

**CITY COUNCIL
ORGANIZATION MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

April 16, 2013
5:00 p.m.

Legislative Chambers
City-County Government Center

160 South Macy Street
Fond du Lac, Wisconsin

I. OPENING CEREMONIES

- A. Call To Order By City Clerk
- B. Roll Call
- C. Administer Oath Of Office To Council Members-Elect
 - 1) Catherine Block
 - 2) Dan Manning
 - 3) Samuel Meyer

II. PLEDGE OF ALLEGIANCE AND REFLECTION

- A. Pledge of Allegiance
- B. A Moment of Silence

III. ELECTIONS

Officers Of The City Council

- A. President
- B. Vice President

IV. RESOLUTIONS

Resolution No. 8397
Subject: A Resolution Adopting Supplemental Rules For
The City Council Of Fond du Lac, Wisconsin, And
Changing A November 2013 Regular City Council
Meeting Date

V. ORDINANCES

Ordinance No. 3516
Subject: An Ordinance Amending Chapter 2, The Governing
Body Changing The Start Time Of Regular City
Council Meetings Of The Code Of Ordinances Of The
City Of Fond du Lac, Wisconsin

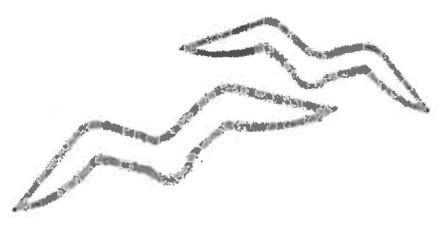
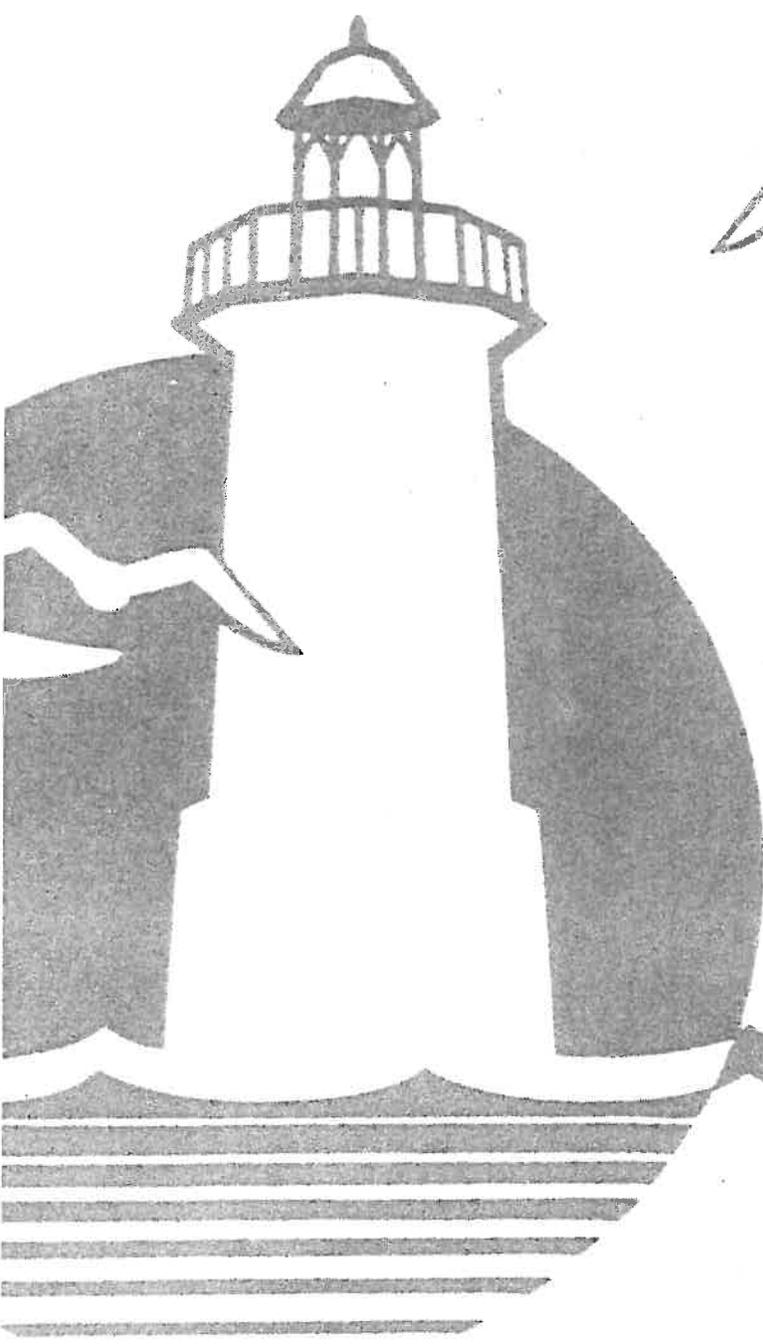
(Effect: Change Time For City Council Meetings From
7:00 PM To 6:00 PM)

