



City of West Allis

Meeting Minutes

Common Council

Mayor Dan Devine, Chair

Aldersperson Thomas G. Lajsic, Council President

Alderspersons: Suzzette Grisham, Kevin Haass, Danna Kuehn, Thomas G. Lajsic, Rosalie L. Reinke, Daniel J. Roadt, Tracy Stefanski, Angelito Tenorio, Vincent Vitale, and Martin J. Weigel

Tuesday, June 16, 2020

7:02 PM

City Hall, Common Council Chambers
7525 W. Greenfield Avenue

REGULAR MEETING (draft)

A. CALL TO ORDER

The meeting was called to order by Mayor Devine at 7:02 p.m.

B. ROLL CALL

Present 10 - Grisham, Haass, Kuehn, Lajsic, Reinke, Roadt, Stefanski, Tenorio, Vitale, and Weigel

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Ald. Grisham.

D. PUBLIC HEARINGS

1. [O-2020-0023](#) Ordinance to amend Sections 12.06, 12.43 and 12.45 of the Municipal Code of the City of West Allis related to establishing a nominal price retail store definition and regulations

Sponsors: Safety & Development Committee

Attachments: [Ord O-2020-0023](#)

Explanation by Steve Schaer, Planning Manager.

Public Comments: None.

Public Hearing Held.

2. [R-2020-0345](#) Resolution relative to determination of Application for a Special Use Permit for outdoor dining extension of premise for Paulies Field Trip and existing tavern located at 1430 S. 81 St. and abutting parking lots located in the 1400 block of S. 81 St.

Sponsors: Safety & Development Committee

Attachments: [Application - Paulies Field Trip](#)
[Partial Signed R-2020-0345 SUP Field Trip](#)

Explanation by Steve Schaer, Planning Manager.

Public Comments:

*The following spoke in opposition:
Robert Bachus, 1445 S. 81 St.*

Shawn Rodecki 1419 S. 80 St.
Katherine Shaw, 1445 S. 81 St.
Al Michael

Public Hearing Held.

3. [2020-0405](#) On the 2020-2021 Class B Tavern License application for AHTRST Concessions, LLC, Yacoub I. Kaloti, Agent, d/b/a Holiday Inn Express West Allis, for the premises located at 10201 W. Lincoln Ave. (new-nonexisting location) in regard to exceeding the Class B Tavern License Quota

Explanation by Steve Schaer, Planning Manager.

Public Comments:

Yacoub Kaloti, General Manager of the Holiday Inn Express, spoke of the alcohol expectations within the premises.

Gerald Griesemer, 2367 S. 98 St., spoke in favor of Holiday Inn Express.

Public Hearing Held.

E. ANNOUNCEMENT OF RECESS MEETINGS OF STANDING COMMITTEES

Mayor Devine announced that the following Standing Committees would meet during recess: Administration & Finance, Public Works, Safety & Development, License & Health, and Advisory.

F. MAYOR'S REPORT

Mayor Devine congratulated all the seniors from the high schools on their graduation.

G. ALDERPERSON'S REPORT

Ald. Weigel mentioned that it is nice to be back in the Council Chambers working together.

Ald. Grisham thanked the departments and Rebecca Grill for the hard work to put the Zoom meetings together and the organization of the in person meetings are following the COVID guidelines.

H. APPROVAL OF MINUTES

4. [2020-0422](#) Minutes (Draft) of the Common Council meeting of June 2, 2020

Attachments: [060220 CC Minutes \(draft\)](#)

A motion was made by Lajsic, seconded by Reinke, that this matter be Approved. The motion carried unanimously.

I. ITEMS NOT REFERRED TO COMMITTEE

5. [2020-0388](#) Claim by Armando J. Chevere Ortega and Joanna I. Vazquez Martinez regarding damage to vehicle at W. O'Connor St. and N. 84 St. on May 17, 2020

Attachments: [Chevere Ortega and Joanna I. Vazquez Martinez](#)

This matter was Referred for Legal Action to the City Attorney on a Block Vote.

