



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, February 7, 2024

10:00 AM

Virtual

CALL TO ORDER / ROLL CALL

A virtual meeting of the Street Use Staff Commission was held at 10:00 AM on Wednesday, February 7, 2024. Chairperson Post called the meeting to order at 10:00 AM. A quorum was present and the meeting was properly noticed.

Members Present: Kelly Post, Katelynn Updike, Jeremy Nash, Meghan Blake-Horst, Phil Roh, Mark Kiesow, Michael Ott, John Fahrney, Eric Veum, Amy O'Rourke, Poorna Shivakumar, David Crossen

Members Excused: Lt. Jen Hannah, Scott Strassburg

Additional City Staff Present: Julia Austin, Taylor Dietzman, Ashley Moseberry

APPROVAL OF MINUTES

Motion made by Updike, seconded by Blake-Horst to Approve the Minutes.
Motion passed by voice vote/other.

1. [81871](#) 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.

STREET USE PERMITS FOR CONSIDERATION AND VOTE

2. [81874](#) MASS POOR PEOPLE'S AND LOW WAGE WORKER'S ASSEMBLY AND MARCH

Saturday, March 2, 2024 / 11:00 am - 12:00 pm

Requesting inner traffic lane closure around the Capitol Square.

Start/Finish: State Street Capitol steps

Assembly on Capitol grounds

Discuss schedule, location, route

Repairers of the Breach, Inc. / Megan Barry-Luglio

Registered speaker Megan Barry-luglio registered in support, not to speak, but available for questions.

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

Certificate of insurance is required: "Organizer shall provide evidence of a \$1,000,000 per occurrence Commercial General Liability policy with the City of Madison, its officers, officials, agents and employees listed as additional insureds."

Notification: Organizer must notify area alder(s) at least 30 days prior to the event. Provide the alder with event information, including: day of contact information, location, date, schedule, activities, etc. Michael Verveer - district4@cityofmadison.com

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

Call the Sayle Street Garage, 608-266-4767, 1120 Sayle St, to make arrangements to pick up and return barricades required for event. There may be charges for this equipment.

EVENT DAY(S)

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

Maintain access to Metro stops.

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

Must maintain ADA accessible pathway on sidewalks throughout the event area and provide public access and exit to open businesses.

No inflatables on City right-of-way.

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

AFTER EVENT

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.

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. [81896](#)**LAKE STREET BASH**

Fri., April 19, 2024 / event 4pm-8pm / closure 11am-10pm

Street Closure: 600 N Lake St and Mendota Ct.

Public Amplification: 4pm-8pm

Annual all campus party

Discuss location, schedule, site map

WI Alumni Student Board / Ethan Risch

Registered speaker Ethan Risch registered in support, not to speak, but available for questions.

Registered speaker Allison Keeley registered in support, not to speak, but available for questions.

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

THE "EVENT ORGANIZER/SPONSOR" LISTED ABOVE AGREES TO

INDEMNIFY, DEFEND, AND HOLD 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

Notification: Organizer must notify area alder(s) at least 30 days prior to the event. Provide the alder with event information, including: day of contact information, location, date, schedule, activities, etc. Julianna Bennett - district2@cityofmadison.com & MGR

Govindarajan-district8@cityofmadison.com

Notify the Madison Central Business Improvement Operations Director at tjenquin@visitdowntownmadison.com or 608-512-1341. Provide event information, including: day-of-contact, location, date, schedule, activities, etc..

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

Call the Sayle Street Garage, 608-266-4767, 1120 Sayle St, to make arrangements to pick up and return required for event. There may be charges for this equipment.

Call Parking Utility at 608-267-8756 to arrange for "No Parking" signs. Remove signs when event has ended. There are charges for this equipment.

EVENT DAY(S)

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

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

There is no vending at this event.

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

ADA Accessible pathway must be maintained on sidewalks throughout event area.

No inflatables on City right-of-way.

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

AFTER EVENT

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.

