

**CITY OF MADISON
OFFICE OF THE CITY ATTORNEY
Room 401, CCB
266-4511**

Date: October 10, 2019

MEMORANDUM

TO: Common Council Executive Committee

FROM: Michael P. May
City Attorney
John Strange
Assistant City Attorney

RE: Update on TFOGS

There have been two and perhaps three significant developments since our last report.

1. Community Engagement Process.

TFOGS completed a robust community engagement process that featured a survey yielding over 1600 responses. The vast majority of the survey responses came from areas of the city that are underrepresented in city government. The use of community liaisons to reach these neighborhoods was very successful.

Results of the community survey may be found here:

<https://madison.legistar.com/View.ashx?M=F&ID=7771038&GUID=9A1779EC-3181-4296-904D-0715D7447C35>

TFOGS also held two open houses, one at the Village and one at Warner Park. We estimate about 100 people attended these open houses, asked questions about TFOGS, and provided ideas to the Task Force.

The questions and suggestions from the open houses may be found here:

<https://madison.legistar.com/View.ashx?M=F&ID=7772662&GUID=FDfBEAE6-BA82-4BBE-BA9A-3C1E2CB27D5F>

<https://madison.legistar.com/View.ashx?M=F&ID=7772759&GUID=9E0E427C-A201-4331-B826-FFD111100587>

The results of this outreach effort is informing the decision making of the TFOGS.

2. Votes Related to Boards, Commission and Committees.

The TFOGS voted to approve the following recommendations related to BCC. Unless modified through future action, these would be included in the final report to the Council:

- Reorganize the BCC structure to increase accountability and require annual review of BCCs relevance and usefulness.
- Combine BCCs that work on the same or similar subject areas.
- Eliminate BCCs that have outlived their usefulness.
- Eliminate BCCs that perform work that would better be performed by staff or a nongovernment organization.
- Provide better clarity of purpose for BCCs either through ordinance amendments or otherwise.
- Provide better training for chairs, members, and staff on the role of each BCC and the rules and procedures for running an effective meeting and achieving a meaningful result.
- Change the time, place, rules, and procedures of BCC meetings to create a greater likelihood of achieving diversity in participation and representation.
- Explore alternative forums of resident participation that may or may not take the form of a traditional BCC, including greater use of technology.
- Employ a greater use of ad-hoc committees, with clearly defined mission, authorities, oversight, staffing and reporting requirements. Dissolve the ad-hoc committee once it completed its task.
- Increase representation and participation by conducting impact analysis for city decisions to determine which residents will be most highly impacted by a decision and put processes in place to reach out to those residents.
- Consider alternatives to the current BCC member appointment process such as splitting up appointment responsibilities between the Mayor and Common Council.
- Create an Office of Resident Engagement and Neighborhood Support that would be responsible for, among other things, staffing, training, minutes/reporting for BCC meetings and for engaging residents on key issues coming before the City's BCCs. As the City works towards the creation of ORENS, it should immediately create a BCC Administrative Services Team consisting of staff from the offices of the Common Council, Mayor, Human resources and City Clerk who are already involved with BCC support, and to be housed in the Common Council Office. The Team shall also be charged with developing systems for BCCs to use for resident participation in decision making and ensuring that prompt and direct feedback is given to issues about which residents have expressed interest.

-Appointments to the BCC:

Purposes: TFOGS urges the City to improve transparency, increase diversity of representation and have greater collaboration in the BCC appointment process.

Recommendation: In order to achieve the stated purposes, the Mayor shall nominate alders and others proposed for positions on the BCC (with the existing limited exceptions). Upon introduction of the nominations at the Common Council, the nominations shall be referred to the Common Council Executive

Committee (CCEC). The CCEC shall promptly consider the nominations and either recommend approval, referral back to the Mayor's office, or referral to the Mayor's office with suggestions of possible new or different nominations. In making its recommendations, the CCEC shall consider, among other things, the purposes set out above. The CCEC's recommendations will then return to the Common Council for action.

Appropriate changes to the relevant Madison General Ordinances will be made to accomplish this recommendation, including establishing an outside time limit for action by the CCEC.

- The TFOGS believes a key component to increasing representation and resident engagement is to create a robust technology plan that will create new avenues for resident engagement. These include but would not be limited to 1) remote participation of BCC members and the public in BCC meetings, 2) notification or alerts of issues coming before BCCs, including the ability to follow items based on interest, impact, category, geography, etc., and to see how they are resolved;) 3) platforms on which to submit feedback to certain items under consideration, and 4) creation in one accessible place a display of the current and upcoming vacancies on BCC to facilitate the application process).

3. Recommendations Related to the Common Council.

At its meeting on October 2, TFOGS voted on a number of recommendations related to the Common Council. However, some TFOGS members who were absent are likely to move to reconsider these decisions. As of the time of writing this update, we are unsure if the recommendations will remain. Because of this, we are not including all the recommendations TFOGS recently approved. Some of the more significant recommendations were:

- Reduction of the number of Alders from 20 persons to 10 persons, who would be elected by districts, serve full-time, and receive a salary.
- Increase terms of Alders from two years to four years, to be elected at the same time as the Mayoral election.
- Increase the terms of the Council President and Vice-President from one year to two years.

The TFOGS is scheduling additional meetings to complete its report before the December 1 deadline.

CC: Mayor Rhodes-Conway
Mary Bottari
TFOGS members