



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 19, 2017

7:00 PM

City Hall Room 128

RECESS MEETING

A. CALL TO ORDER

B. ROLL CALL

C. NEW AND PREVIOUS MATTERS

New Matters for Introduction

7. [R-2017-0341](#) Resolution to adopt City of West Allis Core Values and Core Competencies.
- Sponsors:* Administration & Finance Committee
- Attachments:* [Core Values](#)
[Core Competencies](#)
8. [R-2017-0374](#) Resolution relative to renewal of the agreement with the Village of West Milwaukee for Public Health Services for 2018-2019.
- Sponsors:* Administration & Finance Committee
- Attachments:* [Public Health Services Agreement with Village of West Milwaukee](#)
9. [R-2017-0388](#) Resolution relative to renewal of the agreement with the Village of West Milwaukee for Information Technology Services for 2018-2019.
- Sponsors:* Administration & Finance Committee
- Attachments:* [Information Technology Services Agreement with Village of West Milwaukee](#)
10. [R-2017-0432](#) Resolution relative to accepting the proposal of Kelley Communications for furnishing, delivering and installing Category 6 Communication/Phone Cable at various City of West Allis buildings for a total sum of \$32,393.31, including a capital budget transfer from the IT Joint Venture Fund to the Buildings and Facilities Capital Projects Fund which is required to fund this effort.
- Sponsors:* Administration & Finance Committee

Attachments: [IT Director communication re telephone cabling upgrade](#)
[Vendor Proposal for telephone cabling upgrade](#)
[IT Report re telephone cabling upgrade](#)

11. [R-2017-0433](#) Resolution relative to renewal of the agreement with Wisconsin Community Services, Inc. for West Allis Mediation Center for 2018.

Sponsors: Administration & Finance Committee

Attachments: [2018 Mediation Center Agreement \(unsigned\)](#)

12. [R-2017-0434](#) Resolution to adopt City of West Allis Policies & Procedures Manual No. 1111, Monthly Employee Recognition Program.

Sponsors: Administration & Finance Committee

Attachments: [New Policy 1111 \(Draft\)](#)

13. [R-2017-0435](#) Resolution amending City of West Allis Policies & Procedures Manual No. 1468, Vehicle/Equipment Operation, Driving Policy and Mileage Reimbursement.

Sponsors: Administration & Finance Committee

Attachments: [Policy 1468.Marked Copy](#)

15. [2017-0126](#) Communication from City Administrator requesting approval to fill the upcoming vacant position of City Clerk.

Attachments: [Request to fill City Clerk position](#)

14. [2017-0815](#) Communication from City Administrator regarding notification of resignation from Monica Schultz, City Clerk, effective February 9, 2018.

Attachments: [Communication regarding resignation of City Clerk](#)

16. [2017-0318](#) Finance Director/Comptroller submitting report for November 2017 indicating City of West Allis checks issued in the amount of \$4,167,605.15.

Attachments: [November 2017 Monthly Claims Report to CC](#)

City Attorney Claim Report

17. [2015-0167](#) Konstantakis Law Office, LLC communication submitted on behalf of Danny P. Sarandos relative to personal injuries allegedly sustained on November 30, 2014.

Attachments: [Konstantakis.DSarandos.personal inj](#)

18. [2017-0064](#) Summons and Complaint in the matter of U.S. Bank Trust, N.A., vs Todd Fraiser, et al, regarding foreclosure of mortgage, Case No. 17CV000403.

Attachments: [S&C US Bank Trust](#)

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.

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.