



City of Madison

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

Meeting Minutes - Approved STREET USE STAFF COMMISSION

Wednesday, March 20, 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, Michael Brenneis, Steve Schultz and Carl Strasburg

Present: 6 -

Kelli Lamberty; Katie Sellner; Tom Mohr; John Fahrney; Mike O'Brien and Laura Bauer

Excused: 4 -

Susan Barica; Jeremy McMullen; Bill Putnam 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. [29499](#) AMERICAN CANCER SOCIETY MADISON 5K & 10K RUN/WALK
Start/Finish at Warner Park (please see attached map for route)
Sa, Apr 13, 6am-3pm
Annual run/walk to benefit the American Cancer Society. Discuss location, schedule, set-up, route and activities.
Laura Strickland, American Cancer Society

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.

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

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

Maintain access to Metro stops.

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

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.

2. [29500](#)

ENGINEERING EXPO 2013

100-300 Breese Ter (from Hoyt to University)

Th, Apr 18-Sa, Apr 20, 7am-4pm

Biennial science and engineering exhibition/fair. Discuss location, schedule, set-up and activities.

Ethan Zager, Engineering Expo/UW-Madison College of Engineering

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

Maintain access to Metro stops.

Charter busses must not block Metro stops - organizer is responsible for notification.

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

No street closure, request for parking space only.

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. [29501](#)

REGENT MARKET CO-OP 90TH CELEBRATION STREET FAIR

Allen St, from Regent to Chadbourne

F, May 3, 3pm-8pm

90th year store celebraton. Discuss location, schedule, set-up and activities.

Randy Winkler, Regent Market Co-op

ACTION: Application Withdrawn

4. [29503](#)

REVELRY MUSIC AND ARTS FESTIVAL

Randall Ave between Campus Dr and Dayton St

Set-up: F, May 3, 10pm

Event: Sa, May 4, 11am-4pm

Tear-down: Sa, May 4, 4pm-10pm

Revelry Music and Arts Festival is Madison's premier music festival. The

event will be hosting national, regional and local acts. The event also seeks to expose the community to several other types of interactive art in the art areas. Discuss location, schedule, set-up and activities.
Josh Levin, UW-Madison/Wisconsin Union

ACTION: Refer to 4/3/2013 Meeting

5. [29504](#)

RUN BACK TO THE 80s
Vilas Park Dr, Edgewood Dr, Edgewood Ave (please see attached map for route)
Sa, Sept 14, 10am-9pm
Annual run/walk/flashdance to benefit the Henry Vilas Zoo. Discuss location, schedule, set-up, route and activities.
Krista Flanagan, Next Level Event Productions

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

Notify residents and businesses on the route.

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

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. STREET USE PERMIT APPLICATIONS FOR ROUTINE REQUESTS / NEIGHBORHOOD BLOCK PARTIES

1. [29506](#)

GREAT DANE VELO CLUB SPRING RACES AND MADISON PRACTICE CRITERIUM
University Research Park - Charmany Drive, Research Park Blvd, S Rosa Rd (please see attached map for route)
Su, Apr 14 & 21, 8am-6pm
Tu, May 7, 14, 21 & 28, June, 4, 11 & 18, 5:30-8pm
Annual bicycle races and practice races. Discuss location, schedule, set-up, route and activities.
Dan Ajer, Great Dane Velo Club and Madison Practice Criteriums

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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).

University Research Park approval - on file.

Notification access as described in application - on file.

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.

2. [29507](#)

23RD ANNUAL WI LAW ENFORCEMENT MEMORIAL

Capitol Square F, May 10, 9am-1pm

Annual memorial ceremony. Discuss location, schedule, set-up, route and activities.

Brian Willison, WI Law Enforcement Memorial, Inc.

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Approved parking/traffic plan for event:

- Inside parking lane (Capitol) – parking for legislators
- Inside travel lane – open for access
- Outside travel lane – parking for squads
- Outside parking lane – parking for squads
- Keep intersections clear of squads

No street closure, request for parking/sidewalk space only.

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.

Metro rerouted to outer loop. Standard rerouting fee applies.

Event cannot displace licensed city vendors.

Provide and maintain access for BMO Harris 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.

3. [29508](#)

SERRV - WORLD FAIR TRADE DAY CELEBRATION

30 on the Square Sa, May 11, 7am-2pm

Annual World Fair Trade Day Celebration. Discuss location, schedule, set-up and activities.

Sarah Wilcox, SERRV

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No street closure, request for parking/sidewalk space only.

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

Event cannot displace licensed city vendors.

Per MGO 9.13(k) SERRV is authorized to sell merchandise and select vendors for 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.

VII. ONGOING BUSINESS / ANNOUNCEMENTS

1. Recap recent street use events - Madison Shamrock Shuffle & St. Patrick's Day Parade
2. Updates on event issues - construction, proposals, procedures, changes in process, event information, etc.
3. Preview upcoming events - see below and 2013 events calendar
4. Next Street Use Meeting - Wednesday, April 3, 2013

VIII. ADJOURNMENT**UPCOMING EVENTS**