



Common Council Chambers  
8040 S. 6<sup>TH</sup> Street  
Oak Creek, WI 53154  
(414) 766-7000

## COMMON COUNCIL MEETING AGENDA

MAY 7, 2019

7:00 P.M.

Daniel Bukiewicz - Mayor  
Steven Kurkowski - 1<sup>st</sup> District  
Greg Loreck - 2<sup>nd</sup> District  
Richard Duchniak - 3<sup>rd</sup> District  
Michael Toman - 4<sup>th</sup> District  
Kenneth Gehl - 5<sup>th</sup> District  
Chris Guzikowski - 6<sup>th</sup> District

### The City's Vision

*Oak Creek: A dynamic regional leader, connected to our community, driving the future of the south shore.*

1. Call Meeting to Order / Roll Call
2. Pledge of Allegiance
3. Approval of Minutes: 4/16/19

### Recognition

4. **Resolution:** Consider *Resolution* No. 12060-050719, Resolution of Commendation to Edward Ciechanowski, retiring Building Inspector (by Committee of the Whole).
5. **Resolution:** Consider *Resolution* No. 12059-050719, Resolution of Appreciation to Jerome Bochat, retiring Water & Sewer Utility Treatment Plant Operator (by Committee of the Whole).
6. **Mayoral Proclamation:** Poppy Days, May 3, 4, and 5, 2019, Oelschlaeger-Dallmann American Legion Post 434 and Auxiliary (by Committee of the Whole).
7. **Mayoral Proclamation:** Buddy Poppy Days, May 10, 11, and 12, 2019, Meyer-Dziedzic VFW Post 8482 (by Committee of the Whole).

**\*\* NOTE: Poppy Princess Audrey Siekert will be present to distribute Poppies.**

### Old Business

8. Mayor's Aldermanic Appointments
  - a. Small Claims Committee – 1
    - Ald. Duchniak
  - b. Library Board – 1
    - Ald. Loreck

9. **Motion:** Consider a *motion* to concur with the following Mayoral Aldermanic appointments:

- a. Water & Sewer Utility Commission – 1
  - Ald. Gehl
- b. Landscape and Beautification Committee – 1
  - Ald. Guzikowski
- c. Tourism Commission - 1
  - Ald. Gehl
- d. Community Development Authority (CDA) -2
  - Ald. Gehl
  - Ald. Kurkowski

10. Common Council President Aldermanic Appointments:

- a. Personnel Committee (minimum of 2) – 3
  - Ald. Duchniak
  - Ald. Gehl
  - Ald. Toman (chair)
- b. Capital Improvements Committee – 3
  - Ald. Gehl
  - Ald. Guzikowski (chair)
  - Ald. Toman
- c. License Committee – 3
  - Ald. Duchniak
  - Ald. Gehl
  - Ald. Kurkowski (chair)
- d. Plan Commission Representatives – 2
  - Ald. Guzikowski
  - Ald. Loreck
- e. Board of Health Representative – 1
  - Ald. Kurkowski
- f. Emergency Government Committee Representative – 1
  - Ald. Kurkowski
- g. Parks, Recreation and Forestry Commission – 1
  - Ald. Guzikowski
- h. Traffic and Safety Commission – 1
  - Ald. Duchniak
- i. Finance Committee – 3
  - Ald. Duchniak
  - Ald. Gehl
  - Ald. Toman (chair)

## New Business

11. **Resolution:** Consider *Resolution* No. 12061-050719, amending the 2019 Budget (by Committee of the Whole).

12. **Motion:** Consider a *motion* to concur with the Mayor's (re) appointments as follows (new appointments are noted):
- a. Celebrations Commission – 3 year term to expire 4/2022
    - Carolyn Bukiewicz
    - James Flatow
    - Jennifer Stewart, 8721 S. Country Dr. (new appointment)
  - b. Board of Health – 3 year term to expire 4/2022
    - Denise Ewing Decker
  - c. Plan Commission - 3 year term to expire 4/2022
    - Christine Hanna
    - Chaucey Chandler
    - Donald Oldani, 6584 S. Crane Dr. - completing 3 year term expiring 4/2021 (new appointment)
  - d. Police & Fire Commission – 5 year term to expire 4/2024
    - Jeff Sageser
  - e. Tourism Commission – 1 year term to expire 4/2020
    - Clint Wills
    - Kristie Busch
    - Kim Jankowski
    - Jim Ruetz
  - f. Traffic & Safety Commission – 3 year term to expire 4/2022
    - Rudy Umbs
  - g. Zoning Board of Appeals / Housing Board of Appeals - 3 year term to expire 4/2022
    - Stacey Henne
    - Richard Yerkey
    - Peter Wagner, 8460 S. Golden Fields Dr. – completing 3 year term expiring 4/2021 (new appointment)
  - h. Weed Commissioner – 1 year term to expire 4/2020
    - Director of Public Works Director

## TREASURER

13. **Informational:** Summarized Treasurer's Report on investment and banking accounts for the month ending March 31, 2019.
14. **Motion:** Consider a *motion* to authorize the publication and write-off of the 2017 delinquent personal property tax per the attached reports (by Committee of the Whole).

## COMMUNITY DEVELOPMENT

15. **Resolution:** Consider *Resolution* No. 12058-050719, approving a Certified Survey Map for Steven Kraeger for the properties at 3961 E. Oakwood Rd. and 10303 S. Chicago Rd. (4<sup>th</sup> District).

16. **Ordinance:** Consider Ordinance No. 2935, adopting an amendment to the Comprehensive Plan for the properties at 1001 W. Ryan Rd. and Lot 4 of Certified Survey Map No. 9085 (address to be determined) (5<sup>th</sup> District).

### **LICENSE COMMITTEE**

17. **Motion:** Consider a motion to adopt the License Committee recommendations as listed on the 5/7/19 License Committee Report (by Committee of the Whole).

### **VENDOR SUMMARY**

18. **Motion:** Consider a motion to approve the May 1, 2019 Vendor Summary Report in the combined total amount of \$531,392.62 (by Committee of the Whole).

### **MISCELLANEOUS**

19. **Motion:** Consider a motion to convene into Closed Session pursuant to Wisconsin State Statutes, Section 19.85(1)(g) Wis. Stats. to discuss potential litigation related to the opiate crisis.
20. **Motion:** Consider a motion to reconvene into Open Session.
21. **Motion:** Consider a motion to take action, if required.

### ***Adjournment.***

#### **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, by fax at 766-7976, or by writing 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

**RESOLUTION 12060-050719**

**RESOLUTION OF COMMENDATION  
TO  
EDWARD CIECHANOWSKI**

WHEREAS, Ed Ciechanowski began his employment with the City of Oak Creek on August 10, 1987, as a full-time Building Inspector; and

WHEREAS, Ed Ciechanowski has retired from his position as Building Inspector effective May 3, 2019, after serving over thirty-one years and eight months of full-time service to the City of Oak Creek; and

WHEREAS, Ed Ciechanowski was a very effective employee during his years of service with the City of Oak Creek Inspection Department, answering many calls and providing immeasurable service to the community; and

WHEREAS, Ed Ciechanowski received many commendations during his tenure at the City of Oak Creek, including recognition from Hunzinger Construction Company for his work with their new Midwest Dialysis Center, The Milwaukee School of Engineering for speaking to classes about his views and experience in construction management, and the Wisconsin Building Inspectors Association for his participation in their yearly Wisconsin Building Inspectors Institute; and

WHEREAS, Ed Ciechanowski received recognition from the Building Inspectors Association of Southeastern Wisconsin, holding all leadership positions, including Training Coordinator, International Code Consul Liaison, Trustee, Treasurer, and Secretary; and

WHEREAS, Ed Ciechanowski was acknowledged by the State of Wisconsin Department of Industry, Labor and Human Relations, personally thanking him for the effort and time put forth as part of a "Fire-Resistive Team"; and

WHEREAS, Ed Ciechanowski participated in the Oak Creek High School Job Shadowing Program, enabling several Oak Creek High School students to "job shadow" him, providing students a rare and unique look into the building trades; and

WHEREAS, Ed Ciechanowski, during his years of service, has performed his duties admirably, always looking out for the health, safety, and welfare of this great community and the residents of the City of Oak Creek; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Common Council of the City of Oak Creek for and on behalf of the residents of the City, that sincere gratitude and appreciation be extended to Ed Ciechanowski for his years of dedicated and faithful service to the City of Oak Creek and the Oak Creek Inspection Department and that best wishes for good health and happiness be extended to Ed Ciechanowski and his family on his retirement.

BE IT FURTHER RESOLVED that this resolution be spread upon the minutes of this meeting and the City Clerk be and is hereby directed to transmit a suitable copy thereof to Ed Ciechanowski.

Passed and adopted this 7<sup>th</sup> day of May, 2019.

\_\_\_\_\_  
President, Common Council

ATTEST:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

Vote: Ayes \_\_\_\_\_ Noes \_\_\_\_\_

RESOLUTION NO. 12059-050719

RESOLUTION OF APPRECIATION  
TO  
JEROME BOCHAT

WHEREAS, JEROME BOCHAT, began his employment with the Oak Creek Water & Sewer Utility on April 7, 2008, as a full-time Treatment Plant Operator; and,

WHEREAS, JEROME BOCHAT faithfully served as a 2<sup>nd</sup> shift plant operator for eleven years; and,

WHEREAS, JEROME BOCHAT was responsible for ensuring public health by operating the treatment plant to produce award-winning water quality that far exceeded water quality regulations; and,

WHEREAS, JEROME BOCHAT was a dedicated plant operator of the Oak Creek Water Treatment Plant which has been recognized with the Partnership for Safe Water Phase III Director's Award and worked during his entire career to maintain the status the Utility has held for 20 continuous years; and,

WHEREAS, JEROME BOCHAT was a member of the operating staff of the Oak Creek Water Treatment Plant which has been recognized as the first plant in the State of Wisconsin and one of only 19 in the nation to achieve the prestigious Partnership for Safe Water Phase IV President's Award in 2015; and,

WHEREAS, JEROME BOCHAT has retired from his position of Treatment Plant Operator with the Oak Creek Water and Sewer Utility, effective May 2, 2019, after completing 11 years and 1 month of full-time service.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Oak Creek, for and on behalf of the citizens of the City of Oak Creek, that sincere gratitude and appreciation be extended to JEROME BOCHAT for his years of dedicated and faithful service to the City of Oak Creek and the Water and Sewer Utility, and that best wishes for good health and happiness be extended to JEROME BOCHAT and his family for future years.

BE IT FURTHER RESOLVED that this resolution be spread upon the minutes of this meeting and that the City Clerk is hereby directed to transmit a suitable copy thereof to JEROME BOCHAT.

Passed and adopted this 7th day of May, 2019.

