

## STREET USE (SPECIAL EVENT) PERMIT APPLICATION

### Applicant

Ralph Kuehn  
Madison Homebrewers And Tasters Guild  
Po Box 1365  
Madison, WI 53701-1365  
Email: Rekuehn@gmail.Com  
Phone: (757) 604-1843

### Contact During Event

Ralph E Kuehn  
Ralph E Kuehn  
601 Pinchot Ave  
Madison, WI 53716  
Email Rekuehn@gmail.Com  
Phone: (757) 604-1843

### Event Information

Name of Event: Great Taste of the Midwest

Event Type: One Day

Estimated Attendance: 11000

Is this a new event:

### Event Additional Information

Run/Walk: ☐

Music/Concert: ☐

Festival: ☒

Rally: ☐

Parade: ☐

Posting no parking signs or bagging meters? ☒

Other: ☐

If other, please describe:

### Site Map

Each event application must include a detailed event site map with the following items a applicable:

- Accessible paths for wheelchairs as well as disabled parking spaces
- Dumpsters
- Emergency vehicle access lanes (minimum of 20')
- Event Perimeter
- Garbage and Recycling - cleanup and trash/recycling plans are required with the site map
- Portable toilets
- Signage
- Stages
- Temporary Structures
- Tents
- Vendors

A helpful online resource for route mapping is: [Map My Run](#)

I understand I must attach site map and route map with this application, if applicable: ☐

## Location Information

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Capitol Square: ☐

State Street Mall (700/900): ☐

30 on the Square: ☐

Other: ☒

Street Names and Block Numbers:

No parking is from 6AM to 6PM, on these streets:

Olin-Turville Court, Lakeshore Court, Edgewater Court,  
300 block E. Lakeside Street,  
Sayle Street,  
10 block Van Deusen Street

## Event Dates

Setup Date	Setup Time	Event Start Date	Event Start Time	Event End Date	Event End Time	Cleanup Completed Date	Cleanup Completed Time	Rain Date
08/13/2022	6am	08/13/2022	6am	08/13/2022	6pm	08/13/2022	8pm	

## Temporary (Picnic/Beer) Licenses

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Visit the [City of Madison City Clerk's Office](#) website under heading "Temporary Picnic/Beer License" to apply.

Will beer/wine be sold?(\$):

Will beer/wine be served (Free of charge)?:

I understand that a Certificate of Insurance with liquor liability, naming the City of Madison as additional insured, is required: \* ☐

I understand I must apply for Temporary (Picnic/Beer) License to serve or sell beer/wine for this event: ☐

If the Temporary (Picnic/Beer) License is denied will the event occur?: **No**

## Street Use Event Vending License

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If food will be sold please visit the [Public Health - Madison & Dane County](#) website.

I understand a Special Event License Application listing the vendors and their Sellers ID# is required: ☐

Will food and/or merchandise be sold?(\$):

Estimate number of vendors:

## Public Amplification Permit

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If public amplification is needed it must be kept to a reasonable level at all times and must end by 11 pm.

Will there be Public Amplification?(\$):

☐

Start Date	Start Time	End Date	End Time	Rain Date
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### SAFETY AND SECURITY

- Complete the Emergency Action Plan (EAP) template below to provide information about the safety plan for your event.
- For large events, contact [Madison Fire](#) prior to submitting the street use permit application, so they can review and make recommendations for additional emergency plan requirements.
- At the review of the street use permit application, Police and Fire Department representatives may also require [Special Duty Police Officers](#) or Fire Inspector staffing at your event. If MPD designates an event as a District Event, the organizer must contact [Central District MPD](#), (608) 266-4482, regarding Madison Police requirements for the event.

Emergency Action Plan [PDF/ MS Word](#)

### RUN/WALK EVENTS

For run/walk events, organizers are strongly encouraged to contact [Police](#), [Traffic Engineering](#) and [Madison Metro](#) prior to submitting an application so these agencies can review and make recommendations on the proposed route(s).

I understand that I must submit the Emergency Action Plan:

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### Equipment Rental - Downtown events only.

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Will you need equipment rental from the City of Madison?(\$):

No

Trash Barrels:

0

Recycling Barrels:

0

Dumpsters:

0

Electrical Adaptors:

0

### Marketing

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Conditional approval of the event is required before promoting, marketing or advertising the event.

