



City of Madison

City of Madison
Madison, WI 53703
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Meeting Minutes - Draft COMMON COUNCIL EXECUTIVE COMMITTEE

Tuesday, May 15, 2018

4:30 PM

210 Martin Luther King, Jr. Blvd.
Room 108 (City-County Building)

Present: 4 - Samba Baldeh; Shiva Bidar-Sielaff; Rebecca Kemble and Marsha A. Rummel

Excused: 4 - Sheri Carter; Paul E. Skidmore; David Ahrens and Mark Clear

Others Present: Ald. Denise DeMarb, Ald. Barbara Harrington-McKinney, Deputy Mayor Reyes, Deputy Mayor Ragland, Norm Davis (DCR), Harper Donahue (HR), City Attorney Mike May, Natalie Erdman (PCED), Joe Gromacki (Real Estate), Heather Allen (Council Office), Amy Deming (Water Utility), Erin Hillson (HR)

Ald. Samba Baldeh, chair, called the meeting to order at 4:34 p.m.

APPROVAL OF MINUTES

A motion was made by Ald. Shiva Bidar-Sielaff, seconded by Ald. Rebecca Kemble, to approve the minutes from the April 10, 2018 Common Council Executive Committee meeting. The motion passed by voice vote/other.

PUBLIC COMMENT

There was no public comment.

DISCLOSURES AND RECUSALS

There were no disclosures or recusals from the members present.

Ald. Paul Skidmore arrived at 4:35 p.m. Ald. Mark Clear arrived at 4:42 p.m.

Present: 6 - Samba Baldeh; Shiva Bidar-Sielaff; Paul E. Skidmore; Rebecca Kemble; Mark Clear and Marsha A. Rummel

Excused: 2 - Sheri Carter and David Ahrens

REFERRAL FROM COMMON COUNCIL

51408

Repealing Section 4.095(9) of the Madison General Ordinances to eliminate the sunset provision for the Urban Forestry Special Charge.

City Attorney Mike May was present for discussion on the ordinance.

The proposed ordinance change eliminates the sunset provision of the Urban Forestry Special Charge. This charge, which was put in place in 2015, allowed the City to recoup costs associated with managing and maintaining the City's urban forest. When created, the original ordinance included a sunset provision

indicating the charge would end in December 2018. The 2018 Adopted Operating Budget includes \$4.3 million in revenue from the special charge. This revenue supports costs within the Parks Division-Park Maintenance & Forestry (\$3.5m) and the Streets Division-Roadside Cleanup (\$766k).

Ald. Kemble questioned why there was a sunset provision originally. Heather Allen noted that charge was originally framed as a pilot and that the intention was that it be revisited by the Council.

A motion was made by Ald. Shiva Bidar-Sielaff, seconded by Ald. Mark Clear, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by the following vote:

Ayes: 4 - Shiva Bidar-Sielaff; Rebecca Kemble; Mark Clear and Marsha A. Rummel

Noes: 1 - Paul E. Skidmore

Excused: 2 - Sheri Carter and David Ahrens

Non Voting: 1 - Samba Baldeh

Ald. Sheri Carter arrived at 5:22 p.m.

Present: 7 - Samba Baldeh; Sheri Carter; Shiva Bidar-Sielaff; Paul E. Skidmore; Rebecca Kemble; Mark Clear and Marsha A. Rummel

Excused: 1 - David Ahrens

DISCUSSION ITEMS

51566

City Processes on Dealing with Employee Complaints - City Attorney Mike May

Attachments: [5/9/18 City Atty. May Memo: Re: Procedures for Employee Complaints.pdf](#)
[2018 City of Madison Personnel Rules.pdf](#)
[APM 3-5.pdf](#)
[Website Linke: City of Madison Employee Handbooks](#)
[2015 MAC Workplace Climate Survey Results Report.pdf](#)

Council President Baldeh noted that this agenda item was scheduled to solely provide information to the members of the Executive Committee on the city's processes to handle employee complaints.

City Attorney Mike May, Human Resources Director Harper Donahue and Department of Civil Rights Director Norm Davis were present for discussion on this item. The City Attorney reviewed procedures on how the Council can currently interact in human resources/personnel issues (see attached memo).

He also highlighted his footnote on the first page of his memo and requested that CCEC discuss his concerns with CCEC's purview at a future CCEC meeting:

"1 The CCEC's legal authority is a real concern that I suggest be addressed in a separate memo and discussion. The CCEC has direct jurisdiction over certain areas by ordinance, such as Council rules (sec. 33.13(3), MGO) and state and federal legislative issues (sec. 33.13(4)(b), MGO). All of its remaining jurisdiction must come from referrals of matters or assignment of duties from the Common

Council (sec. 33.13(4)(a) and (d), MGO). This issue has not come from a referral or assignment from the Council, and my observation is that many matters that the CCEC has taken up in recent years fall into that class."

Ald. Marsha Rummel asked how the CCEC could hold a general policy discussion on the issues raised in Mr. Bishop's letter. City Attorney May stated that they could request a report from the DCR and/or Human Resources department heads to address those issues.

Ald. Bidar-Sielaff asked what the current check and balance processes were in place to address any systemic issues with DCR and/or HR. Mr. Davis stated that Council could proceed with an external reviewer but he was hopeful that with the development of the performance excellence alignment process these issues could be addressed. He noted that they are also addressing issues that have been raised from employee surveys on workplace climate they have collected.

Deputy Mayor Reyes noted that there are long-term systemic issues with HR and DCR and that bringing in an outside consultant to review those departments would be beneficial.

Amy Deming from Water Utility provided information from the 2015 Multicultural Affairs Committee's Workplace Climate Survey Results that surveyed city employees (see attachment).

Ald. Kemble requested that MAC Survey, the 2009 CCOC report regarding Human Resources and information that Erin Hillson brought up on equity be provided to CCEC members.

51575

Update: Jobs Project TIF Policy - Matt Mikolajewski, Economic Development Division Director & Staff

Attachments: [5/7/18 DRAFT Jobs TIF Memo.pdf](#)
[DRAFT TIF Jobs Maps v1.pdf](#)
[Designated Opportunity Zones Designated Area 3 21 18.pdf](#)

Ald. Kemble, Ald. DeMarb and Ald. Bidar-Sielaff noted that the intention of the previous CCEC membership was to have the legislative language that would be developed by staff and the Economic Development Committee be referred to the CCEC. CCEC members decided to refer any discussion on Jobs TIF until the final legislation has been developed by city staff and the Economic Development Committee.

FUTURE AGENDA ITEMS

- *Role of the Common Council Executive Committee - Current Ordinance Language, City Attorney's Memo
- *Discussion: CCEC's Policy Goals - Council President Samba Baldeh (2-3 minutes each)
- *Application of Administrative Procedure Memoranda to Alderpersons - Ald. Paul Skidmore

- * Update on 311 RFP - Council President Samba Baldeh
- * Holding Common Council Meetings in Different Locations - Council President Samba Baldeh
- * Update on Transportation Director Hiring & Reorganization of Transportation-Related Committees - Ongoing
- * Leg. File No. 50110 - Establishing a moratorium on new alcohol licenses in downtown Madison. - Council Referral

- *Standing Updates:
 - Council Chief of Staff
 - Council Policy Analyst
 - Task Force on City Government Structure
 - President's Work Group to Develop City-Wide Surveillance Equipment & Data Management Policies

ADJOURNMENT

A motion was made by Ald. Mark Clear, seconded by Ald. Paul Skidmore, to adjourn. The motion passed by voice vote/other. The meeting adjourned at 5:31 p.m.