\_\_\_\_\_  
Kenneth Gehl, Common Council President

\_\_\_\_\_  
Daniel Bukiewicz, Mayor

ATTEST:

\_\_\_\_\_  
Catherine Roeske, City Clerk

VOTE: Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_

**MAYORAL PROCLAMATION**  
**POPPY DAYS**  
**MAY 3, MAY 4 AND MAY 5, 2019**  
**OELSCHLAEGER-DALLMANN**  
**AMERICAN LEGION POST 434 AND AUXILIARY**



WHEREAS, The Oelschlaeger-Dallmann American Legion Post and Auxiliary 434 have set aside Friday, May 3, Saturday, May 4, and Sunday, May 5, 2019, to honor all our Veterans of all wars by distribution of poppies on these days on our City; and,

WHEREAS, The annual distribution of poppies is one of the American Legion Post and Auxiliary's many veteran projects of which we are proud; and,

WHEREAS, All monies received from the distribution goes directly to the following:

- 60% percent of all money received will be distributed for:
  - Direct aid to veterans and their families in need in the City of Oak Creek
- 40% percent of all money received will be distributed for:
  - Scholarships and loans for veteran children
  - Rehabilitation projects at Zablocki VA Medical Center
  - Wisconsin Veterans' Home at King, Wisconsin
  - Christmas Gift Shop at Zablocki VA Medical Center
  - Camp American Legion, a rehabilitation center for veterans
  - National Child Welfare Foundation
  - All veteran affairs and rehabilitation programs

BE IT, THEREFORE, RESOLVED that I, Daniel J. Bukiewicz, Mayor of the City of Oak Creek, do hereby proclaim May 4, 5, and 6, 2019, to be Poppy Days in the City of Oak Creek.

BE IT FURTHER RESOLVED that I encourage the citizens of Oak Creek to contribute generously for the annual poppy distribution by the American Legion Post and Auxiliary 434.

*Daniel J. Bukiewicz*  
Daniel J. Bukiewicz  
Mayor, City of Oak Creek

ATTEST:

*Catherine A. Roeske*  
\_\_\_\_\_  
Catherine A. Roeske  
City Clerk



**MAYORAL PROCLAMATION**  
**BUDDY POPPY DAYS**  
**MEYER-DZIEDZIC VFW POST 8482**  
**MAY 10, 11, AND 12, 2019**



WHEREAS, the annual distribution of Buddy Poppies by the Veterans of Foreign Wars of the United States, Meyer-Dziedzic Post 8482 of Oak Creek, Wisconsin, has been officially recognized and endorsed by governmental leaders since 1922; and

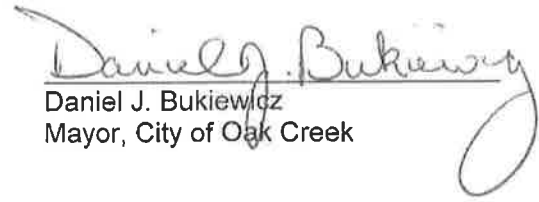
WHEREAS, the annual distribution of Buddy Poppies will be held in Oak Creek on May 10, May 11, and May 12; and

WHEREAS, VFW Buddy Poppies are assembled by disabled veterans, and the proceeds of this worthy fund-raising campaign are used exclusively for the benefit of disabled and needy veterans, and the widows and orphans of deceased veterans; and


WHEREAS, the basic purpose of the annual distribution of Buddy Poppies by the Veterans of Foreign Wars is eloquently reflected in the desire to "Honor the Dead by Helping the Living".

THEREFORE, BE IT RESOLVED that I, Daniel J. Bukiewicz, Mayor of the City of Oak Creek, do hereby urge the citizens of this community to recognize the merits of this cause by contributing generously to its support through the purchase of Buddy Poppies on the days set aside for the distribution of these symbols of appreciation for the sacrifices of our veterans.

BE IT FURTHER RESOLVED that I urge all citizens to wear a Buddy Poppy as mute evidence of our gratitude to the men and women of this country who have risked their lives in defense of the freedoms that we continue to enjoy as American Citizens.

  
Daniel J. Bukiewicz  
Mayor, City of Oak Creek

ATTEST:

  
Catherine A. Roeske  
City Clerk



## COMMON COUNCIL REPORT

**Item:** Amending the 2019 Budget

**Recommendation:** That the Common Council adopt Resolution No. 12061-050719, a Resolution Amending the 2019 Budget

**Fiscal Impact:** The budget amendment reduces the General Fund revenues and expenditures by \$2,392 each. Additionally, it allows the City to retain \$297,520 in state aid by remaining in the expenditure restraint program.

- Critical Success Factor(s):**
- Vibrant and Diverse Cultural Opportunities
  - Thoughtful Development and Prosperous Economy
  - Safe, Welcoming, and Engaged Community
  - Inspired, Aligned, and Proactive City Leadership
  - Financial Stability
  - Quality Infrastructure, Amenities, and Services
  - Not Applicable

**Background:** During each budget year the Common Council and Staff determine if the City should continue to participate in the state's expenditure restraint program. The expenditure restraint program offers an incentive in the form of state aid to municipalities that keep expenditure increases (budget year over budget year) under the allowed maximum set by the state. In order to receive our 2020 expenditure restraint revenue payment of \$297,520, the City could increase our expenditures by a maximum of 4.4%.

Upon entering in the budget information into the DOR online expenditure restraint worksheet for the City to qualify for the expenditure restraint program, Staff discovered a 0.01% rounding correction that needs to be completed. The attached budget amendment resolution reduces the general fund revenue offset line item by \$2,392 and the general fund contingency expenditure line item by \$2,392. This reduction will allow us to be at 4.39% and the online DOR form will accept the adjustment and the City will qualify for the expenditure restraint program.

**Options/Alternatives:** If the Council chooses not to amend the 2019 budget the City will need to find a one time revenue source of \$297,520.

Respectfully submitted:

Andrew J. Vickers, MPA  
City Administrator

Fiscal Review:



Bridget M. Souffrant

Assistant City Administrator/Comptroller

---

Attachments:

RESOLUTION NO. 12061-050719

BY: \_\_\_\_\_

RESOLUTION AMENDING THE 2019 BUDGET

WHEREAS, the 2019 Budget was adopted by the Common Council on November 19, 2018; and

WHEREAS, staff discovered a technical rounding adjustment that needs to occur in the 2019 budget that affects the expenditure restraint worksheet; and

WHEREAS, the City of Oak Creek must reduce the revenue and expenditure capacity to be in compliance with the expenditure restraint worksheet as was the original intention; and

WHEREAS, it is necessary to amend the City’s 2019 Budget to reduce the revenues and expenditures in the budget to retain our State aid.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Oak Creek hereby authorizes the following amendment to the adopted 2019 Budget:

**Fund Name: General Fund – Fund 10**

REVENUES

Miscellaneous Revenue		
10-00-39-39820	Revenue Offset	Adopted 2019 amount: \$ 749,023
		Change to: \$ 746,631

EXPENDITURES

General Government		
10-40-49-99900	Contingency	Adopted 2019 amount: \$ 812,000
		Change to: \$ 809,608

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to publish an official notice of the amended 2019 Budget line items as a Class 1 Notice.

Introduced at a regular meeting of the Common Council this 7<sup>th</sup> day of May, 2019.

Passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
President, Common Council

\_\_\_\_\_  
Mayor

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

ATTEST:

\_\_\_\_\_  
City Clerk

Vote: Ayes \_\_\_\_\_ Noes \_\_\_\_\_



## COMMON COUNCIL REPORT

Informational: Treasurer Report on Investment and Banking for the City of Oak Creek accounts, ending March 31, 2019.

Fiscal Impact: Presenting the monthly condition of the City treasury at an open meeting of the Common Council will provide additional financial data to decision makers while enhancing transparency to the public.

- Critical Success Factor(s):
- Vibrant and Diverse Cultural Opportunities
  - Thoughtful Development and Prosperous Economy
  - Safe, Welcoming, and Engaged Community
  - Inspired, Aligned, and Proactive City Leadership
  - Financial Stability
  - Quality Infrastructure, Amenities, and Services
  - Not Applicable

Background: The Treasurer Report on Investment and Banking displays the City's month end balances, to provide the Common Council and the public with the current condition of the City's treasury. Please note that some funds are allocated for specific purposes such as debt service, Tax Incremental Districts, capital improvement projects and distribution of tax collection to other taxing districts and are not available for general purpose spending. This monthly report, along with a comprehensive report, is prepared for Finance Committee meetings to assist with investment decisions and financial strategies. Below is a brief summary:

Beginning Balance	Ending Balance	Interest Earned	Increase/(Decrease)
\$48,465,690.76	\$49,283,147.39	\$102,874.59	\$817,456.63

March Tax Collection \$3,964,017.07; 8.44% of levy - Tax Settlement 4/15/19 to other Jurisdictions approx. \$5.3M; this includes February & March Tax Collection plus the lottery and gaming credit of \$1,095,475.68.

Respectfully submitted:

Andrew J. Vickers, MPA  
City Administrator

Prepared:

Barbara Guckenberger, CMTW  
City Treasurer

Fiscal Review:

Bridget M. Souffrant  
Assistant City Administrator/Comptroller

Attachments: Treasurer Report on Investment and Banking

**City of Oak Creek  
Treasurer Report on Investment and Banking**

Name of Account	Beginning Balance	Additions	Subtractions	Account Ending Balance	Actual Interest Earned	Interest Rate	Percentage of Total Invested
<b>Tri City National Bank</b>	<b>6,304,799.07</b>	<b>9,638,318.82</b>	<b>(9,242,732.75)</b>	<b>6,700,385.14</b>	<b>20,652.54</b>	<b>2.40%</b>	<b>13.60%</b>
General Fund	5,516,508.90	5,108,126.19	(5,105,691.99)	5,518,943.10			
Title 125	65,199.22	35,941.74	(39,271.69)	61,869.27			
Police Credit Card	21,805.63	27,345.60	(348.56)	48,802.67			
Parks & Rec Counter Credit Card	3,427.25	16,895.86	(217.13)	20,105.98			
Tax Payment Account #2	404,208.85	3,964,017.49	(3,550,000.42)	818,225.92			
Parks & Rec Online Credit Card	5,348.33	15,734.00	(4,344.47)	16,737.86			
Health Insurance	146,891.94	369,437.47	(492,858.49)	23,470.92			
Tax Payment Account	58,183.33	-	(50,000.00)	8,183.33			
EMS	83,225.62	100,820.47	-	184,046.09			
0	-	-	-	-			
<b>DANA Investment Advisors</b>	<b>5,782,189.02</b>	<b>17,940.53</b>	<b>(1,373.98)</b>	<b>5,798,755.57</b>	<b>14,026.04</b>	<b>2.63%</b>	<b>11.77%</b>
<b>BMO Global Asset Management</b>	<b>4,957,949.32</b>	<b>29,879.76</b>	<b>(1,083.80)</b>	<b>4,986,745.28</b>	<b>5,215.34</b>	<b>2.17%</b>	<b>10.12%</b>
<b>American Deposit Management (ADM)</b>	<b>21,409,086.17</b>	<b>43,463.37</b>	<b>-</b>	<b>21,452,549.54</b>	<b>43,463.37</b>	<b>2.47%</b>	<b>43.53%</b>
*ADM General Account Balance	16,629,155.52	33,759.46		16,662,914.98	33,759.46		
<b>Local Government Investment Pool (LGIP)</b>	<b>9,137,040.80</b>	<b>1,131,327.72</b>	<b>(800,000.00)</b>	<b>9,468,368.52</b>	<b>19,454.79</b>	<b>2.47%</b>	<b>19.21%</b>
*LGIP General Account Balance	7,160,748.50	1,127,175.22	(800,000.00)	7,487,923.72	15,302.29		
<b>**Ehlers Investment</b>	<b>874,626.38</b>	<b>1,716.96</b>	<b>-</b>	<b>876,343.34</b>	<b>62.51</b>	<b>2.2935%</b>	<b>1.78%</b>
	874,626.38	1,716.96	(147.95)	876,195.39			
<b>Total Balance</b>	<b>48,465,690.76</b>	<b>10,862,647.16</b>	<b>(10,045,190.53)</b>	<b>49,283,147.39</b>	<b>102,874.59</b>		