(Initiator: City Manager)

**VI. ASSIGNMENT OF COUNCIL REPRESENTATIVES TO BOARDS, COMMISSIONS
AND COMMITTEES**

Selection to City Boards, Commissions and Committees

VII. ADJOURN



**FOND DU LAC
CITY COUNCIL
ORGANIZATIONAL MEETING**

April 16, 2013

City of Fond du Lac

160 S. Macy Street • P.O. Box 150
Fond du Lac, WI 54936-0150

"The City of Fond du Lac provides equal opportunities and services to all individuals, including those individuals with disabilities."

RESOLUTION NO. 8397

A RESOLUTION ADOPTING SUPPLEMENTAL RULES
FOR THE CITY COUNCIL OF FOND DU LAC, WISCONSIN, AND
CHANGING A NOVEMBER 2013 REGULAR CITY COUNCIL MEETING DATE

BE IT RESOLVED by the City Council of Fond du Lac, Wisconsin that the attached Supplemental Rules for the City Council are hereby adopted.

BE IT FURTHER RESOLVED, that, as set forth in the Supplemental Rules, and pursuant to Section 2.01 of the Code of Ordinances of the City of Fond du Lac, Wisconsin, it is hereby determined that the regular City Council meeting normally held on the 4th Wednesday of November 2013 is hereby changed to the 4th Tuesday of November 2013 because of the Thanksgiving holiday. Such meeting shall be held in the Legislative Chambers of the City-County Government Center at 160 S. Macy St., Fond du Lac, Wisconsin.

ADOPTED:

, President,
Fond du Lac City Council

Attest:

City Attorney:

Sue L. Strands, City Clerk

Reviewed CPW

CITY OF FOND DU LAC - Memorandum

City Attorney/Human Resources Department

Date: April 11, 2012

To: Joe Moore, City Manager
City Council

From: Deborah Hoffmann, ^{DJRH} City Attorney/Director – Human Resources

Re: Supplemental Rules - Proposed New Rule

The City Attorney's office received a request to draft a proposed rule regarding Council Debate. The proposed rule reflects Robert's Rules governing debate. The intent of the rule is to foster full participation by the entire Council and efficiently move through agenda items.

Here is the proposed rule:

COUNCIL MEMBER DEBATE

Rule 12

1. The President, or other presiding officer, shall recognize members who wish to speak on a matter before the member is allowed to speak. If more than one member wishes to speak on a matter, the Chair shall recognize the member who requested to speak first. However, members who have not spoken on the matter shall be given preference to speak over members who have previously spoken on the particular matter.
2. As a general rule, members should limit themselves to two five minute speaking turns on any pending question. Brief introductory comments to motions, generally, do not count as a speaking turn for a pending question.

Please call me if you have any questions.

**SUPPLEMENTAL RULES FOR THE CITY COUNCIL
CITY OF FOND DU LAC
WISCONSIN**

April 2013-2014

MEETINGS

Rule 1

During the month of November 2011, the regular City Council meeting normally held on the 4th Wednesday shall be changed to the 4th Tuesday because of the Thanksgiving holiday.

