



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, December 9, 2025

4:30 PM

Hybrid: 201 City-County Building and via Virtual
Meeting
210 Martin Luther King, Jr. Blvd.

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.

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

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.

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>.

Listen by Phone: (877) 853-5257 (Toll Free) Webinar ID: 852 5200 2533

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

10/28/25 draft minutes: <http://madison.legistar.com/Calendar.aspx>

Public Comment

1. [91100](#) Public Comment (12/9/25)

Disclosures and Recusals

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

Items for Consideration

2. [88853](#) State Lobbying Update by Welch Group

Attachments: [City of Madison TWG Signed Contract 1.8.25.pdf](#)
[LEGISLATIVE PRIORITIES \(1\).pdf](#)
[Preparing for the July 1 CCEC State Lobbying Update & Resources.pdf](#)

3. [90754](#) Repealing Section 33.28 of the Madison General Ordinances related to the City, County, Schools Collaborative Committee.
4. [91101](#) Presentation on Madison Sister City Delegation Visit to Tepatitlán, Mexico
5. [88520](#) Council Office Updates (2025-2026)

Attachments: [CCEC Chief of Staff Update 6-3-25.pdf](#)
[CCEC Chief of Staff Update 7-1-25.pdf](#)
[CCEC Chief of Staff Update 080525.pdf](#)
[CCEC Chief of Staff Update 091625.pdf](#)
[CCEC Chief of Staff Update 102825.pdf](#)

6. [88519](#) Future Agenda Items (2025-2026)

Attachments: [Future Agenda Item Requests 2025-2026 updated 6-3-25.pdf](#)

Closed Session

When the Common Council Executive Committee considers the following matter, it may go into closed session pursuant to Wis. Stat. 19.85(1)(d), considering strategy for crime detection or prevention. If the Common Council Executive Committee does go into closed session, notice is hereby given pursuant to sec. 19.85(2), Wis. Stats., that it may reconvene in open session without waiting 12 hours as specified in the statute.

7. [90167](#) Security Protocols for Elected Officials and Common Council Meetings

Adjournment



City of Madison

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

Master

File Number: 91100

File ID: 91100

File Type: Miscellaneous

Status: In Committee

Version: 1

Reference:

Controlling Body: COMMON
COUNCIL
EXECUTIVE
COMMITTEE

File Created Date : 12/02/2025

File Name: Public Comment (12/9/25)

Final Action:

Title: Public Comment (12/9/25)

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 91100

Title

Public Comment (12/9/25)



City of Madison

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

Master

File Number: 88853

File ID: 88853

File Type: Discussion Item

Status: Discussion Items

Version: 1

Reference:

Controlling Body: COMMON
COUNCIL
EXECUTIVE
COMMITTEE

File Created Date : 06/24/2025

File Name: State Lobbying Update by Welch Group

Final Action:

Title: State Lobbying Update by Welch Group

Notes:

Sponsors:

Effective Date:

Attachments: City of Madison TWG Signed Contract 1.8.25.pdf,
LEGISLATIVE PRIORITIES (1).pdf, Preparing for the
July 1 CCEC_ State Lobbying Update &
Resources.pdf

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 88853

Title

State Lobbying Update by Welch Group

City of Madison
CONTRACT FOR PURCHASE OF SERVICES

1. **PARTIES.**

This is a Contract between the City of Madison, Wisconsin, hereafter referred to as the "City" and The Welch Group, Inc., hereafter referred to as "Contractor."

The Contractor is a: ☒ Corporation ☐ Limited Liability Company ☐ General Partnership ☐ LLP
(to be completed by contractor) ☐ Sole Proprietor ☐ Unincorporated Association ☐ Other: _____

2. **PURPOSE.**

The purpose of this Contract is as set forth in Section 3.

3. **SCOPE OF SERVICES AND SCHEDULE OF PAYMENTS.**

Contractor will perform the following services and be paid according to the following schedule(s) or attachment(s):

Exhibit A - The Welch Group Proposal dated November 26, 2024

Order of Precedence: In the event of a conflict between the terms of this Contract for Purchase of Services and the terms of any document attached or incorporated herein, the terms of this Contract for Purchase of Services shall control and supersede any such conflicting term.

4. **TERM AND EFFECTIVE DATE.**

This Contract shall become effective upon execution by the Mayor, (or the Purchasing Agent, if authorized) on behalf of the City of Madison, unless another effective date is specified in the Attachment(s) incorporated in Section 3, however in no case shall work commence before execution by the City of Madison. The term of this Contract shall be January 1, 2025 through December 31, 2025, with two optional one-year renewals.

5. **ENTIRE AGREEMENT.**

This Contract for Purchase of Services, including any and all attachments, exhibits and other documents referenced in Section 3 (hereafter, "Agreement" or "Contract") is the entire Agreement of the parties and supersedes any and all oral contracts and negotiations between the parties. If any document referenced in Section 3 includes a statement that expressly or implicitly disclaims the applicability of this Contract for Purchase of Services, or a statement that such other document is the "entire agreement," such statement shall be deemed rejected and shall not apply to this Contract.

6. **ASSIGNABILITY/SUBCONTRACTING.**

Contractor shall not assign or subcontract any interest or obligation under this Contract without the City's prior written approval. All of the services required hereunder will be performed by Contractor and employees of Contractor.

7. **DESIGNATED REPRESENTATIVE.**

Contractor designates Peter Welch, Managing Partner as Contract Agent with primary responsibility for the performance of this Contract. If the Contract Agent resigns, is replaced, or is no longer acting as Contract Agent for any reason, Contractor will notify the City in writing of the change, and propose a replacement Contract Agent within seven (7) calendar days. The City may accept another person as the Contract Agent or may terminate this Contract under Section 25, at its option.

8. **PROSECUTION AND PROGRESS.**

- A. Services under this Agreement shall commence upon written order from the City to the Contractor, which order will constitute authorization to proceed; unless another date for commencement is specified elsewhere in this Contract including documents incorporated in Section 3.
- B. The Contractor shall complete the services under this Agreement within the time for completion specified in Section 3, the Scope of Services, including any amendments. The Contractor's services are completed when the City notifies the Contractor in writing that the services are complete and are acceptable. The time for completion shall not be extended because of any delay attributable to the Contractor, but it may be extended by the City in the event of a delay attributable to the City, or in the event of unavoidable delay caused by war, insurrection, natural disaster, or other unexpected event beyond the control of the Contractor. If at any time the Contractor believes that the time for completion of the work should be extended because of unavoidable delay caused by an unexpected event, or because of a delay attributable to the City, the Contractor shall notify the City as soon as possible, but not later than seven (7) calendar days after such an event. Such notice shall include any justification for an extension of time and shall identify the amount of time claimed to be necessary to complete the work.
- C. Services by the Contractor shall proceed continuously and expeditiously through completion of each phase of the work.
- D. Progress reports documenting the extent of completed services shall be prepared by the Contractor and submitted to the City with each invoice under Section 24 of this Agreement, and at such other times as the City may specify, unless another procedure is specified in Section 3.
- E. The Contractor shall notify the City in writing when the Contractor has determined that the services under this Agreement have been completed. When the City determines that the services are complete and are acceptable, the City will provide written notification to the Contractor, acknowledging formal acceptance of the completed services.

9. **AMENDMENT.**

This Contract shall be binding on the parties hereto, their respective heirs, devisees, and successors, and cannot be varied or waived by any oral representations or promise of any agent or other person of the parties hereto. Any other change in any provision of this Contract may only be made by a written amendment, signed by the duly authorized agent or agents who executed this Contract.

