



Wauwatosa, WI

Financial Affairs Committee

Meeting Agenda - Final

7725 W. North Avenue
Wauwatosa, WI 53213

Tuesday, December 12, 2023

7:15 PM

Committee Room #1 and Zoom:
<https://servetosa.zoom.us/j/81144274572>,
Meeting ID: 811 4427 4572

Regular Meeting

HYBRID MEETING INFORMATION

Members of the public may observe and participate in the meeting in-person or via Zoom at the link above. To access the Zoom meeting via phone, call 1-312-626-6799 and enter the Meeting ID.

CALL TO ORDER

ROLL CALL

FINANCIAL AFFAIRS COMMITTEE ITEMS

1. Request for a Level Three fund transfer for \$205,000 to cover repairs for a fire truck involved in an accident and recognize insurance revenue proceeds. [23-1256](#)
2. Review of 2023 Property Tax Rate and Tax Bill [23-1253](#)
3. Consideration of a Redevelopment Loan Fund loan application from Midwest Institutional Trust Company related to tenant space located at 10700 W Research Drive [23-1276](#)
Committee may move to convene into closed session for this item pursuant to Wis. Stat. §19.85(1)(e), Wis. Stats., for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The Common Council may reconvene into open session to consider the balance of the agenda.
4. Litigation Update for Committee regarding ongoing property tax and other litigation activities in which the City is involved in state and Federal Courts [23-950](#)
 - Aurora Health Care Inc. v. City of Wauwatosa, (various case numbers), Milwaukee County Circuit Court (Tax years 2021-23)
 - Walgreen Co. vs. City of Wauwatosa, Milwaukee County Circuit Court Case No. 23-CV-5489
 - WPOA v. City of Wauwatosa, Milwaukee County Circuit Court No. 23-CV-1693
 - Various property tax, civil rights and liability cases

Committee may move to convene into closed session for this item pursuant to Wis. Stat. §19.85 (1)(g), for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice

*concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.
The Common Council may reconvene into open session to consider the balance of the agenda.*

ADJOURNMENT

NOTICE TO PERSONS WITH A DISABILITY

Persons with a disability who need assistance to participate in this meeting should call the City Clerk's office at (414) 479-8917 or send an email to tclerk@wauwatosa.net, with as much advance notice as possible.



Staff Report

File #: 23-1256

Agenda Date: 12/12/2023

Agenda #: 1.

Request for a Level Three fund transfer for \$205,000 to cover repairs for a fire truck involved in an accident and recognize insurance revenue proceeds.

Submitted by:

John Ruggini

Department:

Finance Director

A. Issue

A ladder truck was involved in a traffic accident and incurred significant damage. A fund transfer is required to increase the repair account and recognize insurance proceeds.

B. Background/Options



On November 25, a City of Wauwatosa Ladder Truck was driving north on Mayfair Road with its lights and sirens activated when a car pulled out in front causing an accident. All four Firefighters were uninjured and able to provide emergency medical services to the driver of the car. The ladder truck incurred significant damages estimated at \$162,000 in addition to approximately \$2,500 in towing charges. The City's automobile insurance, through Cities and Villages Insurance Mutual Company, will cover the damage on a reimbursement basis less a \$25,000 deductible. They will pursue subrogation with the driver at fault and if successful the City would also have it's deductible reimbursed. However, in the meantime, a fund transfer is needed to increase the equipment repair budget and recognize the insurance proceeds revenue. In addition, the repair account is already over

budget by \$31,989 in part due to outsourcing repairs while the mechanic position was vacant.

C. Strategic Plan (Area of Focus)

Priority Area Two: Public Safety

D. Fiscal Impact

Depending on whether or not we are successful in recovering our deductible, reserves could be reduced by \$65,000 through the use of contingency funds.

E. Recommendation

I recommend a level three fund transfer be approved increasing the Fire Departments equipment repair account by \$165,000 for the repair and towing of the ladder track and \$40,000 for other overages. This is offset by increasing insurance proceeds by \$140,000. The \$65,000 remaining is recommended to come from contingency, if needed.