AGENDA

Rule 2

The City Clerk, under the direction of the City Manager, shall arrange a list of such matters according to the order of business and prepare an agenda for the Council. The Council President, a Council member, or the City Manager may introduce a new item to the agenda. Agenda items and issues acted upon by Council can not return to a subsequent agenda for one year, except as a motion to reconsider or reverse requested by two or more members voting on the prevailing side.

The presiding officer, subject to concurrence of the majority of the Council, may establish time limits and otherwise control presentations.

If a matter is properly noticed on an agenda for a meeting but is pulled from the agenda at that meeting, the presiding officer may nevertheless allow members of the public wishing to speak to that item to do so.

SEATING ARRANGEMENT

Rule 3

Seating arrangements in the Council Chambers shall be determined by the City Clerk.

AUDIO TAPING OF MEETINGS

Rule 4

All meetings of the Council shall be taped for audio and kept on file for not less than one year, except for closed sessions where taping for audio may be waived by a majority vote.

COMMITTEE OF THE WHOLE

Rule 5

Committee of the Whole study sessions may be called in the same manner as provided for Council meetings, but the function of such a meeting is to investigate or study a subject matter. This committee may: take no action, recommend an action to be acted upon at a future Council meeting, or refer the matter to a future Council meeting or other governmental body without a recommendation.

PROCLAMATIONS

Rule 6

Proclamations may be made by the Council President during the Council President's Presentation portion of the agenda.

ACTIONS FOR A PUBLIC HEARING

Rule 7

Prior to the start of the "Comments from the Public" portion of the public hearing, the presiding officer may require that all persons wishing to be heard sign in with the clerk, giving their names and addresses, the agenda item, and whether they wish to speak in support, in opposition, or otherwise. Any person who fails to sign in shall not be permitted to speak until all those who signed in have done so. At any public hearing all persons who have signed in and wish to be heard shall be heard. However, the presiding officer shall be authorized to establish speaker time limits and otherwise control presentations to avoid repetition. In public hearings that are not of a quasi-judicial nature, the presiding officer, subject to concurrence of the majority of the Council, may establish time limits and otherwise control presentations. The presiding officer may set the order of speakers so that testimony is heard in the most logical groupings (i.e. proponents, opponents, adjacent owners, vested interests, etc.

TERMS FOR COUNCIL PRESIDENT

Rule 8

Council members should serve no more than two consecutive one-year terms as President of the Fond du Lac City Council.

SERVING ON BOARDS, COMMITTEES AND COMMISSIONS

Rule 9

Prior to each annual organization meeting, the City Clerk shall give to each Council member a listing of boards, commissions and committees that Council members may serve on. City Council members shall act as regular members and shall not serve as the Chairperson/Co-Chairperson for any Board, Commission or Committee. Each Council member is to indicate on the list their preferences of boards, commissions and committees on which they wish to serve, and then give their preferences to the City Clerk. The City Clerk shall compile on a single form the Council members' preferences. This list shall be available at the organization meeting. In a situation where more than one Council member expresses a preference for a position, the Council shall vote on the appointment of an individual. Other than when no one else shows an interest, no Council member shall serve more than three consecutive years on a board, commission or committee.

WAIVER OF RULES

Rule 10

By a majority vote of the Council these rules, in whole or in part, may be waived.

