



# City of West Allis

7525 W. Greenfield Ave.  
West Allis, WI 53214

## Meeting Agenda

### Administration & Finance Committee

*Aldersperson Kevin Haass, Chair*

*Aldersperson Martin J. Weigel, Vice-Chair*

*Alderspersons: Michael J. Czaplowski, Michael P. May, Daniel J. Roadt*

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Tuesday, June 20, 2017

7:00 PM

City Hall Room 128

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#### RECESS MEETING

#### A. CALL TO ORDER

#### B. ROLL CALL

#### C. NEW AND PREVIOUS MATTERS

##### Previous Matters for Consideration

8. [R-2017-0100](#) Resolution relative to amending City of West Allis Policies and Procedures Manual Policy No. 1468, Vehicle Operation, Driving Policy and Mileage Reimbursement.

*Attachments:* [Draft of Amended Policy 1468 - dated 4/13/17](#)  
[Draft of Amended Policy 1468 - dated 4/18/17](#)  
[Draft of Amended Policy 1468 - dated 6/6/17](#)  
[City Administrator Memo re Monthly Flat Rate - Vehicle Usage](#)  
[R-2017-0100 signed](#)

##### New Matters for Introduction

9. [R-2017-0174](#) Resolution relative to accepting the proposal of Wausau Equipment Company, Inc. for furnishing and delivering four snow plow blades and accessories for a total sum of \$41,940.00.

*Sponsors:* Administration & Finance Committee

*Attachments:* [Wausau Equip Co.Snow Plow Blades Proposal](#)

10. [R-2017-0172](#) Resolution authorizing the purchase of a Fire Department station alerting system for a total sum not to exceed \$180,000.00.

*Sponsors:* Administration & Finance Committee

**Attachments:** [Admin. Fiscal Note - Fire Station Alerting](#)  
[NPP Intergovernmental Cooperative Purchasing Agreement](#)  
[NPP Public Procurement Authority](#)  
[US Digital station diagrams](#)  
[Emergency Lighting LLC WA Quote](#)  
[NPPGov bid process](#)  
[US Digital WA Quote](#)

11. [2017-0377](#) Communication from Kmart Corporation regarding notification of the closing of Kmart Store #03618, located at 6900 W. Greenfield Avenue, with the permanent separation of approximately 114 employees on or about September 3, 2017.

**Attachments:** [Kmart Corporation communication](#)

12. [2017-0394](#) Communication from Interim City Assessor providing update on City Assessor Office.

**Attachments:** [Communication regarding City Assessor Office](#)  
[2017 Assessment Roll Summary](#)  
[2017 Assessment-to-Sale Ratios](#)

13. [2017-0392](#) Communication from City Administrator submitting 2018 Budget Planning Calendar.

**Attachments:** [Communication regarding 2018 Budget Planning Calendar](#)  
[2018 Budget Planning Calendar](#)

14. [2017-0393](#) Communication from City Administrator requesting approval to fill the upcoming vacant position of IT/CFE Director in the Information Technology/Center for Excellence Department.

**Attachments:** [Communication requesting approval to fill IT/CFE Director position](#)  
[Form - Request to fill IT/CFE Director position](#)  
[Job Description for IT Director](#)

15. [2017-0370](#) Finance Director/Comptroller submitting report for May 2017 indicating City of West Allis checks issued in the amount of \$2,128,762.31.

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

## 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.