



Meeting of the
Date /Time:
Location:
Members:

OFFICIAL NOTICE AND AGENDA

Notice is hereby given that the Public Safety Committee of the City of Stoughton, Wisconsin will hold a regular or special meeting as indicated on the date, time and location given below.

MEETING OF PUBLIC SAFETY COMMITTEE OF THE CITY OF STOUGHTON

Wednesday, March 31, 2021 @ 6:00 p.m.

The meeting of the Public Safety Committee will be conducted virtually due to COVID-19. You can join the meeting from your computer, tablet, or smartphone:

<https://global.gotomeeting.com/join/859725181> .

You can also dial in using your phone [+1 \(646\) 749-3129](tel:+16467493129) Access Code: 859-725-181

Greg Jenson (Chair), Joyce Tikalsky, Jean Ligocki, Ozzie Doom and Tim Swadley (ex-officio)

Item #	AGENDA
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1. Call to Order

NEW BUSINESS

2. Communications
3. Approval of the February 24, 2021 Public Safety Committee Minutes
4. Discussion and possible action regarding a Special Event License application from the Stoughton Chamber of Commerce for Syttende Mai 2021.
5. Discussion and possible action regarding a Curbside Pick Up Plan for the City of Stoughton
6. Discussion and possible action regarding Amending Sections 14-31(3)b.2, 3, and 4 of the City of Stoughton Municipal Code Relating to Liquor Licensing Requirements
7. Amending Section 14-42(c) and Creation of Section 14-46, Relating to Liquor Licensing Requirements.
8. Adjournment

cc. Mayor Swadley, Department Heads, Council, Attorney Matt Dregne, Library Clerical Asst., Receptionists, Stoughton Newspapers/Wisc State Journal ***Note:** An expanded meeting may constitute a quorum of the Council.

PUBLIC SAFETY COMMITTEE MINUTES

February 24, 2021 @ 6:00 p.m.

GoToMeeting

Present:

Jenson, Ligocki, Tikalsky and Doom

Absent and Excused:

Mayor Swadley

Also Present:

Clerk Licht, Chief Leck and Callie LaPoint

Call to Order:

Jenson called the meeting to order at 6:00 p.m.

Communications:

None

Approval of the January 27, 2021 Public Safety Committee

Motion by Doom, second by Tikalsky to approve the minutes. Motion carried 4-0.

Discussion and possible action regarding a Special Event License application from the Stoughton Chamber of Commerce for Syttende Mai 2021

Callie LaPoint highlighted some changes due to COVID. The Sunday parade would be a drive-thru parade at Mandt Park. The races will still be on schedule for the Saturday. Food carts would be pre-order option and curbside pickup. The committee took no action on this item. It will be back before the committee at its March meeting.

Liquor License Revocation Follow-Up

Chief Leck stated that he is working with the City Attorney to see if the Police Department still has the right to go in and inspect following a revocation.

Discussion regarding a resolution opposing SB 22, known as the Cocktails-to-Go bill and SB 56 which effectively preempts local Click & Collect Ordinances

Chief Leck stated that this would be a temporary measure that probably wouldn't go away after COVID and that it would take away local control. Motion by Tikalsky, second by Doom to recommend that council approve the resolution with the addition of the following language "we encourage residents and business owners to contact their state representatives." Motion carried 4-0.

Discussion and possible action regarding a Curbside Pick Up Plan for the City of Stoughton

Tikalsky gave an update and will have a final version ready for the next meeting.

Future agenda Items:

Liquor License ordinance changes, Syttende Mai, Pedlet

Adjournment:

Motion by Tikalsky, second by Doom to adjourn at 7:00 p.m. Motion carried 4-0.

Respectfully Submitted,

Holly Licht, City Clerk

Stoughton Syttende May Festival – May 14 - 16, 2021

Proposal for Request for Special Events License

Please find included in this packet the following articles for the Special Events License for the 2021 Syttende Mai Festival.

1. **Special Events License Application**
 - a. **Check for \$30 arriving.**
2. **Indemnification**
3. **Certificate of Insurance**
4. **Amplified Sound Schedule**
5. **Street Parking/Lot Parking Closures**
6. **List of Businesses Affected by Run Route**
7. **Letter Template to Businesses Affected by Run**
8. **Portable Toilet Location**
9. **ATM locations Downtown**
10. **Downtown setup**
11. **S Division Street Closure Diagram**
12. **Syttende Mai Walk/Run COVID Operations Plan**
13. **RaceDay Events Certificate of Insurance**
14. **Syttende Mai Walk/Run Route**
15. **Lil Run Route**
16. **Sunday Parade Route**
17. **Community Instructions for Parade Viewing**

The Syttende Mai team leads and staff of the Stoughton Chamber of Commerce continue to navigate through the guidelines of Dane County Public Health as it responds to COVID-19. Aspects of the festival may change (including cancellation) from what is outlined here to be in accordance with the current guidelines.

Thank you for reviewing these documents to continue this wonderful tradition in some fashion for 2021!

Callie LaPoint
Events and Visitor Services Manager
Stoughton Chamber of Commerce
visitorservices@stoughtonwi.com
608-873-7912

CITY OF STOUGHTON

FEE: \$30.00

SPECIAL EVENT LICENSE APPLICATION

I. APPLICANT			
Name	Address	Home Telephone #	Work Telephone #
Callie LaPoint	725 Berry St Stoughton		608-873-7912

II. ORGANIZATION		
Name	Address	Telephone #
Stoughton Chamber of Commerce	532 E Main St Stoughton	608-873-7912

III. EVENT	
Type of event	Name of Event
<input checked="" type="checkbox"/> Outdoor <input checked="" type="checkbox"/> Indoor <input checked="" type="checkbox"/> Parade	Syttende Mai Festival
Date and time	Location
From May 14, 2021 To May 16, 2021	Downtown Stoughton (and online)

Will there be any activity taking place that involves music, amplifiers, loudspeakers, etc?

Yes (attach additional sheet with description and times of activities) No

License applying for: \$10.00 individually or for both

Temporary Class "B" beer Temporary Class "B" wine

Persons proposed to sell fermented malt beverages and/or wine (attach additional sheet if necessary)

Name	Address	Prior relevant experience(s)

ATTACH: A sketch showing the layout for handling fermented malt beverages and/or wine.
A copy of the application or license of each person(s) who will be holding the beverage operator's license who requires the supervision of the sale of fermented malt beverages and/or wine.
A list of adjacent property owners and a copy of the form used to notify them of the event. (outdoor event only)

I, Callie LaPoint, agree to promptly pay the City for the City's
 (applicant)
 charges incurred either in regulating this license or remedying any unsatisfactory post-event maintenance by the above named person or organization as required.

Callie LaPoint 2-15-21
 Signature Date

INDEMNIFICATION/HOLD HARMLESS

We, the Stoughton Chamber of Commerce, sponsor and/or co-sponsor of the 2021 Syttende Mai Festival May 14-16, 2021, shall indemnify, hold harmless, and defend the City of Stoughton, its officers, agents and employees, including but not limited to attorney's fees, which arise from or out of the specified event.

Signature

Date

Officer of the Stoughton Chamber of Commerce



CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER TRICOR, Inc. - DeForest 5008 Linde Lane Suite 100 De Forest, WI 53532	CONTACT NAME: PHONE (A/C, No, Ext): (608) 846-7725 FAX (A/C, No): (608) 723-6440 E-MAIL ADDRESS:	
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : West Bend Mutual Ins Co		15350
INSURER B : The Hartford		19682
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

INSURED Stoughton Chamber of Commerce Inc 532 E Main St Stoughton, WI 53589	
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COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS			
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			A341561	10/1/2020	10/1/2021	EACH OCCURRENCE	\$ 1,000,000		
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000		
							MED EXP (Any one person)	\$ 10,000		
							PERSONAL & ADV INJURY	\$ 1,000,000		
GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:							GENERAL AGGREGATE	\$ 2,000,000		
							PRODUCTS - COMP/OP AGG	\$ 2,000,000		
								\$		
A	<input type="checkbox"/> AUTOMOBILE LIABILITY			A341561	10/1/2020	10/1/2021	COMBINED SINGLE LIMIT (Ea accident)	\$		
	<input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY						BODILY INJURY (Per person)	\$		
	<input checked="" type="checkbox"/> HIRED AUTOS ONLY	<input checked="" type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident)	\$	
		<input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$	
								\$		
A	<input type="checkbox"/> UMBRELLA LIAB			A341561	10/1/2020	10/1/2021	EACH OCCURRENCE	\$ 1,000,000		
	<input type="checkbox"/> EXCESS LIAB						AGGREGATE	\$		
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE							\$ 1,000,000		
<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$								\$		
B	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			83WECAA6TV2	10/1/2020	10/1/2021	<input type="checkbox"/> PER STATUTE	<input type="checkbox"/> OTH-ER		
	<input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y / N	N / A						E.L. EACH ACCIDENT	\$ 100,000
	If yes, describe under DESCRIPTION OF OPERATIONS below								E.L. DISEASE - EA EMPLOYEE	\$ 100,000
									E.L. DISEASE - POLICY LIMIT	\$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Coverage applies only to the extent provided by the policy and subject to all of the policy terms, conditions, exclusions, endorsements and all applicable laws.