10. **EXTRA SERVICES.**

The City may require the Contractor to perform extra services or decreased services, according to the procedure set forth in Section 24. Extra services or decreased services means services which are not different in kind or nature from the services called for in the Scope of Services, Section 3, but which may increase or decrease the quantity and kind of labor or materials or expense of performing the services. Extra services may not increase the total Contract price, as set forth in Section 23, unless the Contract is amended as provided in Section 9 above.

11. **NO WAIVER.**

No failure to exercise, and no delay in exercising, any right, power or remedy hereunder on the part of the City or Contractor shall operate as a waiver thereof, nor shall any single or partial exercise of any right, power or remedy preclude any other or further exercise thereof or the exercise of any other right, power or remedy. No express waiver shall affect any event or default other than the event or default specified in such waiver, and any such waiver, to be effective, must be in writing and shall be operative only for the time and to the extent expressly provided by the City or Contractor therein. A waiver of any covenant, term or condition contained herein shall not be construed as a waiver of any subsequent breach of the same covenant, term or condition.

12. **NONDISCRIMINATION.**

During the term of this Contract, the Contractor agrees not to discriminate against any employee or applicant for employment because of race, religion, marital status, age, color, sex, handicap, national origin or ancestry, income level or source of income, arrest record or conviction record, less than honorable discharge, physical appearance, sexual orientation, gender identity, political beliefs or student status. Contractor further agrees not to discriminate against any subcontractor or person who offers to subcontract on this Contract because of race, religion, color, age, disability, sex, sexual orientation, gender identity or national origin.

13. **AFFIRMATIVE ACTION.**

A. The following language applies to all contractors employing fifteen (15) or more employees (MGO 39.02(9)(c):

The Contractor agrees that, within thirty (30) days after the effective date of this Contract, Contractor will provide to the City of Madison Department of Civil Rights (the "Department"), certain workforce utilization statistics, using a form provided by the City.

If the Contract is still in effect, or if the City enters into a new Agreement with the Contractor, within one year after the date on which the form was required to be provided, the Contractor will provide updated workforce information using a second form, also to be furnished by the City. The second form will be submitted to the Department no later than one year after the date on which the first form was required to be provided.

The Contractor further agrees that, for at least twelve (12) months after the effective date of this Contract, it will notify the Department of each of its job openings at facilities in Dane County for which applicants not already employees of the Contractor are to be considered. The notice will include a job description, classification, qualifications, and application procedures and deadlines, shall be provided to the City by the opening date of advertisement and with sufficient time for the City to notify candidates and make a timely referral. The Contractor agrees to interview and consider candidates referred by the Department, or an organization designated by the Department, if the candidate meets the minimum qualification standards established by the Contractor, and if the referral is timely. A referral is timely if it is received by the Contractor on or before the date stated in the notice.

The Department will determine if a contractor is exempt from the above requirements (Sec. 13.A.) at the time the Request for Exemption in 13.B.(2) is made.

B. Articles of Agreement, Request for Exemption, and Release of Payment:

The "ARTICLES OF AGREEMENT" beginning on the following page, apply to all contractors, unless determined to be exempt under the following table and procedures:

NUMBER OF EMPLOYEES	LESS THAN \$50,000 Aggregate Annual Business with the City*	\$50,000 OR MORE Aggregate Annual Business with the City*
14 or less	Exempt**	Exempt**
15 or more	Exempt**	Not Exempt

*As determined by the Finance Director

**As determined by the Department of Civil Rights

(1) **Exempt Status:** In this section, "Exempt" means the Contractor is exempt from the Articles of Agreement in section 13.B.(5) of this Contract and from filing an Affirmative Action plan as required by Section IV of the Articles of Agreement. The Department of Civil Rights ("Department") makes the final determination as to whether a contractor is exempt. If the Contractor is not exempt, sec. 13.B.(5) shall apply and Contractor shall select option A. or B. under Article IV therein and file an Affirmative Action Plan.

(2) **Request for Exemption – Fewer Than 15 Employees:** (MGO 39.02(9)(a)2.) Contractors who believe they are exempt based on number of employees shall submit a Request for Exemption on a form provided by the Department within thirty (30) days of the effective date of this Contract.

(3) **Exemption – Annual Aggregate Business:** (MGO 39.02(9)(a)c.): The Department will determine, at the time this Contract is presented for signature, if the Contractor is exempt because it will have less than \$50,000 in annual aggregate business with the City for the calendar year in which the contract is in effect. CONTRACTORS WITH 15 OR MORE EMPLOYEES WILL LOSE THIS EXEMPTION AND BECOME SUBJECT TO SEC. 13.B.(5) UPON REACHING \$50,000 OR MORE ANNUAL AGGREGATE BUSINESS WITH THE CITY WITHIN THE CALENDAR YEAR, BEGINNING IN 2019.

(4) Release of Payment: (MGO 39.02(9)(e)1.b.) All non-exempt contractors must have an approved Affirmative Action plan meeting the requirements of Article IV below on file with the Department within thirty (30) days of the effective date of this Contract and prior to release of payment by the City. Contractors that are exempt based on number of employees agree to file a Request for Exemption with the Department within thirty (30) days of the effective date and prior to release of payment by the City.

(5) Articles of Agreement:

ARTICLE I

The Contractor shall take affirmative action in accordance with the provisions of this Contract to ensure that applicants are employed, and that employees are treated during employment without regard to race, religion, color, age, marital status, disability, sex, sexual orientation, gender identity or national origin and that the employer shall provide harassment-free work environment for the realization of the potential of each employee. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training including apprenticeship insofar as it is within the control of the Contractor. The Contractor agrees to post in conspicuous places available to employees and applicants notices to be provided by the City setting out the provisions of the nondiscrimination clauses in this Contract.

ARTICLE II

The Contractor shall in all solicitations or advertisements for employees placed by or on behalf of the Contractors state that all qualified or qualified applicants will be employed without regard to race, religion, color, age, marital status, disability, sex, sexual orientation, gender identity or national origin.

ARTICLE III

The Contractor shall send to each labor union or representative of workers with which it has a collective bargaining Agreement or other Contract or understanding a notice to be provided by the City advising the labor union or workers representative of the Contractor's equal employment opportunity and affirmative action commitments. Such notices shall be posted in conspicuous places available to employees and applicants for employment.

ARTICLE IV

(This Article applies to non-public works contracts.)

The Contractor agrees that it will comply with all provisions of the Affirmative Action Ordinance of the City of Madison (MGO 39.02) including the Contract compliance requirements. The Contractor warrants and certifies that one of the following paragraphs is true (check one):

- ☐ A. Contractor has prepared and has on file an affirmative action plan that meets the format requirements of Federal Revised Order No. 4, 41 CFR part 60-2, as established by 43 FR 51400 November 3, 1978, including appendices required by City of Madison ordinances or it has prepared and has on file a model affirmative action plan approved by the Madison Common Council.
- ☐ B. Within thirty (30) days after the effective date of this Contract, Contractor will complete an affirmative action plan that meets the format requirements of Federal Revised Order No. 4, 41 CFR Part 60-2, as established by 43 FR 51400, November 3, 1978, including appendices required by City of Madison ordinance or within thirty (30) days after the effective date of this Contract, it will complete a model affirmative action plan approved by the Madison Common Council.
- ☒ C. Contractor believes it is exempt from filing an affirmative action plan because it has fewer than fifteen (15) employees and has filed, or will file within thirty (30) days after the effective date of this Contract, a form required by the City to confirm exempt status based on number of employees. If the City determines that Contractor is not exempt, the Articles of Agreement will apply.
- ☐ D. Contractor believes it is exempt from filing an affirmative action plan because its annual aggregate business with the City for the calendar year in which the contract is in effect is less than fifty thousand dollars (\$50,000), or for another reason listed in MGO 39.02(9)(a)2. If the City determines that Contractor is not exempt, the Articles of Agreement will apply.

