



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, August 4, 2021

10:00 AM

Parks Conference Room
210 Martin Luther King, Jr. Blvd.
Room 108 (City-County Building)

CALL TO ORDER / ROLL CALL

A virtual meeting of the Street Use Staff Commission was held at 10:00 AM on Wednesday, August 4, 2021. Chairperson Lamberty called the meeting to order at 10:00 AM. A quorum was present and the meeting was properly noticed.

Members Present: Kelli Lamberty, Kristin Brodowsky, Sgt. Andrew Hyatt, Tom Mohr, Meghan Blake-Horst, Poorna Shivakumar, Mark Kiesow, Liza Tatar, John Fahrney, Lt. Scott Kleinfeldt, Matthew Scamardo,

Members Excused: Eric Veum, Bill Pullman

Additional City Staff Present: Mary Lloyd, Jeremy Nash, Kelly Post

APPROVAL OF MINUTES

There were no minutes to approve at this meeting.

1. [65591](#) PUBLIC COMMENT

No members of the public registered to speak regarding items not on the agenda.

DISCLOSURES AND RECUSALS

Scamardo disclosed his wife is a former business owner on King Street and it an acquaintance of Dino Manciani.

NEW BUSINESS

2. [66698](#) WOOF'S KING ST. PRIDE
Sat, Aug 14, 2021, 10am - Sun, Aug 15, 2021, 1am
Street Closure: 100 King St

Annual block party to celebrate Madison's diverse LGBTQ+ community
Discuss location, schedule, set-up and activities.
WOOF'S / Dino Maniaci

Registered speaker Brian Juchems registered in support, not to speak, but available for questions.

Registered speaker Dino Manciani registered in support and wishes to speak.

A motion was made by Hyatt, seconded by Blake-Horst to 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.

BEFORE EVENT

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

X Notification: Organizer must notify area alder(s), business, and residents on 100 King Street at least 30 days prior to the event. Provide the alder with event information, including: location, date, schedule, activities, etc. The alder(s) to notify for this event is:

Michael Verveer - district4@cityofmadison.com

X Notify the Madison Central Business Improvement District's Executive Director at tkenney@visitdowntownmadison.com or 608-512-1340. Provide event information, including: day-of-contact, location, date, schedule, activities, etc.

X Special duty officer(s) required for event. Call 608-267-8676 to arrange. There are charges for these services.

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

X Coordinate activities and schedule with the Street Vending Coordinator, 608-261-9171.

DURING EVENT

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

X 2 Metro route(s) detoured by event. Fee/route detoured applies. (\$100/route)

X All Streatery, outdoor café and Alcohol licenses, policies and rules remain in effect during the event.

X Staffing and signage at perimeter – NO ALCOHOL BEYOND THIS POINT

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

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

X No inflatables on City right-of-way.

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

AFTER EVENT

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 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. [66480](#)

FUTURE OF TRANSPORTATION: THE FUTURE IS NOW

Wed., Sept. 29, 2021 / 9:30am-2pm

Street Closure: 100 block of MLK Jr. Blvd

Display for alternative fuel vehicles

Discuss setup, schedule, activities

Renew Wisconsin / Katelynn Renee Samuelsen

Registered speaker Katelynn Samuelsen registered in support, not to speak, but available for questions.

A motion was made by Hyatt, seconded by Lloyd to approved pending receipt of required documents & with the following conditions:

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BEFORE EVENT

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

X Notification: Organizer must notify area alder(s) prior to the event. Provide the alder with event information, including: location, date, schedule, activities, etc. The alder(s) to notify for this event is: Michael Verveer - district4@cityofmadison.com

X Notify the Madison Central Business Improvement District's Executive Director at tkenney@visitdowntownmadison.com or 608-512-1340. Provide event information, including: day-of-contact, location, date, schedule, activities, etc.

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

X Coordinate activities and schedule with the Dane County Farmers' Market manager, info@dcfm.org or 608-455-1999.

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

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

DURING EVENT

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

X Event is responsible to staff barricades to allow vehicles that are part of the event onto 100 MLK Jr. Blvd. Staffing at barricades must wear safety vests.

X Event cannot displace licensed city vendors.

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

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 inflatables on City right-of-way.

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

AFTER EVENT

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 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. [66700](#)

UW HOMECOMING PARADE
Fri, Oct. 29, 2021 / 3:00-10:00pm

Set Up/Staging: between Langdon & Lake and Langdon & Wisconsin
Parade Route: Wisconsin & Gilman, west to Gilman & State, west to State &
Lake, north to Lake & Langdon
Discuss location, route, schedule, and set up
Wisconsin Alumni Association / Kelly Nee

Registered speaker Kelly Nee registered in support, not to speak, but available for questions.

Registered speaker Tiffany Kenney registered in support, not to speak, but available for questions.

Registered speaker Heidi Lang registered in support and wishes to speak.

Registered speaker Susan Dibbell registered in support and wishes to speak.

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

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BEFORE EVENT

X Notification: Organizer must notify area alder(s), businesses and residents prior to the event. Provide with event information, including: day-of-contact information, location, date, schedule, activities, etc. The alder(s) to notify for this event is:

Patrick W. Heck - district2@cityofmadison.com

Michael Verveer - district4@cityofmadison.com

Julianna Bennett - district8@cityofmadison.com

X This is a District event. 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.