Syttende Mai, May 14-16 2021

CERTIFICATE HOLDER City of Stoughton 207 South Forest St. Stoughton, WI 53589	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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Stoughton Syttende May Festival – May 14-16, 2021

Amplified Sound Schedule

The following times and places will use amplified sound during the Syttende Mai Festival, from Friday, May 14 through Sunday, May 16.

Stoughton High School

- Stoughton Norwegian Dancers performances throughout the weekend.

Run/Walk Finish Line – Mandt Park

Saturday, May 15

- 8:30am-1pm – Event emcee announces runners' names as they cross the finish line. Some music is played, and a winners' ceremony will be held.

Viking Games – located on W. Jefferson St. (between S. Division and S. Water Streets)

Saturday, May 15

- 10am-5pm – Announcers will be amplified.
- 11am-5pm – Event will broadcast music from a portable sound system.

Stoughton Syttende May Festival – May 14-16, 2021

NOTICE: Street, Parking Lot, and On-Street Parking Closings

You are receiving this notice because your residence or business will be affected by a street or parking lot closure, or no on-street parking, during the 2021 Syttende Mai Norwegian Heritage Festival. Streets and parking lots affected are listed here.

Street Closures

W. Jefferson St. from S. Water to S. Division St.

- Closed Friday, May 14 at 5pm
- Closed Saturday May 15
- Opens Sunday, May 16

S. Water St. marked “No Outlet” from W. Main St. to W. Jefferson St.

- No outlet in place from Thursday, May 13 through Saturday, May 16
- Re-opens Sunday, May 16

S. Division St. from Main St. north to W. Washington St.

- Closed Thursday May 13, 2pm through Sunday, May 16
- Open for curbside pick-up only. Not a through-street.

Main St - Hwy 51

- Closed Sunday, May 18, 12:45pm to 4:00pm for the Norwegian Parade

S. Fourth St from E. Main St., south to Mandt Park

- Closed Sunday, May 18 12:45pm through parade end

E Milwaukee St from S. Fourth St. to Van Buren St

- Closed Sunday, May 18 12:45pm through parade end

S. Division St from Forton St. south to North St.

- Closed Friday, May 15, 5pm to 7pm for the Canoe activities

Forton Street Bridge

- Closed Friday, May 15, 5pm to 7pm for the Canoe activities



Stoughton Chamber of Commerce
532 E. Main St.
Stoughton, WI 53589
608-873-7912

Stoughton Syttende May Festival – May 14-16, 2021

Parking Lot Closures

Kegonsa Plaza Lot

- Closed from Wednesday, May 12 at 7am through Monday, May 17 at 7pm
- Area resident parking is available on S. Water St. and in the North Parking Lot
- Kegonsa Parking Lot will be partially open late Sunday

Forrest/Main Parking Lot

- Closed from Thursday, May 13 at 4:30pm through Sunday, May 16 at 7pm

No On-Street Parking Areas

- No on-street parking from Friday, May 14 at 7am to Sunday, May 16 at 11pm
 - On S. Division St. from Main St. south to Jefferson St.
 - On South Page from Main St to W South St
- No on-street parking from Friday, May 14 at 7am to Sunday, May 16 at 5pm
 - On W. Main St. from Gjertson St. to King St.
 - On W. South St. from King St. east to S. Gjerston St.
 - On Nora St. from W. Main St. to W. South St.
 - All of Riverside Drive – from S. Page St. to S. Fourth St.
 - On S. Fourth St. south to Chicago St.
 - On E. Milwaukee St. from S. Van Buren. to S. Fourth St.

Thank you for your patience. I hope you will enjoy your “up front” experience of the festival!

If you have any questions, please feel free to contact me at the Stoughton Chamber of Commerce, 608-873-7912 or syttendemai@stoughtonwi.com.

Sincerely,

Callie LaPoint
Syttende Mai Event Manager
Stoughton Chamber of Commerce
608-873-7912 | syttendemai@stoughtonwi.com



Stoughton Chamber of Commerce
532 E. Main St.
Stoughton, WI 53589
608-873-7912

Syttende Mai Festival 2021

Business Affected by Run Route

Business	Address	City	State	Zip
Walmart	2600 State Highway 138	Stoughton	WI	53589
Century 21 Affiliated	2420 WI-138 Suite 103	Stoughton	WI	53589
T&T Nails	2420 WI-138 Suite 105			
Pancake Café	2421 WI-138 Suite 106	Stoughton	WI	53589
Dunkin' Donuts	2480 State Highway 138	Stoughton	WI	53589
Kettle Park West				
Anytime Fitness	2300 Hwy 51-138	Stoughton	WI	53589
Sports Enhancement Academy	2300 Hwy 51-138	Stoughton	WI	53589
Stoughton Eye Care & Eyewear	2300 Hwy 51-138	Stoughton	WI	53589
Stoughton Hospital Rehab & Sports Med. Clinic	2300 Hwy 51-138	Stoughton	WI	53589
Spinners Pizza	2125 McComb Rd	Stoughton	WI	53589
Summit Credit Union	2105 McComb Rd	Stoughton	WI	53589
Level Up Fitness	225 Hoel Ave	Stoughton	WI	53589
Not Affected 2018				
Stoughton Lumber	3188 Deer Point Dr	Stoughton	WI	53589
Dairyland Electrical Industries, Inc.	3165 Deer Point Dr, Ste A	Stoughton	WI	53589
Shaw Building & Design	3158 Deer Point Dr	Stoughton	WI	53589
RHD Plumbing	1480 Oak Opening Dr	Stoughton	WI	53589
Kwik Trip	2400 Roby Rd	Stoughton	WI	53589
KFC/Taco Bell	1324 Nygaard St	Stoughton	WI	53589
Coldwell Banker Success	1200 Nygaard St	Stoughton	WI	53589
Deak's Pub & Grill	1017 Nygaard St	Stoughton	WI	53589
Culver's	916 Nygaard St	Stoughton	WI	53589
Arby's of Stoughton	900 Nygaard St	Stoughton	WI	53589
Banushi's Bar and Grill	800 Nygaard St	Stoughton	WI	53589
Quality Inn and Suites	660 Nygaard St	Stoughton	WI	53589
Grand China	2388 Jackson St	Stoughton	WI	53589

Hanson Electronics	2384 Jackson St	Stoughton	WI	53589
Jimmy John's Sandwiches	2376 Jackson St	Stoughton	WI	53589
Check Advance	2372 Jackson St	Stoughton	WI	53589
Verizon Wireless	Jackson St	Stoughton	WI	53589
The UPS Store	2364 Jackson St	Stoughton	WI	53589
Papa Murphy's Pizza	2360A Jackson St	Stoughton	WI	53589
Gates Collision Center	1477 Hwy 51	Stoughton	WI	53589
Stoughton Garden Center	1471 Hwy 51	Stoughton	WI	53589
Dane County Auto	1411 Hwy 51	Stoughton	WI	53589
Gunderson Funeral and Cremation Care	1358 Hwy 51	Stoughton	WI	53589
Stark Automotive Group	1304 Hwy 51	Stoughton	WI	53589

Main Street

Separate Master Database at the Chamber

March 22, 2021

[Business Name]

Greetings!

As you know, Syttende Mai is coming soon! I'm writing to let you know that your business is affected by the Syttende Mai Classic, our Saturday morning foot races and the Sunday parade.

The race participants will enter Hwy 138 from Starr School Road and run along Highway 138 until Hoel Avenue. Security personnel will help slow traffic to ensure participant safety.

This means that nearly 1,000 people will be running or walking past you on the morning of Saturday, May 16! The 20 Mile Run, the 10 Mile Run, and the 17 Mile Walk participants use this course. This will happen between 8:45am and roughly 11:30am.

This would be a great opportunity to use your existing signs (or put up a banner) to encourage or congratulate the participants. As they pass your business, they will be approaching the 2-miles-to-go point, and will be ready for a little encouragement!

If you have questions regarding the race and its route, please contact Race Day Events at 608-316-5755

The Sunday parade also utilizes Main St. from S Gjertson to Mandt Park. This year we will be flipping the parade around and making it a drive-through event in Mandt Park. What this means is that the community of Stoughton will be invited to drive through, thus creating some traffic along Main St. Community participants will be encouraged to stay in the right lane while through traffic will stay in the left lane.

If anyone in your organization is interested in helping (perhaps intersection control?) please let me know. If you have any questions about this change, or would like to talk about other opportunities, feel free to call me.

Thank you and Have a great day!