Do you want this included in the Madison Parks calendar of events?:

No

Event Website:

Notes:

## Acknowledgement

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If a street use permit is issued for the event, the Applicant agrees to comply with all permit conditions, and understands that failure to comply with any condition or any violation of law may result in the immediate cancellation of the event

Further, the Applicant is legally responsible and financially liable to the City of Madison for all city fees and costs associated with the overall organization, management, and implementation of the event and its related activities and maintains ultimate liability for payment of all fees and costs assessed by the City of Madison.

I have read the Acknowledgement: ☒

## Indemnification

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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.

I have read the Acknowledgement: ☒

## Signature

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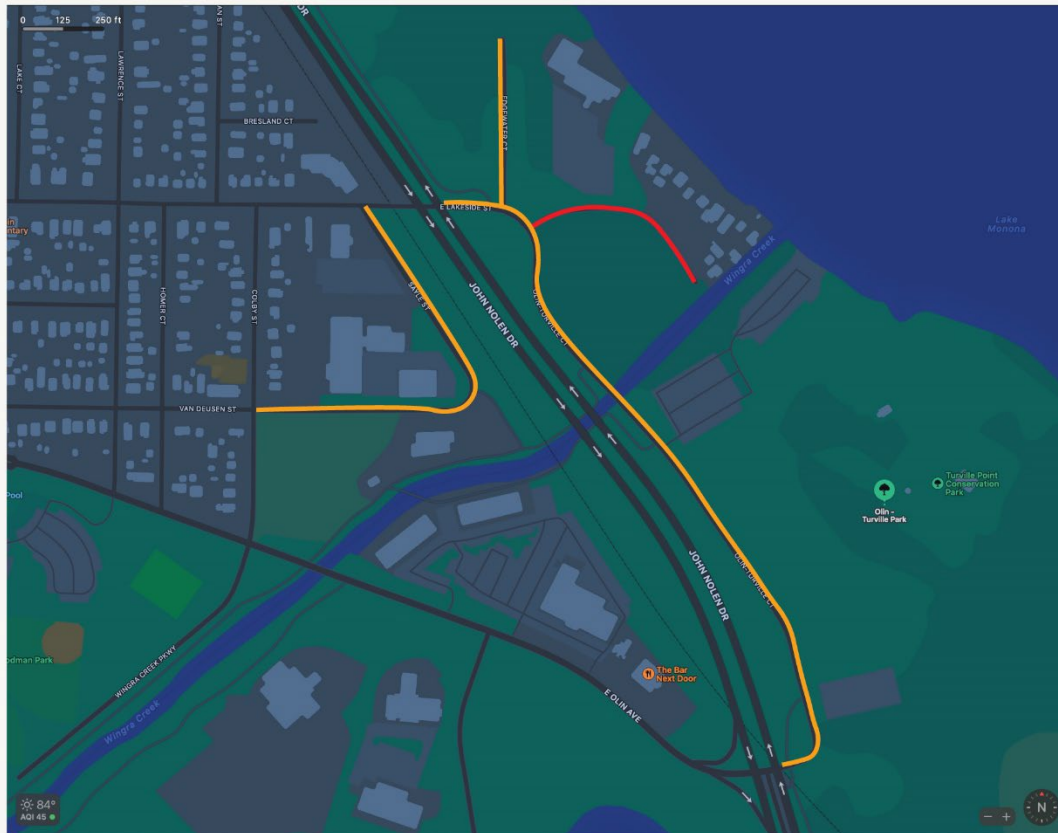
By initialing, I/we  
waive the 21-day  
decision  
requirement :

rk

Signature:                      ralph kuehn

Date:                              06/14/2022

SU site map



- No parking/No access except residents
- No parking



## NBP PETITION FOR STREET USE PERMIT APPLICATION

This signature petition must be signed by an adult resident/occupant of at least 75% of the residential and/or non-residential units on the street(s) for which closure is requested.

We, the undersigned residents of the \_\_\_\_\_ block of \_\_\_\_\_, a street in the city of Madison, request consent to the recreational use of this street between the hours of 6 AM and 6 PM on SATURDAY, 8/13/22 (day/date) and do hereby petition the Street Use Staff Commission to grant a Street Use Permit for us to use said street for said purpose and do hereby agree to abide by the conditions of the permit.

We designate TOM JONES (contact person) as the responsible person or persons who shall sign an application for a Street Use Permit on our behalf.

Please attach pages if additional signatures are required.