\*\*Ehlers balance is first shown gross of fees to balance to their monthly report; below that is shown net of fees for comparison purposes. Also, due to multiple CD's in the account, interest/dividends may not be earned monthly;

\*General Account Balance shown separately and is also part of the total account listed above; although it is used for cash flow purposes, a portion may be allocated for specific uses and may not be available for general purpose spending

Excludes Police Forfeiture Account;

Tri City Interest is an analyzed credit from previous month earnings;

Additions and subtractions on investment accounts may include market adjustments for realized and unrealized gains(losses) or change in accrued income, as well as interest, management fees, deposits, transfers, returned payments or withdrawals; rates may reflect weighted average yield

Tax Collection Deposits		Distribution to other Taxing Jurisdictions <i>(February and March Collections distributed in April)</i>	
<b>Tax Payment Account #2</b>		<b>STATE</b>	\$ -
City Deposit (Counter, Drop Box, Mail)	3,537,626.79	<b>COUNTY</b>	\$1,581,963.15
Gov Tech	381,975.63	<b>MMSD</b>	\$ 546,712.28
Credit Card	44,414.65	<b>SCHOOL</b>	\$2,742,909.89
<b>Total Tax Payment Account #2</b>	<b>3,964,017.07</b>	<b>MATC</b>	\$ 395,327.06
		<b>UTILITY</b>	\$ 19,636.58
<b>Tax Payment Account</b>		<b>TOTAL DIST</b>	<b>\$5,286,548.96</b>
Tri City Payments (At Bank, Lockbox)		<b>TAX REFUNDS</b>	\$ 3,957.62
<b>Total Tax Collection Deposits</b>	<b>3,964,017.07</b>	<b>8.44% of Total Tax Levy</b>	
		<b>CITY</b>	\$2,496,128.64
		<b>SPECIAL ASSESSMENTS</b>	41,834.32
		<b>SPECIAL CHARGES</b>	83,961.28
		<b>INTEREST</b>	9,718.14
		<b>TOTAL COLLECTION</b>	<b>\$7,922,148.96</b>
		*Less lottery credit	(1,095,475.68)
		plus personal property tax collected but previously distributed	225,287.81
		Non Cash adjustments (Correction of Errors; CC reversal)	\$ (61,361.62)
		<b>TOTAL COLLECTED</b>	<b>\$6,990,599.47</b>
		March Tax Collection	3,964,017.07
		Feb Tax Collection	3,026,582.40
			<b>6,990,599.47</b>

Prepared for Common Council; cc Finance Committee

Barbara Guckenberger, CMTW  
City Treasurer



## COMMON COUNCIL REPORT

- Item:** Publication and Write-off of the 2017 Delinquent Personal Property Tax.
- Recommendation:** That the Common Council authorize the publication and write-off of the 2017 delinquent personal property tax per the attached reports.
- Fiscal Impact:** Enhance collection efforts and budgeting procedures while improving the accuracy of the City's financial position.
- Critical Success Factor(s):**
- Vibrant and Diverse Cultural Opportunities
  - Thoughtful Development and Prosperous Economy
  - Safe, Welcoming, and Engaged Community
  - Inspired, Aligned, and Proactive City Leadership
  - Financial Stability
  - Quality Infrastructure, Amenities, and Services
  - Not Applicable

**Background:** The City's policy on the handling of delinquent personal property tax is established through resolution no. 11637-081815. Item 5 of the policy states: By the following June 1, regardless of whether in collection or in legal proceedings will be noticed in the City's official newspaper, showing the taxpayer's name and/or business name, address, the delinquent principal amount plus interest. By the following June 1, the Treasurer shall also prepare a list of names and amounts of delinquent personal property for which the likelihood of collection appears remote, which shall be written off the books subject to approval by the Common Council; however, collection efforts will continue.

Therefore, I respectfully request that the Common Council authorize the publication and write-off of the 2017 delinquent personal property tax as detailed on the attached reports and as follows:

\$8,990.95 to be approved for publication in the City's official newspaper. Any accounts that have prior year delinquencies are indicated as "Multiple Year's". Accounts that are not allowable by law to be published have been noted and subtracted from the total. We will also post it on the city website until August 1<sup>st</sup>.

\$11,132.17 to be approved for removal from the City's general account.

Please note that COLLECTION EFFORTS WILL CONTINUE through the City's collection agency, on those accounts allowable by law.

**Options/Alternatives:** The Common Council could deny the write-off and/or publication of the 2017 delinquent personal property tax and the City portion would remain on the books as a current receivable.

Respectfully submitted:

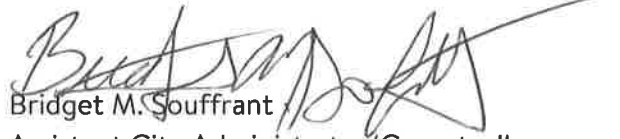
Andrew J. Vickers, MPA  
City Administrator

Prepared:

Barbara Guckenberger, CMTW  
City Treasurer



Fiscal Review:



Bridget M. Souffrant  
Assistant City Administrator/Comptroller

---

Attachments: 2017 Delinquent List for publication and write-off; Tax Program (GCS) 2017 Delinquent Personal Property Tax Report; Policy and Resolution on Handling of Delinquent Personal Property Taxes.

CITY OF OAK CREEK WRITE-OFF AND PUBLICATION						
2017 DELINQUENT PERSONAL PROPERTY			Total Due for May			
PERSONAL PROPERTY ADDRESS	NAME AND ADDRESS	City Portion of Principal Only WRITE-OFF AMOUNT	Principal Amount Only CHARGED BACK	Including Interest & Penalty		MULTIPLE YEARS
				AMOUNT	PUBLISH	
Apna Bazaar LLC 104 E Drexel Ave		\$ 215.72		\$ 267.50	X	
Atmosphere Construction LLC 7425 S Chapel Dr		\$ 30.21		\$ 37.46	X	X
Auberry House Inc 10320 S Hummingbird Ln		\$ 5.57		\$ 6.91	Under \$10	X
Autumn Oaks 1110 W Oakwood Rd		\$ 56.09		\$ 69.55	X	
B & W Heating & Cooling 9473 S Chicago Rd		\$ 58.24		\$ 72.22	X	X
Ball Park Heroes 8880 S Howell Ave #600		\$ 198.47		\$ 246.11	X	
Black Bear Bottling Group, LLC 2025 W Southbranch Blvd		\$ 4,379.23	\$ 9,854.07	\$ 17,649.29	Bankruptcy	
CGI 7760 S 6th St #200		\$ 21.58		\$ 26.76	X	
Cinderella's Threads 8652 S Market Pl		\$ 388.30		\$ 481.49	X	X
Colorall Auto Body Repair 8020 S 27th St Ste A		\$ 51.75	\$ 116.51	\$ 208.64	X	X
Conopco Inc - TID 7 2031 W Ryan Rd		\$ 45.31		\$ 56.18	X	
Enterprise Rent-a-Car 561 W College Ave Unit A		\$ 364.56		\$ 452.05	X	
Guaranty Bank - Rawson 2201 E Rawson Ave		\$ 76.31	\$ 171.76	\$ 307.61	X	
Hunter's Fabrication & Design LLC 7555 S 10th St		\$ 235.15		\$ 291.58	X	X
Michael Janikowski DBA Bluebird Antiques 8625 S Market Pl		\$ 129.44		\$ 160.51	X	X
JF Subs LLC DBA: Jersey Mike's Subs 8880 S Howell Ave #200 <b>Old Owner</b>		\$ 14.63	\$ 32.93	\$ 58.97	X	
Loomis Armored US LLC - TID 11 320 W Town Square Way		\$ 116.50		\$ 144.46	X	
Matthews of Oak Creek 7550 S 13th St		\$ 414.19		\$ 513.60	X	X
Mechanics on the Go 8045 S 13th St		\$ 71.20		\$ 88.29	X	X

CITY OF OAK CREEK WRITE-OFF AND PUBLICATION						
2017 DELINQUENT PERSONAL PROPERTY			Total Due for May			
PERSONAL PROPERTY ADDRESS	NAME AND	City Portion of Principal Only	Principal Amount Only	Including Interest & Penalty		MULTIPLE YEARS
		WRITE-OFF AMOUNT	CHARGED BACK	AMOUNT	PUBLISH	
Metro PCS 6508 S 27th St #2		\$ 215.72		\$ 267.50	X	
MMA USA Tae Kwondo 930 E Rawson Ave		\$ 33.21	\$ 74.66	\$ 133.76	X	
Paragon Polishing 8474 S Burrell St		\$ 7.97	\$ 17.92	\$ 32.10	X	X
Prodigy Salons 8880 S Howell Ave Ste 1100		\$ 444.38		\$ 551.03	X	
Rainbow Inter Restoration & Carpet Plus Colortile 9551 S Chicago Rd		\$ 33.21	\$ 74.66	\$ 133.76	X	
RBJ Restaurant Group LLC DBA Papa John's Pizza #2418 8645 S Howell Ave Old Owner		\$ 1,402.19		\$ 1,738.72	X	
RDM Municipal Supply & Service Inc 2650 E Ryan Rd		\$ 12.94		\$ 16.05	X	X
Ridgeline Builders 8880 S Howell Ave Ste 1200		\$ 107.87		\$ 133.76	X	
Samuel Spencer DBA The Working Man Roofing & Siding Inc 9075 S Chicago Ct		\$ 51.77		\$ 64.19	X	X
Sportcuts 8621 S Howell Ave		\$ 1,225.30		\$ 1,519.37	X	X
Star Nails - 27th St 6508 S 27th St Ste 2		\$ 522.05		\$ 647.34	X	X
Tayiss LLC 7278 S Delaine Dr		\$ 53.93		\$ 66.87	X	X
Tracy Rae's LLC 823 W Oakwood Rd Old Owner		\$ 6.63	\$ 14.95	\$ 26.76	X	X
Triple A Sales & Engineering Inc 1120 W Northbranch Dr		\$ 116.66		\$ 144.66	X	
Tri-Star Recycling 6500 S 13th St		\$ 25.89		\$ 32.10	X	X
<b>DELINQUENT TOTAL</b>		<b>\$ 11,132.17</b>	<b>\$ 10,357.46</b>	<b>\$ 26,647.15</b>		
Bankruptcies/Receiverships/Corrections				\$ 17,649.29		
Under \$10				\$ 6.91		
<b>DELINQUENT PUBLICATION TOTAL</b>				<b>\$ 8,990.95</b>		
Outstanding Total City Portion of Principal for Write Offs (no Interest & Penalty)				<b>\$ 11,132.17</b>		
Outstanding Total other Taxing Jurisdictions (Charged Back)				<b>\$ 10,357.46</b>		
Outstanding Total Principal Portion (no Interest & Penalty)				<b>\$ 21,489.63</b>		

2017 For Write Off and Publication

THE OPTIONS BELOW WERE USED FOR THIS REPORT:

Property Type	Personal Property
Tax Years	2017
Municipalities	265 - CITY OF OAK CREEK
Start a new page for each municipality	Yes
Exclude current year amounts is municipality is not settled	No
Limit to District	No
Balance Type	Properties with Postponed and/or Delinquent
Print Property Details	Yes
Owner/Address information to use	Name and Address on record for each year
Print Subtotal for Owner/Address	No
Print Interest and Penalty Due	Yes, using Interest/Penalty Date of 05/31/2019
Print Other Charges	Yes
Limited to Payments Dated on or before	No
Sort by	Municipality, Owner Name, Parcel #, Tax Year
Exclude property for year with flag(s)	(None)

Computer Report Showing Delinquent 2017 Personal Property Tax

Outstanding Total with May 2019 Int & Penalty for Publication

\$ 8,990.95

Outstanding Total Principal Portion (no Int & Penalty)

\$ 21,489.63

Outstanding Total City Portion of Principal for Write Offs  
(no Int & Penalty)

\$ 11,132.17

Outstanding Total other Taxing Jurisdictions

(charged back) \$ 10,357.46

MILWAUKEE  
 PERSONAL PROPERTY TAX YEAR SUMMARY  
 265 - CITY OF OAK CREEK

REPORT #: TAXYRSUMLST  
 RUN DATE: 04/04/2019  
 RUN TIME: 03:37:49 PM  
 PAGE: 2

PROPERTY NUMBER ALT. PROPERTY NUMBER	OWNER NAME & ADDRESS	TAX YEAR	-----GENERAL-----		-----SPECIALS-----			MAY 2019 INT & PEN	OTHER CHARGES	TOTAL
			BALANCE	BC	BALANCE	BC	OTH BC			
9999024350	APNA BAZAAR LLC 104 E DREXEL AVE OAK CREEK WI 53154	2017 TOTAL	215.72 215.72	D	0.00 0.00	N N	N	51.78 51.78	0.00 0.00	267.50 267.50
9999030000	my ATMOSPHERE CONSTRUCTION LLC 7425 S CHAPEL DR OAK CREEK WI 53154	2017 TOTAL	30.21 30.21	D	0.00 0.00	N N	N	7.25 7.25	0.00 0.00	37.46 37.46
9999032300	my AUBERRY HOUSE INC 10320 S HUMMINGBIRD LN OAK CREEK WI 53154	2017 TOTAL	5.57 5.57	D	0.00 0.00	N N	N	1.34 1.34	0.00 0.00	6.91 6.91
9999035000	AUTUMN OAKS 1110 W OAKWOOD RD OAK CREEK WI 53154	2017 TOTAL	56.09 56.09	D	0.00 0.00	N N	N	13.46 13.46	0.00 0.00	69.55 69.55
9999038200	my B & W HEATING & COOLING 9473 S CHICAGO RD OAK CREEK WI 53154	2017 TOTAL	58.24 58.24	D	0.00 0.00	N N	N	13.98 13.98	0.00 0.00	72.22 72.22
9999039600	BALL PARK HEROES 8880 S HOWELL AVE #600 OAK CREEK WI 53154	2017 TOTAL	198.47 198.47	D	0.00 0.00	N N	N	47.64 47.64	0.00 0.00	246.11 246.11
9999053000	Bankruptcy BLACK BEAR BOTTLING GROUP, LLC 2025 W SOUTHBRANCH BLVD OAK CREEK WI 53154	2017 TOTAL	14,233.30 14,233.30	D	0.00 0.00	N N	N	3,415.99 3,415.99	0.00 0.00	17,649.29 17,649.29
9999073200	CGI 7760 S 6TH ST #200 OAK CREEK WI 53154	2017 TOTAL	21.58 21.58	D	0.00 0.00	N N	N	5.18 5.18	0.00 0.00	26.76 26.76
9999078435	my CINDERELLA'S THREADS 8652 S MARKET PL OAK CREEK WI 53154	2017 TOTAL	388.30 388.30	D	0.00 0.00	N N	N	93.19 93.19	0.00 0.00	481.49 481.49
9999087100	my COLORALL AUTO BODY REPAIR 8020 S 27TH ST STE A OAK CREEK WI 53154	2017 TOTAL	168.26 168.26	D	0.00 0.00	N N	N	40.38 40.38	0.00 0.00	208.64 208.64
9999093410	CONOPCO INC-TID 7 PO BOX 339 ISELIN NJ 08830-0339	2017 TOTAL	45.31 45.31	D	0.00 0.00	N N	N	10.87 10.87	0.00 0.00	56.18 56.18
9999126400	ENTERPRISE RENT-A-CAR 1714 PARAMOUNT DR WAUKESHA WI 53186	2017 TOTAL	364.56 364.56	D	0.00 0.00	N N	N	87.49 87.49	0.00 0.00	452.05 452.05
9999168000	GUARANTY BANK - RAWSON 501 W NORTHSHORE DR BLDG H STE 330 GLENDALE WI 53219	2017 TOTAL	248.07 248.07	D	0.00 0.00	N N	N	59.54 59.54	0.00 0.00	307.61 307.61
9999190000	my HUNTER'S FABRICATION & DESIGN LLC PO BOX 110	2017 TOTAL	235.15 235.15	D	0.00 0.00	N N	N	56.43 56.43	0.00 0.00	291.58 291.58

*under \$10*

*city portion 4379.23*

*changed back 9854.07*

*city portion 51.75*

*changed back 116.51*

*city portion 76.31*

*changed back 171.76*

MILWAUKEE  
 PERSONAL PROPERTY TAX YEAR SUMMARY  
 265 - CITY OF OAK CREEK

REPORT #: TAXYRSUMLST  
 RUN DATE: 04/04/2019  
 RUN TIME: 03:37:50 PM  
 PAGE: 3

PROPERTY NUMBER ALT. PROPERTY NUMBER	OWNER NAME & ADDRESS	TAX YEAR	-----GENERAL-----		-----SPECIALS-----			MAY 2019 INT & PEN	OTHER CHARGES	TOTAL
			BALANCE	BC	BALANCE	BC	OTH BC			
9999205283	OAK CREEK WI 53154 MICHAEL JANIKOWSKI DBA BLUEBIRD ANTIQUES 8625 S MARKET PL OAK CREEK WI 53154	2017 TOTAL	129.44	D	0.00	N	N	31.07	0.00	160.51
9999205410	JF SUBS LLC DBA: JERSEY MIKE'S SUBS 8880 S HOWELL AVE #200 OAK CREEK WI 53154	2017 TOTAL	47.56	D	0.00	N	N	11.41	0.00	58.97
9999244000	LOOMIS ARMORED US LLC - TID 11 1401 MCKINNEY ST STE 1200 HOUSTON TX 77010	2017 TOTAL	116.50	D	0.00	N	N	27.96	0.00	144.46
9999254500	MATTHEWS OF OAK CREEK 7550 S 13TH ST OAK CREEK WI 53154	2017 TOTAL	414.19	D	0.00	N	N	99.41	0.00	513.60
9999255100	MECHANICS ON THE GO 8045 S 13TH ST OAK CREEK WI 53154	2017 TOTAL	71.20	D	0.00	N	N	17.09	0.00	88.29
9999260075	METRO PCS 6508 S 27TH ST #2 OAK CREEK WI 53154	2017 TOTAL	215.72	D	0.00	N	N	51.78	0.00	267.50
9999270700	MMA USA TAE KWONDO 930 E RAWSON AVE OAK CREEK WI 53154	2017 TOTAL	107.87	D	0.00	N	N	25.89	0.00	133.76
9999318510	PARAGON POLISHING 8474 S BURRELL ST OAK CREEK WI 53154	2017 TOTAL	25.89	D	0.00	N	N	6.21	0.00	32.10
9999334680	PRODIGY SALONS 8880 S HOWELL AVE STE 1100 OAK CREEK WI 53154	2017 TOTAL	444.38	D	0.00	N	N	106.65	0.00	551.03
9999340900	RAINBOW INTER RESTORATION & CARPET PLUS COLORTILE 9551 S CHICAGO RD OAK CREEK WI 53154	2017 TOTAL	107.87	D	0.00	N	N	25.89	0.00	133.76
9999345100	RBJ RESTAURANT GROUP LLC DBA PAPA JOHN'S PIZZA #2418 11504 W NORTH AVE WAUWATOSA WI 53122	2017 TOTAL	1,402.19	D	0.00	N	N	336.53	0.00	1,738.72
9999345300	RDM MUNICIPAL SUPPLY & SERVICE INC 2650 E RYAN RD OAK CREEK WI 53154	2017 TOTAL	12.94	D	0.00	N	N	3.11	0.00	16.05
9999349900	RIDGELINE BUILDERS 8880 S HOWELL AVE STE 1200	2017 TOTAL	107.87	D	0.00	N	N	25.89	0.00	133.76

my

old owner

city portion 14.63

changed back 32.93

my

my

city portion 33.21

changed back 74.66

my

city portion 7.97

changed back 17.92

city portion 33.21

changed back 74.66

my

MILWAUKEE  
 PERSONAL PROPERTY TAX YEAR SUMMARY  
 265 - CITY OF OAK CREEK

REPORT #: TAXYRSUMLST  
 RUN DATE: 04/04/2019  
 RUN TIME: 03:37:50 PM  
 PAGE: 4

PROPERTY NUMBER ALT. PROPERTY NUMBER	OWNER NAME & ADDRESS	TAX YEAR	-----GENERAL-----		-----SPECIALS-----			MAY 2019 INT & PEN	OTHER CHARGES	TOTAL
			BALANCE	BC	BALANCE	BC	OTH BC			
	OAK CREEK WI 53154									
9999386028	my SAMUEL SPENCER DBA THE WORKING MAN ROOFING & SIDING INC HC 1 BOX 3740 OXLY MO 63955-9724	2017	51.77	D	0.00	N	N	12.42	0.00	64.19
		TOTAL	51.77			0.00			12.42	0.00
9999386040	my SPORTCUTS 2479 S GREEN LINKS DR WEST ALLIS WI 53227	2017	1,225.30	D	0.00	N	N	294.07	0.00	1,519.37
		TOTAL	1,225.30			0.00			294.07	0.00
9999389000	my STAR NAILS - 27TH ST C/O ANTHONY PHUOC NGUYEN 6508 S 27TH ST STE 2 OAK CREEK WI 53154	2017	522.05	D	0.00	N	N	125.29	0.00	647.34
		TOTAL	522.05			0.00			125.29	0.00
9999400175	my TAYISS LLC C/O OLGA ZVARYCH 7278 S DELAINE DR OAK CREEK WI 53154	2017	53.93	D	0.00	N	N	12.94	0.00	66.87
		TOTAL	53.93			0.00			12.94	0.00
9999409035	TRACY RAE'S LLC 823 W OAKWOOD RD OAK CREEK WI 53154	2017	21.58	D	0.00	N	N	5.18	0.00	26.76
		TOTAL	21.58			0.00			5.18	0.00
9999001000	TRIPLE A SALES & ENGINEERING INC 1120 W NORTHBRANCH DR OAK CREEK WI 53154-1903	2017	116.66	D	0.00	N	N	28.00	0.00	144.66
		TOTAL	116.66			0.00			28.00	0.00
9999416001	my TRI-STAR RECYCLING 6500 S 13TH ST OAK CREEK WI 53154	2017	25.89	D	0.00	N	N	6.21	0.00	32.10
		TOTAL	25.89			0.00			6.21	0.00

city portion 6.63

charged back 14.95

MILWAUKEE  
PERSONAL PROPERTY TAX YEAR SUMMARY  
265 - CITY OF OAK CREEK

REPORT #: TAXYRSUMLST  
RUN DATE: 04/04/2019  
RUN TIME: 03:37:51 PM  
PAGE: 5

TAX YEAR	GENERAL	SPECIAL	MAY 2019 INT & PEN	OTHER CHARGES	MAY 2019 TOTAL	NUMBER OF PROPERTIES
CITY OF OAK CREEK TOTALS	21,489.63	0.00	5,157.52	0.00	26,647.15	34
TOTAL	21,489.63	0.00	5,157.52	0.00	26,647.15	

