



City of Madison

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

Meeting Minutes STREET USE STAFF COMMISSION

Wednesday, October 28, 2015

10:00 am

Parks Conference Room
210 Martin Luther King, Jr. Blvd.
Room 108 (City-County Building)

I. CALL TO ORDER / ROLL CALL

Also in attendance were City Employees: Mark Kiesow, Kay Bentley, and Jennifer Krueger Favour

II. APPROVAL OF MINUTES

Minutes were approved.

III. PUBLIC COMMENT

No members of the public registered to speak regarding items not on the agenda.

IV. DISCLOSURES AND RECUSALS

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

V. NEW BUSINESS

1. Accepting Nominations for the 2015 Jeffrey Clay Erlanger Award

Presented information regarding 2015 Jeffrey Clay Erlanger Award.

VI. STREET USE PERMIT APPLICATIONS FOR SPECIAL EVENTS

1. TURKEY TROT

Th, November 26, 6am-12pm

Start and Finish at Vilas Park

Discuss location/route, schedule, set-up and activities.

Peter Starykowicz, All Community Events

Approved with the following conditions:

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.

- X Certificate of insurance listing the City of Madison as additional insured is required - on file.
- X Special duty officers required for event. Call 608-267-8676 to arrange.
- X 20' emergency access lane must be maintained throughout event area.
- X Maintain access to Metro stops.
- X Call 608-267-8756 to arrange for "No Parking" signs. Remove signs when event has ended.
- X No permanent marking, including spray chalk or stickers, on streets, sidewalks, paths or city landscaping is allowed.
- X No inflatables.
- 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 Noise must be kept to a reasonable level at all times.
- X Parking plan

2.

MADISON WINTER FESTIVAL - 2016

Capitol Square, 30 on the Square, 100 E & W Wash, WI Ave & MLK
F, Feb 12 - Su, Feb 14, 2016 /10am-11pm

Annual winter festival including Frosty 1.5 mile Dog Jog & Walk, Frosty 5K Run & Walk, Frosty Kids Fun Run (please see attached maps for routes).

Discuss location, schedule, set-up, route and activities.

Yuriy Gusev, Central Cross Country Ski Association

Approved with the following conditions:

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.

- X Special duty officers required for event. Call 608-267-8676 to arrange.
- X Certificate of insurance listing the City of Madison as additional insured is required - on file.
- X 20' emergency access lane must be maintained throughout event area.
- X Metro rerouted to outer loop. Standard rerouting fee applies.
- X Metro route(s) detoured by event. Fee/route detoured applies.
- X Barricade placement as per plan on file with Traffic Engineering (TE).
- X The Capitol Square will be closed by an approved private contractor (Lake Shore Athletics).
- X Call 608-267-8756 to arrange for meter bags and "No Parking" signs. Remove meter bags and signs when event has ended.
- X Event cannot displace licensed city vendors.
- X Provide and maintain access for BMO Harris drive thru customers during hours of operation.
- X Provide and maintain access to Inn on the Park during the event.
- X Provide and maintain access to the parking ramp on East Main and Webster.
- X Provide and maintain access to the alley on the 100 block of West Washington for Grace Episcopal parking and deliveries. Contact the Rector at Grace, 608-255-5147.
- X No permanent marking, including spray chalk or stickers, on streets, sidewalks, paths or city landscaping is allowed.
- X No inflatables.
- 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 Noise must be kept at reasonable levels at all times

X Streets, parking, and sidewalks within the event perimeter must be cleared of snow to pavement and salted.

VIII. ADJOURNMENT