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Staff Report

File #: 23-1253

Agenda Date: 12/12/2023

Agenda #: 2.

Review of 2023 Property Tax Rate and Tax Bill

Submitted by:

Derik Summerfield and John Ruggini

Department:

Finance

A. Issue

The 2023 Property Tax Rate is finalized and property tax bills are available online. During the meeting we will review the changes in the property tax rate and review the property tax bill.

B. Background/Options

The 2023 Property Tax Rate is finalized and property tax bills are available online. They will be mailed out on approximately Monday, 12/11/23. Attached is the insert that explains the tax bill. In advance of the meeting we encourage you to review information available on our website at:

<https://www.wauwatosa.net/discover-tosa/news-list/-item-3038#!/<https://www.wauwatosa.net/discover-tosa/news-list/-item-3038%23!/>>

As well as preview your property tax bill on the City's portal at:

[<https://www.wauwatosa.net/government/departments/finance/property-tax-collection>](https://www.wauwatosa.net/government/departments/finance/property-tax-collection)

During the meeting we will review changes to the total tax rate and the property tax bill.

C. Strategic Plan (Area of Focus)

This item is for information only

D. Fiscal Impact

This item is for information only

E. Recommendation

Click or tap here to enter text.

ABOUT YOUR TAX BILL

City of Wauwatosa - 2023

WAUWATOSA

How To Pay:

- Online at wauwatosa.net/taxes
- Checks should be made payable to the City of Wauwatosa.
- Escrow checks should be signed by all property owners listed on the check. Escrow check overpayments are refunded to the taxpayer.
- Enclose a payment coupon with a mailed payment or a payment dropped off in the Secure Payment Depository.
- Mailed payments should be sent to City Hall at 7725 W. North Avenue. **Note:** The PO Box from previous years is no longer valid.

If I pay by:	I need to:	My payment date will be:	My receipt for payment is:
Mailing a check to the Treasurer's Office	Mail a check and tax bill payment coupon in the enclosed return envelope.	The USPS postmark date on the envelope.	Obtained by using the web portal to look up my property and saving or printing the Tax Summary.
The Web Portal	Lookup my property on the web portal, add it to the cart, and pay by electronic check, Visa personal debit card or credit card.	The date my payment was submitted on the web portal. Payments are time-stamped.	Obtained by using the web portal to look up my property and saving or printing the Tax Summary. (Receipt available two banking days after the payment is submitted).
Dropping a check into the Secure Payment Depository	Use the enclosed return envelope and drop off a check and tax bill payment coupon in the Secure Payment Depository. (Located on the southwest side of City Hall, marked by blue signs).	The date my payment is dropped into the Secure Payment Depository. The depository is checked daily for payments.	Obtained by using the web portal to look up my property and saving or printing the Tax Summary.
Making an in-person visit.	Visit the Treasurer's Office counter with my tax bill and make my payment. (During office hours).	The date the payment is made at the Treasurer's Office counter.	Given to me by City staff after making my payment.

Why Use the Web Portal? wauwatosa.net/taxes

- Make online payments
- Verify your payment was received by the Treasurer's Office
- Obtain tax receipts
- Obtain e-copy of tax bill

Learn more on Page 2.

What's New This Year?

- The City of Wauwatosa has a new property tax bill layout, complete with payment coupons that allow the taxpayer to retain the property tax bill for their records.
- 2023 is the last year of business personal property tax for business owners. More details on business personal property on Page 2.



Connect With Us:

Treasurer's Office
City of Wauwatosa
7725 W North Ave
Wauwatosa, WI 53213

(414) 479-8960
treasurer@wauwatosa.net
wauwatosa.net/taxes

Office Hours:
8 a.m. - 4:30 p.m.
Monday - Friday

Office Closed:
Dec. 22, 25, 29, and Jan. 1.





Have You Visited the Property Tax Web Portal?