Callie

Callie LaPoint
Syttende Mai Event Manager
Stoughton Chamber of Commerce
syttendemai@stoughtonwi.com
608-873-7912

Syttende Mai Festival 2021
Portable Toilet Locations
 Order as of March 5, 2021

Location	Municipality	Notes	Number and Type of Units			Extra Pump	Pickup Day
			Regular	Accessible	Sink		
Rosenbaum Road	Outside of Stoughton	Start of Canoe Race	1			No pump	Fri. after 7pm or Sat. early am
Madison: corner of Main St & MLK JR Blvd	Madison	20 Mile Run Start	6			No Pump	Saturday after 8:30 am
Summit Credit Union	Madison	17 Mile Walk Start	3			No pump	Saturday after 8:30 am
Clayton Road	Town of Dunn	Run/Walk	1			No pump	Saturday after 12:00pm
Sandhill Rd, North End and Hwy B	Town of Dunn	Runs/Walk	5			No pump	Saturday after 12:00pm
Rutland Dunn Townline Rd. and Hawkinson Rd	Town of Dunn	Run/Walk	2			No pump	Saturday after 12:00pm
Lalor Rd and Hwy B	Town of Dunn	Run/Walk	1			No pump	Saturday after 12:00pm
West of 4287 Schneider Drive at Lagerfeld field	Outside of Stoughton	Run/Walk	1			No pump	Saturday after 12:00pm
Hawkinson Rd and Schneider Dr	Outside of Stoughton	Run/Walk	1			No pump	Saturday after 12:00pm
1955 Hawkinson Rd, at lower driveway	Outside of Stoughton	Run/Walk	1			No pump	Saturday after 12:00pm
Hoel Ave and Main Street, south side	City of Stoughton	Run/Walk	1			No pump	Saturday after 12:00pm
Fox Prairie School Field, on King St. south of South St.	City of Stoughton	Lil' Run	2			No pump	Saturday after 12:00pm
On North St. in front of SASD Administration Bldg.	City of Stoughton	River Bluff Campus	1			Extra pumps Sat. and Sun.	Sunday after 4pm
W. Washington St. and N. Division St.	City of Stoughton	Parking Lot	1	1	1	Extra pumps Sat. and Sun.	Sunday after 4pm
W. Main St. and S. Monroe St.	City of Stoughton	Kwik Trip Parking Lot	2			Extra pumps Sat. and Sun.	Sunday after 4pm
W. Main St. and S. Page St.	City of Stoughton	Livreise Parking Lot	2			Extra pumps Sat. and Sun.	Sunday after 4pm
W. Main St. and Gjerston St.	City of Stoughton		2			No pump	Sunday after 4pm
S. Fourth St. and Mandt Parking Lot	City of Stoughton	Run Finish and Parade St	4	1	1	Extra pumps Sat. and Sun.	Sunday after 4pm
S. Fourth St. at E. Main St. in front of Library	City of Stoughton	Do not block windows	2			Extra pumps Sat. and Sun.	Sunday after 4pm
S. Division and W. Jefferson	City of Stoughton	608-873-6281	1			Extra pumps Sat. and Sun.	Sunday after 4pm
Kegonsa Parking Lot	City of Stoughton	Viking Games	1			Extra pumps Sat. and Sun.	Sunday after 4pm
S. Fourth St. Open lot across from Isham	City of Stoughton	Food Vendors	1	1	1	No pump	Sunday after 3pm
Division Street Park	City of Stoughton	South Side - near fence	2			No pump	Saturday after 4
Senior Center Parking Lot	City of Stoughton	Parade		1		No pump	Only need on Sunday

Total Units:

9 3 2

Syttende Mai Festival 2021

ATM Locations Downtown

Kwik Trip – 517 W Main St on 51 and Monroe St

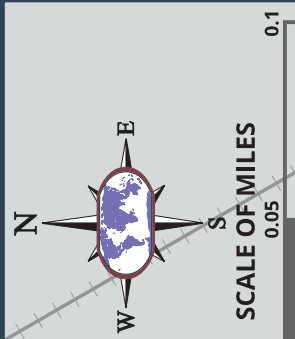
City Hall – 207 S Forrest St

Viking Brew Pub – 211 E Main Street

Viking Games – Kegonsa Parking Lot on S. Division St.



- FESTIVAL LEGEND**
- Events
 - (Green circle) Booster Button Required
 - (Red circle) Attraction
 - (Red circle) Booster Button Required
 - (Blue circle) Food Stand
 - (Blue circle) Booster Button Required



Seventh St
Sixth St
S Fifth St
S Fourth St
S Forest St
Division St
Water St
W MAIN ST
E MAIN ST

STOUGHTON
STOUGHTON POLICE DEPARTMENT
STOUGHTON FIRE DEPARTMENT
To Mandt Park

STOUGHTON
STOUGHTON CITY HALL
STOUGHTON CHAMBER OF COMMERCE
RIVER BLUFF MIDDLE SCHOOL
DIVISION STREET PARK
YAHARA RIVER
N Forest St
Forton St
N Page St
S Page St
E Washington St
E Jefferson St



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Syttende Mai Activities

#	
	Syttende Mai Classic
	Syttende Mai Lil Run
11	Quilt Show
12	Viking Games
13	Sunday Parade - Mandt Parkway
14	Canoe (independent activity; times will vary)
15	Scavenger Hunt (throughout town)
16	
17	
18	
19	
20	

Food Groups

#	
1	Ernie's Kettle Corn supporting Three Gait's - at Main and Page Auto parking lot
2	Friends of the Stoughton Library
3	Norwegian Dancer Parents
4	RMN Donuts supporting World of Change Leaders - TBD
5	Sons of Norway-Mandt Lodge
6	Stoughton Area Youth Soccer Assoc. & Kona Ice
7	Stoughton FFA Alumni (Mandt Center/Grandstand)
8	Stoughton Lions Club
9	Stoughton Rotary Club
10	Stoughton Youth Hockey (Mandt Center)



Syttende Mai Festival 2021
S. Division St Closure: from W. Washington to Main St
Red Barrier: Street/Entry Closure

Lions: Food Stand
Division St open for food pick-up only





2021 SYTTENDE MAI COVID OPERATIONS PLAN

A Note From The Race Director

We are actively working with Public Health Madison and Dane County and the necessary municipalities to receive approval for permits for an in-person race on May 15, 2021.

We are confident in the proven safety plan we have developed but recognize the difficult decision the Health Department and permitting agencies must make to provide approvals.

We expect to have necessary approvals in place by April 15th and will communicate as soon as possible with participants as we receive any news.

Keep Training and Stay Safe,

Ryan Griessmeyer
Race Director

2995 SUB-ZERO PARKWAY
FITCHBURG, WI 53719
608.316.5755



The Safety Plan

This safety plan below is designed to cover the Syttende Mai Running Events. The events are scheduled for Saturday, May 15, 2021. While we recognize the impact the novel coronavirus has had on our communities, we are also aware that things may look very different in mid-May. As such, we are developing a safety plan that has masking and social distancing efforts at the core of the plan so that we can continue to provide safe and healthy events to participants of all types.

Packet Pick-Up

In a typical year, all participants were expected to pick up packets at the start line of their respective distance.

2021 Plan: We have added an option to have packets mailed to participants prior to the event to minimize touch points and decrease the number of in-person packet pick-ups. We have added a packet pick-up at Fleet Feet Sports – Madison the day before the event to reduce in-person numbers at packet pick-up on the day of the event. Minimal contact will be made at packet pick-up using electronic check in devices.

Capacity

Normal field capacity has been **1,700** participants broken down into the following events:

Kids Race:	600
20 Mile:	400
17 Mile:	300
10 Mile:	400

The field capacity for each event will be limited to allow for adequate social distancing at the Start Lines, Aid Stations, and Finish Lines.

Kids Race:	400
20 Mile:	250
17 Mile:	300
10 Mile:	250

**2995 SUB-ZERO PARKWAY
FITCHBURG, WI 53719
608.316.5755**



RACE DAY EVENTS

WWW.RACEDAYEVENTS.COM

Route Maps:

The routes for each event allow for adequate social distancing, provide minimal or no overlap, and allow for start lines to have numerous corrals for staging.

20 Mile Route: <https://www.mapmyrun.com/routes/view/4194467509>

17 Mile Route: <https://www.mapmyrun.com/routes/view/4194476986>

10 Mile Route: <https://www.mapmyrun.com/routes/view/4194452395>

2 Mile Kid's Route: <https://www.mapmyrun.com/routes/view/4194421300>

Start Times:

Start times have traditionally helped with spacing throughout the course for safety and have been as follows:

<u>Start Name:</u>	<u>Location:</u>	<u>Time:</u>	<u>Notes:</u>
17 Mile Start Time:	Badger Rock Middle School	6:00 AM – 7:00AM	Rolling Start
20 Mile Start Time:	Badger Rock Middle School	7:30 AM	
10 Mile Start Time:	Town of Dunn	8:00 AM	
2 Mile Kids Start Time:	Stoughton, WI	7:45 AM	2 Miles from Finish

2021 Plan: We are planning to adjust start times and procedures to allow for social distancing and safety. 2021 Start procedures to be as follows:

<u>Start Name:</u>	<u>Location:</u>	<u>Time:</u>	<u>Notes:</u>
17 Mile Start Time:	Badger Rock Middle School	6:00 AM – 7:00AM	Rolling Start with one (1) person every 10 seconds.
20 Mile Start Time:	Badger Rock Middle School	7:30 AM	Rolling Start with one (1) person every 10 seconds.
10 Mile Start Time:	Town of Dunn	8:00 AM	Rolling Start with one (1) person every 10 seconds.
2 Mile Kids Start Time:	Fox Prairie Elementary School	7:15 AM and 7:30 AM	Two separate 200 person races with rolling starts with one (1) person every 10 sec.

