

RESOLUTION NO. 14-

RESOLUTION TO CREATE A DOWNTOWN ADVISORY COMMITTEE AS A PLAN COMMISSION SUBCOMMITTEE

WHEREAS, the Mayor and Common Council believe that it would benefit the community if the South Milwaukee Downtown were revitalized; and

WHEREAS, the Mayor and Common Council believe that their efforts to improve the Downtown retail area would benefit from advice from businesses located in the Downtown area and other citizens;

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Common Council of the City of South Milwaukee, Wisconsin as follows:

There is hereby created a subcommittee of the Plan Commission, named Downtown Advisory Committee, to be composed and directed as follows:

Downtown Area

For purposes of this Resolution, the Downtown Area will be defined by the Committee.

Committee Duties

The Committee will meet regularly to identify and discuss issues related to the improvement of the Downtown Area. In identifying the issues, the Committee may meet with city leaders and a third-party consultant/planner, as funded by the Common Council. The Committee, working with a consultant, is expected to develop a long-range downtown plan starting in 2015. The Committee will present the completed plan/report to the Plan Commission with recommendations on short-, medium- and long-term priority items to pursue and its proposals for addressing each priority item. The Plan Commission shall then report their findings and recommendations to the Council. These may include recommendations on a redevelopment plan for the Downtown Area, anticipated costs of each initiative, financing suggestions for each initiative, and a cost/benefit analysis for each initiative.

Those recommendations which are accepted by the Common Council will be monitored by the Committee for progress and performance. The Committee shall make periodic reports of the initiatives to the Plan Commission and the Common Council, and when appropriate include recommendations for modifications to the initiatives, funding modifications, or other recommended actions by the Common Council.

The Committee Chair will report back to the Common Council, Plan Commission, and other bodies as needed. If the Common Council creates either a Business Improvement District or a Tax Incremental Financing District, the Advisory Committee is also expected to report to the Community Development Authority.

Committee Makeup

The 9-person committee shall be comprised of a mix of local business/property owners and other residents.

- Four members will be downtown business and/or property owners.

- One First District Alderperson selected by the Common Council will be a non-voting member and will act as the Common Council liaison.
- One Plan Commissioner shall be a member and will act as the Commission's liaison, and one additional Plan Commissioner may serve on the committee as well if appointed.
- The remaining members will be chosen at-large, selected through an application process. Special attention will be paid to applicants with skills related to city planning, development, architecture, etc.

The mayor will appoint all members of the committee subject to the approval of the Common Council. Appointments, other than the First District Alderperson and Plan Commissioner(s), will be for staggered two year terms. The initial appointments shall be four one-year terms and four two-year terms split between the different members. The First District Alderperson and the Plan Commissioner(s) shall serve during their respective terms.

Committee Meetings

The Committee will elect a chair at its first meeting. This person would call and run the meetings and report back to city bodies as needed and requested. All meetings will be noticed and operated in conformance with Wisconsin's Open Meetings and Records laws. The Committee is expected to meet at least once a month at a time and date set by the Committee. All meetings shall be held at City Hall and will be scheduled during the regular working hours of the city staff member designated to serve as secretary so that no overtime will be involved in the service of that staff member.

City Staff

A city staff member designated by the Common Council will serve as secretary and record meeting minutes. Additional staff – including the City Engineer, Economic Development Coordinator, City Attorney, City Administrator, Chief of Police and Chief of the Fire Department and/or others – will support the committee as and when directed by the Common Council. Other than the Economic Development Coordinator, city staff are not expected to regularly attend the meetings of the Committee.

Introduced and adopted at a regular meeting of the Common Council of the City of South Milwaukee on November ___, 2014 by a vote of ____ in favor and ____ against.

Erik Brooks, Mayor

Attest:

JAMES SHELENSKE, City Clerk

Adopted:

Approved: