



Meeting Minutes

Administration & Finance Committee

Aldersperson Vincent Vitale, Chair

Aldersperson Kevin Haass, Vice-Chair

Alderspersons: Thomas G. Lajsic, Michael P. May, Cathleen M. Probst

Tuesday, August 4, 2015

10:02 PM

City Hall Room 118

RECESS MEETING

A. CALL TO ORDER

Vice-Chair Haass called the meeting to order.

B. ROLL CALL

Present 4 - Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

Excused 1 - Ald. Vitale

Others Attending

Mayor Dan Devine; Rebecca Grill, City Administrator; Mark Wyss, Finance Director/Comptroller/City Treasurer; Audrey Key, HR Director; Jim Jandovitz, IT Director; Deputy Chief of Police Chris Botsch; John Stibal, Director of Development; Other Staff; Guests and Media.

C. NEW AND PREVIOUS MATTERS

- 18. [R-2015-0163](#) Resolution to approve a Demonstration Commercial Facade Improvement Project Grant Contract by and between the City of West Allis and Lutz Land Management, LLC, property owners for the property located at 2105 S. 68 St. and 6801-6807 W. Becher St. in an amount not to exceed \$20,000.

Sponsors: Administration & Finance Committee

A motion was made by Ald. Lajsic, seconded by Ald. May, that this matter was Recommended For Adoption. The motion carried by the following vote:

Aye: 4 - Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

- 19. [R-2015-0169](#) Resolution to approve a Demonstration Commercial Facade Improvement Project Grant Contract by and between the City of West Allis and Mider Properties LLC, property owners for the property located at 8340 W. Beloit Rd. in an amount not to exceed \$20,000.

Sponsors: Administration & Finance Committee

A motion was made by Ald. Lajsic, seconded by Ald. May, that this matter was Recommended For Adoption. The motion carried by the following vote:

Aye: 4 - Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

20. [R-2015-0170](#) Resolution relative to selecting Health efx for furnishing the software for the ACA reporting requirements for a three-year period at an estimated cost of \$45,370.

Sponsors: Administration & Finance Committee

Rebecca Grill advised that the company is unable to provide the services any longer due to the high demand of the services.

A motion was made by Ald. Lajsic, seconded by Ald. Probst, that this matter was Recommended to be Placed on File. The motion carried by the following vote:

Aye: 4 - Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

21. [R-2015-0178](#) Resolution relative to accepting the proposal of Gerber Leisure Products for furnishing and delivering Landscape Structures, Inc. playground equipment for Liberty Heights Park for a total sum of \$81,371.00.

Sponsors: Administration & Finance Committee

A motion was made by Ald. Probst, seconded by Ald. Lajsic, that this matter was Recommended For Adoption. The motion carried by the following vote:

Aye: 4 - Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

22. [R-2015-0179](#) Resolution authorizing \$25,000 from the Community & Economic Development Investment Fund for the renovation of the Emergency Department at Aurora West Allis Medical Center.

Sponsors: Ald. Lajsic

A motion was made by Ald. May, seconded by Ald. Lajsic, that this matter was Recommended For Adoption. The motion carried by the following vote:

Aye: 4 - Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

23. [2015-0556](#) Finance Director/Comptroller submitting report for the June 2015 indicating City of West Allis checks issued in the amounts of \$3,976,778.54.

A motion was made by Ald. Lajsic, seconded by Ald. Probst, that this matter was Recommended to be Placed on File. The motion carried by the following vote:

Aye: 4 - Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

24. [2015-0573](#) Communication from Mayor Devine regarding the 2016 Budget Process.

Mayor Dan Devine addressed the Committee regarding the 2016 budget process. He described goals of the process--innovation, productivity, creating efficiencies, team approach, long-term collective view, and rewarding good ideas.

A motion was made by Ald. Probst, seconded by Ald. Lajsic, that this matter was Recommended to be Placed on File. The motion carried by the following vote:

Aye: 4 - Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

25. [2015-0574](#) Communication relative to proposed Fire Safety Shreddathon event to promote Fire Safety Prevention.

The Committee briefly discussed the event and advised staff to move forward on option #2.

A motion was made by Ald. Lajsic, seconded by Ald. Probst, that this matter was Recommended to be Placed on File. The motion carried by the following vote:

Aye: 4 - Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

26. [2015-0572](#) Communication from City Administrator transmitting IT Steering Committee Findings & Recommendations Report.

The Committee members requested that prioritization of the projects be presented at the next meeting.

A motion was made by Ald. Lajsic, seconded by Ald. May, that this matter was Recommended to be Placed on File. The motion carried by the following vote:

Aye: 4 - Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

27. [2015-0575](#) Communication from City Administrator transmitting report on proposed Center for Excellence.

IT Director Jim Jandovitz discussed the Center for Excellence and responded to questions from Committee members. Additional staffing will be discussed as part of the budget process.

A motion was made by Ald. Lajsic, seconded by Ald. Probst, that this matter was Recommended For Approval. The motion carried by the following vote:

Aye: 4 - Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

28. [2015-0571](#) Communication from Finance Director/Comptroller submitting Health Insurance Fund Report for period ended June 30, 2015.

A motion was made by Ald. Probst, seconded by Ald. May, that this matter was Recommended to be Placed on File. The motion carried by the following vote:

Aye: 4 - Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

- 28a. [R-2015-0181](#) Resolution relative to accepting the proposal of Impact Technologies, LLC for furnishing and delivering printers and print services for the City Print Shop for a five year period for a total net sum of \$108,015.40.

Sponsors: Administration & Finance Committee

A motion was made by Ald. Lajsic, seconded by Ald. May, that this matter was Recommended For Adoption. The motion carried by the following vote:

Aye: 4 - Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

29. [R-2015-0156](#) Resolution approving a Cooperation Agreement by and between the Community Development Authority and the City of West Allis for the administration of various funds for demolition-related expenses of Zombie properties, and approving funding for oversight of Zombie property-related projects and requesting transfer of \$100,000 from the Zombie Property Fund.

Sponsors: Administration & Finance Committee

A motion was made by Ald. Lajsic, seconded by Ald. May, that this matter was Recommended For Adoption As Amended. The motion carried by the following vote:

Aye: 4 - Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

30. [2015-0518](#) Communication from Mayor Devine relative to a “Fifteen in ‘15” Blight Buster Initiative.

A motion was made by Ald. Lajsic, seconded by Ald. May, that this matter was Recommended to be Placed on File. The motion carried by the following vote:

Aye: 4 - Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

31. [2014-0776](#) Summons and Complaint in the matter of Waterstone Bank SSB vs. Gladys S. Alvarado, et al, regarding foreclosure of mortgage. Case No. 14CV010087.

This matter was Recommended to be Placed on File on a Block Vote

32. [2015-0375](#) Bernice Richards communication relative to vehicle damages allegedly sustained at the 1700 block of S. 96 St. on May 18, 2015.

This matter was Recommended to be Placed on File on a Block Vote

33. [2015-0394](#) Ron Bailey communication relative to vehicle damages allegedly sustained at the east side of City Hall, 14** S. 75 St. on May 14, 2015.

This matter was Recommended to be Placed on File on a Block Vote

34. [2015-0488](#) Chee Lor request for reimbursement of a towing fee and parking citation fee issued on May 25, 2015, within the Memorial Day Parade Day Parade route.

This matter was Recommended to be Placed on File on a Block Vote

Passed The Block Vote

A motion was made by Ald. May, seconded by Ald. Probst, to approve all the actions on the preceding items on a Block Vote. The motion carried by the following vote:

Aye: 4 - Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

35. [R-2015-0164](#) Resolution approving an amendment to the FY2014 Community Development Block Grant (CDBG) Action Plan.

Sponsors: Administration & Finance Committee

A motion was made by Ald. Lajsic, seconded by Ald. Probst, that this matter was Recommended For Adoption. The motion carried by the following vote:

Aye: 4 - Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

D. ADJOURNMENT

A motion was made to adjourn the meeting at 10:31 p.m.