2995 SUB-ZERO PARKWAY
FITCHBURG, WI 53719
608.316.5755



RACE DAY EVENTS
WWW.RACEDAYEVENTS.COM

Masking:

- All participants will be required to wear masks/face covering in non-competition times:
 - At packet pick-up
 - Pre and post-race
 - Start Lines
 - Immediate finish line (Masks will be given to you at finish line if needed)
- All staff and volunteers are required to wear masks/face covering at all times.
- All spectators are required to masks/face covering.

Spectators:

- Spectating is discouraged
- If you are spectating, a facemask is required at all times.
- Maintain 6' social distancing;
- Must conduct daily symptom self assessment;
- No spectators at start or finish lines.

Screening:

- Each participant shall be required to complete a declaration at packet pickup that they are not currently infected by COVID-19 and have not had, or knowingly been in contact with, someone experiencing any of the following COVID-19 symptoms in the past 10 days: <https://www.cdc.gov/screening/paper-version.pdf>
- By acknowledging, the participant agrees to take temperature on race day. Fever of 100.4 or higher, the participant shall not participate.
- All spectators are requested to self-assess prior to attending the event.

Compliance Manager:

- Ryan Griessmeyer (608-444-2261)

2995 SUB-ZERO PARKWAY
FITCHBURG, WI 53719
608.316.5755



RACE DAY EVENTS

WWW.RACEDAYEVENTS.COM

Communications:

- Outline safety procedures for participants, staff/volunteers, and spectators.
- Publish on registration page social media and website.
- Email to participants prior as part of Race Week Update.
- Mobile App will be developed as another method of spectator and participant communication.
- Announcements will be made over PA System at the event to remind participants of the protocols and safety measures.

Sanitation:

- Hand sanitizers will be provided in all portapotties.
- Touch points have been reduced to minimize interaction between participants and volunteers/staff
- All surfaces will be disinfected and cleaned often.
- Portable restrooms will be spaced 6' apart.
- Increased number of restrooms available at start/finish lines.
- Signage will be posted to remind participants to wash hands.

Start Line Procedures and Social Distancing:

20 Mile Start Procedure:

- The start line for the 20 Mile Event is at Badger Rock Middle School, 30 minutes after the 17 Mile Walk is finished starting.
- Runners will start at 7:30am.
- Runners will be lined up in corrals of 50 people each and will be socially distanced 10' apart marked by 18" cones.
- Runners will be required to wear a mask in the start corrals (Mask will be provided if needed)
- Runners will be released one at a time every 10 seconds maintaining social distancing.

17 Mile Start Procedure:

- The start line for the 20 Mile Event is at Badger Rock Middle School.
- Walkers will start at 6:00am with a rolling start until 7:00am.
- Walkers will be lined up in corrals of 50 people each and will be socially distanced 10' apart marked by 18" cones.
- Walkers will be required to wear a mask in the start corrals (Mask will be provided if needed)
- Walkers will be released one at a time every 10 seconds maintaining social distancing.



10 Mile Start Procedure:

- The start line for the 10 Mile Event is in the Town of Dunn, just south of the intersection of Hwy B and Sand Hill Rd.
- Runners will start at 8:00am.
- Runners will be lined up in corrals of 50 people each and will be socially distanced 10' apart marked by 18" cones.
- Runners will be required to wear a mask in the start corrals (Mask will be provided if needed)
- Runners will be released one at a time every 10 seconds maintaining social distancing.

2 Mile Kids Start Procedure:

- The start line for the 2 Mile Kids Event is at Fox Prairie Elementary School in Stoughton, WI.
- Runners will start at 7:15am and 7:30am to allow clearing of the finish line before other events begin to finish.
- Runners will be lined up in corrals of 50 people each and will be socially distanced 10' apart marked by 18" cones.
- Runners will be required to wear a mask in the start corrals (Mask will be provided if needed)
- Runners will be released one at a time every 10 seconds maintaining social distancing.



RACE DAY EVENTS

WWW.RACEDAYEVENTS.COM

Water and Aid Stations:

- 10oz bottled water will be available at all aid stations.
- 16oz bottled water will be available at the finish line.
- No Gatorade or endurance drinks will be available.
- No nutrition will be provided on course
- Gels will be provided in closed packets for people to carry
- Tables spaced 25' apart
- Water is self-serve and bottles will be closed upon arrival.

Support Vehicles (SAG Wagons):

- Have bottled water and facemasks in vehicle
- Windows down at all times
- Hand sanitizer and disinfectant wipes in vehicle
- Staff will wear masks at all times

Shuttle Buses:

- We recommend having someone you know drive you to or from the start and finish lines.
- Alternative options will include Green Cab and Uber.
- The nature of this event requires shuttle buses for some participants. Shuttle buses will be available with the following precautions:
 - Driver will wear a mask and go through symptom screening
 - All passengers are required to wear masks
 - Capacity will be adjusted to allow for social distancing between passengers
 - Cleaning and disinfection will occur before and after each trip.



Finish Line/Post-Race:

- Finish line chute will be fenced to keep runners moving to the exits and to their vehicles.
- Runners will be “encouraged” to leave finish area ASAP.
- Results streamed live and sent to mobile devices.
- No awards ceremonies. Awards available for pick-up at separate table.
- Finish line water will be in 16oz. closed bottles that are self-serve.
- Finish line nutrition will be pre-packaged self-serve grab and go style.
- No beer will be available at the finish line.
- No live entertainment will be available at the finish line.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/12/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Robertson Ryan - Madison Two Plaza East, Suite 650 330 East Kilbourn Avenue Milwaukee, WI 53202	CONTACT NAME: PHONE (A/C, No, Ext): (608) 516-3919 FAX (A/C, No): (608) 237-2493 E-MAIL ADDRESS:														
INSURED Race Day Events LLC 5976B Executive Drive Fitchburg, WI 53719	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 80%;">INSURER(S) AFFORDING COVERAGE</th> <th style="width: 20%;">NAIC #</th> </tr> <tr> <td>INSURER A : WEST BEND MUTUAL INSURANCE COMPANY</td> <td>15350</td> </tr> <tr> <td>INSURER B : STATE FUND MUTUAL</td> <td>11347</td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : WEST BEND MUTUAL INSURANCE COMPANY	15350	INSURER B : STATE FUND MUTUAL	11347	INSURER C :		INSURER D :		INSURER E :		INSURER F :	
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INSURER E :															
INSURER F :															

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			1497361	1/2/2021	1/2/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			1497361	1/2/2021	1/2/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	72579.105	2/15/2021	2/15/2022	PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Liquor Liability			2102252	1/2/2021	1/2/2022	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Sample	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

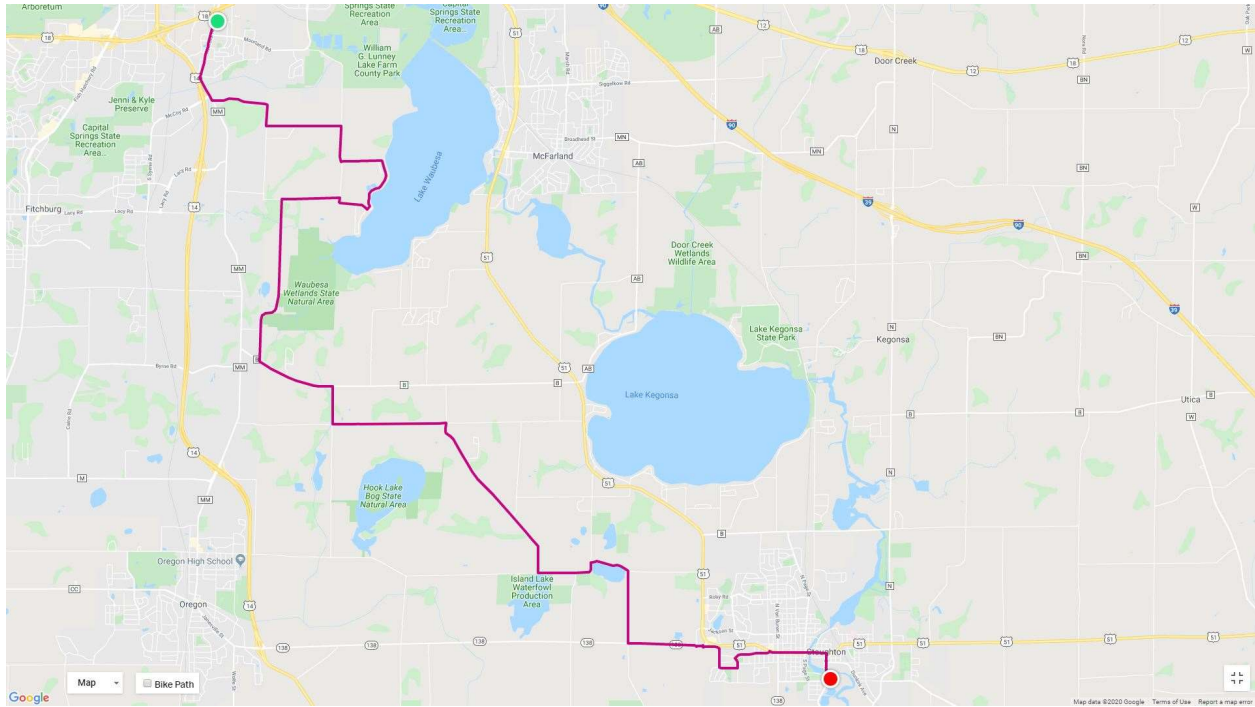
2021 Syttende Mai 20, 17, and 10 mile Run/Walk

Race Day Events will be the producer of the 2021 Run/Walk. Most of the route will remain the same as years past, with the change coming from the starting point. They have approval for use of the grounds at Badger Rock Middle School.