SIGNATURE	ADDRESS	DATE
<i>Shirley Anphilyte</i>	370 E. Lakeside	4/15/22
<i>John P. Jones</i>	17 Lakeshore Ct	4/15/22
<i>John P. Jones</i>	17 Lakeshore Ct	4/15/22
<i>John P. Jones</i>	13 LAKESHORE CT	4/15/22
<i>John P. Jones</i>	16 LAKESHORE CT	4/16/22
<i>Magnum R. Thomas</i>	16 Lakeshore Ct	4/16/22
<i>Ali Fox</i>	382 E Lakeside	4/16/22
<i>Alisa Lowe</i>	382 E Lakeside St	4/16/22
<i>Alisa Lowe</i>	366 E Lakeside St	4/18/22
<i>Timothy Gerke</i>	366 E Lakeside	4/18/22
<i>Timothy Gerke</i>	374 E Lakeside Madison	4/18/22
<i>Cesiah Tira</i>	374 E Lakeside Madison	4/18/22
<i>John Harper</i>	350 E Lakeside St	4/18/22
<i>John Harper</i>	350 E Lakeside St	4/18/22
<i>Jennifer Ruiz</i>	13 Lakeshore Ct #2	4/22/22

I, Thomas P. Jones, am personally acquainted with the persons who have signed the foregoing petition and know them to be residents of the street(s) proposed to be closed. I further certify that the foregoing petition is signed by an adult resident/occupant of at least 75% of the residential and/or non-residential units on the street(s) for which closure is requested.

Signature of Circulator

*John P. Jones*

Date 4-22-2022

# Great Taste of the Midwest Event Emergency Preparedness Plan:

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Name of Event: Great Taste of the Midwest

Date: 08/13/2022

Time of Event: 12-6pm

Location: Olin Park Madison

Address: 1156 Olin-Turville Court, Madison, WI 53715

Number of Attendees: ~10,000

## **Host Organizational Event Staff Chart and Responsibilities:**

Paul McGuire - MHTG President, Contact number: 608-217-4160

Lee Jones - Vice President, Contact number: 608-239-3232

Jason Walters- Great Taste Event Chairman, Contact number: 608-513-6456

## **Primary Emergency Event Managers (PEEM):**

Lee Jones- Police and EMS Liaison, Contact number: 608-770-6082

Doug Randall- Security/ Parking, Contact number: 608-215-8329

Aaron Walters- Fire Marshall, Contact number: 608-225-9968

Nick Balasz- Park Layout, Contact number: 608-658-8660

Fred Swanson- Brewer's Liaison, Contact number: 608-358-7574

Ralph Kuehn- City/ Parks Liaison, Contact number: 757-604-1843

Bob Harvey- Waste Removal and Recycling, Contact number: 608-843-6583

## **Secondary Emergency Event Managers (SEEM):**

Dan Bush- Treasurer

Mark Leitermann/ John Harrington – Gate/ Tickets

Mark Kochanski – Traffic Control

Carl DuRocher / Jim Mayhew- Shuttles/ Buses/ Taxis

Steve Andrews- Club Tent

Jim Mayhew- GT Committee

Steve Krieger- Volunteer Coordinator

Justin Kuehn- Club Quartermaster

## **Third Level Managers:**

All other event managers (czars)

## **Event Staff:**

Great Taste volunteers/ hired security and event staff.

## **Ancillary Staff:**

Police, EMS and Fire Resources

Private Security for Hire

Dane County Sheriff patrols and lake patrols.

## **Police Department Contacts:**

South Madison Precinct- 825 Hughes Pl, Madison, WI 53713

Phone: (608) 266-5938

Madison Police Department

Central Station- 211 S. Carroll St. Madison, WI 53703

Non-Emergency Dispatch: (608) 255-2345

Hours: Monday - Friday; 8am - 4pm

## **Madison Fire Department:**

City of Madison Fire Department- 314 W. Dayton St, Madison, WI 53703

Administration Phone: (608) 266-4420

Dane County Communications Non-Emergency Line: (608) 255-2345 Fax: (608) 267-1100

Email: [fire@cityofmadison.com](mailto:fire@cityofmadison.com) Office Hours: M - F: 8:00 am - 4:30 pm



### **City of Madison Mayor's Office:**

210 Martin Luther King Jr Blvd, Room 403  
Madison, WI 53703

Contact the Mayor

Phone: (608) 266-4611

Fax: (608) 267-8671

<https://www.cityofmadison.com/mayor/contact>

### **City of Madison Contacts:**

The Parks Division is Claire Oleksiak Community Services Manager - [coleksiak@cityofmadison.com](mailto:coleksiak@cityofmadison.com)

