



June 10, 2013

Ms. Jean Wolfgang
8511 W. Cleveland Ave.
West Allis, WI 53227

Dear Ms. Wolfgang:

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/Treasurer within ten days of receipt of the notice. 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/Treasurer Office at 302-8200 and a convenient time will be arranged for you.

Also, enclosed is the City's Code of Ethics. Please read the booklet, and return the completed Acknowledgement form to the City Clerk/Treasurer's Office.

Sincerely,

A handwritten signature in cursive script that reads "Paul M. Ziehler".

Paul M. Ziehler
City Administrative Officer
Clerk/Treasurer

PMZ/lr
Enclosures

NOTICE OF APPOINTMENT


Office of the Clerk, City of West Allis

TO: Ms. Jean Wolfgang:

You are hereby notified that at a meeting of the Common Council in and for the City of West Allis in the County of Milwaukee, Wisconsin, on the 4th day of June 2013 you were duly appointed to the office of:

West Allis Plan Commission

Dated this 10th day of June 2013.



Paul M. Ziehler
City Administrative Officer
Clerk/Treasurer



June 25, 2013

Mayor Dan Devine
7525 W. Greenfield Ave.
West Allis, WI 53214

Dear Mayor Devine:

On June 4, 2013, Jean Wolfgang was appointed as a member of the West Allis Plan Committee. Her term expires April 30, 2016.

Jean Wolfgang filed her Oath of Office (June 24, 2013) and Code of Ethics (June 23, 2013) with the City Clerk/Treasurer's Office and is eligible to serve as a member of the above said Committee.

Very truly yours,

Paul M. Ziehler
City Administrative Officer
Clerk/Treasurer

ljr

cc:
Mayor Devine

STATE OF WISCONSIN }
MILWAUKEE COUNTY }

ss.

I, the undersigned, who have been

appointed

(elected or appointed)

to the office of West Allis Plan Commission

in and for the

CITY OF WEST ALLIS, in Milwaukee County, but have not yet entered upon the duties thereof, swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of Wisconsin, and will faithfully discharge the duties of said office to the best of my ability. SO HELP ME GOD.

Subscribed and sworn to before me this

24 day of June, 20 13

Jane Schelling

Notary Public

My commission expires 6-24-13

(Section 19.01 Wisconsin Statutes)

Jean Wolfgang

(signature)

JEAN WOLFGANG

(print name)

OATH OF

Jean Wolfgang

as West Allis Plan Commission

City of West Allis, Wisconsin

Milwaukee County, Wisconsin

Filed this 24th day of June, 20 13

PMZ/1 jr

CITY CLERK/TREASURER