



City of Madison

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

Meeting Minutes - Approved STREET USE STAFF COMMISSION

Wednesday, August 8, 2012

10:00 am

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

CALL TO ORDER / ROLL CALL

Additional Staff Present: Michael Brenneis and Lt. David McCaw

Present: 6 -

Kelli Lamberty; Katie Sellner; Jeremy McMullen; Tom Mohr; John Fahrney
and Eric Veum

Excused: 4 -

Anthony Bitterman; Susan Barica; Bill Putnam and Laura Bauer

APPROVAL OF MINUTES

PUBLIC COMMENT

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

DISCLOSURES AND RECUSALS

NEW BUSINESS

STREET USE PERMIT APPLICATIONS FOR SPECIAL EVENTS

[27287](#)

UW HOME FOOTBALL GAMES AND MISCELLANEOUS EVENTS
Please See Addendum Su, Aug 12, 2012 - Sun, Aug 11, 2013
Stadium events. Discuss location, schedule, set-up and activities.
Todd Nelson, University of Wisconsin Athletics

ACTION: Approved with Conditions

The applicant for a street use permit shall agree to indemnify, defend, and hold the City and its 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.

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

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 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.
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.

27286**KOHL CENTER EVENTS**

Please See Addendum Sa, Sept 1, 2012 - Sa, Aug 31, 2013
Arena events. Discuss location, schedule, set-up and activities.
Todd Nelson, UW Athletic Department

ACTION: Approved with Conditions

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

27302**FEEDING THE HOMELESS PEOPLE IN PEACE PARK**

Peace Park

Fridays: 1:00-1:45pm

Saturdays: 9:00-9:30am

Request to extend permit until Sa, Dec 29, 2012

Meals for the homeless. 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.

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.

27283**LIGHT UP THE NIGHT - PUBLIC ART BLINK GRANT**

Rotary Plaza-100 N Hamilton M, Aug 16, 4pm-Mon, Oct 22, 7pm
Public art installation - no closure. Discuss location, schedule, set-up and activities.

Cheryl DeWelt and Erika Koivunen, Madison Arts Commission

ACTION: Approved with Conditions

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Artist/organizer is responsible for security and maintenance of the installation while it is displayed.

Steel base of the structure must be set on masonite.

Exhibit lights must be LED and set to a timer.

Any electrical cords on the sidewalk must be ramped.

Coordinate schedule for completion of permanent art project at location with Karin Wolfe

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

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

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.

27288

MEMORIAL UNION BASH

800 Langdon St Sa, Sept 2, 5pm - Su, Sept 3, 2am

Wisconsin welcome event for freshman. Fair style event with inflatables and information tables. Discuss location, schedule, set-up and activities. Heidi Lang, Wisconsin Union/UW-Madison

ACTION: Denied, per MGO 10.056(6)(a) The time and size of the event would substantially interrupt the safe and orderly movement of pedestrian and vehicular traffic in the vicinity of the event's location.

27290

IRONMAN WISCONSIN

Please see attached map for route W, Sept 5-M, Sept 10

Annual Triathlon and Expo. Discuss location, route, schedule, set-up and activities.

Ryan Richards, World Triathlon Corp

ACTION: Approved with Conditions

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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.

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

Barricades provided by an approved contractor.

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

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

Contact Grace Episcopal regarding event.
 Event cannot displace licensed city vendors.
 Metro route(s) detoured by event. Fee/route detoured applies.
 Noise must be kept to a reasonable level at all times.
 20' emergency access lane must be maintained throughout event area.
 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.

27293

WILLY STREET FAIR

Sa, Sept 15, 7am-12am: 900-1000 Williamson, 300 Brearly
 Su, Sept 16, 7am-10pm: 800-1000 Williamson, 300 Brearly
 Annual street fair with 5 stages on entertainment, food, arts & crafts, kids activities and a one-of-a-kind parade. Discuss location, schedule, set-up and activities.
 Gary Kallas, Wil-Mar Neighborhood Center

ACTION: Approved with Conditions

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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.

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.

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

Post/staff barricades.

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

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

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.

27317

PI PHI WING FEST

Peace Park, 452 State St. Wed., Oct 3, 4-8pm
 Fundraising event for Pi Beta Phi sorority. Activities include "all you can eat" wings and other food, music and games. Admission charged.
 Discuss schedule, set-up, location and activities.
 Emily Parkinson, Pi Beta Phi Sorority

ACTION: Application Withdrawn27322

UW-MADISON PANHELLENIC BID DAY PARADE

0-600 Langdon St, 300-500 Wisconsin Ave
 Sun, Sept 9, 10am-12pm
 Annual Parade. Discuss location, route, schedule, set-up and activities.

Maggie Darden, Center for Leadership and Involvement Panhellenic Graduate Advisor

ACTION: Approved with Conditions

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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. Contact UW Police to arrange.

