



# City of Madison

City of Madison  
Madison, WI 53703  
[www.cityofmadison.com](http://www.cityofmadison.com)

## Meeting Minutes - Draft STREET USE STAFF COMMISSION

---

Thursday, November 12, 2009

8:30 AM

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

---

1. **CALL TO ORDER / INTRODUCTIONS.** Lamberty called the meeting to order at 8:35 am.

**OTHERS PRESENT:** Jerry McMillen, Keith Peterson, Ryan Richards, Jamie Patrick, Krista Flanagan.

**Present:** 9 -

Kelli Lamberty; Jim Mattke; Cindy Mierow; Susan Barica; Mark Winter; Bill Putnam; John Fahrney; Melvin W. Lamb and Eric Veum

**Absent:** 6 -

John Radovan; Drew Beck; Gregg Knudtson; Joy Kummerow; Laura Bauer and Eric Tripke

2. **APPROVAL OF MINUTES.** Lamberty told everyone to review the minutes of the last meeting on 10-14-09, and let her know if any changes needed to be made to the minutes.

3. **PUBLIC COMMENT.** No one registered to speak.

4. **NEW BUSINESS**

A. INFORMATIONAL PRESENTATIONS AND EVENT PROPOSALS

1. Transplant Games 2010. Discuss bike & run route distributed at 9-30-09 SU meeting. Jamie Patrick-GMVCB, and Krista Flanagan-US Transplant Games. General discussion.

2. Madison Festivals.

i. Taste of Madison 2010. Discuss proposal to change street closure time for event set up. General discussion.

ii. Madison Marathon 2011. Discuss proposal to change marathon route. General discussion.

**16297**

SUBSTITUTE - Amending Sections 9.13(2) and 9.13(3) to increase fees for special event umbrella vending licenses and allow applications to be filed with the Parks Division; amending Sec. 10.056(3)(a) to clarify the membership of the Street Use Staff Commission; amending Sec. 10.056(4) (a) to allow Street Use applications to be filed at the Parks Division; amending Sec. 10.056(4)(b) regarding the application deadlines; amending Sec. 10.056(5) regarding the street use permit application procedure, clarifying references to vending, and to create an administrative approval for small block parties; and amending Sec. 10.056(8)(b) of the Madison General Ordinances regarding insurance requirements for Street Use Permits.

**A motion was made by Putnam, seconded by Barica, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed unanimously by voice vote.**

4. 2009 Street Use Permit Reports.
5. Anticipated 2010 event schedule.
6. 2010 Meeting Schedule.
7. ELAM permitting-discuss process and schedule training for on-line permitting.

#### GENERAL DISCUSSION AND POSSIBLE RECOMMENDATIONS

#### B. STREET USE APPLICATIONS FOR SIGNATURE; NEIGHBORHOOD BLOCK PARTIES & ROUTINE REQUESTS.

1. Madison March for Green Solutions. Fri. Nov. 13; 1-5 pm; State Street Mall. WISPIRG/BRGG.

Approved with the following conditions:

- Noise must be kept at a reasonable level at all times.
- Event cannot displace city vendors.
- No amplification before 12:30 pm.
- organizer must clean up event area.
- No Vending.

2. Street Pulse. Trick or Treat for the Homeless. Nov. 14; 4-7:30 pm; 30 on the Square. Conner Wild.

Approved with the following conditions:

- Event cannot displace city vendors.
- Maintain access to Metro stops.
- organizer must clean up event area.
- Fire Dept conditions: No cooking under tents, fire extinguisher on site, proper disposal of ashes.
- Protect concrete pavement and sidewalk from grease and charcoal damage.

3. US Bank Eve. Dec. 31; 5:30p-11p; Capitol Square. Lisa Clark.

Approved with the following conditions:

- Event cannot displace city vendors.
- Maintain access to Metro stops.
- organizer must clean up event area.
- Call Sayle St Garage, 266-4767 to arrange for pick up and return of barricades
- Must maintain 16' emergency access lane.
- Barricade placement as per plan filed with City TE.
- Arrange for meter bags and street signs call 267-8756
- special duty officers required for event, call 266-4022 to hire and schedule.
- Provide Certificate of Insurance that names the City of Madison as an additional insured, and meets all of the requirements of the city's Risk Manager.

4. Overture Center School Shows. Nov. '09-May '10. Richard Bertrang.

Approved with the following conditions:

- Event cannot displace city vendors.
- Maintain access to Metro stops.
- organizer must clean up event area.
- Must maintain 16' emergency access lane.
- Barricade placement as per plan filed with City TE.
- special duty officers required for event, call 266-4022 to hire and schedule.

#### GENERAL DISCUSSION AND DECISION

#### 5. ONGOING BUSINESS / ANNOUNCEMENTS

A. Recap recent street use events: UW Homecoming, Freakfest, Farmers' Market.

B. Next Street Use Meeting: January 20, 2010.

#### 6. ADJOURNMENT. Meeting adjourned at 9:45 am.

## UPCOMING EVENTS:

## NOVEMBER

12, Thr, 6:30-10:30p, 216 State St., Orpheum Movie Premiere, parked vehicle on curb.  
12, Thr, 11a-2:30p, Overture school shows. Parking/Traffic control  
13, F, 8:30a-2:30p, Overture school shows. Parking/Traffic control  
13, F, 12:30-5:30p, \*\*March 4 Green\*\*, walk from 700 State St to 30 on square.  
14, Sa, UW Football, home game, Camp Randall, vs. Michigan.  
14, Sa, \*\*Street Pulse-Trick or Treat for the Homeless\*\*. Nov. 14, 4p-7:30p, 30 on Square.  
17, Tu, 8:30a-2:30p, Overture school shows. Parking/Traffic control  
19, Thr, 8:30a-2:30p, Overture school shows. Parking/Traffic control  
19, Thr, 1:30p-5:30p, Holiday Art Fair- load in. Overture. Parking/Traffic control  
22, Su, \*\*WASB Bare It All Run\*\*. Nov 22, 9a-1:15p, start/end library mall.  
22, Su, 2-6p, Holiday Art Fair- loadout. Overture. Parking/Traffic control

## DECEMBER

3, Thr, 8:30a-2:30p, Overture school shows. Parking/Traffic control.  
4, F, 8:30a-2:30p, Overture school shows. Parking/Traffic control.  
12, Sa, 7a-1p, \*\*Jingle Bell Run\*\*, Vilas Park.  
31, Thr, 5:30-11p, \*\*US Bank Eve\*\*, Capitol Square.

\*\*Events\*\* DO NOT yet have an approved Street Use permit.