

By Alderman Friedel:

CHARTER ORDINANCE

To amend Charter Ordinance Secs. 2-1, 2-2, 2-52, 2-76 of the Municipal Code of the City of Racine, Wisconsin, being sections of the Municipal Code of the City of Racine prescribing the method of appointment of various city officers and employees and relating to the human resources department.

The Common Council of the City of Racine do ordain as follows:

Part 1:

Sec. 2-1 of the Municipal Code of the City of Racine is hereby repealed and recreated as follows:

“The offices of city clerk, city attorney, city engineer, commissioner of public works, director of information systems and traffic engineer, shall be filled by appointment by the mayor, subject to confirmation by the common council.”

Part 2:

Sec. 2-2 of the Municipal Code of the City of Racine is hereby amended by deleting the phrase “human resources director” and inserting the phrase “director of information systems” in the third line of the paragraph.

Part 3:

Sec. 2-52 of the Municipal Code of the City of Racine is hereby amended by deleting the word “director” and inserting the word “department” in the second and fourth lines of the paragraph.

Part 4:

Sec. 2-76 of the Municipal Code of the City of Racine is hereby amended by inserting the sentence “In addition to other duties, the city attorney shall have the responsibility for the conduct of all labor contract negotiations, with the assistance of the human resources department, and for the conduct of all labor grievance mediations and arbitrations.” after the first sentence of the paragraph and by inserting the sentence “The city attorney shall hire and manage all outside legal counsel engaged to represent and/or advise the city regarding all matters of any character.” after the last sentence of the paragraph.

Part 5:

This is a Charter Ordinance and shall take effect 60 days after passage and publication, excepting as provided in Wis. Stat. Sec. 66.0101.

Passed by the Common Council

Approved

Mayor

Attest:

City Clerk

FISCAL NOTE: N/A

By Alderman Friedel:

ORDINANCE NO.

To amend Section 2-208(a)(7); Section 2-437(a); Section 26-23(a); Section 62-29; Section 62-36; Section 62-46; Section 62-48; Section 70-53; Section 74-36; Section 74-37; Section 74-67; Section 98-32; Section 98-33(d); to create Chapter II, Article IV, Division 7; Section 26-23; and to repeal Chapter II, Article V, Division 7.

The Common Council of the City of Racine do ordain as follows:

Part 1:

Sec. 2-208(a)(7) of the Municipal Code of the City of Racine is hereby amended by deleting the phrase “director of” and by inserting the word “department” after the word “resources.”

Part 2:

Chapter II, Article IV, Division 7 of the Municipal Code of the City of Racine is hereby created to read as follows:

“DIVISION 7. HUMAN RESOURCES DEPARTMENT

Sec. 2-431. Created.

There is hereby created the human resources department. The city attorney shall serve as the administrative manager of the human resources department. The city attorney may appoint one member of the human resources professional staff to manage the daily operations of the human resources department.

Sec. 2-432. Duties.

It shall be the duty of the human resources department to:

(1) Approve or disapprove the selection, employment, termination, promotion, demotion, layoff and suspension of all personnel, other than those whose appointment has been otherwise specifically provided either by state statute or city ordinance. The city attorney may delegate this duty to the appointed manager of the human resources department.

If the human resources department disapproves of any of the aforementioned activities, the human resources department and the appropriate administrative manager shall exhaust all reasonable means at their disposal in an attempt to resolve or compromise the dispute. If settlement of the dispute is still not forthcoming, such dispute shall be referred to the finance and personnel committee for final resolution.

(2) Recruit applicants for the police and fire departments.

(3) Maintain the classification plan so that it reflects the current duties, responsibilities and nature of work of positions of the city service.

(4) Administer the compensation plan, in accordance with the provisions of the common council and this division.

(5) Develop and administer such recruiting and examination programs as may be necessary to obtain an adequate supply of competent applicants to meet the needs of the city services.

(6) Encourage and exercise leadership in the development of effective personnel administration within the several departments of the city government and make available the facilities of the department to this end.

