



# City of Madison

City of Madison  
Madison, WI 53703  
www.cityofmadison.com

## Meeting Minutes - Draft VENDING OVERSIGHT COMMITTEE

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Wednesday, January 29, 2020

5:00 PM

Madison Municipal Building  
215 Martin Luther King, Jr. Blvd.  
Room 206

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### CALL TO ORDER / ROLL CALL

The meeting was called to order by the Chair with quorum present at 5:03p.

**Present:** 6 - Michael E. Verveer; Forrest (Kipp) W. Thomas; Marlys M. Miller; Colin R. Barushok; Michelle L. Quigley and Jack T. Thurnblad

**Absent:** 1 - Sean Lee

**Excused:** 2 - Christian A. Albouras and Aaron D. Collins

### APPROVAL OF MINUTES

A motion was made by Thomas a second by Barushok to approve the 11/29/19 minutes. The motion was approved by voice vote/other.

### PUBLIC COMMENT

There were five members of the public that signed in to speak.

1. James Slowey - Knuckleheads CBD and Vapes - Allowing Merchant Vending License holders to use shade umbrellas when staff are present at the site.

2. Shelley Kennedy - Knuckleheads CBD and Vapes - Allowing Merchant Vending License holders to use shade umbrellas when staff are present at the site.

3. Michael Kesselman - Knuckleheads CBD and Vapes - Allowing Merchant Vending License holders to use shade umbrellas when staff are present at the site.

4. Karen Tardrew - Grasshopper Goods - spoke on file # 59092 Allowing Mobile Retail in Madison outside the high density vending areas. She was speaking in favor of this activity.

5. Sarah Elliott - Dane County Farmers' Market - spoke on file #59066 Review requirements for raw agricultural products sold on Saturdays during the Dane County Farmers' Market hours of operations.

### DISCLOSURES AND RECUSALS

There were no disclosures or recusals.

**NEW BUSINESS**

[59181](#) Election of the Vice Chair

**A motion was made by Barushok and a second by Thomas to elect Thomas to serve as Vice Chair. The motion was approved by voice vote/other.**

**DISCUSSION ITEMS**

[59066](#)

Review requirements for raw agricultural products sold on Saturdays during Dane County Farmers' Market hours of operation.

**Staff was directed to draft language to expand the definition of items that can be sold on the Capitol Square during the hours of the Dane County Farmers' Market operations. Staff was asked to bring a draft of this language to a future Vending Oversight Committee meeting for review.**

[59092](#)

Allowing Mobile Retail in Madison outside the high density vending areas.

**Staff was directed to conduct additional research on best practices and action in other municipalities regarding Mobile Retail and report back at a future Vending Oversight Committee Meeting.**

[59067](#)

Review the Rules of Procedure for Quasi-Judicial Hearings.

**The Rules of Procedure for Quasi-Judicial Hearings were reviewed. There was a question regarding a need for a vote to ratify the rules if there were no changes made to the existing rules. Staff will inquire on the procedural steps. If a vote is required to ratify, the item will be addressed at a future meeting.**

[59068](#)

Consider adopting Rules of Procedure for regular VOC business, including whether the Chair should vote.

**Discussion on whether the Chair should be able to participate in discussion, make motions and/or vote was had. The committee agreed that because of the size and nature of the committee, the Chair should be able to participate in discussions and vote on action items. Action to ratify these changes on this item will take place at a future meeting.**

**REPORTS**

[59093](#)

2020 Street Vending Coordinator's Reports, including enforcement activity, licensing and permitting numbers.

**The staff report was reviewed. Staff was directed to review options and draft language regarding merchant vending and use of shade umbrellas for staff.**

## ADJOURNMENT

A motion was made by Thomas and a second by Barushok to adjourn the meeting. The motion was passed by a voice vote/other. The meeting was adjourned at 7:01p.