

COMMON COUNCIL
OF THE
CITY OF RICHLAND CENTER, WISCONSIN

RESOLUTION 1998-19

**RESOLUTION CREATING THE REDEVELOPMENT
AUTHORITY OF THE CITY OF RICHLAND CENTER, WISCONSIN**

WHEREAS, the City of Richland Center, Wisconsin, is a municipal corporation organized and existing under the laws of the State of Wisconsin, and is authorized under Sections 66.431 of the Wisconsin Statutes to create a redevelopment authority by proper resolution of the Common Council of the City; and

WHEREAS, as set forth in Section 66.431(2) of the Wisconsin Statutes, it is the policy of the State of Wisconsin to protect and promote the health, safety, morals and general welfare of its people by the prevention and elimination of substandard and deteriorated areas and properties through the utilization of all means appropriate, thereby encouraging well-planned, integrated, stable, safe and healthful neighborhoods, the provision of healthful homes, a decent living environment and adequate places of employment for the people of the State of Wisconsin; and

WHEREAS, there is at this time no redevelopment authority created under Section 66.431 of the Wisconsin Statutes, operating in the City;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Richland Center, Wisconsin, as follows:

1. The Common Council hereby finds, determines and declares that the undertaking of programs and projects for blight elimination and prevention, slum clearance and prevention, urban renewal and redevelopment, and community development and redevelopment (collectively, "qualified redevelopment projects") will encourage well-planned, integrated, stable, safe and healthful neighborhoods, the provisions of healthful homes, a decent living environment, adequate places of employment for the people of the City and an increase in the general property tax base of the City.

2. The Common Council hereby finds, determines and declares that there exists within the City a need for qualified redevelopment projects, and that creation of a redevelopment authority in the City will serve the public interest.

3. Pursuant to Sections 66.436 and 66.4325 of the Wisconsin Statutes, the Common Council hereby creates a redevelopment authority in the City, which authority shall be known as the "Redevelopment Authority of the City of Richland Center, Wisconsin". Said authority (the "Authority") Shall be a separate body politic for the purpose of carrying out qualified redevelopment projects, and shall have all powers, duties and functions of community redevelopment authorities contained in Section 66.431 of the Wisconsin Statutes, as amended from time to time with the exception of the power of Eminent Domain. The Authority shall also act as the agent of the City in planning and carrying out community redevelopment programs and activities approved by the Common Council and the Mayor under the federal housing and community development act of 1974.

4. As a means of more clearly setting forth its Powers and Rules of Procedure, the Redevelopment Authority shall adopt a set of by-laws which shall, among other things, establish the general policy duties and provide for the appointment of the chairperson, treasurer, secretary, executive director. The initial by-laws and subsequent amendments must also be approved by a majority vote of the Common Council.

5. The Common Council hereby authorizes and directs the City Clerk, immediately upon adoption of this Resolution, to certify a copy of this Resolution and transmit such certified copy to the Mayor. The Common Council hereby authorizes and directs the Mayor, upon receipt of said certified copy, to appoint seven (7) qualified, resident persons as commissioners of the Authority, which appointments shall be subject to confirmation by the Common Council. One (1) of said commissioners shall be a member of the Common Council and shall serve on the Authority during his or her respective term of office as Common Council member. The initial appointments of the seven (7) commissioners shall be for the following terms: two (2) commissioners for one (1) year, and two (2) commissioners for two (2) years, one (1) commissioner for three (3) years, one (1) commissioner for four (4) years and one (1) commissioner for five (5) years. Thereafter, the terms of the commissioners shall be five (5) years and until their successors are appointed and qualified.

6. This resolution shall take effect immediately upon its adoption.

CERTIFICATION OF RESOLUTION

We certify that the attached Resolution No. _____ entitled

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AUTHORITY OF THE CITY OF RICHLAND CENTER, WISCONSIN,

was adopted by at least a two-thirds vote of the Common Council of the City of Richland Center, Wisconsin on
_____, 1998.

