



**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*

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Monday, November 5, 2018

7:00 PM

City Hall, Room 113  
7525 W. Greenfield Ave.

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**RECESS MEETING**

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. NEW AND PREVIOUS MATTERS**

**New Matters for Introduction**

19. [O-2018-0041](#) Ordinance to Amend Section 1.12 of the West Allis Revised Municipal Code Relating to Hotel and Motel Room Tax.  
*Sponsors:* Ald. Weigel  
*Attachments:* [Hotel and Motel Room Tax Ordinance - Shows Changes](#)
20. [O-2018-0043](#) Ordinance to Amend Subsections 2.01(1), 2.01(3), 2.02 (1)(a), 2.15 (1), 2.15(3)(a), 2.15(3)(b), 2.15(4); Create 2.15(2), 2.76 (5)(a)(16), 2.76(5)(c)(16), and repeal subsections 2.15 (4) and 2.15(5) of the Municipal Code of the City of West Allis relating to the position of City Attorney and the Office of the City Attorney.  
*Sponsors:* Administration & Finance Committee  
*Attachments:* [City Attorney Ordinance - Shows Changes](#)  
[O-2018-0043 with links](#)
21. [R-2018-0709](#) Resolution Authorizing the Retention of Outside Legal Counsel.  
*Sponsors:* Administration & Finance Committee
22. [R-2018-0711](#) Resolution relative to the Agreement with the Village of Greendale for Public Health Services for the year 2019.  
*Sponsors:* Administration & Finance Committee  
*Attachments:* [2019 Agreement for Public Health Services](#)
23. [R-2018-0712](#) Resolution establishing health insurance funding levels, employee health care premium contributions, and Health Savings Contributions for the plan year March 1, 2019 through February 29, 2020.

**Sponsors:** Administration & Finance Committee

**Attachments:** [2019 Recommended Insurance Rates \(11-5-18\)](#)

24. [R-2018-0723](#) Resolution authorizing the City of West Allis to enter into a contract with Reliance Standard Life Insurance Company for the calendar year of 2019 to provide Long Term Disability Insurance for permanent full and part-time non-represented employees for an annual cost not to exceed \$75,000.

**Sponsors:** Administration & Finance Committee

**Attachments:** [Long Term Disability Proposal](#)  
[SPECIMEN - Long Term Disability Policy](#)  
[Preliminary Application Form for Group Insurance](#)  
[Long Term Disability Confirmation of Plan Information Form](#)

25. [R-2018-0720](#) Resolution approving a West Allis Neighborhood Association Small Grant Program Organizational Grant to Fairview Park Neighborhood Association in the amount of \$500.

**Sponsors:** Ald. Weigel and Euteneier

**Attachments:** [Org Grant Application - Fairview Park](#)  
[Neighborhood Map](#)

26. [R-2018-0721](#) Resolution relative to the modification of the organizational and reporting structure of the City of West Allis and amending the City of West Allis Policies and Procedures Manual Policy No. 404, Recruitment and Hiring Process for Executive/Managerial/Deputy-Assistant Service Positions.

**Sponsors:** Administration & Finance Committee

**Attachments:** [Proposed Future Organizational Chart, 11-5-18](#)  
[Policy 404 - Marked Copy](#)  
[Policy404 - Clean Copy](#)

27. [R-2018-0724](#) Resolution to amend City of West Allis Policies & Procedures Manual Policy No. 1413, Health and Dental Insurance - Legacy Package, to include retiree health care information for employees hired on or after November 1, 2018 and Medicare Advantage or Medicare Supplement Program Options.

**Sponsors:** Administration & Finance Committee

**Attachments:** [Policy1413 - Shows Changes 11-5-18](#)  
[Policy 1413 - Clean Copy 11-5-18](#)

28. [2018-0889](#) Home Owners Bargain Outlet (HOBO), 800 S. 108 St., communication regarding the closing of their operations and termination of fifty-seven (57) employees beginning December 20, 2018 and completed by December 31, 2018.

**Attachments:** [HOBO communication](#)

29. [2018-0905](#) Communication from Health Commissioner/City Sealer requesting approval to accept

new grants and grant agreements.

*Attachments:* [Health Commissioner request for Grant Approvals](#)

30. [2018-0907](#) Communication from City Administrator requesting approval to fill the vacant position of Lead Person in the Department of Public Works, Water Division.

*Attachments:* [Request to fill Water Lead Person position](#)

31. [2018-0906](#) Communication from City Administrator transmitting Traffic Violation & Accident Reports for the periods April 1, 2018 through June 30, 2018 and July 1, 2018 through September 30, 2018.

*Attachments:* [Traffic Violation & Accident Reports for 2018, Qtr 2 & 3](#)

### Previous Matters for Consideration

32. [2018-0883](#) 2019-2023 Capital Improvement Program - Draft No. 2.

*Attachments:* [Draft #1 2019-2023 Capital Improvement Program with Exhibits \(7-25-18\)](#)

[Draft #2 2019-2023 Capital Improvement Program \(10-26-18\)](#)

### City Attorney Claim Report

33. [2013-0041](#) Notice of Claim submitted on behalf of Chad W. Myers relative to injury allegedly sustained at 1226 S. 104 St. on October 14, 2012.

### Public Hearing Items

34. [2018-0792](#) 2019 City of West Allis Mayor's Recommended Budget.

*Attachments:* [Entire Budget WEB VERSION FINAL](#)

[2019 Recommended Budget Presentation 10-8-18](#)

### 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.