

CITY OF MADISON, WISCONSIN

76500-E

Amending Section 3.70(8)(a) of the Madison General Ordinances to require previous versions of ordinances and resolutions and all accompanying documents be included in the legislative file.

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SPONSOR(S): Alders Furman, Foster

DRAFTER’S ANALYSIS: This ordinance requires that, after publication of an agenda, all versions of proposed ordinances and resolutions and all accompanying documents referenced in a proposed ordinance or resolution shall be retained in Legistar so that the public may view changes in the legislation or any report that is to be adopted by an ordinance or resolution. The ordinance also requires that changes to an ordinance or resolution or to any accompanying report shall be labeled sequentially and added as a new version in Legistar.

The Common Council of the City of Madison do hereby ordain as follows:

6. Subdivision (a) entitled “Retention Schedule” of Subsection (8) entitled “Retention Schedules” of Section 3.70 entitled “Public Records” of the Madison General Ordinances is created as follows:

“(a) Retention Schedule. The Information Technology Director, in consultation with the City Attorney, shall develop and maintain the City of Madison’s Records Retention Schedule in accordance with the provisions of Wis. Stats. §§ 16.61(3)(e) and 19.21(4) and such records shall be maintained in accordance with the provisions of that schedule. Such schedule must be approved by the Wisconsin Public Records Board and published by the Information Technology Director. Consistent with this schedule, records documenting legislative proposals introduced for Council consideration are public records and the City encourages the greatest public access and transparency to such records regardless of whether a particular version of a legislative proposal is ultimately adopted by the Common Council. All versions of proposed ordinances and resolutions and all accompanying documents referenced in a proposed ordinance or resolution that have been introduced or considered by the Council, or that have been submitted into the legislative file published as part of an agenda, shall be retained in the legislative file consistent with the applicable retention schedule. Any changes to an ordinance or resolution or any accompanying report or other document introduced for consideration before the Council or any board, commission or committee shall be labeled sequentially and added as a new version of such ordinance, resolution, report or document, and any previous versions shall be retained visible to users of the legislative management system.”