

**CITY OF WEST ALLIS
ORDINANCE O-2022-0096**

**ORDINANCE TO ASSIGN GRANT MANAGEMENT DUTIES TO THE FINANCE
DIRECTOR/COMPTROLLER**

CREATING SECTION 2.635(2)(D)

WHEREAS, it is necessary to assign the duties associated with grant management to a department;

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:

A M E N D M E N T

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 the grant management 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

_____.

	AYE	NAY	ABSENT	ABSTAIN
Ald. Angelito Tenorio	_____	_____	_____	_____
Ald. Vince Vitale	_____	_____	_____	_____
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

Rebecca Grill, City Clerk, City Of
West Allis

Dan Devine, Mayor City Of West
Allis