ARTICLE V

(This Article applies only to public works contracts.)

The Contractor agrees that it will comply with all provisions of the Affirmative Action Ordinance of the City of Madison, including the Contract compliance requirements. The Contractor agrees to submit the model affirmative action plan for public works Contractors in a form approved by the Director of Affirmative Action.

ARTICLE VI

The Contractor will maintain records as required by Section 39.02(9)(f) of the Madison General Ordinances and will provide the City's Department of Affirmative Action with access to such records and to persons who have relevant and necessary information, as provided in Section 39.02(9)(f). The City agrees to keep all such records confidential, except to the extent that public inspection is required by law.

ARTICLE VII

In the event of the Contractor's or subcontractor's failure to comply with the Equal Employment Opportunity and Affirmative Action provisions of this Contract or Sections 39.03 and 39.02 of the Madison General Ordinances, it is agreed that the City at its option may do any or all of the following:

- A. Cancel, terminate or suspend this Contract in whole or in part.
- B. Declare the Contractor ineligible for further City contracts until the Affirmative Action requirements are met.
- C. Recover on behalf of the City from the prime Contractor 0.5 percent of the Contract award price for each week that such party fails or refuses to comply, in the nature of liquidated damages, but not to exceed a total of five percent (5%) of the Contract price, or ten thousand dollars (\$10,000), whichever is less. Under public works contracts, if a subcontractor is in noncompliance, the City may recover liquidated damages from the prime Contractor in the manner described above. The preceding sentence shall not be construed to prohibit a prime Contractor from recovering the amount of such damage from the noncomplying subcontractor.

ARTICLE VIII

(This Article applies to public works contracts only.)

The Contractor shall include the above provisions of this Contract in every subcontract so that such provisions will be binding upon each subcontractor. The Contractor shall take such action with respect to any subcontractor as necessary to enforce such provisions, including sanctions provided for noncompliance.

ARTICLE IX

The Contractor shall allow the maximum feasible opportunity to small business enterprises to compete for any subcontracts entered into pursuant to this Contract. (In federally funded contracts the terms "DBE, MBE, and WBE" shall be substituted for the term "small business" in this Article.)

14. **SEVERABILITY.**

It is mutually agreed that in case any provision of this Contract is determined by any court of law to be unconstitutional, illegal or unenforceable, it is the intention of the parties that all other provisions of this Contract remain in full force and effect.

15. **NOTICES.**

All notices to be given under the terms of this Contract shall be in writing and signed by the person serving the notice and shall be sent registered or certified mail, return receipt requested, postage prepaid, or hand delivered to the addresses of the parties listed below:

FOR THE CITY:

Mayor Satya Rhodes-Conway

(Department or Division Head)

210 Martin Luther King, Jr. Blvd. Room 403

Madison, WI 53703

FOR THE CONTRACTOR:

Peter Welch

16 N. Carroll St, Suite 600

Madison, WI 53703

peter@thewelchgroup.org, 920-229-7127

16. **INDEPENDENT CONTRACTOR AND TAX INFORMATION.**

It is agreed that Contractor is an independent contractor and not an employee of the City, and any persons who the Contractor utilizes or provides for services under this Contract not employees of the City of Madison.

Contractor shall provide its taxpayer identification number (or social security number) to the Finance Director, 210 Martin Luther King Jr. Blvd, Room 406, Madison, WI 53703, prior to payment. The Contractor is informed that as an independent contractor, Contractor may have a responsibility to make estimated tax returns, file tax returns, pay income taxes and make social security payments on the amounts received under this Contract. No amounts will be withheld by the City for these purposes and payment of taxes and making social security payments are solely the responsibility and obligation of the Contractor. The Contractor is further informed that they may be subject to civil and/or criminal penalties if they fail to properly report income and pay taxes and social security taxes on the amount received under this Contract.

17. **GOODWILL.**

Any and all goodwill arising out of this Contract inures solely to the benefit of the City; Contractor waives all claims to benefit of such goodwill.

18. **THIRD PARTY RIGHTS.**

This Contract is intended to be solely between the parties hereto. No part of this Contract shall be construed to add, supplement, amend, abridge or repeal existing rights, benefits or privileges of any third party or parties, including but not limited to employees of either of the parties.

19. **AUDIT AND RETAINING OF DOCUMENTS.**

The Contractor agrees to provide all reports requested by the City including, but not limited to, financial statements and reports, reports and accounting of services rendered, and any other reports or documents requested. Financial and service reports shall be provided according to a schedule (when applicable) to be included in this Contract. Any other reports or documents shall be provided within five (5) working days after the Contractor receives the City's written requests, unless the parties agree in writing on a longer period. Payroll records and any other documents relating to the performance of services under the terms of this Contract shall be retained by the Contractor for a period of three (3) years after completion of all work under this Contract, in order to be available for audit by the City or its designee.

20. **CHOICE OF LAW, VENUE, AND FORUM SELECTION.**

This Contract shall be governed by and construed, interpreted, and enforced in accordance with the laws of the State of Wisconsin, without regard to conflict of law principles. For any claim or suit or other dispute relating to this Contract that cannot be mutually resolved informally, the venue shall be Dane County, Wisconsin, and the parties agree to submit themselves to the jurisdiction of a court of competent jurisdiction in said venue, to the exclusion of any other forum that may have jurisdiction over such a dispute according to any law.

21. **COMPLIANCE WITH APPLICABLE LAWS.**

The Contractor shall become familiar with, and shall at all times comply with and observe all federal, state, and local laws, ordinances, and regulations which in any manner affect the services or conduct of the Contractor and its agents and employees.

