

Legistar Users Group: Minutes

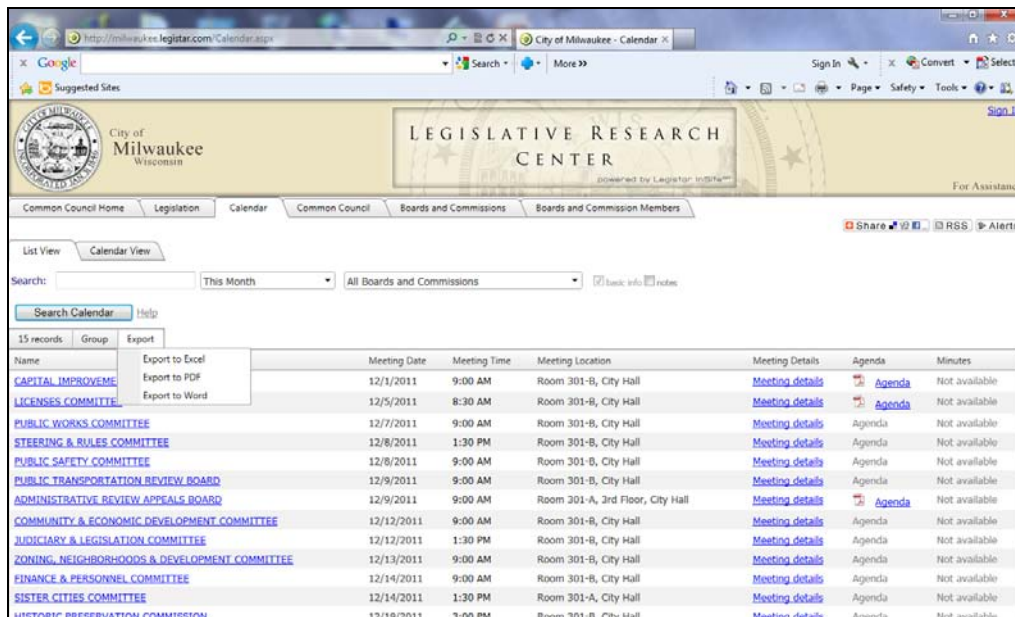
Thursday, December 1, 2011

9:00 am

GR-22, CCB

Milwaukee Legislative Research Center: <http://milwaukee.legistar.com/Calendar.aspx>

1. Are the calendars printable? List View: **Yes** / Calendar View: **Yes**. Will display the first view as list view.
2. Ability to export to Excel, PDF, Word



The screenshot shows the 'Calendar' page of the City of Milwaukee Legislative Research Center. The page is titled 'LEGISLATIVE RESEARCH CENTER' and is powered by Legistar. It features a navigation menu with tabs for 'Common Council Home', 'Legislation', 'Calendar', 'Common Council', 'Boards and Commissions', and 'Boards and Commission Members'. The 'Calendar' tab is selected, and the view is set to 'List View'. A search bar is present with a dropdown menu set to 'This Month' and a filter set to 'All Boards and Commissions'. Below the search bar, there is a 'Search Calendar' button and a 'Help' link. A table displays 15 records of meetings, with columns for Name, Meeting Date, Meeting Time, Meeting Location, Meeting Details, Agenda, and Minutes. An 'Export' dropdown menu is open, showing options for 'Export to Excel', 'Export to PDF', and 'Export to Word'. The table lists various committees and their meeting schedules for December 2011.

Name	Meeting Date	Meeting Time	Meeting Location	Meeting Details	Agenda	Minutes
CAPITAL IMPROVEMENTS COMMITTEE	12/1/2011	9:00 AM	Room 301-B, City Hall	Meeting details	Agenda	Not available
LICENSES COMMITTEE	12/5/2011	8:30 AM	Room 301-B, City Hall	Meeting details	Agenda	Not available
PUBLIC WORKS COMMITTEE	12/7/2011	9:00 AM	Room 301-B, City Hall	Meeting details	Agenda	Not available
STEERING & RULES COMMITTEE	12/8/2011	1:30 PM	Room 301-B, City Hall	Meeting details	Agenda	Not available
PUBLIC SAFETY COMMITTEE	12/8/2011	9:00 AM	Room 301-B, City Hall	Meeting details	Agenda	Not available
PUBLIC TRANSPORTATION REVIEW BOARD	12/9/2011	9:00 AM	Room 301-B, City Hall	Meeting details	Agenda	Not available
ADMINISTRATIVE REVIEW APPEALS BOARD	12/9/2011	9:00 AM	Room 301-A, 3rd Floor, City Hall	Meeting details	Agenda	Not available
COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE	12/12/2011	9:00 AM	Room 301-B, City Hall	Meeting details	Agenda	Not available
JUDICIARY & LEGISLATION COMMITTEE	12/12/2011	1:30 PM	Room 301-B, City Hall	Meeting details	Agenda	Not available
ZONING, NEIGHBORHOODS & DEVELOPMENT COMMITTEE	12/13/2011	9:00 AM	Room 301-B, City Hall	Meeting details	Agenda	Not available
FINANCE & PERSONNEL COMMITTEE	12/14/2011	9:00 AM	Room 301-B, City Hall	Meeting details	Agenda	Not available
SISTER CITIES COMMITTEE	12/14/2011	1:30 PM	Room 301-A, City Hall	Meeting details	Agenda	Not available
HISTORIC PRESERVATION COMMISSION	12/18/2011	3:00 PM	Room 301-B, City Hall	Meeting details	Agenda	Not available

