



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

Monday, May 23, 2016

6:00 PM

City Hall Room 128

REGULAR MEETING

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF MINUTES

[2016-0344](#) Minutes (draft) March 7, 2016, March 15, 2016, April 4, 2016, May 3, 2016, May 17, 2016.

Attachments: [Regular Meeting \(draft\) 030716](#)

[Recess Meeting \(draft\) 031516](#)

[Recess Meeting \(draft\) 040416](#)

[Recess Meeting \(draft\) 050316](#)

[Recess Meeting \(draft\) 051716](#)

D. CLOSED SESSION

PLEASE TAKE NOTICE that the Administration & Finance Committee of the City of West Allis will meet, at approximately 6:00 p.m., or as soon thereafter as time permits, on Monday, May 23, 2016, in Room 128, City Hall, 7525 West Greenfield Avenue, West Allis, Wisconsin, to vote on a motion to convene in closed session at said time and place to confer with the City Attorney on the settlement of the Joseph & Chris Mueller claim, to discuss collective bargaining matters with the Police Union, and to take such further action as may be necessary and appropriate with respect to such matters.

A closed session for the above purposes is authorized pursuant to the provisions of Wis. Stats. Section 19.85(1)(c), (e) and (g) which authorizes a governmental body, upon motion duly made and carried, to meet in closed session to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; to deliberate or negotiate the purchase of public properties and the investment of public funds, or conduct other specified public business whenever competitive or bargaining reasons require a closed session; and to confer with legal counsel for the governing body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

Upon conclusion of the closed session, the Administration & Finance Committee will convene in open session at said time and place to consider its public agenda, including motions to recommend approval or rejection of above-listed deliberations or any of the public agenda items that have not been acted upon.

E. NEW AND PREVIOUS MATTERS

Held Items

1. [2013-0524](#) Joseph & Chris Mueller communication regarding injuries allegedly sustained in the 8100 block of W. Greenfield Ave. on August 8, 2013.
2. [2016-0317](#) Communications Committee Status Report and Update.

Attachments: [Letter to Mayor and Common Council](#)
[Communications Survey Report](#)
[Original Letter establishing Citizen Advisory Comms Cmte](#)

3. [2016-0342](#) Communication from Director of Communications regarding City communication audit.

Attachments: [Communication regarding communication audit](#)

F. CITY ADMINISTRATOR REPORT

1. Health Care Plan Year Considerations.
2. Annual Report for Employees Living Outside of the City.
3. Tuition Reimbursement Repayment.
4. Performance Allowance Awards for Certain Employees and Remaining Resources.
5. Wellness Program and Coordinator Opportunities.
6. Budget Preparation.

G. IT-CFE DIRECTOR REPORT

1. BP Logix Update.
2. Status of Various IT Initiatives.

H. COMMUNICATIONS DIRECTOR REPORT

1. Communications Department Overview.

I. ALDERPERSONS REPORT

1. Recent Events Attended.
2. Awards/Commendations.
3. Upcoming Events.

J. CLOSED SESSION

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A closed session for the above purpose is authorized pursuant to the provisions of Wis. Stats. Section 19.85(1)(c), which authorizes a governmental body, upon motion duly made and carried, to meet in closed session to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Upon conclusion of the closed session, the Administration & Finance Committee meeting will be adjourned.

K. 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.