

## ORDINANCE

An Ordinance to repeal and recreate Section 3.010 of the Manitowoc Municipal Code establishing the structure of the Common Council and Standing Committees.

The Mayor and Common Council of the City of Manitowoc do ordain as follows:

**Section 1.** Section 3.010 is recreated to read as follows:

### **3.010 Common Council.**

- (1) Procedure and Powers.** Except as otherwise provided herein, the procedure and powers of the Common Council shall be governed by Wis. Stat. Ch. 62.
- (2) Regular Meetings.** The regular meetings of the Common Council shall be held on the third Monday of each month at 6:30 p.m., unless otherwise provided. Where the day of a regular meeting falls on a holiday, the meeting shall be held on the next succeeding day which is not a holiday at 6:30 p.m. Special meetings may be scheduled by the Mayor.
- (3) Committee of the Whole.** The Common Council President shall chair the Committee of the Whole and all Alderpersons including the Mayor shall have a vote. The Committee of the Whole is intended to address matters which; require full Common Council knowledge before final action, joint recommendations, or items not otherwise suited for a standing committee.
- (4) Standing Committees.** The following are the standing committees of the City of Manitowoc and the areas of the responsibility for each committee:

**(a) Finance Committee – five members.**

- Assessments/property
- Budgets
- Claims
- Community Development
  - Farmers' Market
  - Mainly Manitowoc/Downtown
  - Mapping/platting
  - Planning
  - Progress Lakeshore
  - Zoning
- Elections
- Information technology
- Insurance
- Investments
- Licenses
  - Alcohol and beverage, including denials and renewals
  - Animal
  - Bicycle
  - Entertainers
  - Taxicab
- Manitowoc Public Library
- Manitowoc Public Utilities
- Printing
- Purchasing
- Rahr-West Art Museum
- Room tax
  - Manitowoc Area Visitor and Convention Bureau
- Taxes
- TIF districts
- Wisconsin Maritime Museum

**(b) Personnel Committee – five members.**

Compensation (including benefits and wages)  
Discipline/termination  
Grievances  
Health insurance  
Hiring  
Human Resources  
Legal matters  
Organizational development  
Payroll  
Performance evaluations

**(c) Public Infrastructure Committee – five members.**

Bids/quotes  
Cell towers  
Engineering  
    Capital improvement inspections  
    Surveying  
Evergreen Cemetery  
Fleet of all city-owned vehicles  
    Vehicle quotes  
Forestry  
    Tree City USA and Bird City certification  
Gravel pit  
Harbor, docks, and marina  
Lift stations  
Maintenance of City-owned facilities  
Parks  
    Adopt-A-Park program  
    Community built playgrounds  
    Lincoln Park Zoo  
    Parkland dedication fund  
    Playgrounds  
Public transportation  
Public works  
    Brush/lead pick-up  
    Snow plowing  
    Street sweeping  
Recreation  
    All trails  
    Aquatic Center  
    Fieldhouses  
    Senior Center  
Recycling  
Refuse disposal  
Sanitary inspection  
Sewer construction and maintenance  
Signs in public right-of-way  
Special assessments on public works projects  
Special events  
Stormwater management  
Street construction and maintenance  
    Boulevards  
    Bridges  
    Driveways/sidewalks  
    Signals and signs  
    Street lighting  
Wastewater Treatment Facility

**(d) Public Safety Committee – five members.**

Emergency management/civil defense  
Fire Department

Building inspection and permits  
Demolition  
Electrical  
House moving  
Plumbing  
Residential construction and remodels  
Fire inspection  
Municipal Court  
Police Department  
Parking and parking enforcement  
School crossing guards  
Traffic control

- (5) **Standing Committee Oversight of Departments.** The following departments/organizations will report to each standing committee as listed:

**(a) Finance Committee**

Community Development Department  
Planning  
Finance/Treasury Department  
Assessor  
City Clerk  
Information Technology  
Mainly Manitowoc  
Manitowoc Area Visitor and Convention Bureau  
Manitowoc Public Library  
Manitowoc Public Utilities  
Progress Lakeshore  
Rahr-West Art Museum  
Wisconsin Maritime Museum

**(b) Personnel Committee**

City Attorney  
Human Resources

**(c) Public Infrastructure Committee**

Public Infrastructure Department  
Buildings and Grounds Division  
Engineering Division  
Operations Division  
Parks Division  
Recreation Division  
Transit Division  
Wastewater Treatment Facility

**(d) Public Safety Committee**

Fire Department  
Building Inspection  
Municipal Court  
Police Department

- (6) **Standing Committee Oversight of Boards, Commissions, and Other Committees.** The following boards, commissions, and other committees will report to the committee of the whole and each standing committee as listed:

**(a) Committee of the Whole**

Citizens Advisory Committee  
Manitowoc International Relations Association

**(b) Finance Committee**

Board of Review  
Brownfields Advisory Committee

Cable Television Commission  
 Capital Allocation Working Group  
 Community Development Authority  
 Farmers' Market Ad-Hoc Committee  
 Industrial Development Corporation  
 Library Board  
 Manitowoc Public Utilities Commission  
 Plan Commission  
 Rahr-West Art Museum Board  
 Room Tax Allocation Board  
 Tax Incremental Financing Joint Review Board  
 Tax Incremental Financing Project Review  
 Zoning Board of Appeals

**(c) Personnel Committee**

Board of Ethics

**(d) Public Infrastructure Committee**

Board of Public Works  
 Cemetery Commission  
 Committee on Aging  
 Complete Streets Advisory Committee  
 Harbor Commission  
 Sustainable Manitowoc Committee  
 Transit Development Plan Review Committee  
 Wastewater Treatment Facility Board  
 Zoological Board

**(e) Public Safety Committee**

Board of Electrical Examiners  
 Building Board of Appeals  
 Code Review Committee  
 Crime Prevention Committee  
 Police and Fire Commission

- (7) Aldermanic Salaries.** Effective for Common Council members, other than the Mayor, elected or appointed, the compensation shall be \$260.00 per month. The Mayor and Common Council shall also receive an electronic device as approved by the Common Council at 100 percent of cost as a stipend at the beginning of each term.

**Section 2.** This ordinance shall take effect the day after publication.

Introduced \_\_\_\_\_

Adopted \_\_\_\_\_

Approved \_\_\_\_\_

\_\_\_\_\_  
 Justin M. Nickels, Mayor

Drafted by City Attorney Kathleen M. McDaniel

Fiscal Impact: \$0  
 Funding Source: n/a  
 Finance Director Approval: /sc  
 Approved as to form: /kmm