22. **CONFLICT OF INTEREST.**
- A. The Contractor warrants that it and its agents and employees have no public or private interest, and will not acquire directly or indirectly any such interest, which would conflict in any manner with the performance of the services under this Agreement.
 - B. The Contractor shall not employ or Contract with any person currently employed by the City for any services included under the provisions of this Agreement.
23. **COMPENSATION.**
It is expressly understood and agreed that in no event will the total compensation under this Contract exceed \$ 72,000 per year, paid via monthly retainer of \$6,000.
24. **BASIS FOR PAYMENT.**
- A. **GENERAL.**
 - (1) The City will pay the Contractor for the completed and accepted services rendered under this Contract on the basis and at the Contract price set forth in Section 23 of this Contract. The City will pay the Contractor for completed and approved "extra services", if any, if such "extra services" are authorized according to the procedure established in this section. The rate of payment for "extra services" shall be the rate established in this Contract. Such payment shall be full compensation for services rendered and for all labor, material, supplies, equipment and incidentals necessary to complete the services.
 - (2) The Contractor shall submit invoices, on the form or format approved by the City and as may be further specified in Section 3 of this Contract. The City will pay the Contractor in accordance with the schedule, if any, set forth in Section 3. The final invoice, if applicable, shall be submitted to the City within three months of completion of services under this Agreement.
 - (3) Should this Agreement contain more than one service, a separate invoice and a separate final statement shall be submitted for each individual service.
 - (4) Payment shall not be construed as City acceptance of unsatisfactory or defective services or improper materials.
 - (5) Final payment of any balance due the Contractor will be made upon acceptance by the City of the services under the Agreement and upon receipt by the City of documents required to be returned or to be furnished by the Contractor under this Agreement.
 - (6) The City has the equitable right to set off against any sum due and payable to the Contractor under this Agreement, any amount the City determines the Contractor owes the City, whether arising under this Agreement or under any other Agreement or otherwise.
 - (7) Compensation in excess of the total Contract price will not be allowed unless authorized by an amendment under Section 9, AMENDMENT.
 - (8) The City will not compensate for unsatisfactory performance by the Contractor.
 - B. **SERVICE ORDERS, EXTRA SERVICE, OR DECREASED SERVICE.**
 - (1) Written orders regarding the services, including extra services or decreased services, will be given by the City, using the procedure set forth in Section 15, NOTICES.
 - (2) The City may, by written order, request extra services or decreased services, as defined in Section 10 of this Contract. Unless the Contractor believes the extra services entitle it to extra compensation or additional time, the Contractor shall proceed to furnish the necessary labor, materials, and professional services to complete the services within the time limits specified in the Scope of Services, Section 3 of this Agreement, including any amendments under Section 9 of this Agreement.
 - (3) If in the Contractor's opinion the order for extra service would entitle it to extra compensation or extra time, or both, the Contractor shall not proceed to carry out the extra service, but shall notify the City, pursuant to Section 15 of this Agreement. The notification shall include the justification for the claim for extra compensation or extra time, or both, and the amount of additional fee or time requested.
 - (4) The City shall review the Contractor's submittal and respond in writing, either authorizing the Contractor to perform the extra service, or refusing to authorize it. The Contractor shall not receive additional compensation or time unless the extra compensation is authorized by the City in writing.
25. **DEFAULT/TERMINATION.**
- A. In the event Contractor shall default in any of the covenants, agreements, commitments, or conditions herein contained, and any such default shall continue unremedied for a period of ten (10) days after written notice thereof to Contractor, the City may, at its option and in addition to all other rights and remedies which it may have at law or in equity against Contractor, including expressly the specific enforcement hereof, forthwith have the cumulative right to immediately terminate this Contract and all rights of Contractor under this Contract.
 - B. Notwithstanding paragraph A., above, the City may in its sole discretion and without any reason terminate this Agreement at any time by furnishing the Contractor with ten (10) days' written notice of termination. In the event of termination under this subsection, the City will pay for all work completed by the Contractor and accepted by the City.
26. **INDEMNIFICATION.**
The Contractor shall be liable to and hereby agrees to indemnify, defend and hold harmless the City of Madison, and its officers, officials, agents, and employees against all loss or expense (including liability costs and attorney's fees) by reason of any claim or suit, or of liability imposed by law upon the City or its officers, officials, agents or employees for damages because of bodily injury, including death at any time resulting therefrom, sustained by any person or persons or on account of damages to property, including loss of use thereof, arising from, in connection with, caused by or resulting from the Contractor's and/or Subcontractor's acts or omissions in the performance of this Agreement, whether caused by or contributed to by the negligence of the City, its officers, officials, agents, or its employees.

27. **INSURANCE.**

The Contractor will insure, and will require each subcontractor to insure, as indicated, against the following risks to the extent stated below. The Contractor shall not commence work under this Contract, nor shall the Contractor allow any Subcontractor to commence work on its Subcontract, until the insurance required below has been obtained and corresponding certificate(s) of insurance have been approved by the City Risk Manager.

Commercial General Liability

The Contractor shall procure and maintain during the life of this Contract, Commercial General Liability insurance including, but not limited to bodily injury, property damage, personal injury, and products and completed operations (unless determined to be inapplicable by the Risk Manager) in an amount not less than \$1,000,000 per occurrence. This policy shall also provide contractual liability in the same amount. Contractor's coverage shall be primary and non-contributory and list the City of Madison, its officers, officials, agents and employees as additional insureds. Contractor shall require all subcontractors under this Contract (if any) to procure and maintain insurance meeting the above criteria, applying on a primary basis and listing the City of Madison, its officers, officials, agents and employees as additional insureds.

Automobile Liability

The Contractor shall procure and maintain during the life of this Contract Business Automobile Liability insurance covering owned, non-owned and hired automobiles with limits of not less than \$1,000,000 combined single limit per accident. Contractor shall require all subcontractors under this Contract (if any) to procure and maintain insurance covering each subcontractor and meeting the above criteria.

Worker's Compensation

The Contractor shall procure and maintain during the life of this Contract statutory Workers' Compensation insurance as required by the State of Wisconsin. The Contractor shall also carry Employers Liability limits of at least \$100,000 Each Accident, \$100,000 Disease – Each Employee, and \$500,000 Disease – Policy Limit. Contractor shall require all subcontractors under this Contract (if any) to procure and maintain such insurance, covering each subcontractor.

Professional Liability

The Contractor shall procure and maintain professional liability insurance with coverage of not less than \$1,000,000. If such policy is a "claims made" policy, all renewals thereof during the life of the Contract shall include "prior acts coverage" covering at all times all claims made with respect to Contractor's work performed under the Contract. This Professional Liability coverage must be kept in force for a period of six (6) years after the services have been accepted by the City.

Acceptability of Insurers. The above-required insurance is to be placed with insurers who have an A.M. Best rating of no less than A- (A minus) and a Financial Category rating of no less than VII.

Proof of Insurance, Approval. The Contractor shall provide the City with certificate(s) of insurance showing the type, amount, effective dates, and expiration dates of required policies prior to commencing work under this Contract. Contractor shall provide the certificate(s) to the City's representative upon execution of the Contract, or sooner, for approval by the City Risk Manager. If any of the policies required above expire while this Contract is still in effect, Contractor shall provide renewal certificate(s) to the City for approval. Certificate Holder language should be listed as follows:

City of Madison
ATTN: Risk Management, Room 406
210 Martin Luther King, Jr. Blvd.
Madison, WI 53703

The Contractor shall provide copies of additional insured endorsements or insurance policies, if requested by the City Risk Manager. The Contractor and/or Insurer shall give the City thirty (30) days advance written notice of cancellation, non-renewal or material changes to any of the above-required policies during the term of this Contract.

28. **OWNERSHIP OF CONTRACT PRODUCT.**

All of the work product, including, but not limited to, documents, materials, files, reports, data, including magnetic tapes, disks of computer-aided designs or other electronically stored data or information (the "Documents"), which the Contractor prepares pursuant to the terms and conditions of this Contract are the sole property of the City. The Contractor will not publish any such materials or use them for any research or publication, other than as expressly required or permitted by this Contract, without the prior written permission of the City. The grant or denial of such permission shall be at the City's sole discretion.

The Contractor intends that the copyright to the Documents shall be owned by City, whether as author (as a Work Made For Hire), or by assignment from Contractor to City. The parties expressly agree that the Documents shall be considered a Work Made For Hire as defined by Title 17, United States Code, Section 101(2).

As further consideration for the City entering into this Contract, the Contractor hereby assigns to City all of the Contractor's rights, title, interest and ownership in the Documents, including the right to procure the copyright therein and the right to secure any renewals, reissues and extensions of any such copyright in any foreign country. The City shall be entitled to the sole and exclusive benefit of the Documents, including the copyright thereto, and whenever required by the City, the Contractor shall at no additional compensation, execute all documents of assignment of the full and exclusive benefit and copyright thereof to the City. Any subcontractors and other independent contractors who prepare portions of the Documents shall be required by the Contractor to execute an assignment of ownership in favor of the City before commencing work.

