



**City of Madison**  
**Minutes – Approved**  
**Task Force on Structure of City Government**  
**Boards, Commissions and Committees**  
**Subcommittee**

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

Thursday, January 17, 2019

11:30 a.m.

City-County Building, Room GR-27  
210 Martin Luther King, Jr. Blvd.

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**NOTE: POSSIBLE QUORUM OF THE TASK FORCE ON THE  
STRUCTURE OF CITY GOVERNMENT OR THE COMMON COUNCIL  
MAY BE PRESENT 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.

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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 pab hnuv ua hauj lwm ua ntej yuav tuaj sib tham.

Office of the City Attorney (608) 266-4511

[Legislative File No. 50732](#) - DOCUMENTS RELATED TO THE TASK FORCE

**1. CALL TO ORDER / ROLL CALL**

Meeting Called to Order at 11:35 a.m.

Present: John Rothschild, Justice Castañeda, Alder Rebecca Kemble

Absent: Maggie Northrop and Eric Upchurch

Also Present: Assistant City Attorney John Strange, City Attorney Michael May and Brenda Konkel

**2. APPROVAL OF MINUTES**

Motion by Kemble, second by Rothschild to approve minutes from January 10, 2019 meeting

Motion approved on a voice vote.

**3. PUBLIC COMMENT**

Motion by Kemble to suspend Robert's Rules to stand informally to allow free discussion on any agenda item, seconded by Rothschild. Motion approved on a voice vote.

NOTE: Brenda Konkel pointed out that the subcommittee's draft update to the full Task Force did not include the mechanism of suspending Robert's Rules to allow free discussion as a possible recommendation for all BCCs going forward as a way of allowing greater resident participation. The subcommittee agreed it should have been included in the recommendations.

#### **4. DISCLOSURES AND RECUSALS**

There were no disclosures or recusals from the members present.

#### **5. CONTINUED DISCUSSION OF POTENTIAL STRATEGIES FOR ADDRESSING CONS OF CURRENT BOARDS, COMMISSION, AND COMMITTEE STRUCTURE**

The subcommittee continued its discussion of potential strategies for addressing the cons of the current BCC structure, including:

- a. Creating an office of community representation/engagement. Staff noted the importance of the subcommittee specifically describing what this office would do. Member Kemble agreed to take a first cut at writing something that would describe this new office.
- b. Moving towards a culture of ad hoc rather than standing committees.
- c. Developing and requiring a more cooperative approach to appointment to BCC so that the mayor, council president, and individual alders can work together to ensure better representation on BCCs.
- d. Reviewing ordinances and resolutions to ensure the purpose of each BCC is clear.
- e. Reviewing the level of authority each BCC has and consider giving more authority to BCCs as a way of making members feel their time and efforts serving on the BCC will result in discernable action by the city.
- f. Defining an impact gradient so that the city can determine who would best represent the city on BCCs. Staff noted the potential ethical pitfall of appointing people to commissions that make decisions that may directly impact members personally or financially. In addition to bringing more residents on committees, the subcommittee noted the importance of bringing those impacted into the discussion with the BCCs.
- g. Improving training for members.
- h. Reducing the overall number of BCCs as a way of providing a clear BCC organization that promotes accountability and reduces staff, member, and alder time required to serve on BCCs.
- i. The possibility of a per diem for committee work was raised, and staff was asked to research the issue.

#### **6. DISCUSSION OF STRATEGIES FOR ACHIEVING EQUITABLE REPRESENTATION ON BOARDS, COMMISSIONS AND COMMITTEES**

The subcommittee noted some of its earlier possible strategies for increasing representation on BCCs, such as:

- a. Providing childcare, bus passes, and validating parking.
- b. Creating a more effective appointment process.
- c. Promoting the use of technology to allow more forms of participation.

#### **7. DISCUSSION OF STRATEGIES FOR RECEIVING RESIDENT INPUT ON ISSUES THAT COME BEFORE BOARDS, COMMISSIONS, AND COMMITTEES**

The subcommittee further discussed strategies for receiving resident input, placing particular emphasis on:

- a. Reviewing and understanding the role and impact (both positive and negative) that neighborhood associations have on providing resident input. Considering more formal local group input to the City such as community councils.
- b. Providing broader civic education so residents have a basic understanding of how local government works and how they can participate.

- c. Work to greatly improve the use of technology and social media to allow various avenues for the dissemination of information and resident participation.
- d. Get back to person who testified or gave input at a meeting.

**8. FUTURE MEETING DATES AND TOPICS FOR DISCUSSION**

The subcommittee set a meeting for 1-29-19 from 1:00-3:00 p.m.

**9. DISCUSS PLANS FOR CONCLUDING THE WORK OF THE SUBCOMMITTEE AND ISSUING A FORMAL REPORT TO THE FULL TASK FORCE ON GOVERNMENT STRUCTURE**

The subcommittee discussed the procedure for writing its final report to the full Task Force. Specifically, staff is to write an initial draft for the subcommittee to react to. The report should include, among other things:

- a. Background information on the subcommittee's work;
- b. Detail about issues the subcommittee discussed;
- c. Identification of areas where the subcommittee reached consensus;
- d. Identification of areas that came up but where the subcommittee was either unable to reach consensus or did not know how to address;
- e. Identification of areas of particular concern.

**10. ADJOURNMENT**

Motion by Kemble to adjourn, seconded by Rothschild. The motion passed by voice vote. Meeting adjourned at 1:32 p.m.