



City of West Allis

7525 W. Greenfield Ave.
West Allis, WI 53214

Meeting Agenda

Common Council

Mayor Dan Devine, Chair

Aldersperson James W. Sengstock, Council President

*Alderspersons: Gary T. Barczak, Michael J. Czaplewski, Kurt E. Kopplin, Thomas G. Lajsic,
Richard F. Narlock, Rosalie L. Reinke, Daniel J. Roadt, Vincent Vitale, and Martin J. Weigel*

Tuesday, April 19, 2011

7:00 PM

City Hall Common Council Chambers

REGULAR MEETING

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. PUBLIC HEARINGS

1. [R-2011-0112](#) Resolution approving the Offer to Purchase of approximately 0.48 acres of surplus City-owned property located at 96** W. Schlinger Ave. (Tax Key No. 416-9991-000)

Sponsors: Gary T. Barczak

2. [O-2011-0011](#) Ordinance to amend the official West Allis Zoning Map by rezoning a portion of the parcel located at 9618 W. Schlinger Ave. from C-3 Community Commercial District to M-1 Manufacturing District.

Sponsors: Safety & Development Committee

3. [R-2011-0107](#) Resolution relative to determination of Special Use Permit for "Ernie's Son" Chuckies Chicken Coop!, a proposed restaurant to be located at 6200 W. Burnham St.

Sponsors: Safety & Development Committee

E. CITIZEN PARTICIPATION

F. ANNOUNCEMENT OF RECESS MEETINGS OF STANDING COMMITTEES

New and Previous Matters referred to Committees may be considered and acted upon by Committees during the Common Council recess. Unless otherwise announced during the meeting, the standing Committees of the Common Council will meet during recess in the following rooms and in the following order:

Room 118

Administration & Finance, Safety & Development, Advisory

Room 128

Public Works, License & Health

G. MISCELLANEOUS BUSINESS**Mayor's Report****Alderpersons Comments****H. AGENDA APPROVAL****I. APPROVAL OF MINUTES**

Minutes of the Common Council regular meeting of April 5, 2011.

J. ITEMS NOT REFERRED TO COMMITTEE

4. [2011-0177](#) U.S. Department of Housing and Urban Development, Office of Fair Housing and Equal Opportunity communication relative to Carla Clements v. City of West Allis - Housing Division, Housing Discrimination Complaint, Case No. 05-11-0010-4.
5. [2011-0179](#) Department of Workforce Development communication regarding the Housing Discrimination Complaint of Portia Wright ERD Case No. CR201100938.
6. [2011-0186](#) Amended Summons and Complaint in the matter of US Bank National Association vs. Sherri Benes-Teale, et al, regarding foreclosure of mortgage, Case No. 10-CV-002757.
7. [2011-0220](#) Erika A. Alvaro communication regarding vehicle damages allegedly sustained at W. Madison Street and S. 62 Street on February 25, 2011.

8. [2011-0226](#) Karp Law Offices, S.C. Notice of Claim on behalf of Nicolet J. Breider for vehicle damages allegedly sustained on March 25, 2011 on W. Greenfield Avenue near I-894. Claim No. 7350.

K. STANDING COMMITTEE REPORTS

None.

L. COMMON COUNCIL RECESS

M. NEW AND PREVIOUS MATTERS

ADMINISTRATION & FINANCE COMMITTEE

New Matters for Introduction

9. [R-2011-0087](#) Resolution Relative to Amending the City of West Allis Policies & Procedures Manual No. 702, Public Inspection of Assessment Rolls, Section 3.0 Policy, Section 4.0 References and Sections 5.2.3 and 5.2.6 Procedures, General Policies under City Assessor.
Sponsors: Administration & Finance Committee
10. [R-2011-0088](#) Resolution Relative to Amending the City of West Allis Policies & Procedures Manual No. 703, Routing Building Permit to the City Assessor's Office, Section 2.0 Organizations Affected, Section 3.0 Policy, Section 5.1 Procedures, Responsibility and Sections 5.2.1 and 5.2.2 Procedures, General Policies under City Assessor.
Sponsors: Administration & Finance Committee
11. [R-2011-0089](#) Resolution Relative to Amending the City of West Allis Policies & Procedures Manual No. 812, City Employees Being Called as Expert Witnesses on Matters that are Unrelated to City Business, Section 3.0 Policy, Section 4.0 References, Section 5.3 Procedures, Opinion and Expert Testimony and Section 5.4 Procedures, Action by City Attorney under City Attorney.
Sponsors: Administration & Finance Committee
12. [R-2011-0090](#) Resolution Relative to Amending the City of West Allis Policies & Procedures Manual No. 811, Service of Lawsuit Upon City Officers, Employees, Boards, Commissions and Departments, Section 4.0 References, Section 5.1 Procedures, Responsibility and Section 5.2 Procedures, General Policies under City Attorney.
Sponsors: Administration & Finance Committee

