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# City of West Allis Matter Summary

7525 W. Greenfield Ave.  
West Allis, WI 53214

File Number	Title	Status
2003-0758	Communication	In Committee
	Requesting approval for destruction of public records in the City Engineer's Office.	
	Introduced: 12/16/2003	Controlling Body: Advisory Committee

## COMMITTEE RECOMMENDATION *approval*

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<u>12-16-03</u>			Barczak				
			Czaplewski				
		✓	Kopplin	✓			
			Lajsic	✓			
		✓	Narlock	✓			
			Reinke	✓			
			Sengstock				
			Trudell				
			Vitale	✓			
			Weigel				
		TOTAL		5	-		

## SIGNATURE OF COMMITTEE MEMBER (RECORDER)

*Maureen Reinke*  
 Chair \_\_\_\_\_ Vice-Chair \_\_\_\_\_ Member \_\_\_\_\_

## COMMON COUNCIL ACTION *Approved*

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<u>12-16-03</u>			Barczak	✓			
			Czaplewski	✓			
			Kopplin	✓			
			Lajsic	✓			
		✓	Narlock	✓			
			Reinke	✓			
			Sengstock	✓			
			Trudell	✓			
			Vitale	✓			
			Weigel	✓			
		TOTAL		10	-		



# CITY OF WEST ALLIS

WISCONSIN



Engineering Department

**MICHAEL G. LEWIS**  
*City Engineer*

December 11, 2003

Mayor and Common Council  
City of West Allis

Re: Destruction of Public Records

Dear Mayor and 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 City Engineer's Office intends to destroy certain obsolete public records identified in the list below. None of the records involved are required to be preserved by ordinance or resolution of the Common Council.

1. Copies of quarter section maps that have been superseded.
2. Engineering contracts older than seven years.

We are required to provide 60 days written notice of our intent to the Common Council.

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

Thank you for your prompt consideration of this request.

Sincerely,

Michael G. Lewis, P.E.  
City Engineer

MGL/jb