



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 24, 2022

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, August 24, 2022. 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, Kristin Brodowsky, Erica Schwarz, Jeremy Nash, Meghan Blake-Horst, Sean Hedgpeth, Matthew Scamardo, Mark Kiesow, Lt. Scott Kleinfeldt

Members Excused: Ed Ruckriegel, Bill Pullman, Eric Veum, John Fahrney

Additional City Staff Present: Mary Lloyd

1. [73293](#) PUBLIC COMMENT

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

APPROVAL OF MINUTES

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

DISCLOSURES AND RECUSALS

STREET USE PERMITS FOR CONSIDERATION AND VOTE

2. [72993](#) FIRST AMENDMENT PEACEFUL DEMONSTRATION
Wed - Sun / Sept 7 - 11 & Sept. 14 - 18, 2022 / 10am-5:30pm daily
Request for sidewalk use only: 800 State Street (The Confluence at Library Mall)
Display including banners and a statue, no activities or amplification
PETA (People for the Ethical Treatment of Animals) / Racheli Holstein
Registered speaker Racheli Holstein has registered in support, not to speak, but available for questions.
Registered speaker Brenda Gonzalez has registered in neither support nor oppose, not to speak, but available for questions.
A motion was made by Blake-Horst, seconded by Lloyd to approve 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 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."

X 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: Juliana R. Bennett - district8@cityofmadison.com

X No street closure, request for sidewalk space only.

DURING EVENT

X Event cannot interfere with the setup for the concert at the Confluence at Library Mall on 9/8/22. Setup begins at 10am. Organizer was provided site map of where the concert will be setup.

X Approved setup: Option 2 with a straight line on the north side of the pedestrian mall has been approved for the demonstration.

X The demonstration cannot be setup in the accessible pathway from the pedestrian mall to the Historical Society Building's accessible entrance.

X Demonstration banners must be weighted down when they are setup.

X Event cannot interfere with any setup or race participants during the Full Ironman on 9/10/22. There is some setup in the 800 block of State Street and a coned off run lane through the area. Demonstration setup may need to be adjusted on that day to maintain the 8' pedestrian pathway along with the coned run lane.

X Amplification is not allowed during the demonstration.

X City of Madison is not responsible for any damage to the display when setup on City right-of-way.

X Display must be taken down nightly and monitored by staff/volunteers when setup each day.

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.

3. [73294](#)

IRONMAN WISCONSIN FESTIVAL

Expo: Wednesday, September 7 - Monday, September 12, 2022 / 200 MLK Jr. Blvd.

Ironman 70.3: Saturday, September 10 - see attached run and bike routes

Full Ironman: Sunday, September 11 - see attached run and bike routes

Discuss locations, routes, setup, closures

Annual triathlon expo and competition
Ironman Usa Triathlon Of Colorado / Ryan Richards

Registered speaker Ryan Richards registered in support and wishes to speak.

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

X 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

X 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."

X Notification: Organizer must notify area alder(s) prior to the event. Provide the alder with event information, including: day of contact information, location, date, schedule, activities, etc.

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

X Notify the Madison Central Business Improvement District's Executive Director at director@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 Dane County Farmers' Market manager, 608-455-1999.. Coordination includes the Wednesday DCFM on the 200 block of MLK and the Saturday DCFM on the square. Communicate closures on Saturday with the DCFM manager to coordinate farmer load in and load out on the Capitol Square.

X This is a District event. Please contact Lt. Scott Kleinfeldt at 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 The Dane County EOD will be utilized for the event. The organizer is responsible for all charges associated with this service.

X Traffic Management plan and equipment to be implemented/provided by approved contractor as per plan on file with Traffic Engineering (TE) and MPD.

X Parking Enforcement to bag meters and post "No Parking" signs as per plan on file. Call 608-267-8756 to arrange for "No Parking" signs and meter bags that are the organizers responsibility. Remove bags and signs when event has ended. There are charges for this service.

X Communicate with the businesses on the 100 block of MLK regarding closure times and access to the loading dock. Include communication to Darrin Smith, darrin.smith@wisconsin.gov , Building & Grounds Supervisor of the Risser Justice Center.

EVENT DAY(S)

X Amplification: 9/11/22, 5:30am through 9/12/22, 12:30am. Amplification must be kept to a reasonable level at all times. Lower volume, limited to 75 decibels (dB) 125' from the source, before 8:00am and after 10:00pm.

