



City of Madison

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

Meeting Minutes - Approved STREET USE STAFF COMMISSION

Wednesday, June 13, 2012

10:00 am

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

I. CALL TO ORDER / ROLL CALL

Additional Staff Present:
Kay Bentley and Mike O'Brien

Present: 10 -

Kelli Lamberty; Anthony Bitterman; Susan Barica; Katie Sellner; Tom Mohr; Bill Putnam; John Fahrney; Walter Meyer; Eric Veum and Laura Bauer

Excused: 1 -

Jeremy McMullen

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 PERMIT APPLICATIONS FOR SPECIAL EVENTS

1. [26493](#) THE EAST MAIN SUMMER SOCIAL
100 block E. Main St. F, Aug 10, 10am-1am
Beer Fest Eve - benefit event for WI Academy for Graduate Service Dogs.
Discuss event set-up, schedule and activities.
Brian Haltinner, Maduro Cigar Bar
ACTION: Refer to 6/27/2012 Meeting

2. [26638](#) DANE COUNTY FIRE CHIEFS ANNUAL FIRE TRUCK PARADE
Line-up: 700 Block Langdon, 400 & 500 Block N Lake
Parade: State St
Display: 10 Block N Carroll & 10 Block W Mifflin
Su, Oct 7, 1pm-3pm
Annual fire truck parade and display. Discuss event set-up, schedule, route and activities.
Ed Ruckriegel, City of Madison Fire Department

ACTION: Approved with Conditions

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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.

Event cannot displace licensed city vendors.

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

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

Coordinate schedule with Harvest Fest.

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. [26364](#)**OPERA IN THE PARK**

Parking restrictions: Th, July 19 - Su, July 22

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 21 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

ACTION: Refer to 6/27/2012 Meeting

B. STREET USE PERMIT APPLICATIONS FOR ROUTINE REQUESTS1. [26661](#)**MADISON WATER UTILITY - WATER WAGON**

100 MLK, Jr. Blvd. - parking only

0 Wilson St. - sidewalk area near water fountain

Wed. and/or Sat., June 16-August 25, 10a-2p

ACTION: Approved with Conditions

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

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.

2. [26640](#)**SOLSTICE CELEBRATION**

Lakeland in Olbrich Park Sa, Jun 23, 4-10pm

Annual festival to celebrate the solstice. Discuss event set-up, schedule and activities.

Betty Chewning, Friends of Starkweather Creek/SASY Neighborhood Association

ACTION: Approved with Conditions

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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.

Event staff at barricades is required.

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.

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. [26662](#)

ELVER FIREWORKS SPONSORED BY WOODMAN'S MARKETS
1200 McKenna Blvd. Tu, July 3, 9p-10:30p

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).

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.

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. [26648](#)

LA FETE DE MARQUETTE

1400 Block E Main St

Set-Up: R, Jul 12, 8am-4:00pm

Event: R, Jul 12, 4:00-10:30pm

F, Jul 13, 4:30-11:00pm

Sa, Jul 14, 12:00-11:00pm

Su, Jul 15, 9:00am-9:00pm

Take-Down: M, Jul 16, 12:00pm

Annual festival to benefit the Wil-Mar Neighborhood Center. Discuss event set-up, schedule and activities.

Gary Kallas, Wil-Mar Neighborhood Center

ACTION: Approved with Conditions

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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.

Insurance from ferris wheel contractor.

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.

Emergency access as determined by Madison Fire Department.

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. [26649](#)

OLBRICH HOME GARDEN TOUR

Please see attached map for tour locations

Set-Up: F, Jul 13, 8:00am-10:00am

Event: F, Jul 13, 10:00am-4:00pm

Sa, Jul 14, 9:00am-3:00pm

Take-Down: Sa, Jul 14, 3:00pm-5:00pm

Annual garden tour to benefit Olbrich Gardens. Discuss event set-up, schedule, route and activities.

Missy Keegan, Olbrich Botanical Garden

ACTION: Approved with Conditions

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Notify residents of no parking.

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

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.

6. [26701](#)

YWCA-MADISON ANNUAL COOKOUT

100 Block E Mifflin Th, Aug 16, 2:00-8:00pm

Annual cookout/picnic for YWCA residents and neighbors. Discuss location, set-up, schedule and activities.

Nancy Wrenn Bauch

ACTION: Refer to 6/27/2012 Meeting

7. [26653](#)

NEIGHBORHOOD BLOCK PARTY

4300 Rigney Ln (see map) Sa, June 30, 12pm-11pm

Zoe Schuler

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.

8. [26698](#)

NEIGHBORHOOD BLOCK PARTY

1200 Elizabeth St (see map) W, July 4, 6:00am-10:00pm

Rain Date: July 7

Tom Kasper

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.

9. [26699](#)

NEIGHBORHOOD BLOCK PARTY

600 Sprague (see map) W, July 4, 9am-9pm

Sheryl Lilke

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.

10. [26654](#)

NEIGHBORHOOD BLOCK PARTY

2800 Van Hise Ave (see map) W, July 4, 9:30am-2:30pm
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.

11. [26700](#)

NEIGHBORHOOD BLOCK PARTY

6500-6600 Gettysburg Dr (see map) W, July 4, 2:00-10:00pm
Rain Date: July 5
Kim Castelaz

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.

12. [26655](#)

NEIGHBORHOOD BLOCK PARTY

2200 Eton Ridge (see map) W, July 4, 3:00-8:30pm
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.

13. [26663](#)

2600 CHAMBERLAIN AVE.

Neighborhood block party. Sa, June 23 & Sept. 8, 2:45p-sunset
Gordon Heingartner

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.

VI. ONGOING BUSINESS / ANNOUNCEMENTS

A. Recap recent street use events.

B. Preview upcoming events - see below and 2012 events calendar

C. Next Street Use Meeting - Wednesday, June 27, 2012

VII. ADJOURNMENT

UPCOMING EVENTS