

# INCOME TAX BOARD

City of Findlay  
January 26, 2023

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## MINUTES

### **ATTENDANCE**

Members Present: Mayor Christina Muryn, Don Rasmussen, Jeff Wobser.

Staff Present: Mary Price and Kathy Launder.

### **NEW BUSINESS**

Income Tax Software Contract: Price presented the revised software agreement with Innovative Software Services, Inc., with the following changes: rather than paying for the full product up front, the City will pay for the product and services we receive as we receive it; the server type was changed to better suit the department's needs long term. Mayor Muryn stated that the software agreement presented has been reviewed and signed off on by Law Director Don Rasmussen, Deputy City Auditor Ginger Sampson, Information Systems Manager Brent Schroeder, and Mayor Muryn. The cost of the software with installation and conversion of data is \$175,000.00. Annual support and maintenance will be \$20,400.00 per year. The annual fee for e-filing product is \$15,000.00 per year. Mayor Muryn stated the funds are already in the Income Tax Department budget. Councilman Wobser asked if the security has been fully vetted. Price stated that Brent Schroeder fully vetted the security of the software.

Motion to recommend approval to enter into a contract with Innovative Software Services, Inc., for City income tax software for the Income Tax Department, the initial purchase not to exceed \$170,415.00, by Mayor Muryn, second by Law Director Rasmussen. Motion passed 3-0.

### **OTHER BUSINESS**

Being no further business, the meeting adjourned.

Respectfully submitted,

Kathy K. Launder  
City Clerk