

**OFFICE OF THE CITY CLERK
Milwaukee, Wisconsin**

November 26, 2003

**Citizens' Advisory Committee
on Naming Public Buildings and Streets
City Clerk's Office
City Hall, Room 205**

Re: Common Council File Number 031080
Reappointment of Richards Cecil

Dear Sir or 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 requiring information and return immediately to our office for consideration at Public Improvements Committee meeting on December 3, 2003.

Number of meetings held	<u>5</u>
Number of meetings attended	<u>5</u>
Number of excused absences	<u>0</u>

Please return this information to Terry J. MacDonald, Staff Assistant, City Clerk's Office, Room 205, City Hall.

Very truly yours,

RONALD D. LEONHARDT
City Clerk

tjm
[reappt]