

Personnel and Finance Committee Meeting Minutes

April 13, 2022

12:00 P.M.

Item 1. Call Meeting to Order

Meeting 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: Assistant City Administrator/Comptroller (ACA) Max Gagin, City Treasurer Sara Kawczynski, and Graduate Management Assistant Carly Persson.

Item 3. Approval of minutes from 3/9/2022

Ald. Gehl made a motion to approve minutes of March 9, 2022, seconded by Ald. Duchniak. All aye; motion carried.

Item 4. Review of the City's financial performance as of December 31, 2021.

ACA Gagin presented a slide deck on the City's financial performance as of December 31, 2021. Overall, we had a great year financially and kudos went to out the Finance and Treasurer teams for receiving no auditor entries as part of this year's audit.

ACA Gagin noted the General Fund's surplus for 2021 is approximately \$4.3 million, largely due to proceeds received from the sale of land for Lakeshore Commons. Additionally, the General Fund Balance analysis shows we have approximately \$4.7 million in surplus funds that can be allocated to other uses such as capital projects while remaining in compliance with the General Fund Balance policy.

Further, the Solid Waste and EMS Funds ended the fiscal year with net income and are in a great financial position. However, the Consolidated Dispatch Fund realized about a \$12,000 loss for the fiscal year primarily due to increased personnel costs. On the other hand, the Tourism Commission was able to right-size expenditures to match decreased revenues caused by the economic fallout from the COVID-19 pandemic, ending the fiscal year with net income of about \$27,500.

ACA Gagin also provided an update on impact fee balances, which are relatively high given strong development activity (i.e. new construction and service additions). The Debt Service Fund will end the fiscal year with a positive fund balance for the first time in year, and our ultimate goal is to get the fund balance close to \$0. Lastly, the Insurance Fund is the City's most volatile fund and employee/retiree medical and prescription claim costs trended much higher than the 2021 budget, leading to about a \$800,000 loss for the fiscal year. If the City's poor claims experience persists, we will need to determine how best to right-size the Insurance Fund either through increased revenues or changes to benefit offering to reduce expenditures.

Overall, the job market is dynamic and there is pressure organizationally about where employees are in the market. Certain positions will be brought to this Committee for market adjustments in the near future. The City is anticipating approximately \$1 million dollars in levy capacity for the 2023 budget, which gives us flexibility to provide a reasonable cost-of-living-adjustment (COLA) while implementing market adjustments for certain positions. Overall, there is a lot of work ahead

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of the Committee, but it is in a good place to fund things which is good from a recruitment perspective.

Item 5. Adjournment.

Ald. Toman made a motion to adjourn at 12:51 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.