

**Personnel and Finance Committee Meeting Minutes**  
**February 23, 2022**  
**12:00 P.M.**

**Item 1. Call Meeting to Order**

The meeting was called to order at 12:00 p.m. by Alderman Toman.

**Item 2. Roll Call**

Committee members present: Alderman Toman, Alderman Gehl, and Alderman Duchniak

Also Present: City Administrator Andrew Vickers, Assistant City Administrator/Comptroller (ACA) Max Gagin, City Clerk Catherine Roeske, City Treasurer Sara Kawczynski, and Graduate Management Assistant Carly Persson.

**Item 3. Approval of minutes from 01/26/2022**

*Ald. Gehl made a motion to approve minutes of January 26, 2022, seconded by Ald. Duchniak. All aye; motion carried.*

**Item 4. Review Administration's "Long-Range Financial Forecast of Net New Construction (NNC) Requirements to Fulfill Existing Personnel Obligations" memorandum and sensitivity analysis.**

ACA Gagin and City Administrator Vickers presented a slide deck to the Committee on the "Long-Range Financial Forecast of Net New Construction (NNC) Requirements to Fulfill Existing Personnel Obligations" memorandum. To pay for existing personnel obligations, Wisconsin municipalities must sustain consistent growth. The City cannot maintain the same growth rate forever, so we cannot add significant additional FTEs in high growth years without risk of being unable to fund in lower growth years. An organizational structure that is effective and cost-efficient will minimize the NNC needed to meet payroll while providing an equitable cost of living adjustment to staff each year. If the City continues to be a "lean" organization, recruitment and retention of the best talent is imperative. Discussion among Committee members ensued regarding development, efficiency, adding additional police officers, and the potential for adding additional taxes such as a wheel tax.

**Item 5. Adjournment.**

*Ald. Toman made a motion to adjourn at 1:16 p.m.; seconded by Ald. Gehl. All aye; motion carried.*

**Public Notice**

Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid at no cost to the individual to participate in public meetings. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible, preferably a minimum of 48 hours. For additional information or to request this service, contact the Oak Creek City Clerk at 766-7000, fax at 766-7976, or write to the ADA Coordinator at the Oak Creek Health Department, 8040 S. 6th Street, Oak Creek, Wisconsin 53154.

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.