



City of Madison

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

Agenda - Approved COMMON COUNCIL EXECUTIVE COMMITTEE

*Consider: Who benefits? Who is burdened?
Who does not have a voice at the table?
How can policymakers mitigate unintended consequences?*

Tuesday, March 25, 2025

4:30 PM

Hybrid: 201 City-County Building and via virtual
meeting

NOTE: Quorum of the Common Council may be present at this meeting

The City of Madison is holding the Common Council Executive Committee meeting in hybrid format.

1. Written Comments: You can send comments on agenda items to CCEC@cityofmadison.com

2. Register for Public Comment:

- Register to speak at the meeting.
- Register to answer questions.
- Register in support or opposition of an agenda item (without speaking).

If you want to speak at this meeting you must register. You can register at <https://www.cityofmadison.com/MeetingRegistration>. When you register to speak, you will be sent an email with the information you will need to join the virtual meeting.

3. Watch the Meeting: If you would like to join the meeting as an observer, please visit

<https://media.cityofmadison.com/Mediasite/Showcase/madison-city-channel/Channel/common-council-executive-committee>.

4. Listen by Phone:

(877) 853-5257 (Toll Free)

Webinar ID: 812 7251 1923

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.

For accommodations, contact: Common Council Office, 608-266-4071,
CCEC@cityofmadison.com

CALL TO ORDER / ROLL CALL

APPROVAL OF MINUTES

3/11/25 Draft Minutes: <http://madison.legistar.com/Calendar.aspx>

PUBLIC COMMENT

1. [87637](#) Public Comment (3/25/25)

DISCLOSURES AND RECUSALS

Members of the body should make any required disclosures or recusals under the City's Ethics Code.

ITEMS FOR CONSIDERATION

3. [87638](#) 2024-2025 CCEC Accomplishments Recap
2. [83516](#) Alder Committee Updates
4. [86717](#) Council Office Updates (2025)

Attachments: [CCEC Chief of Staff Update 1-14-25.pdf](#)
[CCEC Chief of Staff Update 1-28-25.pdf](#)
[CCEC Chief of Staff Update 2-25-25.pdf](#)
[CCEC Chief of Staff Update 3-11-25.pdf](#)

5. [78125](#) Future Agenda Items

Attachments: [Future Agenda Items updated 8-30-23.pdf](#)
[Future Agenda Items updated 9-19-23.pdf](#)
[Future Agenda Items updated 9-29-23.pdf](#)
[Future Agenda Items updated 10-10-23.pdf](#)
[Future Agenda Items updated 11-30-23.pdf](#)
[Future Agenda Items updated 2-7-24.pdf](#)
[Future Agenda Items updated 6-26-24.pdf](#)
[Future Agenda Items updated 10-21-24.pdf](#)

ADJOURNMENT



City of Madison

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Master

File Number: 87637

File ID: 87637

File Type: Public Comment

Status: Public Comment

Version: 1

Reference:

Controlling Body: COMMON
COUNCIL
EXECUTIVE
COMMITTEE

File Created Date : 03/19/2025

File Name: Public Comment (3/25/25)

Final Action:

Title: Public Comment (3/25/25)

Notes:

Sponsors:

Effective Date:

Attachments:

Enactment Number:

Author:

Hearing Date:

Entered by: kkapusta-pofahl@cityofmadison.com

Published Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File 87637

Title

Public Comment (3/25/25)



City of Madison

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Master

File Number: 87638

File ID: 87638

File Type: Discussion Item

Status: Discussion Items

Version: 1

Reference:

Controlling Body: COMMON
COUNCIL
EXECUTIVE
COMMITTEE

File Created Date : 03/19/2025

File Name:

Final Action:

Title: 2024-2025 CCEC Accomplishments Recap

Notes:

Sponsors:

Effective Date:

Attachments:

Enactment Number:

Author:

Hearing Date:

Entered by: kkapusta-pofahl@cityofmadison.com

Published Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File 87638

Title

2024-2025 CCEC Accomplishments Recap



City of Madison

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Master

File Number: 83516

File ID: 83516

File Type: Discussion Item

Status: Discussion Items

Version: 1

Reference:

