11/17/2011

City of Altoona

Department of Administration

Linda Rickens Schellhammer

Open Records Officer

1301 12th Street, Suite 100

Altoona, PA 16601

(814) 949-2408

Dear Ms. Schellhammer:

This letter is to request the following records, under the state’s “Right to Know Law,” 65 P.S. §§67.101 - 67.3104).

Per the above law would you please provide me with the following information:

For all the retired City of Altoona Employees:

1. Name

2. Date retired

3. Last employer

4. Current pension amount

5. Last salary amount (salary on which the pension amount was calculated)

6. Employee contributions

7. Pensions paid to date

Material will not be used for commercial purposes.

Electronic media is preferred. Excel format or text.

E-mail results to jkennedy35@cox.net.

Copy costs are limited to “statutory fees” set by the Legislature (not by local ordinance) or the “direct cost of duplication”, usually 10 to 25 cents per page.

Please advise me before processing this request if the total cost will exceed $20.00.

As you know, the law requires you to respond to this request within 5 days.

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If you are not the custodian for this information, please forward this request to the appropriate person. Also, please let me know if I can clarify or refine this request.

Thank you for your time and consideration.

Sincerely,

Jean Kennedy

Paralegal

Taxpayers United of America

P.O. Box 1314

Carefree, AZ 85377

602-421-9315

jkennedy35@cox.net

cc: Andrew B. Spiegel, General Counsel