Dated: _____ 1998.

Thomas McCarthy, Mayor

Recorded: _____ 1998.

Jude Elliott, City Clerk

RESOLUTION

RE: ADOPTION ORANGE STREET AREA REDEVELOPMENT PLAN BY CITY REDEVELOPMENT AUTHORITY

WHEREAS, the City Council of the City of Richland Center requested MSA Professional Services to prepare a Redevelopment Plan for the City's Orange Street Area under the direction of the City's Redevelopment Authority; and

WHEREAS, the Redevelopment Plan has been prepared in accordance to Section 66.431 of the Wisconsin State Statutes; and

WHEREAS, the City's Redevelopment Authority has conducted a public hearing for the Redevelopment Plan as required under Section 66.431 of the Wisconsin State Statutes; and

WHEREAS, the City's Redevelopment Authority as a whole has reviewed the proposed Redevelopment Plan at a special meeting with a planner from MSA Professional Services; and

WHEREAS, property owners within the designated Redevelopment Area and other members of the public were invited to make comments at a informational meeting held on July 13, 1999 and a public hearing held on September 15, 1999, wherein the Plan herein adopted was reviewed and commented upon by property owners and members of the public; and

WHEREAS, the Orange Street Area Redevelopment Plan is to be used for guiding redevelopment activities within the designated Redevelopment Area; and

WHEREAS, the Redevelopment Plan may from time to time be amended, extended, or added to in greater detail.

NOW, THEREFORE, BE IT RESOLVED, that the Orange Street Area Redevelopment Plan is adopted by the City of Richland Center Redevelopment Authority in accordance to Section 66.431 of the Wisconsin State Statutes.

APPROVED:

Ed Lee, Chairperson
Redevelopment Authority

ATTEST:

Jude Elliott
City Clerk

RICHLAND CENTER REDEVELOPMENT AUTHORITY

BYLAWS AND RULES OF PROCEDURE

1. NAME AND OFFICE

The name of the authority shall be the Richland Center Redevelopment Authority (hereafter referred to as the Authority) and the principal office of the Authority shall be within the City Hall of the City of Richland Center, Wisconsin.

2. POLICY STATEMENT

It is the policy of the Authority to protect and promote the health, safety, morals and general welfare of the people by the prevention and elimination of substandard and deteriorated areas and properties through the utilization of all means appropriate, thereby encouraging well planned, integrated, stable, safe and healthful neighborhoods, the provisions of healthful homes, a decent living environment and adequate places of employment for the people of the City.

3. GENERAL RULES BY STATUTE ORDINANCE OR RESOLUTIONS

The Authority shall be governed and controlled by the Statutes of the State of Wisconsin, and as the same may hereafter be amended; by all ordinances of the City of Richland Center as they relate to the Authority, and as such ordinances may hereafter be amended and adopted; and by and within rules of procedure. All provisions of the Wisconsin Statutes, ordinances or resolutions of the City of Richland Center as may be enacted from time to time, shall take precedence over the rules of procedure.

4. GENERAL POWERS AND DUTIES

A. POWERS The Authority shall exercise all powers conferred and perform all duties imposed, by state and local ordinance of the City of Richland Center, and shall perform such further and other duties as may properly from time to time be required by the Common Council.

B. COMMON COUNCIL APPROVAL Specific action taken related to the following powers shall be subject to review and approval by the Common Council:

1. Acquisition of land
2. Issuance of debt
3. Hiring of staff
4. Expenditure of funds in excess of \$10,000
5. Amendments, deletions or additions to these by-laws
6. Budget

5. COMMISSIONERS

A. APPOINTMENT OF COMMISSIONERS

The business and affairs of the Authority shall be managed by the seven (7) commissioners appointed by the Mayor and approval by the common council. Each commissioner shall hold his/her office until a successor has been appointed and qualified.

