



COMMUNITY DEVELOPMENT DIRECTOR OAK CREEK, WISCONSIN

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THE POSITION IN BRIEF

The Community Development Director is a key member of the City's executive team overseeing the Community Development Department with responsibilities for leading and overseeing community development initiatives, and programs to promote economic growth, enhance quality of life, and ensure rational land use and development patterns for the community. The new Director will join a dynamic team in one of the fastest growing cities in southeastern Wisconsin.

THE COMMUNITY

The [City of Oak Creek](#), incorporated in 1955 with a population of 4,800 residents, has grown significantly in the last 65+ years. Today, at a population of 38,174, Oak Creek remains a fast-growing community, having experienced double-digit population growth every decade since the 1960s. Oak Creek residents and business owners enjoy the vibrant neighborhoods, public amenities, and community spirit fostered by this rich heritage. The community is in a period of remarkable transformation and revitalization.

The City is enviably located on major thoroughfares including Interstates Highways 94 and 41. The City is also served by passenger and freight railroads as well as [Milwaukee Mitchell International Airport](#). The City is adjacent to the City of Milwaukee and 85 miles north of Chicago. The City's eastern edge is flanked by over two miles of beautiful Lake Michigan shoreline, home to Lake Vista Park and [Lakeshore Commons](#) – a nature-based, community-focused, modern traditional neighborhood development under construction. The City lakefront is currently undergoing a bluff stabilization project and the City just recently razed the last industrial building on 46 acres the City owns along Lake Michigan, which is also slated for future redevelopment.

Prominent employers in the City of Oak Creek include Amazon, Milwaukee Area Technical College, Oak Creek-Franklin School District, UPS, PPG Industries, Inc. (specializing in coating and resin products), Reinhart Food Service, LLC (a wholesale food distributor), We Energies (electric power generation plant), Joseph Campione Inc. (food products distributor), Arena Americas (event equipment rental), Astronautics (avionics equipment manufacturer), Zünd (industrial cutting equipment manufacturer), and IKEA, which established its first Wisconsin store in Oak Creek in 2018. The store spans 295,000 square feet and employs hundreds of individuals.





The City's recently developed downtown area – [Drexel Town Square](#) – is Oak Creek's newest retail, commercial, residential and civic hub. The development includes a Main Street – Oak Creek's first. The Civic Center, which includes a City Hall and Library, serves as the heart of the development and is surrounded by retail stores, restaurants, a hotel, a hospital, and several hundred luxury apartments. The North American headquarters for global company, Zünd, sits adjacent to the Civic Center. The area is complemented with many open spaces, walkways, and amenities. Drexel Town Square, at more than 800,000 square feet, has been an overwhelming success, and, coupled with a comprehensive re-branding of the City, has initiated a renaissance for the entire community.

Oak Creek, and the surrounding greater Milwaukee area, provide many opportunities to enjoy world-class art, culture, major-league sports, and entertainment. The area abounds with world-class venues and options. See [Visit Milwaukee](#) for exciting overviews.

[Local events and celebrations in Oak Creek](#) including a Farmers Market, the City's annual 4th of July Celebration, County and City Beer Gardens, family outdoor movie nights, Fall Fest, and a summer concert series at the Community Center, are among many community and family-oriented events. The City sponsors a Tourism Commission that utilizes a robust hotel/motel room tax revenue to advance arts, culture, and tourism promotion and development for all-ages activities in Oak Creek.

A SNAPSHOT OF OAK CREEK'S DEMOGRAPHICS AND AMENITIES:

- Population – 38,174 (2023 Wisconsin Dept. of Administration estimate).
- Median age of 40 years old.
- White 85%, African American 4%, Hispanic Origin 3%, Asian 7%, Native American 1%.
- Median household income, \$74,840.
- Median value of an Oak Creek home, \$323,700.
- An exceptional school district serves the community – [Oak Creek - Franklin Joint School District](#). There are currently seven K-5 elementary schools, three middle schools and one high school, and one administrative office building in Oak Creek. The district also offers a 4K program at three locations. Private and parochial school choices can also be found in Oak Creek and neighboring communities.
- An abundant supply of inexpensive and quality water (Lake Michigan) and sewage treatment capacity.
- Easy access to Interstates 94, 41, and 43.
- [Amtrak](#) passenger rail service located nearby at the Milwaukee Mitchell International Airport, which serves as part of the City's northern border.
- Oak Creek encompasses 28.45 square miles, of which there are [27 parks and preserves](#) maintained by the City and covering more than 230 acres. City parks include open and recreational space adjacent to school facilities, several miles of walking trails, activity fields, ball diamonds, pavilions, and many other recreational venues.
- Full library services offered for more than 50 years by the [Oak Creek Public Library](#), which opened a new state-of-the-art facility to the public in 2015.
- Oak Creek residents have access to several major medical systems located in the greater Milwaukee area. Among these systems, Ascension, Aurora, and Froedtert have satellite facilities in Oak Creek.
- Distinguished institutions of higher learning are found throughout the greater Milwaukee area including the [University of Wisconsin – Milwaukee](#), [Marquette University](#), [Milwaukee School of Engineering](#), [Alverno College](#), and [Concordia University Wisconsin](#).
- Located in Oak Creek is the south campus of the Milwaukee Area Technical College (MATC). The [Oak Creek Campus](#) is MATC's second largest campus with around 10,000 students.

