





**ENGINEERING DEPARTMENT**

**Michael G. Lewis**

*Director of Public Works / City Engineer*

414/302-8360

414/302-8366 (Fax)

City Hall

7525 West Greenfield Avenue

West Allis, Wisconsin 53214

[www.ci.west-allis.wi.us](http://www.ci.west-allis.wi.us)

[mlewis@ci.west-allis.wi.us](mailto:mlewis@ci.west-allis.wi.us)

## MEMORANDUM

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**TO:** Gary T. Barczak  
Martin J. Weigel  
Michael J. Czaplewski  
Rosalie L. Reinke  
Daniel J. Roadt

**FROM:** Michael G. Lewis, Director of Public Works/City Engineer

**DATE:** September 3, 2013

**RE:** **Communication from Director of Public Works/City Engineer regarding 2014 Special Assessment Rates**

The Engineering Department is recommending that the special assessment rates remain unchanged from the 2013 rates with no increases proposed for 2014. The bids we received in 2013 were only 0.9% higher than bids in 2012 for concrete street reconstruction and were only 0.7% higher than bids in 2012 for asphalt resurfacing of streets. Therefore we would like to recommend that the special assessment rates remain unchanged for 2014.

**City of West Allis**  
**2014 STANDARD ASSESSMENT RATES- No Increase**

<u>Type of Improvement</u>	<u>Standard</u> (100%)	<u>Comm.</u> (125%)	<u>Mfg.</u> (150%)
<b>Street Paving:</b>			
New Construction.....	83.63	104.54	125.45
Reconstruction (60% of new rate).....	50.18	62.72	75.27
Major Asphalt Resurface/Rural Section Asphalt (50% of new rate).....	41.82	52.27	62.72
Minor Asphalt Resurface (40% of new street).....	33.45	41.82	50.18
Interim Asphalt Resurface (20% of new construct).....	16.73	20.91	25.09
Concrete Pavement Repair (12% of new construct)....	10.04	12.54	15.05
Service Drive New (2/3 of new construct).....	55.75	69.69	83.63
Service Drive - Resurface (2/3 of minor street resurf)....	22.30	27.88	33.45
<b>Alleys (Concrete)</b>			
..... 20' Wide.....	44.12	55.15	66.18
..... 18' Wide.....	41.63	52.04	62.45
..... 16' Wide.....	39.12	48.90	58.68
..... 15' Wide.....	37.88	47.36	56.83
..... 14' Wide.....	36.62	45.78	54.94
..... 12' Wide.....	34.16	42.70	51.23
..... 10' Wide.....	31.66	39.57	47.49
<b>Alleys (Reconstruct)</b>			
..... 20' Wide.....	30.89	38.61	46.34
..... 18' Wide.....	29.14	36.42	43.71
..... 17' Wide.....	28.27	35.33	42.40
..... 16' Wide.....	27.38	34.23	41.08
..... 15' Wide.....	26.53	33.17	39.80
..... 14' Wide.....	25.67	32.09	38.51
..... 12' Wide.....	23.89	29.86	35.83
..... 10' Wide.....	22.18	27.72	33.26
<b>Alleys (Resurfacing):</b>			
..... 20' Wide.....	15.45	19.31	23.17
..... 18' Wide.....	14.56	18.20	21.87

20.



# City of West Allis Matter Summary

7525 W. Greenfield Ave.  
West Allis, WI 53214

File Number	Title	Status
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2013-0531 Request Introduced

Communication from City Administrative Officer regarding request to fill the vacant position of Municipal Library Janitor at the Public Library.

Introduced: 9/3/2013

Controlling Body: Administration & Finance Committee

COMMITTEE RECOMMENDATION APPROVE

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<u>9-3-13</u>	_____	_____	Barczak				
	_____	_____	Czaplewski				✓
	_____	_____	Lajsic				
	_____	_____	May	✓			
	_____	✓	Probst	✓			
	_____	_____	Reinke				
	_____	_____	Roadt				
	_____	_____	Sengstock	✓			
	✓	_____	Vitale	✓			
_____	_____	Weigel					
		TOTAL		<u>4</u>	<u>0</u>		<u>1</u>

SIGNATURE OF COMMITTEE MEMBER

Chair

Vice-Chair

Member

COMMON COUNCIL ACTION APPROVAL

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<u>SEP 03 2013</u>	_____	_____	Barczak	✓			
	_____	_____	Czaplewski	✓			
	_____	_____	Lajsic				✓
	_____	_____	May	✓			
	_____	_____	Probst	✓			
	_____	_____	Reinke	✓			
	_____	_____	Roadt	✓			
	_____	✓	Sengstock	✓			
	✓	_____	Vitale	✓			
_____	_____	Weigel	✓				
		TOTAL		<u>9</u>	<u>—</u>		<u>1</u>



**CITY ADMINISTRATIVE OFFICE**

**PAUL M. ZIEHLER**  
*City Administrative Officer*  
*Clerk/Treasurer*


414/302-8294  
414/302-8207 (Fax)

City Hall  
7525 West Greenfield Avenue  
West Allis, Wisconsin 53214

pziehler@westalliswi.gov  
www.westalliswi.gov

**MEMORANDUM**

TO: Administration & Finance Committee

FROM: Paul M. Ziebler,  
City Administrative Officer 

RE: Department Request to Fill Vacant Position

DATE: August 20, 2013

Attached is Mike Koszalka's request to fill the vacant position of Municipal Library Janitor at the Public Library.

According to our continuing procedure, these requests are formally referred to the Administration & Finance Committee for consideration through its normal Council/Committee referral process.

If you have any questions concerning this request, please contact me.

PMZjfw

cc: Mayor  
HR Division  
Mike Koszalka

ADM\CORR\VACPOSREQ LibJanitor 0813



**PUBLIC LIBRARY**  
7421 West National Avenue  
West Allis, Wisconsin 53214-4699

August 14, 2013

Paul Ziehler  
City Administrative Officer  
City Hall  
West Allis, Wisconsin 53214

Dear Mr. Ziehler:

I respectfully request that the Administration and Finance Committee give its approval to fill a Municipal Library Janitor position at the Public Library. This budgeted position became vacant on August 8, 2013 when all of Donald Weege's paid/unpaid time was exhausted (for employment status purposes) and his employment terminated.

Attached is the completed form required to being the replacement process.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Michael Koszalka".

Michael Koszalka  
Library Director

JN

CITY OF WEST ALLIS  
CAO

AUG 19 2011

RECEIVED

**REVIEW BY CITY ADMINISTRATIVE OFFICER  
OF DEPARTMENT REQUESTS TO FILL POSITION VACANCIES**

This form should be attached to your memorandum to me when a position vacancy is requested to be filled. Responses to the questions noted below are sufficient for review purposes. (Information to answer question no. 8 is available from me.)

Upon receipt of this form, I immediately send it to the members of the Administration & Finance Committee. They have five (5) working days to contact me with any objections, concerns, or questions. Upon expiration of the five days, I will notify you in writing that the request has been approved and the vacancy can be filled. If there are questions, please call.

1. Position Title: MUNICIPAL LIBRARY JANITOR
2. Department/Division: Library
3. Vacancy Date: August 8, 2013
4. Vacancy Reason: All paid/unpaid time exhausted/employment terminated
5. a. What are the specific work responsibilities of the position?  
**Duties include: vacuums carpeting; mops floors; dusts; cleans rest rooms; washes sinks and drinking fountains; collects and disposes of trash and waste paper; replaces lights, soap, toilet paper, towels; performs grounds maintenance including shoveling snow, picking up debris, cleaning and salting walkways. Assists in the set-up of public meeting rooms. Makes deliveries to City Hall, the Post Office, STARS participants (Service to Adult Readers with Special Needs), etc. Secures the building at closing.**  
b. How many other such positions exist in this Department?  
**This is the only Municipal Library Janitor position (only janitorial position). Currently, the library also has 1 Custodian III position and 600 hours of part-time Custodian help.**

What are the reasons why the position must be filled?

