

## COMMITTEE ASSIGNMENTS

### **CHAIR**

- Ambulance Service Board
- Outstanding Debt Work Group

### **VICE CHAIR**

- Public Safety and Health Committee

### **MEMBER**

- Finance and Personnel Committee
- Judiciary and Legislation Committee



*The  
Garden  
District*

**TERRY L. WITKOWSKI**  
ALDERMAN, 13TH DISTRICT

October 18, 2017

Emily McKeown  
Business Operations Manager  
Department of Neighborhood Services  
Zeidler Municipal Building  
841 N Broadway, Rm 205

Dear Business Operations Manager McKeown,

Consider this a “heads up” letter reminding your department that the next update of the Common Council on the latest progress implementing the recommendations of the Outstanding Debt Work Group (Council File #170333) will be Monday, December 11<sup>th</sup>, before the Judiciary & Legislation Committee at 9:00 a.m. The pertinent recommendations from the Outstanding Debt Work Group for DNS are:

- **Recommendation 13.** Departments that place special charges and assessments on the property tax bill should develop easy to read and understandable notices, so that the affected taxpayers understand the ramifications of failure to act.
- **Recommendation 14.** Departments that place special charges and assessments on the property tax bill should notify the affected taxpayers prior to doing so, thus giving the taxpayers the opportunity to pay the charges due prior to their being added to the tax bill. Ideally, the department would send out a separate mailing in the autumn serving as the final warning that the outstanding balances will be added to the tax bill if not paid by a certain date. If this is not practicable, the department should include a neon-colored warning notice with the original billing notification informing the constituent that failure to pay by a certain date will result in the outstanding special charge balance being added to the tax bill.
- **Recommendation 21.** Department of Neighborhood Services (DNS) should, upon correction of all code violations involving an active rent-withholding account, after all associated DNS charges have been paid and prior to releasing the funds to the property owner, attempt to negotiate an agreement with the tenant and the landlord allowing the balance to be forwarded to the Office of the City Treasurer to be used to pay any outstanding property tax debt.

Your June 12<sup>th</sup> update indicated:

- The department is prepared to implement recommendations 13 and 14, and expects to include these suggestions in its late summer billing.

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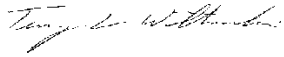
WEBSITE [www.milwaukee.gov/district13](http://www.milwaukee.gov/district13)



- The City Attorney has opined that funds held the department's rent-withholding account may be used to pay outstanding property taxes, and the department is prepared to implement the policy suggested in recommendation 21.

Please, appear before the Committee on December 11<sup>th</sup> prepared to discuss the latest progress in implementing these recommendations.

Sincerely,



Terry L. Witkowski,  
13th Aldermanic District