6. [2020-0389](#) Claim by Kristine Marie Hartmann regarding damage to vehicle at W. Arthur Ave. and S. 96 St. on April 20, 2020

Attachments: [2020-0389 Claim - Kristine Marie Hartmann](#)

This matter was Referred for Legal Action to the City Attorney on a Block Vote.

Passed The Block Vote

A motion was made by Lajsic, seconded by Reinke, to approve all the actions on item nos. 5 and 6 on a Block Vote. The motion carried unanimously.

J. STANDING COMMITTEE REPORTS

None.

K. COMMON COUNCIL RECESS

A motion was made by Lajsic, seconded by Reinke, that the Council recess until completion of the Standing Committee meetings. The motion carried unanimously.

Thereupon, the Council took a recess at 7:38 p.m. Upon returning from recess at 9:19 p.m., and the roll call being taken, the following were present:

Present 10 - Grisham, Haass, Kuehn, Lajsic, Reinke, Roadt, Stefanski, Tenorio, Vitale, and Weigel

L. NEW AND PREVIOUS MATTERS

ADMINISTRATION & FINANCE COMMITTEE

7. [R-2020-0288](#) Resolution approving application to Board of Commissioners of Public Lands to borrow \$1,325,000 from the State Trust Funds, and authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith

Sponsors: Administration & Finance Committee

This matter was Placed on File on a Block Vote.

8. [R-2020-0334](#) Resolution relative to accepting the proposal of CalAmp for furnishing and delivering GPS equipment for the monitoring and tracking of City vehicles for an annual sum of \$34,560

Sponsors: Alderperson Lajsic

Attachments: [CalAmp Invoice No. 36865](#)
[R-2020-0334 CalAmp](#)

This matter was Adopted on a Block Vote.

9. [R-2020-0346](#) Resolution to approve a Commercial Facade Improvement Project Contract by and between the City of West Allis and Cieslak Enterprises, LLC, property owner for the property located at 7133 W. Becher St, in the amount up to 5,136

Sponsors: Administration & Finance Committee

Attachments: [7133 W Becher - Cieslak Enterprises, LLC - Contract & Attachments \(6-11-20\)](#)
[Signed R-2020-0346 Cieslak Enterprises](#)

This matter was Adopted on a Block Vote.

10. [R-2020-0350](#) Resolution to consider an obligation of repayment to Health and Urban Development (HUD) regarding the Community Development Block Grant Program (CDBG)

Sponsors: Administration & Finance Committee

Attachments: [Signed R-2020-0350 HUD](#)

This matter was Adopted on a Block Vote.

11. [R-2020-0359](#) Resolution to consider the transfer of close out costs related to the Neighborhood Stabilization Program (NSP) to the Community Development Block Grant Program (CDBG)

Sponsors: Administration & Finance Committee

Attachments: [Signed R-2020-0359 NSP](#)

This matter was Adopted on a Block Vote.

12. [R-2020-0353](#) Resolution authorizing the purchase of one unmarked Ford Explorer replacement squad car in a sum not to exceed \$35,000

Sponsors: Alderperson Haass

Attachments: [Signed R-2020-0353 Ford Explorer](#)

This matter was Adopted on a Block Vote.

13. [R-2020-0354](#) Resolution approving a two-year extension and amendment to the Intergovernmental Emergency Medical Services Agreement for Emergency Medical Services (EMS) between Milwaukee County and the City of West Allis for 2021-2025

Sponsors: Administration & Finance Committee

Attachments: [20-197 2021 AMENDMENT NO 2](#)
[Signed R-2020-0354 Intergovernmental EMS btwn Milw Cty 2021-2025](#)

This matter was Adopted on a Block Vote.

14. [R-2020-0360](#) Resolution authorizing the City Administrator to enter into a contract/professional service agreement with one or more of the financial firms listed within this resolution to provide temporary finance staffing for a total sum not to exceed \$35,000

Sponsors: Administration & Finance Committee

Attachments: [Signed R-2020-0360 Finance Temp Staffing](#)

This matter was Adopted on a Block Vote.

15. [2020-0398](#) Communication from City Administrator submitting 2021 Budget and Capital Planning Calendar

Attachments: [Budget and Capital Planning Calendar cover letter](#)
[2021 Budget Calendar](#)

This matter was Placed on File on a Block Vote.

