

**CITY OF NEENAH**  
**PUBLIC SERVICES AND SAFETY COMMITTEE MEETING**  
**Tuesday, January 24, 2017 - 7:00 PM**  
**Hauser Room - City Administration Building**

*NOTICE IS HEREBY GIVEN, pursuant to the requirements of Wis. Stats. Sec. 19.84, that a majority of the Neenah Common Council will be present at this meeting. Common Council members may be present to gather information about a subject over which they have decision-making responsibility. This constitutes a **Meeting of the Neenah Common Council** and must be noticed as such. The Council will follow the same agenda as the committee, but will not take any formal action at this meeting.*

**AGENDA**

1. Approval of Minutes of the January 10, 2017, Regular Minutes (Minutes can be found on the City website)
2. Public Appearances
3. 2016 Annual Building Permit Report (Attachment)
4. Ordinance 2017-06: Amend and Recreate Portions of Code Ch. 16 Relating to Parking Regulations and Enforcement (Attachment)
5. Purchase Request for Winneconne/Zemlock Crosswalk Beacons (Attachment)
6. Special Assessment Report - Forest Manor Street Lighting (Attachment)
7. Licenses
  - A. Beverage Operator License Applications (Attachment)
  - B. Temporary Class "B" Retail Beer License Application - St. Gabriel Congregation (Attachment)
8. Street Use Permits - Request for Approval:
  - A. Neenah Streetball (Attachment)
  - B. Race the Lake (Attachment)
  - C. Neenah Duathlon (Attachment)
  - D. A Very Neenah Christmas (Attachment)
9. Street Use Permits - Informational:
  - A. Bike to Boogie (Attachment)
  - B. Shattuck Park Events - Saturday Farmers Market/Out to Lunch Concerts/Evening Concerts (Attachment)
  - C. Run Away to the Bay (Attachment)
10. Public Works General Construction and Department Activity (Attachment)
11. Announcements / Future Agenda Items
12. Adjournment

*Neenah City Hall is accessible to the physically disadvantaged. If special accommodations are needed, please contact the Neenah Public Works Department at (920)886-6240 at least 24 hours in advance of the meeting.*

**CITY OF NEENAH**  
**PUBLIC SERVICES AND SAFETY COMMITTEE MEETING**  
**Tuesday, January 10, 2017 - 7:00 PM**  
**Hauser Room - City Administration Building**

**Present:** Aldermen Hillstrom, Bates, Lang, Lendrum and Stevenson

**Also Present:** Mayor Kaufert, City Attorney Godlewski, Director of Public Works Kaiser, Director of Community Development and Assessment Haese, Police Chief Wilkinson, Superintendent of Recreation Olson, Traffic Engineer Merten, Alderman Pollnow, Forrest Bates

**Minutes: Motion/Second/Carried Lang/Hillstrom to approve the minutes of the December 13, 2016, Regular Meeting. All voting aye.**

**Public Appearances:** None.

Parks and Recreation Reciprocity with Menasha and Appleton: Committee reviewed Superintendent of Recreation Olson's December 19, 2016, memo regarding the Parks and Recreation Agreement for Reciprocity with the cities of Appleton and Menasha. In the past, these agreements have allowed residents of the three cities to participate in programs and use facilities in any of the three cities without paying non-resident fees. This type of agreement has been in place since 1995. Superintendent Olson reviewed the comparative program participation between the three communities. She noted that this does not change the two-week lead time that Neenah residents have to register for programs before residents from other communities can register. She provided the Committee with a revised version of the agreement that had been prepared by the city attorney for Appleton.

