

# City of West Allis Meeting Agenda

7525 W. Greenfield Ave. West Allis, WI 53214

**Common Council** 

Mayor Dan Devine, Chair
Alderperson Thomas G. Lajsic, Council President
Alderpersons: Gary T. Barczak, Michael J. Czaplewski, Kevin Haass,
Michael P. May, Cathleen M. Probst, Rosalie L. Reinke,
Daniel J. Roadt, Vincent Vitale, and Martin J. Weigel

Tuesday, April 7, 2015

7:00 PM

**City Hall Common Council Chambers** 

# REGULAR MEETING

- A. CALL TO ORDER
- **B. ROLL CALL**
- C. PLEDGE OF ALLEGIANCE

# D. PUBLIC HEARINGS

1. Resolution relative to determination of Special Use Permit for Tiaras and Capes, a

proposed children's party business, to be located at 5528 W. Burnham St.

**Sponsors:** Safety & Development Committee

2. R-2015-0089 Resolution relative to determination of Special Use Permit for proposed outdoor

sales and display at Shop to Carrie On, an existing business, located at 11045 W.

National Ave.

Sponsors: Safety & Development Committee

# E. CITIZEN PARTICIPATION

## F. ANNOUNCEMENT OF RECESS MEETINGS OF STANDING COMMITTEES

New and Previous Matters referred to Committees may be considered and acted upon by Committees during the Common Council recess. Unless otherwise announced during the meeting, the standing Committees of the Common Council will meet during recess in the following rooms and in the following order:

Room 118

Administration & Finance, Safety & Development, Advisory

Room 113

Public Works, License & Health

## G. MAYOR'S REPORT

- 1. Recent events attended
- 2. Awards/commendations
- 3. Upcoming events

## H. ALDERPERSON'S REPORT

- 1. Recent events attended
- 2. Awards/commendations
- 3. Upcoming events

# I. APPROVAL OF MINUTES

3. 2015-0124 Minutes (Draft) of the Common Council regular meeting of March 17, 2015.

Attachments: 031715 CC Minutes.draft

#### J. ITEMS NOT REFERRED TO COMMITTEE

4. 2015-0150 Mary Ullrich communication relative to vehicle damages allegedly sustained at

10428 W. Oklahoma Ave. on February 26, 2015.

<u>Attachments:</u> <u>Ullrich vehicle damages</u>

5. 2015-0154 Summons and Complaint in the matter of Anchorbank, FSB vs. Beth A. Krumnow,

et al. regarding foreclosure of mortgage, Case No. 15CV002620.

Attachments: Anchorbank foreclosure

**6.** 2015-0155 Bill Janowski communication relative to property damages allegedly sustained at

S. 56 St. at W. Mineral St. and W. Walker St. on or about February 3, 2015.

<u>Attachments:</u> <u>Janowski property dmg.</u>

7. 2015-0156 Ann Costello communication relative to personal injuries allegedly sustained at

approximately S. 73 St. and W. Greenfield Ave. on March 27, 2012.

<u>Attachments:</u> Costello personal injuries

**8.** 2015-0227 Rezart Jolla communication relative to vehicle damages allegedly sustained at Hwy

100 and W. Lincoln Ave. March 18, 2015.

Attachments: Jolla vehicle dmg.

# K. STANDING COMMITTEE REPORTS

## LICENSE & HEALTH COMMITTEE

Regular meeting held on March 24, 2015. (Ald. Barczak excused).

9. 2014-0751 Communication from Assistant City Attorney regarding Outstanding Municipal

Court Judgment issued against Golden Chicken, 8901 W. Greenfield Ave., James

Foti, (2014-2015 Food Permit/License).

Attachments: CA com dated 11-21-14

Unanimously recommended to be placed on file.

10. 2015-0182 Police Department Report involving Jimmy B's Trail's End, 7216 W. Lincoln Ave.

(2014-2015 Class B Tavern License no. 745 and Dance Hall License no. 746) of Jimmy B's Trail's End, Inc., Kevin F. Bagurdes, Agent, Incident Date: February 8,

2015.

Unanimously recommended to be placed on file.

11. 2015-0183 Police Department Report involving Jimmy B's Trail's End, 7216 W. Lincoln Ave.

