



City of Madison

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

Meeting Minutes - Approved STREET USE STAFF COMMISSION

*Consider: Who benefits? Who is burdened?
Who does not have a voice at the table?
How can policymakers mitigate unintended consequences?*

Wednesday, June 14, 2023

10:00 AM

Virtual

CALL TO ORDER / ROLL CALL

A virtual meeting of the Street Use Staff Commission was held at 10:00 AM on Wednesday, June 14, 2023. Chairperson Post called the meeting to order at 10:00 AM. A quorum was present and the meeting was properly noticed.

Members Present: Kelly Post, Katelynn Updike, Jeremy Nash, Meghan Blake-Horst, Noah Meter Brooks, Phil Roh, Mark Kiesow, Lt. Jen Hannah

Members Excused: Jen Blair, John Fahrney, Eric Veum

Additional City Staff Present: Mary Lloyd, Taylor Dietzman, Michael Ott, Ashley Moseberry, Bill Putnam

APPROVAL OF MINUTES

There were no minutes to approve at today's meeting.

1. [78286](#) PUBLIC COMMENT

DISCLOSURES AND RECUSALS

STREET USE PERMITS FOR CONSIDERATION, DISCUSSION AND VOTE

2. [78047](#) ICON BOONIE BIKE BONANZA
Sat., Aug. 19, 2023 / 8:00pm - 11:00pm
Street Closure: Sat, Aug 19, 12pm - Sun. Aug 20, 3pm / 100 block of W. Main St.
Two-man mIni-bike stunt show
Discuss location, activities, setup, schedule
Icon Motosports / Nean Kiskela

Registered speaker Nean Kiskela registered in support, not to speak, but available for questions.
A motion was made by Blake-Horst, seconded by Updike to approve pending receipt of required documents & with the following conditions:
THE "EVENT ORGANIZER/SPONSOR" LISTED ABOVE AGREES TO INDEMNIFY, DEFEND, AND HOLD THE CITY AND ITS OFFICERS, OFFICIALS, 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. BEFORE EVENT

Certificate of insurance is required: "Organizer shall provide evidence of a \$1,000,000 per occurrence Commercial General Liability policy with the City of Madison, its officers, officials, agents and employees listed as additional insureds."

Notification: Organizer must notify area alder(s) at least 30 days prior to the event. Provide the alder with event information, including: day of contact information, location, date, schedule, activities, etc. Michael Verveer - district4@cityofmadison.com

Coordinate activities and schedule with the Street Vending Coordinator, mblake-horst@cityofmadison.com or 608-261-9171.

Notify the Madison Central Business Improvement District's Operations Director at tjenquin@visitdowntownmadison.com or 608-512-1341. Provide event information, including: day-of contact, location, date, schedule, activities, etc. Notify businesses on the affected street at least one week prior to the event. Provide them with event information, including: day of contact information, location, date, schedule, activities, etc.

Call the Sayle Street Garage, 608-266-4767, 1120 Sayle St, to make arrangements to pick up and return barricades required for event. There may be charges for this equipment.

Call Parking at 608-267-8756 to arrange for meter signs. Remove meter signs when event has ended. There are charges for this equipment.

EVENT DAY(S)

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

Event cannot displace licensed city vendors.

No alcohol may be served, sold or consumed on City streets or right-of-way.

Noise must be kept to a reasonable level at all times.

Provide and maintain access to Park Hotel during the event.

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

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

No inflatables on City right-of-way.

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

AFTER EVENT

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.

City staff will review the event for compliance to the established conditions and determine what remediation (if any) is needed and/or establish considerations for future events.

Motion passed by voice vote/other.

3. [78288](#)

UW HOUSING MOVE IN

Aug 27, 30, 31 and Sept. 1, 2023 / 6am-7pm each day

Close Dayton Street from Frances to Park St - one way going west

Close Lake Street from Johnson to Dayton St - one way going north

Close Park Street from Langdon to University - one way going north

Reserve Meter Spaces on Frances Street in front of the Lowell Center

Reserve Meter Spaces on Dayton from Frances to Park St - both sides

Reserve Meter Spaces on Lake St from Johnson to Dayton on the east side only

Move Bus onto Johnson Use the Lane along the green space in front of Gordon Dining & Event Center

Discuss schedule, streets, inter-city bus, City utility project on Dayton/Park
UW Madison Housing / Lindsay Gustin

Registered speaker Tonia Pittman registered in support, not to speak, but available for questions.

A motion was made by Blake-Horst, seconded by Updike to approve pending receipt of required documents & with the following conditions:

THE "EVENT ORGANIZER/SPONSOR" LISTED ABOVE AGREES TO INDEMNIFY, DEFEND, AND HOLD THE CITY AND ITS OFFICERS, OFFICIALS, 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.

BEFORE EVENT

Notification: Organizer must notify area alder(s) at least 30 days prior to the event. Provide the alder with event information, including: day of contact information, location, date, schedule, activities, etc. Michael Verveer - district4@cityofmadison.com

Call Parking Utility at 608-267-8756 to arrange for "No Parking" signs. Remove signs when event has ended. There are charges for this equipment.

Intercity busses: Coordinate with TE to move Intercity Busses from 200 N Lake St onto Johnson St in front of Gordon Dining & Event Center to ensure No Parking is posted for the new location.