PUBLIC COMMENT

Rule 11

1. Members of the public may make comments on subject matters not noticed on the agenda with a time limit of one minute.
 - a. The open public comment period shall be placed between 13. Miscellaneous and 14. Such other matters as are authorized by law, as set out in Section 2.07 Order of Business of the Fond du Lac City Code.
 - b. The open public comment period shall be limited to no more than 15 speakers. If more than 15 individuals desire to speak, a random drawing may be held to fill the available 15 spots.
 - c. The Presiding Officer shall have the sole authority to take measures to limit repetitive comments.
2. The Presiding Officer shall require that all persons wishing to speak during the public comment section complete a citizen comment form in advance of the meeting, giving their names and addresses and an explanation of the item or items they wish to comment upon during their one minute time period.
 - a. Any person who fails to sign up shall not be permitted to speak.
 - b. The Presiding Officer shall read the Citizen Comment sheet out loud, leaving off the street address number and phone number, prior to the speaker's comments.
 - c. The Presiding Officer shall read a statement outlining the rules for open public comment prior to allowing any speakers who have signed up to speak to take the microphone.
 - d. A speaker may allocate time between different subjects, as outlined in their Citizen Comment sheet, during their one minute increment.
3. All speakers shall keep their comments civil.

- a. Persons addressing the Council shall not make personal, unduly repetitive, slanderous or profane remarks to the Council, any member of the Council, staff or general public, nor utter loud, threatening, personal or abusive language, nor engage in any other disorderly conduct that disrupts, disturbs or otherwise impedes the orderly conduct of any Council meeting.
 - b. The Presiding Officer may rule a speaker is out of order and direct the City Clerk to shut off the speaker's microphone if profane, obscene, slanderous, abusive or disorderly language is used.
 - c. At the discretion of the Presiding Officer or upon a majority vote of the Council, the Presiding Officer may order removed from the legislative chambers any person who fails to observe these rules of decorum and interrupts the due and orderly course of any meeting of the City Council.
 - d. Speakers that violate the City's ordinances, including unnecessary noise or disorderly conduct, may be cited for a violation of the City's Code and be required to pay a forfeiture in municipal court if found in violation.
4. The Council shall not discuss or deliberate upon any item brought forward by public comment, unless such item is already listed on the agenda for the meeting.
 5. The Presiding Officer may refer a matter raised during public comment to the City Manager for review and possible action.
 6. Nothing in this rule is intended to limit the inherent authority of the Presiding Officer to conduct and control a meeting.

COUNCIL MEMBER DEBATE

Rule 12

1. The President, or other presiding officer, shall recognize members who wish to speak on a matter before the member is allowed to speak. If more than one member wishes to speak on a matter, the Chair shall recognize the member who requested to speak first. However, members who have not spoken on the matter shall be given preference to speak over members who have previously spoken on the particular matter.
2. As a general rule, members should limit themselves to two five minute speaking turns on any pending question. Brief introductory comments to motions, generally, do not count as a speaking turn for a pending question.

ORDINANCE NO. 3516

AN ORDINANCE AMENDING CHAPTER 2, THE GOVERNING BODY
CHANGING THE START TIME OF REGULAR CITY COUNCIL MEETINGS, OF THE
CODE OF ORDINANCES OF THE CITY OF FOND DU LAC, WISCONSIN

The City Council of the City of Fond du Lac do ordain as follows:

Section 1. That Chapter 2, THE GOVERNING BODY, Section 2.01(1) REGULAR MEETING, of the Code of Ordinances of the City of Fond du Lac, Wisconsin, is hereby amended as to read as follows:

(1) REGULAR MEETINGS. (a) The City Council shall hold regular meetings on the 2nd and 4th Wednesday of each month at ~~7 p.m~~ 6 p.m.

Section 2. The appropriate City officials are hereby authorized and directed to take such action as is necessary to effectuate the terms of this Ordinance.

Section 3. All other ordinances and resolutions inconsistent with the provisions of this Ordinance are hereby repealed.

Section 4. This Ordinance shall take effect and be in force after June 1, 2013, upon its passage and publication as provided by law.

ADOPTED:

, President
Fond du Lac City Council

Attest:

City Attorney:

Sue L. Strands, City Clerk

Reviewed CPW

**CITY COUNCIL APPOINTMENT TO
COMMITTEE, COMMISSION AND BOARDS
April 16, 2013**

1. **ADVISORY PARK BOARD.** (One Council member) The Advisory Park Board meets on the fourth Monday of each month in Meeting Rooms D & E at the City-County Building at 5:30 PM.