ACTUAL # OF PROPERTIES: 34



MILWAUKEE  
PERSONAL PROPERTY TAX YEAR SUMMARY

REPORT #: TAXYRSUMLST  
RUN DATE: 04/04/2019  
RUN TIME: 03:37:51 PM  
PAGE: 6

TAX YEAR	GENERAL	SPECIAL	MAY 2019 INT & PEN	OTHER CHARGES	MAY 2019 TOTAL	NUMBER OF PROPERTIES
GRAND TOTAL						
2017	21,489.63	0.00	5,157.52	0.00	26,647.15	34
TOTAL	21,489.63	0.00	5,157.52	0.00	26,647.15	

-10,357.46 charged back

\$11,132.17 write-off

ACTUAL # OF PROPERTIES: 34

Less Bankruptcy - 17,649.29

Less Under \$10 - 6.91

\$8,990.95

Total to be published with May Int & Penalty

**THE POLICY ON HANDLING OF DELINQUENT PERSONAL PROPERTY TAXES  
FOR THE CITY OF OAK CREEK**

The following shall be considered as the policy on the handling of delinquent personal property taxes as allowed by WI State Statutes:

1. Those accounts determined by the City Treasurer to be delinquent as of February 1, will receive a notice of delinquency.
2. Those accounts determined by the City Treasurer to be delinquent as of March 1, will receive a copy of this policy and a letter of delinquency from the City Attorney, which will advise the taxpayer of the ramifications of nonpayment.
3. If not paid on or before July 31, those delinquent accounts in which the City has no other recourse will be turned over to the City's collection agency. The City Treasurer will work with the collection agency to determine and approve which delinquent accounts will be subject to a lawsuit initiated by the City's collection agency.
4. By the following April 1, the City Treasurer may charge back to each taxing jurisdiction within the taxation district, except this state, its proportionate share of those personal property taxes for which the taxation district settled in full the previous year, which were delinquent at the time of settlement, which have not been collected in the intervening year, and which remain delinquent, if the taxes are owed by an entity that has ceased operations, or filed a petition for bankruptcy, or are due on personal property that has been removed from the next assessment roll.
5. By the following June 1, regardless of whether in collection or in legal proceedings will be noticed in the City's official newspaper, showing the taxpayer's name and/or business name, address, the delinquent principal amount plus interest.

By the following June 1, the Treasurer shall also prepare a list of names and amounts of delinquent personal property for which the likelihood of collection appears remote, which shall be written off the books subject to approval by the Common Council; however, collection efforts will continue.

6. An amount equal to any delinquent personal property taxes charged back which are subsequently collected by the taxation district, minus the cost of collecting those taxes, shall be proportionately distributed to each taxing jurisdiction to which the delinquent taxes were charged back. Distributions shall be made on May 15, August 15, November 15 and February 15.

Approval:

  
City Treasurer

Approval:

  
City Administrator

**Revision History:**  
November 15, 2005  
November 5, 2013  
August 18, 2015

**RESOLUTION NO. 11637-081815**

BY: Ald. Gehl

**A RESOLUTION RESCINDING RESOLUTION NO. 11424-110513 AND  
RESTATING THE POLICY ON HANDLING OF DELINQUENT PERSONAL  
PROPERTY TAXES FOR THE CITY OF OAK CREEK**

WHEREAS, WI State Statute 74.30(1)(i) provides that on or before February 20, the City of Oak Creek shall pay in full to each taxing district all personal property taxes which have not previously been paid; and

WHEREAS, the uncollected personal property taxes may be charged back to each taxing district in the following year and thus will have an adverse effect on that years' tax levy for each taxing district; and

WHEREAS, the City previously adopted Resolution 11424-110513 which established a policy on the handling of delinquent personal property taxes; and

WHEREAS, WI State Statutes 74.42(1) provides that no later than April 1, the taxation district treasurer may charge back to each taxing jurisdiction within the taxation district, its proportionate share of those personal property taxes for which the taxation district settled in full the previous year and which remain delinquent, if the taxes are owed by an entity that has ceased operations, or filed a petition for bankruptcy, or are due on personal property that has been removed from the next assessment roll; and

WHEREAS, the timely and efficient collection of monies due to the City of Oak Creek will benefit the taxpayer and enhance budgeting procedures of the City Government.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Common Council that Resolution No. 11424-110513 is hereby rescinded; and

BE IT FURTHER RESOLVED by the Mayor and Common Council of the City of Oak Creek that there is hereby established a Policy on Handling of Delinquent Personal Property Taxes, as attached to and made a part of this resolution in its entirety, to improve the accuracy of the City's financial position and enhance budgeting procedures by the timely and efficient collection of monies due to the City; and

BE IT FURTHER RESOLVED that all resolutions contravening the provisions of this resolution are hereby repealed; and

BE IT FURTHER RESOLVED that the City Treasurer and City Administrator are hereby authorized to sign the Handling of Delinquent Personal Property Taxes Policy in behalf of the City of Oak Creek.

Introduced at a regular meeting of the Common Council of the City of Oak Creek held this 18th day of August, 2015.

Approved this 18<sup>th</sup> day of August, 2015.

  
\_\_\_\_\_  
President, Common Council

Passed and adopted this 18<sup>th</sup> day of August, 2015.

  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
City Clerk

VOTE: Ayes 6 Noes 0

## COMMON COUNCIL REPORT

- Item:** Certified Survey Map - 3961 E. Oakwood Rd. and 10303 S. Chicago Rd.
- Recommendation:** That the Council adopts Resolution No. 12058-050719, a resolution approving a Certified Survey Map for Steven Kraeger, for the properties at 3961 E. Oakwood Rd. and 10303 S. Chicago Rd.
- Fiscal Impact:** The proposed CSM will divide and reconfigure the two (2) existing lots into four (4) single family residential lots of conforming size for the Rs-3, Single Family Residential zoning district. Following the division and reconfiguration, three (3) new lots will allow for future single-family residential development. The existing dwelling will remain, and is anticipated to be sold to the current occupant. Development of the new lots with single-family residential homes will yield positive fiscal impact in terms of assessed value, permit and review fees, and impact fees (\$3996 each). These properties are not part of a TID.
- Critical Success Factor(s):**
- Vibrant and Diverse Cultural Opportunities
  - Thoughtful Development and Prosperous Economy
  - Safe, Welcoming, and Engaged Community
  - Inspired, Aligned, and Proactive City Leadership
  - Financial Stability
  - Quality Infrastructure, Amenities, and Services
  - Not Applicable

---

**Background:** The Applicant is requesting approval for a Certified Survey Map (CSM) to divide and reconfigure the properties at 3961 E. Oakwood Rd. and 10303 S. Chicago Ave. into four (4) conforming single-family residential lots. Council will recall that the parcel at 3961 E. Oakwood Rd. was rezoned to Rs-3, Single Family Residential on March 19, 2019 (Ord. 2931).

Lots 1-3 are proposed to be 0.4707 acres each, and lot 4 is proposed to be 0.6168 acres. Lot 4 will retain the existing dwelling following division. Per the Water and Sewer Utility Engineer, utility laterals will need to be installed to the new lots at such time as they are developed. Council will note that the CSM also includes a 30-foot-wide road dedication along E. Oakwood Road for future public roadway improvements.

The Plan Commission reviewed the CSM proposal at their meeting on April 23, 2019, and recommend approval with the condition that all technical corrections, including, but not limited to spelling errors, minor coordinate geometry corrections, and corrections required for compliance with the Municipal Code and Wisconsin Statutes, are made prior to recording.

**Options/Alternatives:** Council has the discretion to modify the condition(s) of Certified Survey Map approval, or deny the request. Disapproval will likely result in the existing condition of the properties to remain as one (1) vacant, underutilized lot, and one (1) developed lot with a single-family residential dwelling.

---

Respectfully submitted:



Andrew J. Vickers, MPA  
City Administrator

Prepared:




Kari Papelbon, CFM, AICP  
Planner

Fiscal Review:



Bridget M. Souffrant  
Finance Director/Comptroller

Approved:



Douglas W. Seymour, AICP  
Director of Community Development

---

Attachments:

Resolution 12058-050719

Location Map

Certified Survey Map (Sheets 1-3)

RESOLUTION NO. 12058-050719

BY: \_\_\_\_\_

A RESOLUTION APPROVING A CERTIFIED SURVEY MAP FOR  
STEVEN KRAEGER

3961 E. OAKWOOD RD. AND 10303 S. CHICAGO AVE.  
(4<sup>th</sup> Aldermanic District)

WHEREAS, STEVEN KRAEGER, hereinafter referred to as the subdivider, has submitted a certified survey map in compliance with all statutory requirements; and

WHEREAS, the subdivider has complied with all of the applicable ordinances and resolutions of the City of Oak Creek, and

WHEREAS, the Plan Commission has recommended that this certified survey map be approved, subject to the following condition:

That all technical corrections, including, but not limited to spelling errors, minor coordinate geometry corrections, and corrections required for compliance with the Municipal Code and Wisconsin Statutes, are made prior to recording.

NOW, THEREFORE, BE IT RESOLVED that this certified survey map, in the City of Oak Creek, Wisconsin, is hereby approved by the Common Council subject to the following condition:

That all technical corrections, including, but not limited to spelling errors, minor coordinate geometry corrections, and corrections required for compliance with the Municipal Code and Wisconsin Statutes, are made prior to recording.

Introduced at a regular meeting of the Common Council of the City of Oak Creek held this 7<sup>th</sup> day of May, 2019.

Passed and adopted this 7<sup>th</sup> day of May, 2019.

\_\_\_\_\_  
President, Common Council

Approved this 7<sup>th</sup> day of May, 2019.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

VOTE: Ayes \_\_\_\_\_ Noes \_\_\_\_\_

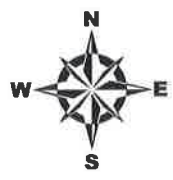


# Location Map




## 3961 E. Oakwood Rd.



This map is not a survey of the actual boundary of any property this map depicts.



**Legend**

-  3961 E. Oakwood Rd.
-  Officially Mapped Streets
-  DNR Wetlands Inventory

Department of Community Development

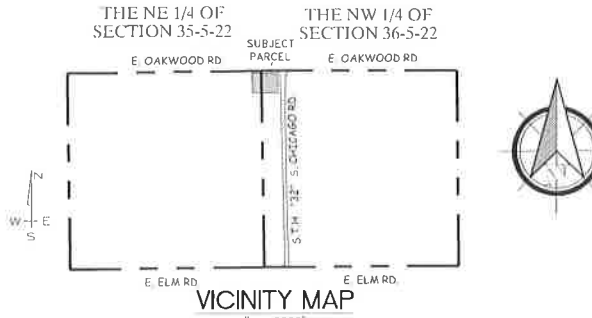


CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 35, TOWN 5 NORTH, RANGE 22 EAST, AND A PART OF NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 36, TOWN 5 NORTH, RANGE 22 EAST IN THE CITY OF OAK CREEK, MILWAUKEE COUNTY, WISCONSIN.

