

**INSTRUCTION SHEET
ADDITIONS TO
MILWAUKEE CODE OF ORDINANCES
VOLUME 3**

SUMMARY

This supplement incorporates changes to Volume 3 of the Milwaukee Code of Ordinances enacted by the following Common Council file:

260231 An ordinance relating to the membership of the Sister Cities Committee.

Remove old MEMO (Suppl. #381)

<u>Section Affected</u>	<u>Action</u>	<u>File Number</u>	<u>Effective Date</u>	<u>Remove Pages</u>	<u>Add Pages</u>
320-47-2	am	260231	7/11/2026	v-vi 369-372	v-vi 369-372
320-47-2-f	cr	"	"	"	"
320-47-3	am	"	"	"	"

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Abbreviations:

am=amended
cr=created
corr=correction

ra=renumbered and amended
rc=recreated

rn=renumbered
rp=repealed

Revised 6/23/2026
Suppl. #382

MEMO

If all supplements have been properly inserted, this book contains all actions of the Common Council through June 23, 2026.

Revised 6/23/2026
Suppl. #382

320-44. Vel R. Phillips Trailblazer Award.

1. There is created a Vel R. Phillips trailblazer award that recognizes city residents who best exemplify Vel R. Phillips' legacy of social justice and civic accomplishment.

2. SELECTION COMMITTEE.

a. There is created the Vel R. Phillips trailblazer award selection committee consisting of:

a-1. 2 members appointed by the mayor, and confirmed by the common council.

a-2. 3 members appointed by the common council president, and confirmed by the common council.

a-3. One member of the common council appointed by the common council president.

a-4. One member of the city youth council appointed by the mayor.

b. The common council president shall designate the committee chair and vice-chair.

c. Each member shall serve a 3-year term.

3. DUTIES OF COMMITTEE. a. The committee shall review nominations and determine the recipient of the Vel R. Phillips trailblazer award, which recognizes city residents that best exemplify Vel R. Phillips' legacy of social justice and civic accomplishment.

b. The Vel R. Phillips trailblazer award shall be an annual award presented to the recipient at the girls' day event held at city hall.

c. The committee may accept award nominations from any common council member, member of the public or organization.

4. STAFFING. The city clerk's office shall provide staff assistance to the committee.

320-45. Youth Council. 1. CREATION. There is created a city youth council, which is attached to the office of the city clerk, to serve and advance the interests of city youth as a representative body in city government through a working partnership with the common council and the mayor.

2. COMPOSITION. The youth council shall be comprised of 17 members, one residing in each aldermanic district and 2 at-large members nominated by the city clerk. Each youth council member shall:

a. Currently attend high school or alternative school, or demonstrate the intent to attend a high school or alternative school.

b. Be committed to improving the lives of all the young people of Milwaukee.

3. SELECTION. The city clerk's office shall be responsible for recruitment of individuals to serve on the youth council. Nominations shall be submitted annually no later than July 1 to the common council for confirmation.

4. TERM OF OFFICE. a. All youth council members shall take an oath of office before beginning their terms.

b. Members shall serve a term from September 1 to August 31 of the following year.

c. A member shall continue to serve until he or she resigns or is replaced.

d. Vacancies shall be filled for unexpired terms of 120 days or more in the same manner as original appointments.

5. OFFICERS AND RULES. a. The youth council shall elect a president and vice-president for one-year terms and may select such other officers as it provides by rule.

b. The youth council may adopt rules to assist the council in carrying out its responsibilities.

c. The president may appoint youth council members and other interested parties to serve on committees.

d. The presence of 8 members shall constitute a quorum.

e. Attendance requirements shall be established by the city clerk. Any member not meeting attendance requirements shall have his or her seat declared vacant.

f. In the absence of a youth council rule to the contrary, the provisions of Robert's rules of order, latest edition, shall govern the proceedings of the council.

6. DUTIES AND POWERS. a. The youth council shall:

a-1. Participate in the operation of programs as specifically authorized or directed by the common council, including such programs as may be financed in whole or in part by city financial contributions used to carry out a particular youth council program or accomplish a particular youth council goal.

a-2. Assess and evaluate community needs and resources relative to the protection and promotion of city youth and communicate those assessments and evaluations to the common council and mayor.

a-3. Encourage and assist in studies designed to evaluate and recommend changes in laws, policies, procedures and practices for the purpose of improving community conditions and promoting wholesome youth development.

a-4. Receive program proposals from youth groups within the city.

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a-5. Recommend funding allocations for the execution of program proposals authorized by the common council.

b. The president may designate representatives to attend community forums and meetings.

