



Mayor's Office
mayor@westalliswi.gov
414.302.8292

February 19, 2020

Honorable Members of the
West Allis Common Council
City Hall
West Allis, Wisconsin

Subject: New Member Appointment – Plan Commission

Dear Common Council Members:

This letter is to inform you that I am appointing Rossie Manka as a member of the West Allis Plan Commission, Alternate #2. Her term will expire on February 22, 2023. Ms. Manka's Application Form is attached.

Your confirmation of this appointment will be appreciated by the undersigned.

Sincerely,

Dan Devine,
Mayor

DD: jfw
Attachment

p:\cmtes\appt ltrs\manka.plan.appt.docx



Steven A. Braatz, Jr.
City Clerk
City Clerk's Office
sbraatz@westalliswi.gov
414.302.8220

March 3, 2020

Ms. Rossie Manka
2017 S. 77th St.
West Allis, WI 53219

Dear Ms. Manka:

Your appointment as a Member of the West Allis Plan Commission has received approval by the West Allis Common Council and Notice of Appointment is enclosed.

You are required by State Law to file an oath of office with the City Clerk within ten days of receipt of the notice.

Enclosed is the City's Code of Ethics and the Ordinance Relating to Requiring Attendance of the Board, Commission and Committee Members. Please read the booklet, and return the completed Acknowledgement form to the City Clerk's Office.

You may take your oath from 8:00 a.m. to 5:00 p.m. on Monday through Friday. If you cannot come to the office during the week, please call the Clerk's Office at 302-8220 and a convenient time will be arranged for you.

Yours very truly,

City Clerk

Enclosure

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