



City of Madison
Minutes - Approved
Task Force on Structure of City Government
Communications Subcommittee

City of Madison
Madison, WI 53703
www.cityofmadison.com

Monday, June 24, 2019

2:00 p.m.

Madison Municipal Building, Room GR-151
215 Martin Luther King, Jr. Blvd.

**NOTE: POSSIBLE QUORUM OF THE COMMON COUNCIL OR TASK FORCE
ON GOVERNMENT STRUCTURE EXISTS AT THIS MEETING**

If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below at least three business days prior to the meeting.

Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.

Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnuv ua hauj lwm ua ntej yuav tuaj sib tham.

Office of the City Attorney (608) 266-4511

[50732](#) Documents related to the Task Force on the Structure of City Government

1. CALL TO ORDER / ROLL CALL

Meeting called to order at 2:04 p.m.

Present: Eileen Harrington, Rebecca Kemble, Maggie Northrop.

Absent: Eric Upchurch (arrived at 2:18), Syed Abbas, John Rothschild

Also Present: Community Liaison Terry Hatcher, City Attorney Mike May and Assistant City Attorney John Strange

2. APPROVAL OF MINUTES

The Minutes of the June 18, 2019 meeting were approved by consent.

3. PUBLIC COMMENT

There was no public comment at this meeting.

4. DISCLOSURES AND RECUSALS

There were no disclosures or recusals from the members present.

5. DISCUSSION OF COMMUNITY LIASON PARTICIPATION IN PUBLIC ENGAGEMENT PROCESS

Robert's Rules were suspended to allow open participation.

The subcommittee engaged in a broad-ranging discussion of Agenda items 5 through 8.

The TFOGS needs input from the Liaisons on the content of the public survey. The survey will come with an information card on city government, and will be a series of less than 10 yes or no questions. There also will be a two minute video to introduce the survey and explain why we are doing it.

Some questions might be: What keeps you from participating? How much do you know about City government? Does that impact your ability to participate? What does the City do in your neighborhood?

It was decided to invite the Liaisons to the TFOGS meeting on Wednesday night (6/26) and to have a subcommittee meeting at the same time. There will be another meeting of the subcommittee on Friday, and the video is to be shot Monday evening.

Eric Upchurch agreed to contact the Liaisons with a survey on what questions should be in the survey. He was also going to work on a draft script. John Strange distributed a draft script he had worked on, and Eileen Harrington distributed her list of possible questions for the survey.

The Park Street open house is set for August 28. We intend to provide food, child care, and transportation vouchers. We will look at a second open house on the north side.

6. DISCUSSION OF CONTENT AND DISTRIBUTION OF COMMUNITY SURVEY

See above.

7. DISCUSSION OF CREATION OF EDUCATIONAL VIDEO

See above.

8. DISCUSSION OF WORK PLAN FOR ORGANIZING OPEN HOUSES

See above.

9. FUTURE MEETINGS AND AGENDA ITEMS

No discussion.

10. ADJOURNMENT

On a motion by Harrington and a second by Kemble, the subcommittee adjourned at 3:20 pm.