



**CITY CLERK/TREASURER'S OFFICE**

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**Paul M. Ziehler**

*City Admin. Officer, Clerk/Treasurer*

**Monica Schultz**

*Assistant City Clerk*

**Rosemary West**

*Treasurer's Office Supervisor*

July 1, 2008

Mayor Devine and Common Council  
City of West Allis  
State of Wisconsin

Dear Mayor and Council Members:

Pursuant to the May 22, 2008 and June 26, 2008 memos from the Director of the Building Inspections and Zoning Department, this communication serves as a request to amend the addresses for the McCarty Park Pavilion polling place, effecting wards 26, 27 and 35, and the Liberty Heights Park Field House polling place, effecting ward 1. The McCarty Park polling place address used was 2567 S. 79 St. and the Liberty Heights Park polling place address used was 1540 S. 62 St. In order to be consistent with the updated addresses assigned by the Building Inspections and Zoning Department, I hereby request Common Council approval for the McCarty Park polling place address to be changed to 2567 S. 78 St. and the Liberty Heights Park polling place address to be changed to 6101 W. Orchard St.

Thank you for your consideration.

Sincerely,

Paul M. Ziehler  
City Administrative Officer  
Clerk/Treasurer

/ms

**TO:** See Distribution List  
**FROM:** Ted Atkinson, Director of Bldg. Insp. & Zoning  
**DATE:** May 22, 2008  
**SUBJECT:** Address Change Notification

This is to inform all departments that the Engineering Department has assigned a new address and deleted an old address to the McCarty County Park property located at 2567 South 79<sup>th</sup> Street, 7801 West Arthur Avenue, 8120 and 8214 West Cleveland Avenue.

**Tax Key #488.9943.000**

The new address is 2567 South 78<sup>th</sup> Street.

The deleted address is 2567 South 79<sup>th</sup> Street.

**The assigned addresses to this property are now 2567 South 78<sup>th</sup> Street, 7801 West Arthur Avenue, 8120 West Cleveland Avenue, and 8214 West Cleveland Avenue.**

Reason for address notification:

This address, which is assigned to the McCarty Park Pavilion, will be changed to correct a long-standing error. 79<sup>th</sup> Street ends at Arthur Avenue and does not extend far enough south to have a 2567 address. 78<sup>th</sup> Street does go through, so the address will be moved from 79<sup>th</sup> Street to 78<sup>th</sup> Street. The other existing addresses are to various other buildings/facilities within McCarty Park.

Please make the necessary corrections to your corresponding records to make this change complete.

Distribution List:

- Assessor's Office
- Police Department
- Fire Department
- Public Works
- Engineering Department
- Clerk's Office
- GIS Coordination (IT Dept.)
- AS400 Coordination (IT Dept.)
- Water Dept. – Kathy Pedri
- Water Billing
- Colleen - Bldg. Insp.
- Original to property file

**TO:** See Distribution List  
**FROM:** Ted Atkinson, Director of Bldg. Insp. & Zoning  
**DATE:** June 26, 2008  
**SUBJECT:** Address Change Notification

This is to inform all departments that the Engineering Department has changed an address to the City Park located at 1530 South 62<sup>nd</sup> Street.

**Tax Key #454.0159.001**

The new address is 6101 West Orchard Street.

The deleted address is 1530 South 62<sup>nd</sup> Street.

**The assigned address to this property is now 6101 West Orchard Street.**

Reason for address notification:

This address is assigned to the field house at Liberty Heights Park. The field house is a polling location, and since the main door faces Orchard Street, the address was changed so residents could find it easier and to remain consistent with current address assignment guidelines.

Please make the necessary corrections to your corresponding records to make this change complete.

Distribution List:

- Assessor's Office
- Police Department
- Fire Department
- Public Works
- Engineering Department
- Clerk's Office
- GIS Coordination (IT Dept.)
- AS400 Coordination (IT Dept.)
- Water Dept. – Kathy Pedri
- Water Billing
- Colleen - Bldg. Insp.
- Original to property file

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