



# City of Madison

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

## Meeting Minutes - Approved STREET USE STAFF COMMISSION

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Wednesday, November 12, 2014

10:00 am

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

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### I. CALL TO ORDER / ROLL CALL

**Additional Staff Present: Kay Bentley and Lt. Dave McCaw.**

**Present:** 8 - Kelli Lamberty; Susan Barica; Katie Sellner; Ron Schwenn; Bill Putnam;  
John Fahrney; Roger Kleist and Lisa Laschinger

**Excused:** 3 - Carl Strasburg; Tom Mohr and Eric Veum

### II. APPROVAL OF MINUTES

**Motion for Approval**

**First: Kay Bentley**

**Second: Katie Sellner**

### 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. [36076](#)

MADISON MINI MARATHON + 5K

Start/Finish: Memorial Union (please see attached maps for route)

Set-Up: Sa, Aug 22, 2am, Langdon (from Park to Frances) Closure

Sa, Aug 22, 5am, Aid Stations & Course

Event: Sa, Aug 22, 7am Half Marathon & 5K Start, 10am Kids Race

Take-Down: Sa, Aug 22, 11am-12pm

Annual half marathon, 5K and kids race to benefit UW OBGYN Healthy Women Healthy Babies. Discuss location, schedule, set-up, route and activities.

Chad Antcliff, Vision Event Management

**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.**

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

Vision Event Management will pay all costs of City of Madison Police Officers and parking enforcement assigned to the event, as determined by the Madison Police Department, at the overtime rate. Per MGO 10.056(7)(c) the applicant agrees to pay such actual costs for services within 20 days of billing.

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

Barricade placement as per plan on file with Traffic Engineering (TE). Equipment and signage provided by event sponsor, an approved private contractor.

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.

7 Metro routes detoured by event. Fee/route detoured applies.

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

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

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

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. [36077](#)

**OUTREACH PRIDE PARADE**

State Street/Capitol Square

Su, Aug 9, 2015

Staging on 500-600 State St.: 11am

Parade up State to Capitol Square: 1:00pm

Rally at 30 on the Square: 2:30pm

Event End: 6pm

Annual Outreach Pride parade. Review application with changes from November Street Use meeting. Discuss location, schedule, set-up, route and activities.

Steve Starkey, Outreach, Inc.

**ACTION: Refer to Future Meeting**

**VI. INFORMATIONAL PRESENTATIONS / EVENT PROPOSALS**

1. [36078](#) Year End / Year Ahead Documents
  - 1) 2010-2014 Permitted Activities
  - 2) 2015 Meeting Schedule
  - 3) 2015 Event Calendar \* Draft

**VII. ONGOING BUSINESS / ANNOUNCEMENTS**

1. Recap recent street use events - Literacy Network Run/Walk, Homecoming Parade, Downtown Madison Family Halloween, Rally for Wages, Day of the Dead Ride, Freakfest, Madison Marathon  
  
\*\*Events\*\* DO NOT yet have an approved Street Use Permit
2. Preview upcoming events - see below and 2015 events calendar
3. Updates on event issues - construction, proposals, procedures, changes in process, event information, etc.
4. Next Street Use Meeting - Wednesday, January 21, 2015

**VIII. ADJOURNMENT**

UPCOMING EVENTS