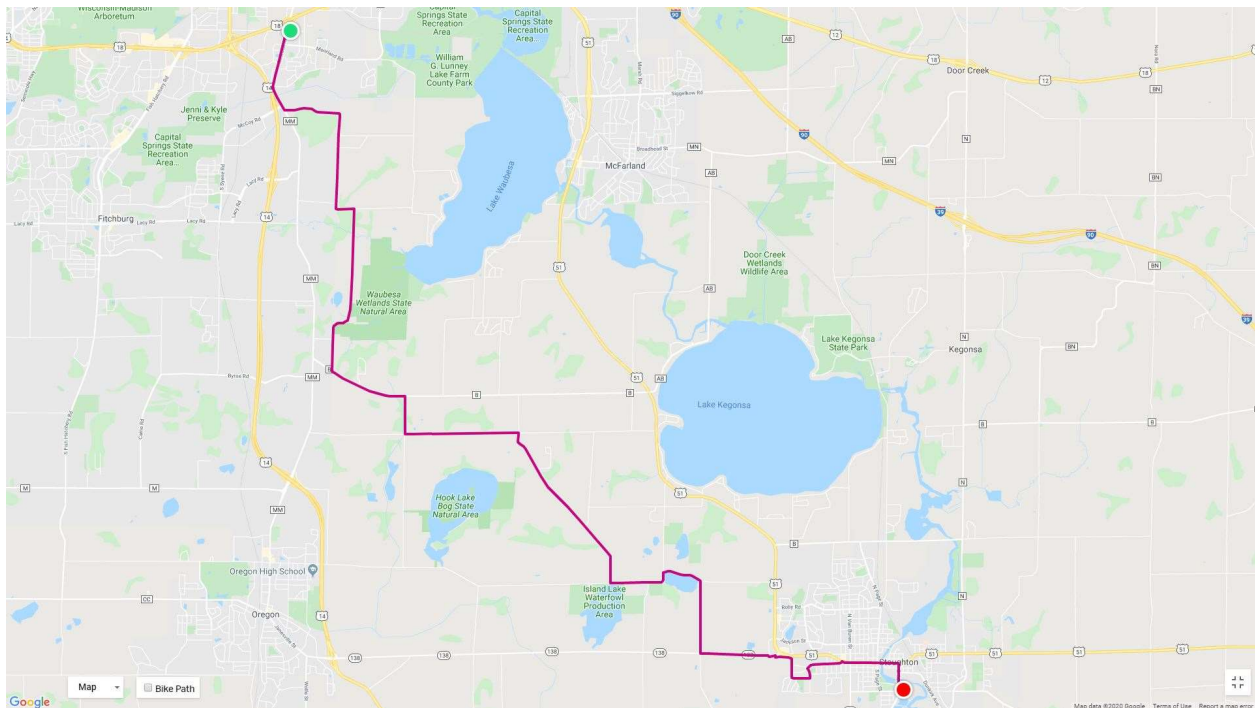
The 20-mile and 17-mile will start from the same location and meet up along Lalor Rd.

Contact: Ryan Griessmeyer, Race Day Events. 608-316-5755

20 mile route:

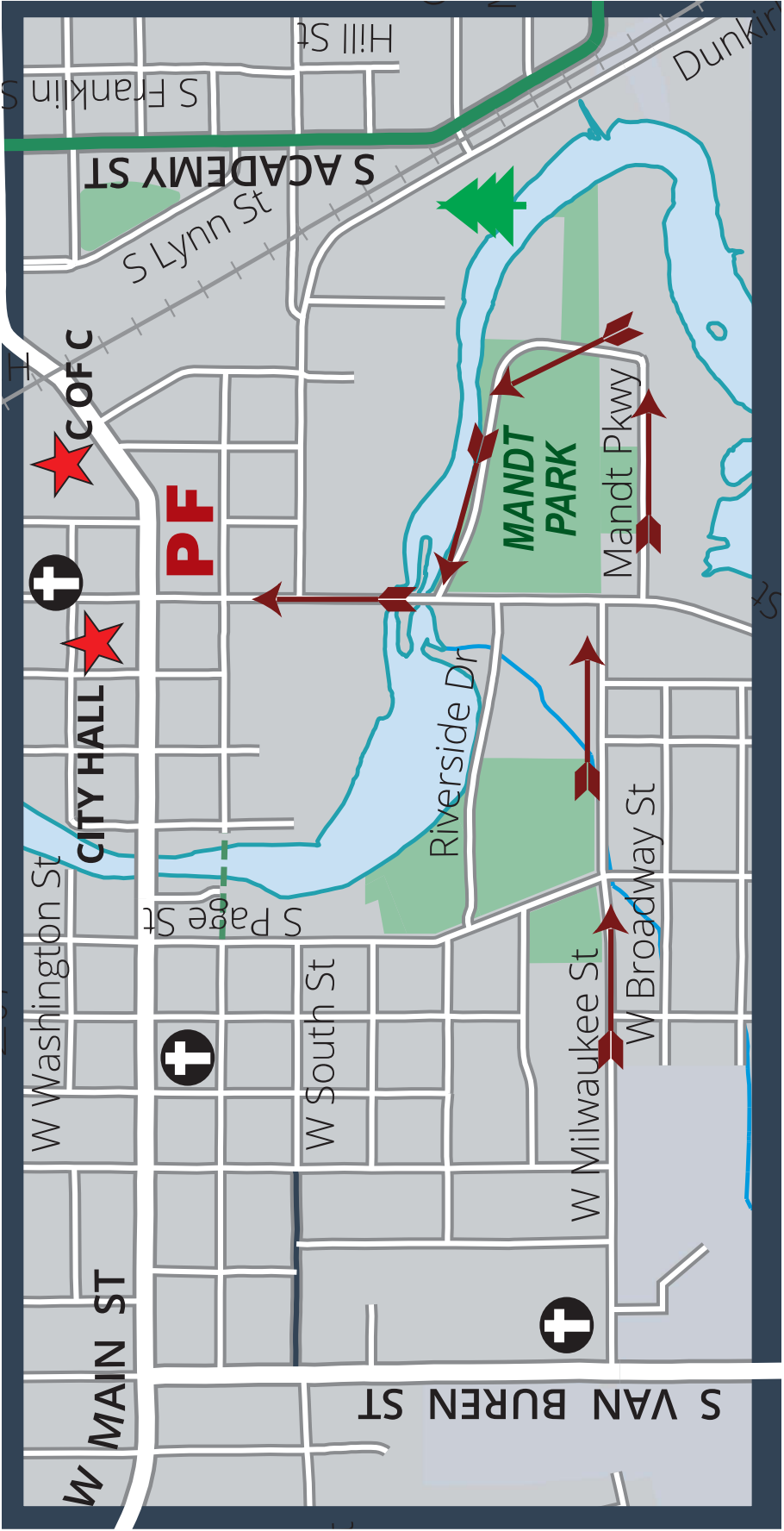


17 mile route:



Lil Run Syttende Mai Run Route





Community Participation in drive-through Parade.

- Car line-up no earlier than 12:45 pm starting at Van Buren – Milwaukee
 - Obtaining Church of Latter Day Saints for approval to use their parking lot.
- All cars must be occupied. Empty cars are subject to ticketing
- Cars must not block intersections or driveways.
- Official escort to start the parade will be at 1:00 pm
- Last car will be at 3:00 pm.
- Community Spirit: dress up yourself and your car in honor of Syttende Mai!
 - Prizes will be awarded for best dressed!

Parade can be watched on WSTO.