Following discussion, **Motion/Second/Carried Hillstrom/Stevenson to recommend Council approve the Agreement for Reciprocity with the Cities of Menasha and Appleton for 2017-2021.** All voting aye

Policy - Retention of Parking Management Data: Committee reviewed the draft policy for retention of parking management data. Chief Wilkinson explained the need for this policy with the upcoming implementation of the NuPark parking management system. City Attorney Godlewski noted that the record retention period in the policy is 180 days, which is 60 days longer than the retention period recommended by the State, so the policy is sufficient in that regard. Committee discussed the procedure to access records for criminal investigations. City Attorney Godlewski noted that the police chief is the keeper records for the license plate reader (LPR) system and is the appropriate approving authority. He noted that any appeal of a rejected request would be dealt with as an open records request. Committee discussed the city attorney's authority to approve data retention outside of the proposed timeframes.

Committee discussed the public information and public notification schedule for the parking management system change. Committee discussed the availability of data to the public, especially cited vehicle owners. Committee questioned the manner in which the data is stored. Traffic Engineer Merten noted that the data belongs to the city. Part of the annual subscription fee from NuPark covers the cost to have them store the data. Committee discussed the comparison between the proposed LPR data storage timeframes and typical police investigation information.

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Chief Wilkinson noted that officer notes are not subject to open records disclosure but anything in a formal report is subject to disclosure. City Attorney Godlewski clarified the meaning of a public record and described the disclosure requirements at various points of an investigation and prosecution. It was noted that the LPR data is simply license plates with a date/time stamp and GPS location. City Attorney Godlewski stated that the Driver Privacy Protection Act limits access to ownership data.

Ald. Pollnow addressed the Committee to request the sources used to develop the policy. Chief Wilkinson and Traffic Engineer Merten outlined several sources that were provided by NuPark. Chief Wilkinson noted the conflicting needs to satisfy the Driver Privacy Protection Act and Wisconsin open records laws. He noted that the policy language was drafted to be a little tighter than would be technically necessary for law enforcement purposes. He also indicated a concern with the public perception of retaining this data for a long period of time. Committee questioned if there would be additional cost to store the LPR data for longer than 180 days. Traffic Engineer Merten indicated that he would not expect additional cost. City Attorney Godlewski noted that one reason for the shorter limit on surveillance tapes is the lack of storage. On questioning from Committee, Chief Wilkinson agreed that he would prefer a longer storage period while acknowledging that data requests for investigative purposes would typically happen soon after the discovery of a crime.

Following discussion, **Motion/Second/Carried Stevenson/Lendrum to recommend that Council approve the Retention of Parking Management Data policy as amended to increase the data retention storage period from 180 days to 395 days and direct City Attorney Godlewski to prepare the policy in the proper format.** All voting aye.

Committee requested that staff confirm prior to Council action that the proposed LPR data storage period of 395 days will not add cost for the annual subscription charge from NuPark.

Revisions to Stopping, Standing and Parking Regulations (Ordinance Draft): Traffic Engineer Merten reviewed the proposed Downtown Parking Policies and Guidelines, which serves as the guiding document for the parking ordinance changes. He noted that the changes requested by Committee at their prior discussion of the issue had been incorporated into the document. He noted a change in the fine escalation policy that arose from a recent discussion with the Downtown Parking Task Force. The task force preferred to use a rolling 365 day citation review period. Chairman Bates noted the task force discussion on combining similar citation types in that review. Traffic Engineer Merten indicated that such an approach could be done but that the policy as proposed looks at each citation type individually. Chairman Bates noted that the task force had removed the 2-hour parking zones from the 1-day pass program. Traffic Engineer Merten stated that the 1-day pass will not be implemented but is a topic for future discussion after the remainder of the parking management system is in place and normalized. Mayor Kaufert stated that the Downtown Parking Task Force is ready to implement the proposals but suggested a 1-year follow-up review of operations. The consensus of the Committee was to proceed with the policy as presented.

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Traffic Engineer Merten reviewed proposed revisions to the Stopping, Standing and Parking Regulations in Chapter 16 of the Municipal Code. The code revisions are being proposed to correct and clarify provisions in the code, to provide a more logical organization to the code and to make revisions necessary to implement the parking management system. Committee discussed numerous aspects of the code including the city's ability to enforce private parking lots, unattached trailer parking on streets, reparking signing and education, clarification of the use of the word "street" or "highway" in the ordinance, and provisions for successive violations. Traffic Engineer Merten stated that the ordinance does not address proposed changes to parking permit fees. He also noted that the ordinance creates an official traffic map for off-street parking. The updated official traffic maps will be presented to Committee when the final parking ordinance is presented.

