



# City of Madison

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

## Meeting Minutes - Approved STREET USE STAFF COMMISSION

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Wednesday, April 4, 2012

10:00 am

Parks Conference Room  
210 Martin Luther King, Jr. Blvd.  
Room 108 (City-County Building)

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### I. CALL TO ORDER / ROLL CALL

**Other Staff Present: Bill Knobloch and Thomas Woznick**

**Present:** 7 -

Anthony Bitterman; Susan Barica; Katie Sellner; Jeremy McMullen; Tom  
Mohr; Laura Bauer and Kelli Lamberty

**Excused:** 3 -

Bill Putnam; John Fahrney 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. NEW BUSINESS

#### A. STREET USE PERMIT APPLICATIONS FOR SPECIAL EVENTS

[25308](#)

CENTURY CELEBRATION - 100 YEARS YOUNG, 100 YEARS  
STRONG

Capitol Square (please see attached maps) Sa, May 5, 12:30-4:45p  
Parade/rally to support and showcase GSUSA 100 years of history.  
Discuss location, route, schedule, set-up and activities.  
Christine Posey, Girl Scouts of Wisconsin - Badgerland Council, Inc

**ACTION: Approved with Conditions**

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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.  
 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 meter bags and "No Parking" signs. Remove meter bags and signs when event has ended.  
 Post signs on bike path one week prior to event.  
 Notify residents and alders.  
 Coordinate activities with Hopes Walks and Monona 20K.  
 Maintain access to Metro stops.  
 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.

25805

SYTTENDE MAI RUN/WALK  
 Capitol Square/See attached map Sa, May 19, 5:30-8a  
 Discuss changes to start/route requested at 4/4/12 street use meeting. Annual run/walk, start on MLK, end in Stoughton.  
 Jim McNulty, Stoughton Chamber of Commerce

**ACTION: Refer to 4/18/2012 Meeting**

25823

SAFETY SATURDAY  
 Capitol Square Sa, Jun 9, 7:15a-1:30p  
 Safety awareness displays and demonstrations. Discuss set-up, schedule and activities.  
 Bernadette Galvez  
 Eric Dahl, City of Madison Fire Department

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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 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.  
 Licensed city vendors relocated outside of event area.  
 Noise must be kept to a reasonable level at all times.  
 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.

25734

WOOF PRIDE  
 100 Block King St Sa, Aug 18, 12pm-12am

Festival on 100 block of King Street. Discuss event set-up, schedule and activities.

Dino A. Maniaci, WOOF'S

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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 meter bags and "No Parking" signs. Remove meter bags and signs when event has ended.

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

Event cannot displace licensed city vendors.

Notify businesses/residents and coordinate with King Street Live Concert.

Post signage at event perimeter: No Alcohol Beyond This Point.

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.

25162

MADISON MARATHON

start/finish Capitol Square Sa, May 26, 2pm - Su, May 27, 5pm

10k race start - 8pm, Sa

1/2 & Full Marathon start - 7am, Su

Review proposed routes. Discuss schedules, set up, and activities.

Keith Peterson / Jody Stollendorf, Madison Festivals

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

Notify Neighborhood of Event – alternate routes.

Contact Grace Episcopal.

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

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

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

Traffic Management: barricades, cones, signage provided by private contractor; plan must be approved and on file with City TE and MPD.

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

Provide and maintain access to Inn on the Park during the event.

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

operation.

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

Maintain Metro detour from West Washington to MLK throughout event.

City Vendors licenses are invalidated for this 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.

B. STREET USE PERMIT APPLICATIONS FOR ROUTINE REQUESTS

[25807](#)

TAKE BACK THE NIGHT

700 State St., 30 on the Square Th, April 19, 5:30-9:30p

Annual rally and march to protest against sexual violence. Discuss schedule, set-up, route and activities.

Julia Gutierrez, Campus Women Center

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Event cannot displace licensed city vendors.

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.

[25808](#)

MADEWELL DENIM ROAD TRIP

100 Langdon St. - no closure / parking spaces (4) only Tu, May 1,  
1a-11:59p

Promotional event for Madewell denim accessories. Airstream trailer exhibiting products. No vending/sales on-site. Discuss schedule, set-up and activities.

Sarah McAdam, TH Outdoor and Events LLC.

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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.

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

No on-site vending.

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.

[25806](#)

LANGDON STREET BLOCK PARTY

200 Block Langdon St Su, Apr 29, 11a-4p

Annual Greek Week Block Party. Alcohol Free, awareness, fund raising event for the Greek Community drive. Discuss set-up, schedule and activities.  
Matt Schorr, Interfraternity Council

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Resident petition on file.

Maintain access to Metro stops.

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

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

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

No vending of food or merchandise.

**25705**

3RD ANNUAL SCMG FILM FESTIVAL

2000 Block Atwood Ave F, May 4, 5pm-10pm

Annual event at Barrymore Theater - application for motorcycle parking on street near theater. Discuss event set-up, schedule and activities.

Eric Lewis, Slimey Crud Motorcycle Gang, LLC

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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.

**25809**

STYLE YOUR SOLES

Mifflin St. Cul-de-Sac - near entrance of Shoo Sa, May 5, 10a-3p

Shoe painting by artists, children in conjunction with charitable sales event in store. Discuss schedule, set-up activities.

Pat Blake, 467-6325

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Event cannot displace licensed city vendors.

8' pedestrian pathway must be maintained on sidewalks 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.**

**25735**

EMILIE'S GOLDEN BIRTHDAY: 5K RUN/WALK

State St Mall, 800 Langdon St, Lakeshore Path

Sa, May 6, 8am-2pm, Rain Date: Sa, May 12

5K run/walk for women of the Congo - a benefit for AFRICAide, Inc. Discuss event set-up, schedule, route and activities.

Tosha Songolo, AFRICAide, Inc.

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

**Maintain access to Metro stops.**

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**25706**

SERRV - WORLD FAIR TRADE DAY CELEBRATION

30 on the Square (100 State St) Sa, May 12, 7:30am-1:30pm

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

Meghan Roberts, SERRV

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**Resolution to suspend vending restrictions.**

**Event cannot displace licensed city vendors.**

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**25707**

25TH ANNUAL WHEELS ON WILLY CRITERIUM

1400 and 1500 blocks Williamson and Spaight St, 400 and 500 blocks South Thorton and South Dickinson

Su, May 20, 7:00am-6:30pm

Annual bicycle race sanctioned by USA Cycling and Wisconsin Cycling Association. Discuss event set-up, schedule, route and activities.

Craig Garfland, Brazen Dropouts cycling Team

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 Neighborhood notice - on file.  
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 20' emergency access lane must be maintained throughout event area.  
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25810

## WI GRAND LODGE ANNUAL COMMUNICATION

East side 300 block Wisconsin Ave. - parking (no closure)  
 June 1 & 2

Sa &amp; Su,

Request to restrict parking to motorcycle and bicycle only. Discuss schedule, set-up and activities.

Rober Canfield, Madison Masonic Center Foundation

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25811

## UW MOVE-IN 2012

300 block Lake St., Murray from Regent to railroad tracks

Su, Aug 26, W, Aug 29, Th, Aug 30, 6:00am-6:30pm

Parking for annual move in. Discuss set-up, schedule and activities.

Mike Kinderman, UW-Madison - Division of Housing

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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 - W, April 18, 2012

VII. **ADJOURNMENT**

UPCOMING EVENTS