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 files:

260578	A substitute ordinance relating to revisions of various provisions of the code for purposes of correcting errors, clarifying language, eliminating obsolete provisions, and updating references.
260847	Substitute ordinance relating to the City Hall Campus Emergency Preparedness Committee.

Remove old MEMO (Suppl. #385)

Section Affected	Action	File Number	Effective Date	Remove Pages	Add Pages
				v-vi	v-vi
Ch. 320 Table				341-342	341-342
320-55	rp	260847	11/24/2026	373-374	373-374
355-5-4	am	260578	“	1091-1092	1091-1092
Index				1539-1540	1539-1540
“				1557-1560	1557-1560

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For questions concerning the content of the Milwaukee Code of Ordinances contact the Municipal Research Library, (414) 286-2297.

Abbreviations:

am=amended	ra=renumbered and amended	rn=renumbered
cr=created	rc=recreated	rp=repealed
corr=correction		

MEMO

If all supplements have been properly inserted, this book contains all actions of the Common Council through November 4, 2026.

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SUBCHAPTER 1
GENERAL PROVISIONS

320-1. Annual Report. 1. REQUIRED. All plural bodies shall submit annually to their appointing authority a statement or report of activities and progress. This report shall be in writing and due no later than February 15th of the following year. It shall be appended with supporting data and statistics as deemed necessary.

2. BY ALL BOARDS, COMMISSIONS, PLURAL BODIES. Plural bodies shall be understood to include all multi-membered bodies appointed by the mayor or the common council, or both, serving to augment the regularly established legislative, executive and judicial branches of the municipal government in the government of city affairs, and usually going under the title of either board, commission, committee or authority.

320-2. Notification of Changes. Whenever a change occurs such as the resignation of a member or election of a new chair, staff responsible for the board or committee shall submit written notification of the change to the office of the city clerk within 5 working days. The city clerk shall send a written notification of the

vacancy and request for submission of a new appointee to the appropriate appointing authority within 5 working days of receiving a written notification of change in a board, committee or commission.

320-3. Residence of Appointees. Whenever any person shall be appointed to any city board, commission, or committee that has been established by state law, city ordinance or resolution, he shall serve until his successor is appointed and qualified, and he shall be a resident of the city, provided that city residence shall not be required if the applicable state law, city ordinance or resolution specifically states that city residence is not required.

320-3.5. Sequence of Appointments. Except as otherwise provided by state law, whenever an appointing authority may make multiple appointments to a plural body, it shall appoint a specialized appointee before appointing a general appointee. A specialized appointee is a plural body member whose qualifications require one or more specific credentials, experiences, interests, or skills under the ordinance or statute governing said body. A general appointee is a plural body member whose qualifications do not require specific credentials, experiences, interests, or skills.

320-4. Alternates and Designees. When an authorized board, commission or committee member names an alternate or designee, he or she shall notify the city clerk in writing of the person so named, and may change the named alternate or designee by notifying the city clerk in the same manner. Alternates may represent their respective members and exercise all powers of members when such members are unable to attend meetings. Designees shall represent their respective members and exercise all powers of members at all meetings in the member's stead.

320-4.5. Expiration of Term. Unless a specific date is provided by law for the expiration of a term of office, any person appointed to fill a vacancy on a board, commission or committee shall be appointed to a full term of office.

320-5. Ethics Board Notification. Upon introduction of a common council file to create a board or commission, the ethics board shall be notified so that it may consider recommending that members of such board or commission be required to file a statement of economic interests.

320-6. Reimbursement. Any common council file introduced to create a permanent board, commission or committee shall include a directive as to whether public members of the body are to receive any salary or reimbursement for attendance at meetings of the body and the salary ordinance shall be amended accordingly.

320-8. Attendance, Participation and Voting Remotely by Member of Governmental Body. Any member of a city governmental body, as defined in s. 19.82(1), Wis. Stats., may attend, participate and vote in a meeting of that body remotely using any technology that makes it possible for the member to be seen and heard by those attending and observing the meeting.

320-9. Preparation by Department of Employee Relations. 1. The department of employee relations shall prepare individuals who are appointed to those plural bodies identified in sub. 7 for service on these bodies. This preparation shall assist individuals in understanding the expectations of, and resources available to, members of plural bodies.

2. At a minimum, each training shall include the following information:

a. The regulations that govern the plural body, including:

a-1. Its enabling legislation.

a-2. Its bylaws.

b. The plural body's mission.

c. The plural body's responsibilities with respect to open meetings and records.

d. The plural body's responsibilities with respect to hiring and disciplining city of Milwaukee employees.

e. The standards concerning ethics and harassment that individuals appointed to the plural body shall meet as set forth in ch. 303.

f. The tools that individuals appointed to the plural body may employ to contribute effectively as members, including agenda setting, budget analysis, communication, interdepartmental collaboration, and rules of order.

g. The current status of each plural body's membership, including vacancies and the importance of filling vacancies promptly.

h. The resources at the plural body's disposal, including the departments and staff assigned to the plural body in order to inform and implement decisions that the body makes.

