OFFICE OF THE CITY CLERK

Milwaukee, Wisconsin

December 26, 2008

City Plan Commission Attention: Vanessa Koster

> Re: Common Council File Number 081226 Reappointment of Patricia Torres Najera to the City Plan Commission

Dear Sir/Madam:

In accordance with Common Council resolution File Number 65-2210, adopted November 30, 1965, all reappointments are to be referred to an appropriate standing committee.

Under this policy, the appropriate committee is to be informed in writing of the incumbent's attendance record during his/her last term of service.

Please provide the following required information and **return immediately** to our office for consideration at the Zoning, Neighborhoods and Development Committee of January 13, 2009.

Number of meetings held 15

Number of meetings attended 13

Number of excused absences 2

Please return this information to Linda Elmer, lelmer@milwaukee.gov.

Very truly yours, RONALD D. LEONHARDT City Clerk

attendance record