(2014-2015 Class B Tavern License no. 745 and Dance Hall License no. 746) of Jimmy B's Trail's End, Inc., Kevin F. Bagurdes, Agent, Incident Date: February 12,

2015.

Unanimously recommended to be placed on file.

12. 2015-0188 Police Department Report involving West Allis Liquor & Tobacco, 7218 W.

Greenfield Avenue (2014-2015 Combination Class A Liquor License application no. 2091) of Dilmil, Inc., Sukhdeep Randhawa, Agent, Incident Date: February 11,

2015.

Unanimously recommended to be placed on file.

13. 2015-0147 2014-2016 Operator's License (bartender/sales clerk) application no. 16-268 for

Sandra M. Perez.

Unanimously recommended to be approved.

#### L. MOTION FOR RECONSIDERATION

14. R-2015-0045 Resolution authorizing and directing the Director of Public Works/City Engineer to

enter into a State/Municipal Agreement with the Wisconsin Department of Transportation for \$399,360 in funding awarded from the Transportation

Alternatives Program (TAP) to procure a bike share system with approximately 9

stations and 90 bikes.

**Sponsors:** Administration & Finance Committee

Attachments: 2995-01-06-76 WAllisBikeShare SMA

## M. COMMON COUNCIL RECESS

## N. NEW AND PREVIOUS MATTERS

# ADMINISTRATION & FINANCE and SAFETY & DEVELOPMENT COMMITTEES

# **New Matters for Introduction**

**15.** Resolution Authorizing City Attorney to Take Action to Contest the Ruling in In

RE: The Commitment of Joe L. Wofford, Jr., Milwaukee County Circuit Court Case #95-CF-950391 Invalidating the Sex Offender Residency Ordinances in

Milwaukee County.

Sponsors: Safety & Development Committee and Administration & Finance Committee

## **ADMINISTRATION & FINANCE and ADVISORY COMMITTEES**

## **New Matters for Introduction**

16. R-2015-0074 Resolution to approve an Intergovernmental Agreement by and between the City of

West Allis and Milwaukee County relative to the purchase of new election

equipment in an amount not to exceed \$70,000.

**Sponsors:** Administration & Finance Committee and Advisory Committee

<u>Attachments:</u> <u>Intergovernmental Agreement</u>

**Election Equipment Costs** 

# **ADMINISTRATION & FINANCE COMMITTEE**

# **New Matters for Introduction**

17. O-2015-0026 An Ordinance to amend Salary Ordinance No. O-2015-0012 establishing the

salaries of certain Miscellaneous Employees of the City of West Allis for 2015

(Market Attendant).

**Sponsors:** Administration & Finance Committee

**18.** R-2015-0079 Resolution requesting the transfer of \$5,000 from the City's Contingency Fund to

Police Department Crime Prevention Part Time/OT Account.

**Sponsors:** Administration & Finance Committee

<u>Attachments:</u> Letter re Transfer of Funds for Background Investigations

Resolution requesting the transfer of \$8,500 from the City's Reserve for 19. R-2015-0083 Productivity/Operational Improvements to Police Department Professional Services Account for Enforcer/Pro Phoenix Data Conversion. Administration & Finance Committee Sponsors: 20. R-2015-0084 Resolution requesting the transfer of \$45,000 from the City's Reserve for Productivity/Operational Improvements to Police Department Capital Account for Construction of a Police Training Facility. Administration & Finance Committee **Sponsors:** Attachments: WAPD Letter re Training Facility Funding Law Enforcement Interest in Training Facility Power Point on WAPD Trianing Facility 21. Resolution relative to accepting the sole source proposal of Journal Radio R-2015-0080 Networks for providing Commercial Broadcast services for a total net sum of \$16,000. Administration & Finance Committee Sponsors: Attachments: Brewers Radio Network Letter of Agreement 22. R-2015-0085 Resolution relative to accepting the sole source proposal of Environmental Systems Research Institute, Inc. for providing a Small Government Enterprise License Agreement for a 3 year period for a total net sum of \$150,000.00. Administration & Finance Committee Sponsors: Attachments: 1277 Sole Source Letter 1277 Quotation 1277 License Agreement 23. R-2015-0088 Resolution relative to accepting the proposal of SAA Design Group for providing Professional Services for a Comprehensive Outdoor Recreation Plan Update for a total sum of \$24,790. Administration & Finance Committee Sponsors: Attachments: 1263 Fee-rate sheet R-2015-0090 Resolution approving the terms & conditions for an Economic Development Loan 24. to Reclaimers LLC, under the Department of Housing and Urban Development Community Development Block Grant Program in an amount not to exceed \$150,000. Administration & Finance Committee Sponsors:

Committment Ltr w/ Attachments

Attachments:

25. R-2015-0091 Resolution approving the terms & conditions for an Economic Development Loan

to 1650 S. 108 St., LLC, under the Department of Housing and Urban

Development Community Development Block Grant Program in an amount not to

exceed \$150,000.

