

Personnel and Finance Committee Meeting Minutes
August 10, 2022
12:00 P.M.

Item 1. Call Meeting to Order

Meeting called to order at 12:03 p.m. by Alderman Gehl.

Item 2. Roll Call

All Committee Members present.

Also Present: City Administrator (CA) Andrew Vickers, Assistant City Administrator (ACA) Max Gagin, City Treasurer Sara Kawczynski, and Management Assistant Carly Persson.

Item 3. Approval of minutes from 07/20/2022

Ald. Duchniak made a motion to approve minutes from July 20, 2022, Ald. Kurkowski seconded. All aye; motion carried.

Item 4. 2022 Mid-Year Budget Monitoring Report

ACA Gagin shared the City's summary financial report for the General Fund and other Major Funds through the end of the second quarter of 2022. Gagin conducted a presentation on revenues and expenditures through the second quarter compared to the budget in the General Fund Solid Waste, WE Energies, Health Insurance, EMS, and Dispatch Fund. Most revenues are trending at or above their budgeted amounts while the City is realizing lower-than-anticipated expenditures due to staff turnover and vacancies. Lastly, Gagin noted that the formal presentation will be made to Common Council on August 16th.

Item 5. Tyler Technologies, Inc. Assessment (Tyler) Services Contract

CA Vickers and Treasurer Kawczynski explained the City's assessment services contract is up at the end of October and wanted the Committee's on how to proceed. Staff presented Tyler's proposal for another three-year contract with a modest increase each year. Staff also noted changing assessment service providers is a very disruptive task that would require significant internal resources to accomplish in a short time frame.

Ald. Kurkowski was unhappy with his open book appointment, claiming the appointment was nothing like he was told it would be. He was also dissatisfied with the customer service received. CA Vickers noted the open book process is not designed to be a negotiation and there is a misconception among some residents that no improvements to your home results in the same or lower appraised value.

Discussion ensued. All in attendance agreed that Tyler could improve in their customer service interactions and community education efforts. As means to address the Committee's concerns, staff will propose language that requires the City and Tyler to collaborate on a community education plan.

Item 6. Consider a motion to recommend staff negotiate a subsequent contract for assessment services with Tyler Technologies, Inc. (Tyler).

Ald. Duchniak made a motion to recommend staff negotiate a subsequent contract for assessment services with Tyler Technologies, Inc. (Tyler). Ald. Gehl seconded. Ald. Duchniak and Ald. Gehl voted aye while Ald. Kurkowski voted nay; motion carried 2-1.

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Item 7. Adjournment

Ald. Kurkowski made a motion to adjourn at 12:59 p.m.; seconded by Ald. Duchniak. 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 414-766-7000, fax at 414-766-7976, or write to the ADA Coordinator at 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.