**If this position is not filled, we will not be able to maintain our facility at its current level. We would experience a noticeable decline in the overall appearance and cleanliness of the building (restrooms, children's area, grounds, etc.). Most weeks, the public library is open to the public 7 days/64 hours. This is a heavily used public facility with over 7,500 patron visits each week. This position is responsible for closing and securing the building every evening (Monday-Friday) — works a 3 p.m.-11 p.m. shift.**

7. What will be the impacts on service functions if the position were not filled?
  - a. Service to the public.  
**We would not be able to maintain the building at the present level. We would not be able to have custodial staff on duty during the hours the library is open to the public. We would no longer have the ability to quickly "clean-up" unplanned spills, accidents, etc., allowing us to keep all public areas of the building available.**
  - b. Service to staff.  
**Staffing patterns would be affected-possibility of split shifts and long periods without any custodial help. Reassignment of duties that would result in the remaining custodial staff being forced to postpone or cancel some of their own duties.**
8. What is the fiscal impact related to filling this vacancy?  
**Mr. Weege's salary was budgeted for 2013 at Level L-12, 95%, R-rate, (\$1,657.60 bi-weekly). New hire would be at Level L-12, Step A, R-rate, (\$1,6,00.80 bi-weekly).**

9. Remarks/Comments:

Signature: 

Date: August 14, 2013

Title: Library Director



CAO  
CITY OF WEST ALLIS

AUG 19 2013

RECEIVED



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4.



# City of West Allis Matter Summary

7525 W. Greenfield Ave.  
West Allis, WI 53214

File Number	Title	Status
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2012-0474      Communication      Introduced

Communication from Assistant City Attorney regarding delinquent taxes for Signature Chocolate located at 1944 S. 76 St.

Introduced: 9/4/2012


Controlling Body: License & Health Committee

### COMMITTEE RECOMMENDATION

SAC

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<u>9-4-12</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Barczak				
	<input type="checkbox"/>	<input type="checkbox"/>	Czaplewski				
	<input type="checkbox"/>	<input type="checkbox"/>	Lajsic				
	<input type="checkbox"/>	<input type="checkbox"/>	May				
	<input type="checkbox"/>	<input type="checkbox"/>	Probst				
	<input type="checkbox"/>	<input type="checkbox"/>	Reinke				
	<input type="checkbox"/>	<input type="checkbox"/>	Roadt				
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sengstock				
	<input type="checkbox"/>	<input type="checkbox"/>	Vitale				
	<input type="checkbox"/>	<input type="checkbox"/>	Weigel				
			TOTAL	<u>5</u>	<u>0</u>		

### SIGNATURE OF COMMITTEE MEMBER



Chair

Vice-Chair

Member

### COMMON COUNCIL ACTION

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
	<input type="checkbox"/>	<input type="checkbox"/>	Barczak				
	<input type="checkbox"/>	<input type="checkbox"/>	Czaplewski				
	<input type="checkbox"/>	<input type="checkbox"/>	Lajsic				
	<input type="checkbox"/>	<input type="checkbox"/>	May				
	<input type="checkbox"/>	<input type="checkbox"/>	Probst				
	<input type="checkbox"/>	<input type="checkbox"/>	Reinke				
	<input type="checkbox"/>	<input type="checkbox"/>	Roadt				
	<input type="checkbox"/>	<input type="checkbox"/>	Sengstock				
	<input type="checkbox"/>	<input type="checkbox"/>	Vitale				
	<input type="checkbox"/>	<input type="checkbox"/>	Weigel				
			TOTAL				



**CITY CLERK/TREASURER'S OFFICE**

414/302-8200 or 414/302-8207 (Fax)

[www.westalliswi.gov](http://www.westalliswi.gov)

**Paul M. Ziehler**

*City Admin. Officer, Clerk/Treasurer*

**Monica Schultz**

*Assistant City Clerk*

**Rosemary West**

*Treasurer's Office Supervisor*

February 27, 2013

Scott Repinski  
Signature Chocolate  
1944 S. 76 St.  
West Allis, WI 53219

Dear Mr. Repinski:

The Chairman of the License & Health Committee orders that you appear at its meeting on Tuesday, March 5, 2013, at 7:15 P.M. (during recess of the Common Council Meeting) in Room 128, West Allis City Hall, 7525 W. Greenfield Ave., regarding the Summons and Complaint and failure to pay Real Estate Taxes owed to the City of West Allis.

Please be advised failure to appear may result in the City commencing an action seeking the ultimate revocation of your permit.

Sincerely,

*Monica Schultz*  
*/amn*

Monica Schultz  
Assistant City Clerk

/amn



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*

February 19, 2013

Scott Repinski  
Signature Chocolate  
1944 S. 76 St.  
West Allis, WI 53219

Dear Mr. Repinski:

The Chairman of the License & Health Committee orders that you appear at its meeting on Tuesday, February 26, 2013, at 6:00 P.M. in the Common Council Chambers, West Allis City Hall, 7525 W. Greenfield Ave. regarding the Summons and Complaint and failure to pay Real Estate Taxes owed to the City of West Allis, or contact the City Attorney's Office at 414-302-8450 to arrange a payment agreement as discussed at the meeting of October 23, 2012.

Sincerely,

*Monica Schultz*  
*amn*

Monica Schultz  
Assistant City Clerk

/amn



**CITY CLERK/TREASURER'S OFFICE**

414/302-8200 or 414/302-8207 (Fax)

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**Paul M. Ziehler**

*City Admin. Officer, Clerk/Treasurer*

**Monica Schultz**

*Assistant City Clerk*

**Rosemary West**

*Treasurer's Office Supervisor*

October 16, 2012

Scott Repinski  
Signature Chocolate  
1944 S. 76 St.  
West Allis, WI 53219

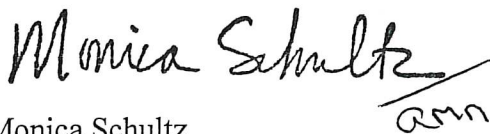
Dear Mr. Repinski:

Please note that your permit to operate Signature Chocolate is being withheld due to your failure to pay Real Estate Taxes owed to the City of West Allis. As of July 1, 2012, you are operating your establishment without a permit and in violation of the City's ordinances. To date you have not contacted the City Attorney's Office at 414-302-8450 to arrange a payment agreement as discussed at the meeting of August 7, 2012.

As a result of the above, the Chairman of the License & Health Committee orders that you appear at its meeting on Tuesday, October 23, 2012 at 5:30 P.M., in Room 128, West Allis City Hall, 7525 W. Greenfield Ave., with regards to the Summons & Complaint.

Failure to appear may result in the City commencing an action seeking the ultimate revocation of your permit.

Sincerely,

  
amn

Monica Schultz  
Assistant City Clerk

/amn



CITY CLERK/TREASURER'S OFFICE

414/302-8200 or 414/302-8207 (Fax)

[www.westalliswi.gov](http://www.westalliswi.gov)

Paul M. Ziehler

City Admin. Officer, Clerk/Treasurer

Monica Schultz

Assistant City Clerk

Rosemary West

Treasurer's Office Supervisor

August 30, 2012

Scott Repinski  
Signature Chocolate  
1944 S. 76 St.  
West Allis, WI 53219

Dear Mr. Repinski:

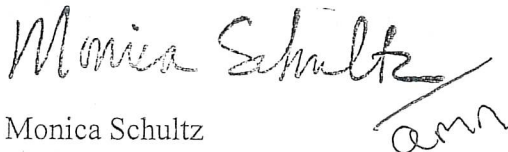
Please note that your permit to operate Signature Chocolate is being withheld due to your failure to pay Real Estate Taxes owed to the City of West Allis. As of July 1, 2012, you are operating your establishment without a permit and in violation of the City's ordinances. To date you have not contacted the City Attorney's Office at 414-302-8450 to arrange a payment agreement as discussed at the meeting of August 7, 2012.

As a result of the above, the Chairman of the License & Health Committee orders that you appear at its meeting on Tuesday, September 4, 2012 at 7:15 P.M. (during recess of the Common Council Meeting), in Room 128, West Allis City Hall, 7525 W. Greenfield Ave.

Please be advised this letter serves as a **Second Request**. Failure to appear may result in the City commencing an action seeking the ultimate revocation of your permit.