**Sponsors:** Administration & Finance Committee

**Attachments:** Committment Ltr w/Attachments

**26.** R-2015-0096 Resolution to increase a Demonstration Commercial Facade Improvement Project

Contract by and between the City of West Allis and MCH Properties, LLC,

property owners for the property located at 8004-8010 W. National Ave. by \$6,856

for a grant total not to exceed \$34,906.

**Sponsors:** Administration & Finance Committee

**Attachments:** 8004-8010 W National -Hottinger (Contract)

**27.** 2015-0205 Manager of Finance/City Comptroller submitting reports for the 4th quarter of

2014 indicating City of West Allis checks issued in the amounts of \$3,646,632.95

for October, \$4,105,959.07 for November and \$1,623,697.07 for December.

Attachments: December 2014 Bank 0

December 2014 Bank 4

December 2014 Bank 5

December 2014 Bank 6

December 2014 Bank 7

November 2014 Bank 0

November 2014 Bank 4

November 2014 Bank 5

November 2014 Bank 6

October 2014 Bank 0

October 2014 Bank 4

October 2014 Bank 5

October 2014 Bank 6

**28.** 2015-0224 Communication from Finance Director regarding Water Billing and Customer

Service reorganization.

**Attachments:** Communication re Water Utility Reorganization.

Water Utility Reorganization Proposal.

29.	2015-0220	Communication from City Administrator regarding request to fill vacant position of Community Health Nutritionist at the Health Department.
	Attachments:	Request to fill Community Health Nutritionist position.
30.	2015-0221	Communication from City Administrator regarding request to fill an upcoming vacant position of Environmentalist at the Health Department.
	Attachments:	Request to fill Environmentalist position.
31.	2015-0218	City Administrator report on IT Steering Committee meetings.

Attachments: IT Steering Committee Meeting Minutes 02/25/2015

IT Steering Committee Meeting Minutes 03/11/2015

# **City Attorney Claim Report**

32.	2010-0181	WE Energies communication regarding damages allegedly sustained on March 10, 2010 at 6216 W. Mitchell St.
		City Attorney recommended to be placed on file.
33.	2012-0194	Notice of Circumstances of Claim submitted by Mid-Century Insurance Company, on behalf of David Reesman regarding injuries allegedly sustained by Jason Bloch at the intersection of West National Avenue and South 84 Street on January 10, 2012.
		City Attorney recommended to be placed on file.
34.	<u>2012-0624</u>	Swan & Associates communication submitted on behalf of Shirley Glore regarding injuries allegedly sustained at 7421 W. National Ave. on March 3, 2012.
		City Attorney recommended to be placed on file.
35.	<u>2014-0181</u>	Summons and Complaint in the matter of Bank Mutual vs Carol L. Sherman, et al, regarding foreclosure of mortgage, Case No. 14CV002395.
		City Attorney recommended to be placed on file.
36.	2014-0534	Summons and Complaint in the matter of Bank of America, N.A. vs. Gay B. Johnson, et al, regarding foreclosure of mortgage. Case No. 14CV006723.
		City Attorney recommended to be placed on file.
37.	2014-0598	Amended Summons and Complaint in the matter of CitiMortgage, Inc. vs. Doreen S. Karass, et al, regarding foreclosure of mortgage, Case No.11-CV-017785.
		City Attorney recommended to be placed on file.

