



City of Madison

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

Meeting Minutes - Approved STREET USE STAFF COMMISSION

Wednesday, July 5, 2017

10:00 am

City County Building, Rm. 103A
210 Martin Luther King, Jr. Blvd.

I CALL TO ORDER / ROLL CALL

Additional City Staff Present: Mary Lloyd, Kristin Brodowsky, Lt. Brian Chaney Austin, Chad Hughes

Present: 5 - Kelli Lamberty; Trevor Knight; Katie Sellner; Tom Mohr and Bill Putnam

Excused: 6 - Susan Barica; Paul Ripp; John Fahrney; Roger Kleist; Eric Veum and Mark Kiesow

II APPROVAL OF MINUTES

Minutes for 6/21/2017. Motion made by Knight, seconded by Sellner to Approve the Minutes. Motion passed by voice vote/other.

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. [47808](#)

HUB MADISON MOVE IN DAY - 2017
Saturday, August 12 & August 19. 7:00am-5:00pm
Street Closure and Parking Meters: 400 N. Frances
Discuss set-up schedule, location, and activities.
Jason Pyron, Kristina Hendricks. Hub Madison

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

X Special duty officer(s) required for event. Call 608-267-8676 to arrange.

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 and meter bags. Remove bags and signs when event has ended.
X 20' emergency access lane must be maintained throughout event area.
X 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.
X Maintain entry/exit to State Street Campus garage at all times.
X Signed loading zones on street are not to be used for this event and must be kept available to area businesses.
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.

2. [47813](#)

COMMUNITY UNITED - STOP THE VIOLENCE! SAVE OUR CHILDREN!
PARADE
Saturday, August 26, 2017 - 11am-12pm
Parade: 5701 Raymond Road (Good Shepherd Lutheran) to 1701 McKenna Blvd (Our Redeemer)
Parade: Discuss location, schedule, set-up and activities.
Today Not Tomorrow, Inc. & Neighborhood Connectors. Jeanne Erickson

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

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 Engineering will deliver and pick up barricades required for event. Police will set the barricades on the day of the event.

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

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

X 2 Metro route(s) detoured by event. Fee/route detoured applies.

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. [47809](#)

ZOO RUN RUN & ROO RUN RUN 2017

Sunday, September 24th 6:30am - 1:00pm
1300-1500 Drake St. (Wingra to Grant), E bound right lane on Monroe St.
(2501-2117), and Vilas Park Dr. (Edgewood Ave. meets Edgewood to S. Mills)
Run/Walk
Friends of the Henry Vilas Zoo. Emily Lundquist

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X Special duty officer(s) required for event. Call 608-267-8676 to arrange.

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 Provide and maintain access to Inn on the Park during the event.

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.

4. [47826](#)

JVNP "RUN IT BACK" 5K

Saturday, October 7, 2017, 1pm-9pm

Park St. to Observatory Dr. to Charter St. to W. Dayton St. to N. Henry St. to Langdon to Park St.

Discuss location, schedule, set-up and activities.

JVN Project - 5K to promote community involvement and empowerment, using a hip-hop / healthy living theme.

Tiffany Ike & Robin Mwai

The organizer of this event has changed the proposed date to Spring 2018.

This event will be discussed at a future street use staff commission meeting.

VI STREET USE APPLICATIONS FOR ROUTINE REQUESTS

1. [47866](#)

SHINE UNITED TV SHOOT

Tuesday, July 11, 2017, 7am-5pm

Street Closure - 3200 block of Lakeland Ave

TV/Video shoot

discuss location, schedule, set up

Shine United, Justin Johnson

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

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 Access to bike/pedestrian pathway may only be blocked for short/limited times during filming.

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. [47825](#)

RUN FOR OUR RIGHTS

Saturday, July 15, 2017

Route for 10K run, 8am-10am

Monroe Street to Edgewood Ave to Vilas Park Drive

No Street Closure

Sandy Miller & Josh Sely

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

X Special duty officer(s) required for event. Call 608-267-8676 to arrange.

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

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.

3. [47835](#)

THE CENTRAL PARK SESSIONS 2017

August 2-3, 9-10, 16-17, September 7

200 Block of S. Ingersoll

Music/Concert

Central Park Sessions, Inc.

Bob Queen

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

X Maintain access to Metro stops.

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

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4. [47810](#)

2017 MADISON DRIVE ELECTRIC CELEBRATION

Saturday, September 17th 7:00am - 2:00pm

100 Block of Martin Luther King, Jr. Blvd.

Cars show of electric vehicles

Powers Productions, LLC

Eric Powers

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THE PERMIT IS GRANTED.

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 Provide and maintain access for BMO Harris drive through customers during hours of operation. Contact the Service Manager, 608-252-5919.

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

A motion was made by Knight, seconded by Sellner, to Adjourn. The motion passed by voice vote/other.