



Charter for 2004/2005

Name

This group shall be known as the Park Street Partners.

General Purpose

The general purpose of the Park Street Partners is to facilitate communication and coordinate activities among the organizations working towards the revitalization of Park Street and the realization of the vision, goals, and projects as laid out in the *Park Street Revitalization: Possibilities to Reality* document. The Park Street Partners strives to be visionary, inclusive, representative, responsive and accountable to its member organizations and the Southside community.

Charter

Park Street Partners has created a charter. The charter constitutes the Park Street Partners and remains in effect for one year from the time it is adopted by all parties. The charter includes a list of member organizations and affiliates, member commitments (in terms of staff or other resources), and the goals and objectives for the year. The charter must be redrafted and readopted every year or the Park Street Partners will cease to exist. The charter will be redrafted to meet the changing roles, goals, and objectives of Park Street Partners.

The charter allows the Park Street Partners to respond to changing opportunities and may be used to modify the structure of the Park Street Partners, including the creation of one or more Business Improvement Districts (BIDs), Community Development Corporation, Main Street Projects, etc.

Membership

Park Street Partners membership consists of three types, voting membership, affiliate membership, and advisory membership. Park Street Partners shall actively work to identify underrepresented groups and to reach out to future potential voting and affiliate membership.

A. Voting Membership

Voting membership is open to public and private organizations that represent a diverse constituency and have a continuing interest and stake in the long-term revitalization of the Park Street Corridor. Voting members may designate up to three representatives. Organizations that qualify for voting membership include:

- Major employers (200 or more employees) located within the corridor
- Neighborhood associations with boundaries that include or are contiguous with Park Street
- Business Associations that represent businesses located within the corridor
- South Madison Community Team(s)

1. Current voting member organizations include:

- a. University of Wisconsin
- b. Meriter Hospital
- c. St Marys Hospital
- d. MG&E
- e. South Metropolitan Planning Council
- f. South Metropolitan Business Association
- g. South Madison Housing Community Team

B. Affiliate Membership

Affiliate membership is open to public and private organizations representing a specific or limited constituency and individuals and businesses that have an interest in a specific issue or project. The affiliate membership group may designate up to three affiliate members as voting members, to be approved by Park Street Partners.

1. Current affiliate members include:

- a. Design Guidelines Implementation Committee
- b. Family voices

C. Advisory Membership

Advisory membership is open to units of government and organizations that bring a particular knowledge base and/or skill regarding the Park Street Corridor and that is necessary for achieving the goals and objectives of Park Street Partners. While advisory membership is non-voting, advisory members will be consulted prior to any vote relevant to their area of interest and expertise.

1. Current advisory members include:

- a. City of Madison
- b. Town of Madison
- c. Dane County
- d. Wisconsin Department of Transportation

Meetings

Park Street Partners shall be responsible for establishing a regular meeting time and location accessible to all and properly noticed. All meetings are open to the public. Meeting agendas and minutes are available upon request.

D. Joint Meetings

When it is deemed appropriate, the Park Street Partners may choose to hold a joint meeting with one of the member organizations in lieu of a regular meeting as a means of the Park Street Partners generating a greater understanding of the issues, projects, priorities and culture of its member organizations.

E. Quorum

Quorum shall be defined as a majority (fifty percent plus one) of voting member organizations.

F. Voting

When voting, each voting member organization present at the meeting shall have one vote. If a voting member organization has more than one representative present, those representatives must come to agreement on the organizations vote. The affiliate members have up to three votes – in order to have access to all three votes, there must be three affiliate members. The affiliate members present must determine together how they wish to cast the votes.

Staffing

Member organizations shall be asked to provide support staff services for a rotating three-month period. Support staff may be asked to arrange meeting space and time; invite representatives; prepare, copy and send agendas; record meeting minutes and action items; and send minutes to members. Record storage of Park Street Partner's documents, files, and maps shall be located at the University of Wisconsin.

Leadership

In April, the Park Street Partners shall elect a chair to serve a one-year term from among the member representatives. For 2004, the Park Street Partners shall also elect a future chair. Each April, the Park Street Partners shall elect a public information officer to serve a one-year term. The public information officer is able to speak for the group as a whole to the media and the public and act as a conduit to channel requests for further information to the appropriate group or representative.

A leadership team for the Park Street Partners shall be comprised of the current chair, past chair, future chair, and the public information officer. One of the leadership team must be from the South Metropolitan Planning Council (SMPC) planning area or a member of the SMPC. The leadership team shall be responsible for providing guidance in development of meeting agenda and may be called upon to communicate with the media, other interested groups or individuals about the work of the Park Street Partners.

Goals

The goals of the Park Street Partners shall be revisited and revised each year to be current with existing needs and resources. Park Street Partners goals include the stewardship of on-going public and private initiatives to ensure they meet the vision laid out in the *Park Street Revitalization: Possibilities to Reality Plan* as well as undertaking specific projects that will be a catalyst for revitalization.

G. Stewardship

1. Streetscape and entryway enhancements
2. Transportation and safety improvements
3. Wingra Creek BUILD planning and development
4. Southside Community Gathering Spaces Project

H. Projects

1. Development of a “story book” to provide a comprehensive narrative of the opportunities and activities on the Southside
2. Implementation of *the Park Street: Main Street for the Southside – Design Guidelines for Private Property Improvements & Public Streetscape Design*
3. Steering Committee for the UW Community Outreach Partnership Center (COPC) – Pending HUD approval.
4. Outreach to build voting and affiliate membership