



City of Madison

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

Meeting Minutes - Approved STREET USE STAFF COMMISSION

*Consider: Who benefits? Who is burdened?
Who does not have a voice at the table?
How can policymakers mitigate unintended consequences?*

Wednesday, April 14, 2021

10:00 AM

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

CALL TO ORDER / ROLL CALL

A virtual meeting of the Street Use Staff Commission was held at 10:00 AM on Wednesday, April 14, 2021. Chairperson Lamberty called the meeting to order at 10:00 AM. A quorum was present and the meeting was properly noticed.

Members Present: Kelli Lamberty, Kristin Brodowsky, Sgt. Andrew Hyatt, Matthew Scamardo, Meghan Blake-Horst, Mark Kiesow, Liza Tatar, John Fahrney, Lt. Scott Kleinfeldt

Members Excused: Poorna Shivakumar, Bill Pullman, Tom Mohr, Eric Veum

Additional City Staff Present: Mary Lloyd, Kelly Post

1. [64943](#)

PUBLIC COMMENT

No members of the public registered to speak regarding items not on the agenda.

DISCLOSURES AND RECUSALS

There were no disclosures or recusals by members of the commission for any item on the agenda.

APPROVAL OF MINUTES

Motion made by Lloyd, seconded by Tatar to Approve the Minutes. Motion passed by voice vote/other.

STREET USE PERMITS FOR SPECIAL EVENTS

2. [64944](#)

UW-MADISON SPRING COMMENCEMENT
Sat. May 8, 2021 / 6am-8pm
Street Closure: 100-300 Breese Terrace
Parking Only: northside of 1400 Monroe Street
UW Commencement
Wisconsin Athletics / Shane Burgess

Registered speaker Shane Burgess registered in support, not to speak, but available for questions.

A motion was made by Blake-Horst, seconded by Lloyd to approved pending receipt of required documents & with the following conditions:

X THE "EVENT ORGANIZER/SPONSOR" LISTED ABOVE AGREES TO INDEMNIFY, DEFEND, AND HOLD THE CITY AND ITS OFFICERS, OFFICIALS, EMPLOYEES AND AGENTS HARMLESS AGAINST ALL CLAIMS, LIABILITY, LOSS, DAMAGE, OR EXPENSE INCURRED BY THE CITY ON ACCOUNT OF ANY INJURY TO OR DEATH OF ANY PERSON OR ANY DAMAGE TO PROPERTY CAUSED BY OR RESULTING FROM THE ACTIVITIES FOR WHICH THE PERMIT IS GRANTED. BEFORE EVENT

X COVID-19: If an event meets the criteria to occur under Public Health Madison and Dane County's current order, organizers must review PHMDC requirements for physical distancing, hygiene and cleaning policies at the event and submit the City of Madison's COVID-19 Event Safety Plan and Checklist. If these orders, or any future order restricting gatherings of people, are in place on the date of an event, the orders in place at the time supersede and may invalidate any approved street use permit, if the order includes restrictions that prohibit the size or nature of an event.-on file.

X Notification: As a courtesy, please notify area alder(s) at least 30 days prior to the event. Provide the alder with event information, including: location, date, schedule, activities, etc. The alder(s) to notify for this event is:

Shiva Bidar-Sielaff - district5@cityofmadison.com

Tag Evers - district13@cityofmadison.com

X Notify area businesses and residents. Provide them with event information, including: day of contact information, location, date, schedule, activities, etc.

X Traffic management plan as approved by TE and MPD-on file.

X MPD Parking Enforcement will post signage and hood meters. Organizer agrees to pay all MPD costs associated with these tasks.

DURING EVENT

X 20' emergency access lane must be maintained throughout event area.

X No inflatables on City right-of-way.

X No permanent markings (including spray chalk or stickers)on streets, sidewalks, paths or city landscaping.

AFTER EVENT

X Event organizer/sponsor is responsible for cleanup of event area. Charges will be assessed for any City staff time or resources required for clean up.

X City staff will review the event for compliance to the established conditions and determine what remediation (if any) is needed and/or establish considerations for future events.

Motion passed by voice vote/other.

3. [64948](#)

RIDE THE DRIVE

Sun. June 6, 2021 / 8am-2pm

Warner Park, Kennedy Park, Wingra Creek Park, Marlborough Park

Street Closure: roads around the four parks (see application for details)

Due to COVID, having four small events spread out instead of one big one downtown

City of Madison Parks Division / Tracey Hartley

A motion was made by Lloyd, seconded by Scamardo to approved pending receipt of required documents & with the following conditions:

X COVID-19: If an event meets the criteria to occur under Public Health Madison and Dane County's current order, organizers must review PHMDC requirements for physical distancing, hygiene and cleaning policies at the event and submit the City of Madison's COVID-19 Event Safety Plan and

Checklist. If these orders, or any future order restricting gatherings of people, are in place on the date of an event, the orders in place at the time supersede and may invalidate any approved street use permit, if the order includes restrictions that prohibit the size or nature of an event.-on file.