29. **BAN THE BOX - ARREST AND CRIMINAL BACKGROUND CHECKS.** (Sec. 39.08, MGO. Applicable to contracts exceeding \$25,000.)
- A. **DEFINITIONS.**
- For purposes of this section, "Arrest and Conviction Record" includes, but is not limited to, information indicating that a person has been questioned, apprehended, taken into custody or detention, held for investigation, arrested, charged with, indicted or tried for any felony, misdemeanor or other offense pursuant to any law enforcement or military authority.
- "Conviction record" includes, but is not limited to, information indicating that a person has been convicted of a felony, misdemeanor or other offense, placed on probation, fined, imprisoned or paroled pursuant to any law enforcement or military authority.
- "Background Check" means the process of checking an applicant's arrest and conviction record, through any means.
- B. **REQUIREMENTS.** For the duration of this Contract, the Contractor shall:
- (1) Remove from all job application forms any questions, check boxes, or other inquiries regarding an applicant's arrest and conviction record, as defined herein.
 - (2) Refrain from asking an applicant in any manner about their arrest or conviction record until after conditional offer of employment is made to the applicant in question.
 - (3) Refrain from conducting a formal or informal background check or making any other inquiry using any privately or publicly available means of obtaining the arrest or conviction record of an applicant until after a conditional offer of employment is made to the applicant in question.
 - (4) Make information about this ordinance available to applicants and existing employees, and post notices in prominent locations at the workplace with information about the ordinance and complaint procedure using language provided by the City.
 - (5) Comply with all other provisions of Sec. 39.08, MGO.
- C. **EXEMPTIONS:** This section does not apply when:
- (1) Hiring for a position where certain convictions or violations are a bar to employment in that position under applicable law, or
 - (2) Hiring a position for which information about criminal or arrest record, or a background check is required by law to be performed at a time or in a manner that would otherwise be prohibited by this ordinance, including a licensed trade or profession where the licensing authority explicitly authorizes or requires the inquiry in question.
- To be exempt under sec. C.(1) or (2) above, Contractor must demonstrate to the City that there is a law or regulation that requires the hiring practice in question. If so, the contractor is exempt from this section for the position(s) in question.
30. **WEAPONS PROHIBITION.**
- Contractor shall prohibit, and shall require its subcontractors to prohibit, its employees from carrying weapons, including concealed weapons, in the course of performance of work under this Contract, other than while at the Contractor's or subcontractor's own business premises. This requirement shall apply to vehicles used at any City work site and vehicles used to perform any work under this Contract, except vehicles that are an employee's "own motor vehicle" pursuant to Wis. Stat. sec. 175.60(15m).
31. **IT NETWORK CONNECTION POLICY.**
- If this Contract includes services such as software support, software maintenance, network services, and/or system development services and will require a Network Connection the City Network (as defined in the following link), the City's Network Connection Policy found at this link: <https://www.cityofmadison.com/attorney/documents/posNetworkConnection.docx> is hereby incorporated and made a part of this Contract and Contractor agrees to comply with all of its requirements.
32. **AUTHORITY.**
- Contractor represents that it has the authority to enter into this Contract. If the Contractor is not an individual, the person(s) signing on behalf of the Contractor represents and warrants that they have been duly authorized to bind the Contractor and sign this Contract on the Contractor's behalf.
33. **COUNTERPARTS, ELECTRONIC SIGNATURE AND DELIVERY.**
- This Contract may be signed in counterparts, each of which shall be taken together as a whole to comprise a single document. Signatures on this Contract may be exchanged between the parties by facsimile, electronic scanned copy (.pdf) or similar technology and shall be as valid as original; and this Contract may be converted into electronic format and signed or given effect with one or more electronic signature(s) if the electronic signature(s) meets all requirements of Wis. Stat. ch. 137 or other applicable Wisconsin or Federal law. Executed copies or counterparts of this Contract may be delivered by facsimile or email and upon receipt will be deemed original and binding upon the parties hereto, whether or not a hard copy is also delivered. Copies of this Contract, fully executed, shall be as valid as an original.

IN WITNESS WHEREOF, the parties hereto have set their hands at Madison, Wisconsin.

CONTRACTOR:

The Welch Group, Inc
(Type or Print Name of Contracting Entity)

By: _____

(Signature)

Peter Welch, Managing Partner
(Print Name and Title of Person Signing)

Date: 12/13/24

**CITY OF MADISON, WISCONSIN
a municipal corporation:**

By: _____

Satya Rhodes-Conway, Mayor

Date: _____

Approved:

David P. Schmiedicke, Finance Director

Date: _____

By: _____

Maribeth Witzel-Behl, City Clerk

Date: _____

Approved as to Form:

Eric T. Veum, Risk Manager

Date: _____

Michael Haas, City Attorney

Date: _____

For City Use Only: SIGNATURE INSTRUCTIONS FOR CONTRACTS SIGNED BY MAYOR/CLERK:

Obtain contractor's signature first. Route this contract & all of its attachments for City signatures using the City Clerk's Contract Routing Database. Include 1 copy of authorizing resolution & 1 copy of the Certificate of Insurance.

NOTE: Certain service contracts may be executed by the designee of the Finance Director on behalf of the City of Madison:

By: _____

Mary Richards, Procurement Supervisor

Date: _____

MGO 4.26(3) and (5) authorize the Finance Director or designee to sign purchase of service contracts when all of the following apply:

- (a) The funds are included in the approved City budget.
- (b) An RFP or competitive process was used, or the Contract is exempt from competitive bidding under 4.26(4)(a).
- (c) The City Attorney has approved the form of the Contract.
- (d) The Contract complies with other laws, resolutions and ordinances.
- (e) The Contract is for a period of 1 year or less, OR not more than 5 years AND the average cost is not more than \$100,000 per year, AND was subject to competitive bidding. (If over \$50,000 and exempt from bidding under 4.26(4)(a), regardless of duration of the Contract, the Common Council must authorize the Contract by resolution and the Mayor and City Clerk must sign, per 4.26(5)(b).)

Emergency Service contracts may also be signed by the designee of the Finance Director if the requirements of MGO 4.26(3)(c) are met.

For City Use Only: SIGNATURE INSTRUCTIONS FOR CONTRACT TO BE SIGNED BY FINANCE (PURCHASING):

Obtain contractor's signature first. Attach the contractor-signed contract with all attachments/exhibits and the certificate of insurance to the requisition in MUNIS.



The Welch Group

DATE: November 26th, 2024

FROM: Peter Welch, Managing Partner
The Welch Group, Public Affairs
16 N. Carroll St., Suite 600, Madison, WI
peter@thewelchgroup.org | 920-229-7127

TO: Satya Rhodes-Conway, Mayor
City of Madison, Wisconsin

RE: Government Affairs Services for 2025-26 Legislative Session

Thank you for the opportunity to submit a proposal for Government Affairs Services. Through The Welch Group's seasoned expertise in public affairs and strategic advocacy, the City of Madison will meaningfully advance its objectives to strengthen relationships with policy makers, build political capital, and increase financial support from the State of Wisconsin.

