



**City of Neenah
Committee on Rules Agenda
Wednesday, June 5, 2019 – 6:45 p.m.
Neenah City Hall
Hauser Room**

NOTICE IS HEREBY GIVEN, pursuant to the requirements of Wis. Stats. Sec. 19.84, that a majority of the Neenah Common Council may be present at this meeting. Common Council members may be present to gather information about a subject over which they have decision-making responsibility. This may constitute a meeting of the Neenah Common Council and must be noticed as such. The Council will not take any formal action at this meeting.

- I. Call the meeting to order.
- II. Approval of the minutes of March 27, 2019 and April 16, 2019 Organizational meeting.
- III. Consideration of Resolution No. 2019-14 – Amending Resolution No. 7375 Structure and Operational Rules for the Sustainable Neenah Committee.
 - A. **Memo to Committee on Rules (C. Kasimor)**
- IV. Any announcements/questions for the Committee.
- V. Adjournment.

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call the Clerk's Office (920) 886-6100 or the **City's ADA Coordinator at (920) 886-6106 or e-mail attorney@ci.Neenah.wi.us** at least 48 hours prior to the scheduled meeting or event to request an accommodation.

CITY OF NEENAH
Committee on Rules
Wednesday, March 27, 2019 - 6:30 PM
Hauser Room - City Administration Building

Present: Aldermen Kunz and Hillstrom.

Also Present: Mayor Kaufert, City Atty. Godlewski, and Council President Stevenson.

Excused: Ald. Steele

Chairman Kunz called the meeting to order at 6:30 pm.

City Attorney Godlewski indicated the purpose of today's meeting is to review Resolution No. 2019-11 adopting changes to the Rules of Order and Ordinance No. 2019-11 adopting various amendments to Neenah Code Chapter 2 relating to Council, committee, boards and commissions drafted at the directive of the Committee at its March 18, 2019 meeting.

Minutes: The Committee reviewed the meeting minutes from March 18, 2019. **MSC Hillstrom/Kunz to approve the March 18, 2019 meeting minutes, all voting aye.**

Resolution No. 2019-11

The Committee reviewed Resolution No. 2019-11 potential changes to the Rules of Order of the Common Council and discussed several additions for clarity and consistency.

MSC Hillstrom/Kunz to recommend Council adopt Resolution No. 2019-11 adopting changes to the Rules of Order as discussed, all voting aye.

Ordinance No. 2019-11

The Committee reviewed Ordinance No. 2019-11 potential changes to various amendments of Neenah Code Chapter 2 relating to Council, committee, boards and commissions and discussed several additions for clarity and consistency.

MSC Hillstrom/Kunz to recommend Council adopt Ordinance No. 2019-11 adopting various amendments to Neenah Code Chapter 2 relating to Council, committee, boards and commissions as discussed, all voting aye.

MSC Hillstrom / Kunz to adjourn at 8:04 p.m.

Respectfully submitted,

Christopher Kunz

Ald. Christopher Kunz
Chairman

CITY OF NEENAH
Committee on Rules Organizational Meeting
Wednesday, April 16, 2019 - 7:28 P.M.
Council Chambers - City Administration Building

Present: Aldermen Kunz, Steele and Spellman.

MSC Steele/Spellman to nominate Alderman Kunz as Chairman of the Committee on Rules. All voting aye.

MSC Kunz/Spellman to nominate Alderman Steele as Vice Chairman of the Committee on Rules. All voting aye.

Meeting Date: It was the consensus of the Committee on Rules to continue to meet on call.

MSC Steele/Kunz to adjourn at 7:30 p.m.

Respectfully submitted,

Christopher Kunz

Ald. Christopher Kunz
Chairman



M E M O R A N D U M

TO: Chair Christopher Kunz and members of the Committee on Rules

FROM: Carol Kasimor, Assistant Planner

DATE: May 31, 2019

SUBJ: Sustainable Neenah Committee membership

The Common Council established the committee in 2007 to support sustainable environmental, economic, and social practices. Resolution No. 7375 was recommended by the Committee on Rules and approved by the Council to formalize the structure and operating rules of the committee. The current membership is as follows:

Total number of voting members: 18

Standing appointments (6): One Council Representative
 One Mayor's Representative (appointed from City staff)
 One Future Neenah Inc. or BID Board Representative
 Park and Recreation Director or designee
 Chief Building Inspector or designee
 One Neenah Joint School District Representative (appointed by School Superintendent)

Remaining members (12): Citizens appointed by the Mayor, confirmed by the Common Council

The Council and Mayor representatives are co-chairs of the committee.

A quorum of the committee consists of 7 members, at least 4 of which must be citizen members and one co-chair.

At this time, we propose that Resolution No. 7375 be amended so that the committee has a membership of 9, with a quorum consisting of 5 members. Further, we propose that standing appointments consist of the Council representative and the Mayor's representative.

The proposal has been reviewed and endorsed by the current committee membership. The change would result in a working group of a more manageable size, and a quorum requirement that would allow the group to more readily take action. Similar citizen committees have 7 to 9 members. The current committee has 9 active members. No active member would relinquish their membership.

We recommend approval of Resolution 2019 – 14 to amend the structure of the committee.



RESOLUTION NO. 2019-14

A RESOLUTION AMENDING RESOLUTION NO. 7375 - STRUCTURE AND OPERATIONAL RULES FOR THE SUSTAINABLE NEENAH COMMITTEE

WHEREAS, the Common Council established the Sustainable Neenah Committee by Resolution No. 7250; and,

WHEREAS, Resolution 7375 adopted rules relating to the structure and operating rules for the committee; and,

WHEREAS, the Committee has requested that the rules relating to the structure and operation of the committee be amended to improve the operation of the Committee;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF NEENAH, WISCONSIN this 5th day of June, 2019, that the operational rules for the Sustainable Neenah Committee as enacted by the Common Council in Res. 7375 be amended by adding the highlighted language and removing the stricken language and incorporated into the City of Neenah Directory and Rules of Order Common Council as follows:

The Sustainable Neenah Committee, created by Resolution No. 7250, shall be composed of 189 members, all of whom shall have voting rights on committee business. Of the membership, sixtwo shall be standing appointments consisting of one Council Representative; and one Mayor's Representative (who shall be appointed from City staff); ~~one Future Neenah Inc./BID Board representative; the Park & Recreation Director or designee; the Chief Building Inspector or designee; and one Neenah Joint School District representative, appointed byu the School Superintendent.~~ The remaining ~~twelve~~seven members shall be ~~citizen~~ appointments by the Mayor, confirmed by the Common Council, and may include City staff; each holding three-year staggered terms, ~~with four citizens per term period.~~ The Council and Mayor Representatives shall be co-chairs of the committee. A quorum of the committee shall consist of 75 members, at least ~~4 of which must be citizen members and~~ one shall be a co-chair.

Recommended by: Committee on Rules

CITY OF NEENAH, WISCONSIN

Moved: _____

Dean R. Kaufert, Mayor

Passed: _____

Patricia A. Sturn, City Clerk