



City of Madison

City of Madison
Madison, WI 53703
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Meeting Minutes - Approved DOWNTOWN COORDINATING COMMITTEE

Thursday, February 20, 2014

5:30 PM

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

CALL TO ORDER / ROLL CALL

Present: 8 -

Michael E. Verveer; Ledell Zellers; Gregory O. Frank; Mary C. Carbine;
Ted Crabb; Thomas E. Hirsch; Matthew J. Covert and Sandra J.
Torkildson

Excused: 1 -

Davy Mayer

APPROVAL OF December 19, 2013 MINUTES

A motion was made by Hirsch, seconded by Frank, to Approve the December 29, 2013 Minutes. The motion passed by voice vote/other.

PUBLIC COMMENT

There was no public comment.

DISCLOSURES AND RECUSALS

There were no disclosures or recusals.

1. [32474](#) Report of Mall Maintenance, Special Events 2014

Laura Bauer of the Parks Division briefly described the mall maintenance and events reports for January and February 2014. She discussed the continued snow procedures for the year and noted that there is a salt shortage, so the Mall Crew is using sand instead. She said that normally they can get salt from the Streets Division, but that they are also experiencing a shortage, adding that the County and municipalities all over the Midwest are experiencing salt shortages.

Bauer also mentioned the 2014 Sidewalk Cleaning Program that the Mall Maintenance Crew will begin in spring/summer. They are anticipating that they will complete half of the sidewalks this year, and half next year. Ted Crabb asked if this cleaning included the gum removal machine. Bauer said that they are planning on using a hot water pressure washer, and did not purchase a gum cleaning machine. Verveer would like the Sidewalk Cleaning Program to be a discussion item on the next DCC agenda.

Alder Zellers inquired about snow removal around the bike rack by Fairchild near the Overture Center. Mary Carbine mentioned another one near Gorham Street. Bauer replied that the racks are outside of the Mall Crews responsibility area, and that as far as she can tell, no City agency is responsible for them. Carbine said that if the City is placing bike racks, that someone should be in charge of removing snow from them, especially considering how many more winter bikers the city has seen in the past few years. Verveer said that starting April 1,

the Community Pharmacy, and the bike rack in front of it will be in the Mall-Concourse's expansion area. Crabb mentioned that further expansion of the Mall-Concourse boundaries are being studied by the Parks Division and the DCC may discuss future expansion during meetings this summer. Verveer agreed that the DCC should work hand-in-hand with the Parks Division on boundary expansion ideas. Carbine asked how property owners will be notified for properties being added April 1st. Crabb asked Parks staff to work with Mary Carbine and the BID on notification.

Verveer asked about the raised planting beds in the 500 and 600 block of State Street, and asked that the topic be added to the next DCC agenda as part of the Mall-Concourse maintenance report.

2. [32598](#)

State Street Report and Updates

Rebecca Cnare, of the Planning Division, gave a brief presentation on the different design elements of the proposed reconstruction of the 700-800 blocks of State Street. Matt Covert asked if any of the improvements from the 700-800 blocks could translate further up the street. Cnare replied that the solar compacting trash cans that will be a pilot project in the 700-800 blocks could be considered for other areas downtown if they are successful. Cnare also mentioned the experiment for movable chairs/tables. Sandi Torkildson asked if the movable chairs could be considered for Lisa Link Peace Park. She also brought up her experience with parklets in other cities and wondered about their applicability in Madison. Verveer said that TID 32 and special assessments of adjacent property owners pay for the improvements.

3. [32220](#)

Downtown Coordinating Committee Priorities for 2014

Matt Covert and Tom Hirsch gave a brief overview of the priorities document that they worked on with Planning staff. Covert said that the idea is to have regular reports at the beginning of the meeting and then the rest of the meeting could focus on an identified issue. The Committee could discuss these issues, pass along their ideas and recommendations, and then move on to different topics, rather than having people keep coming back. Ted Crabb added that it is not the DCC's role to deal with issues that other committees are dealing with.

Alder Zellers asked about the difference between B1 (*State Street Protocols and Policy Issues for competition of amenities within the right-of-way: bike racks, trash containers, outdoor cafes, kiosks, benches, etc.*) and B2 (*Use of public rights-of-way coordinated with Street Use Staff Committee.*) Cnare replied that B1 has more to do with items in the right of way, and B2 is about events and activities in the right of way. Cnare added that perhaps this should be moved up to A4 under (*Downtown Events Reports.*) Zellers also said that sandwich board signs are not really an amenity, and could be moved to the other signage issue under "other". However wayfinding signs and issues could be added to the amenity discussion.

Carbine said that homelessness issues really are not a conduct issues. Some street people's behavior are issues downtown, but it is important to separate the two. Others agreed that it should be taken off of the list. Torkildson added that perhaps conduct issues may not be the correct term. It was suggested that "Shared Space: People and Uses" as a better term as it is about how people use the space.

Verveer suggested that the South Campus TOD project be added as a future agenda item. Crabb said that this chart could be a living document used at their meetings, and that data and other information could be added as needed. Zellers added that the DCC can have substantive impact on issues like wayfinding opportunities. Torkildson added that amplified sound in outdoor cafes and storefronts could be part of the shared use issues. Carbine added that bikes riding on the sidewalk are also an issue. Hirsch added that that could be discussed along with the Bike and Moped study.

A motion was made by Torkildson, seconded by Zellers, to Accept the report of Covert/Hirsch with proposed changes by the Committee. The motion passed by voice vote/other.

4. Committee Member Updates

Crabb said that he and staff had talked about future protocols for agendas, and that they agreed to try to get meeting agendas out approximately one week in advance of meeting dates.

Matt Covert shared that he was working with volunteers at the Morgridge Center for Public Service doing walkability studies of amenities and conflicts downtown. He thought that the DCC might be interested in their work as it gets completed. Some of the conflicts they look at are blind corners, lack of shade, lack of light, driveway conflicts, parking lots abutting sidewalks, narrow sidewalks, seating and other amenities etc.

Tom Hirsch mentioned the Terrace Town event at Monona Terrace where schools children learn about urban planning.

ADJOURNMENT

**A motion was made by Carbine, seconded by Frank, to Adjourn at 7:15 p.m.
The motion passed by voice vote/other.**