

December 1, 2009

Mr. Ron Leonhardt
City Clerk
City Hall, Room 205

Dear Mr. Leonhardt:

Please introduce a communication file from DPW at the Public Works Committee meeting scheduled for December 9, 2009. The file should be titled "DPW's Preparation for the 2009 – 2010 Snow Season". The Commissioner will present remarks and a short PowerPoint on bus stop and sidewalk snow removal operations. The presentation will be available to Committee members in advance of the meeting.

Very truly yours,

Jeffrey J. Mantes
Commissioner of Public Works

JJM:WAB:mra
c: W. Booker
D. Sivyer
J. Dellemann
File