CITY GOVERNMENT IN OAK CREEK

The legislative body of the City is the Common Council, which consists of six Alderpersons, elected by district for overlapping two-year terms. A part-time Mayor is elected separately for a three-year term. The Common Council and the Mayor set the policies of the City. The Mayor, Common Council, and City staff have an established culture of professionalism and respect for each other's role in the organization. The City Administrator has the responsibility of administering the day-to-day operations of the City and executing the policy decisions of the Common Council. All City departments report to the City Administrator except for those defined by state statutes to report to another individual or entity.

The new Community Development Director can expect to join a highly functional, progressive, and productive City leadership team. The leadership team (elected and staff) has earned community confidence, functioning within a high degree of political stability.

Oak Creek is a full-service municipality, including Police, Fire/EMS, Engineering, Public Works (streets, parks, and forestry), Water & Sewer, Community Development, Library, Marketing & Public Relations, Health, and Central Business & Financial Services. The City has more than 350 full-time and part-time employees and three unions. The City's overall budget across all funds surpasses \$95 million, with the general fund accounting for approximately \$33 million.



OAK CREEK'S LONG-RANGE PLANNING

The [2023– 2027 Strategic Action Plan \(SAP\)](#), which was adopted by the Common Council in May 2023, lays out a progressive framework of community priorities and staff goals and initiatives. The SAP contains six critical success factors, and the Director and their staff are considered "owner" of twelve key projects and initiatives within the SAP.

The Common Council recently endorsed a plan entitled: Building Capacity and Resilience in our City Organization. Part of the report calls for an area of new expertise in the Department called Community Investment/Enhancement. The plan also envisions a further increase in staff of 1.0 FTE for additional community development services as to be determined by the future Director.

The City has a newer Comprehensive Plan (2020) and, in 2022, completed a complete overhaul of the City's Zoning Code. Additionally, several sub-area plans exist for strategic development tracts across the City.

VISION: Oak Creek- A dynamic regional leader driving the future of the south shore.

MISSION: We are an organization dedicated to providing high-quality services that positively impact Oak Creek residents, businesses, and visitors.

CORE ORGANIZATIONAL VALUES:

- Champion Positive Outcomes
- Set the Path
- Strive Together
- Nurture Knowledge
- See the Good

OAK CREEK, WISCONSIN ... UP CLOSE!

[Click here for a virtual tour of the community.](#)



COMMUNITY DEVELOPMENT IN OAK CREEK

The Community Development Director will have four major areas of responsibility:

1. **Planning and Zoning:** This involves overseeing, reviewing and managing development and building proposals, as well as supervising the current 3.5 FTEs.
2. **Neighborhood Preservation:** This includes zoning administration and code enforcement to maintain and improve the overall well-being of the community.
3. **Community Investment and Enhancements:** The Director will collaborate with the City Administrator's Office and Common Council to create and execute programs fostering ongoing private investment in small businesses and existing residential housing.
4. **Supervision of Assigned Staff:** The Director will also be responsible for supervising any additional staff assigned by the Assistant City Administrator/Engineer.

The Director and Department staff will support the Plan Commission, Parks and Recreation Commission, Community Development Authority, and any other boards, commissions, or committees as may be necessary. The Director will also work collaboratively with the Tourism Commission and the Marketing & Public Relations team to promote the City, its amenities, activities, and investment opportunities. The Director reports to the Assistant City Administrator/Engineer.

CHALLENGES AND OPPORTUNITIES

The City of Oak Creek continues to be a community of growth and development which creates both challenges and opportunities. The challenge lies in balancing diverse development while ensuring that residents' needs for a well-rounded quality of life are met. The Drexel Town Square development has been a huge success for the community in creating a downtown "heart" of the community, and the City is poised to focus on other strategic and transformational development opportunities such as the IKEA/Northwestern Mutual corridor as well as the continued environmental remediation and revitalization of the City's Lake Michigan waterfront.