16. [2020-0415](#) Discussion regarding request by The Farmer's Wife LLC to settle outstanding debt

This matter was Placed on File on a Block Vote.

17. [2020-0412](#) Finance Director/Comptroller submitting report for May 2020 indicating City of West Allis checks issued in the amount of \$2,377,961.97

Attachments: [May 2020 Monthly Claims Report to CC](#)

This matter was Placed on File on a Block Vote.

18. [R-2020-0289](#) Resolution granting a selective waiver of interest and penalties associated with late payment of the May 31, 2020 tax levy installment to those City of West Allis property taxpayers adversely impacted by the public health emergency and setting a final due date of the 2019 tax collections of October 1, 2020

Sponsors: Administration & Finance Committee

This matter was Placed on File on a Block Vote.

19. [2018-0445](#) Summons and Complaint in the matter of Sam's Real Estate Business Trust vs City of West Allis, Case No. 18-CV-30301.

Attachments: [Sam's Real Estate Trust CV-18-30301](#)
[Settlement Agreement - West Allis Sam's - 2017-2018 - signed by Sam's](#)

This matter was Settled on a Block Vote.

20. [2018-0640](#) Summons and Complaint in the matter of Sam's Real Estate Business Trust vs. City of West Allis regarding money judgment. Case No. 2018CV006035.

Attachments: [Claim-Sam's Real Estate](#)
[Settlement Agreement - West Allis Sam's - 2017-2018 - signed by Sam's](#)

This matter was Settled on a Block Vote.

- 20a. [2020-0012](#) Summons and Complaint by West Allis Hotel Ventures alleging excessive 2019 assessment of the property for 8201 W. Greenfield Ave. (Case No. 2019CV007065)

Attachments: [S&C WA Hotel Ventures \(Case No. 2019CV007065\)](#)

This matter was Settled on a Block Vote.

Passed The Block Vote

A motion was made by Haass to approve all the actions on item nos. 7-20a. on a Block Vote. The motion carried by the following vote:

Aye: 10 - Grisham, Haass, Kuehn, Lajsic, Reinke, Roadt, Stefanski, Tenorio, Vitale, and Weigel

No: 0

PUBLIC WORKS COMMITTEE

21. [R-2020-0335](#) Resolution to approve bid of Green Bay Pipe & TV, LLC for the closed circuit TV inspection of sanitary and storm sewer at various locations in the City of West Allis in the amount of \$87,378.40

Sponsors: Public Works Committee

Attachments: [2020-9 BID RESULTS](#)
[Signed R-2020-0335 Green Bay Pipe & TV \(pw\)](#)
[Green Bay Pipe & TV LLC signed contract](#)

This matter was Adopted on a Block Vote.

22. [R-2020-0336](#) Resolution authorizing the City Engineer to amend an existing construction contract with State Contractors, Inc. for the reconstruction of the concrete alley pavement and storm underdrain in the alley from S. Buchanan Pl. to S. 69th St. and from W. Beloit Rd. to W. Arthur Ave. in the amount of \$23,866.67

Sponsors: Public Works Committee

Attachments: [Change Order 1](#)
[Signed R-2020-0336 State Contractors \(pw\)](#)

This matter was Adopted on a Block Vote.

Passed The Block Vote

A motion was made by Roadt to approve all the actions on item nos. 21 and 22 on a Block Vote. The motion carried by the following vote:

Aye: 10 - Grisham, Haass, Kuehn, Lajsic, Reinke, Roadt, Stefanski, Tenorio, Vitale, and Weigel

No: 0

SAFETY & DEVELOPMENT COMMITTEE

23. [R-2020-0344](#) Resolution for a sixty day extension (until August 18, 2020) of a temporary moratorium on warehousing, self-storage uses, vehicle and equipment sales and/or rental within an area east of State Highway 100 (STH100) to the existing railroad right-of-way and from W. Washington St. to the north City limits

Sponsors: Alderperson Weigel

Attachments: [Signed R-2020-0344 Moratorium](#)

This matter was Adopted on a Block Vote.

24. [O-2020-0023](#) Ordinance to amend Sections 12.06, 12.43 and 12.45 of the Municipal Code of the City of West Allis related to establishing a nominal price retail store definition and regulations

Sponsors: Safety & Development Committee

Attachments: [Ord O-2020-0023](#)

This matter was Passed on a Block Vote.

25. [R-2020-0345](#) Resolution relative to determination of Application for a Special Use Permit for outdoor dining extension of premise for Paulies Field Trip and existing tavern located at 1430 S. 81 St. and abutting parking lots located in the 1400 block of S. 81 St.

Sponsors: Safety & Development Committee

Attachments: [Application - Paulies Field Trip](#)
[Partial Signed R-2020-0345 SUP Field Trip](#)

Held in Safety & Development Committee during recess.

Passed The Block Vote

A motion was made by Lajsic to approve all the actions on item nos. 23 and 24 on a Block Vote. The motion carried by the following vote:

Aye: 10 - Grisham, Haass, Kuehn, Lajsic, Reinke, Roadt, Stefanski, Tenorio, Vitale, and Weigel

No: 0

LICENSE & HEALTH COMMITTEE

26. [O-2020-0022](#) Ordinance to create an expedited approval process for temporary extensions of Class B Licensed premises amending section 9.02(5)

Sponsors: Alderperson Weigel

Attachments: [Ordinance for temp extension](#)
[2020 Expedited Extension of Alcohol Beverage Premises form](#)

This matter was Passed on a Block Vote.

27. [2020-0418](#) Expedited Temporary Extensions

Attachments: [Expedited Temporary Extension of Class B Licensed Premises](#)
[BRASS MONKEY.2020 Expedited Extension of Alcohol Beverage Premises form](#)
[LAYMAN BREWING.2020 Expedited Extension of Alcohol Beverage Premises form](#)
[LYNCHS.2020 Expedited Extension of Alcohol Beverage Premises form](#)
[NATTY OAKS.2020 Expedited Extension of Alcohol Beverage Premises form](#)
[SLURP-N-BURP.2020 Expedited Extension of Alcohol Beverage Premises form](#)
[STINGERS.2020 Expedited Extension of Alcohol Beverage Premises form](#)
[JUNE 16 PACKET.2020 Expedited Extension of Alcohol Beverage Premises form](#)

This matter was Approved on a Block Vote.

28. [2020-0406](#) Stipulation In the Matter of the Complaint Against Boosters West LLC, Keith Randolph, licensing agent, d/b/a Boosters West, for the premises located at 7731 W. Becher St.

Attachments: [Boosters Signed Stipulation](#)

This matter was Placed on File on a Block Vote.

29. [2020-0407](#) Stipulation In the Matter of the Complaint Against R & K Entertainment Enterprises LLC, Robert M. Lucas, licensing agent, d/b/a Slurp-N-Burp Fun Bar, for the premises located at 1454 S. 92 St.

Attachments: [RK Entertainment Enterprises LLC Stipulation \(Slurp n burp\) Signed](#)

This matter was Placed on File on a Block Vote.

30. [2020-0408](#) Stipulation In the Matter of the Complaint Against Havana Lounge LLC, Brian Blocher, d/b/a Havana Lounge and Cigar, for the premises located at 9505 W. Greenfield Ave.

Attachments: [Havana Lounge Signed Stipulation](#)

This matter was Placed on File on a Block Vote.

31. [2020-0410](#) Police Department Report regarding no tavern violations/calls for service for the month of May 2020

Attachments: [May2020Tavernreport redacted](#)

This matter was Placed on File on a Block Vote.

32. [2020-0413](#) Renewal applications for certain alcohol licenses, adult-oriented establishment operator permits, arcade licenses, amusement/phonograph distributor licenses, manufactured and mobile home community renewal licenses, secondhand article dealer licenses, secondhand jewelry dealer licenses, salvage & recycling center licenses, used vehicle dealer licenses, and operator's licenses (bartenders/sales clerks)

Attachments: [Liquor License list for June 16, 2020 CC](#)

The completed list of applicants is available online at <https://westalliswi.legistar.com/> or by contacting the city clerk's office.

