



City of Madison

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

Meeting Minutes - Approved STREET USE STAFF COMMISSION

Wednesday, May 30, 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:
Kay Bentley and Mike O'Brien

Present: 9 -

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

Excused: 2 -

Walter Meyer 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

1. [26360](#) WISCONSIN CHINESE CULTURE DAY (WCCD)
100 MLK, Jr. Blvd. Sa, Sept. 22, 2012, 8a-3p
Festival with Chinese cultural exhibitions, food and performances.
Discuss schedule, set-up and activities
Jundong Lim, Madison Area Chinese Community Organization (MACCO)
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.
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.

Coordinate activities, schedule with the Dane County Farmers' Market manager, 608-455-1999.
Call 608-267-8756 to arrange for meter bags. Remove meter bags when event has ended.
Provide and maintain access for M&I drive thru customers during hours of operation.
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.

2. [26361](#)

GREAT MIDWEST MARIJUANA HARVEST FEST
State St. Mall / 700-800 State St. Sa, Oct. 6, 10a-7p
Su, Oct. 7, 10a-3p
Annual rally. Discuss set-up, schedule and activities.
Ruth Reifeis, GMMHF Collective

ACTION: Approved with Conditions

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Street Use Staff Commission approves sales of non-homemade/hand crafted merchandise within event perimeter.

Coordinate activities with Fire Chiefs Parade.

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.

3. [26464](#)

ALL CITY SWIM AND DIVE MEET 2012
Please see attachments for street closures
Set-up: W, Aug 1
Event: R, Aug 2, 7am - Sa, Aug 4, 6pm
Take-down: Su, Aug 5
Annual swim/dive meet. Discuss event set-up, schedule and activities.
Nathan Brinkman, Hawk's Swim and Dive Team Booster Club, Inc.

ACTION: Approved with Conditions

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Neighborhood and Alder notification required.

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

Maintain access to Metro stops.

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.

4. [26490](#)

MSNBC THE ED SHOW

E. Washington & Pinckney Tu, June 5, 2012, 9a-12a

Live broadcast of The Ed Show. Discuss location, route, schedule, set-up and activities.

Greg Vreeland, MSNBC

ACTION: The Street Use Staff Commission determined a Street Use Permit was not required for the event as proposed.

5. [26491](#)

YOUTH SUMMER ACTIVITIES

Theresa Terrace Mondays, June 18-Aug. 27, 2-5:30p

Weekly "Kids Activity Day" throughout the summer. Activities include arts & crafts, basketball, relays, dance-offs, food served & more. Discuss location, schedule, set-up and activities.

Tamar Pardee

ACTION: Approved with Conditions

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Resident petition on file.

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 "No Parking" signs. Remove signs when event has ended.

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.

6. [26492](#)

ANNIVERSARY BLOCK PARTY

600-700 Jupiter Dr. Th, June 28, 2012, 10a-5p

Celebration for Oak Place Park's 6th Anniversary. Discuss location, set-up, schedule and activities.

Katie Lowe, Oark Park Place

ACTION: Approved with Conditions

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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 "No Parking" signs. Remove signs when event has ended.
 20' emergency access lane must be maintained throughout event area.
 Event organizer/sponsor is responsible for clean up of event area.
 No bouncy house on the pavement.

7. [26493](#) THE EAST MAIN SUMMER SOCIAL
 100 block E. Main St. F, Aug 10, 10am-1am
 Beer Fest Eve - benefit event for WI Academy for Graduate Service Dogs.
 Discuss event set-up, schedule and activities.
 Brian Haltinner, Maduro Cigar Bar
ACTION: Refer to 6/13/2012 Meeting

B. STREET USE PERMIT APPLICATIONS FOR ROUTINE REQUESTS

1. [26465](#) SOLIDARITY BRAT FRY
 Webster Street - Meters 2344, 2343, 2342
 W, Jun 13, 10am-2pm
 Brat Fry. Discuss event set-up, schedule and activities.
 Sean Heiser, AFSCME
ACTION: Approved with Conditions
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 Certificate of insurance listing the City of Madison as additional insured is required - on file.
 No closure – parking only.
 Call 608-267-8756 to arrange for meter bags. Remove meter bags when event has ended.
 8' pedestrian pathway must be maintained on sidewalks 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. [26182](#) JUNETEENTH CELEBRATION
 Penn Park F-Sa, June 15-16, set-up at 3pm, 10am-6pm
 Annual festival and run/walk. Discuss event set-up, schedule, route and activities.
 Annie Weatherby-Flowers, Kujichagulia MCSD
ACTION: Approved with Conditions
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 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).

