



# City of Madison

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

## Meeting Minutes - Approved STREET USE STAFF COMMISSION

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Wednesday, July 7, 2010

10:00 am

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

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### CALL TO ORDER / ROLL CALL

**Additional Street Use Staff members present: Jerry McMullen (Fire), R.J. Callaway (Metro), Emily Hardiman (Police), Tom Mohr (Traffic Engineering)**

**Present:** 6 -

Kelli Lamberty; Susan Barica; Bill Putnam; Melvin W. Lamb; Eric Veum and Joy Kummerow

**Absent:** 1 -

Gregg Knudtson

**Excused:** 2 -

Cindy Mierow and John Fahrney

**Non Voting:** 1 -

Laura Bauer

### APPROVAL OF MINUTES

### PUBLIC COMMENT

No members of the public registered to speak.

### NEW BUSINESS

#### STREET USE APPLICATION FOR SPECIAL EVENTS

1. [19060](#) WISCONSIN CAPITOL PRIDE PARADE AND MARCH AND RALLY  
Capitol Square and State Street Su, Aug 22, 11a-6p  
Parade/march, music/concert and rally. Discuss location/route, schedule, set-up and activities.  
Derwin Leigh Wisconsin Capitol Pride

**ACTION: Approved w/ Conditions**

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

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

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

Event cannot displace licensed city vendors.

Maintain access to Inn on the Park.

Maintain traffic through Johnson and Gorham.

Maintain access to Metro stops.

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

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. [19062](#)

20 BY 2020 BIKE VALET

100 W. Washington

W, July 21, 6-10p

100 W. Washington

Sa, Sept 11, 6am-2p

Saris to provide information about 20 by 2020 project and set up bike racks for concert and market goers. Discuss location, schedule, set-up and activities.

Heather Fortune

Saris Cycling Group

**ACTION: Approved w/ Conditions**

No street closure or parking restriction required.

Event cannot displace licensed city vendors.

No set up before 7:00am for the September 11, 2010 market event.

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. [19063](#)

JAZZ AT FIVE

W, Aug 11-Sept 8, 2-9p

State Street and Capitol Square

Jazz concert at 5pm every Wednesday 8/11-9/8. Activities include vehicle staging, information & exhibits. Discuss location, schedule, set-up and activities.

David McCoy

Jazz at Five

**ACTION: Approved w/ Conditions**

Suspension Resolution allows the sale of non-homemade/handcrafted merchandise.

Suspension Resolution requires licensed city vendors to relocate outside event perimeter.

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

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

Signage/staffing @ barricades, event perimeter “No Alcohol beyond this point”.

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.

4. [19064](#)

GRAND OPENING CELEBRATION

100 Block N. Hamilton, 100 Block N. Pinckney

Sa, Aug 14, 8-11a

Ribbon cutting and sidewalk parade. Discuss location, schedule, set-up and activities.

Kia Karlen

Madison Children's Museum

**ACTION: Approved w/ Conditions**

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

Event cannot displace licensed city vendors.  
Mall crew will deliver barricades  
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.

5. RIDE THE DRIVE  
Isthmus-see attached Su, August 29, 7a-5p  
A celebration of biking and alternative transportation. Discuss set-up, schedule, location, activities.  
Steve Doniger, Dave Dryer, Krista Rettig, City Of Madison/Trek

**ACTION: Referred to 7/21/2010 Meeting**

6. [19065](#) WILLY STREET FAIR  
Sa, Sept 25, 12p-12a / Event hours: 2-9p  
Su, Sept 26, 8a-12a / Event hours: 11a-9p  
Sa - 900 Block Williamson  
Su - 800, 900 and 1000 Block Williamson  
Street fair with vendors, 6 stages of entertainment and a one-of-a-kind parade. Discuss location, schedule, set-up and activities.  
Gary Kallas, Friends of Wil-Mar

**ACTION: Referred to 7/21/2010 Meeting**

7. [19066](#) GREAT MIDWEST MARIJUANA HARVEST FESTIVAL  
Sa, Oct 2-Su, Oct 3, 9a-7p  
Podium/700-800 State Street  
Rally. Discuss location, schedule, set-up and activities.  
Ben Masel, Madison NORML

**ACTION: Referred to future Meeting**

#### SPECIAL EVENT RESOLUTION

8. [18283](#) To SUSPEND the handcrafted goods vending restriction at the location identified in Street Use Permit #SUP2010021 on the 400 block of State St. on Saturdays from 11:00am to 3:00pm upon adoption/approval of this resolution until Saturday, April 2, 2011 (except for Saturday, May 8, 2010) and authorizing the International Socialist Organization to vend non-handcrafted goods.

