



City of Madison

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

Meeting Minutes STREET USE STAFF COMMISSION

Wednesday, February 18, 2015

10:00 am

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

I. CALL TO ORDER / ROLL CALL

Present: Kelli Lamberty, Katie Sellner, Ron Schwenn, Tom Mohr, Bill Putnam, John Fahrney, Susan Barica, Trevor Knight, Eric Veum, and Lisa Laschinger

Excused: Jennifer Krueger Favour

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

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

V. STREET USE PERMIT APPLICATIONS FOR SPECIAL EVENTS

1. CRAZYLEGS CLASSIC
Start: Capitol Square, Finish: Camp Randall (please see attached map for route)
Sa, Apr 25, 6am-12:30pm
Annual run/walk to benefit the National W Club. Discuss location, schedule, set-up, route and activities.
Mike Cerniglia, National W Club

APPROVED WITH THE FOLLOWING CONDITIONS:
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Certificate of insurance listing the City of Madison as additional insured is required - on file.
Alder./Resident notification plan on file.
Special duty officers required for event. Call 608-266-4022 to arrange.
20' emergency access lane must be maintained throughout event area.

Metro routes detoured by event. Fee/route detoured applies. #routes detoured:
7
Barricade placement as per plan on file with Traffic Engineering (TE).
Approved by TE & MPD.
Call 608-267-8756 to arrange for meter bags and street signs. Posted by Parking Enforcement.
The Capitol Square will be closed by an approved private contractor.
8' pedestrian pathway must be maintained on sidewalks throughout event area.
Licensed city vendors assigned sites on the street will be moved to sidewalk sites.
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 for BMO Harris drive thru customers during hours of operation.
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.
No permanent marking, including spray chalk, of streets sidewalks, paths or city landscaping is allowed.
No inflatables.
Event organizer/sponsor is responsible for clean up including removal of trash/recycling from event area. Charges will be assessed for any City staff time or resources required for clean up
Noise must be kept at reasonable levels at all times.

2. LIVE ON KING STREET
100 Block of King Street or 100 MLK
F, June 26, July 17, July 31, August 7, August 21, September 18 8am-12am
Review/discuss responses to issues raised regarding MLK concert site at February 18 Street Use Meeting. Annual concert series. Discuss event dates, location, schedule, set-up and activities.
Scott Leslie, Majestic Live

REFER TO FUTURE STREET-USE MEETING

3. HER MADISON HALF MARATHON & 5K
Hilldale Shopping Center
Sunday, June 28, 2015 7am - 12:00 Noon
Discuss location, schedule, set-up, activities, route and traffic issues.
Jennifer Anderson, Capitol View Events

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

Alder. notification.

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 street signs. Posted by Parking Enforcement.
 No permanent marking, including spray chalk and stickers, of streets, sidewalks, paths or city landscaping is allowed.
 No inflatables.
 Event organizer/sponsor is responsible for clean up including removal of trash/recycling from event area. Charges will be assessed for any City staff time or resources required for clean up

- 4. TIE-DYED FOR MR. DAVE
 Start/Finish: East Side Club
 Sunday, October 4, 2015
 Walk/Run start time: 11am
 Run for Aplastic Anemia. Discuss location, schedule and route.
 Barbara St. John

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 X Certificate of insurance listing the City of Madison as additional insured is required - on file.
 X Special duty officers required for event. Call 608-266-4022 to arrange.
 X Aldermanic notification.
 X 20' emergency access lane must be maintained throughout event area.
 X Maintain access to Metro stops.
 X No permanent marking, including spray chalk and stickers, on streets, sidewalks, paths or city landscaping is allowed.
 X No inflatables.
 X No street closure, request for parking/sidewalk space only.
 X No motorized vehicles on bike paths.
 X Event organizer/sponsor is responsible for clean up of event area, including removal of trash and recycling. Charges will be assessed for any City staff time or resources required for clean up.

- 5. REVELRY
 Library Mall, State Street Mall, 700-800 block of Langdon Street
 Saturday, May 2, 2015 12:00 Noon - 10:00pm
 3rd Annual Music and Arts Festival
 Discuss location, schedule, set-up and activities.
 Susan Dibbell, UW Wisconsin Union

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 X Wisconsin Union will pay the costs of City of Madison Overtime Police Officers/Fire Department personnel assigned within the event perimeter.

- X Barricade placement as per plan on file with Traffic Engineering (TE). Barricades provided by UW.
- X Call 608-267-8756 to arrange for meter bags. Remove meter bags when event has ended.
- X 20' emergency access lane must be maintained throughout event area.
- X 8' pedestrian pathway must be maintained on sidewalks throughout event area.
- X 3 Metro routes detoured by event. Fee/route detoured applies.
- X No alcohol permitted in street use permitted area – staff and signage required at perimeter.
- X No inflatables.
- X No permanent marking, including spray chalk and stickers, on streets, sidewalks, paths or city landscaping is allowed.
- X 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.
- X Call the Sayle Street garage (608-266-4767), 1120 Sayle Street, to make arrangements to pick up and return barricades required for event.
- X Licensed City vendors relocated outside of event area, per MGO 9.13.
- X Sound must be kept to reasonable levels at all times.

