

**CITY OF WEST ALLIS  
ORDINANCE O-2023-0091**

**ORDINANCE TO AUTHORIZE FINANCE DIRECTOR/COMPTROLLER TO  
ADMINISTER FUND BALANCE POLICY**

**CREATING SECTION 2.635(2)(E)**

**NOW THEREFORE**, the common council of the City of West Allis do ordain as follows:

**SECTION 1:**        **AMENDMENT** “2.635 Finance Director/Comptroller” of the City Of West Allis Municipal Code is hereby *amended* as follows:

AMENDMENT

2.635 Finance Director/Comptroller

1. Appointment. The City Administrator shall recommend appointment of a Finance Director/Comptroller subject to approval by the Common Council in the unclassified service of the City to serve full time at the pleasure of the Common Council, in accordance with City of West Allis Policies and Procedures Manual Policy No. 404 (Recruitment and Hiring Process for Executive/Managerial/Deputy Assistant Service Positions), Policy No. 405 [Discipline for Non-Elective Officials (Executive Service/Department Heads)], and as provided by Section 17.12(1) of the Wisconsin Statutes.
2. Duties and Responsibilities. The Finance Director/Comptroller shall:
  - a. Establish rules for the administration of the Finance/Comptroller's Office and perform the duties assigned to it.
  - b. Perform the duties of City Comptroller, prescribed in Sec. 62.09(10) of the Wisconsin Statutes, the position job description, employment contract, and such other duties as the Common Council may prescribe from time to time.
  - c. Direct and supervise the functions of finance and purchasing.
  - d. Administer Policy 1214 (the gGrant Mmanagement pPolicy).
  - e. Administer Policy 1215 (Fund Balance Policy).
3. Authorizations. The Finance Director/Comptroller may:
  - a. Declare official intent to reimburse an original expenditure with proceeds of an obligation on behalf of the City as allowed under 26 C.F.R. § 1.150-2(e) (1).

**SECTION 2:**            **EFFECTIVE DATE** This Ordinance shall be in full force and effect on and after the required approval and publication according to law.

PASSED AND ADOPTED BY THE CITY OF WEST ALLIS COUNCIL

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	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Ald. Vince Vitale	_____	_____	_____	_____
Ald. Ray Turner	_____	_____	_____	_____
Ald. Tracy Stefanski	_____	_____	_____	_____
Ald. Marty Weigel	_____	_____	_____	_____
Ald. Suzzette Grisham	_____	_____	_____	_____
Ald. Danna Kuehn	_____	_____	_____	_____
Ald. Thomas Lajsic	_____	_____	_____	_____
Ald. Dan Roadt	_____	_____	_____	_____
Ald. Rosalie Reinke	_____	_____	_____	_____
Ald. Kevin Haass	_____	_____	_____	_____

Attest

Presiding Officer

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Rebecca Grill, City Clerk, City Of  
West Allis

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Dan Devine, Mayor, City Of West  
Allis