000 5100
001 000
002 148
003
004
005 City of Wilmington
006 Board of Park Commissioners
127
140 Letterbooks
141
142
200 1877
210 1935
220 1893-1927, 1931-1933
241 12 volumes (in boxes), 1.6 cubic feet (1 @ cf, portion of 1 cfb shared with 5100.207, portion of 1 cfb shared with 5100.152, 5100.245, 5100.246, and 5100.247
261 Office copies of correspondence from the park engineer/superintendent concerning maintenance, renovations, and usage of city parks.
27X Topics include notice and submission of project designs; review of tracings or sketches of proposed projects; requests/orders for equipment, replacement parts, construction, or office supplies; permits granted for parks utilization; installation of lights, fountains, or monuments; estimates/costs of projects; preparations for the public square after removal of the old courthouse; accounts with the City Auditor; employment notices and acknowledgments; the purchase or conveyance of land for park usage, maintenance, repair or construction projects on parkland and awarding of contracts.
29X "Letters," occasionally span dates.
310
329 WORK STATUS
___needs sorting
___needs unfolding
___needs foldering/reboxing
___other: _____

CONDITION:
___totally disorganized
___order not apparent
___origin questionable
___other:_____

ARCHIVIST:
___review for identification/ further determination
___processing
___determine origin/purpose
___other:

FILM:
___for security
___destroy original
___other:

330 Arranged chronologically.
331 Within, alphabetically by surname of addressee.
332 Typed.
360 Poor; acid damage; storage damage; dirt damage; ink running; faded.
390 None.
430 Received in transfer from Wilmington Water Department.
900
990 3/17/1989
995 January 16, 1990; April 23, 1996; May 19, 1997; May 28, 1997
999
bhh