



Office of the City Clerk

Jim Owczarski
City Clerk
jowcza@milwaukee.gov

Richard G. Pfaff
Deputy City Clerk
rpfaff@milwaukee.gov

November 7, 2017

Katie Falvey
Marcus Corporation
100 East Wisconsin Avenue
Milwaukee, WI 53202

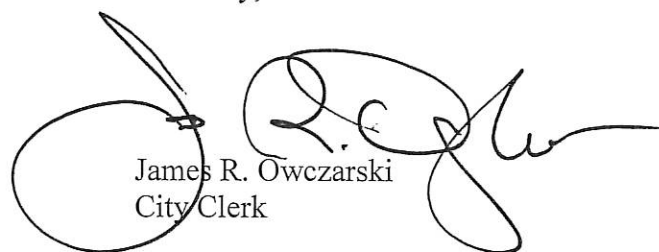
Dear Ms. Falvey:

The City Clerk's Office has been notified of your appointment to serve as a member of the Business Improvement District #21 Board.

The City Charter requires that all persons 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 Debra Fowler, of this office, at 286-3219 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,



James R. Owczarski
City Clerk

cc: FN 170694
Mayor's Office