#### PUBLIC WORKS COMMITTEE

## **New Matters for Introduction**

**38.** Resolution to rescind Resolution R-2015-0041, authorizing public improvement by

removal and reconstruction of the concrete alley pavement, storm sewer, storm sewer relay and storm underdrain in N/S alley between S. 60 St. - S. 61 St.: North of W. Mineral St. to W. Mineral St.; N/S alley between S. 60 St. - S. 61 St.: W. Mineral St. to W. Washington St.; N/S alley between S. 60 St. - S. 61 St.: W. Washington St. to W. Madison St.; N/S alley between S. 60 St. - S. 61 St.: W. Madison St. to W. National Ave.; N/S and E/W alley between S. 59 St. - S. 60 St.: W. Rogers St. to W. Mobile St.; N/S and E/W alley between S. 59 St. - S. 60 St.: W. Grant St. to W. Lincoln Ave.; N/S and E/W alley between S. 65 St. - S. 66 St.: W. Lapham St. to W. Mitchell St.; N/S and E/W alley between S. 69 St. - S. 70 St.: W. National Ave. to W. Mitchell St.; E/W alley between S. 65 St. - S. 66 St.: W. Arthur Ave. to W. Harrison Ave.; E/W alley between S. 67 St. - S. 68 St.: W. Arthur Ave. to W. Finger Pl. and levying special assessments against benefited properties.

Sponsors: Public Works Committee

**39.** R-2015-0075 Resolution to rescind Resolution No. R-2015-0063 and to accept a Sewer

Easement by the Community Development Authority of the City of West Allis ("Grantor") to the City of West Allis ("Grantee") for the property described on Engineering Drawing, dated March 9, 2015, which is attached hereto as Exhibit

"A" and made a part hereof.

**Sponsors:** Public Works Committee

**Attachments:** Agreement Easement at Lime Pit

1960 S 67th Place Sewer Easement Exhibit 3-11-15

**40.** Resolution authorizing the Director of Public Works/City Engineer to enter into an

agreement with Milwaukee Metropolitan Sewerage District (MMSD) to receive funding through their Green Solutions Program in the amount of \$73,555 for the installation of Green Infrastructure in the proposed West Durham Avenue

reconstruction.

**Sponsors:** Public Works Committee

**Attachments:** Durham Avenue M03076P28

**41.** R-2015-0077 Resolution relative to accepting the proposals of GexPro Electric and CED

Interstate Electric for furnishing and delivering electrical wire, conduit, luminaires

and accessories for a total sum of \$59,907.80.

**Sponsors:** Public Works Committee

**Attachments:** 1272 Electrical Wire, Conduit, Luminaires & Access

**42.** Resolution to approve bid of Zenith Tech, Inc. for concrete bridge surface repair, full depth bridge deck repair, removing concrete masonry bridge deck overlay, installation of concrete masonry overlay (silica fume method), and bridge railing repainting at the S. 76th Street Bridge over Honey Creek and the W. Beloit Road

Bridge over Honey Creek within the City of West Allis in the amount of

\$302,089.75.

**Sponsors:** Public Works Committee

**43.** R-2015-0094 Resolution to approve bid of KPH Construction Corp. for Accessibility

Improvements at West Allis City Hall located at 7525 W. Greenfield Avenue in the

City of West Allis in the amount of \$43,820.00.

<u>Sponsors:</u> Public Works Committee

<u>Attachments:</u> 2015-7 BID RESULTS

**44.** R-2015-0073 Resolution accepting work of Willkomm Excavating & Grading, Inc. for

installation of sanitary sewer relay, box storm sewer, storm sewer, and utility adjustments in W. Lapham St. Ext. from S. 72 St. to S. 73rd St., S. 72 St. from W. Lapham St. Ext. to W. National Ave. and S. 73 St. from W. Lapham St. to W. National Ave. in the City of West Allis and authorizing and directing settlement of

said contract in accordance with contract terms of 2014 Project No. 9.

**Sponsors:** Public Works Committee

**45.** R-2015-0070 Resolution accepting work of UPI, Inc. for sump pump installation and storm

lateral extension on private property in South 57th Street from North City Limits to West National Avenue in the City of West Allis and authorizing and directing settlement of said contract in accordance with contract terms of 2013 Project No.

19.

**Sponsors:** Public Works Committee

**46.** R-2015-0072 Resolution accepting work of Vinton Construction Company for the completion of

the crosstown connector bike and pedestrian trail in the City of West Allis and authorizing and directing settlement of said contract in accordance with contract

terms of 2013 Project No. 4.