Or you may contact the City Attorney's Office at 414-302-8450 to arrange a payment agreement

Sincerely,

  
amn

Monica Schultz  
Assistant City Clerk

/amn

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INTEROFFICE MEMORANDUM

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**TO:** LICENSE AND HEALTH COMMITTEE  
**FROM:** ASSISTANT CITY ATTORNEY JENNA MERTEN  
**SUBJECT:** NON-PAYMENT OF PERSONAL PROPERTY TAXES – SCOTT REPINSKI  
**DATE:** 10/9/2012

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NON-PAYMENT OF PERSONAL PROPERTY TAXES

Previously, the License and Health Committee granted me authority to enter into payment arrangements for delinquent personal property taxes with businesses so that they were able to retain their licenses. As per the agreement with Scott Repinski, he agreed to pay \$1500 per month to pay off the 2008-2010 real estate taxes on his property. Repinski has paid only \$2743.84 this year, and did not make payments in January, February, March, April, June, July, or August of this year. Additionally, despite frequent communication with his attorney, Repinski has yet to sign an agreement for the 2011 real estate taxes.

As of September 4, 2012, Mr. Repinski now owes \$12,43182 for past due taxes.

Thank you.



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89.  
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# City of West Allis Matter Summary

7525 W. Greenfield Ave.  
West Allis, WI 53214

File Number	Title	Status
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2012-0550      Communication      Introduced

Communication from Assistant City Attorney regarding non-payment of 2011 real estate taxes for 3061 S. 108 St., Mohammad Rafiq, dated October 9, 2012.

Introduced: 10/16/2012

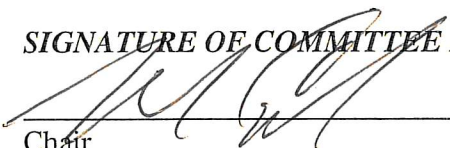
Controlling Body: License & Health Committee

### COMMITTEE RECOMMENDATION

### PLACE ON FILE

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<u>JUL 01 2013</u>			Barczak	✓			
			Czaplewski	✓			
			Lajsic				
			May				
			Probst				
			Reinke				
		✓	✓	Roadt	✓		
				Sengstock	✓		
				Vitale			
				Weigel	✓		
			TOTAL	5	0		1

### SIGNATURE OF COMMITTEE MEMBER

 \_\_\_\_\_ Chair     
 \_\_\_\_\_ Vice-Chair     
 \_\_\_\_\_ Member

### COMMON COUNCIL ACTION

### PLACE ON FILE

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<u>JUL 01 2013</u>		✓	Barczak	✓			
		✓	Czaplewski	✓			
			Lajsic	✓			
			May	✓			
			Probst	✓			
			Reinke	✓			
			Roadt	✓			
			Sengstock	✓			
			Vitale	✓			
			Weigel	✓			
			TOTAL	10			

**UNANIMOUS**

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INTEROFFICE MEMORANDUM

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**TO:** LICENSE AND HEALTH COMMITTEE  
**FROM:** ASSISTANT CITY ATTORNEY JENNA MERTEN  
**SUBJECT:** NON-PAYMENT OF REAL ESTATE TAXES - MOHAMMAD RAFIQ  
**DATE:** 10/10/2012

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NON-PAYMENT OF REAL ESTATE TAXES

On August 28, 2012, Mohammad Rafiq appeared in front of the committee to request an agreement for his real estate taxes. When I spoke with him on August 30, 2012, to inquire about how much he could pay per month, he said he did not know until he discussed it with the bank and that he would call me back that afternoon. I have not heard from him since then, and no payments have been received toward the delinquent total.

In sum, as of September 27, 2012, Rafiq owes a total of \$26,494.50 in unpaid taxes for the property located at 3061 South 108<sup>th</sup> Street.

Thank you.



**CITY CLERK/TREASURER'S OFFICE**  
414/302-8200 or 414/302-8207 (Fax)  
[www.westalliswi.gov](http://www.westalliswi.gov)  
**Paul M. Ziehler**  
*City Admin. Officer, Clerk/Treasurer*  
**Monica Schultz**  
*Assistant City Clerk*  
**Rosemary West**  
*Treasurer's Office Supervisor*

October 9, 2012

Mr. Mohammad Rafiq  
4908 S. 78 St.  
Greenfield, WI 53227

Dear Mr. Rafiq:

Please note that your license to sell cigarettes is being withheld due to your failure to pay Real Estate Taxes owed to the City of West Allis. As of July 1, 2012, you are operating your establishment without a license and in violation of the City's ordinances.

As a result of the above, the Chairman of the License & Health Committee orders that you appear at its meeting on Tuesday, October 16, 2012, at 7:15 P.M., (during recess of the Common Council Meeting) in Room 128, West Allis City Hall, 7525 W. Greenfield Ave.

Or you may contact the City Attorney's Office at 414-302-8450 to arrange a payment agreement as discussed at the meeting of August 28, 2012.

**Should you fail to appear as scheduled, your Cigarette License application may be denied, suspended or revoked.**

Sincerely,

*Monica Schultz*  
*amn*

Monica Schultz  
Assistant City Clerk

/amn



CITY CLERK/TREASURER'S OFFICE  
414/302-8200 or 414/302-8207 (Fax)  
[www.westalliswi.gov](http://www.westalliswi.gov)  
**Paul M. Ziehler**  
*City Admin. Officer, Clerk/Treasurer*  
**Monica Schultz**  
*Assistant City Clerk*  
**Rosemary West**  
*Treasurer's Office Supervisor*

May 17, 2013

Mr. Mohammad Rafiq  
4908 S. 78 St.  
Greenfield, WI 53227

Dear Mr. Rafiq:

The Chairman of the License & Health Committee orders that you appear at its meeting on Tuesday, May 28, 2013, at 6:00 PM, in the Common Council Chambers, West Allis City Hall, 7525 W. Greenfield Ave., regarding your 2012-2013 Cigarette license, failure to pay real estate and personal property taxes owed to the City of West Allis and failure to contact the City Attorney's Office at 414-302-8450 to arrange a payment agreement.

**Should you fail to appear as scheduled, your Cigarette License application may be denied, suspended or revoked.**

Sincerely,

Monica Schultz  
Assistant City Clerk

/amn



CITY CLERK/TREASURER'S OFFICE  
414/302-8200 or 414/302-8207 (Fax)  
[www.westalliswi.gov](http://www.westalliswi.gov)  
**Paul M. Ziebler**  
*City Admin. Officer, Clerk/Treasurer*  
**Monica Schultz**  
*Assistant City Clerk*  
**Rosemary West**  
*Treasurer's Office Supervisor*

May 29, 2013

Mr. Mohammad Rafiq  
4908 S. 78 St.  
Greenfield, WI 53227

Dear Mr. Rafiq:

The Chairman of the License & Health Committee orders that you appear at its meeting on Tuesday, June 4, 2013, at 7:30 PM, (during recess of the Common Council Meeting) in Room 128, West Allis City Hall, 7525 W. Greenfield Ave., regarding your 2012-2013 Cigarette license, failure to pay real estate and personal property taxes owed to the City of West Allis and failure to contact the City Attorney's Office at 414-302-8450 to arrange a payment agreement.

**Should you fail to appear as scheduled, your Cigarette License application may be denied, suspended or revoked.**

Sincerely,

*Monica Schultz*  
*amn*

Monica Schultz  
Assistant City Clerk

/amn

55.



# City of West Allis Matter Summary

7525 W. Greenfield Ave.  
West Allis, WI 53214

File Number	Title	Status
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2013-0418 Request Introduced

Request to amend premises of GR's National Pub, located at 6827 W. National Ave., for an outdoor extension (2013-2014 Class B Tavern License application no. 1613, Instrumental Music License application no. 1614 and Dance Hall License application no. 1615).

Introduced: 7/1/2013 Controlling Body: License & Health Committee

## COMMITTEE RECOMMENDATION

*Approval*

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<u>7-1-13</u>			Barczak	✓			
			Czaplewski	✓			
			Lajsic				
			May				
			Probst				
			Reinke				
	✓		Roadt	✓			
			Sengstock	✓			
			Vitale				
		✓	Weigel	✓			
			TOTAL	<u>5</u>	<u>0</u>		

## SIGNATURE OF COMMITTEE MEMBER

Chair Vice-Chair Member

## COMMON COUNCIL ACTION

## APPROVAL

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<u>JUL 01 2013</u>	✓	✓	Barczak	✓			
			Czaplewski	✓			
			Lajsic	✓			
			May	✓			
			Probst	✓			
			Reinke	✓			
			Roadt	✓			
			Sengstock	✓			
			Vitale	✓			
			Weigel	✓			
			TOTAL	<u>10</u>	<u>-</u>		

## UNANIMOUS

Applicant or Agent for Applicant

Agent is Representing (Tenant/Owner)

Name GUY ROBB  
Company GUY M ROBB LLC DBA GR'S NATIONAL PUB  
Address W191 S7322 SHORE LANE  
City MUSKEGO State WI Zip 53150  
Daytime Phone Number 262-679-4595  
E-mail Address HDRIDERS-2@WI-RR.COM  
Fax Number CELL 414-628-4216  
Project Name/New Company Name (If applicable) \_\_\_\_\_

Name \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Daytime Phone Number \_\_\_\_\_  
E-mail Address \_\_\_\_\_  
Fax Number \_\_\_\_\_

Agent Address will be used for all official correspondence.

