

CITY OF MADISON
Common Council
INTER-DEPARTMENTAL
CORRESPONDENCE
210 Martin Luther King, Jr. Blvd., Rm. 417
266-4071

DATE: June 11, 2007

TO: Mayor Dave Cieslewicz

FROM: Ald. Brenda Konkel, District 2

SUBJECT: **Legistar**

It seems to me that there are increasing problems with staff errors in entering information into Legistar. This week is a perfect example of problems that occur every week with meetings being improperly noticed or information not being available. These issues result in illegal or canceled meetings, which seem to be occurring more and more frequently. This week's issues are as follows:

Meetings on the Weekly Meeting Schedule but with no agendas available

Monday

- ♦ 8:00 a.m., Madison Metropolitan Sewerage District – This meeting is not in Legistar or on the Additional Meetings Schedule, so there is no agenda available.
- ♦ 4:00 p.m., TIF Policy Committee – This meeting is listed on the schedule, but I don't think they are scheduled to meet. If a meeting is occurring, there is no agenda.

Wednesday

- ♦ 5:00 p.m., Board of Police and Fire Commissioners – This meeting is not in Legistar or on the Additional Meetings Schedule, so there is no agenda available.

Thursday

- ♦ 5:00 p.m., Contracted Services Oversight Subcommittee and Ad Hoc Funding Subcommittee – This meeting is not in Legistar or on the Additional Meetings Schedule, so there is no agenda available.

Friday

- ♦ 7:00 p.m. Inclusionary Zoning – This meeting isn't at 7:00 p.m., it's at 8:00 p.m., however, that decision was made on Friday, and I believe you will be getting an update from staff on that.

Meetings with agendas in Legistar but which are not on the Weekly Meeting Schedule

Wednesday

- ♦ 8:30 a.m., Pest Management Advisory Committee (however, there is also no agenda available).

Thursday

- ♦ 5:00 p.m., Equal Opportunities Commission.

While I have everyone's attention, here are some additional problems so far this month with items in Legistar:

Additional Problems

June 1

- ♦ 8:00 a.m., Inclusionary Zoning – A meeting is listed, but there is no agenda because there was no meeting.

June 4

- ♦ 4:00 p.m., Tax Incremental Financing – There were no attachments for items which had handouts. Some of those were sent to the committee ahead of time.
- ♦ 4:30 p.m., Landmarks Commission – There were no attachments.
- ♦ 4:45 p.m., Solid Waste Advisory Committee – The meeting was listed twice with no agenda.

June 5

- ♦ 1:00 p.m., Board of Assessors – There were no attachments.
- ♦ 4:30 p.m., Platinum Biking City Planning Committee – There were no attachments.

June 6

- ♦ 4:30 p.m., Board of Public Works – The Legislative File ID numbers are on the agenda but are not hyperlinked to the files.
- ♦ 5:00 p.m., Economic Development Commission – There were no attachments.

June 7

- ♦ 12:00 p.m., EOC Employment Committee – There were no attachments.
- ♦ 4:30 p.m., Library Board – There was only one attachment. All the other attachments were missing.
- ♦ 5:00 p.m., CDBG – There were no attachments.

June 8

- ♦ 7:00 p.m. and 8:00 p.m., Inclusionary Zoning – There were no attachments.
- ♦ 5:00 p.m., Economic Development Commission – The meeting appeared on the Weekly Meeting Schedule, but there was no agenda.

June 11

- ♦ 8:45 a.m. and 2:30 p.m., Early Childhood Care and Education Board Subcommittees – There are no attachments.
- ♦ 4:00 p.m., Sustainable Design and Energy Committee – There are no attachments.
- ♦ 6:00 p.m., Regent Street-South Campus Plan Steering Committee – There are no attachments.

June 12

- ♦ 5:00 p.m., Public Safety Review Board – There are no attachments.

June 13

- ♦ 10:00 a.m., Garver Feed Mill RFP and Surplus Property Committee – There is an agenda with nothing on it.
- ♦ 5:00 p.m., Affordability Subcommittee of the Housing Committee – There are no attachments.

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June 13 (cont.)

- ♦ 5:35 p.m., Community Services Committee – There are no attachments.
- ♦ 6:30 p.m., Board of Park Commissioners – There are no attachments for some items, and there are some other issues with fonts and formatting.

June 14

- ♦ 4:00 p.m., Community Development Authority Long Range Planning Subcommittee – There are no attachments.
- ♦ 4:30 p.m., Community Development Authority – There are no attachments.
- ♦ 5:00 p.m., Equal Opportunities Commission – There are no attachments.
- ♦ 5:00 p.m., Zoning Board of Appeals – There are no attachments.
- ♦ 6:30 p.m., Alcohol License Review Commission – There is a Legislative File ID number with no hyperlink and no attachments.

In short, it appears there is some need for additional staff training. If you ask me, we really need someone to give staff a pep talk on why Legistar is important to good, clean, open government and to create some higher expectations. I am hoping your office will encourage this to happen sooner rather than later. Thank you.

cc: Members of the Common Council Organizational Committee
Maribeth Witzel-Behl, City Clerk
Dave Faust, Information Services
Sarah Edgerton, Information Services