

Village of Mukwonago
DOWNTOWN STRATEGIC PLAN STEERING COMMITTEE MEETING
Notice of Meeting and Agenda
Tuesday, September 19, 2017

Time: **5:30 p.m.**

Place: Mukwonago Municipal Building/Board Room, 440 River Crest Court

1. Call to Order
2. Roll Call
3. Introduction of Committee Members and Village Staff
4. Election of Committee Chair, Vice-Chair, and Secretary
5. Meetings procedures
Discussion and Possible Action on the Following Items
 - A. Open meetings law requirements
 - B. Roberts Rules of Order and parliamentary procedures
 - C. Minutes required
 - D. Audio and/or visual recording of meetings
 - E. Other possible procedures for meetings processes
6. Committee reporting structure, Committee rules, and agenda structure
Discussion and Possible Action on the Following Items
 - A. Committee reports to the Village Board
 - B. Will there be monthly reports to the reporting body?
 - C. Public comments and establishing rules for public comments
 - D. Overall agenda structure
 - E. Notification of property owners when lots are discussed
 - F. Role of the alternates
 - G. Other Committee rules that may be used
7. Discussion and possible action on schedule of future meetings, including meeting locations and potential Public Information meetings
8. Future discussion: Visioning exercise and Goals and objectives of the Committee
9. Adjournment

It is possible that members of, and possibly a quorum of, members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services. For additional information or to request this service, contact the Clerk's Office, 440 River Crest Court, (262) 363-6420, Option 4.