After further discussion, the consensus of the Committee was to direct City Attorney Godlewski to prepare the proposed parking ordinance in final form.

Special Assessment Reports: Committee reviewed the assessment report for the installation of curb, gutter and pavement on Cecil Street (Henry to Oak) and Cleveland Street (Reddin to Zemlock). The estimated assessment rate is \$40.00 per assessable front foot for single family/two-family residence and \$65.00 per assessable front foot for multi-family/commercial/industrial. Director Kaiser noted that the actual reconstruction assessment rate in 2016 for Single-Family/Two-Family uses was slightly less than \$35 per assessable front foot.

Following discussion, **Motion/Second/Carried Stevenson/Hillstrom to authorize the Chairman to sign the assessment report for Preliminary Resolution No. 2016-31 for installation of curb, gutter and pavement on Cecil Street (Henry to Oak) and Cleveland Street (Reddin to Zemlock).** All voting aye.

Committee reviewed the assessment report for the installation of curb, gutter and pavement on Edward Street (Western to John), Helen Street (Western to John), Higgins Avenue (Haylett to Cecil), Whippoorwill Circle (Pendleton) and Yorkshire Road (Yorkshire Ct to Sunrise Bay). The estimated assessment rate is \$23.00 per assessable front foot for single family/two-family residence and \$31.00 per assessable front foot for multi-family/commercial/industrial. Director Kaiser noted that his recommendation is to not assess the lone city parcel on Yorkshire Road because it is swampland. Committee directed Director Kaiser to contact the Town of Neenah about a cost-share on that project and to complete the assessment table showing deferred assessments for abutting Town properties.

Following discussion, **Motion/Second/Carried Hillstrom/Lendrum to authorize the Chairman to sign the assessment report for Preliminary Resolution No. 2016-32 for installation of curb, gutter and pavement on Edward Street (Western to John), Helen Street (Western to John), Higgins Avenue (Haylett to Cecil), Whippoorwill Circle (Pendleton) and Yorkshire Road (Yorkshire Ct to Sunrise Bay).** All voting aye.

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Committee reviewed the assessment report for the installation of sanitary sewer laterals on Cecil Street (Henry to Oak), Cleveland Street (Reddin to Zemlock), Edward Street (Western to John), Helen Street (Western to John) and Higgins Avenue (Haylett to Cecil). The estimated assessment rate is \$55.00 per assessable foot of sewer lateral. Director Kaiser noted that the actual assessed cost in 2016 was \$40 per foot of sewer lateral. He noted that most bidders on the 2016 project had costs ranging from \$50 to \$60 per foot of sewer lateral. For that reason, staff proposed the estimated rate of \$55 per foot.

Following discussion, **Motion/Second/Carried Stevenson/Hillstrom to authorize the Chairman to sign the assessment report for Preliminary Resolution No. 2016-33 for installation of sanitary sewer lateral on Cecil Street (Henry to Oak), Cleveland Street (Reddin to Zemlock), Edward Street (Western to John), Helen Street (Western to John) and Higgins Avenue (Haylett to Cecil).** All voting aye.

Sanitary Sewer Lateral Repair Policy Revision: Director Kaiser reviewed the current Sanitary Sewer Lateral Repair Policy and the staff proposal to revise the assessment practice to create an incentive for property owners to replace the entire lateral from the sewer main to the building. He noted that complete lateral replacements benefit the sanitary sewer utility by reducing infiltration/inflow. The proposal is to have the utility share in up to 50% of the cost of the sewer lateral replacement for those property owners who replace the entire lateral. Based in 2016 construction figures, the proposed change would reduce the property owner's cost for a typical complete lateral replacement from \$3,400 to \$1,700. A partial lateral replacement for the portion in the street right-of-way would be about \$1,200. He noted that the proposed change would cost the utility about \$140,000 to \$150,000.