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. [81876](#)**DANE COUNTY FARMERS MARKET - WEDNESDAYS MARKET**

April 24 - November 6, 2024

Wednesday Markets: 8:00am - 1:45pm

200 Block of MLK, Jr. Blvd.

Discuss location, schedule and activities.

Dane County Farmers' Market / Jamie Bugel

Registered speaker Jamie Bugel registered in support, not to speak, but available for questions.

Registered speaker Michelle Morrison registered in support and does not wish to speak.

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

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

Certificate of insurance is required: "Organizer shall provide evidence of a \$1,000,000 per occurrence Commercial General Liability policy with the City of Madison, its officers, officials, agents and employees listed as additional insureds." - ON FILE

Notification: Organizer must notify area alder(s) at least 30 days prior to the event. Provide the alder with event information, including: day of contact information, location, date, schedule, activities, etc. Michael Verveer - district4@cityofmadison.com

Coordinate activities and schedule with the Street Vending Coordinator, mblake-horst@cityofmadison.com or 608-261-9171.

Notify the Madison Central Business Improvement District's Operations Director at tjenquin@visitdowntownmadison.com or 608-512-1341. Provide event information, including: day-of-contact, location, date, schedule, activities, etc.

Parking signage: post meter signs by 3:30pm on Tuesdays. Call Parking by 4:00pm on Tuesdays once signage is posted. 608-266-4622.

EVENT DAY(S)

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

Special Event Resolution: City vendor licenses are invalidated for this event series.

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

ADA accessible pathway must be maintained on sidewalks throughout event area.

No inflatables on City right-of-way.

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

AFTER EVENT

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.

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.

5. [81880](#)

WISCONSIN MILKMAN TRIATHLON

Sunday, June 9, 2024 / 7am-4:30pm

Start/Finish: Olin Park

Route - see attached maps & turn-by-turns

Discuss routes, schedule, parking

Race Day Events, LLC / Abbey Vanvalkenburg

Registered speaker Abbey VanValkenburg registered in support, not to speak, but available for questions.

Registered speaker Ryan Griessmeyer registered in support and wishes to speak.

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

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

Certificate of insurance is required: "Organizer shall provide evidence of a \$1,000,000 per occurrence Commercial General Liability policy with the City of Madison, its officers, officials, agents and employees listed as additional insureds." (If beer will be sold, this certificate must include liquor liability.)

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

Notification: Organizer must notify area alder(s) at least 30 days prior to the event. Provide the alder with event information, including: day of contact

information, location, date, schedule, activities, etc. Mike Verveer -

district4@cityofmadison.com, Marsha Rummel - district6@cityofmadison.com,

Tag Evers - district13@cityofmadison.com, Isadore Knox, Jr.

district14@cityofmadison.com, Dina Nina Martinez-Rutherford -

district15@cityofmadison.com.

Overtime, Special Event officer(s) required for event. Contact Lt. Jennifer Hannah, jhannah@cityofmadison.com to arrange for staffing.

Parking Enforcement will post signage along the route. There are charges for this service.

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

Olin gates will be opened on requested dates. Olin-Turvill Ct. will be posted

"ONE WAY" by the organizer as directed and approved by Traffic Engineering.

Traffic management plan must include maintaining access to MSCR & Park's offices on E Lakeside Street at all times. Communicate access plan to MSCR.

Traffic Management plan must include extra MPD staffing near Yahara Place Park to not impact parking or traffic flow to the Marquette Waterfront Festival on 6/9/24.

Traffic management plan must include maintaining access to the Olin Park boat launch and boat launch parking lot.

If you are requesting City of Madison, Fire Department EMS staffing for the event, please contact David Crossen, dcrossen@cityofmadison.com to arrange staffing.

EVENT DAY(S)

Maintain access to Metro stops.

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

Maintain public access to bike path throughout event route.

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

ADA accessible pathway must be maintained on sidewalks throughout event area.

No inflatables on City right-of-way.

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

AFTER EVENT

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.

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.