13. [R-2011-0091](#) Resolution Relative to Amending the City of West Allis Policies & Procedures Manual No. 810, Information and Access to Records Within the Custody of the Municipal Government of the City of West Allis, Section 4.0 References, Sections 5.2.1 1.) and 5.2.1 2.) Procedures, General Policies, Right to Inspection; City Attorney and Section 5.2.3 Procedures, General Policies, Miscellaneous Provisions under City Attorney.
Sponsors: Administration & Finance Committee
14. [R-2011-0092](#) Resolution Relative to Amending the City of West Allis Policies & Procedures Manual No. 809, Request for Legal Opinion, Section 4.0 References and Section 5.1.2 4.) Procedures, General Policies under City Attorney.
Sponsors: Administration & Finance Committee
15. [R-2011-0093](#) Resolution Relative to Amending the City of West Allis Policies & Procedures Manual No. 808, Request for Services, Sections 5.1.1, 5.1.2, and 5.1.3 Procedures, General Policies under City Attorney.
Sponsors: Administration & Finance Committee
16. [R-2011-0094](#) Resolution Relative to Amending the City of West Allis Policies & Procedures Manual No. 807, Ordinance and Resolution Drafting, Section 4.0 References, Sections 5.2.1, 5.2.2 Procedures, General Policies, and 6.0 Definitions under City Attorney.
Sponsors: Administration & Finance Committee
17. [R-2011-0095](#) Resolution Relative to Amending the City of West Allis Policies & Procedures Manual No. 806, Municipal Court, Section 3.0 Policy, Section 4.0 References and Sections 5.2.1, 5.2.4, 5.2.5 and 5.2.6 Procedures, General Policies under City Attorney.
Sponsors: Administration & Finance Committee
18. [R-2011-0096](#) Resolution Relative to Amending the City of West Allis Policies & Procedures Manual No. 805, Legal Representation of City Employees and Officers, Section 3.0 Policy, Section 4.0 References and Section 5.3 Procedures, Representation under City Attorney.
Sponsors: Administration & Finance Committee
19. [R-2011-0097](#) Resolution Relative to Amending the City of West Allis Policies & Procedures Manual No. 804, Enforcement of Ordinances, Section 4.0 References and Sections 5.2.1, 5.2.3 and 5.2.4 Procedures, General Policies under City Attorney.
Sponsors: Administration & Finance Committee

20. [R-2011-0098](#) Resolution Relative to Amending the City of West Allis Policies & Procedures Manual Nos. 802, Contract and Bonds Review, and 803, Damage to City Property, Section 4.0 References Under City Attorney.

 Sponsors: Administration & Finance Committee
21. [R-2011-0099](#) Resolution Relative to Amending the City of West Allis Policies & Procedures Manual No. 801, Claims, Section 4.0 References and Sections 5.2.1, 5.2.3 and 5.2.4 Procedures, General Policies under City Attorney.

 Sponsors: Administration & Finance Committee
22. [R-2011-0100](#) Resolution relative to authorizing a contract with Telecom Innovations Group (TIG) for furnishing and installing a telephone and voice mail system for the City of West Allis for a total sum not to exceed \$325,000.00.

 Sponsors: Administration & Finance Committee
23. [R-2011-0105](#) Resolution approving the terms and conditions for a Business Growth Working Capital Loan to Schlinger 2000, LLC in an amount not to exceed \$200,000.

 Sponsors: Richard F. Narlock
24. [R-2011-0114](#) Resolution approving the Cooperation Agreement for Tax Incremental District Number Twelve (Former Teledyne Site), City of West Allis, Wisconsin.

