



City of Madison

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

Meeting Minutes - Approved STREET USE STAFF COMMISSION

Wednesday, May 16, 2012

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:
Mike O'Brien

Present: 9 -

Kelli Lamberty; Anthony Bitterman; Susan Barica; Katie Sellner; Tom
Mohr; Bill Putnam; John Fahrney; Eric Veum and Laura Bauer

Excused: 2 -

Jeremy McMullen and Walter Meyer

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 PERMIT APPLICATIONS FOR SPECIAL EVENTS

1. [26358](#) LAW ENFORCEMENT TORCH RUN - FINAL LEG CEREMONY
Capitol Square Th, June 7, 2012, 8a-9a
Torch run with law enforcement personnel for Special Olympics
Wisconsin. Discuss specific location - construction, schedule, set-up and
activities.
John Weichelt, Special Olympics Wisconsin
**ACTION: The Street Use Staff Commission determined a Street Use Permit was
not required for the event as proposed.**

2. [26182](#) JUNETEENTH CELEBRATION
Penn Park F-Sa, June 15-16, set-up at 3pm, 10am-6pm
Annual festival and run/walk. Discuss event set-up, schedule, route and
activities.
Annie Weatherby-Flowers, Kujichagulia MCSD

ACTION: Refer to 5/30/2012 Meeting3. [25987](#)

MAXWELL STREET DAYS

100-700 State St F, Jul 20-Su, Jul 22, 7am-8pm

Annual sidewalk sale. Discuss event set-up, schedule and activities.

John Hutchinson, Greater State Street Business Association

ACTION: Approved with Conditions

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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).

\$2,500 deposit required for TE and equipment delivery.

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

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

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

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

Organizer responsible for emptying City garbage/recycling receptacles within the even perimeter.

Event has exclusive use.

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

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.

4. [26359](#)

30th ANNUAL GOODMAN ATWOOD SUMMERFEST

2000-2100 Atwood Ave Sa, July 28, 8a-11p

Su, July 29, 7a-9p

Annual festival with food and music. First year for a two-day event. Discuss schedule, set-up and activities.

Becky Steinhoff, Goodman Community Center

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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.

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

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

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

Notify area residents.

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

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.

5. [26360](#) WISCONSIN CHINESE CULTURE DAY (WCCD)
100 MLK, Jr. Blvd. Sa, Sept. 22, 2012, 8a-3p
Festival with Chinese cultural exhibitions, food and performances.
Discuss schedule, set-up and activities
Jundong Lim, Madison Area Chinese Community Organization (MACCO)
ACTION: Refer to 5/30/2012 Meeting
6. [26361](#) GREAT MIDWEST MARIJUANA HARVEST FEST
State St. Mall / 700-800 State St. Sa, Oct. 6, 10a-7p
Su, Oct. 7, 10a-3p
Annual rally. Discuss set-up, schedule and activities.
Ruth Reifeis, GMMHF Collective
ACTION: Refer to 5/30/2012 Meeting

B. EVENT PROPOSALS / INFORMATIONAL PRESENTATIONS

1. [26365](#) Proposal for "Car Smash" event at State St. Mall fall 2012.
Ryan Kiecker
2. [25304](#) LIVE ON KING STREET CONCERT SERIES- Request to Amend
100 Block of King St
Set-Up: 6am, F, 7/20, 7/27, 8/3, 8/17, 9/28
Event Start: 5pm, F, 7/20, 7/27, 8/3, 8/17, 9/28
Event End: 10pm, F, 7/20, 7/27, 8/3, 8/17, 9/28
Take-Down: 2am, Sa, 7/21, 7/28, 8/3, 8/18, 9/29
Live concert series to include a stage and concessions (both alcoholic and non-alcoholic). Discuss location, schedule, set-up and activities.
Matt Gerding, Majestic Live
3. WEDNESDAY FARMERS' MARKET - Request to ammend permit: reschedule July 4 Market to Tuesday, July 3, 2012

C. STREET USE PERMIT APPLICATIONS FOR ROUTINE REQUESTS

1. [26384](#) **RECALL ELECTION COVERAGE**
10 block W. Mifflin - parking only - 3 meters June 4-6, 2012
Requesting space for satellite truck parking.
Adam Petlin, FOX News

application anticipated

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Event cannot displace licensed city vendors.
Maintain access to Metro stops.
Cables/cords on sidewalks must be ramped completely.
Nothing anchored/staked into or stored on the grass.
No driving anything over sidewalk vaults.
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. [26364](#) **OPERA IN THE PARK**
Parking restrictions: Th, July 19 - Su, July 22
S. Rosa Rd. - Mineral Pt. to Driftwood Ave.
S. Hill Dr. - Eddy St. to Carillon
Driftwood - Eddy St. to S. Rosa Rd.
Closure: during performance, Sa, July 21 only
S. Rosa Rd.
Annual outdoor opera concert at Garner Park. Discuss schedule, set-up, activities and whether attendance at street use meeting is required.
Karra Beach, Madison Opera

ACTION: Refer to 5/30/2012 Meeting

3. [25989](#) **THE 1000 MILE JOURNEY**
Carroll, Main, Minckney, Mifflin
Intersections closed at: State, W Washington, S Hamilton, MLK, King, E Washington, N Hamilton, Wisconsin
Su, Sept 30, 8am-4pm
Annual family-oriented one mile walk around the Capitol Square with 1,000 or more participants. The walk is for The Rainbird Foundation, a non-profit committed to the end of child abuse. Discuss event set-up, schedule and activities.
Elisabeth Norton, The Rainbird Foundation

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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).

TE will set barricades and close the Square.
Call 608-267-8756 to arrange for meter bags and "No Parking" signs. Remove meter bags and signs when event has ended.
Event cannot displace licensed city vendors.
Metro rerouted to outer loop. Standard rerouting fee applies.
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.

4. [26362](#)

1300 JENIFER ST.
Neighborhood block party. Mon., May 28, 8a-7p
Tom Putzer

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Resident petition - on file.

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

5. [26363](#)

2800 UNION ST.
Neighborhood block party. Sa, June 16, 10a-7p
Jeff Kunkle

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VI. ONGOING BUSINESS / ANNOUNCEMENTS

A. Recap recent street use events.

B. Preview upcoming events - see below and 2012 events calendar

C. Next Street Use Meeting - May 30, 2012

VII. ADJOURNMENT

UPCOMING EVENTS