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 meter bags and "No Parking" signs. Remove meter bags and signs when event has ended.

Provide event staff to monitor parade.

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

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.

EVENT PROPOSALS / INFORMATIONAL PRESENTATIONS

[25304](#)

LIVE ON KING STREET CONCERT SERIES- Request to Amend
100 Block of King St

Set-Up: 6am, F, 7/20, 7/27, 8/3, 8/17, 9/28

Event Start: 5pm, F, 7/20, 7/27, 8/3, 8/17, 9/28

Event End: 10pm, F, 7/20, 7/27, 8/3, 8/17, 9/28

Take-Down: 2am, Sa, 7/21, 7/28, 8/3, 8/18, 9/29

Live concert series to include a stage and concessions (both alcoholic and non-alcoholic). Discuss location, schedule, set-up and activities.

Matt Gerding, Majestic Live

ACTION: Request to Amend Approved with Conditions

THE EVENT ORGANIZERS LISTED ABOVE SHALL AGREE TO INDEMNIFY, DEFEND, AND HOLD THE CITY AND ITS 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.

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

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

Notify area alder and businesses on 100 block of King St. Provide copy of notice. Report comments received regarding concerts.

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

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

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

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

Require point of entry for event at King/Main/Pinckney intersection.
City Vendors licenses are invalidated from 7p to 10p on each concert date.
Signage on barricades at perimeter 'No Alcohol Beyond This Point'. Staff at barricades to enforce.
Concerts are subject to evaluation during and after each event to assure that conditions are met. A formal evaluation will be scheduled with the street use staff commission after the July 28 concert.

STREET USE PERMIT APPLICATIONS FOR ROUTINE REQUESTS

[27321](#)

INTERFRATERNITY COUNCIL - FRATERNITY GRILLOUT
Podium/700-800 State St W, Aug 29-Th, Aug 30, 4-5:30pm
Opportunity for incoming freshman to meet fraternity members. Discuss location, schedule, set-up and activities.
Alex J. Stein, UW-Madison Interfraternity Council

ACTION: Approved with Conditions

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Contact Public Health.

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.

[27168](#)

WE CONSERVE KICK-OFF EVENT
Podium/700-800 State St F, Sept 14, 7:45am-4:15pm
Awareness event for UW-Madison's We Conserve Department. Discuss location, set-up, schedule and activities.
Ellery Graves, UW-Madison We Conserve Department

ACTION: Refer to 8/22/2012 Meeting

[27291](#)

KIDS FOR PEACE
Rotary Plaze, 100 N Hamilton Sa, Sept 8, 8:30am-1pm
Annual music/concert. Discuss location, schedule, set-up and activities.
Sandra Bonnia, Madison Children's Museum

ACTION: Approved with Conditions

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

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.

[27323](#)

4700 LEO DRIVE

Neighborhood Block Party

Sa, Aug 11, 1-8pm

Jessica Schnurbusch

ACTION: Approved with Conditions

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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.

[27319](#)

6000 WALDEN WAY & 2800 LORDSHIRE

Neighborhood Block Party

Sa, Aug 18, 2-10pm, Rain Date: Su, Aug 19

Jeff Belshaw

ACTION: Approved with Conditions

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Resident petition - on file.

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

Event organizer/sponsor is responsible for clean up of event area.

[27296](#)

4000 COUNCIL CREST

Neighborhood Block Party Sa, Aug 25, 11am-8pm
Erica Meier

ACTION: Approved with Conditions

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Resident petition - on file.

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

Event organizer/sponsor is responsible for clean up of event area.

[27297](#)

600 ANTHONY LANE
Neighborhood Block Party Sa, Aug 25, 3pm-8pm
Lisa Weaver

ACTION: Approved with Conditions

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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.

[27320](#)

400 ORCHARD DRIVE
Neighborhood Block Party
Sa, Aug 25, 3-9pm, Rain Date: Su, Aug 26
Amy Rogers

ACTION: Approved with Conditions

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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.

[27324](#)

2100 SOMMERS AVENUE

Neighborhood Block Party

Sa, Aug 26, 12-4pm

Rachel Hauser

ACTION: Approved with Conditions

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Resident petition - on file.

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

Event organizer/sponsor is responsible for clean up of event area.

[27301](#)

600 PICKFORD STREET

Neighborhood Block Party

Sa, Sept 1, 12pm-12am

Terri Pope

ACTION: Approved with Conditions

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Resident petition - on file.

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

Event organizer/sponsor is responsible for clean up of event area.

ONGOING BUSINESS / ANNOUNCEMENTS

- A. Recap recent street use events.
- B. Preview upcoming events - see below and 2012 events calendar
- C. Next Street Use Meeting - Wednesday, August 22, 2012

ADJOURNMENT

UPCOMING EVENTS