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Charter Ord. No. 1 - 21 - 22. By Alderpersons Felde and Filicky-Peneski.
December 20, 2021.

AN ORDINANCE (being subject to the home rule provisions of § 66.0101 of the Wisconsin Statutes) to establish the office of Director of Senior Services as a position at the department head level and to permit the City Administrator to make interim appointments to fill vacancies in all department head level appointive offices where specific provisions for filling said vacancies is not otherwise provided by state law.

WHEREAS, the supervisor of the Senior Activity Center has commonly been referred to as the Director of Senior Services and considered a part of the City's management team of department heads and full-time elected officials; and

WHEREAS, it is the intent of the Common Council to fully establish the position of Director of Senior Services so that the person filling that office has similar duties, obligations, and protections as other department heads, recognizing that this position plays a key part in the City's mission; and

WHEREAS, the Common Council also intends to grant the City Administrator the authority to make interim appointments to fill vacancies within the City's management team of departments where specific provision for filling such vacancies is not already provided by state law; and

WHEREAS, permanent appointments to said positions shall continue to be made by the common council based on the recommendation of the city administrator and the mayor, and subject to removal pursuant to Wis. Stat. § 17.12; and

WHEREAS, nothing in this ordinance is deemed to be in conflict with the provisions of Wis. Stat. § 62.09.

THE COMMON COUNCIL OF THE CITY OF SHEBOYGAN DO ORDAIN AS FOLLOWS:

Section 1. Division 7 of Chapter 4, Article II of the Municipal Code entitled "Senior Services" is hereby created to read as follows:

"DIVISION 7. - SENIOR SERVICES

Sec. 2-228. - Director of senior services.

- (a) *Established.* The position of director of senior services is hereby established for the city service.
- (b) *Appointment.* The director of senior services shall be appointed by the common council based on the recommendation of the city

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administrator and the mayor. Notwithstanding this provision, the person holding the position of full-time supervisor of the senior activity center pursuant to former section 2-730 of this Code (commonly referred to as the director of senior services) on December 31, 2021 shall hold the position as if she had been appointed pursuant to this subsection.

(c) *Duties and powers.*

The director of senior services shall have the duties and shall have the authority and powers prescribed by the common council.

- (1) The director of senior services, in consultation with the senior activity center commission, shall establish and direct policy of the multipurpose senior activity center; shall develop a mission statement; shall establish goals; shall establish bylaws, subject to common council approval; and shall govern the facilities and activities.
- (2) The director of senior services shall, in consultation with the senior activity center commission, establish hours of operation of the senior activity center of Sheboygan.
- (3) The director of senior services shall, with input from the senior activity center commission, direct and supervise the management and operation of the senior activity center in accordance with appropriate city policies and procedures.
- (4) The director of senior services shall, in consultation with the senior activity center commission, oversee the budget and financial activities of the senior activity center, subject to common council approval.
- (5) The director of senior services shall, in consultation with the senior activity center commission, report to the common council on the status of the management and operation of the senior activity center annually.
- (6) The director of senior services shall encourage and promote gifts, grants and donations of money and property from all available resources for senior activity center purposes

(d) *Qualifications.* The director of senior services shall have the qualifications prescribed by the common council."

Section 2. Section 2-730 of the Municipal Code entitled "Functions and duties" is hereby repealed.

Section 3. Sec. 2-228 of the Municipal Code entitled "Vacancies in appointive offices" is hereby repealed and recreated so as to read as follows:

"Sec. 2-228. - Vacancies in appointive offices.

- a) Vacancies in appointive offices of the city shall be filled by appointment for the residue of the unexpired term by the appointing power and in a manner prescribed by law for making regular full-term appointments.
- b) Vacancies in the following appointive offices of the city may be filled on an interim basis for no longer than six months by the City Administrator:
 - 1) Finance Director/Treasurer
 - 2) Director of Public Works
 - 3) Director of Information Technology
 - 4) Director of Human Resources and Labor Relations
 - 5) Director of Planning and Development
 - 6) Director of Senior ServicesAll persons so appointed on an interim basis shall have the same qualifications as if that person were being appointed on a permanent basis by the appointing power.
- c) The Director of Public Works may fill a vacancy in the office of City Engineer on an interim basis for no longer than six months. Any person so appointed on an interim basis shall have the same qualifications as if that person were being appointed on a permanent basis by the appointing power."

Section 4. All ordinances or parts thereof in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

Section 5. This is a charter ordinance and shall take effect sixty (60) days after its passage and publication, unless within such sixty (60) days after its passage and publication a referendum petition shall be filed as provided in sec. 66.0101 of the Wisconsin Statutes, in which event this ordinance shall not take effect until it shall have been submitted to a referendum of the electors and approved by a majority of the electors voting thereon.

Barbara Felde
Barbara Felde

I HEREBY CERTIFY that the foregoing Ordinance was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor

Subs. of Charter Ord. No. 1 - 21 - 22. By Alderpersons Felde and Filicky-Peneski. February 7, 2022.

AN ORDINANCE (being subject to the home rule provisions of § 66.0101 of the Wisconsin Statutes) to establish the office of Director of Senior Services as a position at the department head level.

WHEREAS, the supervisor of the Senior Activity Center has commonly been referred to as the Director of Senior Services and considered a part of the City's management team of department heads and full-time elected officials; and

WHEREAS, it is the intent of the Common Council to fully establish the position of Director of Senior Services so that the person filling that office has similar duties, obligations, and protections as other department heads, recognizing that this position plays a key part in the City's mission.

NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF SHEBOYGAN DO ORDAIN AS FOLLOWS:

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"DIVISION 7. - SENIOR SERVICES

Sec. 2-228. - Director of senior services.

- (a) *Established.* The position of director of senior services is hereby established for the city service.
- (b) *Appointment.* The director of senior services shall be appointed by the common council based on the recommendation of the city administrator and the mayor. Notwithstanding this provision, the person holding the position of full-time supervisor of the senior activity center pursuant to former section 2-730 of this Code (commonly referred to as the director of senior services) on December 31, 2021 shall hold the position as if she had been appointed pursuant to this subsection.
- (c) *Duties and powers.*

The director of senior services shall have the duties and shall have the authority and powers prescribed by the common council.

 - (1) The director of senior services, in consultation with the senior activity center commission, shall establish and direct policy of the multipurpose senior activity center; shall develop a mission statement; shall establish goals; shall establish bylaws, subject to common council approval; and shall govern the facilities and activities.

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 - (5) The director of senior services shall, in consultation with the senior activity center commission, report to the common council on the status of the management and operation of the senior activity center annually.
 - (6) The director of senior services shall encourage and promote gifts, grants and donations of money and property from all available resources for senior activity center purposes
- (d) *Qualifications.* The director of senior services shall have the qualifications prescribed by the common council."

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I HEREBY CERTIFY that the foregoing Ordinance was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor