



City of Madison

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

Meeting Minutes - Approved STREET USE STAFF COMMISSION

Wednesday, November 13, 2013

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, Stefanie Niesen and Ron Schwenn

Present: 9 -

Kelli Lamberty; Carl Strasburg; Susan Barica; Katie Sellner; Tom Mohr; Bill Putnam; John Fahrney; Mike O'Brien and Laura Bauer

Excused: 2 -

Jeremy McMullen and Eric Veum

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. [32083](#)

MADISON MINI MARATHON + 5K

Start/Finish at UW Memorial Union (please see attached map for route)

Set Up: F, Aug 15, 8am-6pm, Sa, Aug 16, 2am-7am

Event: Sa, Aug 16, 7am-11am

Take Down: Sa, Aug 16, 11am-12pm

Annual mini-marathon and 5k to benefit UW OBGYN Healthy Women, Healthy Babies. Discuss event date, location, schedule, set-up, route and activities.

Chad Antcliff, Vision Event Management

ACTION: Refer to 2014 Meeting

2. [32118](#)

SUSAN G KOMEN SOUTH CENTRAL WISCONSIN RACE FOR THE CURE

Start/Finish at Alliant Energy Center (please see attached map for route)

Sa, May 31, 6am-12pm

Annual run/walk to benefit South Central Wisconsin Affiliate of Susan G.

Komen. Discuss location, schedule, set-up, route and activities.
Allyson Crowley, South Central Wisconsin Affiliate of Susan G. Komen

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.

Memorandum of Understanding with area Alder - on file.

Provide event notice to neighborhood, include route map, traffic plan and event contact information.

Traffic management plan approved by Traffic Engineering (TE) and Madison Police Department (MPD).

Special duty officers required for event. Call 608-266-4022 to arrange.

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

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

Maintain access to City facilities.

Allow vehicles to cross race route once chipped runners have passed.

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

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

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. [32139](#) MARQUETTE/SASYNA TRIANGULATION FEST
 First Street Triangle (please see attached map)
 Schedule TBA, asking consideration for a weekend in January or February
 Request for neighborhood event including snow sculpting, music and food.
 Discuss location, schedule, set-up and activities.
 Anne Walker and Rebecca Cnare, Planning/Placemaking Staff Contact

ACTION: Discussed

VII. DISCUSSION ITEMS

- 1. [32092](#) Year End / Year Ahead Documents
 - 1) 2010-2013 Permitted Activities
 - 2) 2014 Meeting Schedule
 - 3) 2014 Event Calendar * Draft

ACTION: Discussed

VIII. ONGOING BUSINESS / ANNOUNCEMENTS

1. Recap recent street use events - Cavalry Squadron photos, Arrive Alive, Madison Marathon
2. Updates on event issues - construction, proposals, procedures, changes in process, event information, etc.
3. Preview upcoming events - see below and 2013/2014 events calendar
4. Next Street Use Meeting - January 22, 2014

IX. ADJOURNMENT

UPCOMING EVENTS