Committee discussed aspects of the proposal including the current fund balance for the sanitary sewer utility and the operational savings that could offset this cost. Ald. Pollnow addressed the Committee to note that a sanitary sewer rate study proposal request has been prepared. Director Kaiser confirmed that the RFP has been distributed and outlined the objectives of the study. He noted that a consultant recommendation will be taken to the Finance & Personnel Committee on February 6. Committee noted that it would be preferable to have the results of that study before this policy is changed. Committee requested that staff identify operational savings that could result from complete lateral replacements and provide information at the next Committee meeting.

### Licenses:

Beverage Operator License Applications: The Committee reviewed the beverage operator license applications for Laurie L. Behnke, Kyla G. Carr, Tina M. Ferron, Nicholas P. Gloede, Maria C. Graminske, Courtney S. Kaul, Elizabeth A. Kernen, Glenn M. McCune, Quinn J. Nau, Arin M. Pagel, Cheryl A. Schneider, Umer Sheikh, Samantha J. Sprenger, Michael M. Torres and Chelsea M. Van De Ven. Following discussion, **Motion/Second/Carried Lendrum/Lang to recommend Council approve beverage operator license applications for Laurie L. Behnke, Kyla G. Carr, Tina M. Ferron, Nicholas P. Gloede, Maria C. Graminske, Courtney S. Kaul, Elizabeth A. Kernen, Glenn M. McCune, Quinn J. Nau, Arin M. Pagel, Cheryl A. Schneider, Umer Sheikh, Samantha J. Sprenger, Michael M. Torres and Chelsea M. Van De Ven.** All voting aye.

**Public Services and Safety Committee Meeting**  
**January 10, 2017**  
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C.A.

Change of Agent/Trade Name - Ultimate Mart, LLC: The Committee reviewed the change of agent/trade name for Ultimate Mart, LLC, d/b/a Pick N Save #8124, (formerly Copps #8124), 1530 S. Commercial Street. Following discussion, **Motion/Second/Carried Hillstrom/Lendrum to recommend Council approve the change of agent/trade name for Ultimate Mart LLC, d/b/a Pick N Save #8124, 1530 S. Commercial Street, Tim Verhasselt, agent.** All voting aye.

C.A.

Beverage Operator License Application (New) - Delinquent Fee: The Committee reviewed the beverage operator license application for Sean Mueller. Mr. Mueller currently has a delinquent utility bill of \$188.54. Following discussion, **Motion/Second/Carried Lendrum/Lang to recommend Council approve the beverage operator license application (new) for Sean Mueller contingent upon payment of a delinquent utility bill of \$188.54 and any other outstanding City fees.** All voting aye.

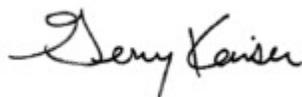
Public Works General Construction and Department Activity:

1. Forest Manor Lighting - Staff has received design and cost information. Several questions are being clarified. An assessment report will be brought to the next Committee meeting.
2. Training Center/Clinic - The building upgrades are complete. An open house is scheduled for January 25.
3. Street Construction Plans - Draft plans and specifications have been prepared for the Cecil Street reconstruction project. Design work is ongoing for the remaining streets in the program.
4. Parking Lot Construction Plans - Plans are being prepared for parking lots targeted to the TID 10 office project in preparation for spring construction.
5. Martens Street Razing - 5 of the 6 contracted homes along Martens Street have been razed and brought to original grade.
6. Fox Valley Energy Concrete Pile - Concrete crushing is expected to start within the next two weeks.
7. Sanitary Sewer Rate Study - An RFP has been distributed for the rate study. Proposals are due on January 27. As was done in 2008, consultant selection will be routed through the Finance & Personnel Committee.
8. Christmas Tree Collection - Collection started on January 9.

