



City of Madison

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

Meeting Minutes - Approved STREET USE STAFF COMMISSION

Wednesday, October 11, 2017

10:00 am

City County Building, Rm. 108
210 Martin Luther King, Jr. Blvd.

I. CALL TO ORDER / ROLL CALL

A meeting of the Street Use Staff Commission was held at 10:00 AM on Wednesday, March 29, 2017 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.

Additional City Staff Present: Mary Lloyd, Lt. Brian Chaney Austin, Cheryl Erickson, Kelly Post, Meghan Blake-Horst

Present: 8 - Kelli Lamberty; Trevor Knight; Katie Sellner; Paul Ripp; Tom Mohr; Bill Putnam; John Fahrney and Mark Kiesow

Excused: 3 - Susan Barica; Roger Kleist and Eric Veum

II. APPROVAL OF MINUTES

Motion made by Putnam, seconded by Lloyd to Approve the Minutes. Motion passed by voice vote/other.

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. [49098](#) SHINE ON MADISON - MADISON NIGHT MARKET WINTER CARNIVAL
Saturday, November 18, 2017, 9am-11pm
100 & 200 blocks of State St., Capitol Square: W. Mifflin St: Wisconsin to State, N. Carroll: State to W. Washington
Discuss location, set up, and schedule.
Public Holiday Market
Madison's Central Business Improvement District, Tiffany Kenney

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.

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

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

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

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

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

X Metro rerouted to outer loop. Standard rerouting fee applies. (\$300)

X Event cannot displace licensed city vendors.

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

X Must have a vendor plan for snow or weather emergencies.

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

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

VI. ONGOING BUSINESS / ANNOUNCEMENTS

VIII. ADJOURNMENT

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