



# City of Madison

City of Madison  
Madison, WI 53703  
[www.cityofmadison.com](http://www.cityofmadison.com)

## Meeting Minutes - Approved STREET USE STAFF COMMISSION

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Tuesday, February 8, 2011

9:00 AM

Parks Conference Room  
210 Martin Luther King, Jr. Blvd.  
Room 104 (City-County Building)

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### I. CALL TO ORDER / ROLL CALL

#### Other Staff Present:

Drew Beck and Katie Peterson

#### Present: 5 -

Kelli Lamberty; Cindy Mierow; Susan Barica; Jeremy McMullen and Melvin W. Lamb

#### Excused: 4 -

Tom Mohr; 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 APPLICATIONS FOR SPECIAL EVENTS

##### 21078

#### RUN TO THE RHYTHM

Start/Finish - Warner Park

Sa, July 2, 9a start

Innaugural Rhythm & Booms run/walk event. Review revised route with changes from discussion at Jan. 19 meeting. Discuss route, schedule and activities.

Jerry Kempfer, Christine Lamm - Starting Line Events

Deb McCue - Madison Fireworks Fund, Inc.

#### Attachments:

[7.2R&Bapp.pdf](#)

[7.2R&BRun.pdf](#)

[7.2RunRhythm-rev.pdf](#)

[R&BrunTrafficPlan.pdf](#)

**ACTION:** Referred to 2/16/2011 Meeting

**21219**

**CRAZYLEGS CLASSIC**

Capitol Square to Camp Randall

Sa, April 30, 6a-12p

Annual run/walk fundraiser to benefit UW Athletics. Discuss event set-up, schedule, routes and activities.

Terry Murawski, National W Club/UW Athletic Department

**Attachments:** [4.30Crazylegs.pdf](#)

**ACTION:** Approved w/ Conditions

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

Barricades, traffic signs and safety equipment placed as per plan on file with Traffic Engineering by an approved private contractor

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

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

Event cannot displace licensed city vendors – except those located in the street at the State St. corner.

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

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

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

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.

**21222**

**WEDNESDAY FARMERS' MARKET**

200 MLK, Jr. Blvd.

W, April 20-Nov. 2, 8a-2p

Discuss set-up, schedule and activities.

Larry Johnson, Dane County Farmers' Market

**Attachments:** [4.20-11.2WedMarket.pdf](#)

**ACTION:** Approved w/ Conditions

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).

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

No street closure before 8:00am.

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.

**21223**

**ART FAIR FARMERS' MARKET**

10 E & W Wilson

Sa, July 9, 5a-2p

Discuss set-up, schedule and coordination with Art Fair Off the Square.

Larry Johnson, Dane County Farmers' Market

Attachments: [7.9ArtMarket.pdf](#)

**ACTION: Approved w/ Conditions**

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.

Coordinate activities with Art Fair Off the Square.

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.

[21224](#)

TAKE OUR DAUGHTERS & SONS TO WORK DAY

200 MLK Jr. Blvd. Th, April 28, 7a-12p

Display of City vehicles, information & exhibit. Discuss set-up, schedule and activities.

Lisa Olmsted, Womens Issues Committee

Attachments: [4.28KidstoWorkDay.pdf](#)

**ACTION: Referred to 2/16/2011 Meeting**

[21226](#)

EAGLES ON THE SQUARE Sa, July 23, 9a-2p

30 on the Square

Informational event with games, crafts and a live eagle on display.

Discuss set-up, schedule and activities.

Jennifer Kaye, Wisconsin Veteran's Museum

Attachments: [7.23Eagles.pdf](#)

**ACTION: Approved w/ Conditions**

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.

[21081](#)

2011 MADISON SHAMROCK SHUFFLE

Start/Finish - Gilman & State Su, March 13, 10a start

Annual St. Patrick's Day 5/10k walk/run. Discuss request/requirement for no parking at meters on Langdon St.

Steve Donovan, Shamrock Shuffle, Inc.

Attachments: [3.13ShamrockShuffle.pdf](#)

**ACTION: Approved w/ Conditions**

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.

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

Notify bus companies with stops on Langdon about the date and time of the race.

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.

**21289****MADISON WINTER FESTIVAL - AMENDMENT**

Capitol Square F-Su, Feb. 18-20, 2011

Discuss request to add 100 block of N. Pickney to event.

Yuriy Gusev, RSSS

**Attachments:** [2.19-20WinterFestAdd.pdf](#)

**ACTION: Approved w/ Conditions**

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.

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

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

Metro rerouted to outer loop. Standard rerouting fee applies.

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

Event cannot displace licensed city vendors.

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

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

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.

Clear Streets, parking, sidewalks to pavement following event.

Maintain access and entry to parking ramp on N. Pinckney

**B. STREET USE APPLICATIONS FOR BLOCK PARTIES AND ROUTINE REQUESTS****21225**

**ST. PATRICK'S DAY PARADE** Su, March 13, 11a-3p

11a - Staging: 100 block N. Hamilton

1:30p - Parade: around Capitol Square

Discuss set-up, schedule, activities and whether attendance at Street Use meeting is needed.

Cheryl Sullivan, St. Patricks Day Parade Committee, Inc.

**Attachments:** [3.13St.PatsParade.pdf](#)

**ACTION: Approved w/ Conditions**

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.  
Call 608-267-8756 to arrange for meter bags and "No Parking" signs. Remove meter bags and signs when event has ended.  
Barricade placement as per plan on file with Traffic Engineering (TE).  
20' emergency access lane must be maintained throughout event area.  
Metro rerouted to outer loop. Standard rerouting fee applies.  
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.

**21091****2011 National Science Olympiad Tournament**

May 18 - 21 Parking Only/No Closure  
designated bus parking area 1400 Monroe  
drop-off/pick-up area 1300 W. Dayton  
May 20, 7-10p street closure - Ice cream social 600-800 W. Dayton  
Review revised parking and closure requests with input from Jan. 19 street Use meeting.  
Van Valaskey, UW-Madison College of Engineering  
Gary Graper, UW-Madison College of Engineering

**Attachments:** [5.18-21SciOlym.pdf](#)

**ACTION: Approved w/ Conditions****Monroe St. Conditions:**

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

Maintain access to Metro stops.

Vehicles must park within marked stalls.

Vehicles must not block any portion of the Randall Ave. intersection.

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.

**Dayton St. Conditions**

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

Call 608-267-8756 to arrange for meter bags and/or "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.

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.

**VI. ONGOING BUSINESS / ANNOUNCEMENTS**

A. Preview of upcoming events - see below and 2011 calendar

B. Next Street Use Meeting - W, Feb. 16, 2011

**VII. ADJOURNMENT**

## UPCOMING EVENTS

## FEBRUARY

5, Sa, 9a-sunset, neighborhood block party, 2700 Lafolette Ave.

17, Th, 8:30a-12p, Overture School Show - UW Band, 200 N. Henry

18, F, 8:30a-12p, Overture School Show - UW Band, 200 N. Henry

18, F, 12p, set-up for Madison Winter Festival begins, 100 MLK

6p, Capitol Square closes

19-20, Sa&Su, Madison Winter Festival, Capitol Square

19, Sa, 10a-3:30p, Polar Plunge, Olin Park

**\*\*Events\*\*** DO NOT yet have an approved Street Use permit