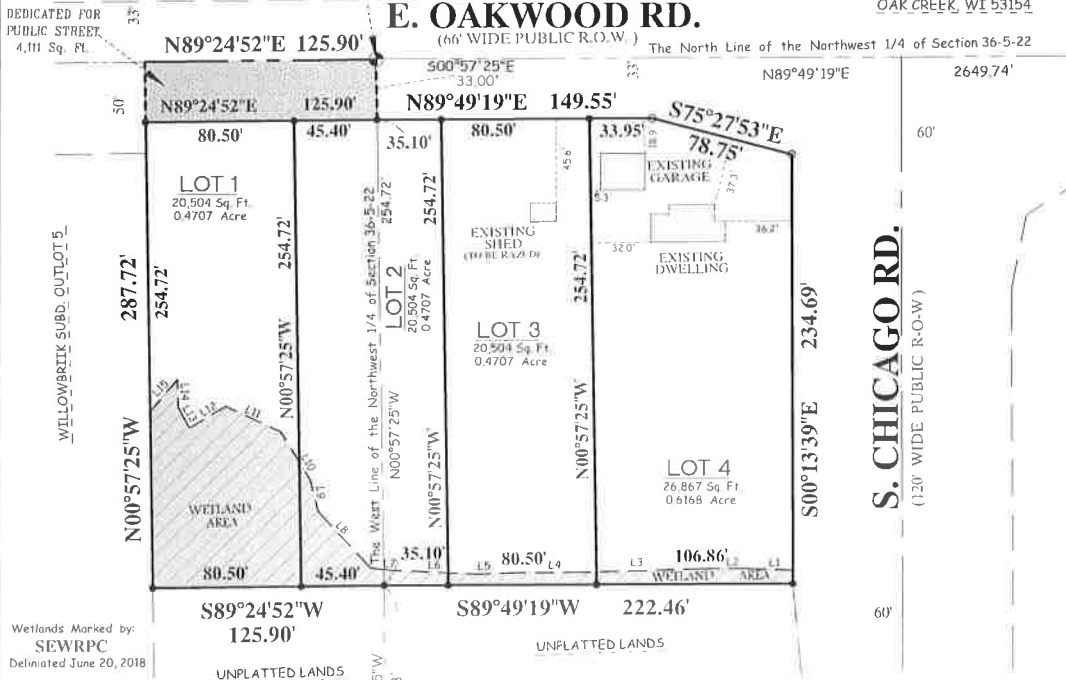
ALL BEARINGS ARE REFERENCED TO THE WEST LINE OF THE NORTHWEST 1/4 OF SECTION 36-5-22, WHICH IS ASSUMED TO BEAR N 00°57'25" W, WL STATE PLANE COORDINATE SYSTEM SOUTH ZONE; PER FEB. 2018 C.S.S.D.

LINE	BEARING	LENGTH
L1	N89°19'09"W	24.45
L2	N89°39'39"W	36.07
L3	S88°26'47"W	68.56
L4	S89°38'38"W	32.17
L5	S88°43'01"W	20.73
L6	N87°12'32"W	46.38
L7	N83°52'20"W	11.79
L8	N42°35'10"W	42.18
L9	N4°22'26"W	17.52
L10	N31°17'32"W	59.95
L11	N65°06'29"W	33.04
L12	S59°01'39"W	22.68
L13	N28°17'16"W	32.80
L14	N61°33'38"W	15.27
L15	S40°14'21"W	23.19



POC  
The NW Corner of the NW 1/4 of Section 36-5-22 Concrete Monument with Gross Cap N 319.00 52 E 2.57526145

PREPARED FOR :  
STEVEN KRAEGER  
10303 S. CHICAGO RD.  
3961 E. OAKWOOD RD.  
OAK CREEK, WI 53154



Wetlands Marked by: SEWRPC  
Delineated June 20, 2018

WETLAND AREA  
10,600 Sq. Ft.  
0.2433 Acre

- - DENOTES SET 3/4" X 18" LONG IRON REBAR WEIGHING 1.13 LBS
- ⊙ - DENOTES FOUND IRON REBAR WITH CAP

**SURVEYING ASSOCIATES, INC.**  
MEMBER OF WISCONSIN SOCIETY OF LAND SURVEYORS & NATIONAL SOCIETY OF PROFESSIONAL SURVEYORS

2554 N. 100TH STREET  
P.O. BOX 26596  
WAUKATOSA, WISCONSIN 53226  
(414) 257-2212 FAX: (414) 257-2443  
sai@wi-rr.com

MARC C. PASSARELLI P.L.S. # 2817



CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A PART OF THE NORTHEAST ¼ OF THE NORTHEAST ¼ OF SECTION 35, TOWN 5 NORTH, RANGE 22 EAST, AND A PART OF NORTHWEST ¼ OF THE NORTHWEST ¼ OF SECTION 36, TOWN 5 NORTH, RANGE 22 EAST IN THE CITY OF OAK CREEK, MILWAUKEE COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE  
STATE OF WISCONSIN)  
MILWAUKEE COUNTY )SS

I, Marc C. Passarelli, a Professional Land Surveyor do hereby certify:

That I have surveyed, divided and mapped a part of the Northeast ¼ of the Northeast ¼ of Section 35, Town 5 North, Range 22 East, and a part of the Northwest ¼ of the Northwest ¼ of Section 36, Town 5 North, Range 22 East in the City of Oak Creek, Milwaukee County, Wisconsin, bounded and described as follows: Commencing at the Northwest corner of Section 36; thence South 00° 57' 25" East along the West line of said ¼ Section, 33.00 feet to a point on the South right of way line of East Oakwood Road; thence North 89° 49' 19" East along said South line 149.55 feet; thence South 75° 27' 53" East along said South line, 78.75 feet; to a point on the West right of way line of South Chicago Road; thence South 00° 13' 39" East along said West line, 234.69 feet; thence South 89° 49' 19" West, 222.46 feet to the West line of said ¼ Section; thence South 89° 24' 52" West, 125.90 feet; thence North 00° 57' 25" West, 287.72 feet to the centerline of East Oakwood Road also being the North line of the Northeast ¼ of Section 35; thence North 89° 24' 52" East, 125.90 feet along said centerline to the point of commencement. Dedicating the North 33.00 feet of the Westerly 125.90 feet to the public for street purposes. Containing 4,111 square feet (0.094 acres) of land.

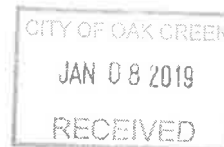
That I have made such survey, land division and map by the direction of the Equity Trust Company Custodian FBO Steven F. Kraeger, owner of said land.

That such map is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and Chapter 18 of the Municipal Code of the City of Oak Creek in surveying, dividing and mapping the same.

Dated this 29<sup>th</sup> day of November, 2018.

\_\_\_\_\_  
Marc C. Passarelli S-2817  
Wisconsin Professional Land Surveyor



CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A PART OF THE NORTHEAST ¼ OF THE NORTHEAST ¼ OF SECTION 35, TOWN 5 NORTH, RANGE 22 EAST, AND A PART OF NORTHWEST ¼ OF THE NORTHWEST ¼ OF SECTION 36, TOWN 5 NORTH, RANGE 22 EAST IN THE CITY OF OAK CREEK, MILWAUKEE COUNTY, WISCONSIN.

OWNERS CERTIFICATE:

Equity Trust Company Custodian FBO Steven F. Kraeger, as owner, does hereby certify that they caused the land described on this map to be surveyed, divided, mapped and dedicated as represented on this map in accordance with the provisions of Chapter 236 of the Wisconsin Statutes and Chapter 18 of the Municipal Code of the City of Oak Creek.

In Witness whereof, Equity Trust Company Custodian FBO Steven F. Kraeger, at \_\_\_\_\_, Wisconsin, on this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Steven F. Kraeger, Trustee

STATE OF WISCONSIN)  
MILWAUKEE COUNTY )SS

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2018, the above named Steven F. Kraeger, Trustee, to me known to be the person who executed the foregoing instrument.

\_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission expires \_\_\_\_\_

PLANNING COMMISSION APPROVAL

Approved by the Planning Commission of the City of Oak Creek on this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Daniel Bukiewicz, Chairman

\_\_\_\_\_  
Douglas Seymour, Secretary

COMMON COUNCIL APPROVAL

Approved and Accepted by the Common Council of the City of Oak Creek in accordance with Resolution Number \_\_\_\_\_, adopted on the \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Daniel Bukiewicz, Mayor

\_\_\_\_\_  
Catherine A. Roeske, City Clerk

## COMMON COUNCIL REPORT

- Item:** Comprehensive Plan Amendment - Ryan Business Park, LLC - 1001 W. Ryan Rd. and Lot 4 of Certified Survey Map No. 9085 (address TBD).
- Recommendation:** That the Council adopts Ordinance 2935, adopting an amendment to the Comprehensive Plan for the properties at 1001 W. Ryan Rd. and Lot 4 of Certified Survey Map No. 9085 (address TBD).
- Fiscal Impact:** The amendment to the Comprehensive Plan would give the Council the discretion to approve land uses at these locations that may enhance the tax base. Impact fees and permit application fees from the (re)development of the properties would provide additional positive fiscal impact for the City. These properties are part of TID 16.
- Critical Success Factor(s):**
- Vibrant and Diverse Cultural Opportunities
  - Thoughtful Development and Prosperous Economy
  - Safe, Welcoming, and Engaged Community
  - Inspired, Aligned, and Proactive City Leadership
  - Financial Stability
  - Quality Infrastructure, Amenities, and Services
  - Not Applicable

---

**Background:** The Applicant is requesting that the Planned Land Use category and map in the Comprehensive Plan for the properties at 1001 W. Ryan Rd. and Lot 4 of Certified Survey Map No. 9085 (address TBD) are amended from “Planned Industrial” to “Planned Business” in consideration of future commercial redevelopment plans for the properties. Future rezoning may also be required depending upon the specific redevelopment proposal(s).

Parcels in the area of the subject parcels in this request are currently identified in the Comprehensive Plan as “Planned Business,” “Planned Industrial,” “Resource Protection Area,” and “Limited Development Area.” Existing uses in the immediate area include quick-service restaurants with drive-through facilities to the northwest and west; a gas station, natural area, retail, and business park to the west and southwest; Ryan Business Park to the south; agricultural and residential to the east; and grocery distribution and warehousing to the north. Planned Business would allow for commercial development on the properties.

The State of Wisconsin Smart Growth Law requires that all local land use decisions after January 1, 2010 must be consistent with the objectives, goals, and policies contained within the comprehensive plan. Approval of these changes to the Comprehensive Plan would bring the Comprehensive Plan in line with the intent and goals for future development of the properties at 1001 W. Ryan Rd. and Lot 4 of Certified Survey Map No. 9085 (address TBD)

The Plan Commission reviewed this request during a hearing at their April 23, 2019 meeting. The request was recommended for approval.

**Options/Alternatives:** Amendment to the Comprehensive Plan is the first step in the process for (re)development of these properties. Rezoning the properties to allow for commercial uses is dependent

---

upon this crucial step. Without the Amendment, the properties may remain in their current vacant conditions, and the zoning will remain M-1, Manufacturing.