- Oak Creek has greatly benefited from the strategic placement of a newer interstate interchange, opening up previously unused land for a range of exciting development possibilities. Notably, the Drexel Avenue Interchange has emerged as a focal point, hosting the popular IKEA—a regional attraction. Envisioned plans for the lands south of IKEA include the creation of a vibrant entertainment district, while the western area is slated for a harmonious blend of mixed residential and commercial development.
- The lakefront, steeped in rich history, has undergone significant transformations over the past century and a half. Since 2009, the City has steadfastly pursued the ambitious objective of "Providing Public Access to the Lake" for the properties lining the waterfront, and significant progress has been made. Over the past few years, the City has embarked on several projects that will propel this mission forward, aiming to reclaim the lakefront and establish enduring public access to the shoreline and various housing options at Lakeshore Commons. These initiatives will also introduce new park amenities, enriching the community's experience and connection with this precious waterfront space. [Lakeshore Commons Development](#), [North Bluff Stabilization and Park Plan](#).
- The City is committed to shaping its own future, embracing the philosophy of "controlling its own destiny." This commitment is exemplified by strategic land acquisitions involving three substantial parcels situated in areas poised for significant development opportunities. The Director would help identify and execute public-private partnerships for inspired redevelopment of these sites. [Ryan Business Park \(14+/- Acres\)](#), [Oakview Business Park - Lot 1 \(15+ Acres\)](#) and [Lakefront Parcel \(46+/- Acres\)](#).
- In a work culture charged with energy and an environment that seeks excellence, the new Community Development Director will need to be able balance all of these needs with the day-to-day operations of the Department.

THE IDEAL CANDIDATE

Oak Creek is seeking proven and innovative candidates committed to excellence in the field of community development, planning, and economic development. Candidates will be expected to demonstrate leadership within their Department as well as throughout the City organization. The following factors of education, experience, and demeanor have been identified as necessary and/or desirable for the Community Development Director to succeed in this position.

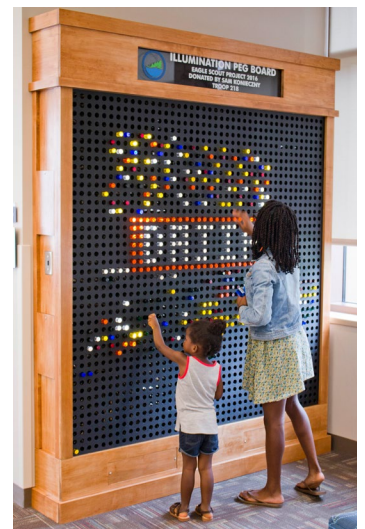


EDUCATION AND EXPERIENCE

- A Master's Degree in Urban/City Planning, Geography, Architecture, or Public Administration.
- AICP and/or CECd is preferred but not required.
- Seven years' experience with increasing responsibilities in economic development, planning, and program development.
- Experience in directing activities involving community development, building, and planning activities using discretion and positive communication.
- Exhibit a sincere willingness to adhere to and express the City's core organizational values.
- The ability to interpret and ensure compliance with applicable Federal, State, and local policies, rules, laws, and regulations.
- Have experience in delivering written and oral presentations to employees, civic groups, business leaders, and stakeholders at all levels of the organization, including Elected Officials and the general public.
- The ability to be an advocate for the City of Oak Creek in all matters surrounding economic development, community assets, and quality of life amenities.

MANAGEMENT STYLE/PERSONAL TRAITS

- Have complete personal and professional integrity and trustworthiness, inspiring the confidence of appointed and Elected Officials, direct and indirect reports, fellow City staff, and the general public.
- Be able to keep confidences and possess the skills to diplomatically guide individuals and organizations through the development process.
- Project a genuinely friendly, approachable style that encourages collaboration and the development of effective working relationships.
- Take a proactive and forward-thinking approach to your staff's professional development, succession planning, supervisory training, and safety.
- Have the maturity and self-confidence to firmly and diplomatically present professional views, concerns, and implications of proposed policy actions that may be under consideration by the Common Council, while also being committed to carrying out final decisions in a timely, professional, and impartial manner.
- Exhibit a communication style marked by being candid, direct, tactful, and diplomatic, coupled with a consistently positive and energetic demeanor. Be "easily accessible" and approachable to all within the organization and other stakeholders. Be a good listener.
- Demonstrate commitment to encouraging creativity, responsibility and accountability in an environment that values a collaborative approach and embraces a setting where employees feel valued.
- Demonstrate a flexible, adaptable, and facilitative style with the ability to function effectively in a dynamic, demanding, team-oriented, professional environment marked by high performance standards.



COMPENSATION, BENEFITS AND THE ORGANIZATION'S CULTURE

The starting salary is \$114,750 to \$127,500 +/- DOQ, plus an excellent benefit package. The City is part of the Wisconsin Retirement System.

The organization prides itself on its commitment to customer service and teamwork. Staff has a lot of daily interaction with one another and report strong interdepartmental relations. The City organization strives to be a workplace of choice, and staff possesses a high-output work ethic.

The Mayor and Common Council hold and actively demonstrate a strong respect for City staff's work and their professional opinions. Among themselves, the elected officials are collegial and respectful of differing perspectives and points of view. The current political climate in the community is remarkably stable.

HOW TO APPLY

Candidates should apply by January 10th, 2024 with resume, cover letter and contact information for five work-related references to www.GovHRjobs.com to the attention of Lee Szymborski, Senior Vice President or David De Angelis, Senior Vice-President at GovHR USA, 630 Dundee Road, #225, Northbrook, IL 60062. Tel: 847-380-3240. The City of Oak Creek is an Equal Opportunity Employer.



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