You can access the portal by visiting: wauwatosa.net/taxes. Wauwatosa is part of the Milwaukee County Public Portal. Log in as a guest; no user account is required.

- The best way to search for a property is to enter the Parcel # and Tax Year in the appropriate fields. The Parcel # is the ID number for the property. For business personal property, be sure to use the 9 digit Property #.
- If you do not have the Parcel #, use the House # and Street Name along with the Tax Year. **Example:** 7725 W. North Ave. You only need to enter "7725" in the House #, "North" in the Street Name, and "2023" for the Tax Year.
- The web portal is updated in real time. When a payment is posted by our staff, it will be seen in the portal.
- Web payments* can be made by searching for a property and adding it to the cart. Multiple properties can be paid with one transaction. After completing payment, taxpayers will see the payment on their property in the web portal.

**There are processing fees for paying on the web. Electronic check and personal Visa debit are a flat fee per transaction. E-checks are \$1.50 and Visa personal debit is \$3.95. All other payment cards have a fee of 2.55% of the transaction.*

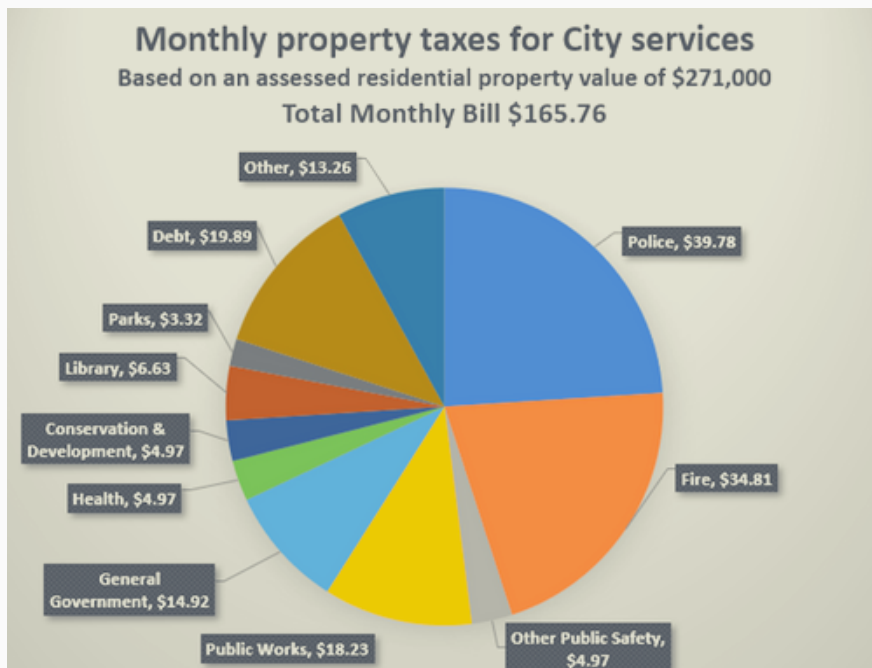
Business Personal Property Tax

Beginning in 2024, the State of Wisconsin has exempted business personal property. Businesses are still responsible for payment of 2023 taxes by Jan. 31, 2024. Businesses are no longer required to report business personal property or file a PA-003 with the City Assessor's Office.

Remind Me: Where Do Property Taxes Go?

City of Wauwatosa – 31%
 Wauwatosa School District – 37%
 Milwaukee County – 20%
 MMSD – 7%
 MATC – 5%

These percentages represent the 2023 tax rate. 2023 property taxes support the 2024 budget.



More Information:

Installments and Interest Free Payments:

You may pay your property taxes in installments, as listed on the bill. These are interest free; no application required. Simply make the indicated payment by each due date.

Paying on Time:

Due dates, interest, and penalty on the tax bill are strictly mandated by state and local law. Payments must be postmarked, transacted on the City website, or received by the Treasurer's Office on or before the due date. The entire tax bill is considered delinquent if a payment is late or missed. Interest and penalty is 1.5% per month, retroactive to Feb. 1.

