



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, October 13, 2021

10:00 AM

Virtual Meeting

CALL TO ORDER / ROLL CALL

ROLL CALL

A virtual meeting of the Street Use Staff Commission was held at 10:00 AM on Wednesday, October 13, 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, Matthew Scamardo, Kristin Brodowsky, Meghan Blake-Horst, Lt. Scott Kleinfeldt

Members Excused: Eric Veum, Liza Tatar, Poorna Shivakumar, Mark Kiesow, Sgt. Andrew Hyatt, Tom Mohr, Bill Pullman, John Fahrney

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

APPROVAL OF MINUTES

Motion made by Lloyd, seconded by Scamardo to Approve the Minutes.
Motion passed by voice vote/other.

1. [66069](#) PUBLIC COMMENT

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

DISCLOSURES AND RECUSALS

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

STREET USE PERMITS FOR SPECIAL EVENTS

2. [67740](#) RUN SANTA RUN
Sat, 12/05/2021/ 11am - 7pm
Start and Finish: Capitol Square
Route: 100-500 block of E. Mifflin - rolling closure starting at 2:50pm
Discuss location/route, schedule, set-up and activities.
Race Day Events, LLC / Rickey Chernik

Registered speaker Rickey Chernik registered in support, not to speak, but available for questions.

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

A motion was made by Lloyd , 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 COVID-19: If an event meets the criteria to occur under Public Health Madison and Dane County's current order, organizers must review PHMDC requirements for physical distancing, hygiene and cleaning policies at the event. If these orders, or any future order restricting gatherings of people, are in place on the date of an event, the orders in place at the time supersede and may invalidate any approved street use permit, if the order includes restrictions that prohibit the size or nature of an event.

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

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:

Patrick W. Heck - district2@cityofmadison.com

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 This is a District event. Please contact Lt. Scott Kleinfeldt skleinfeldt@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.

X Contact Parking Enforcement to coordinate posting of "No Parking" signs and meter bags. If organizer will be posting meter bags, call Parking Utility at 608-267-8756 to arrange for meter bags. Remove meter bags when event has concluded. There are charges for this equipment

X Parking Enforcement will post "No Parking" signs on E. Mifflin Street. Race Day Events, LLC will pay all costs of Parking Enforcement staff assigned to the event.

DURING EVENT

X The Capitol Square will be closed by an approved private contractor.

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

X Metro rerouted to outer loop. Standard rerouting fee applies. (\$300)

X Event cannot displace licensed city vendors.

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

X Provide and maintain access to the AC Hotel 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.

Motion passed by voice vote/other.

ADJOURNMENT

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