Parks Division, City of Madison 210 MLK Jr. Blvd. Rm. 104

608-243-0187 (office)

607-339-1340 (cell)

### **County of Dane:**

City-County Building, Room 425

210 Martin Luther King Jr. Blvd.

Madison, WI 53703

<https://www.countyofdane.com/>

### **Dane County Sheriff's Office:**

115 West Doty Street

Madison, WI 53703

Non-Emergency Dispatch (County): (608) 266-4948

### **\*\*\*Point of Contacts for the Event Communications:**

Jason Walters

Mark Alfred

Fred Swanson

## Risks to the Great Taste:

All actions need to be communicated to the various levels of event managers and staff. It should be initiated through the radios and filtered to the various levels based on the severity of the actions and the persons impacted.

At the very least, every facility should develop and implement an emergency plan for protecting staff, volunteers and all attendees. This part of the emergency plan is called “protective actions for life safety” and includes building evacuation (“fire drills”), sheltering from severe weather such as tornadoes. Lockdown is protective action when faced with an act of violence.

When an emergency occurs, the first priority is always life safety.

The second priority is the stabilization of the incident. There are many actions that can be taken to stabilize an incident and minimize potential damage. First aid and CPR by trained employees can save lives. Use of fire extinguishers by trained employees can extinguish a small fire.

Some severe weather events can be forecast hours before they arrive, providing valuable time to protect a facility. A plan should be established and resources should be on hand, or quickly, available to prepare a facility. The plan should also include a process for damage assessment, salvage, protection of undamaged property and cleanup following an incident. These actions to minimize further damage and business disruption are examples of property conservation.

### Protective Actions for Life Safety

When there is a hazard within an event such as a fire or chemical spill, occupants within the event should be evacuated or relocated to safety. Other incidents such as a bomb threat or receipt of a suspicious package may also require evacuation. If a tornado warning is broadcast, everyone should be moved to designated shelters- under the bridge and the event cancelled. To protect employees from an act of violence, “lockdown” should be broadcast and everyone should hide or barricade themselves from the perpetrator. Law enforcement should be called and should have un-impeded access to the park.

Protective actions for life safety include:

Evacuation

Sheltering

Shelter-In-Place

# Action Plan:

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## Note:

The actions taken in the initial minutes of an emergency are critical. A prompt warning to volunteers and staff to evacuate, shelter or lockdown can save lives. Any emergency response should originate with the folks equipped with radios. A call for help to public emergency services that provides full and accurate information will help the dispatcher send the right responders and equipment.

All emergency staff person need to be stationed nearby or in close proximity to the event.

All critical event staff need to be prepared. An employee trained to administer first aid or perform CPR can be lifesaving.

All information should be coordinated through the President and Great Taste Chair and EMS/ Security liaisons for accuracy and timeliness. All should be equipped with radios, maps and be aware of the layout.

All radio staff should also have maps and be trained to call out emergencies as needed.

### A. *Emergency Notification*

1. In the event of an emergency, notification of the emergency will be **through the use of 911**. The caller should have the following information available to the 911 operator:

- a. Location of the emergency
- b. Nature of the emergency
- c. Contact person with callback number

### B. *Weather Conditions during the Event. Weather forecasts and current conditions will be monitored through the National Weather Service*

2. Before the event – if severe weather is predicted prior to the event, the PEEM staff will evaluate the conditions and determine if the event will remain scheduled.

3. During the event – if severe weather occurs during the event, the PEEM, SEEM and other designated staff including ancillary and local EMS staff will notify all attendees that a hazardous weather condition exists and proceed to direct them to shelter.

4. Please be cognizant that there are very limited provisions for sheltering participants in the events of severe weather.

5. This event will follow the 30-30 Rule for lightning. If lightning is observed and thunder is heard within 30 seconds, the event will be delayed until 30 minutes have passed since thunder was last.

C. *Fire*

1. Should an incident occur that requires the Fire Department, 911 will be utilized to request this resource. The caller should have the following information available to the 911 operator:

- a. Location of the emergency
- b. Nature of emergency
- c. Contact person with callback number

D. *Medical Emergencies*

1. As with any outdoor event, there is potential for injury to the participants. The types of injuries are various and include those that are heat related as well as traumatic injuries and medical occurrences.