Curbside Pickup for Downtown Stoughton

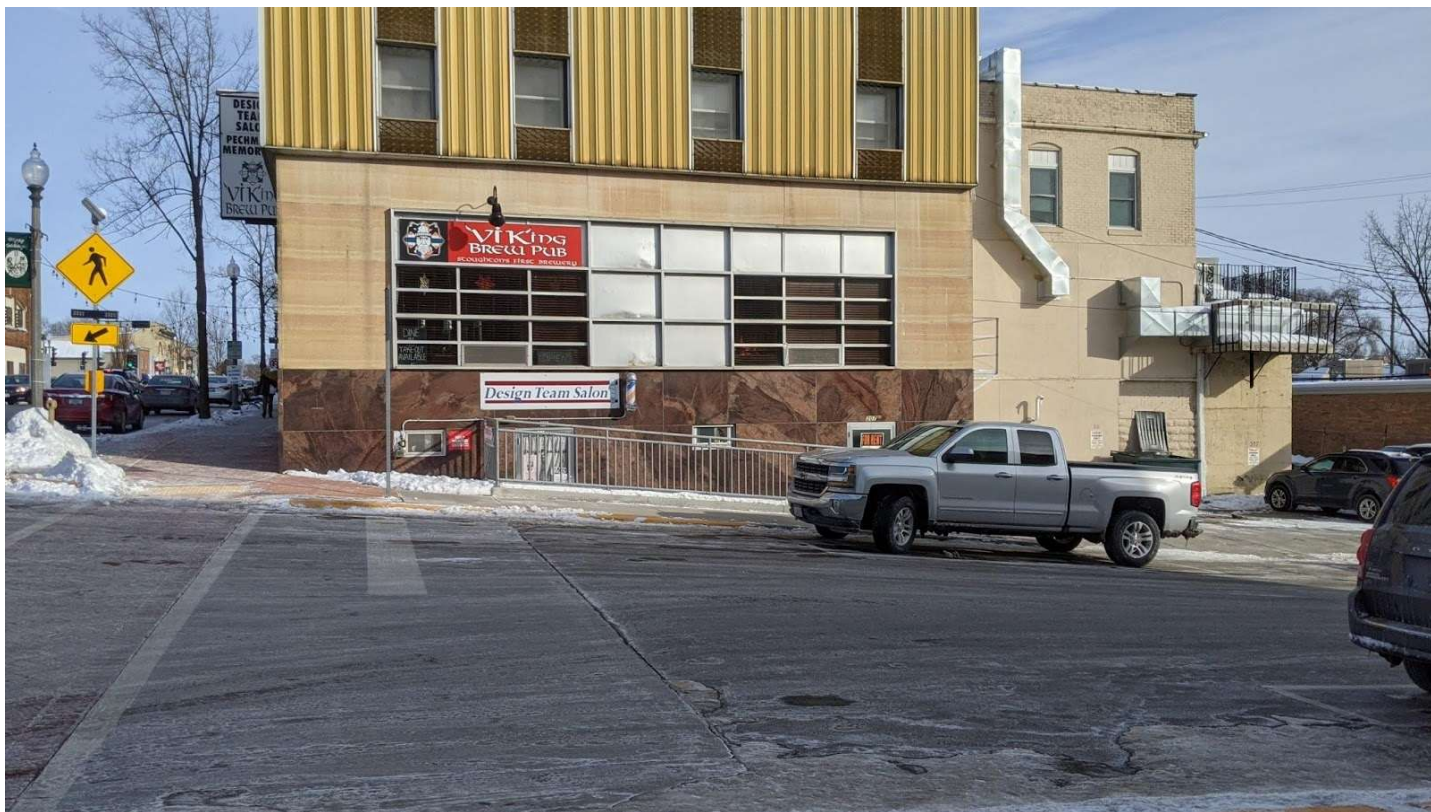
A pilot project sponsored by the City of Stoughton Public Safety Committee

Downtown businesses and customers could benefit from a reserved curbside pickup space similar to those in other business areas in Stoughton. Curbside pickup is free, fast, and convenient, especially when Main St. parking is unavailable, and reduces the risk of close contact between business employees and customers during the pandemic.

This plan introduces logistics for a reserved curbside pickup space downtown, beginning with a single marked space as a pilot project to gauge interest. Feedback from downtown businesses and customers is a priority. When the pandemic threat is minimal or passes, curbside pickup could continue if it is effective.

Outcome of interviews and surveys





On the basis of interviews with 16 merchants and 5 survey responses, the recommendation for a curbside pickup space that would best serve merchants for a pilot project is the one around the corner from Viking Brew Pub and closed to Autumn Pearl, Cheeser's, and Next Generation, who were enthusiastic about the project.



East side of Forrest Street, just south of Main Street. **Benefits:** Four merchants were enthusiastic about this spot, an alternative to parking in a yellow parking zone on Main Street and off the highway. **Drawbacks:** Removes a downtown parking space from public use.

Location options

Convenient curbside pickup spots for a pilot project are located just off Highway 51/Main Street for downtown businesses within a block of Forrest and Main. Other sites for consideration after the pilot project: Street parking on Forrest north of Main, city parking lot at Division and East Washington Streets, and Main Street alleys.

	
<p style="text-align: center;">1</p> <p>Southwest corner of the City Hall parking lot. Pedestrian crossing to the south protects access.</p>	<p style="text-align: center;">2</p> <p>Southeast corner of the City Hall parking lot. Pedestrian crossing to the south protects access.</p>
	
<p style="text-align: center;">3</p> <p>East side of Forrest Street, just south of Main Street</p>	<p style="text-align: center;">4</p> <p>West side of Forrest Street, just south of Main Street</p>

Pilot project plan

Contact: Joyce Tikalsky, jtikalsky@ci.stoughton.wi.us, 608-205-8158, 109 West Prospect St.
Input about interviews with downtown businesses and customers: Stoughton Chamber of Commerce, Stoughton Downtown Revitalization Committee, District 2 Alders, and downtown merchants. (<https://www.visitstoughton.com/see-do/shopping>, <https://www.visitstoughton.com/eat-drink>).
Schedule: 3-month pilot project in 2021.

Questions for downtown merchants and customers before the pilot project begins:

1. Would a dedicated parking space for customer curbside pickup be good for business downtown?

Comments:

2. Choose the space you recommend for the project.

3. Would you suggest other spaces? (optional)

4. Do you have other ideas for supporting downtown business during the pandemic? (optional)

Track usage:

Joyce will check with city staff and merchants at the end of the project to gauge usage.

Related projects

Example signage: "Curbside pickup. Call when you arrive."

(<https://www.myparkingsign.com/curbside-pickup-call-when-you-arrive-sign/sku-k2-5705>). Sign, \$20 (approximate).

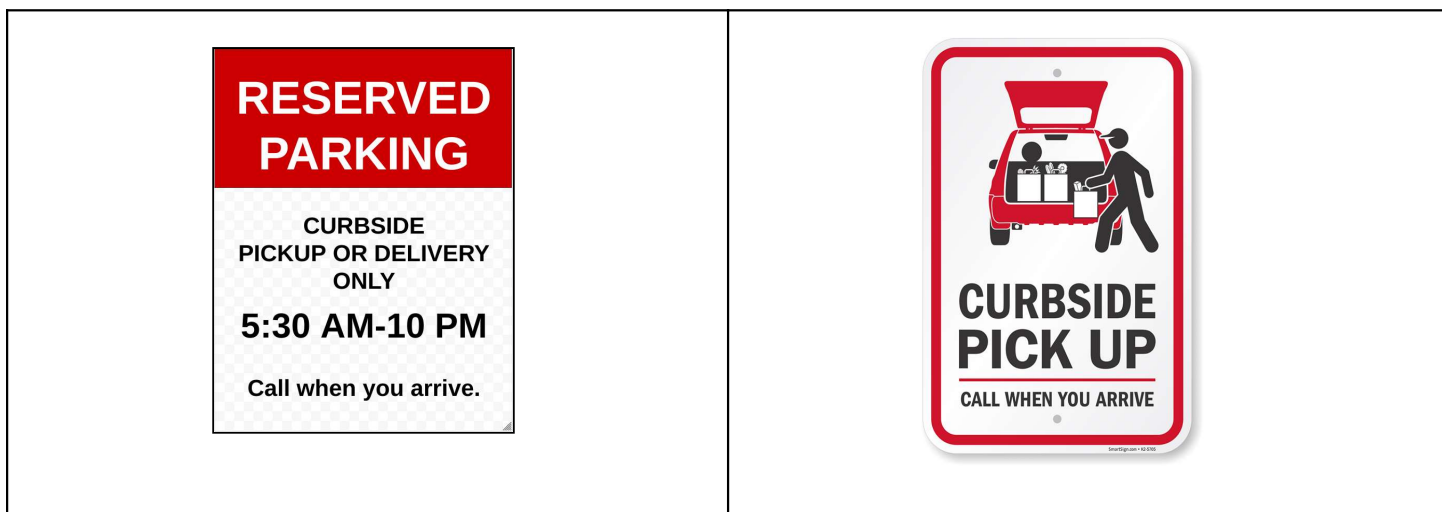
Brett Ebert recommends adding RESERVED and a designated span of usage time (municipal communication, March 10, 2021).