7. STAFFING. a. The office of the city clerk shall provide staff assistance to the youth council and the selection committee and maintain the records of both bodies.

b. All city departments and agencies shall cooperate with the youth council and assist the youth council to achieve its objectives.

8. REPORTS. The youth council shall annually provide a written report of its activities to the common council and the mayor and shall report more frequently as the youth council, the common council or the mayor may find proper.

9. FUNDING. Ten percent of annual city community development block grant reprogramming dollars shall be allocated to support the recommendations for youth service activities and objectives. The city shall create, administer, and audit all revenue and expenditure accounts related to the youth council according to city budget and accounting standards and procedures.

10. OVERSIGHT. The common council shall review all programs and contracts proposed for funding by the youth council and may reject any youth council decision by a majority vote.

320-47. Sister Cities Committee.

1. ESTABLISHMENT: PURPOSE. The sister cities committee is created to assist the city, through its common council, with the establishment and maintenance of sister city relationships pursuant to Sister Cities International regulations.

2. COMPOSITION. The sister cities committee shall consist of 6 members:

a. The chair of the community and economic development committee, who shall serve as chair of the committee.

b. A representative from the mayor's office.

c. A representative of the International Institute of Wisconsin, appointed by the common council president. This member need not be a city resident.

d. A public member, appointed by the common council president.

e. The health commissioner or his or her designee.

f. A representative of Visit Milwaukee, appointed by the chair of the

common council's community and economic development committee.

3. TERM OF OFFICE. Members appointed under sub. 2-c, d, and f shall serve a 2-year term.

4. RULES. The committee may adopt rules, guidelines and criteria to assist the committee in carrying out its responsibilities.

5. POWERS AND DUTIES. The sister cities committee shall:

a. Establish guidelines for applicant sister cities, including reasonable expectations from the relationships.

b. Review requests and make recommendations pursuant to the Sister Cities International guidelines.

c. Investigate and make recommendations to the common council concerning possible establishment, termination and maintenance of sister city relationships.

d. Oversee and review the status of sister city relationships.

e. Serve as a clearinghouse for all information requests received from common council members relative to sister city agreements.

6. STAFFING. The city clerk's office shall provide staff assistance to the committee. All city departments and agencies shall cooperate with the committee and provide assistance whenever the committee so requests.

7. REPORTS. The committee shall annually provide a written report of its activities to the common council and the mayor and shall report more frequently as the committee, the common council or the mayor may find proper.

320-49. Capital Improvements Committee.

1. ESTABLISHMENT. There is created the capital improvements committee to develop, maintain and update a long-term capital improvements program for the city's construction and maintenance of its infrastructure and facilities.

2. COMPOSITION. a. The committee shall be comprised of the following members:

a-1. The commissioner of public works or alternate.

a-2. The department of administration budget and management director or alternate.

a-3. The comptroller or alternate.

a-4. The chair of the public works committee or alternate.

a-5. The chair of the finance and personnel committee or alternate.

a-6. The common council president or alternate.

a-7. A public member appointed by the mayor for a 3-year term and confirmed by the common council.

b. The common council president shall designate the chair of the committee.

3. DUTIES. The committee shall:

a. Develop a prioritized 6-year capital improvements program based on anticipated construction and maintenance of infrastructure and facilities for all departments under control of the common council. Following development, this 6-year capital improvements program shall be reviewed and adopted by the common council.

b. Establish criteria upon which a determination as to the priority of each capital program or project for the construction and maintenance of infrastructure and facilities may be based to include, but not be limited to:

b-1. The effect of a program or project on the achievement of any strategic objective that the mayor has submitted to the capital improvements committee for its consideration.

b-2. The interrelationship of each capital program with other capital programs.

b-3. The effect of each project on replacement cycles, condition ratings, operating and maintenance expenses, and other indicators of infrastructure system performance.

b-4. Each project's relationship to the city's "smart growth" plan pursuant to s. 16.965(4), Wis. Stats., and any area or other development plans that the common council has approved, with emphasis upon the 6-year capital improvements program.

b-5. The capacity of a program's or project's funding level to fit within funding and debt service targets, as determined by the committee.

c. Establish a priority for each project within the program based upon the established criteria.

d. Secure supporting data and justification for proposed projects, arrive at accurate cost estimates and secure from city departments a list of services and facilities and a projection of operating costs related to each construction project.

e. Monitor completion of the capital improvements program as contained in the annual budget.