**A motion was made by Putnam, seconded by Kummerow, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.**

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 STREET USE APPLICATIONS FOR NEIGHBORHOOD BLOCK PARTIES & ROUTINE REQUESTS

9. [19067](#) 2010 STREETBALL & BLOCK PARTY  
 Penn Park Sa, July 31, 8:30a-8p  
 Basketball tournament and block party to benefit Boys & Girls Club and Southside Raiders Football.  
 Johnny Winston, Jr.
- ACTION: Approved w/ Conditions**  
**Certificate of insurance listing the City of Madison as additional insured is required – on file.**  
**Call 608-267-8756 to arrange for “No Parking” signs. Remove signs 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.**  
**Barricade placement as per plan on file with Traffic Engineering (TE).**  
**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.**
10. WELCOME INTERNATIONALS TABLE  
 716 Langdon – terrace area in front of Red Gym Aug 17-28; 9a-5  
 Discuss schedule, set-up and activities and whether attendance at street use meeting is required.  
 Terrell Smith, 277-0308 InterVarsity’s International Fellowship
- ACTION: Approved w/ Conditions**  
**Terrace Sidewalk Only/No Closure**  
**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.**  
**Must maintain 8’ pedestrian pathway**
11. CMI BADGERS KICK-OFF CONCERT  
 Podium Sa, Aug. 28, 12-7p  
 Free, open air concert to increase awareness of CMI Badger Chapter.  
 Discuss schedule, set-up and activities and whether attendance at street use meeting is required.  
 Tim Knaup CMI-Badger Chapter
- ACTION: Approve w/ Conditions**  
**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.**
12. [19068](#) DANE COUNTY FIRE CHIEFS PARADE Su, Oct 3, 11:30a-3:30p  
 Parade: 700 Block Langdon, 400 and 500 Block N. Lake St., all of State St., 10 Block N. Carroll, 10 Block W. Mifflin.

Ed Ruckriegel

City of Madison Fire Department

**ACTION: Approved w/ Conditions**

Coordinate with other events; Harvest Festival 442-8830, & Literacy Network 244-3911

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

Bus routes rerouted for event.

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

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.

13. [19069](#)

3600 TURNING LEAF DRIVE

Sa, July 10, 11a-9p

Neighborhood block party

Kimberly Luke

**ACTION: Approved w/ Conditions**

Resident petition on file.

Event Organizer is responsible for pick up and return of barricades and "Road Closed" signs required to close the street. The Sayle St. Garage, 266-4767, 1120 Sayle St., is open Monday - Friday, 8:30 a.m. - 3:30 p.m. A vehicle that can accommodate 12' barricades is required. Approved Neighborhood Block Parties may have 8 barricades at no cost. (\$5/per barricade after the initial eight).

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

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

14. 4600-4700 Leo Dr.

Sa, July 17, 12-6p

Neighborhood block party.

Jessica Schnurbusch

**ACTION: Approved w/ Conditions**

Resident petition on file.

Event Organizer is responsible for pick up and return of barricades and "Road Closed" signs required to close the street. The Sayle St. Garage, 266-4767, 1120 Sayle St., is open Monday - Friday, 8:30 a.m. - 3:30 p.m. A vehicle that can accommodate 12' barricades is required. Approved Neighborhood Block Parties may have 8 barricades at no cost. (\$5/per barricade after the initial eight).

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

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

15. 2200 Keyes Ave.

Su, July 18, 1-9p

Neighborhood block party.

Tamara Bryant

**ACTION: Approved w/ Conditions**

Resident petition on file.

Event Organizer is responsible for pick up and return of barricades and "Road Closed" signs required to close the street. The Sayle St. Garage, 266-4767, 1120 Sayle St., is open Monday - Friday, 8:30 a.m. - 3:30 p.m. A vehicle that can accommodate 12' barricades is required. Approved Neighborhood Block Parties may have 8 barricades at no cost. (\$5/per barricade after the initial eight).

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

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

16. [19070](#)

200 N. PATERSON  
Neighborhood block party  
Susan Baumann-Duren

Sa, July 31, 12-5:30p

**ACTION: Approved w/ Conditions**

Resident petition on file.

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

Do not block Mifflin, E. Johnson, E. Dayton intersections.

Event Organizer is responsible for pick up and return of barricades and "Road Closed" signs required to close the street. The Sayle St. Garage, 266-4767, 1120 Sayle St., is open Monday - Friday, 8:30 a.m. - 3:30 p.m. A vehicle that can accommodate 12' barricades is required. Approved Neighborhood Block Parties may have 8 barricades at no cost. (\$5/per barricade after the initial eight).

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

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

17. [19071](#)

700 PAWLING STREET  
Neighborhood block party  
Tim Schmitt

Sa, Aug 28, 7a-12a

**ACTION: Approved w/ Conditions**

Resident petition on file.

Event Organizer is responsible for pick up and return of barricades and "Road Closed" signs required to close the street. The Sayle St. Garage, 266-4767, 1120 Sayle St., is open Monday - Friday, 8:30 a.m. - 3:30 p.m. A vehicle that can accommodate 12' barricades is required. Approved Neighborhood Block Parties may have 8 barricades at no cost. (\$5/per barricade after the initial eight).

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 – Team Survivor Dragon Boat Festival, Madison Area Soap Box Derby, Concerts on the Square, Rhythm and Booms, Elver Park Fireworks,

B. Preview of upcoming events – see below and '10 event calendar

C. Construction updates

D. Next Street Use Staff Team Meeting – Wednesday / July 21, 2010

ADJOURNMENT