

000 5100  
001 001  
002 033  
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005 City of Wilmington  
006 Office of the Mayor  
140 Administrative files of the Mayor's Office  
200 1905  
210 2003  
220 1905-1972, 1990-2003  
240 263.81 cubic feet  
241 209 cfb, 1 @ 0.47 box  
261 Office files maintained in the Mayor's office documenting their daily activities.  
270 Includes copies of the minutes of the City Council meetings, ordinances, proclamations, city agency requests, voter tallies, political campaign materials, proposed and actual city budgets, and incoming correspondence with copies of official replies. Subject headings include parks and recreation, personnel, planning and development, pollution, Port of Wilmington, Public Works, churches, schools, YMCA, finance, civil defense, city budget, and Wilmington transit authority, political engagements, elections, state convention, proclamations, Kennedy memorial, city programs, purchase orders and recreation; financial records, Mayor's participation in local events and mayoral associations, issuance of proclamations and comments, complaints, and recommendations from various individuals; Commissions, tax pamphlets, rent control, recreation, U.S. Conference of Mayors, highways, City Council, constituent services, cultural affairs, economic development, and housing. Also included in files are copies of reports and present or proposed city and state legislation and industrial accident board.

310  
329 WORK STATUS ARCHIVIST:  
 needs sorting  review for identification/  
 needs unfolding  further determination  
 needs foldering/reboxing  processing  
 other: Sort by Mayor  determine origin/purpose  
 other:  
CONDITION: FILM:  
 totally disorganized  for security  
 order not consistent  destroy original  
 origin questionable  other:  
 other:

330 Some boxes totally disorganized, some have papers arranged under subject headings, and some employ unidentifiable numerical folder headings. Mayors Sills' and Baker's files arranged in alphabetical order by file subject heading.

331 No index.  
332 Handwritten; typed; form printed with writing; form printed with typing.  
360 Poor condition with acid, vermin, storage and dirt damage; acidic folders.  
370 CONTAINS CONFIDENTIAL PERSONNEL FILES  
390  
420 Added 1 box of Sills from 5/98 transfer, 6/16/1998. 2000058; 2002067 (82 cf. Mayor Sills); 2005087 (22.68 cf. Mayor Baker);  
430 Combined 5100.33, 5100.104, 5100.44, 5100.51 NOTE: Good information on churches here, esp. for markers, etc. See 5100-B01-033 for Mayor Baker's records.  
990 9/28/1987  
995 March 10, 1988; March 23, 1988; July 26, 1995; April 25, 1996; April 28, 1996; February 19, 1997; June 11, 1997; June 16, 1998; April 26, 2000; May 31, 2002; October 3, 2002; June 8, 2005;  
jrf/mm

**Indexing Terms:** Churches, Wilmington