 Sponsors: Administration & Finance Committee
25. [R-2011-0115](#) Resolution approving the Cooperation Agreement for Tax Incremental District Number Thirteen (Former Home Juice Area), City of West Allis, Wisconsin.

 Sponsors: Administration & Finance Committee
26. [R-2011-0116](#) Resolution to approve a sole source contract with Tarantino & Company, LLC for submittal of Section 202 Financing Application for the Beloit Senior Housing Complex.

 Sponsors: Administration & Finance Committee
27. [2011-0221](#) Communication from City Administrative Officer regarding request to fill a vacant position of Network/Program Analyst in the Information Technology Division.
28. [2011-0222](#) Communication from City Administrative Officer regarding transfer of scrap sales revenue funds to Public Works Department budget in the amount of \$2,500.
29. [2011-0223](#) Communication from City Administrative Officer regarding contract with Transit Express Services for renting a trolley for the Memorial Day Parade at a cost of \$240.

Previous Matters for Consideration

30. [R-2011-0076](#) Resolution relative to adopting a policy on Email and VPN Access for Alderpersons.
Sponsors: Administration & Finance Committee

City Attorney Claim Report

31. [2009-0069](#) Notice of Injury submitted on behalf of Gene S. Schulak regarding injuries allegedly sustained at 5408 W. Electric Ave. on October 1, 2008.
City Attorney recommended to be paid and placed on file.
32. [2010-0564](#) Summons and Complaint in the matter of US Bank National Association vs. Angel L. Millan, et al, regarding foreclosure of mortgage, Case No. 09-CV-007661.
City Attorney recommended to be placed on file.
33. [2011-0003](#) Richard S. Sass requesting payment in the amount of \$1,000.00 in regard to remodeling electrical work at 931 S. 115 St.
City Attorney recommended denial.

PUBLIC WORKS COMMITTEE**New Matters for Introduction**

34. [R-2011-0108](#) Resolution to approve bid of Rawson Contractors, Inc. for the installation of concrete curb and gutter, concrete pavement, miscellaneous walk repair, driveway replacement, sanitary sewer relay, storm sewer relay, storm sewer, water main relay, water main, building services and utility adjustments in W. Lapham St. from S. 73rd St. to S. 76 St. within the City of West Allis, in the amount of \$445,138.80.
Sponsors: Public Works Committee
35. [R-2011-0109](#) Resolution granting a Permanent Easement by the City of West Allis to Time Warner Entertainment Co., L.P. to Install a Fiber Optic Cable on the Property located at 8435-37 West National Avenue & 1981 South 84th Street.
Sponsors: Public Works Committee

36. [R-2011-0110](#) Resolution Authorizing and Directing the Director of Public Works/City Engineer to Pay For Sanitary Sewer Lateral Repairs at 5733-35 West Fillmore Drive in the Total Amount of \$8,752.82.
Sponsors: Public Works Committee
37. [R-2011-0111](#) Resolution Authorizing and Directing the Director of Public Works/City Engineer to Pay For Sanitary Sewer Lateral Repairs at 2133 South 85th Street in the Total Amount of \$5,109.
Sponsors: Public Works Committee
38. [2011-0178](#) Downtown West Allis, Inc. requesting permission to use the public parking lot south of Greenfield Ave. between 73rd and 72nd Streets, parking restrictions, and the use of signs and supplies from the Department of Public Works for their 4th Annual Downtown West Allis BID Merchants Appreciation Picnic on Wednesday, May 18, 2011 from 11:00 a.m. - 1:00 p.m.

Public Hearing Items (Public Works Committee)

39. [R-2011-0112](#) Resolution approving the Offer to Purchase of approximately 0.48 acres of surplus City-owned property located at 96** W. Schlinger Ave. (Tax Key No. 416-9991-000)
Sponsors: Gary T. Barczak

SAFETY & DEVELOPMENT COMMITTEE

New Matters for Introduction

40. [R-2011-0101](#) Resolution approving boundaries and the Redevelopment Plan for the Former Home Juice Area and declaring such area to be a blighted area in need of a redevelopment project
Sponsors: Safety & Development Committee
41. [2011-0168](#) Communication from the Planning Manager relative to the Plan Commission's favorable recommendation of the Redevelopment Plan for the proposed former Home Juice area.
42. [2011-0185](#) Communication from the Director of Development relative to the Community Development Authority's favorable recommendation of the Redevelopment Plan for the proposed former Home Juice area.