Controlling Body: COMMON
COUNCIL
EXECUTIVE
COMMITTEE

File Created Date : 05/17/2024

File Name: Alder Committee Updates

Final Action:

Title: Alder Committee Updates

Notes:

Sponsors:

Effective Date:

Attachments:

Enactment Number:

Author:

Hearing Date:

Entered by: kkapusta-pofahl@cityofmadison.com

Published Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File 83516

Title

Alder Committee Updates



City of Madison

City of Madison
Madison, WI 53703
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Master

File Number: 86717

File ID: 86717

File Type: Miscellaneous

Status: In Committee

Version: 1

Reference:

Controlling Body: COMMON
COUNCIL
EXECUTIVE
COMMITTEE

File Created Date : 01/10/2025

File Name: Council Office Updates (2025)

Final Action:

Title: Council Office Updates (2025)

Notes:

Sponsors:

Effective Date:

Attachments: CCEC Chief of Staff Update 1-14-25.pdf, CCEC
Chief of Staff Update 1-28-25.pdf, CCEC Chief of
Staff Update 2-25-25.pdf, CCEC Chief of Staff
Update 3-11-25.pdf

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Author:

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Entered by: kkapusta-pofahl@cityofmadison.com

Published Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File 86717

Title

Council Office Updates (2025)

Council Chief of Staff Update

01/14/25

Upcoming Staff Out-of-Office

1/27: Liz Out

Reminders

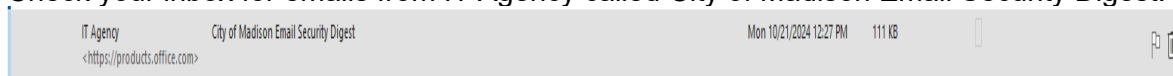
The 50-piece rule is in effect until the April election for everyone who is running for re-election.

Tips

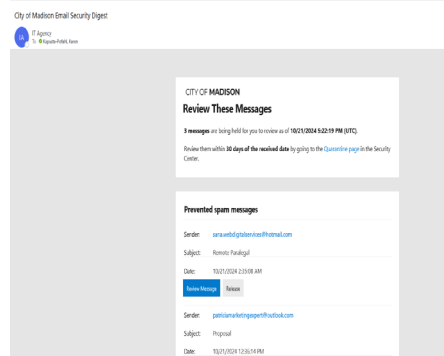
There were a lot of resident emails in mine again this week, so I am highlighting this again for you.

Do you regularly check your email spam quarantine folder? If not, I recommend you consider making it a habit. I check mine daily.

Check your inbox for emails from IT Agency called City of Madison Email Security Digest:



Once you click it open, you can review recently quarantined items and release any you recognize:



Council Office Project Updates

BCC Streamlining Project

Deputy Mayor Baumel sent out a detailed memo in December on the status of this project. Especially if you are on, or have been on, a committee that has been identified for further discussion, please be sure to attend when the item arrives on the agenda. An additional update to the full Council is planned for 1/28/25.

Alder Onboarding

Save the Date: Alder Onboarding Retreat 4/12/25

Annual Report

Estimated release: Early March

Council Chief of Staff Update

01/28/25

Reminders & Tips

The City has launched a public records request online portal. We have placed a link to this portal on the [Council website](#).



Council Office Project Updates

Alder Onboarding

Agencies are working on reviewing and updating their onboarding videos and documents. The Council Office is reviewing, updating, and creating additional onboarding and offboarding materials in preparation for April.

If you are not running for re-election and would like to help Debbie get a head start on your outgoing alder honoring resolution, please contact her for instructions.

All alders (returning and new) who do not already have a City laptop will be receiving one in April. Details to follow.

