



# City of Madison

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

## Meeting Minutes - Approved NORTHPORT-WARNER PARK-SHERMAN NEIGHBORHOOD STEERING COMMITTEE

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Thursday, September 11, 2008

6:30 PM

Warner Park Community Recreation Center  
1625 Northport Dr., Community Room 1

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### 1. CALL TO ORDER / ROLL CALL

**Present:** 8 -

Lydia S. Maurer; Pat Steele; Benjamin C. Cashin; Mary Schumacher;  
Karen M. Thompson; Thomas C. Blake; Jacqueline M. Wilson and Betty L.  
Thompson

**Absent:** 2 -

Jenifer L. Carter and Donald B. Bruns

**Excused:** 6 -

Patricia A. McDonald; Lorie A. Walker; Cynthia M. Wood; Pacia J. Harper;  
Madeline Scherb and Jolena K. Presti

**City Alderpersons and Staff:** Satya Rhodes-Conway (District 12); Jule Stroick;  
Archie Nicolette; Linda Horvath; Hallie Bennett; Dave Kress. (Planning & Community &  
Economic Development).

**Others:** Assistant City Attorney Roger Allen; Captain Cam McClay, Lieutenant Brian  
Ackeret; Anita Herrera; Dolores Kester, Ted Krez; Julie Savidusky; Jeffrey Shokler;  
Julie Spears, and Paul VanRooy.

### 2. APPROVAL OF August 28 MINUTES

**A motion was made by Thompson, seconded by Maurer, to Approve the  
August 28 Minutes. The motion passed by voice vote/other.**

### 3. ANNOUNCEMENTS

None.

### 4. PUBLIC COMMENT

Dolores Kester, a resident and member of the Sherman Neighborhood Association, presented her views on neighborhood crime and safety based on living on the Northside for over 20 years, serving on the Board of Directors of the Sherman Neighborhood Association, practicing law for over thirty years, and other important qualifications. She shared some history of crime and safety on the Northside starting with problems in the early nineties and explaining how the community, police and other city agencies pitched in to cooperatively deal with the problems. She highlights the heroism of a few

key community leaders who were pivotal in making the area safer and a better place to live. Her comments are available to the public upon request.

**5. Introductions of Proposed New Steering Committee Members**

To be referred to the September 25 Steering Committee meeting.

**6. [11976](#)**

**Open Meetings Law and Public Records Law**

Assistant Attorney Roger Allen presented open meetings law and public records law information. He indicated that overall, the manner in which the Steering Committee gathers information is just as important as the process for developing the project. The most recent Public Records Compliance Manual and Open Meetings Law Manual can be found online at: <http://www.doj.state.wi.us/site/ompr.asp>

**About Quorum:**

- A quorum of the Northport-Warner Park-Sherman (NWS) Steering Committee is needed before a meeting can commence. The full steering committee is comprised of 15 full members (14 full members after 9-30-08). Quorum is calculated by one-half of full body plus 1. Thus, quorum for NWS Steering Committee is 8. However, quorum is possible in at least two other situations: Negative Quorum and Walking Quorum.
- A Negative Quorum (enough steering committee members are present to block passage of an action at a meeting) and Walking Quorum (a series of gatherings or contacts including telephone calls, emails, listserv) among NWS steering committee members who agree, tacitly or explicitly, in sufficient numbers to affect the course of action taken by the NWS Steering Committee. Negative quorum is 4 members.
- Public meeting/records law applies to the 4 members that constitute a negative/walking quorum whenever they get together to discuss the business of the NWS Steering Committee. For this reason, one or more of the 4 members should excuse himself/herself from the discussion, unless the gathering was properly publicly noticed. Rule of thumb: It is important for all deliberations to be open and transparent to the public.

**About Agendas:**

- At the beginning of each NWS Steering Committee meeting, the Chairperson should ask City staff if the meeting was properly noticed. NWS Steering Committee should rely on City staff for proper public notification of the meetings.
- Agendas should be specific on the topic to be discussed.
- If a Steering Committee member cannot be at the meeting, his/her presence can be noticed on the agenda as participating, for example, by conference phone.

**About Public Notice:**

- Any meetings of a subcommittee of the full body must be noticed and minutes recorded. In addition, any meeting or event in which steering committee members are gathering information from the public (i.e. Northside Farmers Market) should be noticed.
- Since several NWS Steering Committee members attend the NPC and NBA meetings, it should be the practice to notice these meetings with a statement that a quorum of the Northport-Warner Park-Sherman Neighborhood Steering Committee may be present.

About Involvement of Other Groups in the Planning Process:

- The NWS Steering Committee should not delegate responsibility of their mission/function to outside groups. However, other groups are open to provide public comment at meetings.

7. [09095](#)

Assets and Issues

Captain Cameron McClay and Lieutenant Brian Ackeret, North Police District, attended to present and answer questions about crime and safety in the North District area.

Captain McClay distributed crime and safety data for the area compared to citywide data (2000-2008).

Some highlights:

- As a whole, the Northside has one of the lowest crime rates within the City. A general trend for the Northside is that property and person crimes are down, however, burglaries are up. Burglaries are commonly being committed by youth that are targeting unlocked cars and homes. Recently, a group of youth committing these crimes of opportunity on the Northside was from other parts of the City.
- Drug use is a large and growing issue citywide. Drug use is prevalent among all income groups and within urban/rural areas.
- Frequently, drug activity occurs in open places with heavy traffic (i.e. shopping areas). Therefore, encouraging legitimate use of open places is one important way to help prevent crime. Persons should report suspicious activities to the Police Department.
- Not much true gang behavior on the Northside. Madison does not see much gang crime partly due to strong drug market in the City.

Input on prevention strategies:

- Awareness and education of locking/securing property and other prevention strategies will make it more difficult for crimes of opportunity to occur.
- Notifying the Police Department of suspicious activities on the Northside. Persons can contact non-emergency no. 266-4275 or online tip at <http://www.cityofmadison.com/formspolice/crimestop.html>. Encouraging individuals to report will provide the police with valuable information.
- Strategies used in Allied Drive. Added a second neighborhood officer to the Community Policing Team; developed relationships and partnerships with key stakeholders; increased social services as well as targeted resources to do the work.
- Strategies used for Downtown: Crime prevention has included resource saturation. Not enough resources to do throughout the City though.
- Visibility, lighting, and use/activity of a space are important in helping to prevent crime. Identify specific locations. In neighborhood design, alleys with multi-family dwellings, since they allow two entrances/exits, can be problematic in relation to safety/crime issues in certain areas. Areas with a high frequency of homeownership and alleys are generally safe.
- District Attorney's Office is largely understaffed causing difficulties in prosecuting offenders.

8.     [09720](#)           Land Use

Referred to September 25 Steering Committee meeting.

9.     [10062](#)           Planning Process Status

Referred to September 25 Steering Committee meeting.

10.    **Next Steps**

Agenda for Steering Committee meeting that will take place Thursday September 25, at Warner Park Community Recreation Center, 6:00 p.m. to include new Steering Committee member introductions, Northside Market Study presentation, land use, and planning process.

11.    **Checkout**

12.    **ADJOURNMENT**

**A motion was made by Thompson, seconded by Schumacher, to Adjourn. The motion passed by voice vote/other.**