



City of Madison

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

Meeting Minutes - Approved STREET USE STAFF COMMISSION

Wednesday, March 2, 2011

10:00 am

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

I. CALL TO ORDER / ROLL CALL

Other Staff Present:

Laura Bauer and Drew Beck

Present: 8 -

Kelli Lamberty; Cindy Mierow; Jeremy McMullen; Tom Mohr; Bill Putnam;
John Fahrney; Melvin W. Lamb and Eric Veum

Excused: 1 -

Susan Barica

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. NEW BUSINESS

A. STREET USE APPLICATIONS FOR SPECIAL EVENTS

[21077](#)

MADISON MARATHON

Start/End at Capitol Square Su, May 29, 7a start

Sa, May 28, 6a - close 100-200 MLK

3p - close 10 E. & W. Main St.

Day of - Close Capitol Square, 100 W. Wash

Annual marathon and other length runs. Review proposed route.

Discuss set-up, schedule and activities.

Ryan Richards, Madison Festivals

Jody Stollendorf, Madison Festivals

Attachments: [5.29MadMarathon.pdf](#)

ACTION: Approved w/ Conditions
Certificate of insurance listing the City of Madison as additional insured is required - on file.
Notify Neighborhood of Event – alternate routes.
Special duty officers required for event. Call 608-266-4022.
Coordinate activities, schedule with the Dane County Farmers' Market manager, 608-455-1999.
Coordinate activities with the Street Vending Coordinator, 608-261-9171.
Traffic Management: barricades, cones, signage provided by private contractor; plan must be approved and on file with City TE and MPD.
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.
Provide and maintain access for M&I drive thru customers during hours of operation.
Metro route(s) detoured by event. Fee/route detoured applies.
City Vendors licenses are invalidated for this event.
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.

21541

UW CYCLING COLLEGIATE ROAD NATIONAL CHAMPIONSHIPS
Research Park Su, May 8, 6a-2:30p
Critireum races. Discuss set-up, schedule and activities.
Tom Schuler, Team Sports, Inc.

Attachments: [5.8UWCyclingCriteriums.pdf](#)

ACTION: Approved w/ Conditions
Certificate of insurance listing the City of Madison as additional insured is required – on file.
University Research Park Approval – on file.
Tenant Notification Flyer – on file.
Provide tenant access as described.
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.

21542

TOUR OF AMERICA'S DAIRYLAND
Capitol Square Su, June 26, 9a-6p
Finale of cycling tour. Discuss schedule, set-up and activities.
Jack Hirt, Midwest Cycling Series

Attachments: [6.26DairylandTour.pdf](#)

ACTION: Approved w/ Conditions
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).
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.
Metro rerouted to outer loop. Standard rerouting fee applies.
Event cannot displace licensed city vendors.
Provide and maintain access to Inn on the Park during the 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.

21543

SERRV - WORLD FAIR TRADE DAY CELEBRATION
30 on the Square Sa, May 14, 7:30a-1:30p
Celebration of World Fair Trade Day for Madison. Activities include informational displays, sampling, vending of fair trade items. Discuss set-up, schedule and activities.
Meghan Roberts, SERRV

Attachments: [5.14FairTradeDay.pdf](#)

ACTION: Approved w/ Conditions
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.

21546

SENIOR PARTY
650 N. Lake St. - cul-de-sac Th, April 14, 2-6p
All Campus Party - street party for Seniors. Activities include DJ, serving food, live performance - dance & music, speakers. Discuss set-up, schedule and activities.
Emily Shield, Wisconsin Alumni Assoc.

Attachments: [4.14SRParty.pdf](#)

ACTION: Approved w/ Conditions
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).
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. Remove meter bags 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.

B. STREET USE APPLICATIONS FOR BLOCK PARTIES AND ROUTINE REQUESTS

21545

MADISON MARCH FOR BABIES
200 MLK Sa, May 7, 5:30am-1pm

Annual walk to benefit March of Dimes. Discuss set-up, schedule, activities and route.

Jennifer Stelse, March of Dimes

Attachments: [5.7March4babies.pdf](#)

ACTION: Approved w/ Conditions

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.

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.

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

Event cannot displace licensed city vendors.

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.

21547

OPERA IN THE PARK

Parking restrictions: Th, July 14 - Su, July 17

S. Rosa Rd. - Mineral Pt. to Driftwood Ave.

S. Hill Dr. - Eddy St. to Carillon

Driftwood - Eddy St. to S. Rosa Rd.

Closure: during performance, Sa, July 16 only

S. Rosa Rd.

Annual outdoor opera concert at Garner Park. Discuss schedule, set-up, activities and whether attendance at street use meeting is required.

Karra Beach, Madison Opera

Attachments: [7.16Opera.pdf](#)

ACTION: Approved w/ Conditions

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.

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.

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

Maintain access to Metro stops.

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. ONGOING BUSINESS / ANNOUNCEMENTS

A. Recap recent street use events - Winter Festival

B. Preview upcoming events - see below and 2011 event calendar

C. Construction Updates

D. Next Street Use Meeting - W, March 16, 2011

VII. ADJOURNMENT

UPCOMING EVENTS