



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. Czaplewski, Michael P. May, Daniel J. Roadt

Monday, July 17, 2017

6:00 PM

City Hall Art Gallery

REGULAR MEETING

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF MINUTES

[2017-0406](#) Minutes (draft) for Special Meeting June 6, 2017; Recess Meetings June 6, 2017, June 20, 2017, and July 11, 2017.

Attachments: [Special Meeting \(draft\) 06/06/2017](#)
[Recess Meeting \(draft\) 06/06/2017](#)
[Recess Meeting \(draft\) 06/20/2017](#)
[Recess Meeting \(draft\) 07/11/17](#)

D. NEW AND PREVIOUS MATTERS

Held Items

1. [O-2016-0063](#) An Ordinance to amend Salary Ordinance No. O-2015-0057 establishing the salaries of certain employees in the Health Department for 2016 (Public Health Nurse III).

Sponsors: Administration & Finance Committee
To be placed on file.
2. [R-2016-0176](#) Resolution authorizing the Finance Department to pay a \$3,000 lump sum payout to non-represented Fire Department employees.

Sponsors: Administration & Finance Committee
To be placed on file.

3. [2016-0317](#) Communications Committee Status Report and Update.

Attachments: [Letter to Mayor and Common Council](#)
[Communications Survey Report.051716](#)
[Original Letter establishing Citizen Advisory Comms Cmte](#)
[Communications Cmte Survey Report.052316 Version](#)

To be placed on file.

E. MATTERS FOR DISCUSSION/ACTION

1. [2017-0439](#) Additional discussion regarding continuation of grandfathered residency program.

F. ASSESSOR REPORT

1. [2017-0440](#) Overview of the Assessment Process and Practices.

G. FINANCE DIRECTOR REPORT

1. [2017-0441](#) Update on the open Purchasing Position.
2. [2017-0442](#) Update on transitioning Public Works to Novatime.
3. [2017-0443](#) Walk Through of the Budget Calendar.

Attachments: [2018 Budget Planning Calendar](#)

H. CITY ADMINISTRATOR REPORT

1. [2017-0444](#) Strategic Plan Update.
2. [2017-0445](#) Recruitment options for hard-to-recruit-for positions.
3. [2017-0446](#) Employee Benefit Committee update, and discussion relating to Benefit Plan Design (“BPD”) language and benefits.

I. 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.