Save the Date:

- Lightning Agency Roundtables 4/8/25 @5:30 p.m.
- Alder Onboarding Retreat 4/12/25 @9:00 a.m. (new and returning alders session)
- Outgoing/Incoming Alder Breakfast 4/15/25 @9:30 a.m. @Olbrich Gardens
- Noon meeting 4/15/25 (outgoing honoring resolutions, swearing in, leadership elections in-person)
- Headshots 4/15/25 3:30 p.m. (tentative)
- Mock Council meeting 4/15/25 @4:30 p.m. (tentative)

Council Chief of Staff Update 01/28/25

Upcoming City Trainings

Values-Based Leadership: The 4 Principles of Practice

Description: Elevate your leadership with our Values-Based Leadership course by fostering self-reflection, balance, confidence, and humility. **Upcoming:** 2/4/25 9:00-10:30 a.m., virtual

Creating a Gender Inclusive Workplace 101

Description: We'll discuss LGBTQ+ inclusion, how to create welcoming environments, discuss institutional inequity, and how to create systemic change. **Upcoming:** 2/5/25 9:00-11:00 a.m., virtual

RESJI Foundations Part 1: Introduction to Racial Equity and Social Justice

Description: Finally back by popular demand! This course is for those beginning their learning on racial equity and social justice *or* seeking a foundational primer. This course is for those wondering "What is racial equity? What does it have to do with my job? What can I do about it?" To explore these questions we'll use slides, handouts, videos, art, comedy, local and national case studies, pair and group dialogue, and activities to build "equity muscles." **Upcoming:** 2/12/2025 noon-3:00 p.m. Pinney Library, in person

Build Bridges, Not Barriers

Description: Enhance your ability to foster inclusivity, build trust, and become an effective ally in your personal and professional life. **Upcoming:** 9:00-11:00 a.m., virtual

Council Chief of Staff Update

02/25/25

Upcoming Staff Out-of-Office

2/28: Debbie out

3/7: Debbie out

Tips & Reminders

There are two more Council meetings left in this term. If you are planning to have something introduced on the 3/11/25 agenda for action on the 3/25/25 meeting, please remember that it must be entered into Legistar and through the fiscal note process by noon on Wednesday, 3/5/25.

AASPIRE Internship Postings Now Live!

Common Council Office

Community Engagement and Policy Intern:

The Office of the Common Council is seeking a passionate and creative Community Engagement Intern. This person will work collaboratively with the Community Engagement Strategist and the Legislative Analyst on projects to generate awareness of the Common Council, assist in research that impacts local decision-making, and assist in the planning and implementation of alder engagement events.

- Support and collaborate in the development of frameworks for community engagement, by identifying engagement needs and develop innovative strategies to increase public engagement, generate awareness of City services and resident needs, and promote citywide accomplishments.
- Plan and develop marketing initiatives and complete projects related to branding, content creation, and social media marketing. Update website and develop website content. Manage editorial and event calendars.
- Incorporate print, audio/visual, social media, and other methods of communication most effective at serving our diverse communities.
- Collaborate with staff on new ideas, directions, and tools for marketing and communications.
- Assist with research requests and the preparation of policy reports.

Council Office Project Updates

BCC Streamlining Project

The current phase of this project is wrapping up with Council action scheduled for 3/11/25. Review of the BCC staff training materials is underway.

Alder Onboarding

This will be the focus of my work for the next few weeks.

Due to the logistics of turning over access to the district email addresses and the MFA requirements of the M365 system, **2025 Council Leadership elections will be in person with a paper ballot vote at the noon meeting.**

Annual Report

Estimated release: Early March.

Council Chief of Staff Update

3/11/25

Upcoming Staff Out-of-Office

3/14: Karen out

3/27-28: Karen out

3/28: Liz out

Council Office Project Updates

BCC Streamlining Project

The current phase of this project is wrapping up with Council action scheduled for 3/11/25. Review of the BCC staff training materials is underway.

Alder Onboarding

Due to the logistics of turning over access to the district email addresses and the MFA requirements of the M365 system, **2025 Council Leadership elections will be in person with a paper ballot vote at the noon meeting.**

City Training Opportunities

NEW On-demand Inclusive Workplace trainings now available: Creating a Gender-Inclusive Workplace 101 and Gender-Inclusive Language. The [on-demand training portal](#) has a number of additional trainings on topics that may be of interest, including Giving & Receiving Feedback, How to Run Effective Meetings, and Customer De-Escalation.



