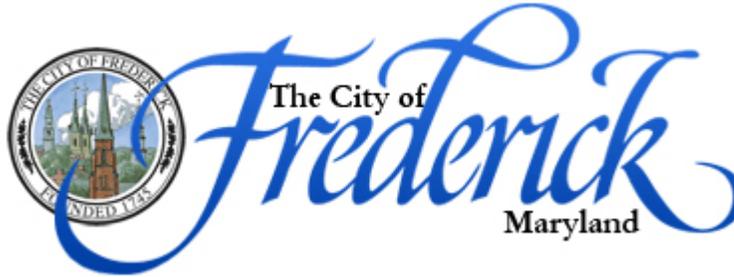


**Mayor**

Randy A. McClement



**Aldermen**

Kelly Russell  
President Pro Tem

Michael O'Connor

Phil Dacey

Josh Bokee

Donna Kuzemchak

Updated: January 9, 2017

## Property Revitalization Committee

### BACKGROUND

During the 60<sup>th</sup> Administration, Mayor McClement established the Blighted and Vacant Property Committee ("BVPC") to evaluate the current status of and policies regarding vacant and blighted commercial and residential properties in the City, and to recommend policy initiatives to encourage/require reasonable maintenance, reinvestment, and occupancy of such properties. The work of the BVPC was determined to be complete when it presented the final phase of its report to the Mayor and Board of Aldermen at the December 5, 2012 Workshop. In 2015, Mayor McClement reinstated the BVPC to review the progress made by the City and to assess the need for an ongoing standing committee. The recommendations of the BVPC were presented to the Mayor and Board of Aldermen at the July 20, 2016 Workshop.

### PURPOSE

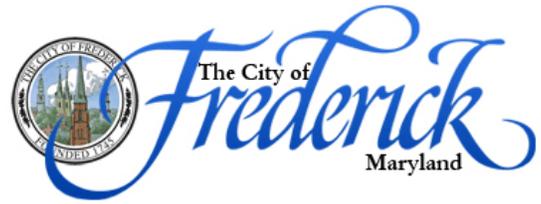
The purpose of the Property Revitalization Committee ("PRC") is to pick up where the BVPC ended and provide an inclusive, long-term focus on the issues of vacant and underutilized properties and those with significant or reoccurring outstanding code violations. This may include providing policy advice to the Board of Aldermen and recommendations to the Mayor regarding best practices for addressing problem properties and strategies for encouraging/requiring reasonable maintenance, reinvestment, and occupancy of underutilized and vacant properties. The PRC will be a recommending body only.

### OBJECTIVES

The objectives of the PRC are set forth below:

#### Short Term

- Identify metrics for monitoring the progress of the City's revitalization of underutilized and vacant properties.
- Work with staff to determine hurdles to gaining compliance with problem properties and offer suggestions for new approaches.
- Assist in the creation of a list of condemned properties within the City.
- Develop a beautification program for the City that includes opportunities for garden clubs or corporate sponsors.
- Identify all City entry corridors and rank in order of priority for improvement.



- Present recommendations for entry signage and improvements along entry corridors, working in coordination with the City's Wayfinding Committee.
- Create definitions for "Long-Term Vacant" and "Chronically Underutilized" properties and criteria to address these types of properties with legislation.
- Develop curriculum for annual training about City Codes, Departments, and processes to be presented by City staff to HOA boards, property management companies, NAC coordinators, and the public.
- Establish an awards process for annual recognition of exemplary renovations (categories/application - process/review criteria).

#### Long Term

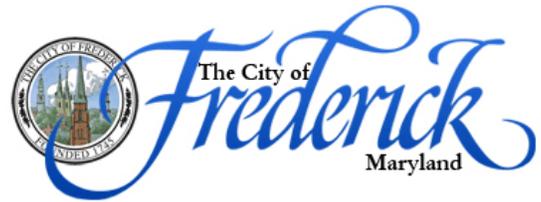
- Analyze the City's progress annually regarding policies and best practices to help properties achieve their best potential.
- Recommend properties to be added to the Blighted Properties List or Watch List.
- Review quarterly the list of condemned properties within the City and make recommendations for strategies to gain compliance from these properties.
- Coordinate annual awards for exemplary renovations.

#### **COMPOSITION AND TERMS**

For the first year, the PRC will be established as an ad-hoc committee of the Mayor. At the end of one year, the PRC will present to the Mayor and Board of Aldermen its recommendation to either continue as an ad-hoc committee for a short period of time in order to complete its goals, or become a permanent standing committee.

During the first year, the PRC will consist of nine members, appointed by the Mayor. The PRC will be composed of a broad background of individuals to include the following members:

- Two At Large City Residents
- One Residential Real Estate Broker
- One Commercial Real Estate Broker
- One Community Development/Non-Profit Representative
- One Land Use Attorney or Legal Representative
- One HOA or Property Management Company Representative
- One Historic Preservationist
- One Banking/Financial Representative



A representative from any City department will be available to attend PRC meetings upon request. Staff assigned to the PRC will include: Mayor or Representative of the Mayor, Aldermanic Liaison, Representative from Economic Development, and a Representative from Planning.

## **MEETINGS**

All meetings of the PRC shall be advertised and open to the public. The timing and location of the meetings will be determined by the PRC at the beginning of the year and a schedule of the meetings will be published. The PRC will hold monthly or bi-monthly meetings, with an option to hold special meetings in the event of a time sensitive matter. The Chair and Co-Chair will be committee members appointed by the Mayor.

## **GOALS**

The PRC will officially commence in 2017 with an initial meeting outlining the purpose and objectives of the PRC and the creation of a project list and timeline for the first year. The PRC should plan to present its recommendation for the ongoing status of the PRC approximately one year after the establishment of the PRC. Members may receive briefings at any time from City staff upon request.