Parks Department provides barricads.

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

Barricades at Fisher & Dane and Buick & Taft must be attended by event staff or volunteers throughout the event to allow vendor access to disability parking.

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

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

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. [26364](#)

OPERA IN THE PARK

Parking restrictions: Th, July 19 - Su, July 22

S. Rosa Rd. - Mineral Pt. to Driftwood Ave.

S. Hill Dr. - Eddy St. to Carillon

Driftwood - Eddy St. to S. Rosa Rd.

Closure: during performance, Sa, July 21 only

S. Rosa Rd.

Annual outdoor opera concert at Garner Park. Discuss schedule, set-up, activities and whether attendance at street use meeting is required.

Karra Beach, Madison Opera

ACTION: Refer to 6/13/2012 Meeting

4. [26466](#)

200 POTTER STREET

Neighborhood Block Party

Su, Jun 3, 3-9pm

Steven Elmore

ACTION: Approved with Conditions

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Resident petition - on file.

The event organizer is responsible for making arrangements to pick up and return the barricades and "Road Closed" signs required to close the street.

Please contact the Sayle Street Garage, 608-266-4767, 1120 Sayle St., Monday-Friday, 8:30am-3:00pm. The organizer will need a vehicle that can accommodate 12' barricades. Approved Neighborhood Block Parties are given up to 8 barricades at no cost (\$5 rental fee per barricade for each additional).

For weekend events, equipment pick up will only be on Fridays, 8:30am-3:00pm and must be returned the following Monday, 8:30am-3:00pm. Call 608-267-8756 to arrange for "No Parking" signs. Remove signs when event has ended.

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

Event organizer/sponsor is responsible for clean up of event area.

5. [26494](#)

100 OHIO AVE.

Sa, June 9, 3p-sunset

Neighborhood Block Party.

Lora Schmid-Dolan

ACTION: Approved with Conditions

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Resident petition - on file.

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

Event organizer/sponsor is responsible for clean up of event area.

6. [26495](#)

3900 PRISCILLA LANE

Su, June 10, 2-7p

Neighborhood Block Party.

Glenn Christians

ACTION: Approved with Conditions

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Resident petition - on file.

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

Event organizer/sponsor is responsible for clean up of event area.

7. [26496](#)

2200 KEYES AVE.

Su, June 10, 12-8:30p

Neighborhood Block Party.

Tamara Bryant

ACTION: Approved with Conditions

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activities for which the permit is granted.

Resident petition - on file.

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

Event organizer/sponsor is responsible for clean up of event area.

8. [26500](#)

500 VALLEY RD.

Su, June 10, 3-8p

Neighborhood block party.

Jim Lewis

ACTION: Approved with Conditions

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Resident petition - on file.

The event organizer is responsible for making arrangements to pick up and return the barricades and "Road Closed" signs required to close the street. Please contact the Sayle Street Garage, 608-266-4767, 1120 Sayle St., Monday-Friday, 8:30am-3:00pm. The organizer will need a vehicle that can accommodate 12' barricades. Approved Neighborhood Block Parties are given up to 8 barricades at no cost (\$5 rental fee per barricade for each additional). For weekend events, equipment pick up will only be on Fridays, 8:30am-3:00pm and must be returned the following Monday, 8:30am-3:00pm. Call 608-267-8756 to arrange for "No Parking" signs. Remove signs when event has ended.

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

Event organizer/sponsor is responsible for clean up of event area.

9. [26467](#)

800 VAN BUREN

Neighborhood Block Party

Sa, Jun 16, 11:30am-10:30pm (Rain Date: Su, Jun 17)

Chris Thomas

ACTION: Approved with Conditions

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Resident petition - on file.

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Monday-Friday, 8:30am-3:00pm. The organizer will need a vehicle that can accommodate 12' barricades. Approved Neighborhood Block Parties are given up to 8 barricades at no cost (\$5 rental fee per barricade for each additional). For weekend events, equipment pick up will only be on Fridays, 8:30am-3:00pm and must be returned the following Monday, 8:30am-3:00pm. Call 608-267-8756 to arrange for "No Parking" signs. Remove signs when event has ended.
20' emergency access lane must be maintained throughout event area.
Event organizer/sponsor is responsible for clean up of event area.

- 10. [26505](#) WE ARE WI - GOTV KICK-OFF
1602 Park St. - sidewalk closure only F, June 1, 10a-11p
Live music event on Labor Temple property. Request to close sidewalk behind stage area.
Kimberly Warkentin, We Are Wisconsin
ACTION: Application Withdrawn

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 - June 13, 2012

VII. ADJOURNMENT

UPCOMING EVENTS