



Office of the City Clerk

Ronald D. Leonhardt
City Clerk

Carolyn Hill Robertson
Deputy City Clerk

December 12, 2006

Mr. John Archibald
Hilton Milwaukee City Center
509 West Wisconsin Avenue
Milwaukee, WI 53203

Dear Mr. Archibald:

The Common Council confirmed your appointment to serve as a member of the Business Improvement District Board #5.

The City Charter requires that all persons elected or appointed to any city office take the official oath of office within 10 days of this notification and before entering upon the duties of their office. This oath is then filed in the Office of the City Clerk. **Failure to take and file the oath within 10 days will result in the office being declared vacant.**

Please contact Mary Cardosa, of this office, at 286-3552 to set a time convenient to you to take the oath of office. Limited parking for persons doing business in City Hall is available at reduced rates (2 hour limit) at the Milwaukee Center on the southwest corner of East Kilbourn and North Water Street. Parking tickets must be validated in the City Clerk's Office in Room 205, City Hall.

Sincerely,

RONALD D. LEONHARDT
City Clerk

cc: Business Improvement District Board #5
Common Council File 061042

RDL/khm
Oaths06.doc