



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 9, 2022

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 9, 2022. 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, Meghan Blake-Horst, Matthew Scamardo, Mark Kiesow, John Fahrney, Lt. Scott Kleinfeldt, Kristin Brodowsky, Liza Tatar, Sean Hedgpeth, Erica Schwarz

Members Excused: Bill Pullman, Eric Veum, Jeremy Nash, Stephanie Niesen

Additional City Staff Present: Tom Mohr, Mary Lloyd, Luna Collins

1. [63015](#) PUBLIC COMMENT

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

2. APPROVAL OF MINUTES

Motion made by Lloyd, seconded by Blake-Horst to Approve the Minutes.
Motion passed

3. DISCLOSURES AND RECUSALS

Kelly Post had a disclosure and recused herself from the Live on King Street application discussion and from voting on this item. Meghan Blake-Horst led the discussion on Item #5, Live on King Street.

STREET USE PERMITS FOR CONSIDERATION AND VOTE

4. [64756](#) ANNUAL WI LAW ENFORCEMENT MEMORIAL CEREMONY

Fri. May 20, 2022 / 9:30am - 1:30pm

Street Closure: 10 N. Pinckney, 10 E. Main, 100 N Hamilton

Route: see attached

Discuss new Y closure, barricades, parade route, schedule, and activities
WI Law Enforcement Memorial, Inc. / Randy Wiessinger

Registered speaker Brian Willison registered in support, not to speak, but available for questions.

Registered speaker Randy Wiessinger has registered in support of does not

wish to speak, but is available for questions.

A motion was made by Lloyd, seconded by Blake-Horst 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. 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.

X 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

X Notify the Madison Central Business Improvement District's Executive Director at director@visitdowntownmadison.com or 608-512-1340. Provide event information, including: day-of-contact, location, date, schedule, activities, etc.

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

X Please contact Lt. Scott Kleinfeldt at skleinfeldt@cityofmadison.com to arrange for MPD staffing and/or volunteers. There may be charges for these services. Organizer will pay all costs of the City of Madison Police, Parking Enforcement, and Madison Fire 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.

X 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.

X 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)

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

X Traffic Engineering will deliver/pick-up barricades. There are charges for these services.

X The Capitol Square will be closed by Traffic Engineering (TE).

X Metro rerouted to outer loop. Standard rerouting fee applies. (\$600)

X Event cannot displace licensed city vendors.

X Provide and maintain access to the parking lot on E. Washington and Webster.

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 to approve passed unanimously.

5. [69713](#)

LIVE ON KING STREET
 Fridays, June 3, June 17, June 24, July 15 & Sept. 16, 2022
 Saturday, Aug. 6, 2022
 Setup 8am / Event 6pm-11pm / Take down 2am
 Street Closure: 100 block of MLK Jr. Blvd
 Discuss new location, setup, dates
 Frank Productions / Reanna Roberts

Registered speaker Reanna Roberts registered in support and wishes to speak.
 Registered speaker Lauren Toller registered in support and wishes to speak.
 Registered speaker Matt Gerding registered in support, not to speak, but available for questions.
 Registered speaker Jesse Sherman registered in support, not to speak, but available for questions.
 Registered speaker Tiffany Kenney registered in support, not to speak, but available for questions.
 A motion was made by Lloyd, seconded by Tartar to approved pending receipt of required documents & with the following conditions:
 Event was referred to another SUSE meeting once planning is complete.

CONSENT AGENDA

A motion was made by Lloyd, seconded by Tartar to approve the remaining agenda items with the recommended action. The motion passed unanimously.

6. [69721](#)

TANCREDI/HARRISON WEDDING RECEPTION
 Sunday, May 29, 2022 / 5pm-10pm
 No Street Closure
 Requesting 2 parking meters on 100 King St. for food trucks
 Discuss location, setup
 Margaret Harrison

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 No street closure, request for parking/sidewalk space only.
 X Coordinate activities and schedule with the Street Vending Coordinator, mblake-horst@cityofmadison.com or 608-261-9171.
 X 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.

EVENT DAY(S)

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

8. ADJOURNMENT

A motion was made by Tatar, seconded by Blake-Horst to Adjourn. The motion passed unanimously.