



City of West Allis

7525 W. Greenfield Ave.
West Allis, WI 53214

Meeting Agenda

Administration & Finance Committee

Aldersperson Kevin Haass, Chair

Aldersperson Martin J. Weigel, Vice-Chair

Alderspersons: Michael J. Czaplewski, Michael P. May, Daniel J. Roadt

Tuesday, May 3, 2016

7:00 PM

City Hall Room 128

RECESS MEETING

A. CALL TO ORDER

B. ROLL CALL

C. NEW AND PREVIOUS MATTERS

New Matters for Introduction

12. [R-2016-0117](#) Resolution awarding the sale of \$6,295,000 General Obligation Corporate Purpose Bonds, Series 2016A.
Sponsors: Administration & Finance Committee
Attachments: [Drafts - Bond Resolution Exhibits](#)
13. [R-2016-0120](#) Resolution awarding the sale of \$16,570,000 Taxable General Obligation Refunding Bonds, Series 2016B.
Sponsors: Administration & Finance Committee
Attachments: [Drafts - Bond Resolution Exhibits](#)
14. [R-2016-0124](#) Resolution requesting the transfer of \$12,242.25 from the City's Contingency Fund to the Community Development Block Grant (CDBG) Account.
Sponsors: Administration & Finance Committee
15. [R-2016-0107](#) Resolution authorizing the Director of Public Works/City Engineer to transfer \$440,000 from the Contingency Fund to the Capital Improvement Fund to construct the permanent repairs to the granite panels at City Hall.
Sponsors: Administration & Finance Committee
16. [R-2016-0114](#) Resolution relative to approving 2015 Transfers, Carryovers, Open Purchase Orders, Capital Accumulation Charges, and Negative Department Balances.
Sponsors: Administration & Finance Committee

Attachments: [Interim Finance Director communication re closing fiscal year 2015](#)

[Attach1-Open PO Report](#)

[Attach2-Dept. Carry-Over Requests](#)

[Attach3-Capital Accumulation Summary](#)

[Attach4-Dept. Balances Closed to General Fund](#)

[Attach5-Fund Balance Summary and Transfers](#)

[Attach6-Budget Summary by Dept.](#)

17. [R-2016-0109](#) Resolution relative to accepting the proposal of GHA Technologies, Inc. for furnishing and delivering desktop computers for a total sum of \$36,202.50.

Sponsors: Administration & Finance Committee

Attachments: [1321 Computer Bid Tabulation](#)

18. [R-2016-0113](#) Resolution requesting authorization to withdraw from Local Government Property Insurance Fund.

Sponsors: Administration & Finance Committee

Attachments: [LGPIF Withdrawal Form](#)

19. [R-2016-0112](#) Resolution relative to amending the City of West Allis Policies & Procedures Manual No. 1101, Budget Preparation, under Administration & Finance.

Sponsors: Administration & Finance Committee

Attachments: [Marked Copy of Policy 1101](#)

[2017 Budget Calendar](#)

20. [2016-0214](#) Finance Director/Comptroller submitting report for March 2016 indicating City of West Allis checks issued in the amount of \$1,984,165.63.

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

21. [2016-0256](#) Communication from City Administrator regarding 2016-2020 State Fair Park Crowd and Traffic Control Services Agreement.

Attachments: [Communication transmitting State Fair Park Crowd & Traffic Control Services Agmt.](#)

[State Fair CTCS Grant Agmt 2016-2020](#)

22. [2016-0234](#) Communication from City Administrator requesting approval to fill vacant position of Truck Driver in the Department of Public Works, Sanitation and Street Division.

Attachments: [Request to fill vacant Truck Driver position](#)

23. [2016-0268](#) Communication from City Administrator requesting approval to fill the vacant position of Circulation Services Representative at the Public Library.

Attachments: [Request to fill vacant Library Circulation Services Rep. position](#)

24. [2016-0269](#) Communication from City Administrator requesting approval to fill upcoming vacant position of Assessment Clerk I in the Assessor's Department.

Attachments: [Request to fill Assessment Clerk I position](#)

25. [2016-0270](#) Communication from City Administrator requesting approval to conduct a classification and compensation study for all positions in the City (except Fire and Police Department positions).

Attachments: [Communication regarding compensation study for City positions](#)

26. [2016-0255](#) City Administrator report on IT Steering Committee meetings.

Attachments: [IT Steering Committee Meeting Minutes 03/31/2016](#)
[City of West Allis IT Assessment](#)

City Attorney Claim Report

27. [2015-0782](#) Summons and Complaint in the matter of Nationstar Mortgage LLC vs James Edward Davis, et al. regarding foreclosure of mortgage, Case No. 15CV008628.

Attachments: [Nationstar Mortgage](#)
[Nationstar Mort. amended S&C](#)

28. [2016-0073](#) Luke Anthony Steffens communication relative to vehicle damages allegedly sustained at S. 76 St and W. National Ave. on January 12, 2016.

Attachments: [Steffens Claim](#)

D. ADJOURNMENT

All meetings of the Administration & Finance Committee 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.