B. REMOVAL OF COMMISSIONERS. Removal of commissioners shall be governed by Wisconsin Statutes Sec. 66.40 (8). Vacancies and new appointments shall be filled in the same manner as provided in Sec. 66.431(3) (a) (3) of said statutes.

C. COMPENSATION Commissioners shall receive no compensation for their services, but shall receive their actual and necessary expenses, including local traveling expenses incurred in the discharge of their duties.

6. OFFICERS AND THEIR DUTIES

A. PRESIDING OFFICERS. The presiding officer of the Authority shall be designated as chairperson and shall be elected annually at the meeting of the Authority in May of each and every year. To act in the absence of the chairperson, the Authority shall also elect a vice-chairperson at the annual meeting in May. The presiding officer shall preside at all meetings of the Authority and shall have the right to vote and make motions; shall rule on matters of procedure, subject to appeal from such rulings by proper motion; shall conduct the meetings in accordance with the rules; shall have such powers and duties as may be necessary for conduct of orderly meetings; and such other powers and duties as herein assigned to him/her, or as may be assigned to him/her.

B. TREASURER. The Authority shall annually elect a treasurer from among its members. The treasurer of the Authority shall handle and keep a record of financial dealings of the Authority. The Treasurer of the City shall serve as Co-Treasurer of the Authority.

C. EXECUTIVE DIRECTOR/SECRETARY. The Authority may appoint or employ an Executive Director, who shall perform such duties, powers and responsibilities as set forth herein and as may be from time to time delegated by the authority. The Executive director shall also act as the Secretary of the Authority and shall perform all duties requested by the Authority. These duties include handling all correspondence and clerical work of the Authority; to keep accurate notes of all matters coming before the Authority; to receive and file all communications, applications, request any and all documents directed to the Authority; to publish or mail, as the case may be, all notices and advertisements required by law or as directed by the Authority; to prepare and mail to each member of the Authority not later than the Friday prior to the meeting, a summary statement of the nature of each item on such agenda and a copy of the minutes of the last meeting. The secretary may utilize such members of the City Staff (engineer, public works director, etc.) as may be made available by the Common Council to accomplish his/her tasks.

D. VACANCIES. Vacancies in an Office may be filled by election by the Authority members at any regular or special meeting.

7. AGENDA

The Clerk Treasurer shall prepare the agenda with direction from the chairperson. No other business shall be discussed at a meeting other than agenda matters.

8. MEETINGS

A. REGULAR MEETINGS. Regular meetings shall be held at a place designated by the Authority at its last regular meeting. Meetings will be held as necessary. All meetings will be held at the City Hall. Regular meeting times are subject to change only by consensus of the members. Notice of all Meetings shall be posted at the City Hall.

B. SPECIAL MEETINGS. Special meetings may be called by the presiding officer whenever, in his judgment, such meeting is necessary, and the presiding officer shall call such special meeting whenever he is requested to do so by at least two (2) members of the Authority. Such request may be made orally. Notice of such special meetings shall be given by announcement thereof at any regular meeting and by written or telephone notice as hereinafter provided, to such members not present at such meetings, by written notice mailed no less than 48 hours before the time fixed for such hearing; or by telephone notice not less than 24 hours before the time fixed for such hearing. If for good cause, 24 hour notice of the meeting is impossible or impracticable, shorter notice may be given, but in no case may the notice be provided less than two (2) hours in advance of the meeting. Any business which could be done at a regular meeting may be done at such special meeting. Notice of the meetings shall be posted at the City Hall.

C. OPEN TO THE PUBLIC All Regular and Special meetings of the Redevelopment Authority shall be open to the general public and shall conform to Chapter 19, the open meeting section of the Wisconsin Statutes, in all respects.

9. CONDUCTING OF BUSINESS

A. VOTING on all matters of business except those regulated by Wisconsin Statutes or otherwise specifically provide for herein, shall be determined by a majority vote of the members present at the meeting, provided that there are sufficient members present for a quorum.