Scope of Services:

- **Relationship Building:**
 - Establish and maintain strong working relationships with members of the Wisconsin legislature, executive branch, and other key decision-makers.
 - Act as a liaison to align the City's priorities with state-level stakeholders, building goodwill and ensuring open lines of communication.
- **Legislative Monitoring:**
 - Track, analyze, and report on proposed legislation and regulatory changes that could impact the City of Madison.
 - Complete all reporting on lobbying activity required by the state ethics board.
- **Political Strategy Guidance:**
 - Develop and implement tailored political strategies to advance the City's legislative agenda.
 - Offer strategic counsel to anticipate and navigate political challenges, leveraging relationships and legislative insights.
- **Stakeholder Engagement:**
 - Collaborate with municipal officials, community organizations, and regional partners to build coalitions and amplify advocacy efforts.
 - Represent the City of Madison in relevant legislative hearings, meetings, and events to advocate for the City's priorities.

COMPENSATION

In consideration of the consulting services, the City of Madison shall pay TWG a monthly retainer of \$6,000/month, payable on the 1st day of each month for the duration of the contract) of for continuation of contracted services.

TWG does not anticipate any expenses, but expenses will be reimbursed only with prior approval of the City of Madison.

Sincerely,

Peter Welch, Managing Partner
The Welch Group, Public Affairs
peter@thewelchgroup.org | 920-229-7127

CONFLICTS

TWG has informed the City of Madison of its current client list. Prior to any new clients being added by TWG, City of Madison will be notified so as to enter into no agreement which is adverse to the City of Madison. TWG will not enter into any business arrangement which will present a conflict of interest.

WHEN MADISON THRIVES, WISCONSIN THRIVES: City of Madison 2025-26 Legislative Priorities



CREATING MORE HOUSING FOR EVERYONE



**GROWING TRANSPORTATION AND
INFRASTRUCTURE**



**REDUCING RELIANCE ON
PROPERTY TAXES AND
ADDRESSING COST OF LIVING**

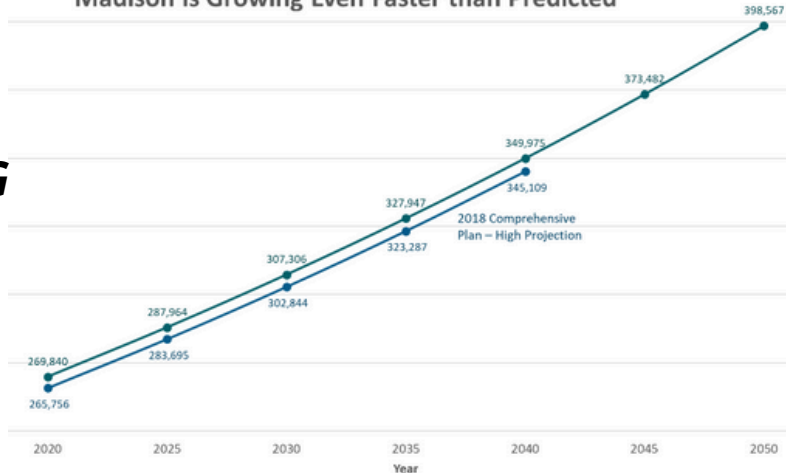


**SUPPORTING CHILDCARE
OPTIONS**



**MAINTAINING COMMUNITY
HEALTH**

Madison is Growing Even Faster than Predicted



We appreciate our partnership with state government and look forward to making progress on our shared priorities in this legislative session and biennial budget.

BACKGROUND ON MADISON:

- ✓ Madison is the **fastest-growing** city in Wisconsin.
- ✓ **35,000** new residents since 2015.
- ✓ Another **115,000** new Madisonians are expected by 2050.
- ✓ Madison's GDP is **\$66 billion** – nearly **20 percent** of the Wisconsin economy.
- ✓ Our residents contribute more than **\$1 billion** in state taxes annually.

CREATING MORE HOUSING FOR EVERYONE

- Update the Homestead Tax Credit.
- Extend the life of tax increment districts to allow for additional housing construction.
- Change state building code to allow single stairways in buildings up to 6 floors.
- Consider adding to the Housing Cost Reduction Initiative.

GROWING TRANSPORTATION AND INFRASTRUCTURE

- Support funding to rebuild the Badger Interchange.
- Create uniform fuel tax policy for municipalities.
- Maintain or increase state transit aid.
- Repeal the prohibition on using eminent domain for bicycle or pedestrian facilities.
- Create a mechanism for regional transit planning and operations.

REDUCING RELIANCE ON PROPERTY TAXES AND ADDRESSING COST OF LIVING

- Fully fund the Payment for Municipal Services Program.
- Maintain or increase Shared Revenue at a rate equal to the growth of State GPR.
- Establish a 2% minimum net new construction factor for the levy limit.
- Eliminate the “covered services” penalty in the levy limit.
- Establish a 1.2% minimum net new construction factor in the Expenditure Restraint Program.
- Allow local option sales tax.

SUPPORTING CHILDCARE OPTIONS

- Continue the successful state Child Care Counts Program.
- Support employers in implementing workforce solutions to address hiring and retainment challenges caused by a lack of affordable, reliable childcare for employees.
- Funding for the Wisconsin Out of School Time Alliance.
- Support training for childcare workers.

MAINTAINING COMMUNITY HEALTH

- Expand Medicare, including to 1 year post-partum.
- Support local initiatives to create alternative emergency response teams for behavioral health emergencies.
- Support increased funding to cities, towns, and villages to expand and improve emergency medical services (EMS).
- Continue to address PFAS contamination.

From: [Govindarajan, MGR](#)
To: [CCEC](#)
Cc: [All Alders](#)
Subject: Preparing for the July 1 CCEC: State Lobbying Update & Resources
Date: Friday, June 27, 2025 8:53:31 PM
Attachments: [City of Madison TWG Signed Contract 1.8.25.pdf](#)
[LEGISLATIVE PRIORITIES \(1\).pdf](#)
Importance: High

[DO NOT REPLY ALL — ALL ALDERS EMAIL]

CCEC Colleagues,

Ahead of our July 1st Common Council Executive Committee (CCEC) meeting, I want to provide background and resources related to the upcoming presentation from our state lobbyist, The Welch Group. Several of you have asked for materials in advance, and I hope this email helps you prepare and engage meaningfully in the discussion.

Background

For those newer to Council: the Common Council approved a contract with The Welch Group earlier this year on February 25th. You can view the resolution here: [Legistar #86954](#). This decision came as the Council recognized the deepening structural budget deficit facing the city, a challenge largely rooted in the state's outdated shared revenue and city funding formulas. Hiring a state lobbyist allows us to better represent ourselves in legislative discussions that directly impact our city's fiscal health and long-term sustainability. The Welch Group is a well-known lobbying firm, which you can learn more about at their website [here](#).

Attached Documents

I've attached the following documents for your review:

- A list of legislative priorities provided to The Welch Group from the Mayor's Office. Feel free to share this with constituents.
- The contract between the City of Madison and The Welch Group, outlining the scope of work, payment for services and more.

Additional Legislative Resources

To stay informed on state legislative matters, the following resources are especially helpful:

- [Lobbying.wi.gov](#) — Shows all legislation the City has registered for, against, or neutral on, including subject areas. As of now the City is registered on 20 Bills (one Assembly version and one Senate version).
- [legis.wisconsin.gov](#) — The State Legislature's main website, where you can search for bills, committees, legislators, and more.
- [Wisconsin Notify](#) — Similar to Legistar, this tool lets you create an account and subscribe to updates on keywords, bills, or committees. You'll receive email alerts when there are changes.

