

# **City of West Allis**

*7525 W. Greenfield Ave.  
West Allis, WI 53214*



## **Meeting Agenda**

**Monday, February 12, 2007**

**6:00 PM**

**REGULAR MEETING**

**West Allis City Hall Room 128**

## **Administration & Finance Committee**

*Aldersperson Michael J. Czaplewski, Chair*

*Aldersperson Martin J. Weigel, Vice-Chair*

*Alderspersons: Gary T. Barczak, Thomas G. Lajsic, Rosalie L. Reinke*

**A. CALL TO ORDER****B. ROLL CALL****C. APPROVAL OF MINUTES**

*Regular meeting minutes of November 27, 2006; regular and closed session minutes of special meeting of November 21, 2006 and February 6, 2007; recess meeting minutes of December 5, 2006, December 19, 2006, January 2, 2007, January 16, 2007, and February 6, 2007; closed session minutes of January 16, 2007 recess meeting.*

**D. NEW AND PREVIOUS MATTERS**

1. **R-2007-0044** Resolution Relative to Approving 2006 Transfers, Carryovers, Open Purchase Orders and Capital Accumulation Charges.  
**Sponsors:** Administration & Finance Committee  
Legislative History  
2/6/07 Common Council Referred Administration & Finance Committee
  
2. **R-2007-0057** Resolution authorizing a Professional Service Contract for Imaging Services for a total estimated sum of \$71,070.04.  
**Sponsors:** Administration & Finance Committee  
Legislative History  
2/6/07 Common Council Referred Administration & Finance Committee
  
3. **2007-0073** Communication from the Director of Building Inspections & Zoning regarding proposed reorganization of Department of Building Inspections & Zoning Clerical Unit.  
Legislative History  
2/6/07 Common Council Referred Administration & Finance Committee
  
4. **2007-0070** Communication from City Administrative Officer transmitting Traffic Violation & Accident Reports for the period October 1, 2006 through December 31, 2006.  
Legislative History  
2/6/07 Common Council Referred Administration & Finance Committee

5. **O-2006-0086** An Ordinance to amend Ordinance No. O-2006-0046 establishing the salary of the Alderpersons of the City of West Allis for the four year term of April 15, 2008 through April 16, 2012.

**Sponsors:** Administration & Finance Committee

Legislative History

12/5/06	Common Council	Referred	Administration & Finance Committee
12/5/06	Administration & Finance Committee	Held	

**E. OTHER MATTERS TO COME BEFORE THE COMMITTEE FOR DISCUSSION/ACTION**

**1. Discussion/Action on Items by Alderpersons.**

- a.) Use of City Meeting Rooms Related to Political Activities and Campaigns (Ald. Reinke). (See attached Policies & Procedures Manual Policy Nos. 2107 & 1423)

**2. Discussion/Action on Items by City Administrative Officer.**

- a.) Departmental Communications Related to Carryovers (Agenda Item D.1.)
- (1.) Fire Dept. Contingency Fund Transfer for CAO System Interface and Records Management Software.
  - (2.) Public Works Intra-Departmental Transfer for City Hall Elevator and Health Dept. Boiler.
- b.) Purchasing/Code of Ethics Question from Gene Baietto, Manager of Purchasing/Central Services, Regarding City Employee Bidding on Arborist/Tree Cutting Services.
- c.) Compliance Issues Related to ADA & Employment (DOJ & IRS) - (e.g., Web Site, Municipal Court/Other Buildings Hearing Assistance, Employee Salary, and Benefit Regulations, etc.).
- d.) Status Report on Insurance Programs/Coverages.
- (1.) Liability.
  - (2.) Workers' Compensation.
- e.) Status Report on West Allis Mediation Center Activity.

**3. Other.****F. 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.