B. QUORUM. A quorum for all meetings shall consist of four members and the presiding officer shall be included in such a count. The act of the majority of the Commissioners present at a meeting shall be the act of the Authority, unless the act of a greater number is required by law or by these by-laws. A majority of the members present, though less than a quorum, can adjourn a meeting.

C. ORDER OF BUSINESS. All business shall be conducted in accordance with Rules 8, 9, 10, 15 and 18 adopted by the Common Council for the City of Richland Center, and may take the form of resolutions or motions adopted in accordance with such Rules. If a procedural question is not addressed by said Common Council Rules, then Robert's Rules of

Order shall be followed. The order of business may, but need not necessarily be, in the following order:

1. Call to Order
2. Approval of Minutes of Previous Meeting
3. Public Hearings
4. Old Business
5. New Business
6. Person Desiring to be Heard
7. Adjournment

D. **DISQUALIFICATION** In the event that any member shall disqualify himself to vote on any matter, he/she shall, nonetheless, be counted in determining whether a quorum is present, but his/her disqualification shall not decrease the number of votes required for, passage of any motion, resolution or the taking of any other action.

10. **AMENDMENT TO BYLAWS** These by-laws may be altered, amended or repealed and new by-laws may be adopted at any meeting of the commissioners by the affirmative vote of at least 5 commissioners and approval of the Common Council.

11. **PUBLIC HEARINGS**

A. **ORDER OF BUSINESS** The Order of Business for holding public hearings shall be as follows:

1. A brief statement by the chairperson as to the name of the applicant for relief, his/her address, the nature of the request, and the manner in which notice of the hearings was given.
2. Presentation of the applicant of his/her request including any maps, documents and the like, not previously filed.
3. Statements of all other persons in favor of granting the request.
4. Statement in rebuttal by opposing the request.
5. Statements in rebuttal by the applicant and by other persons favoring the request.
6. Statements in rebuttal by opposing the request.
7. Statements and subsections by any persons not previously heard but only on matters not previously discussed.
8. Closing of the hearings or, if necessary, adjournment of the hearing to a fixed future date.

B. **CONDUCT OF PUBLIC HEARINGS**. The presiding officer shall announce immediately prior to each public hearing that no one will be heard unless he states his name

and address. The presiding officer shall briefly explain the order of business. He shall have the right prior to the hearing to announce that each person's statement shall be limited to a specified period of time, and that rebuttals shall be limited to a specified period of time, and he shall have the right to terminate any statement when the speaker's time has elapsed, or in the event of unnecessary repetition, or in the event the statement is not material or germane.

C. APPEARANCE. All persons desiring to be heard shall be heard, in person or by attorney.

D. WITHDRAWAL OF APPLICATION. At any time prior to a motion to grant or refuse a request, application or petition, the applicant may withdraw his request, application or petition and such withdrawal shall not entitle the applicant to a refund of whatever filing or publication fee may previously have been paid.

E. DECISIONS. All final decisions by the Authority shall be in writing and shall be the form of an order or decisions duly adopted by resolution. All such decisions shall be signed by the presiding officer, attested by the secretary, and shall thereupon be filed with the records of the case. The date on which the written decision is filed in the case shall be deemed the date of filing of the decision.

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of the members present, though less than a quorum, can adjourn a meeting.

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C. Appearance. All persons desiring to be heard shall be heard, in person or by attorney.

D. Withdrawal of Application. At any time prior to a motion to grant or refuse a request, application or petition, the applicant may withdraw his request, application or petition and such withdrawal shall not entitle the applicant to a refund of whatever filing or publication fee may previously have been paid.

E. DECISIONS All final decisions by the Authority shall be in writing and shall be the form of an order or decisions duly adopted by resolution. All such decisions shall be signed by the presiding officer, attested by the secretary, and shall thereupon be filed with the records of the case. The date on which the written decision is filed in the case shall be deemed the date of filing of the decision.