Property Information

Property Address 6827 W NATIONAL  
Tax Key Number 453-0567-000  
Current Zoning C-2  
Property Owner GUY M ROBB  
Property Owner's Address W191 S7322 SHORE LA.  
MUSKEGO, WI 53150  
Existing Use of Property \_\_\_\_\_  
Total Project Cost Estimate: 300<sup>00</sup>  
Previous Occupant \_\_\_\_\_

Application Type and Fee

(Check all that apply)

- Special Use: \$500.00 (Public Hearing Required)
- Level 1 Site, Landscaping, Architectural Plan Review \$100.00 (Project Cost \$0 -2,000)
- Level 2 Site, Landscaping, Architectural Plan Review \$250.00 (Project Cost \$2,001 -5,000)
- Level 3 Site, Landscaping, Architectural Plan Review \$500.00 (Project Cost \$5,001 +)
- Site, Landscaping, Architectural Plan Amendments \$100.00
- Extension of Time: \$250.00
- Signage Plan Review \$100.00
- Signage Plan Appeal: \$100.00
- Request for Rezoning: \$500.00 (Public Hearing required)
- Existing Zoning: \_\_\_\_\_ Proposed Zoning: \_\_\_\_\_
- Request for Ordinance Amendment \$500.00
- Planned Development District \$1500.00(Public Hearing Required)
- Subdivision Plats: \$1700.00
- Certified Survey Map: \$600.00
- Certified Survey Map Re-approval: \$50.00
- Street or Alley Vacation/Dedication: \$500.00
- Transitional Use \$500.00 (Public Hearing Required)

In order to be placed on the Plan Commission agenda, the Department of Development MUST receive the following by the last Friday of the month, prior to the month of the Plan Commission meeting.

(Check boxes next to each listed item):

- Completed Application
- Appropriate Fees
- Project Description
- Sets of folded and stapled plans (24" x 36")
- 1 Electronic copy of plans (PDF format)
- Total Project Cost Estimate

Attached Plans Include: (Application is incomplete without required plans, see handout for requirements)

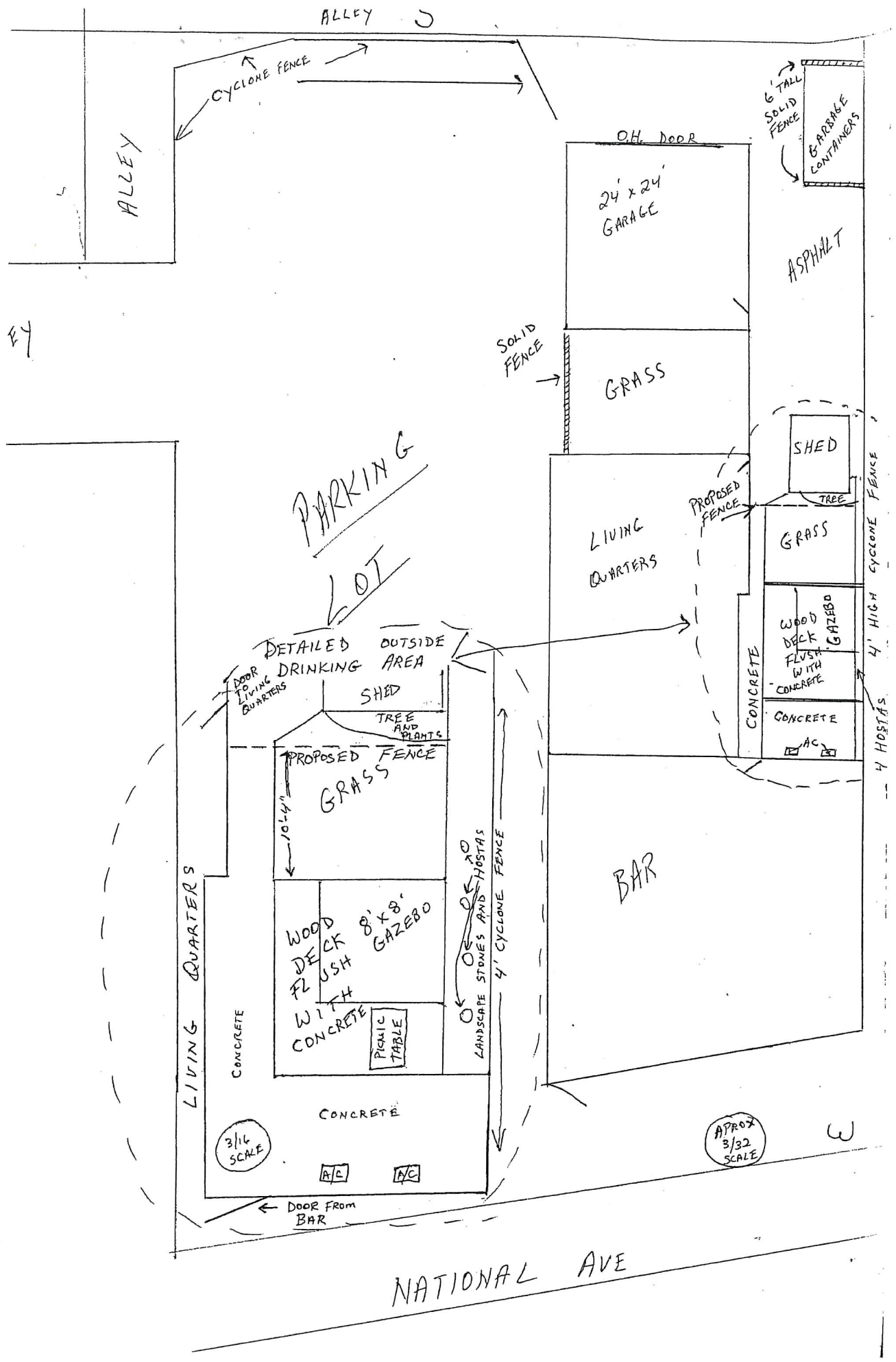
- Site/Landscaping/Screening Plan
- Floor Plans
- Elevations
- Signage Plan
- Certified Survey Map
- Other \_\_\_\_\_

Applicant or Agent Signature Guy M Robb  
Subscribed and sworn to me 23 day(s) of May, 2013  
Notary Public: [Signature]  
My Commission: 7/11/16



Date: 5/23/13

Please make checks payable to:  
City Of West Allis



fy

3/16 SCALE

APPROX 3/32 SCALE

W





INTRODUCE: MAY 7  
PH: JUNE 4

### Planning Application Form

City of West Allis 7525 West Greenfield Avenue, West Allis, Wisconsin 53214  
414/302-8460 414/302-8401 (Fax) http://www.ci.west-allis.wi.us

#### Applicant or Agent for Applicant

Name ARNOLD CHECK  
Company \_\_\_\_\_  
Address 2623 W. LAKE VISTA CT  
City MILWAUKEE State WI Zip 53092  
Daytime Phone Number 414 305 7105  
E-mail Address ARNCHK@SBCGLOBAL.NET  
Fax Number 262 236 0170  
Project Name/New Company Name (if applicable) \_\_\_\_\_

#### Agent is Representing (Tenant/Owner)

Name STEVE KENDZIORA  
Company \_\_\_\_\_  
Address 1908 S 92<sup>ND</sup> ST  
City WEST ALLIS State WI Zip 53219  
Daytime Phone Number 414 699 4122  
E-mail Address \_\_\_\_\_  
Fax Number \_\_\_\_\_

#### Application Type and Fee

(Check all that apply)

- Special Use: \$500.00 (Public Hearing Required)
- Level 1 Site, Landscaping, Architectural Plan Review \$100.00 (Project Cost \$0 -2,000)
- Level 2 Site, Landscaping, Architectural Plan Review \$250.00 (Project Cost \$2,001 -5,000)
- Level 3 Site, Landscaping, Architectural Plan Review \$500.00 (Project Cost \$5,001 +)
- Site, Landscaping, Architectural Plan Amendments \$100.00
- Extension of Time: \$250.00
- Signage Plan Review \$100.00
- Signage Plan Appeal: \$100.00
- Request for Rezoning: \$500.00 (Public Hearing required)
- Existing Zoning: \_\_\_\_\_ Proposed Zoning: \_\_\_\_\_
- Request for Ordinance Amendment \$500.00
- Planned Development District \$1500.00(Public Hearing Required)
- Subdivision Plats: \$1700.00
- Certified Survey Map: \$600.00
- Certified Survey Map Re-approval: \$50.00
- Street or Alley Vacation/Dedication: \$500.00
- Transitional Use \$500.00 (Public Hearing Required)

Agent Address will be used for all official correspondence.

