



City of Madison

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

Meeting Minutes - Approved STREET USE STAFF COMMISSION

Wednesday, August 30, 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, August 30, 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: Cheryl Erickson, Mary Lloyd, Lt. Brian Chaney Austin, Chad Hughes, Kelly Post

II. APPROVAL OF MINUTES

Motion made by Ripp, seconded by Sellner to Approve the Minutes. Motion passed by voice vote/other.

III. PUBLIC COMMENT

Anne Walker registered to speak regarding the Safe Trails Late Night Food Carts.

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. [48547](#)

SAFE TRAILS LATE NIGHT FOOD CARTS
Fridays & Saturdays. 9/8 & 9/9 - 10/27 & 10/28. 9:00pm-1:00am
Cul-de-sac at Williamson & S. Thorton Ave near Cap City Bike Trail
public safety using food carts
discuss location, set up, and schedule
Marquette Neighborhood Association
Jack Kear

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 - 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 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.

X Safe Trails Late Night Food Carts events are subject to evaluation on a weekly basis to assure that conditions are met and to address any issues brought up by area residents. The permit may be revoked if concerns can not be addressed properly.

2. [48562](#)

COUGAR FALL CRAWL

run/walk

Sunday, October 1, 2017. 7am-12pm

Kennedy Elementary School & surrounding streets

No Street Closure

discuss location and schedule

Nancy Kujak-Ford

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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 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.

3. [48354](#)

GREAT MIDWEST MARIJUANA HARVEST FESTIVAL (GMMHF)

Saturday, September 30 & Sunday, October 1st. 9:00am - 8:00pm

State Street, Library Mall (see attached)

Festival & Parade(Sunday)

GMMHF Collective

Shelley Kennedy & Erin Riedasch

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

X Call 608-267-8756 to arrange for meter bags. Remove bags when event has ended. There are charges for this service/equipment.

X Addendum providing additional event details and conditions for the march portion of the event on Sunday is attached.

X Parade portion of the event will be evaluated to determine whether and under what conditions future marches will occur.

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

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

X Street Use Staff Commission approves sales of non-homemade/hand crafted merchandise within event perimeter.

X Licensed city vendors relocated outside of event area.

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

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

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.

VI. STREET USE APPLICATIONS FOR ROUTINE REQUESTS

1. [48546](#) PARK(ING) DAY '17
Friday, September 15th 7:00am - 4:30pm
MLK, Jr. Blvd - 100 block on SW side nearest Capitol
Parking Request/Art Installation
ZDA, Inc. & Wisconsin Chapter of the American Society of Landscape Architects (WIASLA)
Jared Vincent

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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 No street closure, request for parking/sidewalk space only.
X Call 608-267-8756 to arrange for meter bags. Remove meter bags when event has ended.

X Event cannot displace licensed city vendors.
X No permanent markings (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 cleanup.

2. [48598](#)

DABL NIGHT MARKET
100 block E. Washington - parking (9 meters) only / no closure
Th, October 12, 4-11p
Meghan Blake-Horst, Dane Arts

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

X Call 608-267-8756 to arrange for meter bags. Remove meter bags 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.

IX ADJOURNMENT

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