



City of Madison

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

Meeting Minutes - Approved STREET USE STAFF COMMISSION

Wednesday, February 5, 2014

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: June Groehler, Lt. Dave McCaw and Wally Meyer

Present: 7 - Kelli Lamberty
Susan Barica
Katie Sellner
Tom Mohr
Bill Putnam
Eric Veum
Laura Bauer

Excused: 4 - Carl Strasburg
Jeremy McMullen
John Fahrney
Mike O'Brien

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

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

V. STREET USE PERMIT APPLICATIONS FOR SPECIAL EVENTS

1. [32971](#) 2014 MADISON SHAMROCK SHUFFLE
Start/Finish: 400 State St (please see attached map for route)
Su, Mar 16, 6am-12pm
Annual run/walk to benefit the Boys and Girls Club of Dane County. Discuss location, schedule, set-up, route and activities.
Steve Donovan, Shamrock Shuffle, Inc.

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.

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

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

3 Metro routes detoured by event. Fee/route detoured applies.

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

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

Event cannot displace licensed city vendors.

No inflatables.

No permanent marking, including spray chalk and stickers, on streets, sidewalks, paths or city landscaping is allowed.

Event organizer/sponsor is responsible for clean up of event area, including removal of trash and recycling. Charges will be assessed for any City staff time or resources required for clean up.

Keep participants off upper State Street.

2. [32979](#)**OUTREACH PRIDE PARADE**

Staging: Ingersoll/Central Park

Parade: Ingersoll to Williamson to Wilson to King St. to Capitol

Rally: Capitol Square

Su, Aug 10, 11am-5pm

Annual parade/rally to benefit Outreach, Inc. Discuss location, schedule, set-up, route and activities.

Steve Starkey, Outreach, Inc.

ACTION: Refer to Future Street Use Meeting

VI. STREET USE PERMIT APPLICATIONS FOR ROUTINE REQUESTS**1. [32833](#)****2014 SCHOOL SHOWS AT THE OVERTURE**

No street closure, request is for parking only: 100 block Fairchild, 200 & 300 block W Mifflin, 0 & 100 block Henry, 300 block W Washington, 100 block Broom, 300 block W Dayton, 300 block W Johnson (please see attached map)

Please see attached dates/times, additional dates will be added once verified

Annual school shows at the Overture Center for the Arts. Discuss location, schedule, set-up and activities.

Richard Bertrang, Overture Center for the Arts

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

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

Event organizer/sponsor provides meter bags and barricades, and is responsible for set-up/take-down.

Maintain access to Metro stops.

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

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

No permanent marking, including spray chalk or stickers on streets sidewalks, paths or city landscaping is allowed.

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. [32808](#)

SAFETY SATURDAY

100 MLK, 10 E & W Main, 10 S Pinckney St

Sa, June 14, 7:15am-1:30pm

Annual safety awareness event including displays and demonstrations.

Discuss location, schedule, set-up and activities.

Bernadette Galvez, City of Madison Fire Department

ACTION: Refer to Future Street Use Meeting

3. [32809](#)

DANE COUNTY FIRE CHIEFS ANNUAL FIRE TRUCK PARADE

Staging: Langdon from Lake to N Henry, and Lake from University to Mendota Ct

Parade: State St

Display: Capitol Square from Wisconsin Ave to State St to W Washington

Su, Oct 5, 11:30am-3:30pm

Annual parade of fire trucks. Discuss location, schedule, set-up, route and activities.

Ed Ruckriegel, City of Madison Fire Department

ACTION: Refer to Future Street Use Meeting

4. [32939](#)

900 WHITTIER STREET

Neighborhood Block Party

Sa, June 7, 9am-9pm

Jeff S Porter

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.

VII. ONGOING BUSINESS / ANNOUNCEMENTS

1. Recap recent street use events
2. Updates on event issues - construction, proposals, procedures, changes in process, event information, etc.
3. Preview upcoming events - see below and 2014 events calendar
4. Next Street Use Meeting - February 19, 2014

VIII. ADJOURNMENT

UPCOMING EVENTS