



# City of Madison

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

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Thursday, October 17, 2013

5:30 PM

215 Martin Luther King, Jr. Blvd.  
Room LL-110 (Madison Municipal Building)

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### 1. CALL TO ORDER / ROLL CALL

**Present:** 8 -

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

### 2. PUBLIC COMMENT

None.

### 3. DISCLOSURES AND RECUSALS

None.

### 4. [29913](#)

Amending Section 8.41 of the Madison General Ordinances to re-focus the charge of the Downtown Coordinating Committee.

**Bill Fruhling of the Planning Division gave an overview of the ordinance change to re-focus the Downtown Coordinating Committee to issues of design, placemaking and enjoyment of space. The new language is intended to focus primarily on the Mall-Concourse area, but to allow for consideration of issues elsewhere in the downtown. Crabb wanted the Commission to think about the surrounding areas as well that relate to State Street. Carbine added that the Committee provides a public venue for such discussions. Verveer noted that continued participation of Parks Division staff will be important.**

### 5. Electing a Chair and Vice Chair

**A motion was made by Verveer, seconded by Frank, to Elect Crabb as Interim Chair of the Committee. There were no other nominations. The motion passed on a voice vote/other.**

### 6. [31861](#)

To Approve the schedule of Special Charges for the State Street Mall/Capitol Concourse for 2012/13 Maintenance Charges.

**A motion was made by Verveer, seconded by Covert, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by the following vote:**

**Ayes:** 7 -

Michael E. Verveer; Ledell Zellers; Davy Mayer; Gregory O. Frank; Mary C. Carbine; Matthew J. Covert and Ted Crabb

**Abstentions:** 1 -

Thomas E. Hirsch

Eric Knepp, Assistant Parks Superintendent; Tom Skaife, stated that historically special charges have been divided between the City and property owners (65% City/35% property owners) for September 1-August 31 to reflect the actual expenditures and so that it can be included on the property tax bill. Of the \$825,000 was spent last year, \$304,000 was charged to the property owners. The allocation formula is based on lot size and linear frontages (primary and secondary streets).

Knepp discussed the snow removal and landscaping issues. Carbine clarified that landscaping refers to the flat in ground planting beds, as the BID funds planters.

Knepp stated that Parks does trash collection once a week for residential/business throughout the City, so the formula only charges the District for 6 days.

Mayer questioned how the mall maintenance charges started and the method of paying for it. Verveer replied that it began in the 1970s with the creation of the district. A few years ago the Downtown Coordinating Committee did a study of all items, line by line and as a result, most of the complaints from property owners were answered. There is a public interest in maintaining State Street. The frontage idea was to make sure that people were getting the services that they were paying for. Carbine added that the formula was also a factor when the sidewalks were widened around the Square, and there was a need to pay for maintenance of the benches, planters and other amenities.

Cliff Fisher registered in opposition, commented that he never sees mall crew cleaning the King/Main Streets area like they do on State Street. Snow removal is good, but they never see landscaping in this area. The trash cans in front of the Argus get emptied once a week but that's about it. He also noted some of the gum was power-washed from the sidewalk. Crabb responded that the expectation is that property owners are getting acceptable services, noting that Fisher did make a good point. Carbine noted that as the area becomes more densely populated there is more to do and more to clean. Downtown Coordinating Committee's role is to help problem solve to get the right resources with the right services.

Charles Romines from Parks stated that their staff looks to have the same level of "service" everywhere, which may mean daily trash pick-up in places that need it, and not as often where it doesn't need it. Crabb noted that the decision was made to spread the costs over the whole area (just as the City spreads the tax bills City-wide). Staff stated that some blocks are worse than others, where they are also picking up trash from residents. A budget amendment to expand the footprint of the district to include the 300 block of West Gorham Street and the 300 block of North Broom Street is possible. As part of the rationale for expansion, late night vendors could contribute. Crabb noted that once The Hub

goes up on State Street that perhaps Gilman Street should be added to that footprint.

7. [31860](#) Report of Mall Maintenance and Special Events for October 2013

Romines gave an overview of summer events and changes to staff. They are soliciting ideas for gum removal on the sidewalks. Zellers thanked them for the work they do and mentioned that dumpsters on Carroll Street ooze grease. Verveer noted this is a Building Inspection issue and would like staff to talk to the Building Inspection Division about Diego's on Carroll Street.

8. **Future Meeting Schedule: time, location and frequency**

The Committee confirmed that they would like to retain their regular meeting schedule of the third Thursday of the month at 5:30 p.m. They may want to change to bi-monthly meetings after the first of the year. The next meeting is November 21, 2013.

Ideas suggested for the next meeting include the top of State Street and the Clean Downtown Initiative. Committee members should pass other ideas on to Rebecca Cnare.

9. **ADJOURNMENT**

A motion was made by Carbine, seconded by Covert, to Adjourn at 7:10 p.m. The motion passed by voice vote/other.