

RESOLUTION

HIRING AND SPENDING FREEZE – COVID-19 PANDEMIC

WHEREAS, due to the current COVID-19 Pandemic, the City of Manitowoc desires to remain in its strong financial position, and be fiscally proactive with the 2021-2022 budget, even with the unknown impacts of the pandemic at the state level with potential revenue shortfalls due to possible cuts shared revenues and transportation aids; and,

WHEREAS, cost savings may be realized with the implementation of a hiring freeze of all non-sworn employees, excluding budgeted sworn police officers, firefighter/paramedics, and department heads, with internal promotions or filling of any other key position to be considered as needed, and

WHEREAS, further savings may be realized by placing a spending freeze on all non-essential purchases, until December 31st, 2020 or unless modified otherwise; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Common Council of the City of Manitowoc hereby implement a hiring freeze which shall only apply to non-sworn employees through December 31st, 2020, and a spending freeze for all non-essential purchases.

BE IT FURTHER RESOLVED, that the hiring freeze shall affect all positions under the authority of the Common Council with the exception of budgeted sworn Police Officers, Firefighter/Paramedics and department heads.

BE IT FURTHER RESOLVED that department heads shall endeavor to reduce their 2020 budgets wherever possible by avoiding making any non-essential purchases, and that employees shall not make purchases without department head approval.

BE IT FURTHER RESOLVED that this resolution does not apply to capital projects which have already commenced or been approved by the Common Council.

INTRODUCED _____ ADOPTED _____

Justin M. Nickels, Mayor

APPROVED _____

This Resolution was drafted by Kathleen M. McDaniel, City Attorney

Fiscal Impact:	Budget Neutral or Budget Positive
Funding Source:	Department budget lines, including wages, salaries, and supplies
Finance Director Approval:	/sc
Approved as to form:	/kmm