Sat, August 10, 2024 / 4am-11am
Start/Finish: State Street Mall & 800 Langdon
Street Closure: 800 Langdon, 400 & 500 N Park St.
Setup (800 block of State St.): Fri, Aug. 9, 2024 / 1pm
Half-marathon & 5k: Sat, Aug. 10, 2024 / 7am-11am
See attached for routes & street closures
Discuss location, schedule, routes, date change
Race Day Events, LLC / Ryan Griessmeyer

Registered speaker Abbey Vanvalkenburg registered in support, not to speak, but available for questions.

Registered speaker Ryan Griessmeyer registered in support and wishes to speak.

A motion was made by Roh, seconded by Updike to approve pending receipt of required documents & with the following conditions:

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

Certificate of insurance is required: "Organizer shall provide evidence of a \$1,000,000 per occurrence Commercial General Liability policy with the City of Madison, its officers, officials, agents and employees listed as additional insureds."

Notification: Organizer must notify area alder(s) at least 30 days prior to the event. Provide the alder with event information, including: day of contact information, location, date, schedule, activities, etc. Juliana Bennett - district2@cityofmadison.com, Mike Verveer district4@cityofmadison.com, Regina Vidaver - district5@cityofmadison.com, Juliana Bennett district8@cityofmadison.com, Yannette Figueroa Cole - district10@cityofmadison.com, Tag Evers district13@cityofmadison.com, Isador Knox, Jr. - district14@cityofmadison.com.

Notify the Madison Central Business Improvement District's Operations Director at tjenquin@visitdowntownmadison.com or 608-512-1341. Provide event information, including: day-of-contact, location, date, schedule, activities, etc.

Communicate and coordinate activities and schedule with the Dane County Farmers' Market manager, 608-455-1999. Include details on any street/traffic/parking/sidewalk closures on the Capitol Square so they can ensure proper communication and coordination with farmer load-in/load-out/order pickup/etc.

Coordinate activities and schedule with the Street Vending Coordinator, mblake-horst@cityofmadison.com or 608-261-9171.

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

Police staffing is required as Special Event Overtime staff. Please contact Lt. Jen Hannah at mpdevents@cityofmadison.com to arrange for MPD staffing.

There are charges for these services. Organizer will pay all costs of the City of Madison Police staff assigned to the event. Per MGO 10.056(7) (c), applicant agrees to pay such actual costs for services within 20 days of billing.

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

Parking Enforcement will post signage for the event. Organizer agrees to pay all costs associated with these tasks.

If you are requesting City of Madison, Fire Department EMS staffing for the event, please contact Chief David Crossen, dcrossen@cityofmadison.com to arrange staffing.

EVENT DAY(S)

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

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

Event cannot displace licensed city vendors.

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

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

ADA Accessible pathway must be maintained on sidewalks throughout event area.

No inflatables on City right-of-way.

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

AFTER EVENT

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.

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.

CONSENT AGENDA

Urdike made a motion, Roh seconded the motion to approve the permits on the consent agenda with the recommended action, pending receipt of required documents and with the conditions as outlined for each event.

Motion passed by voice vote/other.

7. [81643](#)

WI LAW ENFORCEMENT MEMORIAL

Friday, May 10, 2024 / 12:00 pm - 1:00 pm

Street Closure (10:00 am - 1:30 pm): 10 N Pinckney, 10 E Mifflin, 100 E Washington Ave, 100 N Hamilton

Procession of Squad Cars from Olin Park to the Capitol Square

Memorial ceremony on Capitol Grounds at the N Hamilton corner

See attached for site map, route map and details

Annual law enforcement procession and memorial

Wisconsin Law Enforcement Memorial / Randy Wiessinger

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

Certificate of insurance is required: "Organizer shall provide evidence of a \$1,000,000 per occurrence Commercial General Liability policy with the City of Madison, its officers, officials, agents and employees listed as additional insureds."

