Saugstad
1602 S. 75th St.
West Allis, WI 53214

Dear Mr. Saugstad:

Your appointment as a Member of the West Allis Community Development Authority 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.

Enclosed is the City's Code of Ethics and the Ordinance Relating to Requiring Attendance of the Board, Commission and Committee Members. Please read the booklet, and return the completed Acknowledgement form to the City Clerk's Office.

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

ljr

NOTICE OF APPOINTMENT

Office of the Clerk, City of West Allis

TO: Mr. Christopher Saugstad:

**You are hereby notified that at a meeting of the Common Council in
and for the City of West Allis in the County of Milwaukee, Wisconsin, on the
17th day of December, 2019, you were duly appointed to the office of:**

West Allis Community Development Authority

Dated this 27th day of December, 2019.

A handwritten signature in black ink, appearing to be 'S. Saugstad', written over a horizontal line.

City Clerk



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

December 31, 2019

Mr. Gerald C. Matter
11426 W. Montana Ave.
West Allis, WI 53227

Dear Mr. Matter:

On December 17, 2019, Christopher Saugstad was appointed as a Member of the West Allis Community Development Authority. His term expires October 1, 2023.

On December 27, 2019, Christopher Saugstad filed his Oath of Office and Code of Ethics Acknowledgement with the City Clerk's Office, and is eligible to serve as a member of the above said Committee.

Very truly yours,

Steven A. Braatz, Jr.
City Clerk

ljr



OFFICIAL OATH

STATE OF WISCONSIN,

Milwaukee County

I, Christopher Saugstad, have been appointed to the office of West Allis Community Development Authority in and for the City of West Allis, but have not yet entered upon the duties thereof, swear that I will support the constitution of the State of Wisconsin and the constitution of the United States, and will faithfully and impartially discharge the duties of said office to the best of my ability. So help me God.



(Signature)

Subscribed and sworn to before me this 27 day of Dec 2019



(Signature of person authorized to administer oaths)

(Official title or Notary)

