



City of Madison

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

Meeting Minutes - Approved STREET USE STAFF COMMISSION

Wednesday, October 3, 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: Lt. Dave McCaw

Present: 10 -

Kelli Lamberty; Susan Barica; Katie Sellner; Jeremy McMullen; Tom Mohr;
Bill Putnam; John Fahrney; Mike O'Brien; Eric Veum and Laura Bauer

Excused: 1 -

Anthony Bitterman

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. [27858](#)

ROCK THE VOTE

Tu, October 16, 10a-8p

Podium/State St. Mall

Nonpartisan youth voter registration event. Activities include rallies and live music, information distribution, voter registration, merchandise sales. Discuss location, schedule, set-up and activities.

Tiffany Reilly, BMF Media

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.
 Notify State Street Mall agencies –on file.
 Amplification is allowed 12:30-1:30pm, low music can be played from 1:30-5pm. Noise must be kept to a reasonable level at all times. A street use permit does not exempt an event from Madison noise ordinances.
 Event cannot displace licensed city vendors.
 Street Use Staff Commission authorizes event to sell merchandise within the event perimeter per authority in MGO 10.056(5)(g)1.c.
 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.

2. [27850](#)

GARDEN MARATHON

Please See Attached Maps for Routes

Set-up: F, Sept 27, 12:00pm

Start: Sa, Sept 28, 7:00am

Tear-down: Sa, Sept 28, 6:00pm

Annual marathon to benefit the Children's Voice. Discuss location, schedule, set-up, route and activities.

Jill Nyland, Children's Voice Inc

ACTION: Refer to 2013 Meeting

3. [27866](#)

MADISON ICE MARKET

100-200 MLK

Set-up: W, Nov 28, 6am-9pm

Event: Th, Nov 29, 4-10pm

F, Nov 30, 4-10pm

Sa, Dec 1, 10am-10pm

Su, Dec 2, 10am-4pm

Take-down: Su, Dec 2, 4-10pm

Annual outdoor/open air market to benefit Toys for Tots. Discuss location, schedule, set-up and activities.

Ann Marie Martin, Reve Productions

ACTION: Application Withdrawn

B. STREET USE PERMIT APPLICATIONS FOR ROUTINE REQUESTS1. [27851](#)

SCHOOL SHOW(S) AT THE OVERTURE CENTER

100-200 N Henry Oct 2012-May 2013

Annual request for off-duty MPD officers to direct traffic for school shows.

Discuss location, schedule, set-up and activities.

Richard Bertrang, Overture Center for the Arts

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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).

Event organizer/sponsor provides meter bags and barricades, and is responsible for the set-up and take-down.

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. [27846](#)

JUSTICE FOR A CURE

King St Walkway, Parking Only: Meters on Main and Pinckney

F, Oct 5, 11:30am-1:30pm

Annual awareness and fundraising program benefiting Susan G. Komen for the Cure. Discuss location, schedule, set-up and activities.

Joan Kamholz, Susan G. Komen for the Cure

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

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

Event cannot displace licensed city vendors.

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.

3. [27847](#)

TALKING SPIRITS XIV: FOREST HILL CEMETARY TOUR

Parking: 1 Speedway Rd, adjacent to Forest Hill Cemetery

Tu, Oct 9 - Su, Oct 14, 8am-6pm

Annual cemetery tours to benefit the Wisconsin Veterans Museum Foundation. Discuss location, schedule, set-up and activities.

Jennifer Kollath, Wisconsin Veterans Museum

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

No Closure – clear outbound lane by 4:00pm on weekdays for tow route.
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. [27853](#) STOP THE BOP
Podium/700-800 State St F, Oct 26, 11:30am-5:30pm, Rain Date:
10/27/2012
Annual Stop the Bop "Dance Marathon." Discuss location, schedule, set-up and activities.
Jake Sullivan, Alpha-Theta Chapter of Phi Kappa Sigma

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Notify Library Mall Agencies.

No amplification before 12:30pm.

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.

5. [27564](#) JINGLE BELL RUN
Vilas Park Dr from Edgewood to Mills St Sa, Dec 8, 7am-1pm
Annual run to benefit the Arthritis Foundation. Discuss location, schedule, set-up, route and activities.
Judy Miyagawa, Arthritis Foundation

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

Maintain access to Metro stops.

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

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

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

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 - Wednesday, October 17, 2012

VII. ADJOURNMENT