#### Property Information

Property Address 5317 W. BURNHAM  
Tax Key Number 474-0001-000  
Current Zoning M-1  
Property Owner CHECK FAMILY TRUST  
Property Owner's Address 2623 W. LAKE VISTA CT  
MILWAUKEE WI 53092  
Existing Use of Property MULTI TENANT  
Total Project Cost Estimate: 0  
Previous Occupant \_\_\_\_\_

In order to be placed on the Plan Commission agenda, the Department of Development MUST receive the following by the last Friday of the month, prior to the month of the Plan Commission meeting.

(Check boxes next to each listed item):

- Completed Application
- Appropriate Fees
- Project Description
- 6 Sets of folded and stapled plans (24" x 36")
- 1 Electronic copy of plans (PDF format)
- Total Project Cost Estimate

Attached Plans Include: (Application is incomplete without required plans, see handout for requirements)

- Site/Landscaping/Screening Plan
- Floor Plans
- Elevations
- Signage Plan
- Certified Survey Map
- Other \_\_\_\_\_

Applicant or Agent Signature Arnold Check

Date: 4/20/13

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Notary Public: \_\_\_\_\_

My Commission: \_\_\_\_\_

Please make checks payable to:  
City Of West Allis

DEV SPECIAL USE PERMIT. 40402  
1.00 \$500.00  
5317 W. BURNHAM ST. 1.00 \$100.00  
GM DEV LVL 1 SITE-ARCH PLN R  
5317 W. BURNHAM ST. 1.00 \$600.00  
CK CHECK PAYMEN 4532 \$600.00  
Total tendered \$600.00  
Total payment \$600.00  
Trans date: 4/25/13 Time: 15:30:20

44.  
49.



# City of West Allis Matter Summary

7525 W. Greenfield Ave.  
West Allis, WI 53214

File Number	Title	Status
-------------	-------	--------

2013-0336      Special Use Permit      Introduced

Special Use Permit for GR's National Pub, for an outdoor extension of premise to the existing pub, located at 6827 W. National Ave.

Introduced: 6/4/2013

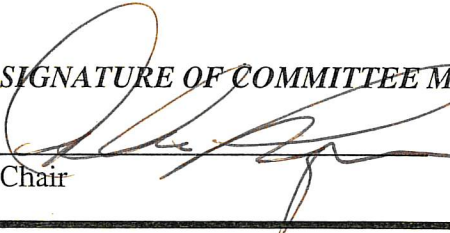
Controlling Body: Safety & Development Committee

~~Public Works & Street~~  
**Plan Commission**

COMMITTEE RECOMMENDATION File

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
			Barczak				
			Czaplewski				
<u>7/1/13</u>			Lajsic	✓			
		✓	May	✓			
			Probst	✓			
			Reinke	✓			
			Roadt				
			Sengstock				
	✓		Vitale	✓			
			Weigel				
			TOTAL	<u>5</u>	<u>0</u>		

SIGNATURE OF COMMITTEE MEMBER

  
 Chair \_\_\_\_\_ Vice-Chair \_\_\_\_\_ Member \_\_\_\_\_

COMMON COUNCIL ACTION **PLACE ON FILE**

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
			Barczak	✓			
			Czaplewski	✓			
<u>JUL 01 2013</u>	✓		Lajsic	✓			
			May	✓			
		✓	Probst	✓			
			Reinke	✓			
			Roadt	✓			
			Sengstock	✓			
			Vitale	✓			
			Weigel	✓			
			TOTAL	<u>10</u>	<u>-</u>		<u>-</u>

# Planning Application Form

City of West Allis ■ 7525 West Greenfield Avenue, West Allis, Wisconsin 53214  
414/302-8460 ■ 414/302-8401 (Fax) ■ http://www.ci.west-allis.wi.us

### Applicant or Agent for Applicant

### Agent is Representing (Tenant/Owner)

Name GUY ROBB  
 Company GUY M ROBB LLC DBA GRS NATIONAL PUB  
 Address W191 S7322 SHORE LANE  
 City MUSKEGO State WI Zip 53150  
 Daytime Phone Number 262-679-4595  
 E-mail Address HDRIDERS-2@WI-RR.COM  
 Fax Number CELL 414-628-4216  
 Project Name/New Company Name (If applicable) \_\_\_\_\_

Name \_\_\_\_\_  
 Company \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Daytime Phone Number \_\_\_\_\_  
 E-mail Address \_\_\_\_\_  
 Fax Number \_\_\_\_\_

Agent Address will be used for all official correspondence.

### Property Information

Property Address 6827 W NATIONAL  
 Tax Key Number 453-0567-000  
 Current Zoning C-2  
 Property Owner GUY M ROBB  
 Property Owner's Address W191 S7322 SHORE LA.  
MUSKEGO, WI 53150  
 Existing Use of Property \_\_\_\_\_  
 Total Project Cost Estimate: 300<sup>00</sup>  
 Previous Occupant \_\_\_\_\_

### Application Type and Fee

(Check all that apply)

- Special Use: \$500.00 (Public Hearing Required)
- Level 1 Site, Landscaping, Architectural Plan Review \$100.00 (Project Cost \$0 -2,000)
- Level 2 Site, Landscaping, Architectural Plan Review \$250.00 (Project Cost \$2,001 -5,000)
- Level 3 Site, Landscaping, Architectural Plan Review \$500.00 (Project Cost \$5,001 +)
- Site, Landscaping, Architectural Plan Amendments \$100.00
- Extension of Time: \$250.00
- Signage Plan Review \$100.00
- Signage Plan Appeal: \$100.00
- Request for Rezoning: \$500.00 (Public Hearing required)
- Existing Zoning: \_\_\_\_\_ Proposed Zoning: \_\_\_\_\_
- Request for Ordinance Amendment \$500.00
- Planned Development District \$1500.00(Public Hearing Required)
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- Certified Survey Map Re-approval: \$50.00
- Street or Alley Vacation/Dedication: \$500.00
- Transitional Use \$500.00 (Public Hearing Required)

**In order to be placed on the Plan Commission agenda, the Department of Development MUST receive the following by the last Friday of the month, prior to the month of the Plan Commission meeting.**

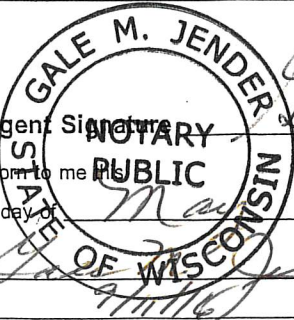
(Check boxes next to each listed item):

- Completed Application
- Appropriate Fees
- Project Description
- 6 Sets of folded and stapled plans (24" x 36")
- 1 Electronic copy of plans (PDF format)
- Total Project Cost Estimate

**Attached Plans Include:** (Application is incomplete without required plans, see handbook for requirements)

- Site/Landscaping/Screening Plan
- Floor Plans
- Elevations
- Signage Plan
- Certified Survey Map
- Other \_\_\_\_\_

Applicant or Agent Signature Guy M Robb  
 Subscribed and sworn to me this 23 day of May, 2013  
 Notary Public: Gale M Jender  
 My Commission: \_\_\_\_\_