2. On-site Emergency Medical Services (EMS) at this event will include the following:

Should an incident occur that requires Emergency Medical Services, the on-site EMS office should be contacted. The caller should have the following information available to the on-site EMS officer or 911:

- a. Location of the emergency
- b. Nature of emergency
- c. Contact person with callback number

E. *Law Enforcement*

1. On-site law enforcement at this event should include the following:

Should an incident occur that requires Law Enforcement, the on-site law enforcement will be contacted to request this resource. The caller should have the following information available to the on-site law enforcement or 911:

- a. Location of the emergency
- b. Nature of emergency
- c. Contact person with callback number

F. *Emergency Vehicle Access*

1. Access for emergency vehicles will be maintained at all times.

2. Fire lanes/zones, fire hydrants, and fire extinguishers will not be obstructed.
3. Participants and spectators will be directed to park in approved areas and not obstruct protective features, sidewalks, or public thoroughways.
4. Crowd control will be managed by: All available and able event Czars and designated ancillary staff.
5. Parking for vendor and staff vehicles will be located at: Predetermined areas.
6. Attendees are encouraged to take cabs, buses and shuttles to the event.

### **Evacuation:**

- Prompt evacuation of employees requires a warning system that can be heard throughout the building. Since there is no fire alarm system, air horns, portable loudspeakers and or staff- czars and event organizers should filter through the park asking folks to leave in a calm orderly fashion. Alternative means utilizing event/ ancillary resources as another means to warn everyone or get compliance to evacuate. If possible sound the evacuation signal during planned drills so employees become familiar.
- Make sure that there are sufficient exits available at all times.
- Appoint an evacuation team leader and assign volunteers to assist in the overall o direct evacuation of the park. Assign a czar (possibly Bob Harvey) to assist persons with disabilities during an emergency. Contact the fire department to develop a plan to evacuate persons with disabilities.

### **Sheltering:**

If a tornado warning is broadcast, a distinct warning signal should be sounded and everyone should move to shelter in the strongest part of the building. Shelters may include basements or interior rooms with reinforced masonry construction. Evaluate potential shelters and conduct a drill to see whether shelter space can hold all employees. Since there may be little time to shelter when a tornado is approaching, early warning is important. If there is a severe thunderstorm, monitor news sources in case a tornado warning is broadcast. Subscribe to free text and email warnings, which are available from multiple news and weather resources on the Internet.

#### **Shelter-In-Place**

If, as part of this event, an explosion, or act of terrorism has occurred, public emergency officials may order people in the vicinity to “shelter-in-place”. You should follow the shelter-in-place plan. The plan should include a means to warn everyone to move away from the incident and move to a safe place. It also involves working with law- enforcement – listening and following their commands. The Olin Park Barn may offer some protection in regards to this eventuality.

## Lockdown:

An act of violence in the workplace could occur without warning. If loud “pops” are heard and gunfire is suspected, all patrons should be guided to a place of refuge. Multiple event staff people should be trained to broadcast a lockdown warning from a safe location. Suggestion for this: our command center in the Barn.

## OTHER THREATS:

Technology caused events

Utility interruption or failure (telecommunications, electrical power, water, gas, steam.

Cyber security (data corruption/theft, loss of electronic data interchange or ecommerce, loss of domain name server, spyware/malware, vulnerability exploitation/botnets/hacking, denial of service)

## Water Damage:

Salvage and Actions to Prevent Further Damage Following an Incident:

- Separating undamaged goods from water-soaked goods.
- Compile an inventory of available equipment, tools and supplies and include it with the emergency response plan.
- Identify precautions for equipment exposed to water or high humidity and procedures for restarting machinery and equipment.
- Identify contractors and plan on who would be called to assist with clean up and property conservation efforts. Keep in mind that competition for contractors, labor, materials and supplies prior to a forecast storm or following a regional disaster may be intense. Plan ahead and secure contractors and other resources in advance.



## Active Shooter Protocols:

An Active Shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated area; in most cases, active shooters use firearms(s) and there is no pattern or method to their selection of victims.

Active shooter situations are unpredictable and evolve quickly. Typically, the immediate deployment of law enforcement is required to stop the shooting and mitigate harm to victims.

Because active shooter situations are often over within 10 to 15 minutes, before law enforcement arrives on the scene; individuals must be prepared both mentally and physically to deal with an active shooter situation.

### 1. Evacuate

If there is an accessible escape path, attempt to evacuate the premises. Either through the accessible roadway or directly by the boat launch.

