



City of Madison

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

Meeting Minutes - Approved STREET USE STAFF COMMISSION

Wednesday, July 21, 2010

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: R.J. Calloway, Jerry McMullen, Tom Mohr

Present: 6 -
Kelli Lamberty; Cindy Mierow; Susan Barica; Melvin W. Lamb; Eric Veum
and Joy Kummerow

Absent: 1 -
Gregg Knudtson

Excused: 2 -
Bill Putnam and John Fahrney

Non Voting: 1 -
Laura Bauer

II. APPROVAL OF MINUTES

III. PUBLIC COMMENT

No members of the public registered to speak.

IV. NEW BUSINESS

STREET USE APPLICATIONS FOR SPECIAL EVENTS

19236

KIDS TO KIDS GARAGE SALE
Sa, Aug 7, 9a-2p
100 MLK, area in front of Metro stop on 10 W. Main St.
City of Madison Parks Division's first Kids to Kids Garage Sale. Discuss
location, schedule, set-up and activities.
Anne Whisner, City of Madison Parks Division

ACTION: Approved w/ Conditions

Coordinate activities with the Street Vending Coordinator, 608-261-9171.
Coordinate activities, schedule with the Dane County Farmers' Market
manager, 608-455-1999.

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

Event cannot displace licensed city vendors.

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

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

19212

AIA INDIA DAY
Sa, Aug 14, 7a-2p
100 MLK
Celebration of Indian culture - displays/exhibits, dance, music and food.
Discuss location, schedule, set-up and activities.
Sowmya Partha, Association of Indians in America..Title

ACTION: Approved w/ Conditions

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

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

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

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

Call the Sayle St. Garage, 608-266-4767, 1120 Sayle St, to make arrangements to pickup and return barricades required for event.

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

Event cannot displace licensed city vendors.

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.

19204

RIDE THE DRIVE
Su, Aug 29, 4a-6p
John Nolen - W. Lakeside to Blair, Blair St. - E. Wash, E. Wash - Patterson to the Square, Capitol Square, 100-600 State St., Lake St. - W. Dayton, W. Dayton - S. Bedford, S. Bedford - W. Main St. - SW Bike Path, North Shore Dr. - John Nolen.
6-mile course open to bicycles, pedestrians, skaters and other forms of non-motorized transportation. Discuss location/route. schedule, set-up and activities.
Steven Doniger, City of Madison / Trek / WI Bike Federation

ACTION: Approved w/ Conditions

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

Traffic Engineering will provide traffic management plan for event.

Alternate route maps, traffic signage and equipment for street closure will be provided and set by TE and approved private contractors.

Resident notification – mail, fliers, yard signs.

TE provides meter bags and “No Parking” signs. Remove meter bags and signs when event has ended.

City vendors relocated outside event area.

Metro rerouted for event.

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.

19061

TASTE OF MADISON

F, Sept. 3, 6p - Su, Sept. 5, 11p

Event Hours:

Sa, Sept 4, 2p-8:30p

Su, Sept 5, 11a-7p

Capitol Square (Main, Pinckney, Mifflin, Carroll), surrounding 100 blocks and 200 blocks of MLK and WI Ave. Festival showcasing local food vendors and music to benefit United Cerebral Palsy of Dane Co. Discuss location, schedule, set-up and activities.

Keith Peterson, Jody Stollendorf, Madison Festivals, Inc.

ACTION: Referred to 8/4/2010 Meeting

19065

WILLY STREET FAIR

Sa, Sept 25, 12p-12a / Event hours: 2-9p

Su, Sept 26, 8a-12a / Event hours: 11a-9p

Sa - 900 Block Williamson

Su - 800, 900 and 1000 Block Williamson

Street fair with vendors, 6 stages of entertainment and a one-of-a-kind parade. Discuss location, schedule, set-up and activities.

Gary Kallas, Friends of Wil-Mar

ACTION: Approved w/ Conditions

Resident notification – flyer, schedule.

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

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

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

Call the Sayle St. Garage, 608-266-4767, 1120 Sayle St, to make arrangements to pickup and return barricades required for event.

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

Metro route(s) detoured by event. Fee/route detoured applies - 1 route

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.

19066

GREAT MIDWEST MARIJUANA HARVEST FESTIVAL

Sa, Oct 2-Su, Oct 3, 9a-7p

Podium/700-800 State Street

Rally. Discuss location, schedule, set-up and activities.

Ben Masel, Madison NORML

ACTION: Approved w/ Conditions

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

Coordinate Street Use activities with Literacy Run and Fire Chiefs Parade

Licensed city vendors relocated outside of event area.

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.

19205

LANGDON STREET BLOCK PARTY

W, Sept 1, 12-8p

200 Block Langdon, from Howard to Henry

A block party for fall recruitment - for those interested in the Greek community.

Discuss location, schedule, set-up and activities.