Notification: Organizer must notify area alder(s) at least 30 days prior to the

event. Provide the alder with event information, including: day of contact information, location, date, schedule, activities, etc. Michael Verveer - district4@cityofmadison.com
Coordinate activities and schedule with the Street Vending Coordinator, mblake-horst@cityofmadison.com or 608-261-9171.
Notify the Madison Central Business Improvement District's Operations Director at tjenquin@visitdowntownmadison.com or 608-512-1341. Provide event information, including: day-of-contact, location, date, schedule, activities, etc.
Call Parking Utility at 608-267-8756 to arrange for meter signs. Remove signs when event has ended. There are charges for this equipment.
Notification: Organizer will notify all businesses on the affected streets at least 2 weeks prior to the event. Provide the businesses with day-of contact information and event information, including: location, date, schedule, activities, etc.
EVENT DAY(S)
Barricade placement as per plan on file with Traffic Engineering (TE).
Traffic Engineering will deliver/pick-up barricades.
Metro rerouted to outer loop. Standard rerouting fee applies.
Event cannot displace licensed city vendors.
20' emergency access lane must be maintained throughout event area.
8' pedestrian pathway must be maintained on sidewalks throughout event area.
No inflatables on City right-of-way.
No permanent markings (including spray chalk or stickers) on streets, sidewalks, paths or city landscaping.
AFTER EVENT
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.
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.

8. [81895](#)

BADGERS CHALK THE BLOCK

Tuesday, April 17, 2024 / 10am-5pm

No Street closure: The Confluence at State (800 State Street)

Public Amplification: 12:00 pm - 3:00 pm

Annual UW chalk art competition

Wisconsin Alumni Student Board / Ethan Risch

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

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

Notification: Organizer must notify area alder(s) at least 30 days prior to the event. Provide the alder with event information, including: day of contact information, location, date, schedule, activities, etc. MGR Govindarajan - district8@cityofmadison.com

Coordinate activities and schedule with the Street Vending Coordinator, mblake-horst@cityofmadison.com or 608-261-9171.

EVENT DAY(S)

Event cannot displace licensed city vendors.

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

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

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

No inflatables on City right-of-way.

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

AFTER EVENT

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.

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.

9. [81878](#)**LEVY GROUNDBREAKING CELEBRATION**

Tuesday, April 30 - Friday, May 3, 2024 / 9:00 am-11:30 am

Ceremony on Thursday, May 2, 2024 on Grainger Hall property

No Street Closure

Request to reserve parking meters

Daily / all stalls on west side of 300 N Brooks

5/2 only / 2-3 stalls on east side of 300 N Brooks

Parking for unloading/loading event setup equipment on UW property

College of Letters and Science / Jordan Lovelette

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

Call Parking Utility at 608-267-8756 to arrange for meter signs. Remove meter signs when event has ended. There are charges for this equipment.

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

DURING EVENT

Maintain access to Metro stops.

Maintain access to all driveways on 300 N Brooks.

Maintain access to handicap parking stall on 300 N Brooks.

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

ADA accessible pathway must be maintained on sidewalks throughout event area.

No inflatables on City right-of-way.

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

AFTER EVENT

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.

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.

10. [81879](#)

CAPITOL VIEW FARMERS' MARKET

Wednesdays, May 29 - October 9, 2024 / 2:00pm - 8:00pm

Street Closure: Sharpsburg Dr. - block between Northstar Dr. and Gemini Dr.

Public amplification: 4:00 pm - 7:00 pm

Annual Farmers' Market

Discuss location, setup, schedule

North Star Neighborhood Association / Kathryn Mingione

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

Certificate of insurance is required: "Organizer shall provide evidence of a \$1,000,000 per occurrence Commercial General Liability policy with the City of Madison, its officers, officials, agents and employees listed as additional insureds."-ON FILE

Notification: Organizer must notify area alder(s) at least 30 days prior to the event. Provide the alder with event information, including: day of contact information, location, date, schedule, activities, etc Derek Field - district3@cityofmadison.com.

Call the Sayle Street Garage, 608-266-4767, 1120 Sayle St, to make arrangements to pick up and return barricades required for event. There may be charges for this equipment.

Call Parking Utility at 608-267-8756 to arrange for "No Parking" signs. Remove signs when event has ended. There are charges for this equipment.

EVENT DAY(S)

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

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

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

No inflatables on City right-of-way.

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

AFTER EVENT

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.

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.

12. **ADJOURNMENT**

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