320-54. Pedestrian and Bicycle Advisory Committee. 1. ESTABLISHMENT. There is created a pedestrian and bicycle advisory committee whose purpose is to make recommendations to the mayor and the common council relating to pedestrian and bicycle safety, policy, and encouragement programs and to provide technical assistance for the development of strong partnerships, the effective use of data, the implementation of comprehensive strategies, and the civic engagement of pedestrians and bicyclists.

2. COMPOSITION. The committee shall be composed of the following 12 members, each of whom shall be subject to confirmation by the common council:

a. 9 at-large members:

a-1. 3 appointed by the mayor.

a-2. 3 appointed by the common council president.

a-3. One member appointed by the chair of the common council's public works committee.

a-4. One member appointed by the chair of the common council's public safety and health committee.

a-5. One member appointed by the commissioner of the department of public works.

b. 3 non-voting advisors:

b-1. A representative of the department of city development, appointed by the mayor.

b-2. A representative of the department of public works, appointed by the mayor.

b-3. A representative of the safety commission of the police department, the fire department, the fire and police commission, or the health department, appointed by the mayor.

3. TERMS OF OFFICE. a. Each member of the committee shall serve for a term of 3 years and may be reappointed, but shall not serve longer than 6 consecutive years.

b. Any vacancy of the committee shall be filled for the unexpired portion of the term within 60 days in the same manner as the original appointment.

4. ORGANIZATION. a. The committee may adopt rules and procedures governing its own internal organization and operation and to assist the committee in carrying out its responsibilities.

b. The committee shall meet quarterly, and may meet at such additional times as the committee or the chair directs.

5. DUTIES AND POWERS. The committee may initiate a study on any topic relevant to the business of the committee at the request of the mayor, the council, or at the committee's own discretion, and may make specific recommendations to appropriate city agencies. In addition, the committee shall provide technical assistance in the following areas:

a. Implementation of comprehensive strategies. a-1. Reviewing the city's bicycle and pedestrian plans every 5 years, and making recommendations to improve the plans.

a-2. Reviewing all policies, programs, acts, orders, design standards and guidelines or determinations of city agencies relating to pedestrian and bicycle infrastructure, and making recommendations for their improvement.

a-3. Studying and recommending policies or actions to ensure the city is effectively managing safe interactions between pedestrians, people riding bicycles, and people driving motorized vehicles.

a-4. Making recommendations concerning efforts and initiatives to attain recognition and certification for Milwaukee's bicycle and pedestrian infrastructure.

b. Development of Strong Partnerships. b-1. Creating or using an existing partnership structure that engages other local government officials, community and faith-based leaders, families, youth, funders, and other stakeholders within the city who are dedicated to improving safety outcomes for pedestrians and bicyclists.

b-2. Identifying ways to effectively collaborate with organizations and agencies who provide education and enforce road use behavior by all users and all modes.

b-3. Seeking input from neighborhood associations, business improvement districts, neighborhood improvement districts and other neighborhood groups concerning pedestrian and bicycle projects, and working cooperatively to address community concerns and assisting in achieving community visions and goals in a manner that respects the local context.

c. Effective Use of Data.

c-1. Strengthening data capacity that supports the city's efforts to use data to document needs, target resources, assess the effectiveness of strategies and programs, and measure progress in improving safety outcomes for pedestrians and bicyclists.

c-2. Recommending project evaluation and performance criteria to understand how well pedestrian and bicycle infrastructure is serving its users.

d. Civic Engagement of Pedestrians and Bicyclists. Employing engineering, engagement, and encouragement strategies.

6. STAFFING. The department of public works shall provide staff assistance to the committee. All city departments 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 directs.

For the legislative history of chapter 320, contact the Municipal Research Library.

[Pages 375-500 are blank.]

CHAPTER 355
COMMUNITY PARTICIPATION IN DEVELOPMENT AGREEMENTS

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355-1. Definitions. In this chapter:

1. DEPARTMENT means department of city development or other city department partnering on a private construction project.

2. DIRECT FINANCIAL ASSISTANCE means the value of below-market land sales, any direct subsidies to developers and city expenditures for private improvements, with a combined value of $1 million or more, as determined by the commissioner of the department, targeted specifically to a project. It includes the value of tax increment financing and below-market-rate loans provided by the city.

3. UNEMPLOYED OR UNDER-EMPLOYED means that the resident has worked less than 1200 hours in the preceding 12 months or has not worked in the preceding 15 days or, regardless of employment status, has household income at or below the federal poverty guidelines as adjusted by the Wisconsin department of public instruction to define eligibility for reduced lunch in public schools.

355-3. Requirements for Projects Receiving Direct Financial Assistance. All persons or entities receiving direct financial assistance for projects approved after August 8, 2009, shall comply with this chapter in the implementation of such projects.

355-5. Application Process. 1. All developers seeking direct financial assistance for a project shall complete an application in the form provided by the department.

