

March 18, 2016

Honorable Members of the
West Allis Common Council
7525 W. Greenfield Avenue
West Allis WI 53214

Dear Common Council Members:

This letter transmits to you a summary of the results of the recently conducted Strategic Planning Process held this past spring at three different sessions.

The details of the process were presented to you at a Committee of the Whole meeting on September 18, 2007. At that time, you approved the plan with a couple of minor changes. The one page summary attached to this letter breaks the Committee of the Whole approved plan down into five groups. Within each group, there are two or three action plan items. For each action plan item, one or more City departments or offices are listed as having responsibility to follow through on implementation. The department or office listed first has first and primary responsibility to lead the project and coordinate it with the other departments/offices also listed with secondary and supportive responsibility.

In order to implement the various action plan items, \$100,000 has been set aside in the 2008 Mayor's Recommended Budget in a designated balance sheet account. However, the use of these reserve funds by the responsible department/office to implement an action plan item must first be presented to Council and approved; then the funds can be used.

Your approval of these assignments of responsibilities is requested. If you have any questions or need further information or clarification, please feel free to contact me.

Sincerely,

Jeannette Bell,
Mayor

JB:jfw

Attachment

cc: Department/Division Heads

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