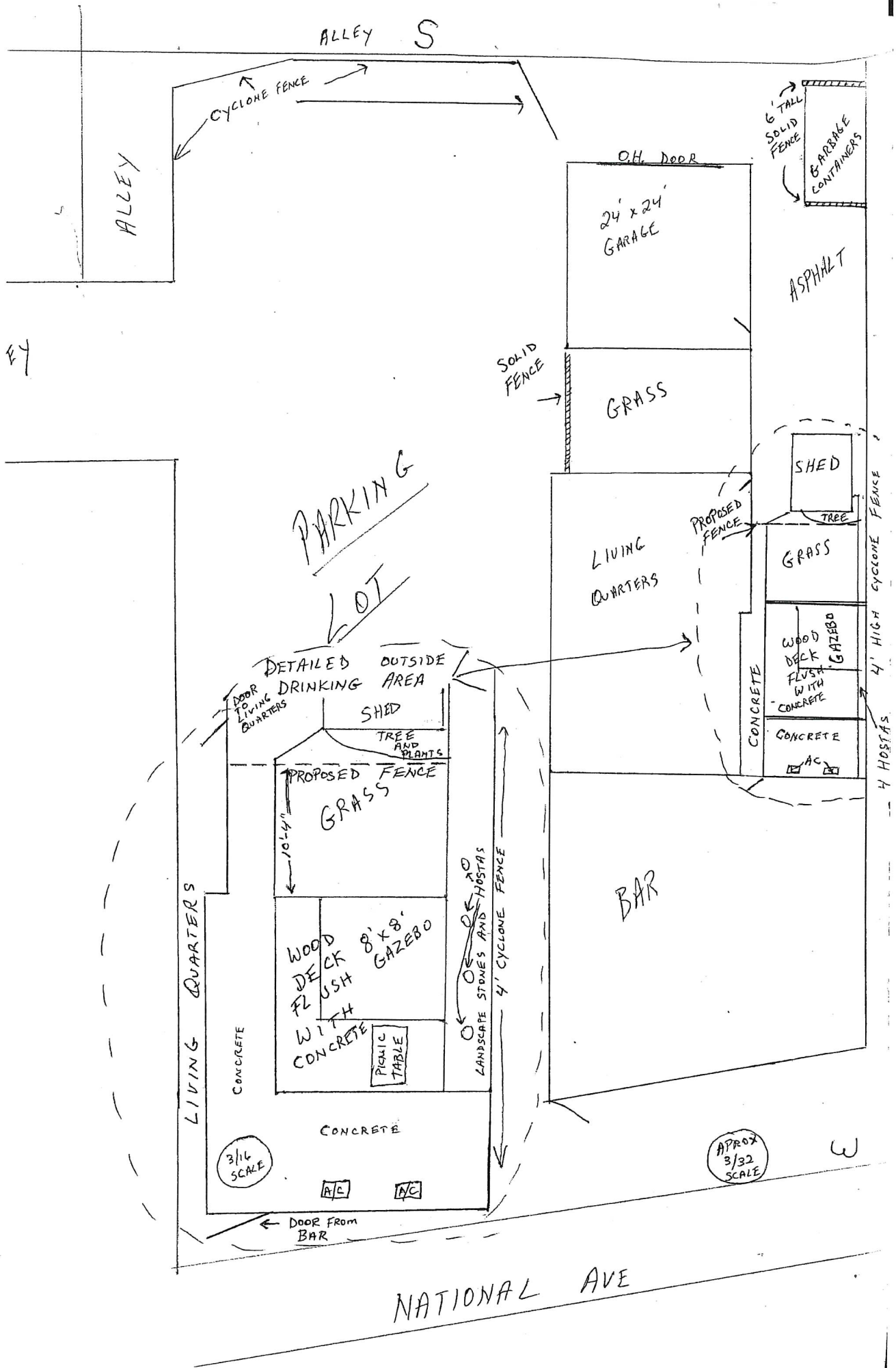
Date: 5/23/13

**Please make checks payable to:  
City Of West Allis**

User: GNRUDEV Type: OC Drawer: 1  
Date: 5/10/13 01 Receipt no: 49909  
GH DEV SPECIAL USE PERMIT \$500.00  
1.00  
GR'S NAT'L PUB/GUY ROBB \$100.00  
GP DEV SITE/LAND/ARCH AMEND \$100.00  
1.00  
GR'S NAT'L PUB/GUY ROBB \$600.00  
CK CHECK PAYMEN 2671 \$600.00  
Total tendered \$600.00  
Total payment \$600.00

Trans date: 5/24/13 Time: 12:06:23





46.



# City of West Allis Matter Summary

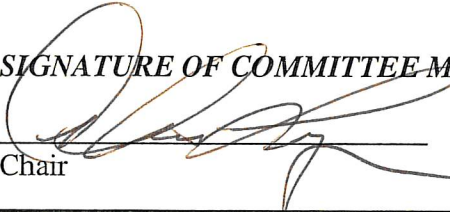
7525 W. Greenfield Ave.  
West Allis, WI 53214

File Number	Title	Status
2013-0098	Special Use Permit	In Committee
	Special Use Permit for Sammy's Taste of Chicago, a restaurant, proposed to be located at 1234 S. 108 St.	
	Introduced: 2/19/2013	Controlling Body: Safety & Development Committee

## COMMITTEE RECOMMENDATION File

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<u>7/1/13</u>			Barczak				
			Czaplewski				
			Lajsic	✓			
			May	✓			
			Probst	✓			
			Reinke	✓			
			Roadt				
			Sengstock				
	✓		Vitale	✓			
			Weigel				
			TOTAL	<u>5</u>	<u>0</u>		

**SIGNATURE OF COMMITTEE MEMBER**



Chair \_\_\_\_\_ Vice-Chair \_\_\_\_\_ Member \_\_\_\_\_

## COMMON COUNCIL ACTION **PLACE ON FILE**

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<u>JUL 01 2013</u>			Barczak	✓			
	✓		Czaplewski	✓			
			Lajsic	✓			
			May	✓			
			Probst	✓			
		✓	Reinke	✓			
			Roadt	✓			
			Sengstock	✓			
			Vitale	✓			
			Weigel	✓			
			TOTAL	<u>10</u>	<u>-</u>		<u>-</u>



Plan Commission 2/27/13 and CC 3/5/13

Planning Application Form

City of West Allis 7525 West Greenfield Avenue, West Allis, Wisconsin 53214  
414/302-8460 414/302-8401 (Fax) http://www.ci.west-allis.wi.us

Applicant or Agent for Applicant

Name Sammy Bohringer  
Company Sammy's Taste of Chicago  
Address 10534 W. Greenfield  
City West Allis State WI Zip 53214  
Daytime Phone Number 414-915-5141  
E-mail Address Sammysdogs@att.net  
Fax Number \_\_\_\_\_  
Project Name/New Company Name (If applicable) \_\_\_\_\_

Agent is Representing (Tenant/Owner)

Name ProbuColls Assoc of Milwaukee  
Company 9733 W. Greenfield Ave.  
Address West Allis, WI 53214  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Daytime Phone Number \_\_\_\_\_  
E-mail Address publisher@christiancouriernewspaper.com  
Fax Number \_\_\_\_\_

Application Type and Fee

(Check all that apply)

- Special Use: \$500.00 (Public Hearing Required)
- Level 1 Site, Landscaping, Architectural Plan Review \$100.00 (Project Cost \$0 -2,000)
- Level 2 Site, Landscaping, Architectural Plan Review \$250.00 (Project Cost \$2,001 -5,000)
- Level 3 Site, Landscaping, Architectural Plan Review \$500.00 (Project Cost \$5,001 +)
- Site, Landscaping, Architectural Plan Amendments \$100.00
- Extension of Time: \$250.00
- Signage Plan Review \$100.00
- Signage Plan Appeal: \$100.00
- Request for Rezoning: \$500.00 (Public Hearing required)
- Existing Zoning: \_\_\_\_\_ Proposed Zoning: \_\_\_\_\_
- Request for Ordinance Amendment \$500.00
- Planned Development District \$1500.00 (Public Hearing Required)
- Subdivision Plats: \$1700.00
- Certified Survey Map: \$600.00
- Certified Survey Map Re-approval: \$50.00
- Street or Alley Vacation/Dedication \_\_\_\_\_
- Transitional Use \$500.00 (Public Hearing Required)

Agent Address will be used for all official correspondence.

Property Information

Property Address 1234 S. 108th Street  
Tax Key Number ~~000007648~~ 444-0453-001  
Current Zoning Commercial  
Property Owner Pro Du Colls Association  
Property Owner's Address 9733 W. Greenfield  
West Allis, WI  
Existing Use of Property Vacant  
Total Project Cost Estimate: \$5000  
Previous Occupant Cash for Gold

In order to be placed on the Plan Commission agenda, the Department of Development MUST receive the following by the last Friday of the month, prior to the month of the Plan Commission meeting.