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File Number: 78125

File ID: 78125

File Type: Miscellaneous

Status: In Committee

Version: 1

Reference:

Controlling Body: COMMON
COUNCIL
EXECUTIVE
COMMITTEE

File Created Date : 05/28/2023

File Name: Future Agenda Items

Final Action:

Title: Future Agenda Items

Notes:

Sponsors:

Effective Date:

Attachments: Future Agenda Items updated 8-30-23.pdf, Future Agenda Items updated 9-19-23.pdf, Future Agenda Items updated 9-29-23.pdf, Future Agenda Items updated 10-10-23.pdf, Future Agenda Items updated 11-30-23.pdf, Future Agenda Items updated 2-7-24.pdf, Future Agenda Items updated 6-26-24.pdf, Future Agenda Items updated 10-21-24.pdf

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Author:

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History of Legislative File

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Text of Legislative File 78125

Title

Future Agenda Items

CCEC Future Agenda Items

(Updated 8/30/23)

Upcoming

Presentation of information on standing BCCs (9/5/23)

Alder Social Media Pilot (October)

Increased Alder Pay (9/19/23)

Inviting the Performance Excellence Coordinator

Progress update on hybrid BCC meeting possibilities

Inviting Department of Civil Rights to present on the RESJ analysis process

Completed

Security training discussion (7/11/23)

Alder-Intern Matching Program (7/25/23)

CCEC Future Agenda Items
(Updated 9/19/23)

Upcoming

Alder Social Media Pilot (October)

Inviting the Performance Excellence Coordinator

Progress update on hybrid BCC meeting possibilities

Inviting Department of Civil Rights to present on the RESJ analysis process

Completed/Recurring

Security training discussion (7/11/23)

Alder-Intern Matching Program (7/25/23)

Presentation of information on standing BCCs (9/5/23)

Increased Alder Pay (9/19/23)

CCEC Future Agenda Items

(Updated 9/29/23)

Upcoming

Alder Social Media Pilot (10/3)

Inviting the Performance Excellence Coordinator (10/3)

CARES update (10/17)

Debrief of Council YWCA Experiential Retreat (10/17)

Update on the discussion of history of street names

Collaboration with MMSD

In-person introduction of Council Office staff to CCEC

MPD presentation on human trafficking

Discussion of reducing the size of Council

Progress update on hybrid BCC meeting possibilities

Inviting Department of Civil Rights to present on the RESJ analysis process

Completed/Recurring

Security training discussion (7/11/23)

Alder-Intern Matching Program (7/25/23)

Presentation of information on standing BCCs (9/5/23)

Increased Alder Pay (9/19/23)

CCEC Future Agenda Items

(Updated 10/10/23)

Upcoming

CARES update (10/17)

Debrief of Council YWCA Experiential Retreat

Update on the discussion of history of street names

Collaboration with MMSD

In-person introduction of Council Office staff to CCEC

MPD presentation on human trafficking

Discussion of reducing the size of Council

Progress update on hybrid BCC meeting possibilities

Inviting Department of Civil Rights to present on the RESJ analysis process

Presentation on MPD transport pilot

Discussion on ways to reduce Council meeting length

Repeating

Presentation of information on standing BCCs (9/5/23)

Increased Alder Pay (9/19/23, 10/17/23)

Completed

Security training discussion (7/11/23)

Alder-Intern Matching Program (7/25/23)

Inviting the Performance Excellence Coordinator (10/3)

Alder Social Media Pilot Update (10/3)

CCEC Future Agenda Items
(Updated 11/30/23)

Requested

Debrief of Council YWCA Experiential Retreat (1/9/24)
Presentation on/by League of Wisconsin Municipalities
Update on the discussion of history of street names
Collaboration with MMSD
In-person introduction of Council Office staff to CCEC
MPD presentation on human trafficking
Discussion of reducing the size of Council
Progress update on hybrid BCC meeting possibilities
Inviting Department of Civil Rights to present on the RESJ analysis process
Discussion on ways to reduce Council meeting length