EVENT DAY(S)

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

If Metro route(s) detoured by event. Fee/route detoured applies. (\$100/route).

Resident loading and unloading areas must be monitored at all times by staff wearing fluorescent traffic vests to insure that double parking and other parking violations do not occur.

Noise must be kept to a reasonable level at all times.

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

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

No inflatables on City right-of-way.

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

AFTER EVENT

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.

City staff will review the event for compliance to the established conditions and determine what remediation (if any) is needed and/or establish considerations for future events.

Motion passed by voice vote/other.

4. [78289](#)

BADGER CHALLENGE

Sun., Sept. 24, 2023 / 7am-10pm

Start/Finish: 6000 American Parkway (American Family Insurance parking lots) & 4602 Eastpark Blvd.

Routes: see attached with street and lane closure details

Multi-length bike races, half-marathon & 5k run/walk

Discuss location, routes and schedule

UW Madison / Andrea Vandeberg

Registered speaker Andrea Vandeberg registered in support, not to speak, but available for questions.

A motion was made by Blake-Horst, seconded by Updike to approve pending receipt of required documents & with the following conditions:
THE "EVENT ORGANIZER/SPONSOR" LISTED ABOVE AGREES TO INDEMNIFY, DEFEND, AND HOLD THE CITY AND ITS OFFICERS, OFFICIALS, 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.
BEFORE EVENT

Notification: Organizer must notify area alder(s) at least 30 days prior to the event. Provide the alder with event information, including: day of contact information, location, date, schedule, activities, etc. Derek Field - district3@cityofmadison.com; Sabrina Madison -district17@cityofmadison.com
 This is a District event. Please contact Lt. Jen Hannah and Officer Michael Ott at mpdeventst@cityofmadison.com to arrange for MPD staffing. There are charges for these services. 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.

Traffic Management plan and equipment to be implemented/provided by approved contractor as per plan on file with Traffic Engineering (TE) and MPD. Call Parking Utility at 608-267-8756 to arrange for "No Parking" signs. Remove signs when event has ended. There are charges for this equipment.
 Organizer must notify hotels, businesses and residents along the approved bike route. Include estimated time periods when athletics will "block" access and provide day-off contact information.

EVENT DAY(S)

Barricade placement as per plan on file with Traffic Engineering (TE).
 Maintain access to Metro stops.

Bike participants will follow traffic signs and laws.

Maintain public access to bike path throughout event route. 20' emergency access lane must be maintained throughout event area.

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

No inflatables on City right-of-way.

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

AFTER EVENT

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.

City staff will review the event for compliance to the established conditions and determine what remediation (if any) is needed and/or establish considerations for future events.

Motion passed by voice vote/other.

5. [78290](#)

MADISON MARATHON

Set up: Sat, Nov. 11, 2023 / 2pm

Event: Sun, Nov. 12, 2023 / 7am-2pm

Tear down: Sun, Nov. 12, 2023 / 2pm-6pm

Street Closure: Capitol Square from MLK Jr Blvd to W. Wash (10 blocks of E. Main, N. & S. Pinckney, E. & W. Mifflin, & S. Carroll, excluding 10 N Carroll and 10 W Main), 100 blocks of N Hamilton, N Carroll, W Mifflin, E.

Washington Ave, MLK Jr. Blvd, Wisconsin Ave

All roads open Sun., Nov 13, 2022 / 7pm

Discuss route, setup, schedule
Madison Festivals Inc. / Bonnie Oleson

Registered speaker Ryan Richards registered in support, not to speak, but available for questions.

Registered speaker Sara Klemme registered in support and wishes to speak. The 2023 Madison Marathon application was discussed; location, set up and schedule. Referred to a future SUSC meeting once planning is complete.

CONSENT AGENDA

Blake-Horst made a motion, Updike seconded the motion to approve the permits on the consent agenda with the recommended action, pending receipt of required documents and with the conditions as outlined for each event.
Motion passed by voice vote/other.

6. [78287](#)

THE HUES 17TH ANNIVERSARY CELEBRATION

Sat, June 24, 2023 / 1pm-8pm

Event on Madison Labor Temple property

No Street Closure - request for No Parking signs

800 N Wingra Dr.

The Capital City Hues LLC / Jonathan Gramling

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.

BEFORE EVENT

Notification: Organizer must notify area alder(s) at least 30 days prior to the event. Provide the alder with event information, including: day of contact information, location, date, schedule, activities, etc. The alder(s) to notify for this event is: Tag Evers – District13@cityofmadison.com; Isadore Knox, Jr – district14@cityofmadison.com

Call Parking Utility at 608-267-8756 to arrange for “No Parking” signs. Remove signs when event has ended. There are charges for this equipment.

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

DURING EVENT

Maintain access to Metro stops.

Noise must be kept to a reasonable level at all times.

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

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

No inflatables on City right-of-way.

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

AFTER EVENT

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.

City staff will review the event for compliance to the established conditions and determine what remediation (if any) is needed and/or establish considerations for future events.

8. ADJOURNMENT

A motion was made by Blake-Horst, seconded by Lloyd to Adjourn. The motion passed by voice vote/other.