



City of Madison

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

Meeting Minutes - Approved STREET USE STAFF COMMISSION

Tuesday, February 8, 2011

9:00 AM

Parks Conference Room
210 Martin Luther King, Jr. Blvd.
Room 104 (City-County Building)

I. CALL TO ORDER / ROLL CALL

Other Staff Present:

Drew Beck and Katie Peterson

Present: 5 -

Kelli Lamberty; Cindy Mierow; Susan Barica; Jeremy McMullen and Melvin W. Lamb

Excused: 4 -

Tom Mohr; Bill Putnam; John Fahrney 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. NEW BUSINESS

A. STREET USE APPLICATIONS FOR SPECIAL EVENTS

21078

RUN TO THE RHYTHM

Start/Finish - Warner Park

Sa, July 2, 9a start

Innaugural Rhythm & Booms run/walk event. Review revised route with changes from discussion at Jan. 19 meeting. Discuss route, schedule and activities.

Jerry Kempfer, Christine Lamm - Starting Line Events

Deb McCue - Madison Fireworks Fund, Inc.

Attachments:

[7.2R&Bapp.pdf](#)

[7.2R&BRun.pdf](#)

[7.2RunRhythm-rev.pdf](#)

[R&BrunTrafficPlan.pdf](#)

ACTION: Referred to 2/16/2011 Meeting

21219

CRAZYLEGS CLASSIC

Capitol Square to Camp Randall Sa, April 30, 6a-12p
Annual run/walk fundraiser to benefit UW Athletics. Discuss event set-up, schedule, routes and activities.
Terry Murawski, National W Club/UW Athletic Department

Attachments: [4.30Crazylegs.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

Barricades, traffic signs and safety equipment placed as per plan on file with Traffic Engineering by an approved private contractor

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 cannot displace licensed city vendors – except those located in the street at the State St. corner.

Coordinate activities with the Street Vending Coordinator, 608-261-9171.

Coordinate activities, schedule with the Dane County Farmers' Market manager, 455-1999

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.

21222

WEDNESDAY FARMERS' MARKET

200 MLK, Jr. Blvd. W, April 20-Nov. 2, 8a-2p

Discuss set-up, schedule and activities.

Larry Johnson, Dane County Farmers' Market

Attachments: [4.20-11.2WedMarket.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 608-267-8756 to arrange for meter bags and "No Parking" signs. Remove meter bags and signs when event has ended.

No street closure before 8:00am.

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.

21223

ART FAIR FARMERS' MARKET

10 E & W Wilson Sa, July 9, 5a-2p

Discuss set-up, schedule and coordination with Art Fair Off the Square.

Larry Johnson, Dane County Farmers' Market

Attachments: [7.9ArtMarket.pdf](#)

ACTION: Approved w/ Conditions

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

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

Coordinate activities with Art Fair Off the Square.

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.

21224

TAKE OUR DAUGHTERS & SONS TO WORK DAY

200 MLK Jr. Blvd. Th, April 28, 7a-12p

Display of City vehicles, information & exhibit. Discuss set-up, schedule and activities.

Lisa Olmsted, Womens Issues Committee

Attachments: [4.28KidstoWorkDay.pdf](#)

ACTION: Referred to 2/16/2011 Meeting

21226

EAGLES ON THE SQUARE Sa, July 23, 9a-2p

30 on the Square

Informational event with games, crafts and a live eagle on display.

Discuss set-up, schedule and activities.

Jennifer Kaye, Wisconsin Veteran's Museum

Attachments: [7.23Eagles.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.

21081

2011 MADISON SHAMROCK SHUFFLE

Start/Finish - Gilman & State Su, March 13, 10a start

Annual St. Patrick's Day 5/10k walk/run. Discuss request/requirement for no parking at meters on Langdon St.

Steve Donovan, Shamrock Shuffle, Inc.

Attachments: [3.13ShamrockShuffle.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 608-267-8756 to arrange for meter bags and "No Parking" signs. Remove meter bags and signs when event has ended.

Notify bus companies with stops on Langdon about the date and time of the race.

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.

21289**MADISON WINTER FESTIVAL - AMENDMENT**

Capitol Square F-Su, Feb. 18-20, 2011

Discuss request to add 100 block of N. Pickney to event.

Yuriy Gusev, RSSS

Attachments: [2.19-20WinterFestAdd.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 608-267-8756 to arrange for meter bags. Remove meter bags when event has ended.

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

Metro rerouted to outer loop. Standard rerouting fee applies.

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

Event cannot displace licensed city vendors.

Provide and maintain access for M&I drive thru customers during hours of operation.

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.

Clear Streets, parking, sidewalks to pavement following event.

Maintain access and entry to parking ramp on N. Pinckney

B. STREET USE APPLICATIONS FOR BLOCK PARTIES AND ROUTINE REQUESTS**21225**

ST. PATRICK'S DAY PARADE Su, March 13, 11a-3p

11a - Staging: 100 block N. Hamilton

1:30p - Parade: around Capitol Square

Discuss set-up, schedule, activities and whether attendance at Street Use meeting is needed.

Cheryl Sullivan, St. Patricks Day Parade Committee, Inc.

Attachments: [3.13St.PatsParade.pdf](#)

ACTION: Approved w/ Conditions

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

UPCOMING EVENTS

FEBRUARY

- 5, Sa, 9a-sunset, neighborhood block party, 2700 Lafolette Ave.
 - 17, Th, 8:30a-12p, Overture School Show - UW Band, 200 N. Henry
 - 18, F, 8:30a-12p, Overture School Show - UW Band, 200 N. Henry
 - 18, F, 12p, set-up for Madison Winter Festival begins, 100 MLK
6p, Capitol Square closes
 - 19-20, Sa&Su, Madison Winter Festival, Capitol Square
 - 19, Sa, 10a-3:30p, Polar Plunge, Olin Park
- **Events** DO NOT yet have an approved Street Use permit**