



City of Madison

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

Meeting Minutes - Approved STREET USE STAFF COMMISSION

Friday, October 4, 2019

9:00 AM

CCB Room 103A
210 Martin Luther King, Jr. Blvd.
Room 108 (City-County Building)

CALL TO ORDER / ROLL CALL

A meeting of the Street Use Staff Commission was held at 9:00 AM on Friday, October 4, 2019 at the City-County Building, CCB Rm. 108. Chairperson Lamberty called the meeting to order at 10:00 AM. A quorum was present and the meeting was properly noticed.

Members Present: Kelli Lamberty, Mark Kiesow, Katie Sellner, Tom Mohr, Meghan Blake-Horst, Matthew Scamardo, Eric Veum

Members Excused: John Fahrney, Bill Putnam, Paul Ripp

Additional City Staff Present: Kristin Brodowsky, Lt. Brian Chaney Austin, Kelly Post

DISCLOSURES AND RECUSALS

There were no disclosures or recusals by members of the commission for any item on the agenda.

STREET USE PERMITS FOR SPECIAL EVENTS

- [57675](#) LA FOLLETTE HIGH SCHOOL HOMECOMING
Friday, October 11, 2019 / 3:45-5:30pm
Parade Route: 400-700 Pflaum Road
Homecoming Parade
La Follette Booster Club, Inc. / Greg Murray

Brenda Haskins registered to speak in support of LaFollette High School Homecoming Parade.
Rebecca Murray registered to speak in support of LaFollette High School Homecoming Parade.
Jody McIntyre registered to speak in support of LaFollette High School Homecoming Parade.
Corey Finkelmeyer registered to speak in support of LaFollette High School Homecoming Parade.
Greg Murray registered to speak in support of LaFollette High School Homecoming Parade.
Karl Kletzien registered to be available to answer questions in support of LaFollette High School Homecoming Parade.

Approved with route agreed to in discussion and with the following conditions:
Staging: LaFollette High School parking lot

Route: Linda Vista Rd, left onto Turner Ave, left onto Hob, left onto Spaanem Ave, end at parking lot

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.

BEFORE EVENT

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

X Notification: Organizer must notify area alder(s) and local Neighborhood Association(s) prior to the event. The notification will include: event location, date, schedule, activities and "day of" contact. The alder(s) to notify for this event is:

Grant Foster- district15@cityofmadison.com

X Distribute a flyer to all residents and businesses on the route. Provide event information, including location, date, schedule, activities and "Day Of" contact.

X Follow barricade/signage plan provided by Traffic Engineering (TE)

X Call the Sayle Street Garage, 608-266-4767, 1120 Sayle St, to make arrangements to pick up and return barricades required for event. There may be charges for this equipment.

X Contact Parking Utility, 608-267-8756, 608-266-4761, parking@cityofmadison.com, for "No Parking" signs and directions for posting. Remove signs when event has ended. There are charges for this equipment.

DURING EVENT

X Metro bus routes using Turner Ave. must be allowed through.

X Adult Parade Marshalls, wearing required safety vests, will be at barricades and along route to monitor the parade.

X No items may be thrown from vehicles in parade.

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

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

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

X No inflatables on City right-of-way.

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

AFTER EVENT

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.

X City staff will review the event for compliance to the established conditions and determine what remediation (if any) is needed and/or establish considerations for future events.

ADJOURNMENT

A motion was made by Blake-Horst, seconded by Sellner, to Adjourn. The motion passed by voice vote/other.