VI. STREET USE PERMIT APPLICATIONS FOR ROUTINE REQUESTS

1. PURPLE STRIDE MADISON 2015
Warner Park neighborhood
May 2, 2015 8am - 12:00 Noon
Annual 5k Run and 2m Walk
Discuss location, schedule, set-up, route and traffic management.
Jerry Kempfer, Starting Line Events

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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 through event area.
Maintain access to Metro stops.
Call 267-8756 to arrange for street signs.
No street closure, request for parking/sidewalk space only.
No permanent marking, including spray chalk, of streets sidewalks, paths or city landscaping is allowed.
No motorized vehicles on bike paths.
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. BRAT FEST RUN
Willow Island
May 23, 2015 9:30am - 11:00am
Annual 10k and 5k Run
Discuss location, schedule, set-up, route and traffic management.

Jerry Kempfer, Starting Line Events

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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.
 Alder. notification.
 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 street signs. (Parking enforcement)
 No permanent marking, including spray chalk and stickers, of streets, sidewalks, paths or city landscaping is allowed.
 No inflatables.
 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.

CARS ON STATE
 100-600 State St
 Sa, Jun 6, 8am-4pm
 Annual car show. Discuss location, schedule, set-up and activities.
 Cas Salas, Greater State Street Business Association

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 Certificate of insurance listing the City of Madison as additional insured is required - on file.
 20' emergency access lane must be maintained throughout event area.
 8' pedestrian pathway must be maintained on sidewalks throughout event area.
 6 Metro routes detoured by event. Fee/route detoured applies.
 Barricade placement as per plan on file with Traffic Engineering (TE) or approved contractor.
 City vendor licenses are invalidated for this event.
 Coordinate activities and schedule with the Street Vending Coordinator, 608-261-9171.
 No permanent marking, including spray chalk or stickers, on streets, sidewalks, paths or city landscaping is allowed.
 No inflatables.
 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.
 Barricade/car placement/schedule required.

4.

SAFETY SATURDAY

100 Block E Washington, N & S Pinckney, E Main
 Sa, Jul 13, 7:15am-1:30pm
 Annual event with safety displays and demonstrations. Discuss location, schedule, set-up and activities.
 Ed Ruckriegel, City of Madison Fire Department

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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 meter bags. Remove meter bags when event has ended.

Coordinate schedule activities with the Madison Children’s Museum event. Licensed city vendors at Pinckney and E. Washington relocated outside of event area.

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.

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

Barricade placement as per plan on file with Traffic Engineering

Provide and maintain access for parking lot on East Washington and Webster during event.

No inflatables.

Noise must be kept to a reasonable level at all times. Direct speaker amplification away from DCFM.

No permanent marking, including spray chalk or stickers, of streets, sidewalks, paths or city landscaping.

Event organizer/sponsor is responsible for clean up of event area, including removal and trash and recycling. Charges will be assessed for any City staff time or resources required for clean up. Event organizer is responsible for City containers.

5.

SUMMER PALOOZA
 Rotary Centennial Plaza
 Sa, June 13, 8am-4pm
 Annual festival. Discuss location, schedule, set-up and activities.
 Kia Karlen, Madison Children's Museum

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

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

Call the Sayle Street Garage, 608-266-4767, 1120 Sayle St, to make arrangements to pickup and return barricades required for event.
Coordinate with Safety Saturday.
Sound must be kept at reasonable levels at all times.
Event cannot displace licensed city vendors.
Provide and maintain access to condos on N. Hamilton.
Barricade placement as per plan on file with Traffic Engineering (TE).
20' emergency access lane must be maintained throughout event area.
No inflatables.
No permanent markings, including spray chalk and stickers, of streets, sidewalks, paths or city landscaping is allowed.
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.

6. CAPITAL CITY 5K FOR ORGAN, TISSUE & EYE DONATION
Start: Capitol Square, King St, Finish: Goodman Park (please see attached map for route)
Sa, Jul 25, 12pm-9pm
Annual run/walk to benefit the National Kidney Foundation. Discuss location, schedule, set-up, route and activities.
Krista Flanagan, National Kidney Foundation of Wisconsin
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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.
Metro rerouted to outer loop. Standard rerouting fee applies.
Barricade placement as per plan on file with Traffic Engineering (TE).
Call the Sayle Street Garage, 608-266-4767, 1120 Sayle Street, to make arrangements to pick up and return barricades required for event.
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Event cannot displace licensed city vendors.
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No inflatables
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.
Noise must be kept at reasonable levels at all times.
Notify Alder, BID, Businesses, Residents
No motorized vehicles on bike paths.

VIII. ADJOURNMENT