



City of Madison

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

Meeting Minutes - Approved STREET USE STAFF COMMISSION

Wednesday, July 19, 2017

10:00 am

City County Building, Rm. 108
210 Martin Luther King, Jr. Blvd.

I CALL TO ORDER / ROLL CALL

A meeting of the Street Use Staff Commission was held at 10:00 AM on Wednesday, March 29, 2017 at the Parks Conference Room, CCB Rm. 108. Chairperson Lamberty called the meeting to order at 10:00 AM. A quorum was present and the meeting was properly noticed.

Additional City Staff Present: Mary Lloyd, Meghan Blake-Horst

Present: 7 - Kelli Lamberty; Trevor Knight; Katie Sellner; Paul Ripp; Tom Mohr; Bill Putnam and Mark Kiesow

Excused: 4 - Susan Barica; John Fahrney; Roger Kleist 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

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

V STREET USE PERMITS FOR SPECIAL EVENTS

1. [48038](#)

PARK PLACE 8/1 MOVE-IN EVENT

Tuesday, August 1, 2017. 7:00am-8:00pm

Parking Meters: 500 block W. Dayton St.

Discuss set-up schedule, location, and activities.

Myles Tourtillot, Boardwalk Investments

Approved pending receipt of required documents & 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 No street closure, request for parking/sidewalk space only.

X Call 608-267-8756 to arrange for meter bags and "No Parking" signs. Remove bags and signs when event has ended.
X Maintain access to Metro stops.
X 20' emergency access lane must be maintained throughout event area.
X 8' pedestrian pathway must be maintained on sidewalks throughout event area.
X No permanent markings (including spray chalk or stickers) on streets, sidewalks, paths or city landscaping.
X No inflatables on City right-of-way.
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.

2. [48074](#)

THE JAMES - RESIDENT MOVE IN DAY 2017

August 1, 4, 11, & 15 - 8:00am - 6:00pm

parking requests - W. Gilman & W. Gorham

lane closure in front of The James - W. Gorham / University

Discuss schedule, location, site map

The James - Dennis Ruffing & Kassie Jones

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

X Call 608-267-8756 to arrange for meter bags. Remove bags when event has ended.

X Special duty officer(s) may be required for 8/15/2017. Coordinate with Lt. Trevor Knight, tknight@cityofmadison.com, 608-261-9686 to determine if they are needed and how many. Call 608-267-8676 to arrange if they are required.

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

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

X Event staff and volunteers at loading zone must wear safety vests and be identifiable.

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

X No inflatables on City right-of-way.

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.

3. [48073](#)

IRONMAN WISCONSIN

Sunday, September 10th 6:40am - 12:00am

Discuss locations, route, setup, closures

Triathlon

World Triathlon Corporation

Ryan Richards

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

X This is a District event. Organizer will pay all costs of the City of Madison Police, Parking Enforcement, and Madison Fire staff assigned to the event. Per MGO 10.056(7)(c), applicant agrees to pay such actual costs for services within 20 days of billing.

X Traffic Management plan and equipment to be implemented/provided by approved contractor as per plan on file with Traffic Engineering (TE) and MPD.

X Parking Enforcement to bag meters and post "No Parking" signs as per plan on file. Call 608-267-8756 to arrange for "No Parking" signs and meter bags that are the organizers responsibility. Remove bags and signs when event has ended.

X Provide alder/neighborhoods notice and "day of " contact information for the event. Notify Business Improvement District, 608-512-1340, regarding downtown street closures/parking removal.

X Amplification: 9/10/2017 6:30am through 9/11/2017 12:00am. Amplification must be kept to a reasonable level at all times. Lower volume, limited to 75 decibels (dB) 125' from the source, before 8:00am and after 10:00pm

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

X Prove and maintain access to the parking ramp on East Main and Webster.

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

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

VI STREET USE APPLICATIONS FOR ROUTINE REQUESTS

1. [48076](#)

CrossFit Games 2017

August 3-6th, 7:30am-9:30pm

parking request - 200 block of Carroll & 100 block of W. Wilson

Reebok CrossFit, Danny Rodgers & Billy Rodgers

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X No street closure, request for parking/sidewalk space only.

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

X Maintain access to Metro stops.

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

X No inflatables on City right-of-way.

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.

2. [48078](#)

GREAT TASTE OF THE MIDWEST

Closure: 300 E Lakeside and Lakeshore Ct

No Parking: Olin-Turville Ct., Edgewater Ct., Sayle St., 10 block Van Deusen St

Sa, August 12, 6a-6p

Annual beer tasting event at Olin Park. Discuss location, set-up, schedule and activities.

Thomas P. Jones, Madison Homebrewers & Tasters Guild

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

X This is a District event. Organizer will pay all costs of the City of Madison Police, Parking Enforcement, and Madison Fire staff assigned to the event. Per MGO 10.056(7)(c), applicant agrees to pay such actual costs for services within 20 days of billing.

X Call the Sayle Street Garage, 608-266-4767, 1120 Sayle St, to make arrangements to pickup and return barricades required for event.

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

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

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

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

X No inflatables on City right-of-way.

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.

3. [48080](#)

YWCA ANNUAL COOKOUT

Street Closure: 100 East Mifflin (In front of the YWCA).

Th, Aug 17, 3pm-8pm

YWCA Annual Cookout. Discuss location, schedule, set-up, closure, and activities.

Shannon Ash, YWCA Madison

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X Certificate of insurance listing the City of Madison as additional insured is

required -on file.

X Call the Sayle Street Garage, 608-266-4767, 1120 Sayle St, to make arrangements to pickup and return barricades required for event.

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

X Call 608-267-8756 to arrange for meter bags. Remove bags when event has ended.

X Notify business and residents within event area.

X No barricades in front of alley entrance/exit.

X 20' emergency access lane must be maintained 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.

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.

4. [48075](#)

UW HOUSING EARLY MOVE IN

Wednesday, August 23, 2017. 6:00am-6:00pm

Street Closure: Lake Street from Johnson to Dayton

University of Wisconsin

Mike Kinderman / Tonia Pittman

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X No street closure, request for parking/sidewalk space only.

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

X Maintain access to Metro stops.

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

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

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

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.

5. [48077](#)

MONROE ST FESTIVAL

Saturday, September 19th 8:00am - 6:30pm

Street Closure - 800 block of Harrison Street at Monroe

Parking Lanes - 1700-1900 blocks of Monroe (south side) & 2600 block of Monroe (north side) & first 2 meters on 1900 block of Monroe (north side)
Festival

Monroe St. Merchants Association

Carol "Orange" Schroeder

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X Call the Sayle Street Garage, 608-266-4767, 1120 Sayle St, to make arrangements to pickup and return barricades required for event.

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

X Call 608-267-8756 to arrange for meter bags. Remove bags when event has ended.

X Maintain access to Metro stops.

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

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

X No inflatables on City right-of-way.

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.

IX ADJOURNMENT

This was Adjourn