



City of Madison

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

Meeting Minutes - Approved STREET USE STAFF COMMISSION

Wednesday, April 17, 2013

10:00 am

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

I. CALL TO ORDER / ROLL CALL

Present: 10 -

Kelli Lamberty; Carl Strasburg; Katie Sellner; Jeremy McMullen; Tom Mohr; Bill Putnam; John Fahrney; Mike O'Brien; Eric Veum and Laura Bauer

Excused: 1 -

Susan Barica

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. STREET USE PERMIT APPLICATIONS FOR SPECIAL EVENTS

- [29823](#) FEEDING HOMELESS PEOPLE IN PEACE PARK
Peace Park Apr 19-Oct 26, 2013
Fridays: 1:00pm-1:45pm
Saturdays: 9:00am-9:45am
Feeding homeless people in the park. Discuss location, schedule, set-up and activities.
Jim Flad, Pro Labore Dei (For the Labor of God)

ACTION: Approved with Conditions

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

All food, trash and recyclables must be removed from Peace Park after each event.

Rotate table location to avoid excessive compaction of grassy areas in the park.

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.

2. [29824](#)

SYTTENDE MAI RUN/WALK

Start at Hamilton/Capitol Square; W Main, Carroll and MLK for staging
Sa, May 18, 5am-8am

Annual 20 mile and 10 mile race from Madison to Stoughton. Discuss location, schedule, set-up, route and activities.

Jim McNulty, Stoughton Chamber of Commerce

ACTION: Refer to 5/1/2013 Meeting

3. [29615](#)

16TH ANNUAL WORT BLOCK PARTY

600 W Doty St Su, May 19, 7am-8pm

Annual music concert to benefit WORT-FM. Discuss location, schedule, set-up and activities.

Raechel Pundsack, WORT-FM

Ronald Marczak spoke in opposition.

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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 to arrange.

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

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

Maintain access to Metro stops.

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

Call the Sayle Street 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.

Alder and neighborhood notification.

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.

4. [29827](#)

31ST ANNUAL ATWOOD SUMMERFEST

2000 and 2100 Blocks Atwood Ave

Sa, Jul 27, 10am-11pm

Su, Jul 28, 10am-9pm

Annual festival and music/concert to benefit the Goodman Community

Center. Discuss location, schedule, set-up and activities.
Becky Steinhoff, Goodman Community Center

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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 to arrange.

Private security for equipment.

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

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

One Metro route detoured by event. Fee/route detoured applies.

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

Call the Sayle Street 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.

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.

5. [29828](#)

TASTE OF MADISON

Capitol Square and surrounding 100 blocks, 200 blocks of Wisconsin Ave and MLK

Set-up: R, Aug 29-Sa, Aug 31, 8pm-2pm

Event: Sa, Aug 31, 2-8:30pm & Su, Sept 1, 11am-7pm

Take-down: Su, Sept 1, 7pm-2am

Annual food and music festival. Discuss location, schedule, set-up and activities.

Keith Peterson, Madison Festivals

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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 to arrange.

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

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

Metro rerouted to outer loop. Standard rerouting fee applies.

Eight Metro routes detoured by event. Fee/route detoured applies.

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

The Capitol Square will be closed by an approved private contractor. Call 608-267-8756 to arrange for meter bags. Remove meter bags when event has ended.

City vendor licenses are invalidated for this event.

Coordinate activities and schedule with the Street Vending Coordinator, 608-261-9171.

Coordinate activities and schedule with the Dane County Farmers' Market Manager, 608-455-1999.

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

Provide and maintain access to the parking ramp on East Main and Webster.

Provide and maintain access to the alley on the 100 block of West Washington for Grace Episcopal parking and deliveries. Contact the Rector at Grace, 608-255-5147.

Organizer responsible for maintaining/emptying City trash/recycling containers.

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.

7. [29830](#)

MAD CITY UGLY SWEATER RUN

Cherokee Neighborhood (please see attached map for route)

R, Nov 28, 6am-9:30am

Annual run/walk. Discuss location, schedule, set-up, route and activities.

Jerry Kempfer, Starting Line Events, LLC

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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 to arrange.

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

Maintain access to Metro stops.

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

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

Notify alder and neighborhood association.

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.

VI. STREET USE PERMIT APPLICATIONS FOR ROUTINE REQUESTS / NEIGHBORHOOD BLOCK PARTIES

1. [29845](#)

AG DAY ON CAMPUS

Podium/700-800 State St W, Apr 24, 9am-3pm

Come and meet the UW students from family farms and try some delicious Wisconsin products. Learn about agriculture dining at The University Club. Discuss location, schedule, set-up and activities.

Lauren Holterman, Collegiate Farm Bureau at UW-Madison

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Event cannot displace licensed city vendors.

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

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.

2. [29831](#)

RIBBON SALES FOR THE LEUKEMIA AND LYMPHOMA SOCIETY

Podium/700-800 State St W, May 8, 12-5pm

Ribbon sales to benefit the Leukemia and Lymphoma Society. Discuss location, schedule, set-up and activities.

Jackson Ward, Phi Kappa Sigma International Fraternity - Alpha Theta Chapter, UW-Madison

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No street closure, request for parking/sidewalk space only.

Event cannot displace licensed city vendors.

No amplification.

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.

3. [30118](#)

180 OHIO AVENUE

Neighborhood Block Party

Sa, June 15, 4pm-12am

Lora Schmid-Dolan

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Resident petition - on file.

The event organizer is responsible for making arrangements to pick up and return the barricades and "Road Closed" signs required to close the street.

Please contact the Sayle Street Garage, 608-266-4767, 1120 Sayle St.,

Monday-Friday, 8:30am-3:00pm. The organizer will need a vehicle that can

accommodate 12' barricades. Approved Neighborhood Block Parties are given

up to 8 barricades at no cost (\$5 rental fee per barricade for each additional).
For weekend events, equipment pick up will only be on Fridays,
8:30am-3:00pm and must be returned the following Monday, 8:30am-3:00pm.
Call 608-267-8756 to arrange for "No Parking" signs. Remove signs when
event has ended.
20' emergency access lane must be maintained throughout event area.
Event organizer/sponsor is responsible for clean up of event area.

VII. ONGOING BUSINESS / ANNOUNCEMENTS

1. Recap recent street use events - American Cancer Society Madison 5K & 10K Run/Walk, Langdon Street Block Party, GDVC Spring Races & Practice Crits
2. Updates on event issues - construction, proposals, procedures, changes in process, event information, etc.
3. Preview upcoming events - see below and 2013 events calendar
4. Next Street Use Meeting - Wednesday, May 1, 2013

VIII. ADJOURNMENT

UPCOMING EVENTS