43. [R-2011-0102](#) Resolution to create Tax Incremental District Number Twelve, City of West Allis, Wisconsin, and describe the boundaries thereof, pursuant to Section 66.1105(4) (gm) of the Wisconsin Statutes.
Sponsors: Safety & Development Committee
44. [R-2011-0103](#) Resolution approving the Project Plan for Tax Incremental District Number Twelve, City of West Allis, Wisconsin.
Sponsors: Safety & Development Committee
45. [2011-0166](#) Communication from the Planning Manager relative to the Plan Commission's favorable recommendation of the Project Plan for Tax Incremental District Number Twelve.
46. [2011-0183](#) Communication from the Director of Development relative to the Community Development Authority's favorable recommendation of the Project Plan for Tax Incremental District Number Twelve.
47. [R-2011-0104](#) Resolution to create Tax Incremental District Number Thirteen, City of West Allis, Wisconsin, and describe the boundaries thereof, pursuant to Section 66.1105(4) (gm) of the Wisconsin Statutes.
Sponsors: Safety & Development Committee
48. [R-2011-0106](#) Resolution approving the Project Plan for Tax Incremental District Number Thirteen, City of West Allis, Wisconsin.
Sponsors: Safety & Development Committee
49. [2011-0167](#) Communication from the Planning Manager relative to the Plan Commission's favorable recommendation of the Project Plan for Tax Incremental District Number Thirteen.
50. [2011-0184](#) Communication from the Director of Development relative to the Community Development Authority's favorable recommendation of the Project Plan for Tax Incremental District Number Thirteen.
51. [R-2011-0113](#) Resolution to approve a Section 3 Affirmative Action Plan for all Community Development Block Grant (CDBG) Programs.
Sponsors: Safety & Development Committee
52. [2011-0215](#) Lynette Tesmer, 10401 W. Greenfield Avenue, Lot 18, requesting a variance from mobile home park regulations for a deck.

53. [2011-0225](#) Special Use Permit to establish Epikos Church, a religious institution, to be located within the former Paradise Theater located at 6217 W. Greenfield Ave.

Public Hearing Items (Safety & Development Committee)

54. [O-2011-0011](#) Ordinance to amend the official West Allis Zoning Map by rezoning a portion of the parcel located at 9618 W. Schlinger Ave. from C-3 Community Commercial District to M-1 Manufacturing District.
Sponsors: Safety & Development Committee
55. [R-2011-0107](#) Resolution relative to determination of Special Use Permit for "Ernie's Son" Chuckies Chicken Coop!, a proposed restaurant to be located at 6200 W. Burnham St.
Sponsors: Safety & Development Committee
56. [2011-0214](#) Special Use Permit for "Ernie's Son" Chuckies Chicken Coop!, a proposed restaurant to be located at 6200 W. Burnham St.

LICENSE & HEALTH COMMITTEE

New Matters for Introduction

57. [2011-0199](#) 2010-2011 Class B Tavern License application no. 1756 of David S. Socolick, Agent, d/b/a Happy Dave'z Pub, premises located at 7033 W. Becher St. (new-existing premises).
58. [2011-0208](#) 2011-2012 Amusement Distributor's License application(s).
59. [2011-0209](#) 2011-2012 Phonograph Distributor's License application(s).
60. [2011-0210](#) 2011-2012 Secondhand Article Dealer License application(s).
61. [2011-0211](#) 2011-2012 Trailer and Truck Rental License application(s).
62. [2011-0212](#) 2011-2012 Secondhand Jewelry Dealer License application.
63. [2011-0213](#) 2011-2012 Used Vehicle Dealer License application(s).
64. [2011-0216](#) 2011-2012 Adult-Oriented Establishment Operator Permit application(s).