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

X Provide and maintain access to the parking ramp and hotel on 10 East

Wilson.

X Provide and maintain access to the CCB parking garage on 10 W Wilson.

X Provide and maintain access for BMO Harris drive thru customers during hours of operation.

X Event cannot displace licensed city vendors.

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. [73301](#)

2022 IRONKIDS WISCONSIN FUN RUN

Saturday, September 10, 2022 / 3pm-7pm (races 5pm-6pm)

Street Closure: 100 block of MLK Jr. Blvd. & the Capitol Square

Discuss location, schedule, route, and setup

Kid's run/walk during Ironman

Madison Area Sports Commission in conjunction w/ World Triathlon Corporation / Ka Her

Registered speaker Brandon Holstein registered in support and wishes to speak.

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

Registered speaker Ka Her registered in support, not to speak, but available for questions.

A motion was made by Blake-Horst, seconded by Schwarz to approve 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 Parking removal/race equipment provided by approved contractor.

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

X Notify the Madison Central Business Improvement District's Executive Director at director@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 Dane County Farmers' Market

manager, info@dcmf.org, 608-455-1999.

X Communicate with the businesses on the 100 block of MLK regarding closure times and access to the loading dock. Include communication to Darrin Smith, Darrin.smith@wisconsin.gov , Building & Grounds Supervisor of the Risser Justice Center.

DURING EVENT

X The run/walk course will be closed off by approved private contractor.

X Lane closure equipment placement as per plan on file with Traffic Engineering (TE).

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

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

X Event cannot displace licensed city vendors.

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.

5. [71980](#)

WOOF'S OCTOBEARFEST

Sat, Sept. 17, 10am - Sun, Sept. 18, 2022 1am (event 2pm-11pm)

100 block of King Street

Community Event celebrating LBGTQ Diversity/Octoberfest - benefit for GSAFE

Discuss location, schedule, site map.

GSAFE / Brian Juchems

Registered speaker Dino Maniaci registered in support, not to speak, but available for questions.

Registered speaker Michelle Morrison registered in support and does not wish to speak.

Registered speaker Tiffany Kenney registered in support and does not wish to speak.

A motion was made by Blake-Horst, seconded by Lloyd to approve 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.-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 Coordinate activities and schedule with the Street Vending Coordinator, mblake-horst@cityofmadison.com or 608-261-9171.

X Notify the Madison Central Business Improvement District's Executive

Director at director@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 Dane County Farmers' Market manager, info@dcmf.org, 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 Parking, 608-267-8756, to determine if there are any meters that will need to be bagged prior to the event date. If meter bags are required and placed, please remove meter bags and signs when event has ended. There are charges for this equipment.

X Special Event Resolution: Suspend vending restrictions and authorize sponsor to select event vendors, performers. City licensed vendors may be relocated within the event area if requested by the sponsor. (licensed sidewalk and roadway cafes are exempt)

DURING EVENT

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

X Roadway and sidewalk cafes around the event perimeter must be notified they are responsible for not allowing any alcoholic beverages or glass to be carried out of their cafes into the event.

X 3 Metro route(s) detoured by event. Fee/route detoured applies. (\$100/route)

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.

CONSENT AGENDA

Lloyd made a motion, Hedgpeth 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. [73302](#)

2022 MADISON DRIVE ELECTRIC CELEBRATION

Sat., Sept. 24, 2022 / 6:00am - 2:00pm

Street Closure: 100 Block of Martin Luther King, Jr. Blvd.

Car show of electric vehicles

Discuss location, setup, schedule

Powers Productions, LLC / Eric Powers

Approval pending on an approved site map.

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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) 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@dcmf.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 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.

7. [73303](#)

TALKING SPIRITS XXIV: FOREST HILL CEMETERY TOURS

Mon., Oct. 3 - Sun., Oct 9, 2022 / times vary

No Street Closure

Parking Lane Request: 1 Speedway Rd; North bound lane

Wisconsin Veterans Museum / Erik Wright

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BEFORE EVENT

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

X Notification: Organizer must notify area alder(s) at least two weeks 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: Regina M. Vidaver – 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 eastbound 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.

9. ADJOURNMENT