- (7) Foster and develop, in cooperation with department heads and others, programs for the improvement of employee effectiveness, including training, safety, health, counseling and welfare.
- (8) Provide for the establishment and maintenance of a roster of all employees in the municipal service.
- (9) Provide a system of checking payrolls to determine that all persons in the municipal service have been appointed and are being paid in accordance with the human resources regulations.
- (10) Prepare and adopt such forms and procedures as it may consider necessary or desirable to carry out the city's human resources program.
- (11) Assist the city attorney's office in conducting all negotiations of city labor contracts or conduct such negotiations at the direction of the city attorney.
- (12) Administer the city health insurance program in accordance with the provisions of the common council.
- (13) Investigate, from time to time, the operations and effects of the human resources rules and practices and report its findings and recommendations to the Finance and Personnel committee.
- (14) Perform any other lawful acts that the human resources superintendent may consider necessary and desirable to carry out the purposes and provisions of this section or as may be assigned by the city attorney.”

Part 3:

Sec. 2-437(a)of the Municipal Code of the City of Racine is hereby amended by deleting the phrase “human resources director” and by inserting the sentence “The city

attorney shall function as the administrative manager for the human resources department.” at the end of the paragraph.

Part 4:

Chapter II, Article V, Division 7 of the Municipal Code of the City of Racine, Wisconsin, is hereby repealed.

Part 5:

Sec. 26-23(a) of the Municipal Code of the City of Racine is amended by deleting the phrase “director of” and by inserting the word “department” after the word “resources” in the last sentence.

Part 6:

Sec. 62-29 of the Municipal Code of the City of Racine is amended by inserting the phrase “manager of the” before the word “human,” deleting the word “director,” and by inserting the word “department” after the word “resources,” all in the third sentence.

Part 7:

Sec. 62-36 of the Municipal Code of the City of Racine is amended by deleting the word “director” and inserting the word “department” in the second and third sentences.

Part 8:

Sec. 62-46(1) of the Municipal Code of the City of Racine is amended by inserting the phrase “manager of the” before the word “human,” deleting the word “director,” and by inserting the word “department” after the word “resources,” all in the second sentence.

Sec. 62-46(2)(a) of the Municipal Code of the City of Racine is amended by inserting the phrase “manager of the” before the word “human,” deleting the word “director,” and by inserting the word “department” after the word “resources.”

Sec. 62-46(2)(b) of the Municipal Code of the City of Racine is amended by inserting the phrase “manager of the” before the word “human,” deleting the word “director,” and by inserting the word “department” after the word “resources.”

Part 9:

Sec. 62-48 of the Municipal Code of the City of Racine is amended by deleting the word “director” and inserting the word “department.”

Part 10:

Sec. 70-53 of the Municipal Code of the City of Racine is amended by deleting the word “director” and inserting the word “department.”

Part 11:

Sec. 74-36 of the Municipal Code of the City of Racine is amended by deleting the phrase “human resources” and inserting the word “personnel” in the first line.

Part 12:

Sec. 74-37 of the Municipal Code of the City of Racine is amended by deleting the phrase “human resources” and inserting the word “personnel” in the first line.

Part 13:

Sec. 74-67(a)(3) of the Municipal Code of the City of Racine is amended by deleting the word “director” and inserting the word “department” in the first sentence and in two places in the second sentence.

Sec. 74-67(b)(4) of the Municipal Code of the City of Racine is amended by deleting the word “director” and inserting the word “department” in the first sentence.

Sec. 74-67(c) of the Municipal Code of the City of Racine is amended by deleting the word “director” and inserting the word “department” in the last sentence.

Part 14:

Sec. 98-32(13) of the Municipal Code of the City of Racine is amended by deleting the phrase “director of” and by inserting the word “department” after the word “resources.”

Sec. 98-32(14) of the Municipal Code of the City of Racine is amended by deleting the phrase “director of” and by inserting the word “department” after the word “resources.”

Part 15:

Sec. 98-33(d) of the Municipal Code of the City of Racine is amended by deleting the phrase “director of” and by inserting the word “department” after the word “resources.”

Part 16:

This ordinance shall take effect upon passage and the day after publication.

Passed by the Common Council

Approved

Mayor

Attest:

City Clerk

FISCAL NOTE: N/A