---

Respectfully submitted:



Andrew J. Vickers, MPA  
City Administrator

Prepared:



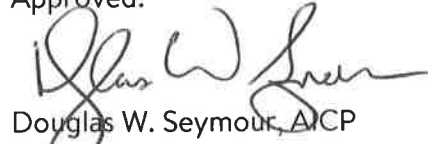
Kari Papelbon, CFM, AICP  
Planner

Fiscal Review:



Bridget M. Souffrant  
Assistant City Administrator/Comptroller

Approved:



Douglas W. Seymour, AICP  
Director of Community Development

---

Attachments:

Ord. 2935

Location Map

Narrative

PC Resolution 2019-01

ORDINANCE NO. 2935

BY: \_\_\_\_\_

AN ORDINANCE ADOPTING AN AMENDMENT TO THE COMPREHENSIVE  
PLAN FOR THE CITY OF OAK CREEK, WISCONSIN

1001 W. Ryan Rd. and Lot 4 of CSM 9085

(5<sup>th</sup> Aldermanic District)

The Common Council of the City of Oak Creek does hereby ordain as follows:

SECTION 1: Pursuant to Section 62.23 of the Wisconsin Statutes, the City of Oak Creek is authorized to prepare and adopt a comprehensive plan and an amendment to a comprehensive plan as defined in Sections 66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes.

SECTION 2: The Common Council, by the enactment of Ordinance No. 2090, formally adopted the document titled "A Comprehensive Plan for the City of Oak Creek" on April 1, 2002.

SECTION 3: The City of Oak Creek published a Class 1 public notice on March 20, 2019, and held a public hearing before the Plan Commission on April 23, 2019.

SECTION 4: The Plan Commission, by a majority vote of the entire Commission at a meeting held on April 23, 2019, adopted Resolution No. 2019-01, amending the adopted Comprehensive Plan for the City of Oak Creek from "Planned Industrial" to "Planned Business" for the properties at 1001 W. Ryan Rd. and Lot 4 of CSM 9085 (address TBD), and recommending that the Common Council adopt the amendment to the Comprehensive Plan by ordinance.

SECTION 5: The Common Council hereby adopts the proposed amendment to the Comprehensive Plan for the City of Oak Creek from "Planned Industrial" to "Planned Business" for the properties at 1001 W. Ryan Rd. and Lot 4 of CSM 9085 (address TBD).

SECTION 6: Except as herein modified, the Comprehensive Plan dated April 1, 2002 shall remain in full force and effect.

SECTION 7: The City Clerk is directed to send a copy of this ordinance and the Comprehensive Plan amendment to the parties listed in Section 66.1001(4)(b) of the Wisconsin Statutes.

SECTION 8: This ordinance shall take effect and be in force from and after its passage and publication.

Introduced this 7<sup>th</sup> day of May, 2019.

Passed and adopted this 7<sup>th</sup> day of May, 2019.

\_\_\_\_\_  
President, Common Council

Approved this 7<sup>th</sup> day of May, 2019.

\_\_\_\_\_  
Mayor

ATTEST:

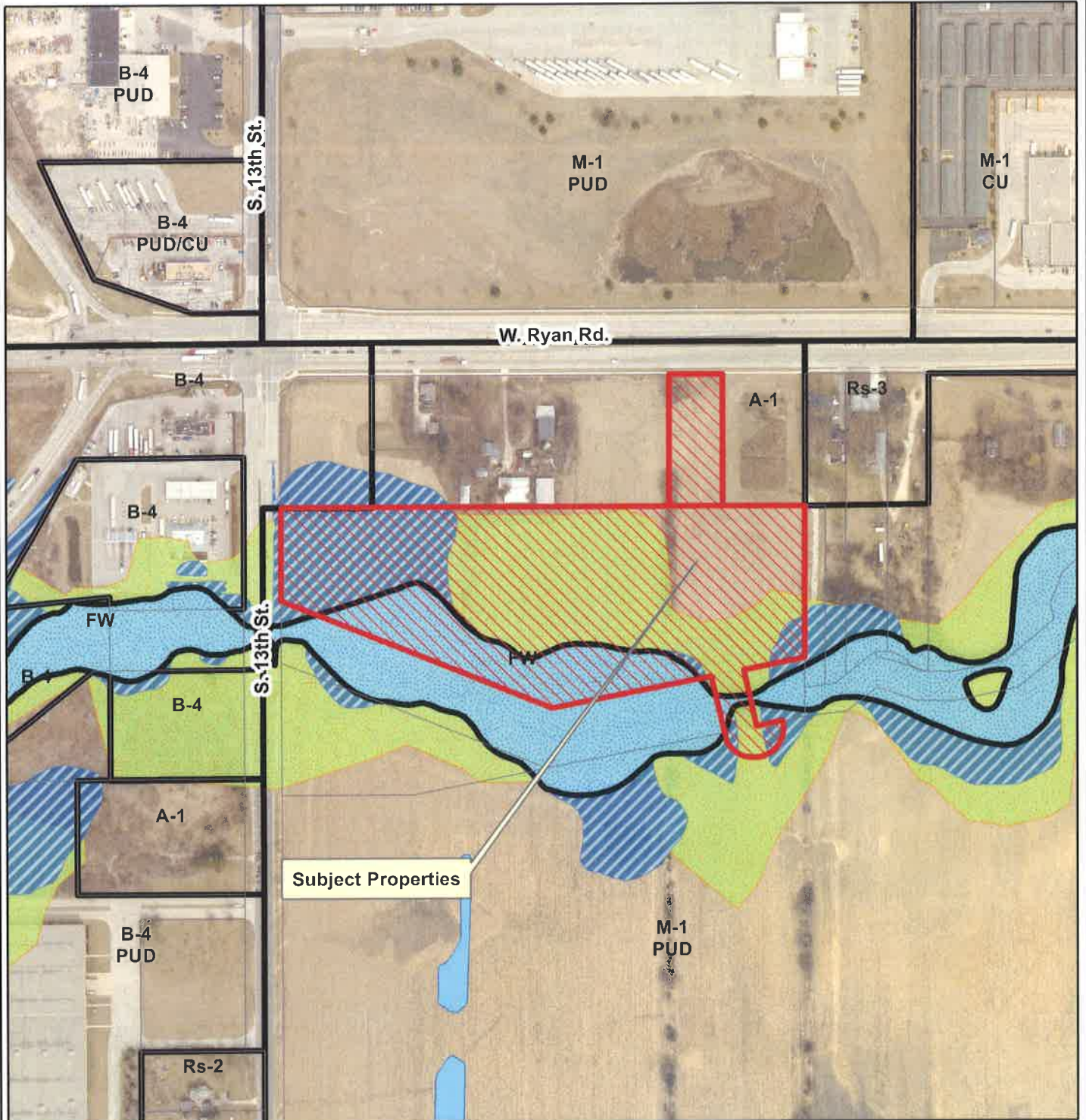
\_\_\_\_\_  
City Clerk

VOTE:      Ayes \_\_\_\_\_ Noes \_\_\_\_\_

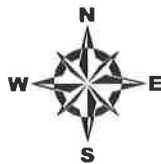


# Location Map

## 1001 W. Ryan Rd. & Lot 4, CSM 9085



*This map is not a survey of the actual boundary of any property this map depicts.*



Legend	
	Subject Properties
	Floodplain (2008)
	Floodway (2008)
	Environmental Corridor





**City of Oak Creek**  
**Comprehensive Plan Amendment**  
**Ryan Business Park Planned Business**

February 2019

CITY OF OAK CREEK  
FEB 27 2019  
RECEIVED

**GENERAL CAPITAL**



**CAPSTONE QUADRANGLE**



**Narrative Request**  
**Comprehensive Plan Amendment: Attachment 2**  
**Ryan Business Park Planned Business**

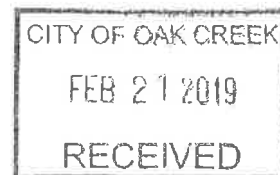
February 20, 2019

**Location:** It is proposed that Ryan Business Park will have a component consisting of all land north of the south branch of the Oak Creek at the intersection of Ryan Road (STH 100) and 13<sup>th</sup> Street (CTH V). The four specific parcels which are the subject of this request include 1199 and 1203 W. Ryan Road (the former "Tischendorf Parcels"); 1001 W. Ryan Road (the former "Evershine Parcel") and the portion of 9600 S. 13<sup>th</sup> Street North of the creek or Lot 4 of CSM 9085 (formerly a portion of "the County Parcel"). The request is to expand the Planned Business area to include this entire component north of the creek.

**Description:** As background, General Capital and its partner, Capstone Quadrangle (together, "RBP LLC"), assembled and purchased approximately 114 acres to create a Class A Business Park. In late 2018, RBP LLC sold 75 acres to another developer who is constructing a 2.6mm SF distribution facility with an investment of not less than \$200mm and creating 1,500+ jobs. RBP LLC worked collaboratively with the City of Oak Creek to establish a TID to support the creation of the business park.

After the sale of the 75 acres, RBP LLC has two large developable areas remaining which will also create significant value for the City of Oak Creek. These areas include an industrial parcel at the south end of RBP off 13<sup>th</sup> Street with approximately 16 acres of developable land, and a "Retail" parcel at the gateway of the project consisting of approximately 14.5 acres of developable land (refer to the attached map).

The "Retail" development area, soon to be consolidated into one development parcel, is the subject of this request for a Comprehensive Plan Amendment.



**Scope:** This change will enhance the continued development and completion of the City's vision for a business park in this quadrant, with a Class A entrance and "front door" to the Ryan Business Park. The Planned Business designation permits flexibility for the highest and best use in terms of commercial, retail and industrial usage. In our opinion, it is consistent with the City's vision and the 2002 Comprehensive Plan as Amended by Ordinance No. 2906.

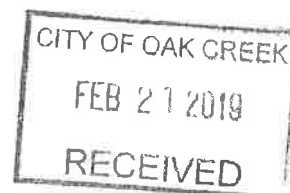
**Land Use.** The four parcels in question are primarily currently indicated for Agricultural Protection in the City's Comprehensive Plan, but the land is currently vastly underutilized as agricultural and is either cropland or farm buildings with two homes. The change to Planned Business will enable a Class A entrance to the Ryan Business Park.

**Request.** Ryan Business Park LLC requests the Plan Commission recommend approval of the requested amendments to the City's Comprehensive Plan for the 4 properties as submitted.