2. Once the application has been completed, the department and the city comptroller shall provide to the common council an analysis of the project's financial feasibility, market assumptions, rate of return, and jobs impact, including wage and benefit information. The department shall further provide a separate report discussing the quality of proposed building and site design, the impact of the project on the city's historic building stock, and the project's sustainable features, including use of alternative energy sources and recycled and low-impact materials, creation of public open space, incorporation of transit- and pedestrian-oriented design features and amenities, and eligibility for certification under the Leadership in Energy and Environmental Design Green Building Rating System or other national certification.

3. Any resolution proposing direct financial assistance shall include a term sheet outlining the conditions under which such assistance is to be provided.

4. The department shall negotiate development agreements governing the implementation of projects for which direct financial assistance is approved. Such agreements shall incorporate the conditions contained in the term sheet approved by the common council. No city funds may be released for any project governed by this chapter without the approval of a term sheet and execution of a development agreement. Development agreements shall require compliance with all provisions of ss. 355-7 to 355-13, except that the common council may by resolution impose lesser or different requirements.

5. Any developer seeking direct financial assistance for a project shall prepare a report, to be attached to the application required by sub. 1, on the estimated cost of including solar power and other sustainable features as part of the project. This report shall also include an estimate of the amount of time that would be required to recover the cost of the solar-power features through energy-cost savings. The environmental collaboration office established under s. 310-3 shall develop and provide administrative procedures and technical assistance for this report, and shall provide information on financing options, including property assessed clean energy (PACE) financing, to the developer.

355-7. Participation of City Residents.

1. REQUIREMENTS. Recipients of direct financial assistance shall:

a. Ensure compliance with aspects of the development agreement regarding the use of unemployed and underemployed residents for construction of the project. For the purpose of this section, "worker hours" includes work performed by persons filling apprenticeship and on-the-job training programs and excludes the number of hours of work performed by all non-Wisconsin residents.

b. Ensure that all of the recipients' contracts with contractors and sub-contractors for the project include a provision in which such contractor or subcontractor certifies that it knows of the provisions of this section, intends to comply with them and authorizes the city to enforce its terms.

c. Require that contractors and subcontractors maintain personnel records for each construction contract, and any records demonstrating that the employees utilized by the contractors and subcontractors in meeting the requirements of this section are residents of the city. These records shall be maintained for 7 years after the contractor or subcontractor has received final payment under its construction contract, and shall be made available to the department of compliance and engagement for inspection upon reasonable notice.

2. ADMINISTRATION. The department of city development and department of compliance and engagement shall be responsible for the planning, implementation and enforcement of this section.

a. Prior to submitting a proposed term sheet for a project, the commissioner of city development, in consultation with the department of compliance and engagement or such other entity as may be designated by the city from time to time, shall determine the appropriate level of participation of unemployed and underemployed residents of the city for the project to reflect the job or trade categories required for the project and the pool of available certified and qualified workers within each job or trade category. The total appropriate level of participation shall be presumed to be 40%, unless the commissioner determines there is sufficient reason to impose a lesser requirement. The recipient of direct financial assistance shall submit a city resident utilization plan and gap analysis detailing how the level of required participation will be achieved. Up to one-third of required worker hours may be achieved by documenting the use of unemployed or underemployed residents on projects undertaken by the developer where such compliance is not required, or by hiring unemployed or underemployed residents on a full-time permanent basis for non-construction job categories connected to the project. Such adjustments must be proposed in an affidavit on a form provided by the department of city development setting forth the facts upon which the request for adjustment is based.

a-1. At least one quarter of the appropriate level of participation required in par. a shall be performed by unemployed or underemployed residents who maintain their permanent residence in high or extreme poverty ZIP Codes. The poverty rate for each ZIP Code shall be calculated by the city clerk within 90 days of the effective date of this ordinance, and by January 1 every 5 years thereafter. Every worker hour performed by a worker from a high poverty ZIP Code exceeding this requirement shall count for one-and-a-half hours toward the requirement of par. a. For every worker hour exceeding this requirement performed by a worker hired from an extreme poverty ZIP Code, 2 hours shall be credited toward the requirements of par. a.

a-2. If a developer cannot meet the participation requirements of par. a, the appropriate level of participation may, at the discretion of the department of compliance and engagement, be met by utilizing unemployed or underemployed residents to work on concurrent projects in any Wisconsin county, provided those residents began their employment on projects in the city.

a-3. The hours worked by a resident who meets the definition of unemployed or underemployed solely under the 15-day provision of s. 355-1-3 shall not be credited toward meeting the appropriate level of participation required in par. a unless the resident had not worked on the same project for the same contractor or subcontractor prior to the 15-day period.

b. Prior to the release of funds, the department of compliance and engagement shall confirm that all contractors and subcontractors, prior to commencement of their work, have submitted an affidavit in the form supplied by the department of compliance and engagement from employees utilized to meet the requirements of this section, stating that the employee is unemployed or underemployed and is a resident of the city.

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