



# City of Madison

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

## Meeting Minutes - Approved STREET USE STAFF COMMISSION

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Wednesday, June 12, 2013

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: Stefanie Niesen and Ron Schwenn**

**Present:** 10 -

Kelli Lamberty; Susan Barica; Katie Sellner; Jeremy McMullen; Tom Mohr;  
Bill Putnam; John Fahrney; Mike O'Brien; Eric Veum and Laura Bauer

**Excused:** 1 -

Carl Strasburg

### 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

### V. STREET USE PERMIT APPLICATIONS FOR SPECIAL EVENTS

#### 1. [30493](#)

IAN'S PIZZA NATIONAL PIZZA EATING CHAMPIONSHIP

Podium/700-800 State St

Sa, Sept 21, 1:30pm-5:15pm

Annual pizza eating contest and national professional eating contest sanctioned by All Pro Eating. Discuss location, schedule, set-up, and activities.

Adam May, Ian's Pizza

**ACTION: Approved Pending UW Football Schedule and 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.

Event cannot displace licensed city vendors.

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

No permanent marking, including spray chalk, of streets, sidewalks, paths or City landscaping is allowed.

No vending.

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. [30487](#)

WALK & RUN FOR WISHES

Start/Finish at Willow Island (please see attached map for route)

Su, Sept 22, 6:00am-1:00pm

Annual run/walk to benefit Make-A-Wish Wisconsin. Discuss location, schedule, set-up, route, and activities.

Christy Ehlert, Make-A-Wish Wisconsin

**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.

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.

Maintain access to Metro stops.

No permanent marking, including spray chalk, of streets, sidewalks, paths or City landscaping is allowed.

Event staff at the two entrances to Quann Dog Park corridor along Wingra Creek to assist dog park patrons entering and exiting the area during the run. Event staff to remain at posts until all participants have passed through Quann Park.

Staffing at drive of Water Utility for emergency access.

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. [30527](#)

UW HOMECOMING PARADE

Langdon St (Park-Wisconsin) to Wisconsin Ave to W Gilman to State St

to Lake St  
 F, Oct 11, 3pm-10pm, Parade: 6:00pm  
 Annual parade. Discuss location, schedule, set-up, route, and activities.  
 Julia Kinsey, UW Homecoming Committee / Wisconsin Alumni  
 Associates

**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 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 and "No Parking" signs. Remove meter bags and signs when event has ended. Meet with Parking Enforcement and TE.

6 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, of streets, sidewalks, paths or City landscaping is allowed.

Event cannot displace licensed city vendors.

Coordinate activities and schedule with Edgewater construction.

Provide a copy of the event rules.

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. [30529](#)

SCIENCE EXPLORATION - DANE BUY LOCAL SOLSTICE STROLL

Peace Park, 452 State St.

Th, June 20, 4-8:30p

Madison's Central BID partnering with UW-Madison Science Outreach, the Space Place and other UW units to present family -friendly, hands-on solstice-related science exploration activities. Discuss schedule, set-up and activities.

Mary Carbine, Madison's Central BID

**ACTION: Approved with Conditions**

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

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.

VI. INFORMATIONAL PRESENTATIONS / EVENT PROPOSALS

1. Discuss proposal for annual block party on 200 block of N. Patterson, Sa, July 27.  
 Construction considerations.  
 Teena Browder, Madison cork 'n bottle

**STREET USE PERMIT APPLICATIONS FOR ROUTINE REQUESTS / NEIGHBORHOOD BLOCK PARTIES**

1. [30498](#) MAKE MUSIC MADISON  
 Various Locations (please see attachment)  
 F, June 21, 8am-9pm  
 Performances to promote MMM (no amplification or set-up at State/Dayton entrance of the Overture Center):  
 F, June 7, 7:00-7:45pm  
 Su, June 16, 5:00-5:45pm  
 Tu, June 18, 6:30-6:15pm  
 A city-wide celebration of music. Discuss location, schedule, set-up, and activities.  
 Beth Mastin, Make Music Madison

**ACTION: Approved with Conditions**

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

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

Maintain access to Metro stops.

Noise must be kept to a reasonable level at all times.

No amplification before 8:00am or after 9:00pm.

No street closure, request for parking/sidewalk space only.