Announcements/Future Agenda Items: None.

**Motion/Second/Carried Hillstrom/Stevenson to adjourn at 9:30 p.m.** All voting aye.

Respectfully submitted,



Gerry Kaiser  
Director of Public Works



***Department of Community Development - Inspections***

*211 Walnut St., P.O. Box 426, Neenah, WI 54957-0426*

*Phone: 920-886-6130 Fax: 920-886-6129*

*Website: [www.ci.neenah.wi.us](http://www.ci.neenah.wi.us)*

## **2016 City of Neenah Annual Building Permit Report**

### **Overview**

Construction totals for 2016 remained steady in comparison to 2015 levels. Housing starts were again above average at 49 single and two-family homes, down slightly from the year prior. Commercial and industrial development was again strong in 2016. Total value of all construction in 2016 was \$49,341,662, down from \$66,019,807 in 2015.

### **Notable Projects**

Notable projects in 2016 include:

- Gateway Building at 120 Main Street. This 85,000 square foot, four-story office building will add \$13,500,000 in construction value to the City and will attract 300 additional employees to Neenah's Downtown.
- Neenah-Menasha YMCA at 110 W. North Water Street. The YMCA is completing a \$700,000 renovation to 2,200 square feet of locker room space.
- Bent Tube, Inc., 304 Stone Crest Court, is adding a 22,000 square foot warehouse addition with an estimated improvement cost of \$800,000.
- American Grand at 900 Meadow Lane. This assisted living facility will add 27 living units in the second phase of their development. The 24,500 square foot addition has an estimated cost of \$3,100,000.
- Kimberly Clark Corporation South, 2001 Marathon Avenue, is renovating testing labs at an estimated cost of \$3,963,475.

Several dozen smaller commercial and industrial projects are in various stages of completion throughout the City as well.

**Outlook**

Neenah is well positioned to provide additional commercial and industrial growth in planned business centers and on prime development sites within the City. The available residential lot supply has been depleted by continued expansion of the City's housing development, which has dropped the City-wide available lot count to approximately 50 lots. The City will continue to explore options to improve the number, and overall distribution, of available lots to ensure continued growth of the City's single family housing market.

