



City of Madison

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

Meeting Minutes - Approved STREET USE STAFF COMMISSION

Wednesday, March 30, 2011

10:00 am

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

I. CALL TO ORDER / ROLL CALL

Other Staff Present:

Laura Bauer, Drew Beck and Wally.

Present: 9 -

Kelli Lamberty; Cindy Mierow; Susan Barica; Jeremy McMullen; Tom
Mohr; Bill Putnam; John Fahrney; Melvin W. Lamb and Eric Veum

II. APPROVAL OF MINUTES

III. PUBLIC COMMENT

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

IV. DISCLOSURES AND RECUSALS

V. NEW BUSINESS

A. STREET USE APPLICATIONS FOR SPECIAL EVENTS

[21778](#)

RESIDENCE HALL MOVE-OUT AND COMMENCEMENT

Dayton between Frances and Park F, May 13 and Sa May 14, 6a-8p
Commencement at Kohl Center and residence hall move-out. Discuss
set-up, schedule and activities.
Mike Kinderman, UW-Madison

Attachments: [5.13-5.14Commencement.pdf](#)

ACTION: Application Withdrawn

[21779](#)

CONCERTS ON THE SQUARE

Capitol Square, 10 Blocks N and S Pinckney, 10 Blocks E and W Main,
100 Blocks W Washington and MLK
W, Jun 29, Jul 6, 13, 20 and 27, and Aug 3

Rain Dates: R, Jun 30, Jul 7, 14, 21 and 28, and Aug 4
Six week outdoor concert series on the Capitol Square presented by the Wisconsin Chamber Orchestra. Discuss set-up, schedule and activities.
Jeff Richard, Wisconsin Chamber Orchestra

Attachments: [6.29-8.3ConcertsSquare.pdf](#)

ACTION: Approved w/ Conditions

Certificate of insurance listing the City of Madison as additional insured is required - on file.

Special duty officers required for event. Call 608-266-4022.

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

Call 608-267-8756 to arrange for meter bags and "No Parking" signs. Remove meter bags and signs when event has ended.

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

Licensed city vendors relocated outside of event area.

Provide and maintain access for M&I drive thru customers during hours of operation.

Metro route(s) detoured by event. Fee/route detoured applies.

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

21776

MOVE YOUR CABOOSE

See attached map Sa, July 9, 6:30a-11:30a
1st Annual 5K Run/Walk and Kid's Challenge to benefit the Red Caboose Scholarship Fund. Discuss set-up, schedule, route and activities.
Molly Schroder, Red Caboose Day Care Center Inc

Attachments: [7.9MoveYourCaboose.pdf](#)

ACTION: Referred to 4/13/2011 Meeting

21780

THE 1000 MILE JOURNEY

Capitol Square Su, Jul 31, 8a-4p
Rain Date: Su, Aug 7

Annual walk to benefit The Rainbird Foundation. Discuss set-up, schedule, route and activities.

Elisabeth Norton, The Rainbird Foundation

Attachments: [7.31The1000MileJourney.pdf](#)

ACTION: Approved w/ Conditions

Certificate of insurance listing the City of Madison as additional insured is required - on file.

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

Call the Sayle St. Garage, 608-266-4767, 1120 Sayle St, to make arrangements to pickup and return barricades required for event. `

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

Call 608-267-8756 to arrange for meter bags. Remove meter bags when event has ended.

Metro route(s) detoured by event. Fee/route detoured applies.

Provide and maintain access to Inn on the Park during the event.

Event cannot displace licensed city vendors.

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

21879**21ST ANNUAL LAW ENFORCEMENT MEMORIAL CEREMONY**

Capitol Square F, May 6, 11:45a-1p

Law Enforcement Memorial Ceremony. Discuss location, set-up, schedule and activities.

Linda Kohlmeyer-Searls, Wisconsin Law Enforcement Memorial

Attachments: [5.6LawEnforcementMem.pdf](#)

ACTION: Approved w/ Conditions

Call 608-267-8756 to arrange for meter bags. Remove meter bags when event has ended.

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

Event cannot displace licensed city vendors.

Metro route(s) detoured by event. Fee/route detoured applies.

Provide and maintain access to Inn on the Park during the event.

Provide and maintain access for M&I drive thru customers during hours of operation.

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

B. INFORMATIONAL PRESENTATIONS AND EVENT PROPOSALS**21880****GIRL SCOUT 100TH ANNIVERSARY EVENT**

John Nolen Dr to Capitol Square Sa, May 5, 2012

Anniversary celebration to build awareness. March from John Nolen Drive to the Capitol Square followed by speakers, service-related projects, exhibitor booths and refreshments/concessions.

Eliza Zimmerman and Chrisine Posey, Girl Scouts of Wisconsin-Badgerland Council

Attachments: [5.5.12GirlScouts.pdf](#)

ACTION: Referred to 2012 Meeting**21900****MIFFLIN STREET BLOCK PARTY**

400-600 Mifflin St. / 10-100 N. Basset

Sa, Apr 30, 7:30a-9p

Final review of application for annual block party. Changes made to event based on discussion at 4/13/11 street use meeting and city staff.

Discuss set-up, schedule and activities.
Scott Leslie, Mark Gerding, Majestic Live, LLC

Attachments: [4.30Mifflin2.pdf](#)

ACTION: Referred to 4/13/2011 Meeting

REVIEW OUTER LOOP CONSTRUCTION SCHEDULE AND CAPITOL SQUARE EVENTS
APRIL

Sa, April 16 - June 25, Dane County Farmers' Market - Metro to use NE quadrant of Square on outer loop detour

Sa, April 30 - CrazyLegs

MAY

F, May 6 - Law Enforcement Memorial

Su, May 8 - Collegiate Cycling

Sa, May 14 - Syttende Mai Run

Su, May 15 - Wheels on Willy - propose alternate "Willy St." route

Su, May 22 - K-9 Event - will leave NE quadrant of Square open for Metro

Su, May 29 - Madison Marathon

JUNE

Su, June 5 - Ride the Drive

C. STREET USE APPLICATIONS FOR ROUTINE REQUESTS

21777

STOP THE BOP

Podium/700-800 State R, Apr 14, 11a-5:30p

Philanthropic event to benefit Children's Heart Link. Discuss set-up, schedule and activities.

Nathan Watson, Alpha Theta Chapter of Phi Kappa Sigma

Attachments: [4.14StopTheBop.pdf](#)

ACTION: Approved w/ Conditions

Notification of Library Mall agencies – on file.

Event cannot displace licensed city vendors.

No amplification before 12:30pm.

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

21781

HENRY VILAS: ZOO RUN RUN

See attached map Su, Sept 25, 6a-12p

Annual run to benefit Henry Vilas Zoo. Discuss set-up, schedule, route and activities.

Suzy Reynolds, Henry Vilas Zoo

Attachments: [9.25ZooRunRun.pdf](#)

ACTION: Approved w/ Conditions

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Special duty officers required for event. Call 608-266-4022.

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

Call the Sayle St. Garage, 608-266-4767, 1120 Sayle St, to make arrangements to pickup and return barricades required for event.

Call 608-267-8756 to arrange for "No Parking" signs. Remove signs when event has ended.

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VI. ADJOURNMENT

UPCOMING EVENTS

MARCH

30, W, 5-7p, Justin Miller - rally, State St. Mall (Amplification Permit)

APRIL

1-15, Child Abuse Prevention: Blue Ribbon Project, Corner of W Wash and Carroll

7-8, R-F, 7a-6p, UW Hunger Strike, Podium/700-800 State St