X Notification: Organizer must notify area alder(s) at least 30 days prior to the event. Provide the alder with event information, including: location, date, schedule, activities, etc. The alder(s) to notify for this event is:

Lindsay Lemmer - district3@cityofmadison.com

Zachary Henak - district10@cityofmadison.com

Syed Abbas - district12@cityofmadison.com

Tag Evers - district13@cityofmadison.com

Rebecca Kemble - district18@cityofmadison.com

X Notification: Organizer must notify businesses and residents along the route at least 30 days prior to the event. Provide event information, including: location, date, schedule, activities, and day of contact info. for the event organizer.

X This is a District event. Contact Lt. Scott Kleinfeldt at skleinfeldt@cityofmadison.com to arrange MPD staffing. There may be charges for these services.

X Traffic Engineering (TE) will provide traffic management plan and equipment.

X Call 608-267-8756 to arrange for meter bags and/or "No Parking" signs. Remove meter bags and/or signs when event has ended. There are charges for this equipment.

X Food Distribution: Organizer will follow all Health Department requirements and recommendations concerning food at your event.

DURING EVENT

X Metro route(s) detoured or delayed by event. Fee/route detoured applies. (\$100/route)

X Noise must be kept to a reasonable level at all times.

X 20' emergency access lane must be maintained throughout event area.

X 8' pedestrian pathway must be maintained on sidewalks throughout event area.

X No inflatables on City right-of-way.

X No permanent markings (including spray chalk or stickers) on streets, sidewalks, paths or city landscaping.

AFTER EVENT

X Event organizer/sponsor is responsible for cleanup of event area. Charges will be assessed for any City staff time or resources required for clean up.

X City staff will review the event for compliance to the established conditions and determine what remediation (if any) is needed and/or establish considerations for future events.

Motion passed by voice vote/other

4. [64945](#)

MADE TO MOVE WOMEN'S RACE SERIES

Sat. June 12, 2021 / 6am-2pm

Start/Finish - Vilas Park

Street Closure: Vilas Park Drive

Lane Closure: Arboretum Loop (see application for details)

10k race

Team Bird Training / Nora Bird

Registered speaker Nora Bird registered in support, not to speak, but available for questions

Registered speaker Rickey Chernik registered in support, not to speak, but

available for questions

A motion was made by Lloyd, seconded by Tatar to approved pending receipt of required documents & with the following conditions:

X THE "EVENT ORGANIZER/SPONSOR" LISTED ABOVE AGREES TO INDEMNIFY, DEFEND, AND HOLD THE CITY AND ITS OFFICERS, OFFICIALS, EMPLOYEES AND AGENTS HARMLESS AGAINST ALL CLAIMS, LIABILITY, LOSS, DAMAGE, OR EXPENSE INCURRED BY THE CITY ON ACCOUNT OF ANY INJURY TO OR DEATH OF ANY PERSON OR ANY DAMAGE TO PROPERTY CAUSED BY OR RESULTING FROM THE ACTIVITIES FOR WHICH THE PERMIT IS GRANTED. BEFORE EVENT

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X Certificate of insurance listing the City of Madison as additional insured is required

X Notification: Organizer must notify area alder(s) at least 30 days prior to the event. Provide the alder with event information, including: location, date, schedule, activities, etc. The alder(s) to notify for this event is:

Tag Evers - district13@cityofmadison.com

X Traffic Management plan and equipment to be implemented/provided by approved contractor as per plan on file with Traffic Engineering (TE) and MPD.

X Special duty officer(s) required for event. Call 608-267-8676 to arrange. There are charges for these services.

DURING EVENT

X Barricade placement as per plan on file with Traffic Engineering (TE).

X Maintain public access to bike path throughout event route.

X Noise must be kept to a reasonable level at all times.

X 20' emergency access lane must be maintained throughout event area.

X 8' pedestrian pathway must be maintained on sidewalks throughout event area.

X No inflatables on City right-of-way.

X No permanent markings (including spray chalk or stickers) on streets, sidewalks, paths or city landscaping.

AFTER EVENT

X Event organizer/sponsor is responsible for cleanup of event area. Charges will be assessed for any City staff time or resources required for clean up.

X City staff will review the event for compliance to the established conditions and determine what remediation (if any) is needed and/or establish considerations for future events.

Motion passed by voice vote/other.

ADJOURNMENT

A motion was made by Lloyd, seconded by Blake-Horst to Adjourn. The motion passed by voice vote/other.