X The Dane County EOD will be utilized for the event. The organizer is responsible for all charges associated with this service.

X Notify the Madison Central Business Improvement District's Executive Director at tkenney@visitdowntownmadison.com or 608-512-1340. Provide event information, including: day-of-contact, location, date, schedule, activities, etc.

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

X Contact Edgewater Hotel and Graduate Hotel about the parade. Provide them with event information, including: location, date, schedule, activities, etc. Provide them with day-of contact information.

X Distribute a flyer to all residents and businesses on the route. Provide event information, including location, date, schedule, and activities.

X Madison Parking Enforcement will post meter bags and "No Parking" signs. There are charges for these services.

X Traffic Engineering will deliver/pick-up barricades.

DURING EVENT

X The barricades will be placed by Traffic Engineering (TE).

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

X Traffic management plan as approved by TE and MPD-on file.

X Provide/maintain resident access until 5:45pm.

X Maintain access to the Edgewater Hotel.

X 4 Metro route(s) detoured by event. Fee/route detoured applies. (\$100/route)
 X Event cannot displace licensed city vendors.
 X Noise must be kept to a reasonable level at all times.
 X No objects may be thrown from floats of vehicles in the parade.
 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 inflatables on City right-of-way.
 X No permanent markings (including spray chalk or stickers) on streets, sidewalks, paths or city landscaping.
AFTER EVENT
 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 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.

CONSENT AGENDA

There were no registered speakers for items on the Consent Agenda.
 A motion was made by Hyatt, seconded by Lloyd to approved pending receipt of required documents & with the following conditions (per permit):
 Motion passed by voice vote/other.

5. [66703](#)

LZ MANAGEMENT MOVE IN
 Thursday, Aug. 12, 8a - Monday, Aug. 16, 5pm
 Parking Request: meters on both sides of 300 N. Brooks St.
 Moving days for X01 and Grand Central
 LZ Management / Hannah Teasdale

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BEFORE EVENT
 X Call 608-267-8756 to arrange for meter bags and/or "No Parking" signs. Remove meter bags and signs when event has ended. There are charges for this equipment.
 X Notification: Organizer must notify area alder(s) prior to the event. Provide the alder with event information, including: location, date, schedule, activities, etc. The alder(s) to notify for this event is:
 Michael Verveer - district4@cityofmadison.com

DURING 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 inflatables on City right-of-way.
 X No permanent markings (including spray chalk or stickers) on streets, sidewalks, paths or city landscaping.

AFTER EVENT
 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 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.

6. [66706](#)

ELY WEDDING
 Sat., September 4, 2021
 5300 Golden Leaf Trl.
 Wedding - block party
 Beth Holzhueter

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BEFORE EVENT

X Notification: Organizer must notify area alder(s) prior to the event. Provide the alder with event information, including: location, date, schedule, activities, etc. The alder(s) to notify for this event is: Gary Halverson – district17@cityofmadison.com

Samba Baldeh - district17@cityofmadison.com

X The event organizer is responsible for arranging 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 Street Use Permits 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.

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

DURING EVENT

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

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

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

X No inflatables on City right-of-way.

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

AFTER EVENT

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.

7. [66701](#)

TALKING SPIRITS XXI: CEMETERY TOUR
 Mon., Oct. 4 - Sun., Oct. 17, 2021 / times vary
 See attached for schedule
 Parking Lane Request: 1 Speedway Rd; North bound lane
 Wisconsin Veterans Museum Foundation / Erik Wright

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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

- X No street closure, request for parking/sidewalk space only.
- X Notification: Organizer must notify area alder(s) at least 30 days prior to the event. Provide the alder with event information, including: location, date, schedule, activities, etc. The alder(s) to notify for this event is:
Shiva Bidar-Sielaff - district5@cityofmadison.com
Tag Evers - district13@cityofmadison.com
- X Call 608-267-8756 to arrange for "No Parking" signs. Remove signs when event has ended. There are charges for this equipment.
- X Clear inbound lane on Speedway by 4pm on weekdays for tow route.

DURING EVENT

- X Maintain access to Metro stops.
- X No inflatables on City right-of-way.
- X No permanent markings (including spray chalk or stickers) on streets, sidewalks, paths or city landscaping.

AFTER EVENT

- 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 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. [66704](#)

FRIENDS FALL USED BOOK SALE

Fri., Oct. 20 - Mon., Oct. 23, 2021

Parking Request: 700 Langdon St. - 2 parking meters

Book sale fundraiser for Memorial Library.

Friends of UW-Madison Libraries / Libby Theune

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BEFORE EVENT

- X No street closure, request for parking/sidewalk space only.
- X Call 608-267-8756 to arrange for meter bags. Remove meter bags and signs when event has ended. There are charges for this equipment.

DURING EVENT

- X Maintain access to Metro stops.
- X Maintain accessible pedestrian pathway on sidewalks throughout event area.
- X No inflatables on City right-of-way.
- X No permanent markings (including spray chalk or stickers) on streets, sidewalks, paths or city landscaping.

AFTER EVENT

- 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 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.

ADJOURNMENT

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