Other notes from Brett:

Would it make sense to put a time frame on the sign for curbside pick-up, say 11:00 am to 10:00 pm (that can be debated)

I wonder if location #1 is chosen, which is the SW corner of the City Hall Parking Lot, if we put an additional sign on the west side of the post that would face Forrest St. This may help to indicate where the parking space is.

We would be happy to order the sign once you decide on a final design. See attached for another option to consider.



A merchant suggested: "Curbside pickup or delivery only" instead of "Call when you arrive."

Street marking, if needed

Enforcement approach to be determined by Chief Greg Leck. Set hours to accommodate a variety of businesses (see merchant list).

Maintenance to be determined by city staff in affected departments.

Costs: To be determined.

Fees: None

Related to: Planning Commission, Public Works Committee, and City of Stoughton departments

Possible City of Stoughton promotion of feedback and pilot project:

- Handout based on pages 1 and 2 of this plan for in-person interviews with downtown businesses.
- Online Google Form option for responses by downtown businesses and others.
- City of Stoughton Facebook page
- Press release for the *Stoughton Courier Hub*
- Stoughton Chamber of Commerce newsletter or website
- Other: _____

Pilot project oversight: Police Department, Planning Department, Public Works Department

Plan start date: Following Public Safety Committee approval.

Pilot project tentative start date: To be announced. Public Safety Committee approval January 27, 2021.

Resolution for consideration by the City Council pending. City Council approval pending.

Pilot project tentative end date: July 2021.

Review for continuation: Public Safety Committee, City Council, city staff, downtown businesses, customer feedback

Continuation after the pilot project begins: As soon as practical. Note that COVID-19 vaccinations are not expected to be widely available until Spring 2021 at the earliest. Public Health Madison and Dane County expect vaccinations to continue for many months (Source: PHMDC Facebook post 2/15/2021, (<https://www.facebook.com/151406551595514/posts/3944560078946790/>)).

Continuation review: After three months

Next steps

Task	By	Target deadline	Done?
Send the draft plan to Alder Greg Jenson, Chair of the Public Safety Committee for review.	Joyce Tikalsky	ASAP	DONE
Review the updated draft plan to check for clarity, completeness, and suitability for the next available Public Safety Committee meeting agenda.	Greg Jenson and Greg Leck	December 16, 2020	DONE
Share the project plan with, and administer survey questions, to reviewers: District 2 alders, Phil Caravello on behalf of the Stoughton Downtown Revitalization Committee, and Sarah Ebert on behalf of the Stoughton Chamber of Commerce, and downtown merchants and customers.	Joyce Tikalsky	Plan shared February 2, 2021.	DONE
Collect city staff review for implementation, lead times for materials, and schedule Contact: Rodney Scheel	Joyce Tikalsky	February 18, 2021	DONE
Public Safety Committee resolution review and approval. Vote to recommend the project to the City Council for the agenda, further discussion, and possible action at the next City Council meeting.	Public Safety Committee		
Update the plan and schedule if needed.	Joyce Tikalsky		

Submit to the City Clerk for the next City Council agenda.	Greg Jenson	April 6, 2021	
City Council vote	City Council	April 13, 2021	
Order and install signage.	Brett Ebert	April 30, 2021 target completion	
Implement the plan and distribute press releases	Public Safety Committee		
Review the plan for additional input, plan changes, and continuation of the pilot program. Write a report.	Joyce Tikalsky		

For reference

Merchants included in the online survey

Merchants who would be most affected by the pilot plan are shown in bold type.

+ Indicates generally favorable to the pilot project.

McGlynn Pharmacy, 100 East Main - Monday-Friday 9:00 AM - 6:00 PM, Saturday 9:00 AM - 2:00 PM

+ Main Street Kitchen, 120 East Main - Monday, Tuesday, Wednesday 11:00 AM - 4:00 PM; Thursday, Friday, Saturday 11:00 AM - 6:00 PM

A Day in the Country, 134 East Main - Thursday 10:00 AM - 4:00 PM, Friday 10:00 AM - 4:00 PM, Saturday 9:00 AM - 3:00 PM

+ **All Through the House**, 144 East Main - Tuesday-Friday 10:00 AM - 6:00 PM Saturday: 9:00 AM - 5:00 PM Saturday-Sunday - Closed

Stoughton Floral (offers curbside pickup) - 168 East Main - Monday-Friday 9:00 AM -3:00 PM, Saturday 8:00 AM-12:00 PM

Big Sky (offers curbside pickup) - 176 East Main - Friday-Saturday - 5:00 - 7:00 PM; Closed Sunday-Thursday.

Wildwood Cafe (offers curbside pickup), 218 South Forrest - Wednesday-Saturday 8:00 AM-2:00 PM, Sunday 8:00 AM-1:00 PM, Closed Monday-Tuesday

+ Wendigo, 121 East Main - Wednesday-Thursday 4:00-10:00 PM, Friday-Saturday 4:00-11:00 PM. Closed Sunday-Tuesday

IttyBitty Bookstore, 123 East Main, Suite 2B, Sunday 12:00 - 6:00 PM; Closed Monday-Saturday

+ Diamonds Select, 139 East Main, Tuesday-Friday 10:00 AM - 5:00 PM, Saturday 10:00 AM - 2:00 PM Closed Sunday-Monday

Insty Cash and Pawn, 143 East Main - Monday-Wednesday 2:00 - 6:00 PM, Thursday-Friday 10:30 AM - 6:30 PM, Saturday 10:00 AM - 4:30 PM

+ Lon's Tailgaters, 161 East Main - Monday-Tuesday 11:00 AM - 2:00 AM, Wednesday-Saturday 11:00 AM - 2:00 AM, Sunday 9:00 AM-11:00 PM

+ **Next Generation** (offers curbside pickup), Tuesday-Friday 12:00-5:00 PM, Saturday 10:00 AM-5:00 PM, Closed Sunday-Monday

+ **Cheesers**, Monday-Friday 10:00 AM - 5:00 PM, Saturday 9:00 AM - 5:00 PM, Closed Sunday

+ **Autumn Pearl**, Monday-Friday 10:00 AM - 5:00 PM, Saturday 9:00 AM - 5:00 PM, Closed Sunday

+ **Woodland Studios**, Tuesday-Friday 11:00 AM - 5:00 PM, Saturday 10:00 AM - 5:00 PM, Closed Sunday-Monday. Favorable to the city hall lot only. In favor only if City Hall parking is used.

+ **Viking Brew Pub** (offers curbside pickup) - Wednesday-Thursday 4:00-8:00 PM, Friday 3:30-8:00 PM, Saturday 12:00-8:00, Sunday 12:00-6:00 PM, Closed Monday-Tuesday

+ **Fosdal's Home Bakery** (offers curbside pickup) - Tuesday-Saturday 5:30 AM- 5:00 PM, Sunday 7:00 AM-12:00 PM, Closed Monday.

Google Survey Form for Merchants

Easy, shortened link: [tinyurl.com/Stoughton-curbside](https://tinycloud.com/Stoughton-curbside)

Long form link:

https://docs.google.com/forms/d/e/1FAIpQLSdmEHgzXpxFdjUVQNE7JA5paiO0H2aQg0wmSqBIpVj-C7KYug/viewform?usp=sf_link

Public link to this document:

https://docs.google.com/document/d/14NNBdfMTFNgsxjHqTH3yO1M_3zsoj3u6trFfAG919CE/edit?usp=sharing

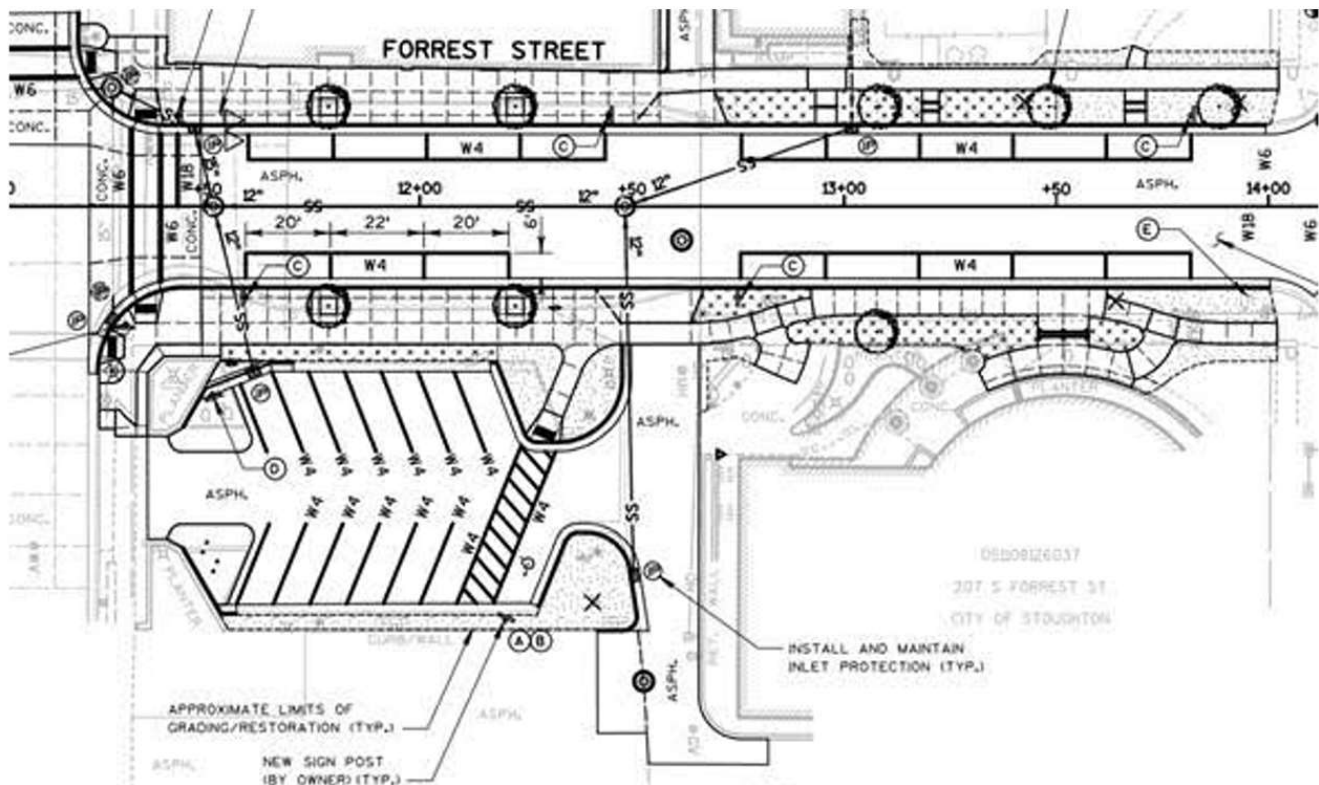
Merchant comments:

- **"Would prefer the first parking spot in front of Viking Brew Pub LLC. We've used this spot (and the next spot) for nine months now. In my opinion, City Hall parking lot is not a good option. We don't have the manpower for curbside across the street. We are the only business doing curbside or carry out at this time and at 25% of our business in this category, we can't afford to deliver, etc., to a central location elsewhere. Match curbside near each business, if possible. Sign should read, 'Curbside pickup or delivery only.' "**
- **"Prefer option 3. One should be enough. Our customers have a hard time finding parking now with the spots available."**
- **"Prefer option 1, southwest corner of the City Hall lot. I don't think I or my customers would use this, but it's nice to have the option."**
- **Two merchants mentioned making patio dining a "permanent" option. "It adds character to the entire city ambience downtown."**
- **Another merchant would like the curbside pickup parking spot to continue after the pandemic.**
- **Four merchants mentioned they would not have time to drop pickups across the street in the City Hall lot, especially during busy times.**
- **Barriers between the street and sidewalk didn't work well.**
- **Concerns about speeding on Main Street**
- **"Not really workable for me."**

- Considered the possibility of an alley window for food pickup, but that would not be allowed currently.
- Not sure how this would work for most businesses. If I wanted to do curbside, would do so in front of my store.
- Problem with trash in the alley, south side of the 100 block East Main.

City Hall Parking Lot

The lot is used for a variety of purposes downtown, including visits to the post office. An electric hookup is planned for the northeast corner.



Downtown Parking Powerpoint Presentation

<https://static1.squarespace.com/static/54ac5e65e4b0b6dc3e27cc0c/t/59943ba1914e6bd7aeaad40c/1502886819408/Parking+PPT.pdf>

2020 holiday parking actions, Public Safety Committee, October 29, 2020, and City Council, November 10, 2020. The extension of time limits for holiday parking downtown was discussed and recommended forward to the City Council on October 28, 2020, by the Public Safety Committee. Council approval followed November 10, 2020 (R-171-2020).

Project calendar

March 2021							<	>
S	M	T	W	T	F	S		
28	1	2	3	4	5	6		
7	8	9	10	11	12	13		
14	15	16	17	18	19	20		
21	22	23	24	25	26	27		
28	29	30	31	1	2	3		
4	5	6	7	8	9	10		

April 2021							<	>
S	M	T	W	T	F	S		
28	29	30	31	1	2	3		
4	5	6	7	8	9	10		
11	12	13	14	15	16	17		
18	19	20	21	22	23	24		
25	26	27	28	29	30	1		
2	3	4	5	6	7	8		

Satellite view



Other background

Edmonds, Washington,

<https://myedmondsnews.com/2020/09/surveys-provide-snapshot-of-how-edmonds-businesses-are-faring-during-covid-19/>

CITY OF STOUGHTON, 207 S. Forrest Street, Stoughton, WI 53589

ORDINANCE OF THE COMMON COUNCIL

Amending Sections 14-31(3)b.2, 3, and 4 of the City of Stoughton Municipal Code Relating to Liquor Licensing Requirements

Committee Action: Public Safety Committee _____

Fiscal Impact: N/A

File Number: O-____-2021

1st Reading:

2nd Reading:

The Common Council of the City of Stoughton, Dane County, Wisconsin ordains as follows:

1. Sec. 14-31(3)b.2 of the Stoughton Municipal Code shall be amended to read:

If the licensee appears as required by summons and denies the complaint, both the complainant and the licensee may produce witnesses, cross examine witnesses and be represented by counsel. ~~The licensee shall be provided a written transcript of the hearing at his expense.~~ All proceedings and testimony shall be recorded on tape and promptly transcribed unless waived by both the complainant and licensee. ~~If either party requires a stenographic recording and transcription, city staff shall make the necessary arrangements, but the expense shall be borne by the requesting party.~~ The secretary to the public safety committee shall mark and receive all exhibits admitted into the record.

2. Sec. 14-31(3)b.3 of the Stoughton Municipal Code shall be amended to read:

~~Within 20 days of the~~ Within 20 days of completion of the transcript of the proceedings, or within 20 days of completion of the hearing if a transcript was waived by both parties, the public safety committee shall submit a report to the city council, including findings of fact, conclusions of law and a recommendation as to what action, if any, the city council should take with respect to the license. The public safety committee shall provide the complainant and the licensee with a copy of the report. Either the complainant or the licensee may file an objection to the report and shall have the opportunity to present arguments supporting the objection to the city council. The city council shall determine whether the arguments shall be presented orally or in writing or both.

3. Section 14-31(3)b.4 of the Stoughton Municipal Code shall be amended to read:

At the second regular meeting of the city council, after the filing of the public safety committee's recommendation, the city council shall act on the recommendation. If

the recommendation is based upon a stipulation of the parties, the city council may accept or reject the recommendations by a simple majority vote. If the city council rejects the recommendation, the matter shall be referred back to the public safety committee for a full factfinding hearing. If the recommendation is based upon a full factfinding hearing, the recommendation shall become the decision of the city council unless reversed or modified by a simple majority vote. No further evidence shall be allowed before the city council. Only those members of the city council who have certified to the clerk in writing that they have read the transcript, unless waived by both the complainant and the licensee, exhibits and reports of the public safety committee, shall be permitted to vote on the matter. If the city council after considering the public safety committee's report and any arguments presented by the complainant or the licensee finds the complaint to be true or if there is no objection to the report recommending suspension or revocation of license, the license shall be suspended for not less than ~~one~~ ten days nor more than 90 days or revoked. Any suspension ~~or revocation~~ shall be served beginning at 12:00 a.m. on the 7th day following council action. Any revocation shall begin immediately following council action. The decision of the city council shall be a final determination for purposes of judicial review. If the complaint is found to be true, the licensee shall pay to the city the actual costs of the proceedings.

4. This ordinance shall take effect upon passage and publication pursuant to Wisconsin law.

Dates

Council Adopted: _____

Mayor Approved: _____

Published: _____

Attest: _____

Tim Swadley, Mayor

Holly Licht, City Clerk

CITY OF STOUGHTON, 207 S. Forrest Street, Stoughton, WI 53589

ORDINANCE OF THE COMMON COUNCIL

Amending Section 14-42(c) and Creation of Section 14-46, Relating to Liquor Licensing Requirements.

Committee Action: Public Safety Committee _____

Fiscal Impact: N/A

File Number: O-__-2021

1st Reading:

2nd Reading:

The Common Council of the City of Stoughton, Dane County, Wisconsin ordains as follows:

1. Section 14-42(c) of the Stoughton Municipal Code shall be amended to read:

Violations, how calculated. In determining the accumulated demerit points against a license or permit within a specified period, the city shall use the date each violation was committed as the basis for the determination. A conviction for a violation is not necessary to assign points. That decision is made by the chief of police or his designee based on his analysis of the violation.

2. Section 14-46 of the Stoughton Municipal Code shall be created to read as follows:

Compliance with Health Rules. Premises licensed under this chapter must comply with applicable orders or rules issued by the Wisconsin Department of Health Services, Public Health Madison and Dane County, and local board of health or local health officer.

3. This ordinance shall take effect upon passage and publication pursuant to Wisconsin law.

Dates

Council Adopted: _____

Mayor Approved: _____

Published: _____

Attest: _____

Tim Swadley, Mayor

Holly Licht, City Clerk