



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, May 7, 2019

7:00 PM

City Hall, Room 128
7525 W. Greenfield Ave.

RECESS MEETING

A. CALL TO ORDER

B. ROLL CALL

C. NEW AND PREVIOUS MATTERS

New Matters for Introduction

12. [R-2019-0320](#) Resolution authorizing the Director of Public Works to sign Addendum #1 to a Professional Service Contract with Baxter & Woodman, Inc. for Engineering Services for facilities condition of the pole building at Reservoir Park for an amount not to exceed \$5,000.

Sponsors: Public Works Committee

Attachments: [baxter & woodman addendum #1 to work order](#)
[baxter & woodman 2017-09-05 agreement signed](#)

13. [R-2019-0270](#) Resolution to approve a Commercial Façade Improvement Contract by and between the City of West Allis and West Allis Assets LLC, property owner for the property located at 7506-08 W. Greenfield Ave., in an amount up to \$53,082.

Sponsors: Administration & Finance Committee

Attachments: [Commercial Facade Contract \(5-7-19\)](#)

14. [R-2019-0282](#) Resolution to approve a Commercial Facade Improvement Contract by and between the City of West Allis and Lutz Land Management, LLC, property owner for the property located at 2079 S. 69 St., in an amount not to exceed \$41,500.

Sponsors: Administration & Finance Committee

Attachments: [Commercial Facade Contract \(5-7-19\)](#)

15. [R-2019-0325](#) Resolution relative to authorizing the cooperative purchase of school crossing guard services, for three years, for a sum not to exceed \$140,000.00 per school year, from All City Management Services (“ACMS”).
- Sponsors:* Administration & Finance Committee
- Attachments:* [Crossing Guard Services Agreement](#)
[ACMS Proposed Hourly Rate Quote](#)
[School Crossing Guard Sites](#)
[Fiscal Note - School Crossing Guards #19-008](#)
16. [R-2019-0327](#) Resolution relative to accepting the proposal of Vanguard Computers, Inc. for furnishing and delivering eighty (80) HP ProDesk 400 i3 desktop computers with 128 GB Solid State Drive, with three-year NBD Onsite Extended Warranty, and twenty (20) HP ProDesk 400 i5 desktop computers with 128 GB Solid State Drive, with three-year NBD Onsite Extended Warranty, for a total sum of \$49,475.60.
- Sponsors:* Administration & Finance Committee
- Attachments:* [Bid Tab # 19-004 Desktop Computers](#)
17. [R-2019-0328](#) Resolution relative to authorizing the purchase from Crossmatch of two (2) new LiveScan Fingerprint Capture Systems, for a total sum of \$27,714.44.
- Sponsors:* Administration & Finance Committee
- Attachments:* [WAPD Memo re Crossmatch LiveScan Fingerprint System](#)
[Crossmatch Quote](#)
[Crossmatch End User License Agreement](#)
[Crossmatch Software Maintenance](#)
18. [R-2019-0329](#) Resolution to repeal City of West Allis Policies & Procedures Manual Policy No. 1107, Required Approvals for Filling Vacant, Budgeted Positions, and amend Policy No. 1402, Recruitment, Selection and Employment.
- Sponsors:* Administration & Finance Committee
- Attachments:* [Policy #1107 - Repealed](#)
[Policy #1402 - Amended Copy](#)
[Policy #1402 - Updated Copy\(Clean\)](#)
19. [R-2019-0331](#) Resolution approving Rescission/Refund of Property Taxes.
- Sponsors:* Administration & Finance Committee
- Attachments:* [Rescission-Refund Attachment](#)

20. [R-2019-0333](#) Resolution approving three Government/Municipal/Public Funds Banking Resolutions to authorize City of West Allis signers on the three First Business Bank bank accounts.
- Sponsors:* Administration & Finance Committee
- Attachments:* [DP6694 Govt Mun Public Funds Banking Resolution.5810](#)
[DP6696 Govt Mun Public Funds Banking Resolution.3300](#)
[DP6696 Govt Mun Public Funds Banking Resolution3310](#)
21. [R-2019-0334](#) Resolution approving (1) 2018 Open Purchase Order Carryovers, (2) 2018 Departmental/Citywide Carryovers, (3) 2018 Fund Transfers, and (4) 2018 Fund Balance Designations.
- Sponsors:* Administration & Finance Committee
- Attachments:* [Carryovers, Fund Transfers, Fund Balance Designations Report](#)
22. [2019-0318](#) Communication from Finance Director regarding request to fill Accountant Position in the Finance Department.
- Attachments:* [Request to fill Accountant Position](#)
23. [2019-0309](#) Communication from City Administrator transmitting Traffic Violation & Accident Reports for the period January 1, 2019 through March 31, 2019.
- Attachments:* [2019 Qtr 1 - Traffic Violation & Accident Reports](#)
24. [2019-0317](#) Discussion regarding City-wide citizen survey and service delivery interaction surveys.

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.