This matter was Approved subject to the necessary requirement(s) on a Block Vote.

33. [2020-0391](#) 2019-2020 Class B Tavern Special Event Permit application no. 25 of John Starr Pickles, LLC, d/b/a Broken Starr Saloon, John R. Starr, Agent, 1100 S. 60 St., for a Stink Starr Chopper Show, to be held on Sunday, June 26, 2020 from Noon to 8:00 p.m. (back parking lot; tents and outdoor music). First permit application for 2019-2020 license year.

This matter was Approved on a Block Vote.

34. [2020-0414](#) 2020-2021 Class B Tavern Special Event Permit application no. 5 of HMSR LLC, Heather Rodriguez, Agent, d/b/a Stingers, 9524 W. Greenfield Ave., for a Wedding, to be held on Sunday, July 12, 2020, from 2:00 p.m. to 7:00 p.m., outdoor music and food (backyard fenced area and driveway). First permit application for 2020-2021 license year.

This matter was Approved on a Block Vote.

35. [2020-0394](#) Appointment of new Agent, Thanh Van Nguyen, by Singha Thai, LTD., d/b/a Singha Thai Restaurant, premises located at 2237 S. 108 St.

This matter was Approved on a Block Vote.

36. [2020-0424](#) Request to amend premises of Station No. 6, located at 6800 W. Becher St. extend the premises to include purposed outdoor grilling area east of the patio. (2020-2021 Class B Tavern License renewal application no. 2678 of West Allis Cheese & Sausage Shoppe, Inc., Mark S. Lutz, Agent

Attachments: [premise add](#)
[image001](#)
[Description of premises](#)

This matter was Approved on a Block Vote.

38. [2020-0395](#) 2020-2021 Class B Tavern License application of Ricky's Restaurant, LLC, Gudelia Calva Vazquez, Agent, d/b/a Al Pastor Mexican Food, 6533 W. Mitchell St. (new-existing location)

This matter was Approved subject to the necessary requirement(s) on a Block Vote.

41. [2020-0384](#) 2020-2021 Combination Class B Special Event Permit application no. 3 of Paulie's Pub and Eatery, LLC, Kristine Budiak, Agent, d/b/a Paulie's Pub and Eatery, 8031 W. Greenfield Ave., for premises extension due to COVID, May thru October 2020, (all of Paulie's Pub and Eatery parking lot, with tent, food, and outdoor music) First (1st) permit application for 2020-2021 license year

This matter was Approved on a Block Vote.

42. [2020-0385](#) 2020-2021 Combination Class B Special Event Permit application no. 4 of Field Trip, LLC, Kristine Budiak, Agent, d/b/a Paulie's Field Trip, 1430 S. 81 St., for premises extension due to COVID, May thru October 2020, (all of Paulie's Field Trip parking lot and the parking lot north of Field Trip, with tent, food, and outdoor music) First (1st) permit application for 2020-2021 license year

Attachments: [Information Regarding Paulie's Pub and Paulie's Field Trip](#)
[All PD Calls Paulies Field Trip Redacted](#)
[Paulie's Field Trip Special Event Permit Conditions](#)

This matter was Held.

43. [2020-0204](#) 2019-2021 Operator's License (bartender/sales clerk) application of Jessica N. St. Louis

This matter was Approved on a Block Vote.

Passed The Block Vote

A motion was made by Haass to approve all the actions on item nos. 26-30, 32-41, and 43 on a Block Vote. The motion carried by the following vote:

Aye: 10 - Grisham, Haass, Kuehn, Lajsic, Reinke, Roadt, Stefanski, Tenorio, Vitale, and Weigel

No: 0

44. [2020-0366](#) 2019-2021 Operator's License (bartender/sales clerk) application of Lamarcus A. Young Jr.

This matter was Denied based upon the Police Report on a Block Vote.