Sincerely,

*Linda Gorens-Levey*

Linda Gorens-Levey  
Ryan Business Park LLC



Property Information  
Comprehensive Plan Amendment Request

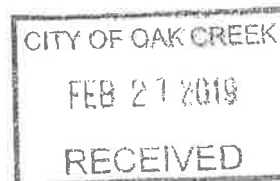
February 20, 2019

**Property Address:** 1199 W. Ryan Road  
**Tax Key Number:** 905-9993-004  
**Current Zoning:** B-4 Hwy Business  
**Property Owner:** Ryan Business Park LLC  
**Property Owners Address:** 6938 N. Santa Monica Blvd, Milwaukee, WI 53217  
**Existing Use on Property:** Agricultural/Mixed

**Property Address:** 1203 W. Ryan Road  
**Tax Key Number:** 905-9992-0001  
**Current Zoning:** A-1 Agricultural  
**Property Owner:** Ryan Business Park LLC  
**Property Owners Address:** 6938 N. Santa Monica Blvd, Milwaukee, WI 53217  
**Existing Use on Property:** Agricultural/Mixed

**Property Address:** 1001 W. Ryan Road  
**Tax Key Number:** 905-9995-001  
**Current Zoning:** A-1 Agricultural  
**Property Owner:** Ryan Business Park LLC  
**Property Owners Address:** 6938 N. Santa Monica Blvd, Milwaukee, WI 53217  
**Existing Use on Property:** Agricultural

**Property Address:** Lot 4 of CSM 9085 (part of 9600 S. 13<sup>th</sup> St. parcel, north of creek)  
**Tax Key Number:** Not available  
**Current Zoning:** B-4 Hwy Business/Floodway  
**Property Owner:** Ryan Business Park LLC  
**Property Owners Address:** 6938 N. Santa Monica Blvd, Milwaukee, WI 53217  
**Existing Use on Property:** Agricultural



RESOLUTION NO. 2019-01

A RESOLUTION ADOPTED BY THE PLAN COMMISSION AMENDING THE  
ADOPTED COMPREHENSIVE PLAN FOR THE  
CITY OF OAK CREEK, IN MILWAUKEE COUNTY, WISCONSIN

WHEREAS, Sections 62.23 and 66.1001 of the Wisconsin Statutes establish the required procedure for a local government to adopt a Comprehensive Plan; and

WHEREAS, the City of Oak Creek Plan Commission has the authority to amend the Comprehensive Plan by resolution and also to recommend that the Common Council adopt the Comprehensive Plan; and

WHEREAS, the City of Oak Creek has proposed an amendment to the "2020 Vision – A Comprehensive Plan for the City of Oak Creek" designating the properties at 1001 W. Ryan Rd. and Lot 4 of Certified Survey Map No. 9085 (address TBD) as "Planned Business;" and

WHEREAS, the City has duly noticed a public hearing on the aforementioned amendment to the "2020 Vision – A Comprehensive Plan for the City of Oak Creek" and the Plan Commission has held the public hearing following the procedures in Section 66.0295(4)(d), Wisconsin Statutes.

NOW, THEREFORE, BE IT RESOLVED that the Plan Commission of the City of Oak Creek hereby adopts the amendment to the Comprehensive Plan designating the properties at 1001 W. Ryan Rd. and Lot 4 of Certified Survey Map No. 9085 (address TBD) as "Planned Business," and recognizing that the Common Council must also adopt the amendment to the Comprehensive Plan for it to become effective; and

BE IT FURTHER RESOLVED that the Secretary of the Plan Commission certifies a copy of the amendment to the Common Council; and

BE IT FURTHER RESOLVED that the Plan Commission does hereby recommend that the Common Council adopts the amendment to the Comprehensive Plan by ordinance.

Passed and adopted this 23rd day of April, 2019.

  
Plan Commission Chair

Attest:  
  
Secretary of the Plan Commission



## COMMON COUNCIL REPORT

**Item:** License Committee Report

**Recommendation:** That the Common Council grant the various license requests as listed on the 5/7/19 License Committee Report.

**Fiscal Impact:** License fees in the amount of \$3,344.94 were collected.

- Critical Success Factor(s):**
- Vibrant and Diverse Cultural Opportunities
  - Thoughtful Development and Prosperous Economy
  - Safe, Welcoming, and Engaged Community
  - Inspired, Aligned, and Proactive City Leadership
  - Financial Stability
  - Quality Infrastructure, Amenities, and Services
  - Not Applicable

### Background:

The License Committee did not meet prior to the 5/7/19 council meeting. Tentative recommendations are as follows (favorable background reports received):

1. Grant an Operator's license to:
  - \* Wendy-Ann P. Soto, 1381 W. Birdsong Dr., Oak Creek (Fairfield)
  - \* Dominic L. Beckwich, 3941 E. Maple St., Oak Creek (Ryan Road Mobil)
  - \* Amanda L. Terpeza, 6103 Madeline Ln., Caledonia (Sidetracked)
  - \* Kristy A. Cisler, 828 Pinehurst Dr., Mukwonago (Target)
  - \* Gina M. Reese, 1204 Memorial Dr., South Milwaukee (Walgreen)
  - \* Justin M. Grieger, 7971 S. 6<sup>th</sup> St., Oak Creek (Meijer)
  - \* Lauren B. Little, 9510 S. Ryan Green Ct., Franklin (Love's)
  - \* William S. Mendoza, 3813 E. Armour Ave., Cudahy (Love's)
  - \* Brittany D. Joncas, 6821 S. 20<sup>th</sup> St., Oak Creek (Woodland Golf Course)
  - \* Garrett M. Gnacinski, 7835 Chapel Hill Ct., Franklin (Pick 'n Save)
  - \* Carl D. Zepecki, 2216 S. 107<sup>th</sup> St., West Allis (MOD Super Fast Pizza)
  - \* Diana J. Phelps, 10118 S. 11<sup>th</sup> Ave., Oak Creek (Walgreens)
  - \* Deborah L. Burfiend, 1721 S. 57<sup>th</sup> Ave., West Allis (Charcoal Grill)
  
2. Grant a Change of Agent for Oak Creek III, LLC dba Candlewood Suites, 6440 S. 13<sup>th</sup> St., from Aaron Baker to Lindsey B. Aponte-Mora, 9138 S. 29<sup>th</sup> St., Franklin.
  
3. Grant a Change of Agent for MOD Super Fast Pizza (Wisconsin), LLC, 160 W. Town Square Way, #100, from Krista Scott to Benjamin J. Henneberry, N17 W5328 Garfield St., Cedarburg.

- 
4. Grant an Original Class B Beer / Class C Wine license to Jason Wilson, Agent, The Waters Senior Living Management, LLC dba The Waters of Oak Creek, 8000 S. Market St., with issuance subject to receipt of departmental approvals.
  5. Grant a Secondhand Article Dealer license to Hunter Bjorkman , Agent, ecoATM, LLC. ecoATM will have a kiosk inside of Pick 'Save, 8770 S. Howell Ave., to purchase used consumer electronic devices.
  6. Grant a Secondhand Article Dealer license to Hunter Bjorkman , Agent, ecoATM, LLC. ecoATM will have a kiosk inside of Pick 'Save, 2320 W. Ryan Rd., to purchase used consumer electronic devices.
  7. Grant a Transient Merchant Company license to Aptive Environemtnal, 17919 W. Lincoln Ave., New Berlin, and to the following salespersons (favorable background reports received):
    - \* Christian R. Dietz, 2161 S. Roberson Ave., Milwaukee
    - \* Franklin G. McSweeney, 2151 S. Robinson Ave., Milwaukee
    - \* Jonathan Urbleta, 310 E. Ward St., Milwaukee
    - \* Juan I. Wasko, 310 E. Ward St., Milwaukee
    - \* Markus C. Still, 250 E. Ward St., Milwaukee
    - \* Mitchel A. Whitlock, 2202 S. Kinnickinnic Ave., Milwaukee
    - \* Israel E. Ochoa, 2161 S. Robinson Ave., Milwaukee
    - \* Jay P. Murphy, 310 E. Ward St., Milwaukee
    - \* Ruben D. Dietz, 2161 S. Robinson Ave., New Berlin
    - \* Andrew Monfred, 2161 S. Robinson Ave., Milwaukee
    - \* Jeb W. Fall, 250 E. Ward St., Milwaukee
    - \* Felipe J. Escalante, 2161 S. Robinson Ave., Milwaukee
    - \* Stephen S. Faultstich, 2161 S. Robinson Ave., Milwaukee
    - \* Christopher W. Erickson, 230 E. Ward St., Milwaukee
    - \* Jacob D. Ellsworth, 2440 S. Kinnickinnic Ave., Milwaukee
  8. Grant a Temporary Class "B" beer license to Jill Lininger, Agent on behalf of St. Matthew Catholic School / Church, 9303 S. Chicago Rd. for a Trivia Night event to be held on May 18, 2019.

**Options/Alternatives:** None

---

Respectfully submitted:



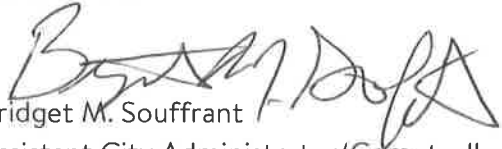
Andrew J. Vickers, MPA  
City Administrator

Prepared:



Christa J. Miller, CMC/WCMC  
Deputy City Clerk

Fiscal Review:



Bridget M. Souffrant  
Assistant City Administrator/Comptroller

---

Attachments: None

## COMMON COUNCIL REPORT

Item: Vendor Summary Report

Recommendation: That the Common Council approve the May 1, 2019 Vendor Summary Report in the total of \$531,392.62.

Fiscal Impact: Total claims paid of \$531,392.62.

Critical Success Factor(s):

- Vibrant and Diverse Cultural Opportunities
- Thoughtful Development and Prosperous Economy
- Safe, Welcoming, and Engaged Community
- Inspired, Aligned, and Proactive City Leadership
- Financial Stability
- Quality Infrastructure, Amenities, and Services
- Not Applicable

---

Background: Of note are the following payments:

1. \$8,960.00 to ABC Fence (pg #1) for final payment towards Shepard Hill's field backstop and fence.
2. \$97,949.92 to Advanced Disposal (pg #1) for March recycling and trash pickup.
3. \$7,655.00 to AM Painting & Drywalling, LLC (pg #1) for interior painting and repairs at Police Department, Project #19013.
4. \$11,425.00 to Baker Tilly (pg #3) for services in connection to 2018 financial audit and GASB/OPEB calculations.
5. \$67,436.13 to Benistar (pg #3) for Medicare supplement insurance.
6. \$25,854.77 to Bibliotheca, LLC (pg #3) for annual service and maintenance fee, Library Department.
7. \$5,516.70 to Brewcity Promotions (pg #4) for City promotional items: t-shirts and magnets. (Townsw)
8. \$6,722.15 to Faulks Bros Construction, Inc. (pgs #8-9) infield mix for baseball fields.
9. \$5,354.70 to Global Equipment Company Inc. (pg #10) for citywide picnic tables.
10. \$5,044.79 to Kaestner Auto Electric Co. (pgs #11-12) for DPW supplies: DOT tape and emergency lights/switches.
11. \$17,999.00 to Mariano Plants (pg #12) for tree inventory.
12. \$6,000.00 to Metropolitan Milw. Assoc. of Commerce (pg #13) for regional economic development campaign contribution.
13. \$17,170.00 to Midwest Signal & Light (pg #14) for temporary lighting and poles on 13th & Ryan Rd.
14. \$17,020.00 to Organic Sediment Removal Systems (pg #15) partial payment for pond restoration, Project #18015.



- 
15. \$5,000.00 Reserve Account (pg #16) for postage refill.
  16. \$8,170.00 to Security Benefit Group (pg #1) for 2018 WI Veba plan, Police Department (reissue of check approved at 1/15/19 common council meeting).
  17. \$16,944.50 to Signs & Lines by Stretch (pg #17) for PD's LED electronic message board, Project #19004.
  18. \$10,210.00 to Tyler Technologies, Inc. (pg #19) for assessor services.
  19. \$16,564.86 to Vanguard Computers, Inc. (pg #19) for deskstop replacements.
  20. \$57,294.22 to WE Energies (pgs #20-21) for street lighting, electricity & natural gas.
  21. \$19,315.29 to World Fuel (pg #23) for fuel inventory.

Options/Alternatives: None

---

Respectfully submitted:



Andrew J. Vickers, MPA  
City Administrator

Fiscal Review:



Bridget M. Souffrant  
Assistant City Administrator/Comptroller

---

Attachments: 5/1/19 Invoice GL Distribution Report