Owner Names:

The owner name on the tax bill is required to match that of the property deed. Contact the Milwaukee County Register of Deeds at (414) 278-4000 for inquiries. We update our records throughout the year with changes from the county.

Assessed Values and Mailing Address:

Please contact the City Assessor's Office at (414) 479-8969 or tsassessor@wauwatosa.net with inquiries concerning the property's assessed value or to make a change to the mailing address.

In-person credit and debit card payments are available and subject to the same convenience fees as web payments.

3rd Party Bill Pay Services:

The bill coupon is required along with payment; we encourage paying as described on the previous page. The taxpayer only gets credit for electronically-scheduled bill payments as of the day the paper check arrives at our office.

Paper Receipts:

If you are unable to access the web portal, contact the Treasurer's Office after Jan. 5; we can mail you a paper tax receipt.





Staff Report

File #: 23-1276

Agenda Date: 12/12/2023

Agenda #: 3.

Consideration of a Redevelopment Loan Fund loan application from Midwest Institutional Trust Company related to tenant space located at 10700 W Research Drive

Submitted by:

Paulette Enders

Department:

Development Department

The ownership of MTC Holding Company has formed a new Kansas state-chartered trust company called Midwest Institutional Trust Company ("MITC"). MITC has applied for a Wauwatosa Revolving Loan Fund Corporation loan, as well as a City of Wauwatosa Redevelopment Fund forgivable loan, for furniture, fixtures, and technology equipment. MITC will commit to retain 43 Wisconsin jobs and provide an internship program that would include students from underrepresented groups and diverse backgrounds, including individuals with disabilities and individuals from economically disadvantaged backgrounds. The program will give interns a chance to learn new skills and obtain real-world experience, creating a qualified pool of diverse candidates for the region.

MITC is a national provider of trust, custody, and fiduciary services to the institutional investor marketplace. Their clients include public pension plans, university foundations, insurance companies, Taft-Hartley retirement plans, registered investment advisors, hospital foundations, corporate pensions, and endowments. MITC expects to expand their office and expand in the region.

MITC has agreed to acquire and assume a national bank's institutional trust group. The national bank has made the decision to exit the business and eliminate all employment positions currently located in Milwaukee as of 12-31-2023. The employees of MITC will be hired and stay in Wisconsin. Additionally, the company will add portfolio managers, trust officers, and operations staff to the new location.

MITC has negotiated a turnkey lease at 10700 West Research Drive. This particular location in Wauwatosa was chosen over others because the building is LEED certified, the base building adhered to labor requirements for prevailing wage and disadvantaged businesses as defined by Milwaukee County, and the developer uses best efforts for inclusionary construction procurement record.

Should the committee proceed with the forgivable loan, City staff recommend using funds from the Redevelopment Reserve which was established for extra-ordinary economic development circumstances. At the end of 2023, that fund has \$988,242 in fund balance of which \$688,242 is cash.

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Staff Report

File #: 23-950

Agenda Date: 12/12/2023

Agenda #: 4.

Litigation Update for Committee regarding ongoing property tax and other litigation activities in which the City is involved in state and Federal Courts

- *Aurora Health Care Inc. v. City of Wauwatosa*, (various case numbers), Milwaukee County Circuit Court (Tax years 2021-23)
- *Walgreen Co. vs. City of Wauwatosa*, Milwaukee County Circuit Court Case No. 23-CV-5489
- *WPOA v. City of Wauwatosa*, Milwaukee County Circuit Court No. 23-CV-1693
- Various property tax, civil rights and liability cases

Submitted by:

Alan Kesner, City Attorney
Hanna Kolberg, Deputy City Attorney

Department:

Office of the City Attorney

For discussion in closed session.

Committee may move to convene into closed session for this item pursuant to Wis. Stat. §19.85 (1)(g), for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The Common Council may reconvene into open session to consider the balance of the agenda.