Ricky Cheung, Interfraternity Council of UW-Madison

ACTION: Approved w/ Conditions**Resident notification on file.****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.****Call the Sayle St. Garage, 608-266-4767, 1120 Sayle St, to make arrangements to pickup and return barricades required for event.****Barricade placement as per plan on file with Traffic Engineering (TE).****Event cannot displace licensed city vendors.****Noise must be kept to a reasonable level at all times.****20' emergency access lane must be maintained throughout event area.****Must allow Metro route #81-SAFERide through 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.****19267**

CHASE BANK INFORMATION TABLES

600 block Park St., 300 block Park St., 600 block State St.

Sa - Su - Aug. 7 & 8, Aug. 21 & 22, Aug. 28 & 29

Distribute informational fliers and pamphlets regarding Chase Bank. Discuss set up, location and schedule.

Heidi Alling, Chase Bank

Application withdrawn.**19042**

Creating Sections 10.056(5)(h) and 23.315 of the Madison General Ordinances to prohibit animals from specified street use events, require notice of prohibition and establishes a penalty for violations of this ordinance.

A motion was made by Barica, seconded by Kummerow, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.

V. STREET USE APPLICATIONS FOR NEIGHBORHOOD BLOCK PARTIES & ROUTINE REQUESTS

19273

National Night Out

Tu, Aug. 3, 5:30-8:30p

200 MLK

An evening to bring neighbors together to bring awareness about crime in neighborhoods.

Discuss schedule, location and activities.
Officer Frank Chandler, MPD

ACTION: Approved w/ Conditions

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

Call the Sayle St. Garage, 608-266-4767, 1120 Sayle St, to make arrangements to pickup and return barricades required for event.

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

Event cannot displace licensed city vendors.

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.

19237

WIRTH COURT
Su, Aug 1, 11a-7p
Neighborhood block party
Rebecca Oglum

ACTION: Approved w/ Conditions

Resident petition on file.

Event Organizer is responsible for pick up and return of barricades and "Road Closed" signs required to close the street. The Sayle Street Garage, 266-4767, 1120 Sayle St., is open Monday-Friday, 8:30a.m. - 3:30p.m. A vehicle that can accommodate 12' barricades is required. Approved Neighborhood Block Parties may have 8 barricades at no cost. (\$5/per barrricade after the initial 8)

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

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

19213

600-700 CHAPMAN STREET
3000-3100 CROSS STREET
Sa, Aug 7, 3-9p
Neighborhood block party
Billy Larimore

ACTION: Approved w/ Conditions

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.

19208

4800 STEINHAUER TRAIL
Sa, Aug 7, 3-9p
Neighborhood block party
Joan Jackson

ACTION: Approved w/ Conditions

Resident petition on file.

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19238

3000 FAIRVIEW STREET
Sa, Aug 7, 3-9p
Raindate: Su, Aug 8
Neighborhood block party
Jay Roberts

ACTION: Approved w/ Conditions

Resident petition on file.

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19211

2100 WEST LAWN
Sa, Sug 28, 11a-11p
Neighborhood block party
Susan Gevelber

ACTION: Approved w/ Conditions

Resident petition on file.

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19209

2301-2326 HOARD STREET
Sa, Sept 4, 3p-sunset
Raindate: Su, Sept 5
Neighborhood block party
Chris Willman

ACTION: Approved w/ Conditions

Resident petition on file.

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

[19268](#)

1700 LEGACY LANE
SU, Aug 1, 2-6P
Neighborhood block party
Gary Damaschke

ACTION: Approved w/ Conditions

Resident petition on file.

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[19269](#)

1200 RUTLEDGE
Su, Aug. 22, 4-9p
Erin Hanusa

ACTION: Approved w/ Conditions

Resident petition on file.

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[19270](#)

4800 Maher
Sa, Aug. 21, 11a-8p
Neighborhood block party
Coleen Freitag

ACTION: Approved w/ Conditions

Resident petition on file.

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[19272](#)

400 ORCHARD DR.
Sa, Aug. 28, 3p-dusk
Neighborhood block party.
Amy Rogers

ACTION: Approved w/ Conditions

Resident petition on file.

Event Organizer is responsible for pick up and return of barricades and "Road Closed" signs required to close the street. The Sayle Street Garage, 266-4767, 1120 Sayle St., is open Monday-Friday, 8:30a.m. - 3:30p.m. A vehicle that can accommodate 12' barricades is required. Approved Neighborhood Block Parties may have 8 barricades at no cost. (\$5/per barricade after the initial 8) 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 – Concerts on the Square, Isthmus Block Party, Le Fete de Marquette, Art Fair On/Off the Square, Maxwell Street Days, Paddle and Portage, Opera in the Park
- B. Preview of upcoming events – see below and '10 event calendar
- C. Construction updates
- D. Next Street Use Staff Team Meeting – Wednesday / August 4, 2010

VII. ADJOURNMENT