4. REPORTS. a. By February 1 annually, the committee shall:

a-1. Submit to the common council for its information the 6-year program and its total estimated construction and maintenance costs, the effect of the total costs upon estimated tax

levies and debt service, and recommendations concerning financing of the program.

a-2. Prepare a report describing the condition of the city's infrastructure and facilities and the adequacy of the effort level made by the city to preserve such infrastructure and facilities and eliminate any deferred capital maintenance. Infrastructure networks and facilities comprising this report shall include the following systems: city sewerage, streets, street lights, traffic control, underground conduit and wired communications, water treatment and distribution, city buildings, bridges, alleys, sidewalks, parking, harbor and urban forestry. Information provided shall include replacement cycles, condition ratings, operating and maintenance expenses, and other appropriate quantitative measures of condition.

b. Based on capital budget recommendations submitted by city departments and within such guidelines as may be established from time to time by the common council, submit to the department of administration budget and management division a requested capital improvements budget for the construction and maintenance of infrastructure and facilities for the ensuing fiscal year not later than the 2nd Tuesday in May of each year, such request to be acted upon as are requests for all other parts of the total budget under control of the common council. This requested capital improvements budget shall be accompanied by narrative explaining how and to what extent this capital budget serves to implement the 6-year capital improvements program.

c. Prepare quarterly progress reports, with emphasis on the status of projects in relation to their predetermined construction schedule, for submission to the common council.

5. STAFFING. Staff for the capital improvements committee shall be provided by the city clerk's office. Salaries required for capital improvements administration, along with supporting supplies, equipment and administrative costs shall be provided annually out of capital improvement funds. All city departments and agencies shall cooperate with the committee and provide assistance whenever the committee so requests.

320-51. School Building Proposal Review Committee. **1. ESTABLISHMENT.** Under s. 119.61(4)(d), Wis. Stats., there is created a school building proposal review committee to review proposals for eligible school buildings identified as available for sale to education operators.

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2. COMPOSITION. a. The school building proposal review committee shall be composed of the following 7 members:

a-1. The chair of the common council's zoning, neighborhoods and development committee or a designee.

a-2. The city comptroller or a designee.

a-3. The commissioner of the department of city development or a designee.

a-4. One citizen member appointed by the mayor.

a-5. Two citizen members appointed by the president of the common council.

a-6. One representative of the Milwaukee Public Schools, appointed by the superintendent of the Milwaukee Public Schools.

b. The chair of the common council's zoning, neighborhoods and development committee or his or her designee shall serve as the chair of the committee.

3. TERM OF OFFICE. Each citizen member shall serve a term of 3 years.

4. POWERS AND DUTIES.

a. Proposals for school buildings shall be referred to the school building proposal review committee by the department of city development.

b. The committee shall recommend the most suitable buyer for a particular property by using the criteria set forth in s. 119.61(4)(d), Wis. Stats.

c. The committee shall submit a report of its recommendations under par. b to the common council.

5. STAFFING. The office of the city clerk shall provide staff support to the committee. All city departments and agencies shall cooperate with the committee and shall provide assistance whenever the committee so requests.

320-53. Complete Streets Committee.

1. ESTABLISHMENT. There is created the complete streets committee to oversee implementation of the city's complete streets policy and make recommendations to the common council concerning the policy.

2. COMPOSITION. a. The committee shall be comprised of the following members, or their designees:

a-1. The commissioner of public works. This member shall be the chair of the committee.

a-2. The city engineer.

a-3. The commissioner of city development.

a-4. The commissioner of neighborhood services.

a-5. The department of administration budget and management director.

a-6. The commissioner of the health department.

a-7. The police chief.

a-8. The executive director of the housing authority of the city of Milwaukee.

a-9. The president of Employ Milwaukee.

a-10. The chair of the common council's public works committee.

a-11. The chair of the common council's public safety committee.

a-12. The chair of the common council's zoning, neighborhoods and development committee.

a-13. The chair of the bicycle and pedestrian task force.

3. DUTIES. The committee shall prioritize, assign and monitor various actions to support implementation of the city's complete streets policy, including but not limited to:

a. Reviewing and recommending policies, procedures, plans, regulations and other processes that support the complete streets policy.

b. Reviewing and updating as needed current design standards to ensure that they reflect the best available design standards and guidelines related to the complete streets policy.

c. Recommending project evaluation and performance criteria to understand and promote how well streets are serving all users.

d. Identifying ways to effectively educate on and enforce road use behavior by all users and all modes.

e. Working cooperatively to address community concerns and assist in achieving community visions and goals in a manner that respects the local context.

f. Seeking input from neighborhood associations, business improvement districts, neighborhood improvement districts and other neighborhood groups concerning transportation projects.

4. STAFFING. The department of public works shall provide staff assistance to the committee with support from the city attorney and ADA coordinator. All city departments and agencies shall cooperate with the committee and provide assistance whenever the committee so requests.

5. REPORTS. The committee shall annually provide a written report of its activities to the common council and the mayor, and shall report more frequently as the committee, the common council or the mayor directs.