

ORDINANCE NO. 20-1
As amended December 20, 2022

AN ORDINANCE TO BE ADDED TO THE GENERAL ORDINANCE AND BYLAWS OF THE TOWN OF HAYWARD.

The Town Board of the Town of Hayward, Wisconsin, do ordain that there shall be a committee called the Facilities Planning Committee as follows:

Section 1: Purpose:

- (a.) The Town of Hayward has recognized the need for a long-term facilities plan to include major improvements and repairs.
- (b.) The Facilities Planning Committee (FPC) shall report directly to the Town Board of the Town of Hayward.
- (c.) The FPC shall only provide recommendations to the Town Board and have no authority to allocate or commit to allocating Town of Hayward money.

Section 2: Membership:

- (a.) The Facilities Planning Committee (FPC) shall consist of a minimum of five (5) and not more than nine (9) members.
- (b.) FPC members shall be appointed by the Town Board.
- (c.) FPC members shall be legal residents of the Town of Hayward, with the exception of Town employees.
- (d.) FPC members shall not include Town Board members, but may include other employees of the Town of Hayward.
- (e.) FPC members shall be appointed to represent a broad skill set to include knowledge and/or experience in the following areas: analysis, communication, legal, finance, commercial construction, social interests, and regulatory powers.
- (f.) FPC members may be compensated with a stipend, to be paid annually, following the end of the calendar year.

Section 3: Meetings

- (a.) The meetings of the FPC shall be determined by the members of the FPC to best accommodate all members fairly.
- (b.) The FPC shall meet as needed, to be determined by the Town Board.

Section 4: Functions and Duties:

- (a.) FPC shall plan for maintenance, repairs, and remodeling of all Town of Hayward owned facilities.
- (b.) FPC shall recommend improvements of Town of Hayward owned facilities.

(c.) FPC shall recommend how to fiscally complete recommended repairs and improvements.

(d.) FPC shall determine by inspection or otherwise, the need and priority for improvements and repairs.

Section 5: Communication:

(a.) FPC shall follow all open records and meetings rules.

(b.) Record of FPC meetings shall be maintained by the Town of Hayward Clerk and posted to the Town of Hayward Website for public viewing.

Section 6: Effectiveness:

(a.) This ordinance shall take effect upon passage and publication as required by law.

(b.) The Facilities Planning Committee shall be effective upon appointment of members and shall remain effective on an as-needed basis to be determined by the Town Board.

Adopted Date: _____

Published Date: _____

Town Chairperson

Attested:

Town Clerk