# CITY OF NEENAH

## 2016 Year End Building Report

Figure 1

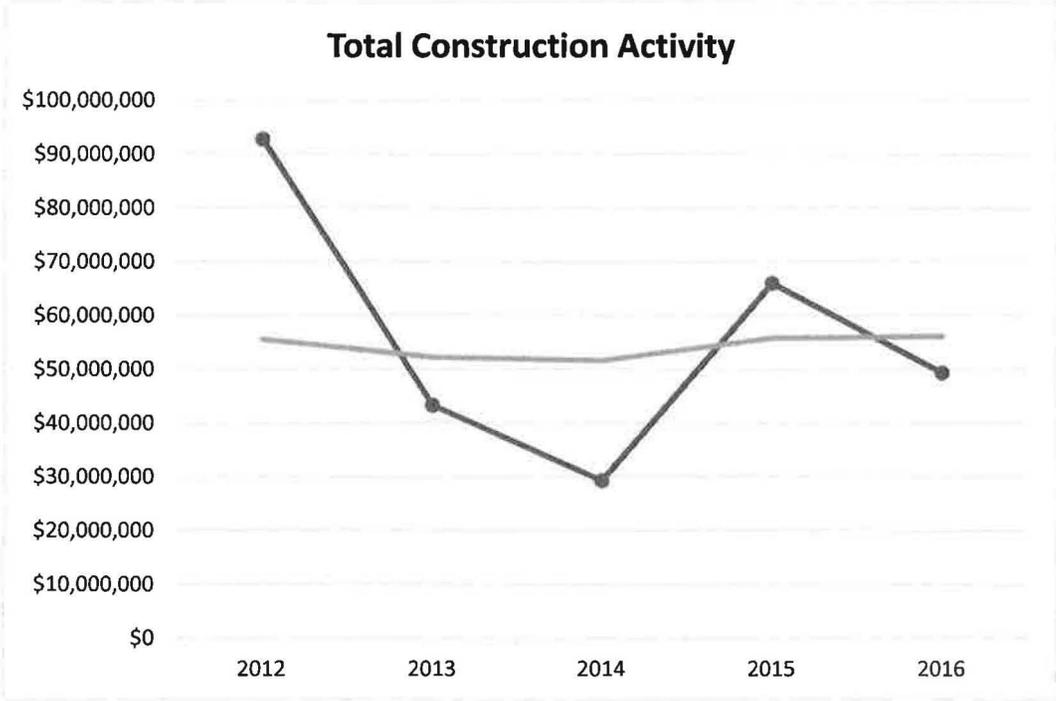


Table 3

### TOTAL CONSTRUCTION ACTIVITY

| Year | Amount          | Percent Change From Year Prior | Percent of 5 Year Average |
|------|-----------------|--------------------------------|---------------------------|
| 2012 | \$92,809,871.00 | 95.54%                         | 167.05%                   |
| 2013 | \$43,309,051.17 | -53.34%                        | 82.93%                    |
| 2014 | \$29,304,329.97 | -32.34%                        | 56.77%                    |
| 2015 | \$66,019,718.00 | 125.29%                        | 118.35%                   |
| 2016 | \$49,341,662.00 | -25.26%                        | 87.86%                    |

**CITY OF NEENAH**  
**2016 Year End Building Report**

Table 1

| <b>RESIDENTIAL CONSTRUCTION PROFILE</b> |                         |        |              |                   |                  |                               |
|---|-------------------------|--------|--------------|-------------------|------------------|-------------------------------|
| Year                                    | New Units Added by Type |        |              | Total Units Added | Units Demolished | Net Addition to Housing Stock |
|   | Single Family           | Duplex | Multi Family |                   |                  |                               |
| 2012                                    | 46                      | 6      | 0            | 52                | 4                | 48                            |
| 2013                                    | 36                      | 6      | 0            | 42                | 11               | 31                            |
| 2014                                    | 50                      | 2      | 0            | 52                | 6                | 46                            |
| 2015                                    | 59                      | 4      | 81           | 144               | 5                | 139                           |
| 2016                                    | 46                      | 3      | 27           | 76                | 5                | 71                            |

Table 2

| <b>CONSTRUCTION ACTIVITY BY TYPE OF DEVELOPMENT</b> |              |              |              |              |               |              |
|---|--------------|--------------|--------------|--------------|---------------|--------------|
| Year  | Residential  | Commercial   | Industrial   | Mechanical   | Miscellaneous | Total        |
| 2012  | \$9,445,654  | \$9,029,722  | \$51,343,000 | \$20,708,059 | \$2,283,436   | \$92,809,871 |
| 2013  | \$8,585,546  | \$4,790,731  | \$19,770,550 | \$8,236,707  | \$1,925,567   | \$43,309,101 |
| 2014  | \$11,628,544 | \$4,547,559  | \$3,229,700  | \$6,867,924  | \$3,030,602   | \$29,304,329 |
| 2015  | \$16,858,181 | \$6,581,674  | \$27,575,000 | \$12,901,964 | \$2,102,988   | \$66,019,807 |
| 2016  | \$11,914,937 | \$19,345,743 | \$5,230,425  | \$10,145,232 | \$2,705,325   | \$49,341,662 |



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## M E M O R A N D U M

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**TO:** Mayor Kaufert and Members of the Common Council  
**FROM:** James Merten, Traffic Engineer  
**DATE:** January 20, 2017  
**RE:** Ordinance 2017-6: Parking Regulations

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In preparation of implementing the NuPark parking management system, staff has prepared ordinance 2017-6 so that the primary recommendations from the 2015 Downtown Parking Analysis and Management Plan may be smoothly integrated into the transition into the new system. Ordinance 2017-6 is proposed to revise stopping, standing and parking regulations of Chapter 16 of the city code. The ordinance was drafted from the parking policy and guidelines proposal that was reviewed and amended at the following meetings:

- Downtown Parking Task Force – December 2, 2016
- Public Services & Safety Committee – December 13, 2016
- Downtown Parking Task Force – January 5, 2017
- Public Services & Safety Committee – January 10, 2017

A draft of the parking ordinance was also reviewed on January 10, 2017 by the Public Services & Safety Committee. The draft has been put into ordinance format by City Attorney Godlewski with corrections and minor modifications.

