



City of Madison

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

Meeting Minutes - Approved STREET USE STAFF COMMISSION

Wednesday, August 3, 2016

10:00 am

Conference Room
215 Martin Luther King, Jr. Blvd.
Conf. Room LL130 (Madison Municipal Building)

I. CALL TO ORDER / ROLL CALL

A meeting of the Street Use Staff Commission was held at 10:00 AM on Wednesday, August 3, 2016 at the Parks Conference Room, CCB Rm. 108. Chairperson Lamberty called the meeting to order at 10:00 AM. A quorum was present and the meeting was properly noticed.

Members Present: Kelli Lamberty, Lt. Trevor Knight, Katie Sellner, Paul Ripp, Tom Mohr, Bill Putnam, Roger Kleist, Kay Bentley, Mark Kiesow

Members Excused: Susan Barica

Additional City Staff Present: Capt. Carl Gloede, Stefanie Niesen

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

There were no disclosures or recusals by members of the commission for any item on the agenda.

V. STREET USE PERMITS FOR SPECIAL EVENTS

1. [43865](#) 2016 IRONKIDS WISCONSIN FUN RUN
Saturday, September 10th 7:00am - 11:00am
100 block of MLK Jr. Blvd. & the Capitol Square
Run/Walk
Madison Area Sports Commission in conjunction w/ World Triathlon Corporation
Brandon Holstein

Approved pending receipt of required documents & with the following conditions:
X 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.

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

X The Capitol Square will be closed off by approved private contractor.

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

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

X Coordinate activities and schedule with the Dane County Farmers' Market manager, 608-455-1999.

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

X Provide and maintain access for BMO Harris drive through customers during hours of operation. Contact the Service Manager, 608-252-5919.

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

X Event cannot displace licensed city vendors.

X No Inflatables on City right-of-way.

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

X Event organizer/sponsor is responsible for clean up of event area, including removal of trash and recycling. Charges will be assessed for any City staff time or resources required for clean up.

2. [43864](#)

IRONMAN WISCONSIN

Sunday, September 11th 6:45am - 11:59pm

See attached for road closures

Triathlon

World Triathlon Corporation

Ryan Richards

Registered Speaker Marsha Cannon spoke on the item.

IRONMAN EXPO

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

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

X Coordinate activities and schedule with the Dane County Farmers' Market manager, 608-455-1999.

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

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

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

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

X 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.

IRONMAN TRIATHLON

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

X This is a District Event. USA Triathlon of Colorado will pay all costs of City of Madison Police Officers and parking enforcement assigned to the event, as determined by the Madison Police Department, at the overtime rate. Per MGO 10.056(7)(c) the applicant agrees to pay such actual costs for services within 20 days of billing.

X Traffic Management plan and equipment to be implemented/provided by approved contractor as per plan on file with Traffic Engineering (TE) and MPD.

X Parking Enforcement to bag meters and post "No Parking" signs as per plan on file. Call 608-267-8756 to arrange for meter bags and parking enforcement signs that are the organizers responsibility.

X Provide alder/neighborhoods notice and "day of" contact information for the event. Notify Business Improvement District, 608-512-1340, regarding downtown street closures/parking removal

X Amplification: 9/11/2016 6:30am through 9/12/2016 12:00am. Amplification must be kept to a reasonable level at all times. Lower volume, limited to 75 decibels (dB) 125' from the source, before 8:00am and after 10:00pm

X 18 Metro route(s) detoured by event. Fee/route detoured applies.

X Provide and maintain access to the parking ramp on East Main and Webster.

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

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

X No inflatables.

X Event organizer/sponsor is responsible for clean up of event area including City receptacles, trash/recycling removed from event area. Flush area around aid stations. Charges will be assessed for any City staff time or resources required for clean up.

3. [43862](#)

2016 UW-MADISON HOMECOMING PARADE

Friday, November 11th 9:00am - 8:30pm

See attached map for road closings

Parade

University of Wisconsin Foundation & Alumni Association

Dan Kinderman

Referred to future street use meeting.

4. [43900](#)

CAPTAIN MORGAN BUS EVENT

Friday, August 26, 8a-8p

600 W. Dayton's St. - meters only, no closure

Promotion event for Captain Morgan - no alcohol. Discuss location, schedule, set-up and activities.

Tom Hennigan, Team P.R.otion!

Application withdrawn

VI. INFORMATIONAL PRESENTATIONS / EVENT PROPOSALS

1. [43899](#) EAST HIGH SCHOOL HOMECOMING PARADE 2016
Friday, September 23
Discuss proposed location, route, schedule, staging and activities for East Homecoming Parade.
Mike Hernandez, Principal, East Highschool
Leigh Vierstra, ESL Co-Department Head, East Highschool

VII. STREET USE PERMITS FOR ROUTINE REQUESTS

1. [43868](#) EL GRITO TAQUERIA
Monday, August 8th 5:00pm - 10:30pm
113 King St. (2 parking meters)
Parking Request
Josh Barraza
- Approved pending receipt of required documents & with the following conditions:
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 - X Certificate of insurance listing the City of Madison as additional insured is required - on file.
 - X No street closure, request for parking/sidewalk space only.
 - X Maintain access to Metro stops.
 - X Event cannot displace licensed city vendors.
 - X 20' emergency access lane must be maintained throughout event area.
 - X No permanent marking, including spray chalk or stickers, on streets, sidewalks, paths or city landscaping is allowed.
 - X Call 608-267-8756 to arrange for meter bags. Remove meter bags when event has ended.
 - X 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.
 - X Food service on sidewalk side of cart only.
2. [43863](#) TALKING SPIRITS XVIII: CEMETERY TOUR
Tuesday, October 4th - Friday, October 7th 8:00am - 4:00pm
1 Speedway Rd; eastbound parking lane only
Parking Request
Wisconsin Veterans Museum and Foundation
Erin Hoag
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X No street closure, request for parking/sidewalk space only.

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

X Maintain access to Metro stops.

X No permanent markings (including spray chalk or stickers) on streets, sidewalks, paths or city landscaping is allowed.

X Event organizer/sponsor is responsible for cleanup of event area. Charges will be assessed for any City staff time or resources required for cleanup.

X Clear inbound lane on Speedway by 4pm on weekdays for tow route.

3.* [43850](#)

6202 - 6214 SEVEN PINES AVE

Saturday, August 13th 1:00pm - 8:00pm

Neighborhood Block Party

Teresa Riley

Items VII. 3.-6 were Approved with the following conditions:

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X Resident petition - on file.

X 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.

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

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

X No inflatables on streets or sidewalks.

X No permanent marking, including spray chalk, on streets, sidewalks, paths or city landscaping is allowed.

X Event organizer/sponsor is responsible for clean up of event area.

4.* [43849](#)

4800 MAHER AVE

Saturday, August 27th 11:00am - 9:00pm

Neighborhood Block Party

Brian Stouffer

5.* [43848](#)

1900 KEYES AVE

Sunday, September 4th 12:00pm - 11:00pm

Neighborhood Block Party

Pete Shively

6.* [43851](#)

600-700 CHAPMAN ST & 3000-3100 CROSS ST

Sunday, September 11th 3:00pm - 9:00pm

Neighborhood Block Party
Billy Larimore

X. ADJOURNMENT

A motion was made by Fahrney, seconded by Kleist, to Adjourn. The motion passed by voice vote/other.