- Evacuate everyone possible regardless of whether others agree to follow
- Leave patron's and staff belongings behind
- Help other patrons and staff escape, if possible
- Work with police to prevent individuals from entering an area where the active shooter may be
- Keep all hands visible
- Follow the instructions of any police officers
- Do not attempt to move wounded people
- Call 911 when it is deemed to be safe

### 2. Hide Out

If evacuation is not possible, find a place to hide patrons where the active shooter is less likely to find staff or patrons. Suggestions of places- the Pavilion or bike path under John Nolen Dr.

A hiding place should:

- Be out of the active shooter's view
- Provide protection if shots are fired.
- Not trap you or restrict your options for movement

To prevent an active shooter from entering your hiding place:

- Lock the Pavilion door

- Blockade the Pavilion door with heavy furniture

#### HOW TO RESPOND WHEN LAW ENFORCEMENT ARRIVES

Law enforcement's purpose is to stop the active shooter as soon as possible. Officers will proceed directly to the area in which the last shots were heard.

- Officers usually arrive in teams of four (4)
- Officers may wear regular patrol uniforms or external bulletproof vests, Kevlar helmets, and other tactical equipment
- Officers may be armed with rifles, shotguns, handguns
- Officers may use pepper spray or tear gas to control the situation
- Officers may shout commands, and may push individuals to the ground for their safety

How to react when law enforcement arrives:

- Remain calm, and follow officers' instructions
- Put down any items in hand (i.e., bags, jackets)
- Immediately raise hands and spread fingers
- Keep hands visible at all times
- Avoid making quick movements toward officers such as holding on to them for safety
- Avoid pointing, screaming and/or yelling
- Do not stop to ask officers for help or direction when evacuating, just proceed in the direction from which officers are entering the premises

Information to provide to law enforcement or 911 operator:

- Location of the active shooter
- Number of shooters, if more than one
- Physical description of shooter/s
- Number and type of weapons held by the shooters and victims in the vicinity.

## Preparedness details:

Post evacuation signs (MHTG and its event management staff will help lead/ direct patrons to points of safety utilizing the radios they possess).

The czars and other event staff will contact primary, secondary staff for information on incident.

Law enforcement will be busy containing the incident and will not be an initial primary source of information.

All incident details should come from primary / secondary management staff.

Follow all instructions from all emergency personnel.

### Incident Stabilization

Roles and Responsibilities for GT Czar and President and Emergency Management staff:

- Assign personnel the responsibility of controlling access to the emergency scene and for keeping people away from the areas where the incident(s) have occurred.
- Compile a site-plan and plans for the venue. Plans should show the layout of access roads, parking areas, buildings on the property, building entrances, the locations of emergency equipment and an evacuation route (Nick should work with Lee to plan).
- Provide a copy of the plan to the public emergency services that would respond to your facility and others with responsibility for building management and security.
- Develop call signs/ phrases to alert staff on emergencies.

Training and Exercises

- Train personnel so they are familiar with detection, alarm, communications, and warning and evacuation plan.
- Review plans with staff to ensure they are familiar with their role and can carry out assigned responsibilities.
- Conduct evacuation, sheltering, sheltering-in-place and lockdown drills so employees will recognize what they will need to do.
- Facilitate exercises to practice the plan, familiarize personnel with the plan and identify any gaps or deficiencies in the plan.
- Make sure all czars are aware of the location of safety equipment and emergency tea and their responsibilities.

Facilitate exercises to practice your plan.

## **Insurance Information and Contact:**

TRICOR Insurance:

Adam Kruser

Business Insurance Specialist

Direct: 608-338-1114

Office: 608-288-1800 x1718

[kruser@tricorinsurance.com](mailto:kruser@tricorinsurance.com)

## **Items to purchase or have accessible at the event:**

Fire extinguishers, antiseptic gloves, first aid kits, work gloves, florescent safety vests, glowing traffic hand signs, ladders, generators, brooms and debris removal items( shovels, rakes etc....), water, sunscreen, aprons, ear plugs, water-proof and rain jackets, lock-boxes, breathalyzer, blankets. Staff rain gear, radios, flashers and flares. Florescent signage should be the norm for all areas of the GT involving exits, parking, boat ramp and street access. Permits are available or request by EMS personnel.

## **Post event assessment should always include a risk and preparedness assessment report.**

This should include pros- accomplishments, areas of improvements and recommendations for future events.

Recommended training- CPR or all senior Event Staff.

Develop a checklist as part of the event review.