65. [2011-0217](#) 2010-2011 and 2011-2012 Special Class B Beer and Wine License application(s).
66. [2011-0218](#) 2010-2011 Special Class B Beer and Wine License application no. 31 of Blaskapelle Milwaukee LLC for Spring Festival 2011 and concert fundraiser being held on May 21, 2011 at 6762 W. Rogers Street.
67. [2011-0197](#) 2010-2011 Class B Tavern Special Event Permit application no. 13 of Doppelganger's, Inc., Tammy L. Dopp, Agent, d/b/a Dopp's Bar & Grill, 1753 S. 68 St. (2010-2011 Class B Tavern License no. 1490, Instrumental Music License no. 1491 and Dance Hall License no. 1492) for Spring Into Summer Party, to be held Saturday, May 21, 2011, from 1:00 p.m. to 11:00 p.m. (Fenced in parking lot behind Dopp's).
68. [2011-0198](#) 2010-2011 Class B Tavern Special Event Permit application no. 14 of Doppelganger's, Inc., Tammy L. Dopp, Agent, d/b/a Dopp's Bar & Grill, 1753 S. 68 St. (2010-2011 Class B Tavern License no. 1490, Instrumental Music License no. 1491 and Dance Hall License no. 1492) for Pam's 3rd Memorial Run for the Home Front, to be held Saturday, June 4, 2011, from 3:00 p.m. to 11:00 p.m. (Fenced in parking lot behind Dopp's).
69. [2011-0207](#) Tavern Operator License applications.
70. [2011-0196](#) Police Department Report regarding March 25, 2011 Alcohol Compliance Check involving twenty-three (23) West Allis businesses, resulting with none selling alcohol to an underage person without requesting identification.
71. [2011-0187](#) Police Department report regarding tavern violations/calls for service for the month of March 2011.
72. [2011-0188](#) Police Department Report involving G R's National Pub, 6827 W. National Ave. (2010-2011 Class B Tavern License no. 1613, Dance Hall License no. 1615, and Instrumental Music License no. 1614 of Guy M. Robb, LLC, Guy M. Robb, Agent, Incident Date: March 4, 2011).
73. [2011-0189](#) Police Department Report involving Crazy Horse, 9440 W. National Ave. (2010-2011 Class B Tavern License no. 1301, Tavern Special Entertainment License no. 1302 and Dance Hall License no. 1303 of Cugino's Entertainment, LLC, Dominic T. LaLicata, Agent, Incident Date: March 6, 2011).
74. [2011-0190](#) Police Department Report involving Magoo's Sports Pub, 8911 W. National Ave. (2010-2011 Class B Tavern License no. 637 and Instrumental Music License no. 644 of Magoo's of West Allis, Ltd., Thomas J. Beckmann, Agent, Incident Date: March 8, 2011).

75. [2011-0191](#) Police Department Report involving 57 Bar, 5632 W. Burnham St. (2010-2011 Class B Tavern License no. 1310 and Instrumental Music License no. 1515 of JK Lau Investments, LLC, Jeffrey K. Lau, Agent, Incident Date: 3-9-11).
76. [2011-0192](#) Police Department Report involving Mugshotz, 1902 S. 68 St. (2010-2011 Class B Tavern License no. 1380, Dance Hall License no. 1382 and Instrumental Music License no. 1383 of Mugshotz, Inc., Gregory J. Steffek, Agent, Incident Date: March 13, 2011)
77. [2011-0193](#) Police Department Report involving Callanan's Parkway Pub, 11505 W. National Ave. (2010-2011 Class B Tavern License no. 1620, Instrumental Music License no. 1621, and Dance Hall License no. 1622 of Calhoun BBQ, Inc., Joseph Lee Griese, Agent, Incident Date: March 18, 2011).
78. [2011-0194](#) Police Department Report involving Double Barrel Saloon, 1100 S. 60 St. (2010-2011 Class B Tavern License no. 1524, Dance Hall License no. 1526 and Instrumental Music License no. 1525, of SYRE Enterprises, LLC, Andrew M. Lomax, Agent, Incident Date: March 19, 2011)
79. [2011-0195](#) Police Department Report involving Hero's Sports Bar, 9105 W. Lincoln Ave. (2010-2011 Class B Tavern License no. 1705, Dance Hall License no. 1728, and Instrumental Music License no. 1727, of International Development, LLC, Joshua J. Johnson, Agent, Incident Date: March 27, 2011).
80. [2011-0201](#) Police Department Report regarding violations of the Wisconsin Indoor Clean Air Act Smoking Ban for the month of March 2011 involving five (5) West Allis businesses (2010-2011 Class B Tavern License no. 1440, Instrumental Music License no. 1441, and Dance Hall License no. 1442 of Czar's, LLC, Timothy A. Czarnecki, Agent, d/b/a Czar's, 6901 W. Beloit Rd., Incident Date: March 10, 2011, 1st Offense).
81. [2011-0202](#) Police Department Report regarding violations of the Wisconsin Indoor Clean Air Act Smoking Ban for the month of March 2011 involving five (5) West Allis businesses (2010-2011 Class B Tavern License no. 1574, Instrumental Music License no. 1575, and Dance Hall License no. 1576 of DRND Corporation, Debra M. Nadboralski, Agent, d/b/a D & D's Sports Bar & Grill, 1022 S. 60 St., Incident Date: March 10, 2011, 1st Offense).
82. [2011-0204](#) Police Department Report regarding violations of the Wisconsin Indoor Clean Air Act Smoking Ban for the month of March 2011 involving five (5) West Allis businesses (2010-2011 Class B Tavern License no. 786, and Dance Hall License no. 788 of The Network, LLC., Jacob M. Silber, Agent, d/b/a The Network, 9541 W. Cleveland Ave., Incident Date: March 22, 2011, 2nd Offense).