Repeating

BCC Streamlining Project (9/5/23)

Completed

Security training discussion (7/11/23)
Alder-Intern Matching Program (7/25/23)
Inviting the Performance Excellence Coordinator (10/3)
Alder Social Media Pilot Update (10/3)
CARES update (10/17)
Presentation on MPD transport pilot
Increased Alder Pay (9/19/23, 10/17/23, 11/7/23, 11/21/23)

CCEC Future Agenda Items

(Updated 2/7/24)

Requested

Debrief of Interim Alder Appointment Process (2/13/24)
Debrief of Council Policy Retreat (3/5/24 planned)
Debrief of Council YWCA Experiential Retreat
Presentation on/by League of Wisconsin Municipalities
Update on the discussion of history of street names
Collaboration with MMSD
In-person introduction of Council Office staff to CCEC
MPD presentation on human trafficking
Discussion of reducing the size of Council
Progress update on hybrid BCC meeting possibilities
Inviting Department of Civil Rights to present on the RESJ analysis process
Discussion on ways to reduce Council meeting length

Repeating

BCC Streamlining Project (9/5/23, 2/13/24)

Completed

Security training discussion (7/11/23)
Alder-Intern Matching Program (7/25/23)
Inviting the Performance Excellence Coordinator (10/3)
Alder Social Media Pilot Update (10/3)
CARES update (10/17)
Presentation on MPD transport pilot
Increased Alder Pay (9/19/23, 10/17/23, 11/7/23, 11/21/23)

CCEC Future Agenda Items

(Updated 6/26/24)

Requested

A discussion on community notification on very controversial items scheduled to come before Council

Presentation on misgendering/gender identity education

Presentation on/by League of Wisconsin Municipalities

Collaboration with MMSD

In-person introduction of Council Office staff to CCEC

MPD presentation on human trafficking

Discussion of reducing the size of Council

Progress update on hybrid BCC meeting possibilities

Inviting Department of Civil Rights to present on the RESJ analysis process

Discussion on ways to reduce Council meeting length

Debrief of Council YWCA experiential retreat

Update on the discussion of history of street names

Repeating

BCC Streamlining Project (9/5/23, 2/13/24)

Completed

Security training discussion (7/11/23)

Alder-Intern Matching Program (7/25/23)

Inviting the Performance Excellence Coordinator (10/3/23)

Alder Social Media Pilot Update (10/3/23)

CARES update (10/17/23)

Presentation on MPD transport pilot

Increased Alder Pay (9/19/23, 10/17/23, 11/7/23, 11/21/23)

Debrief of Council Policy Retreat

Debrief of Interim Alder Appointment Process (2/13/24)

CCEC Future Agenda Items

(Updated 10/21/24)

2024-2025 CCEC Requests

Overview of the public records request process

A discussion on community notification on very controversial items scheduled to come before Council

Presentation on misgendering/gender identity education

Presentation on/by League of Wisconsin Municipalities

2023-2024 CCEC Requests

Collaboration with MMSD

In-person introduction of Council Office staff to CCEC

MPD presentation on human trafficking

Discussion of reducing the size of Council

Progress update on hybrid BCC meeting possibilities

Discussion on ways to reduce Council meeting length

Debrief of Council YWCA experiential retreat

Update on the discussion of history of street names

Completed

Security training discussion (7/11/23)

Alder-Intern Matching Program (7/25/23)

Inviting the Performance Excellence Coordinator (10/3/23)

Alder Social Media Pilot Update (10/3/23)

CARES update (10/17/23)

Presentation on MPD transport pilot

Increased Alder Pay (9/19/23, 10/17/23, 11/7/23, 11/21/23)

Debrief of Council Policy Retreat

Debrief of Interim Alder Appointment Process (2/13/24)

Inviting Department of Civil Rights to present on the RESJ analysis process (presented on Language Access & Bilingual Community Connector Program 8/6/24)

BCC Streamlining Project (9/5/23, 2/13/24)