**Sponsors:** Public Works Committee

**47.** R-2015-0076 Resolution calling on the Governor and Legislature of the State of Wisconsin to

remove from the proposed State 2015-17 budget and Assembly Bill 21 and Senate Bill 21 the provision that prohibits the Wisconsin Department of Transportation

from funding Community Sensitive Design on state highway projects.

Sponsors: Ald. Haass and Ald. Vitale

**48.** R-2015-0082 Resolution calling on the Governor and Legislature of the State of Wisconsin to

amend the proposed State 2015-17 Budget with a provision that increases local control by giving locally elected officials a voice in approving bikeways and

pedestrian pathways.

**Sponsors:** Public Works Committee

**49.** 2015-0226 Communication from Director of Public Works/City Engineer introducing a

proposed Park policy.

Attachments: COMM-2015-0226 policy and memo

**50.** 2015-0229 Communication from Director of Public Works/City Engineer regarding

application for Park Use Permit.

**Attachments:** COMM-Park Use Permit and memo

**51.** 2015-0207 Communication from Director of Public Works/City Engineer regarding request

received from the Downtown West Allis BID for Traffic Study.

Attachments: BID Memo

2015-0207

**52.** 2015-0157 We Energies communication reaffirming their policy to the City regarding use of

and trespassing on their property or rights-of-way and the concern for illegal

dumping of yard and household materials on their property.

**Attachments:** WE Energies communication

53. 2015-0230 Office of the Commissioner of Railroads Notice of Investigation and Hearing and

Assessment of Costs scheduled for April 21, 2015, 1:00 p.m., West Allis City Hall, Room 220, relative to the complaint of the City of West Allis for the repair of the

public crossing of the Union Pacific Railroad Co. tracks with STH 59 (W.

Greenfield Avenue).

**Attachments:** Railroad Investigation Hearing Notice

# SAFETY & DEVELOPMENT COMMITTEE

## **New Matters for Introduction**

**54.** O-2015-0025 An Ordinance to Establish Parking Restrictions on Both Sides of W. Theodore

Trecker Way From S. 108th St. to S. 110th St.

Sponsors: Ald. Barczak

**55.** R-2015-0095 Resolution authorizing the Director of Development to enter into an amended

professional environmental services contract with AECOM to complete a Phase 1 Environmental Site Assessment, provide Technical Services Request and Complete Case Closure Request for the property located at 7030 W. National Ave. in the

amount not to exceed \$36,000.00.

Sponsors: Safety & Development Committee

**56.** R-2015-0097 Resolution approving a 2015 Wall Art Program for the City of West Allis for up to

\$10,000 from the Community & Economic Development Investment Fund.

Sponsors: Safety & Development Committee

**57.** 2015-0223 Special Use Permit for Treat Yourself!, a proposed gourmet popcorn and confections store, to be located at 7326 W. Greenfield Ave.

# **Public Hearing Items (Safety & Development Committee)**

R-2015-0092	Resolution relative to determination of Special Use Permit for Tiaras and Capes, a proposed children's party business, to be located at 5528 W. Burnham St.
Sponsors:	Safety & Development Committee
<u>2015-0202</u>	Special Use Permit for Tiaras and Capes, a proposed children's party business, to be located at 5528 W. Burnham St.
<u>R-2015-0089</u>	Resolution relative to determination of Special Use Permit for proposed outdoor sales and display at Shop to Carrie On, an existing business, located at 11045 W. National Ave.
	<u>Sponsors:</u> 2015-0202

**Sponsors:** Safety & Development Committee

**61.** 2015-0206 Special Use Permit for proposed outdoor sales and display at A Shop to Carrie On, an existing business, located at 11045 W. National Ave.

# LICENSE & HEALTH COMMITTEE

# **New Matters for Introduction**

62.	<u>O-2015-0021</u>	An Ordinance to Amend Subsections 8.01(3), 8.02(1), 8.03(1)-(3), 8.04(1), 8.05(3) and 8.05(5); Repeal Subsections 8.02(2), 8.05(6), 8.06, 8.07, 8.10 and 8.11; Repeal and Recreate Subsection 8.12; and Create Subsections 8.13, 8.14 and 8.15 of the City of West Allis Revised Municipal Code Relating to Weights and Measures.
	Sponsors:	License & Health Committee
63.	<u>O-2015-0023</u>	An Ordinance to Create Section 7.17 of the City of West Allis Revised Municipal Code Relating to Conditions of Licenses/Permits, Control of Premises, Lapse of License/Permit, Procedure for Suspension or Revocation.
	Sponsors:	License & Health Committee
64.	2015-0204	2014-2015 Operator's License (bartender/sales clerk) application 15-590 for Jason T. Gierach.
65.	2015-0208	2014-2015 Operator's License (bartender/sales clerk) application no. 15-589 for Roslyn Lee.
66.	<u>2015-0158</u>	2014-2016 Operator's License (bartender/sales clerk) application no. 16-280 for Laurie K. Sherock.
67.	<u>2015-0217</u>	Operator's License (bartender/sales clerk) applications.

68.	2015-0194	Appointment of new agent, Karen J. Porteous, by Mega Marts, LLC, d/b/a Pick 'n Save #6846 located at 2625 S. 108 St. (2013-2014 Combination Class A Liquor License no. 1087).
69.	2015-0225	2014-2015 Instrumental Music License application no. 2186 of DeRosia Enterprises, LLC, Dawn M. Clark, Agent, d/b/a The Drunken Duck, 1750 S. 61 St. (2014-2015 Class B Tavern License no. 2172).
70.	2015-0209	2014-2015 Special Class B Beer and Wine License application(s).
71.	2015-0210	2015-2015 Special Class B Beer and Wine License application no. 20 of the Little League of West Allis, 1142 S. 97 St. for an event at 1414 S. 93 St. on April 17, 2015.
72.	<u>2015-0228</u>	Carnival Permit application no. 4 of St. Rita Parish for the St. Rita Festival at 2318 S. 61 Street from July 17 - 19, 2015.
73.	<u>2015-0215</u>	2015-2016 Amusement Distributor's License application(s).
74.	<u>2015-0216</u>	2015-2016 Phonograph Distributor's License application(s).
75.	2015-0212	2015-2016 Secondhand Article Dealer License application(s).
76.	2015-0213	2015-2016 Secondhand Jewelry Dealer License application(s)
77.	2015-0211	2015-2016 Trailer and Truck Rental License application(s).
78.	<u>2015-0214</u>	2015-2016 Used Vehicle Dealer License application(s).

# **Previous Matters for Consideration**

79.	<u>2015-0015</u>	Summons and Complaint in the matter of the complaint against Hector E.
		Guillermo, 2013-2015 Operator's License (bartender/sales clerk) no. 15-156.
	Attachments:	Hector Guillermo Summons

Hector Guillermo Complaint Hector Guillermo Affivadit of Service

80.	<u>2015-0148</u>	2014-2015 Operator's License (bartender/sales clerk) application no. 15-568 for
		Pachal M. Krutsch

2014-2015 Operator's License (bartender/sales clerk) application no. 15-488 for 81. 2015-0146

Sidney T. Landis.

2014-2015 Operator's License (bartender/sales clerk) application no. 15-577 for **82.** 2015-0141

Sophia L. Ludwig.

83. 2014-0077 Amended Findings and Recommendations in the Matter of the Complaint Against

Scardina Bakery & Delicatessen, Inc., d/b/a Scardina Bakery & Delicatessen, for

premises located at 5901 W. Beloit Rd. (2013-2014 Food Permit renewal

application).

Attachments: Amended F&R - Scardina's.pdf

Scardina - County letter

# **ADVISORY COMMITTEE**

# **New Matters for Introduction**

84. O-2015-0022 An Ordinance to Create Section 17.11 of the City of West Allis Revised Municipal

Code Relating to Changes in State Law or State Departments or Agencies

Incorporated.

**Sponsors:** Advisory Committee

**85.** O-2015-0024 An Ordinance to Amend Subsection 2.54(4)(f) and to Repeal and Recreate

Subsection 2.54(4)(h) of the West Allis Revised Municipal Code Relating to the

Operation of the Legislative Committee.

**Sponsors:** Advisory Committee

**86.** R-2015-0078 Resolution declaring the annual Root River Trail Hike as a Community Event.

Sponsors: Ald. Haass

**87.** R-2015-0086 Resolution opposing elimination of personal property taxes.

**Sponsors:** Advisory Committee

# O. ADJOURNMENT

All meetings of the Common Council 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.