83. [2011-0203](#) Police Department Report regarding violations of the Wisconsin Indoor Clean Air Act Smoking Ban for the month of March 2011 involving five (5) West Allis businesses (2010-2011 Class B Tavern License no. 1427, Instrumental Music License no. 1430, and Dance Hall License no. 1428 of Smokin' Joe's Pub, LLC, Joseph A. Jeffords, Agent, d/b/a Smokin' Joe's Pub, 6139 W. Beloit Rd., Incident Date: March 16, 2011, 1st Offense).
84. [2011-0200](#) Police Department Report regarding violations of the Wisconsin Indoor Clean Air Act Smoking Ban for the month of March 2011 involving five (5) West Allis businesses (2010-2011 Class B Tavern License no. 789 of Wild Bill's Saloon, LLC, William P. Savage, Agent, d/b/a Wild Bill's Saloon, 1454 S. 92 St., Incident Date: March 7, 2011, 1st Offense).
85. [2011-0121](#) 2010-2011 Tavern Operator License application no. 11-624 of Benjamin A. Buss.
86. [2011-0180](#) 2010-2011 Tavern Operator License application no. 11-625 of Robert Garcia.
87. [2011-0181](#) 2010-2012 Tavern Operator License application no. 12-283 of Tami M. Nowak.
88. [2011-0182](#) 2010-2012 Tavern Operator License application no. 12-285 of Courtney L. Ross.

Previous Matters for Consideration

89. [2011-0142](#) 2011-2012 Used Vehicle Dealer License renewal application no. 1044 of M&M Motors, Inc., Michael L. Tripi, Agent, d/b/a M&M Motors, Inc., for premises located at 911 S. 108 St.

ADVISORY COMMITTEE

New Matters for Introduction

90. [2011-0224](#) Appointment by Mayor Devine of Harold Mester as a member of the West Allis Police & Fire Commission, his five-year term to expire May 1, 2016.

N. OTHER MATTERS RELATING TO THE AFFAIRS AND GOVERNMENT OF THE CITY WHICH MAY PROPERLY BE BROUGHT BEFORE THE COMMON COUNCIL

O. ADJOURNMENT

All meetings of the Common Council are public meetings. In order for the general public to make comments at the committee meetings, the individual(s) must be scheduled (as an appearance) with the chair of the committee or the appropriate staff contact; otherwise, the meeting of the committee is a working session for the committee itself, and discussion by those in attendance is limited to committee members, the mayor, other alderpersons, staff and others that may be a party to the matter being discussed.

NON-DISCRIMINATION STATEMENT

The City of West Allis does not discriminate against individuals on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs or activities.

AMERICANS WITH DISABILITIES ACT NOTICE

Upon reasonable notice the City will furnish appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program or activity provided by the City.

LIMITED ENGLISH PROFICIENCY STATEMENT

It is the policy of the City of West Allis to provide language access services to populations of persons with Limited English Proficiency (LEP) who are eligible to be served or likely to be directly affected by our programs. Such services will be focused on providing meaningful access to our programs, services and/or benefits.