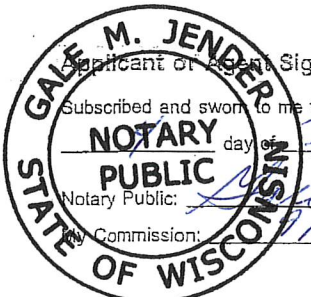
(Check boxes next to each listed item):

- Completed Application
- Appropriate Fees
- Project Description
- 6 Sets of folded and stapled plans (24" x 36")
- 1 Electronic copy of plans (PDF format)
- Total Project Cost Estimate

Attached Plans include: (App plans, see handout for requirements)

- Site/Landscaping/Screening Plans
- Floor Plans
- Elevations
- Signage Plan
- Certified Survey Map
- Other \_\_\_\_\_

Letter for Res signature was done 6-24-13



Applicant or Agent Signature [Signature]  
Subscribed and sworn to me this February day of 2013  
Notary Public: [Signature]  
Commission: [Signature]

[Signature]  
Chairman  
ProbuColls

Date: 2-4-13

Please make checks payable to:  
City of West Allis

Operator: GNRCDEV      Check: \* 51580  
Date: 3/01/13 @1      Recept no: 16619  
CHECK PAYMENTS      \$750.00  
Amount tendered      \$750.00

FOR DEPOSIT ONLY IN  
TRI-CITY NATL BK  
CITY OF WEST ALLIS #17107-250

Over: GNRCDEV      Type: DC      Drawer: 1  
Date: 3/01/13 @1      Receipt no: 16619  
GN DEV SPECIAL U 1      \$500.00  
SAMMY'S TASTE OF CHICAGO      \$250.00  
GN DEV LVL 2 SIT 1      \$750.00  
SAMMY'S TASTE OF CHICAGO      \$750.00  
CX CHECK PA 51580      \$750.00  
Total tendered  
Total payment

Trans date: 2/12/13      Time: 9:33:10



38.



# City of West Allis Matter Summary

7525 W. Greenfield Ave.  
West Allis, WI 53214

File Number	Title	Status
2013-0425	Communication	Introduced
	Communication from Peter Daniels, Principal Engineer, regarding a driveway permit for 5317 W. Burnham Street.	
	Introduced: 7/1/2013	Controlling Body: Public Works Committee

## COMMITTEE RECOMMENDATION *Approve*

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<i>7/1/2013</i>			Barczak	✓			
			Czaplewski	✓			
			Lajsic				
			May				
			Probst				
		✓	Reinke	✓			
			Roadt	✓			
			Sengstock				
			Vitale				
	✓		Weigel	✓			
			TOTAL	<i>5</i>	<i>-</i>		<i>-</i>

### SIGNATURE OF COMMITTEE MEMBER

*Henry J. Barczak* \_\_\_\_\_  
 Chair Vice-Chair Member

## COMMON COUNCIL ACTION **APPROVAL**

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<i>JUL 01 2013</i>	✓		Barczak	✓			
			Czaplewski	✓			
			Lajsic	✓			
			May	✓			
			Probst	✓			
		✓	Reinke	✓			
			Roadt	✓			
			Sengstock	✓			
			Vitale	✓			
			Weigel	✓			
			TOTAL	<i>10</i>	<i>-</i>		<i>-</i>



**ENGINEERING DEPARTMENT**

**Michael G. Lewis**

*Director of Public Works / City Engineer*

414/302-8360

414/302-8366 (Fax)

City Hall

7525 West Greenfield Avenue

West Allis, Wisconsin 53214

[www.westalliswi.gov](http://www.westalliswi.gov)

[mlewis@westalliswi.gov](mailto:mlewis@westalliswi.gov)

July 1, 2013

The Honorable Mayor Dan Devine  
and Members of the Common Council  
7525 West Greenfield Avenue  
West Allis, WI 53214

RE: Driveway Permit for 5317 W. Burnham Street

Dear Mayor Devine and Common Council Members:

The property owner at 5317 W. Burnham Street has requested permission to install a new 30 foot wide driveway at their property between two existing driveways on either side. The new total width of the combined driveways will then total 95 feet. Revised Municipal Code 11.09 (2)(b) states that driveways shall not be "greater than thirty (30) feet, except in industrial zoned areas where a driveway may be of greater width when approved by the Board of Public Works". This property is located in an industrial zoned area where several of the nearby properties also have driveways which greatly exceed 30 feet. Therefore the Engineering Department would recommend approval of this request for a combined 95 foot wide driveway.

Sincerely,

A handwritten signature in black ink that reads "Peter C. Daniels".

Peter C. Daniels  
Principal Engineer

PCD/pcd

24.



# City of West Allis Matter Summary

7525 W. Greenfield Ave.  
West Allis, WI 53214

File Number	Title	Status
-------------	-------	--------

2013-0423 Request Introduced

Communication from City Administrative Officer regarding request to fill vacant position of Public Health Nurse I at the Health Department.

Introduced: 7/1/2013

Controlling Body: Administration & Finance Committee

### COMMITTEE RECOMMENDATION

*APPROVE*

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<u>7-1-13</u>			Barczak				
			Czaplewski				
		✓	Lajsic	✓			
			May	✓			
			Probst	✓			
			Reinke				
			Roadt				
			Sengstock	✓			
			Vitale	✓			
			Weigel				
		TOTAL		<u>5</u>	<u>0</u>		

### SIGNATURE OF COMMITTEE MEMBER

[Signature] \_\_\_\_\_  
 Chair Vice-Chair Member

### COMMON COUNCIL ACTION

*Approve*

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<u>7-1-13</u>			Barczak	✓			
			Czaplewski	✓			
			Lajsic	✓			
			May	✓			
			Probst	✓			
			Reinke	✓			
		✓	Roadt	✓			
			Sengstock	✓			
			Vitale	✓			
			Weigel	✓			
		TOTAL		<u>10</u>	<u>-</u>		

*Unanimous*



**CITY ADMINISTRATIVE OFFICE**

**PAUL M. ZIEHLER**  
*City Administrative Officer*  
*Clerk/Treasurer*


414/302-8294  
414/302-8207 (Fax)

City Hall  
7525 West Greenfield Avenue  
West Allis, Wisconsin 53214

pziehler@westalliswi.gov  
www.westalliswi.gov

**MEMORANDUM**

TO: Administration & Finance Committee

FROM: Paul M. Ziebler  
City Administrative Officer 

RE: Department Request to Fill Vacant Position

DATE: July 1, 2013

Attached is Sally Nusslock's request to fill a vacant Public Health Nurse I position in the Health Department.

According to our continuing procedure, these requests are formerly referred to the Administration & Finance Committee for consideration through its normal Council/Committee referral process.

If you have any questions concerning this request, please contact me.

PMZamn

cc: Mayor  
HR Division  
Sally Nusslock



**Public Health**  
Prevent. Promote. Protect.

West Allis Health Department

# Memorandum

---

**TO:** Paul Ziehler, City Administrative Officer & City Clerk/Treasurer  
**FROM:** Sally Nusslock, Health Commissioner <sup>SN</sup>  
**DATE:** June 25, 2013  
**SUBJECT:** Request to Fill Vacancy

I am asking for permission to fill a vacancy in the position of Public Health Nurse I

The vacancy is due to a staff termination effective June 21, 2013.

Please contact me if you have questions or need additional information.

Thank you!

---

**Health Department**  
7120 West National Avenue  
West Allis Wisconsin 53214

414/302-8600  
414/302-8628 (Fax)

[www.westalliswi.gov](http://www.westalliswi.gov)

**REVIEW BY CITY ADMINISTRATIVE OFFICER  
OF DEPARTMENT REQUESTS TO FILL POSITION VACANCIES**

This form should be attached to your memorandum to me when a position vacancy is requested to be filled. Responses to the questions noted below are sufficient for review purposes. (Information to answer question no. 8 is available from me.)

Upon receipt of this form, I immediately send it to the members of the Administration & Finance Committee. They have five (5) working days to contact me with any objections, concerns, or questions. Upon expiration of the five days, I will notify you in writing that the request has been approved and the vacancy can be filled. If there are questions, please call.