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. [30481](#) THE COLOR RUN  
 400 block Bram at intersection with Koster St, 100-400 blocks Koster St, 2000 block Rusk Ave to Coliseum Rd N (please see attached map for route)  
 Sa, June 29, 6:30am-10:00am  
 Annual run/walk to benefit Camp Kesem and Madison Sports

Commission. Discuss location, schedule, set-up, route, and activities.  
Kari Dawson, The Color Run LLC

**ACTION: Application Withdrawn**

3. [30313](#)

**SUMMER SOLSTICE**

Lakeland in Olbrich Park, 3200 Block Oakridge Ave

Sa, June 22, 1pm-10pm

Annual festival. Discuss location, schedule, set-up, and activities.

Betty Chewning, Friends of Starkweather Creek

**ACTION: Approved with Conditions**

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

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

Staff barricades / Olbrich parking lot.

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.

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.

4. [30495](#)

**ELVER PARK FIREWORKS**

1200 McKenna Blvd (parking only/no closure)

Tu, July 2, 9:15pm-10:30pm

Annual fireworks display. Discuss location, schedule, set-up, and activities.

Anne Whisner, City of Madison Parks Division

**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).

Coordinate barricades with West Parks.

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

1 Metro route detoured by event. Fee/route detoured applies.

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. [30488](#) ANNUAL REGENT STREET NEIGHBORHOOD ASSOCIATION 4TH OF JULY PARADE AND FESTIVAL  
10 block Grand, 2600 Park Place, 10 block Farley, 2600 block Madison for parade, West High playing field for festival  
Th, July 4, 8:00am-2:30pm  
Annual 4th of July festival and parade. Discuss location, schedule, set-up, route, and activities.  
Robin Worth, Regent Neighborhood Association

**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.

Maintain access to Metro stops.

No fireworks for the event.

6. [30482](#) SATURDAY SCIENCE  
330 N Orchard St  
Sa, July 6, 9:30am-12:00pm  
Demonstration/science experiment. Discuss location, schedule, set-up, and activities.  
Ann Feist, Wisconsin Alumni Research Foundation

**ACTION: Refer to 6/26/2013 Meeting**

7. [30551](#) MOVE-IN 2013  
Lake St from Johnson to Dayton, Murray St from Regent to RR tracks  
Su, Aug 25; W, Aug 28; Th, Aug 29; 6am-6pm  
Request for street closure for annual move-in dates. Discuss location, schedule, set-up, and activities.  
Mike Kinderman, UW-Madison Division of Housing

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1 Metro route detoured by event. Fee/route detoured applies.

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8. [30315](#)

## INTERFRATERNITY COUNCIL RECRUITMENT TABLING

Podium/700-800 State St

W, Aug 28, 4pm-6pm & Th, Aug 29, 1pm-6pm

Tabling event (Student Organization Fair). Discuss location, schedule, set-up, and activities.

Connor Nett, Interfraternity Council

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Event cannot displace licensed city vendors.

No amplification.

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.

9. [30517](#)

1500 W VILAS AVENUE

Neighborhood Block Party

F, June 21, 5:00-10:15pm

Craig Stanley

**ACTION: Approved with Conditions**

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Resident petition - on file.

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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.

10. [30537](#) 2800 UNION STREET  
Neighborhood Block Party  
Sa, June 29, 9am-9pm  
Elizabeth Meter Brooks

**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.

11. [30490](#) 6500 GETTYSBURG DRIVE  
Neighborhood Block Party  
Th, July 4, 3:00-10:30pm  
Kim Castelaz

**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.  
Fireworks are not permitted.

12. [30492](#)

2200 ETON RIDGE  
Neighborhood Block Party  
Th, July 4, 2:00-9:00pm  
Melissa Allan

**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.

Fireworks are not permitted.

13. [30513](#)

2800 VAN HISE  
Neighborhood Block Party  
Th, July 4, 9am-3pm  
Roger Lane

**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.

Fireworks are not permitted.

14. [30512](#)

400 JEAN STREET

Neighborhood Block Party

Su, July 7, 3-8pm

Dave Siebert

**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.

Fireworks are not permitted.

## ONGOING BUSINESS / ANNOUNCEMENTS

Recap recent street use events - Susan G. Komen South Central Wisconsin Race for the Cure, Cows on the Concourse, Cars on State, Zion Inside Out, Ride the Drive, Ragnar Relay Chicago, WI Grand Lodge F.&A.M. Annual Communication, Safety Saturday, Summer Palooza

Updates on event issues - construction, proposals, procedures, changes in process, event information, etc.

Preview upcoming events - see below and 2013 events calendar

Next Street Use Meeting - Wednesday, June 26, 2013

**ADJOURNMENT**

**UPCOMING EVENTS**