Ordinance 2017-6 also introduces the Off-Street Parking Official Map and revises the On-Street Parking Official Map. The revisions in the On-Street Parking Official Map are listed in the attached spreadsheet. Please note there are two tasks with the revised map: (1) to make changes to regulations downtown and (2) to update the map for changes/trials that have occurred since the map's last revision in 2013. Due to scale of the maps, they have not been attached to this memo. They instead can be viewed online at: [www.neenahgov.org/traffic-resources#Official-Traffic-Maps](http://www.neenahgov.org/traffic-resources#Official-Traffic-Maps).

Staff recommends approval of Ordinance 2017-6.

Attachments:

- Ordinance 2017-6 Draft
- Parking Amendments Spreadsheet



**211 Walnut Street  
Neenah, WI 54956**

AN ORDINANCE: By Public Services and Safety  
Committee  
Re: Amend and Recreate portions of Code Ch. 16  
relating to Parking Regulations and  
Enforcement

ORDINANCE NO. 2017-6  
Introduced: February 1, 2017  
Committee/Commission Action:

## AN ORDINANCE

The Common Council of the City of Neenah, Wisconsin, do ordain as follows:

**Section 1.** Section 16-1 of the Code of Ordinances of the City of Neenah is amended by adding the highlighted language to read as follows:

### **Sec. 16-1. - State traffic laws adopted.**

Except as otherwise specifically provided in this Code, the statutory provisions in Wis. Stats. chs. 340—348, describing and defining regulations and terms with respect to vehicles and traffic, exclusive of any provisions therein relating to penalties to be imposed and exclusive of any regulations for which the statutory penalty is a fine or term of imprisonment are hereby adopted and by reference made a part of this Code as if fully set forth herein. Any act required to be performed or prohibited by any statute incorporated herein by reference is required or prohibited by this Code. Any future amendments, revisions or modifications of the statutes incorporated herein are intended to be made part of this Code in order to secure uniform statewide regulation of traffic on the highways, streets and alleys of the State. In addition, all rules and regulations promulgated by the State pursuant to Wis. Stats. chs. 340—350 are adopted by reference. Any future amendments, revisions or modifications of such rules and regulations are incorporated herein.

**Section 2.** Section 16-2(3)a. – c. of the Code of Ordinances of the City of Neenah is deleting the stricken language and adding the highlighted language to read as follows:

(3) Stopping and Parking ~~parking~~ violations: see secs. 16-149 & 16-150.

~~a. — Handicapped parking. Any person who violates Wis. Stats. § 346.505(2), pertaining to handicapped parking, shall pay no less than \$50.00 nor more than \$200.00.~~

~~b.—*Other violations.* Except as provided in Subsection (3)a of this section, any person who violates Wis. Stats. §§ 5.346.51 through 5.346.55 or Sections 16-69, 16-70, 16-99 through 16-102 or 19-1(c) of this Code shall pay to the City a forfeiture of \$10.00 if paid within ten days of date of violation.~~

~~c.—*Penalties.* Penalties assessed on all violations not paid within ten days shall be doubled. Failure to pay the forfeiture, including all assessments under this subsection, within 28 days of the issuance of said ticket, will result in an additional assessment of \$50.00 and will also result in the suspension of the owner or operator's vehicle registration pursuant to Wis. Stats. § 345.28.~~

**Section 3.** Section ` 16-10 of the Code of Ordinances of the City of Neenah is created to read as follows:

**Sec. 16-10. – Storage of Equipment and Materials on Streets or Highways.**

No person may place, temporary or otherwise, any equipment, container, dumpster, or property on a street or highway unless authorized by the Public Works Department.