1. Position Title: Public Health Nurse
2. Department/Division: Health/Community Health Services
3. Vacancy Date: June 21, 2013
4. Vacancy Reason: Termination
5. a. What are the specific work responsibilities of the position?  
Communicable disease case investigation and control  
Respond to public health emergencies  
Child health assessment and screening  
Prenatal Care Coordination  
Newborn Home Visits  
Coordinate community health services for the elderly  
Assist residents in accessing needed health services  
Immunization clinics  
Participate in community coalitions to promote health outcomes
- b. How many other such positions exist in this Department?  
Ten (7.9 FTEs)
6. What are the reasons why the position must be filled?  
Services provided by Public Health Nurses impact the health of individuals and the entire community.
7. What will be the impacts on service functions if the position were not filled?
  - a. Service to the public.  
Reduction in the number of clients that can be seen and the services offered.
  - b. Service to staff.  
Unable to meet minimal staffing levels and use of overtime.
8. What is the fiscal impact related to filling this vacancy?  
Currently budgeted position
9. Remarks/Comments:

Signature: Sally J. Nusslock  
Title: Health Commissioner

Date: June 25, 2013



4.  
5.



# City of West Allis Matter Summary

7525 W. Greenfield Ave.  
West Allis, WI 53214


File Number	Title	Status
2013-0410	Communication	In Committee
	Communication regarding Teen Karma Night Club at 6922 W. Orchard St.	
	Introduced: 6/25/2013	Controlling Body: License & Health Committee

### COMMITTEE RECOMMENDATION

POF

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<u>JUN 25 2013</u>			Barczak				✓
			Czaplewski	✓			
			Lajsic				
			May				
			Probst				
			Reinke				
	✓		Roadt	✓			
			Sengstock	✓			
		✓	Vitale				
			Weigel	✓			
			TOTAL	4	0		1

### SIGNATURE OF COMMITTEE MEMBER

 \_\_\_\_\_ Chair  
 \_\_\_\_\_ Vice-Chair  
 \_\_\_\_\_ Member

### COMMON COUNCIL ACTION

### PLACE ON FILE

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
<u>JUL 01 2013</u>	✓		Barczak	✓			
	✓		Czaplewski	✓			
			Lajsic	✓			
			May	✓			
			Probst	✓			
			Reinke	✓			
		✓	Roadt	✓			
			Sengstock	✓			
			Vitale	✓			
			Weigel	✓			
			TOTAL	10	-		-

unanimous



**CITY CLERK/TREASURER'S OFFICE**

414/302-8200 or 414/302-8207 (Fax)

[www.westalliswi.gov](http://www.westalliswi.gov)

**Paul M. Ziebler**

*City Admin. Officer, Clerk/Treasurer*

**Monica Schultz**

*Assistant City Clerk*

**Rosemary West**

*Treasurer's Office Supervisor*

June 19, 2013

Lauri Ann Purcell  
719 W. Madison Dr.  
Delavan, WI 53115

Dear Ms. Purcell:

The Chairman of the License & Health Committee orders that you appear at its meeting on Tuesday, June 25, 2013, at 6:00 P.M. in the Common Council Chambers, West Allis City Hall, 7525 W. Greenfield Ave. regarding Teen Karma Night Club at 6922 W. Orchard St.

Sincerely,

*Monica Schultz*  
*amn*

Monica Schultz  
Assistant City Clerk

/amn

## Ann Neff

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**From:** Jessica Johnson  
**Sent:** Friday, May 24, 2013 10:52 AM  
**To:** Ann Neff  
**Subject:** FW: Tanner Paul events  
**Attachments:** Karma Night Club.docx

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**From:** Chad Evenson  
**Sent:** Friday, April 12, 2013 2:59 PM  
**To:** Police Administration  
**Cc:** Clint Corwin; Todd Clementj; Trever Pasdera; Caleb Porter; Scott Waarvik  
**Subject:** Tanner Paul events

To all – While conducting research this afternoon, Crime Analyst Chrisie Hunter located the attached flyers promoting parties for ages 16+ at Tanner Paul, AKA: Karma Night Club, 6922 W. Orchard St. – Apparently this event began last Friday, April 5<sup>th</sup>....  
Lt. Evenson

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**From:** Chrisie Hunter  
**Sent:** Friday, April 12, 2013 2:50 PM  
**To:** Chad Evenson  
**Subject:** knc

Chrisie Hunter  
Crime Analyst  
West Allis Police Department  
11301 W. Lincoln Ave.  
West Allis, WI 53227  
414-302-8075  
414-302-8099 (fax)  
[chunter@westalliswi.gov](mailto:chunter@westalliswi.gov)

## Ann Neff

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**From:** Jessica Johnson  
**Sent:** Friday, May 24, 2013 10:52 AM  
**To:** Ann Neff  
**Subject:** FW: Tanner Paul-Karma Night Club

Ann,

Did this make it on the agenda last month? I just want to make sure it was addressed.

~jess

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**From:** Charles Padgett  
**Sent:** Monday, April 15, 2013 11:59 AM  
**To:** Jessica Johnson  
**Subject:** FW: Tanner Paul-Karma Night Club

Please bring for discussion at the next license and health meeting as suggested by Jenna.

Thanks,

Chuck

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**From:** Jenna Merten  
**Sent:** Monday, April 15, 2013 11:45 AM  
**To:** Charles Padgett  
**Subject:** RE: Tanner Paul-Karma Night Club

Hi Chuck,

Thanks for the update. Can you please have Jessica refer the matter to the L&H Committee? I am hoping the Committee will take some action against Tanner Paull b/c the representative of the lodge promised this would never happen again.

Thanks  
Jenna

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**From:** Charles Padgett  
**Sent:** Sunday, April 14, 2013 8:21 AM  
**To:** Jenna Merten; Ron Versnik; Anthony Spath  
**Subject:** FW: Tanner Paul-Karma Night Club

Jenna,

FYI....

Ron & Tony,

Please let me know if we have issues during your shift and keep an eye on it again.

Thanks,

Cchuck

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**From:** Todd Clementi  
**Sent:** Saturday, April 13, 2013 4:24 PM  
**To:** Charles Padgett; Chad Evenson  
**Cc:** Chris Marks; Trever Pasdera; Jeff Nohelty  
**Subject:** Tanner Paul-Karma Night Club

Gentlemen,

At your request officers made a walk through at Tanner Paul shortly after 2200hrs to check on the festivities. We found that this event does not appear to draw many people till later in the evening. At the time of our visit we found approx. 20 people at the event other than the workers. I made contact with the new business owner Lauri Purcell along with the manager Roland Brown. We checked the bar area and found that they had removed all the bottled alcohol from that area and locked the coolers. The bottled alcohol was moved into the kitchen area which Lauri assured me would either be locked or attended to by Brown or herself.

I expressed some of the police departments concern with events of this nature and provided her some tips to make sure it functions with minimal disruption to the community. Purcell said they intend to have security on site for each event and were pleased with the representation they had the week prior. They indicated the security staff was diligent about searching patrons and making sure a certain dress code was adhered to. I advised Purcell to contact the City Attorney's office in the future to get information on what ordinances specifically apply to the events she is hosting so she is sure to be in compliance. Purcell was very receptive to officers suggestions and appeared to be happy that we intended to check in on occasion to insure an orderly event.

I created an update(13-015243) for our walk through so both Purcell's and Brown's name would be in our system for the future.

Hopefully this covered the things you wanted looked into.

Todd Clementi

4th coast presents

#FRIDAYS!



Karma  
NIGHT  
CLUB

Ft. Ejs Photography

HOSTED BY  
DJ Inferno

16+ ID REQUIRED  
DOORS OPEN AT 8PM  
EARLY ARRIVAL SUGGESTED  
KARMA NIGHT CLUB  
6922 w Orchard st. West Allis, WI

**EVERY FRIDAY**

4TH COAST MUSIC GROUP PRESENTS

**TEEN  
KARMA  
NIGHT**

**MUSIC BY DJ BOOBAAH & DJ INFERNO  
HOSTED BY BANKROLL MARCO**

PICTURES BY EJAY  
EVERY FRIDAY AT **TANNER PAUL**  
70TH & ORCHARD || DOORS OPEN AT 9PM

Karma Night Club | 4th Coast | & Western Auto Grooming

**Presents**

FRIDAY  
**APRIL**  
5th

Grand Opening of

# KaRma Nite

Doors Open at  
**8pm**

\$80 VIP (4 people)  
\* Includes 1 Bottle

**FREE Jello Shots**  
ALL NIGHT (Till they last)

**KARMA**