



City of Madison

City of Madison
Madison, WI 53703
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Meeting Minutes - Approved COMMON COUNCIL ORGANIZATIONAL COMMITTEE

Tuesday, January 3, 2012

4:30 PM

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

CALL TO ORDER / ROLL CALL

Present: 5 -

Lauren Cnare; Shiva Bidar-Sielaff; Tim Bruer; Sue Ellingson and Chris Schmidt

Excused: 3 -

Steve King; Larry Palm and Mark Clear

Others Present: Anne Monks, Assistant to the Mayor, Patricia Lauten, Deputy City Attorney, Noel Hooper Lofton, Brenda Konkol

Ald. Lauren Cnare, chair, called the meeting to order at 4:37 p.m.

APPROVAL OF MINUTES

A motion was made by Ald. Tim Bruer, seconded by Ald. Sue Ellingson, to approve the minutes from the December 13, 2011 Common Council Organizational Committee meeting. The motion passed by voice vote/other.

PUBLIC COMMENT

Registrant: Noel Hooper Lofton, 118 Van Deusen Street, Support of Agenda Item #4, Spoke

Mr. Hooper Lofton stated that his issue related to alders relate to the public. He has attempted to have the city, the current alder and the previously alder to address his problems which have not been resolved (conditional use and parking issues). He stated that he would like to see some sort of citizen complaint process/form for alders.

Ald. Tim Bruer asked Mr. Hooper Lofton if his issues were shared by other neighbors as well. Mr. Hooper Lofton stated that he and the surrounding neighbors have been divided by the police and the alder. Ald. Bruer asked him if there was anything that prevented him from submitting a petition to the Council and if not he suggested that Mr. Hooper Lofton use that process to address his issues.

Ald. Sue Ellingson stated that Mr. Hooper Lofton has not been able to define his issues. Committee members asked Mr. Hooper Lofton and Ald. Ellingson to further discuss how his issues could be handled (e.g. petition process).

DISCLOSURES AND RECUSALS

There were no disclosures or recusals from the members of the Common Council Organizational Committee.

Ald. Mark Clear arrived at 4:40 p.m.

Present: 6 -

Lauren Cnare; Shiva Bidar-Sielaff; Tim Bruer; Sue Ellingson; Chris Schmidt and Mark Clear

Excused: 2 -

Steve King and Larry Palm

REFERRALS FROM COMMON COUNCIL

[24610](#)

Creating Section 2.37 of the Madison General Ordinances to authorize the Common Council to adopt rules of conduct for alderpersons.

Sponsors: Lauren Cnare and Shiva Bidar-Sielaff

A motion was made by Ald. Tim Bruer, seconded by Ald. Mark Clear, to Re-refer to the COMMON COUNCIL ORGANIZATIONAL COMMITTEE and should be returned by 2/7/2012. The motion passed by voice vote/other.

[24611](#)

Adopting Certain Administrative Procedure Memoranda as Rules of Conduct for Alderpersons.

Sponsors: Lauren Cnare and Shiva Bidar-Sielaff

Attachments: [Reg. form 11.29.2011 Common Council meeting 121311 CCOC Registration.pdf](#)
[2-25 APM Workplace Violence.pdf](#)
[2-33 APM Rules of Conduct.pdf](#)
[2-41 APM Nepotism.pdf](#)
[3-5 APM Harassmnt and Discrimination.pdf](#)
[3-9 APM Appropriate Use of Computers.pdf](#)
[WI STATS 17-12.pdf](#)

A motion was made by Ald. Tim Bruer, seconded by Ald. Mark Clear, to Re-refer to the COMMON COUNCIL ORGANIZATIONAL COMMITTEE and should be returned by 2/7/2012. The motion passed by voice vote/other.

UPDATE/DISCUSSION ITEM

[24948](#)

Update: Common Council Organizational & Strategic Planning Meeting - Ald. Lauren Cnare, Common Council President

Attachments: [Ald. Cnare's Jan 28 2012 Draft Agenda Ideas.pdf](#)

Ald. Lauren Cnare distributed a handout with a draft agenda and next steps for the January 28, 2012 Council session. Lisa Veldran noted that 15 alders had responded that they were available to attend the session on January 28h. Guy Van Rensselaer would be facilitating the session. Ald. Cnare and Mr. Van Rensselaer will be meeting to develop the agenda.

Ald. Shiva Bidar-Sielaff stated that the Mayor was interested in participating in the Council's discussion on creating a legislative agenda and items that involved the executive branch under "Council operations" (e.g.: alders chairing Council and Board of Estimates meetings and alders making alder appointments to committees). Ald. Mark Clear stated that he thought the mayor could provide a different perspective that may be helpful during the discussion. Anne Monks stated that having another discussion on strategic planning and alignment may be warranted.

Committee members discussed agenda priorities:
CCOC and Other Committee appointments (Mayor could be there)
Meeting Chairing (Mayor could be there)
Legislative Agenda (not setting a specific agenda, would require a separate meeting)
Internal/External Knowledge Base
Skills/Tools - Alder Job Description
Council Operations (leadership terms and roles, code of conduct, legislative analyst)

Ald. Cnare stated that she would take this information back to Guy Van Rensselaer to be used when developing the agenda for January 28th. Lisa Veldran noted that the City Attorney may need to be included in conversations in the future.

[24947](#)

Policy: Aldermanic Conference/Training Accounts

Attachments: [2012 Budget Amendment re Travel Accounts.pdf](#)
[Council Policy on Travel.pdf](#)
[1-5 APM Travel.pdf](#)

Lisa Veldran noted that the Council has a policy on Travel and Conference Activities that can be tweaked to reflect the \$1,000 per alder. She requested direction on a policy for the distribution of the \$5,000 in discretionary fund to be distributed by the Council President. Lisa Veldran stated that when there was more money in the travel/conference account the Council President decided who could go to National League of Cities conferences (2-3 people average).

Patricia Lauten stated that the City Attorney's office has a list of big conferences every year and they rotate designated attendees. Anne Monks noted that in the past alders who served on NLC committees used the funds.

There was discussion by the committee about identifying 3 or 4 council issues and linking that to relevant conferences. Ald. Lauren Cnare did not like "president or designee" criteria but she did like the criteria of serving on a committee and linking to current issues. Ald. Shiva Bidar-Sielaff wanted to know what the criteria would be for serving on organization's committees.

Ald. Bruer thought as long as it satisfied one of the following types of criteria the alder could utilize the \$5,000:

1. Major domestic conference, pre-identified by CCOC (e.g. NLC Annual Conference)
2. Serve on a committee within that organization (e.g. NLC, LWM)
3. Links to the council's legislative/strategic/policy agenda

CCOC would approve the travel "application".

Ald. Lauren Cnare and Lisa Veldran will work on a draft policy to be brought back at the February 7, 2012 CCOC meeting.

FUTURE AGENDA ITEMS

Discussion: Aldermanic Expense Account - Quarterly Reports at CCOC (Ald. Sue Ellingson - February 7, 2012)

Recap: January 28, 2012 Council Organizational & Strategic Planning Meeting (February 7, 2012)

InSite Demonstration - Sarah Edgerton

ADJOURNMENT

A motion was made by Ald. Tim Bruer, seconded by Ald. Chris Schmidt, to adjourn. The motion passed by voice vote/other. The meeting adjourned at 5:30 p.m.