

# DRAFT

## MEMORANDUM

**Date:** August 29, 2025  
**To:** Common Council  
**From:** Christie Baumel, Deputy Mayor  
Karen Kapusta Pofahl, Common Council Chief of Staff  
**Subject:** Report on Resolution 87066 regarding the BCC Streamlining Project

---

### Background

On March 11, 2025, the Common Council voted on changes related to the City Boards, Commissions, and Committees (BCC) structure. Some changes were made immediately via ordinance, and some next steps were established via resolution. This memo summarizes progress toward the next steps established via that resolution. A discussion of this memo is also planned for the Common Council Executive Committee meeting on September 16.

[Resolution 87066](#) directed staff to:

“... develop an ordinance to create a single new committee that merges the duties of the Vending Oversight Committee and the Economic Development Committee and replaces these two existing committees. The ordinance should include a proposal for how to merge existing duties of the two committees, and may include transferring some responsibilities from a committee to staff, as appropriate and should be developed with input from the two committees and returned to the Council for consideration to adopt no later than August 31, 2025.”

The resolution also directs staff to:

“... explore the possibility of the following changes to the BCC system and making a recommendation back to the Common Council no later than August 31, 2025.

1. Transferring responsibilities for the Joint Campus Area Committee to the University of Wisconsin-Madison.
2. Transferring responsibilities for the City, County, Schools Collaborative Committee to the Madison Metropolitan School District.
3. Combining multiple civil rights-focused awards processes within a single committee.”

### Progress Report

#### **Vending Oversight Committee (VOC) / Economic Development Committee (EDC) Merger**

City staff have coordinated internally and with the two committees about the merger. They have developed and received support from both committees on the substance of an ordinance that would meet the Council’s directive. A draft summary of the proposal is linked [here](#). However, the full ordinance is not fully drafted, and staff request additional time to draft it. They anticipate the changes could be introduced by November.

# DRAFT

## **Transferring the Joint Campus Area Committee (JCAC) Responsibility to UW-Madison**

City staff have coordinated with UW-Madison and with JCAC and have determined that this committee should stay within the purview of the City. The original question of transferring it to UW was based on a recognition that (a) it addresses issues related to the University, and (b) multiple jurisdictions (City of Madison and Village of Shorewood Hills) have seats on the Committee. However, in discussing the possibility with UW and JCAC members, they stressed that this Committee also plays a City-legislated role in providing guidance to the UW Design Review Board – an alternate review process for UW-Madison projects approved within their Campus Master Plan and within the Campus-Institutional zone. Maintaining City oversight of the regulatory process of campus development is an important aspect of the JCAC’s work that should be maintained.

While we do not recommend transferring JCAC responsibility to UW-Madison, we have identified some small changes to the ordinance related to membership and committee scope that we will be bringing forward in an ordinance later this year.

## **Transferring responsibilities for the City, County, Schools Collaborative Committee (CCSCC) to the Madison Metropolitan School District (MMSD)**

Given that the focus of work for the CCSCC is around school-related topics, we explored the question of transferring this committee’s oversight and staff support to MMSD. In this case, a discussion of the committee oversight and staffing model quickly broadened to the role and future of the committee as a whole, with some suggesting it should disband because it has long struggled to identify a meaningful scope of work. On August 13, the Committee sent a memo to the City, County, and School District giving notice they would recommend the Committee be dissolved, barring any new compelling proposals by September 26. We are awaiting that deadline. City staff are supportive of dissolving the committee.

## **Combining multiple civil rights-focused awards processes within a single committee**

Currently, the Madison Department of Civil Rights (DCR) staffs multiple committees that oversee and present civil rights related awards. It administers the Martin Luther King, Jr. Humanitarian Award Commission which issues the award annually in conjunction with Dane County and the Martin Luther King, Jr. Coalition. DCR also administers a process to issue the Reverend James C. Wright Human Rights Award through the Equal Opportunities Commission, and administers a staff-led process to issue the Alix Olson Award for the Promotion of a Tolerant and Just Community. DCR has explored the potential benefits of considering these awards in a more collaborative and connected process, such as increasing awareness and gaining more nominations for each award, and has discussed the opportunity with the relevant committees and organizations. At their August 4 meeting, the MLK Awards Committee requested additional information to continue the conversation. Therefore, we recommend no changes to this committee until the conversation is complete, but will bring an update and final recommendation forward in the coming months.

It’s worth noting that, in addition to the civil rights awards listed above, the idea of considering the Jeffrey Clay Erlanger Civility in Public Discourse Award Committee within this context has also been

## DRAFT

suggested as one that may have merit and produce synergies. This has not been investigated in depth at this time, but staff will continue to consider it as the broader conversation moves forward.