



# City of Madison

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

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Thursday, April 19, 2018

5:30 PM

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

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### CALL TO ORDER / ROLL CALL

**Present:** 9 - Michael E. Verveer; Ledell Zellers; Gregory O. Frank; Adam J. Plotkin; Ted Crabb; David Ahrens; Thomas E. Hirsch; Sandra J. Torkildson and Al Martin  
**Excused:** 1 - Lori J. Henn

### APPROVAL OF March 15, 2018 MINUTES

A motion was made by Frank, seconded by Plotkin, to Approve the March 15, 2018 Minutes. The motion passed by voice vote/other.

### PUBLIC COMMENT

None

### DISCLOSURES AND RECUSALS

None

1. [50087](#) Report of Mall Maintenance and Special Events 2018

Chad Hughes, Parks Mall Maintenance Staff, updated the Committee on maintenance activities over the last month. The late season snow has delayed a lot of the spring clean-up, but power washing and the remaining clean-up items should resume in late April. Staff continues to install new benches, planters and other street amenities purchased last year; mulching and over-seeding will start with warmer weather.

Hughes noted that due to the salt training, they estimate that they have cut their salt usage in half over previous winters.

Verveer said that several light poles on Henry by the Overture need repainting. Hughes said that Mall Staff is talking with Traffic Engineering to coordinate that project for the year.

Ted Crabb asked Cnare if there could be an update on the State Street Confluence Sculpture at the next meeting.

2. [50982](#) Amending Section 10.19 of the Madison General Ordinances to prohibit the misuse of city receptacles, and amending Section 1.08(3)(a) to add a bond schedule.

Hughes said that Mall Staff has been working with the City Attorney's Office to try to solve the issue of contractors and other commercial users using the public trash receptacles

inappropriately.

Torkildson asked about enforcement of the ordinance. Crabb asked if it would be complaint based. Hughes said it would likely be the Mall staff putting through the complaints, and that mall staff will call Building Inspection when they see a violation. He added that the Mall staff generally knows who the violators are, but currently the Police and Building Inspection cannot do anything about it, as it isn't illegal. Verveer added that there is a Building Inspector that specializes in junk, trash and debris who will be the likely contact for the Mall Staff.

Torkildson said it will be important for businesses to know the new rules. Frank said that he believes that the BID could do some outreach to businesses and building owners so that they know this ordinance is coming. Then they can inform any contractors and warn their staff not to violate the new ordinance.

Hirsch said that he had concerns about the clause "Unless such disposal is incidental..." under 10.19(2). He thought that seemed to negate other parts of the new ordinance language. Zellers asked about residential tenants, noting August 15 as an example when there is a lot of extra trash. Hughes said they have a regular Thursday trash run for residents and other businesses using carts, but it is only once a week and commercial tenants usually can't wait a week in-between trash pickups.

Crabb said that he thinks there are a lot of outstanding issues and questions that could benefit from a further discussion with City Staff. The Committee discussed several questions for Cnare to forward on to the City Attorney.

1. How does this relate to residential and business tenants (also for larger item pick-up?)
2. What if a residential tenant puts their weekly trash bags in the receptacle? (Also who gets the ticket - the tenant or the property owner?)
3. 10.19 (2) reads... "unless such disposal is incidental..." The DCC would like to know what that means or what that is trying to accomplish?
4. Who enforces the ordinance, and how will that mechanism work? Are Mall Maintenance staff supposed to call the police? Or Building Inspection?
5. On Thursdays, Mall maintenance does a more significant run for garbage pick-up (like once weekly trash pickup in other parts of the city - how does that relate to this ordinance?)

**A motion was made by Crabb, seconded by Hirsch, to Re-refer to a DOWNTOWN COORDINATING COMMITTEE meeting so that the Committee's questions could be considered and discussed with the City Attorney's Staff. The motion passed by voice vote/other.**

3. [51191](#)

Pilot Project: Madison Music City Musician Loading Zones

Rebecca Cnare, Planning Staff, briefed the Committee on a pilot project to create musician loading areas near to smaller music venues as described in their handout. Cnare said that this pilot project comes from a recommendation in the cultural plan, and showed some examples from other cities. She added that while these signs would not enforceable, they are usually respected in other cities, and that musicians find them welcoming. Cnare added that this program isn't intended for large venues where musicians rely on trucks and busses. Those venues currently bag parking meters and there is a system for that to work. This is meant for the smaller groups that play in small local venues. Cnare mentioned a few different design ideas, including a sign that flips open only on nights where music is scheduled.

Zellers said since we have so many signs already, she would like us to limit it to existing poles. Torkildson said that she prefers the signs that only flipped out when needed to save parking for customers at other times. Crabb said that re suggest replacing the word "only" with "zone."

**A motion was made by Hirsch, seconded by Ahrens, to voice their support for going ahead with a pilot project. The motion passed by voice vote/other.**

4. [32598](#) State Street Report and Updates

BID Visitor Information Booth

Cnare displayed a photo of the new Visitor booth which will be installed on Monday, April 23. The booth will open on May 7 for a lunchtime Summer in Your City Café extravaganza. Cnare noted that enough DCC members are invited that she will create an official meeting notice so that they can all come if they wish.

5. [33826](#) Committee Member & Staff Updates

Verveer asked that DCC have a future agenda item to discuss the next steps in reclaiming some of the planter areas currently used by sidewalk cafes under encroachment agreements and leases. He asked that Real Estate Staff and Street Vending come to the DCC for discussion about moving forward with a companion policy to the one about allowing cafes to remove 50% of the planters as approved by the Common Council at their previous meeting.

## ADJOURNMENT

**A motion was made by Plotkin, seconded by Hirsch, to Adjourn at 6:45 p.m. The motion passed by voice vote/other.**

Upcoming Meeting: May 17, 2018