I encourage everyone to review these materials ahead of the meeting on Tuesday. The contract outlines the services The Welch Group is expected to provide, and the lobbying website offers a helpful overview of the legislation the City is actively tracking. As Alders, it's important we remain informed on where and how the City takes formal positions.

Why CCEC?

Some have asked why this update is happening at CCEC rather than before the full Council. The short answer is: I requested it. The longer answer is that CCEC is explicitly empowered to set and provide oversight of the City's state legislative agenda under [MGO 33.13\(4\)\(b\)\(1\)](#), **(4)(b)4**, and **(4)(b)6**.

Given the full CCEC agenda on July 1st, I encourage everyone to come prepared with questions for The Welch Group. If you have more foundational or process-oriented questions, feel free to reach out to me beforehand. **I'm happy to provide insight**—my day job is in the Capitol as a Legislative Staffer, and I know how complex this landscape can be to jump into for the first time.

Best,

MGR Govindarajan (*he/him/his*)

District 8 Alder | (608) 509-9119

[My Blog](#)



City of Madison

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

Master

File Number: 90754

File ID: 90754

File Type: Ordinance

Status: Items Referred

Version: 1

Reference:

Controlling Body: COMMON
COUNCIL
EXECUTIVE
COMMITTEE

File Created Date : 11/06/2025

File Name: Repeal City, County, Schools Collaborative
Committee

Final Action:

Title: Repealing Section 33.28 of the Madison General Ordinances related to the City,
County, Schools Collaborative Committee.

Notes: 7011RepealCCSCC

Sponsors: Satya V. Rhodes-Conway, Tag Evers And Regina M.
Vidaver

Effective Date:

Attachments:

Enactment Number:

Author: Michael Haas

Hearing Date:

Entered by: mglaeser@cityofmadison.com

Published Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	11/06/2025	Referred for Introduction				
	Action Text: This Ordinance was Referred for Introduction						
	Notes: Common Council Executive Committee (12/9/25), Common Council (12/9/25)						
1	COMMON COUNCIL	11/25/2025	Refer	COMMON COUNCIL EXECUTIVE COMMITTEE			Pass
	Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Refer to the COMMON COUNCIL EXECUTIVE COMMITTEE. The motion passed by voice vote/other.						

Text of Legislative File 90754

Fiscal Note

No fiscal impact.

Title

Repealing Section 33.28 of the Madison General Ordinances related to the City, County,
Schools Collaborative Committee.

Body

DRAFTER'S ANALYSIS: This ordinance discontinues the City, County, Schools Collaborative

Committee.

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

1. Section 33.28 entitled "City, County, Schools Collaborative Committee" of the Madison General Ordinances is repealed.

EDITOR'S NOTE:

Section 33.28 entitled "City, County, Schools Collaborative Committee" of the Madison General Ordinances currently reads as follows:

"33.28 CITY, COUNTY, SCHOOLS COLLABORATIVE COMMITTEE.

The Education Committee serves as a formal channel of communication and policy recommendations regarding issues of shared concern between the City of Madison, the Madison Metropolitan School District Board of Education, and Dane County. The Committee shall meet on an as-needed basis. The Committee consists of eight (8) members: Mayor or designee, two Common Council members, the Madison Metropolitan School District School Superintendent or representative, two Madison Metropolitan School District Board of Education members, and two County Board Supervisors. All members of the Committee shall be voting members, except the designee of the Mayor and the representative of the Superintendent when they attend meetings in place of the Mayor or the Superintendent."



City of Madison

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

Master

File Number: 91101

File ID: 91101

File Type: Miscellaneous

Status: In Committee

Version: 1

Reference:

Controlling Body: COMMON
COUNCIL
EXECUTIVE
COMMITTEE

File Created Date : 12/02/2025

File Name: Presentation on Madison Sister City Delegation Visit
to Tepatitlán, Mexico

Final Action:

Title: Presentation on Madison Sister City Delegation Visit to Tepatitlán, Mexico

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 91101

Title

Presentation on Madison Sister City Delegation Visit to Tepatitlán, Mexico



City of Madison

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

Master

File Number: 88520

File ID: 88520

File Type: Miscellaneous

Status: In Committee

Version: 1

Reference:

Controlling Body: COMMON
COUNCIL
EXECUTIVE
COMMITTEE

File Created Date : 05/28/2025

File Name:

Final Action:

Title: Council Office Updates (2025-2026)

Notes:

Sponsors:

Effective Date:

Attachments: CCEC Chief of Staff Update 6-3-25.pdf, CCEC Chief of Staff Update 7-1-25.pdf, CCEC Chief of Staff Update 080525.pdf, CCEC Chief of Staff Update 091625.pdf, CCEC Chief of Staff Update 102825.pdf

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 88520

Title

Council Office Updates (2025-2026)

Council Chief of Staff Update

6/3/25

Upcoming Staff Out-of-Office

6/3-6/4: Lorissa out

6/6: Debbie out

6/13: Liz out

6/16 (afternoon): Liz out

6/18 (afternoon): Liz out

6/20: Isaac out; Liz out

6/25-6/26: Isaac out

Reminders & Tips

June 19: City Offices Closed

Project Updates

All-Alder Retreat: Close to confirming the final date. Doodle poll with the finalists is in your inbox.

BCC Staff Training Updates: Along with Organizational Development and the Attorney's Office, we are working on reviewing and updating BCC staff training materials as part of an ongoing effort to bolster BCC support.

RESJI Training: I will be coordinating with the City Equity and Social Justice Manager (kristy kumar) to provide a training for alders on the RESJ (Racial Equity and Social Justice) Initiative and the equity analysis process this fall.

Council Chief of Staff Update

7/1/25

Upcoming Staff Out-of-Office

7/2-7/3: Isaac out
7/3-7/8: Debbie out
7/30: Karen out
8/6-8/8: Karen out

Reminders & Tips

July 4: City Offices Closed

City Website Accessibility-How Alders Can Help

We are legally required to make City public facing web content accessible. This is due to a [federal ruling](#). At this time, alders can assist by avoiding ALL CAPS when writing their blog posts. We know that content coming from agencies may contain all caps, so this ask is focused on the content you write yourself, or draft content that you are given and can easily modify before posting. If you'd like to learn more about best practices to keep in mind while blogging, there are [several resources and articles](#) available on EmployeeNet (access with your City login). Here are some examples of all caps in some recent blogs that caught the attention of the software (Siteimprove) that the City is using to help staff identify issues (highlighted in red below).

Press Release: Avoid Flash Flooded Areas *posted June 24, 2025*

PRESS RELEASE COPY

:Heavy Rain Continues, Urban Flash Flooding Expected, Avoid Flash Flooded Areas“The next few days are expected to have multiple, brief but heavy storm events which may result in urban flash flooding of roadways. If you...

4506 and 4514 Verona Road-Plan Commission Public Hearing *posted June 20, 2025*

Monday, June 23, 2025 @5:30pmLocationThis meeting is being held virtually.Watch Online

Category: [Notices](#)

STOP THE VIOLENCE SAVE THE CHILDREN-Meadowood *posted June 18, 2025*

SIXTH ANNUAL STOP THE VIOLENCE SAVE THE CHILDREN COMMUNITY

SUPPERThe event will be held inside Good Shepherd Church tonight

Project Updates

AASPIRE Intern

Our AASPIRE intern, Ella, is hard at work assisting with policy research and community engagement. She will be in the chambers tonight between 6 and 6:30 with the Clerk's

Council Chief of Staff Update

7/1/25

Office interns collecting videos for the Pass the Phone Challenge. She is in the CCB on Tuesdays and Thursdays, so please stop by to meet her.