Current
Gary Miller

Preference Name

2. **ADVISORY PARKING & TRAFFIC BOARD.** (One Council member) The Advisory Parking & Traffic Board meets on the third Thursday of each month in Meeting Rooms D & E at the City-County Building at 1:30 PM.

Current
Gary Miller

Preference Name
Gary Miller

3. **HOUSING AUTHORITY.** (One Council member) The Housing Authority meets on the second Monday of each month at the Rosalind Apartments at 3:00 PM.

Current
Rebecca Lunde-Ross

Preference Name
Dan Manning
Gary Miller

4. **LIBRARY BOARD.** (One Council member) The Library Board meets on the third Thursday of each month at the Library at 4:30 PM.

Current
Rebecca Lunde-Ross

Preference Name
Catherine Block

5. **REDEVELOPMENT AUTHORITY.** (One Council member) The Redevelopment Authority meets on the third Wednesday of each month in Meeting Rooms D & E at the City-County Building at 7:30 AM.

Current
Lee Ann Lorrigan

Preference Name
Sam Meyer

6. **SENIOR CITIZENS ADVISORY COMMITTEE.** (One Council member) The Senior Citizens Advisory Committee meets on the third Friday of each month at the Senior Center at 10:00 AM.

Current
Jim Sabel

Preference Name
Dan Manning
Gary Miller

7. **FOND DU LAC COUNTY HAZARDOUS MATERIALS EXECUTIVE TEAM.** (One Council member) The Fond du Lac County Hazardous Materials Executive Team meets as need dictates and location is established at that time.

Current
Rebecca Lunde-Ross

Preference Name
Rob Vande Zande

8. **ALCOHOL LICENSING COMMITTEE** (One Council member) The Alcohol Licensing Committee as need dictates on the last Monday of the month at 4:00 PM.

Current
Jim Sabel

Preference Name
Catherine Block
Rob Vande Zande
Dan Manning
Gary Miller

9. **PLAN COMMISSION.** (One Council member) The Plan Commission meets on the first Monday of each month after second Wednesday in the Legislative Chambers at 5:30 PM.

Current
Lee Ann Lorrigan

Preference Name
Sam Meyer
Lee Ann Lorrigan

10. **HISTORIC PRESERVATION COMMISSION.** (One Council member) The Historic Preservation Commission meets on the third Wednesday of each month in Meeting Rooms D & E at the City-County Building at 7:00 PM.

Current
Rob Vande Zande

Preference Name
Rob Vande Zande

11. **AMBULANCE ADVISORY COUNCIL.** (One Council member) The Ambulance Advisory Council meets as need dictates and location established at that time.

Current

Mick Burroughs

Preference Name

Lee Ann Lorrigan

12. **CITY-COUNTY BUILDING BOARD.** (Three Council members) The City-County Building Board meets as need dictates and location established at that time. Three year terms staggered.

Current

Rebecca Lunde-Ross

Gary Miller

Rob Vande Zande

Preference Name

Sam Meyer

Rob Vande Zande

Gary Miller

13. **FOND DU LAC CONVENTION BUREAU, INC.** (One Council member) The Fond du Lac Convention Bureau, Inc. meets on the first Thursday of each month at the Convention & Visitors Bureau at 7:30 AM.

Current

Rebecca Lunde-Ross

Preference Name

Catherine Block

Dan Manning

Gary Miller

14. **FOND DU LAC URBANIZED AREA METROPOLITAN PLANNING ORGANIZATION (MPO)** Regular meetings will be the second Thursday of February, May, August and November (Council President and one additional member of the City Council)

Current

(Council President)

Member Rob Vande Zande

Preference Name

Lee Ann Lorrigan

Gary Miller

15. **SRO (SCHOOL RESOURCE OFFICER) ADVISORY BOARD** (One Council member)(One Alternate)

Current

Mick Burroughs

Rebecca Lunde-Ross (Alternate)

Preference Name

Rob Vande Zande

Dan Manning

Lee Ann Lorrigan

