



City of West Allis

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, December 18, 2018

7:00 PM

City Hall, Room 128
7525 W. Greenfield Ave.

RECESS MEETING

A. CALL TO ORDER

B. ROLL CALL

C. NEW AND PREVIOUS MATTERS

New Matters for Introduction

- 3a. [R-2018-0824](#) Resolution approving the transfer of \$10,000 from the Salary account in the West Allis Senior Center's budget to the Equipment account in the West Allis Senior Center's 2018 budget to purchase MySeniorCenter software package for the West Allis Senior Center.

Sponsors: Administration & Finance Committee

Attachments: [Request for Budget Transfer - Senior Center](#)
[MySeniorCenter Quote - West Allis Senior Center - 20181120 \(R\)](#)
[MySeniorCenter Purchase Agreement - West Allis Senior Center - 20181120 \(R\) \(2\)](#)

4. [R-2018-0802](#) Resolution to approve a Storefront Improvement Program Grant Contract by and between the City of West Allis and 6682 LLC, property owner for the property located at 6682 W. Greenfield Ave. in an amount not to exceed \$100,000.

Sponsors: Administration & Finance Committee

Attachments: [Storefront Grant Contract-6682 LLC \(12-18-18\)](#)

5. [R-2018-0803](#) Resolution approving the terms & conditions for an Economic Development Loan to Blast Cleaning Technologies, Inc. in the amount of up to \$200,000.

Sponsors: Administration & Finance Committee

Attachments: [Exhibit A - Commitment Letter](#)

6. [R-2018-0809](#) Resolution approving the terms & conditions for an Economic Development Loan to Wandering Arrow, LLC d/b/a Wild Roots Restaurant under the Department of Housing and Urban Development Community Development Block Grant Program in the amount up to \$40,000.

Sponsors: Administration & Finance Committee

Attachments: [Exhibit A - Commitment Letter](#)
[Attachment A - Beneficiary Reporting Form](#)
[Attachment B - Federal Requirements](#)
[Exhibit 1 - General Conditions](#)

7. [R-2018-0776](#) Resolution to amend City of West Allis Policies & Procedures Manual Policy No. 1410, Total Benefit Package.

Sponsors: Administration & Finance Committee

Attachments: [Policy 1410 - Current Version 10-2-18](#)
[Policy 1410 - Proposed Changes 12-18-18](#)

8. [R-2018-0804](#) Resolution authorizing the City of West Allis to participate in the Protective Service Mental Health Program provided by Cities and Villages Mutual Insurance Company (CVMIC).

Sponsors: Administration & Finance Committee

Attachments: [Protective Service Mental Health Assistance Program](#)
[Protective Services Stress Assistance Outline](#)
[CVMIC Stress Assistance Claim Costs](#)

9. [R-2018-0822](#) Resolution relative to approving the contract with Anthem for TPA services and Stop Loss Coverage for the March 1, 2019 to February 29, 2020 Plan Year in an amount not to exceed \$1,500,000.

Sponsors: Administration & Finance Committee

10. [R-2018-0823](#) Resolution authorizing the City of West Allis to enter into a contract with Superior Vision effective March 1, 2019 to provide the voluntary benefit of vision insurance for permanent full and part-time non-represented employees participating in the Total Benefit Package.

Sponsors: Administration & Finance Committee

Attachments: [Superior Vision Proposal](#)
[Vision Plan Marketing Comparison](#)

11. [2018-0971](#) Communication from City Administrator requesting approval to fill the vacant position of Maintenance Repairer-Building and Sign in the Department of Public Works, Building/Inventory and Electrical Division.

Attachments: [Request to fill Maintenance Repairer-Building & Sign position](#)

12. [2018-0972](#) Communication from City Administrator requesting approval to fill the vacant position of Equipment Operator in the Department of Public Works, Sanitation and Street Division.

Attachments: [Request to fill Equipment Operator position](#)

13. [2018-0973](#) Communication from City Administrator requesting approval to fill the vacant position of Truck Driver in the Department of Public Works, Sanitation and Street Division.

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

14. [2018-0980](#) Communication from City Administrator requesting approval to fill the vacant Accounting Specialist position in the Finance Department.

Attachments: [Request to fill Accounting Specialist position](#)

15. [2018-0960](#) Finance Director/Comptroller submitting report for November 2018 indicating City of West Allis checks issued in the amount of \$2,165,977.24.

Attachments: [November 2018 Monthly Claims Report to CC](#)

Previous Matters for Consideration

16. [O-2018-0045](#) Ordinance to repeal and recreate Subsection 5.03(8) of the City of West Allis Revised Municipal Code pertaining to the charging and administration of crash billing fees.

Sponsors: Administration & Finance Committee

Attachments: [Current Ordinance Wording for RMC Sect 5.03\(8\) Crash Billing Fee](#)

[Suggested Text - Resident](#)

[Suggested Text - Nonresident](#)

City Attorney Claim Report

17. [2018-0740](#) Cheryl Dolge Notice of Claim regarding vehicle damages allegedly sustained at 2203 S. 98 Street on July 1, 2018.

Attachments: [Claim - C. Dolge](#)

[Cheryl Dolge CC letter- Deny](#)

18. [2018-0796](#) Richard D. Vis Notice of Claim regarding vehicle damages allegedly sustained at W. Greenfield Ave. west of S. 84 St., on September 7, 2018.

Attachments: [Claim-R. Vis 9-24-18](#)

[Letter to CC- Denial of Claim-Vis](#)

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.

NOTICE OF POSSIBLE QUOROM

It is possible that members of, and possibly a quorum of, members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

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.