

**Personnel and Finance Committee Meeting Minutes**  
**March 13, 2024**  
**10:30 A.M.**

Item 1. Call Meeting to Order

Ald. Gehl called the meeting to order at 10:32 A.M.

Item 2. Roll Call

Committee members present: Ald. Gehl, Kurkowski, and Ruetz present.

Also Present:

- Deputy City Administrator/Finance Officer (DCA) Max Gagin
- Human Resources (HR) Director Toni Vanderboom
- City Clerk Catherine Roeske
- City Treasurer Sara Kawczynski

Item 3. Approval of minutes from 01/31/2024

*Ald. Ruetz made a motion to approve the minutes of 1/31/2024, seconded by Ald. Kurkowski. All aye; motion carried.*

Item 4. Consider a motion to recommend the Common Council approve an amendment to the City's assessment service contract with Tyler Technologies, Inc. (Tyler).

City Treasurer Kawczynski reminded the Committee that 2023 WI Act 12 repealed the personnel property tax and the proposed amendment to the assessment service contract removes personal property assessments from the scope of services to align with Wisconsin Statutes. Tyler presented the amendment to reduce the contracted fees by \$3,000 per year for the two remaining years of the contract. This reduction represents the assessment staff time that was dedicated to field review for personal property taxes that is over and above the regularly scheduled office hours that are still a part of our contract.

*Ald. Ruetz made a motion to recommend the Common Council approve an amendment to the City's assessment service contract with Tyler Technologies, Inc. (Tyler), seconded by Ald. Gehl. All aye; motion carried.*

Item 5. Consider a motion to recommend the Common Council adopt a resolution authorizing the termination of Tax Increment District (TID) No. 6 of the City of Oak Creek.

DCA Gagin provided information on TID No. 6's history, location, and performance as well as review the cashflow analysis with the Committee.

The City created TID No. 6 in 2000, fulfilled all obligations in the TID No. 6 Project Plan, and has no outstanding financial liabilities. TID No. 6 had an original termination date of October 17, 2023, however, the Common Council adopted Resolution No. 12436-100323 to extend the life of TID No. 6 to April 14, 2024 to capture one year of tax increment (\$342,989.52) for affordable housing purposes.

*Ald. Ruetz made a motion to recommend the Common Council adopt a resolution authorizing the termination of Tax Increment District (TID) No. 6 of the City of Oak Creek, seconded by Ald. Kurkowski. All aye; motion carried.*

Item 6. Adjournment

*Ald. Ruetz made a motion to adjourn at 10:45 A.M., seconded by Ald. Kurkowski. 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. 6<sup>th</sup> 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.