3. Rename "Common Council Home" tab to our "Legislative Information Center". Create new portal page with current information from Legislative Information Center with links (or re-working of) to Weekly Meeting Schedule and Notice of Additional.



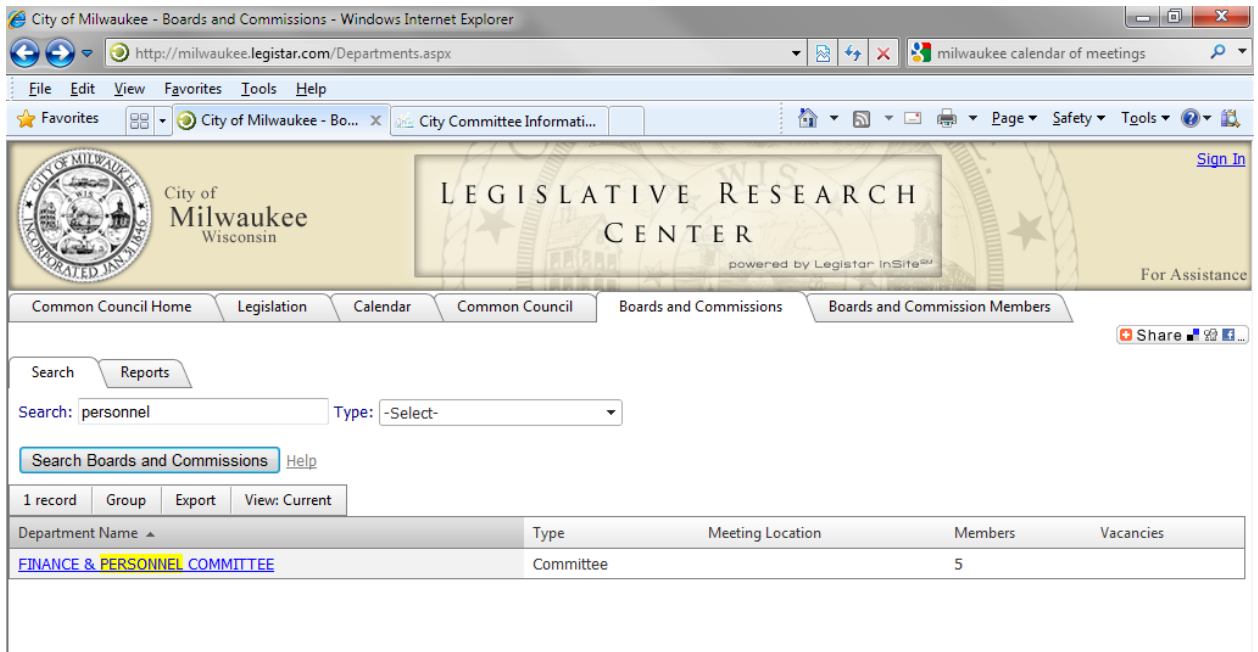
The screenshot shows the 'Legislation' page of the City of Milwaukee Legislative Research Center. The page is titled 'LEGISLATIVE RESEARCH CENTER' and is powered by Legistar. It features a navigation menu with tabs for 'Common Council Home', 'Legislation', 'Calendar', 'Common Council', 'Boards and Commissions', and 'Boards and Commission Members'. The 'Legislation' tab is selected. A search bar is present with a dropdown menu set to 'This Year' and a filter set to 'All Types'. Below the search bar, there is a 'Search Legislation' button and a 'Help' link. A table displays 0 records, with columns for File #, Type, Status, File Created, Final Action, and Title. The page also includes a 'Please enter your search criteria.' prompt.

File #	Type	Status	File Created	Final Action	Title
Please enter your search criteria.					

4. Substitutes: confirm that version 1 is the original, version 2 is the first substitute, etc. (Milwaukee uses 0 and 1)
5. Board/Committee/Commission Members: Email addresses will be displayed more prominently than they currently are. Is this a problem? Water Utility would like to not display email addresses instead they would like a link to their “Ask Us, Tell Us” form.
6. Rename “Sponsored Legislation” tab to “Legislation”



7. Tab Edits:
 - a. Rename “Department Name” tab to “Boards, Commissions and Committees”
 - b. Remove “Type” tab
 - c. Remove “Meeting Location” tab
 - d. Add “Staff” tab (if possible)



8. Highlight Common Council meetings with a background color? Yes