Council Office Budget Request

Please refer to the [7/1/25 CCEC agenda](#) for [links to the proposed budget request](#). If you aren't able to attend CCEC today, please watch the recording or contact me to find out more about our agency operating budget request.

Annual Workplan

Now that staggered terms are in effect and there will be alder elections every year, the Council Office has an opportunity to create an annual workplan that maps out the large projects that occur throughout the year. For a sneak peak, come to the Council Office conference room to review the notes on the whiteboard.

All-Alder Retreat: Being Public: Navigating the Spectrum of Disagreement and Conflict as Elected Officials Facilitated by Abha Thakkar, Mosaic LLC. Saturday, September 13, from 9-2 at the Parks Office. Lunch from Melly Mel's (including vegetarian and vegan options).

City Training Opportunities

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, Customer De-Escalation, and an orientation to the Equitable Hiring Plan (formerly the Equitable Hiring Tool).

Conflict Management

Description: Increase your self-awareness regarding our common styles to approaching and navigating conflict. July 9, 10:00 – 11:30 am, Virtual

Sparkling Growth

Description: Sparking Growth is a training focused on exploring topics like grief, the window of tolerance, and strategies to foster balance and mental health. Join us for this interactive session where we will explore components of mental health and will practice skills to assist with emotional regulation and balance. Leave the space with practical tools and knowledge to foster your wellbeing at home and workplace. August 12, 1:30 – 3:00 pm, Virtual

Council Chief of Staff Update

8/5/25

Upcoming Staff Out-of-Office

8/6-8/8: Karen out

8/22: Isaac out

8/25: Liz out

8/28: Liz out

August TBD Debbie out

Sept 1: City Offices Closed

Reminders & Tips

All-Alder Retreat on Saturday, September 13. Being Public: Navigating the Spectrum of Disagreement and Conflict as Elected Officials Facilitated by Abha Thakkar, Mosaic LLC. Lunch from Melly Mel's (including beef, chicken, vegetarian, and vegan options).

Common Council Discussion on Tuesday, September 30. Topic: Purpose-Built Men's Shelter. 6:00 p.m. CCB 201.

Register for the [YWCA Racial Justice Summit](#). Deadline is 8/29/25.

City Website Accessibility-How Alders Can Help

We are legally required to make City public facing web content accessible by April of 2026. This is due to a [federal ruling](#). At this time, alders can assist by **avoiding ALL CAPS** when writing their blog posts. We know that content coming from agencies may contain all caps, so this ask is focused on the content you write yourself, or draft content that you are given and can easily modify before posting. If you'd like to learn more about best practices to keep in mind while blogging, there are [several resources and articles](#) available on EmployeeNet (access with your City login). Here are some examples of all caps in some recent blogs that caught the attention of the software (Siteimprove) that the City is using to help staff identify issues (highlighted in red below).

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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, Customer De-Escalation, and an orientation to the Equitable Hiring Plan (formerly the Equitable Hiring Tool).

Sparkling Growth

Description: Sparking Growth is a training focused on exploring topics like grief, the window of tolerance, and strategies to foster balance and mental health. Join us for this interactive session where we will explore components of mental health and will practice skills to assist with emotional regulation and balance. Leave the space with practical tools and knowledge to foster your wellbeing at home and workplace. August 12, 1:30 – 3:00 p.m., virtual

Council Chief of Staff Update

8/5/25

Plain Language and Effective Communication

Description: How you communicate and the language you use can serve to build positive and lasting relationships, help people understand your message, and help people make informed decisions. In this session, you will learn tools to increase understanding and engagement as well as to disrupt power dynamics in language. Learn how language can foster inclusion and how to navigate communication challenges. We will also review the ADA's effective communication requirements for public entities. August 19, 10-11:30 a.m., virtual.

Council Chief of Staff Update

9/16/25

Upcoming Staff Out-of-Office

9/19-9/29: Debbie out

9/29-10/7: Lorissa out

10/1-10/3: Isaac out at Emerging Local Government Leaders (ELGL) Conference

Reminders & Tips

Common Council Discussion on Tuesday, September 30. Topic: Purpose-Built Men's Shelter. 6:00 p.m. in CCB 201 and via virtual meeting.

Equity and Social Justice Division Training

Equity and Social Justice Division staff have requested an opportunity to provide the alders with an interactive training with the team's guiding principles and experiential-based learning for equity work at the City. I'll be sending out a poll soon to identify dates in November and December.

City Website Accessibility-How Alders Can Help

We are legally required to make City public-facing web content accessible by April of 2026. This is due to a [federal ruling](#). At this time, alders can assist by:

- **Adding alt text descriptions** to any images you use in your blog
- **Writing out the information** from event flyers into the text of your blog post
- **Avoiding ALL CAPS** when writing your blog posts

If you'd like to learn more about best practices to keep in mind while blogging, there are [several resources and articles](#) available on EmployeeNet (access with your City login).

More information will be coming as we are updated.

Council Chief of Staff Update 10/28/25

Upcoming Staff Out-of-Office

10/30-31: Debbie out
11/26: Karen, Liz & Lorissa out
12/1-3: Lorissa out
12/18-22: Isaac out
12/22-26: Liz out
12/22-29: Lorissa out
City Offices Closed: 11/27, 11/28, 12/24, 12/25, 12/31

Reminders & Tips

- **CRASE Training:** October 30
- **Equity and Social Justice Division Training:** November 4
- **Reminder:** November 11 budget session starts at **5:30 p.m.**

50-Piece Rule goes into effect on December 1 for all alders up for re-election who have not filed their non-candidacy papers. Please review the guidance available in [50-Piece Rule And Other Campaign Restrictions Facts & FAQ](#) and [RES-22-00610](#) and reach out to me with any questions.

CCB Basement Parking

There are three dedicated spots for Common Council members and staff in the basement of CCB. As some of you know, we have had challenges keeping unauthorized users out of those spots. The County has installed more visible signage and we have created yellow cards to place on your dashboard when parking there. Thank you very much to those of you who are using your yellow card when using a Council space! Contact me if you would like a yellow card for your vehicle.



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City of Madison

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

Master

File Number: 88519

File ID: 88519

File Type: Miscellaneous

Status: In Committee

Version: 1

Reference:

Controlling Body: COMMON
COUNCIL
EXECUTIVE
COMMITTEE

File Created Date : 05/28/2025

File Name: Future Agenda Items (2025-2026)

Final Action:

Title: Future Agenda Items (2025-2026)

Notes:

Sponsors:

Effective Date:

Attachments: Future Agenda Item Requests 2025-2026 updated
6-3-25.pdf

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 88519

Title

Future Agenda Items (2025-2026)

Future Agenda Item Requests 2025-2026

Council meeting ending times (Ald. Lankella-added 6/3/25)
Alder committee appointments (Ald. Tishler-added 6/3/25)
Reducing size of Council (Pres. Vidaver-added 6/3/25)



City of Madison

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

Master

File Number: 90167

File ID: 90167

File Type: Miscellaneous

Status: In Committee

Version: 1

Reference:

Controlling Body: COMMON
COUNCIL
EXECUTIVE
COMMITTEE

File Created Date : 09/29/2025

File Name: Security Protocols for Elected Officials and Common
Council Meetings

Final Action:

Title: Security Protocols for Elected Officials and Common Council Meetings

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 90167

Title

Security Protocols for Elected Officials and Common Council Meetings