46. [2020-0370](#) 2019-2021 Operator's License (bartender/sales clerk) application of Dean R. Dombrowski

Passed The Block Vote

A motion was made to approve all the actions on item nos. 44 and 46 on a Block Vote. The motion carried by the following vote:

Aye: 10 - Grisham, Haass, Kuehn, Lajsic, Reinke, Roadt, Stefanski, Tenorio, Vitale, and Weigel

No: 0

37. [2020-0417](#) Petition to exceed the alcohol license quota submitted by Maria E. Rupena Karczewski, agent, for a 2020-2021 Combination Class A Liquor License for Rupena's, Inc., d/b/a Rupena's, located at 7645 W. Beloit Rd.

Attachments: [Rupena Petition to Exceed the Quota](#)

A motion was made by Vitale that this matter was Approved subject to the necessary requirement(s). The motion carried by the following vote:

Aye: 9 - Grisham, Haass, Kuehn, Lajsic, Reinke, Roadt, Tenorio, Vitale, and Weigel

No: 1 - Stefanski

39. [2020-0396](#) 2020-2021 Class B Tavern License renewal application, Dance Hall License renewal application, and Instrumental Music License renewal application of Weigel's Hillcrest, Inc., Martin J. Weigel, Agent, d/b/a Benno's Genuine Bar & Grill, for premises located at 7413 W. Greenfield Ave.

A motion was made by Vitale that this matter was Approved subject to the necessary requirement(s). The motion carried by the following vote:

Aye: 9 - Grisham, Haass, Kuehn, Lajsic, Reinke, Roadt, Stefanski, Tenorio, and Vitale

No: 0

Abstain: 1 - Weigel

40. [2020-0364](#) 2020-2021 Class B Tavern License application of ANTRST Concessions LLC, Yacoub I. Kaloti, Agent, d/b/a Holiday Inn Express West Allis, 10111 W. Lincoln Ave. (new-nonexisting location)

This matter was Approved subject to the necessary requirement(s).

Aye: 9 - Grisham, Haass, Kuehn, Lajsic, Reinke, Roadt, Tenorio, Vitale, and Weigel

No: 1 - Stefanski

45. [2020-0367](#) 2019-2021 Operator's License (bartender/sales clerk) application of Jessica R. Schilg Phrakousonh

A motion was made by Vitale that this matter was Approved. The motion carried by the following vote:

Aye: 9 - Grisham, Haass, Kuehn, Lajsic, Roadt, Stefanski, Tenorio, Vitale, and Weigel

No: 1 - Reinke

ADVISORY COMMITTEE

New Matters for Introduction

47. [R-2020-0339](#) Resolution in support of the law enforcement officers of the West Allis Police Department

Sponsors: Alderperson Roadt

Attachments: [Signed R-2020-0339 Law enforcement officers](#)

This matter was Adopted on a Block Vote.

48. [R-2020-0342](#) Resolution regarding racial equality as part of the Intergovernmental Cooperation Council (ICC)

Sponsors: Alderperson Lajsic

Attachments: [Signed R-2020-0342 ICC](#)

This matter was Adopted on a Block Vote.

49. [R-2020-0349](#) Resolution to sponsor a parade organized by Alderman Tracy Stefanski along W. Greenfield Ave. and S. 70 St. on July 4, 2020

Sponsors: Alderperson Stefanski

Attachments: [Resolution statement](#)

This matter was Adopted on a Block Vote.

50. [2020-0427](#) Appointment by Mayor Devine of Alderperson Angelito Tenorio to the West Allis Library Board, his three-year term to expire July 1, 2023

This matter was Approved on a Block Vote.

51. [2020-0373](#) Discussion regarding the city sponsoring a community run 4th of July parade

Recommended to be Placed on File.

Passed The Block Vote

A motion was made by Reinke to approve all the actions on item nos. 47-51 on a Block Vote. The motion carried by the following vote:

Aye: 10 - Grisham, Haass, Kuehn, Lajsic, Reinke, Roadt, Stefanski, Tenorio, Vitale, and Weigel

No: 0

M. ADJOURNMENT

A motion was made by Lajsic, seconded by Reinke, to adjourn at 9:28 p.m., with the next regularly scheduled meeting to be held on July 14, 2020, at 7:00 p.m. The motion carried unanimously.



All meetings of the {bdName} 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.