**Secs. 16-11—16-34. - Reserved.**

**Section 4.** Section 16-36(a)(1) of the Code of Ordinances of the City of Neenah is amended by deleting the stricken language and adding the highlighted language to read as follows:

(a) *Official traffic maps.*

(1) *Official traffic map established.* There is hereby established and adopted an official traffic map consisting of the following specific maps (which may be collectively referred to as the City of Neenah Official Traffic Map or Official Traffic Map):

- a. Speed Limits Map;
- b. One-Way, Turns and Lanes Map;
- c. On-Street Parking Map;
- ~~c.~~ d. Off-Street Parking Map;
- ~~d.~~ e. Heavy Traffic Routes Map;
- ~~e.~~ f. Controlled Intersections Map.

These maps may be amended or modified by the Common Council by ordinance from time to time and shall be amended when the laws of the state require the erection or use of official traffic control devices to enforce such restrictions or limitations and those restrictions or limitations are modified.

**Section 5.** The following Official Traffic Maps adopted pursuant to Section 16-36(a)(1) of the Code of Ordinances of the City of Neenah are repealed and recreated (On-Street Parking Map ) or created (Off-Street Parking Map) as the following Official Traffic Maps:

- On-Street Parking Map dated January 20, 2017
- Off-Street Parking Map dated January 20, 2017

The remaining Official Traffic Maps listed in Section 16-36(a)(1) remain unchanged from their last revision date.

**Section 6.** Article III of Chapter 16 (Sections 16-69 through 16-159) of the Code of Ordinances of the City of Neenah is repealed and recreated to read as follows:

## **ARTICLE III. - STOPPING, STANDING AND PARKING**

### **DIVISION 1. -- ADMINISTRATION**

#### **Sec. 16-69. – Applicability.**

This article regulates stopping, standing and parking on City of Neenah owned or operated property, including but not limited to surface parking lots, parking structures and designated parking areas; and public right-of-ways, including but not limited to streets, designated parking areas, bridges, terraces and sidewalks.

#### **Sec. 16-70. – Definitions.**

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Curb Marking* means a pavement marking along the paved edge of a roadway indicating a parking or stopping regulation directly adjacent the marking.

*Holidays* means the following days: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

*Parking Space* means an area duly designated for the parking of a single vehicle by signs, by appropriate markings on the pavement or curb, or both, or where no such markings are provided the area necessary to accommodate a single vehicle.

*Parking Zone* means a series of adjacent Parking Spaces where an official traffic sign has been erected giving notice of a parking regulation.

*Repark* means the moving of a parked vehicle from one Parking Space to another Parking Space, regardless of the amount of time the vehicle is parked in either space. Moving a parked vehicle to reoccupy the same Parking Space shall constitute an act of Reparking.

*Terrace* means that portion of City property between the curb line of the street and the curbside edge of the sidewalk.

**Sec. 16-71. – Authority to designate stopping, standing and parking regulations.**

- (a) *Authority to restrict parking on narrow streets.* Whenever construction, snow accumulations or other obstructions narrow any given street to a travel portion of less than 30 feet in width, and it is determined that this constitutes a traffic hazard, the Traffic Engineer may restrict the parking of vehicles on one or both sides of such street. Such restriction shall apply when the side or both sides of such streets are posted with proper signs and shall terminate when the street is again returned to normal widths.
- (b) *Authority to restrict stopping, standing or parking near hazardous or congested places.* The Traffic Engineer is hereby authorized to determine and designate by proper signs or Curb Markings those places not exceeding 100 feet in length in which the stopping, standing or parking of vehicles would create an especially hazardous condition or would cause unusual delay to traffic.
- (c) *Authority to establish loading zones.* The Traffic Engineer is hereby authorized to determine the location of loading zones in Section 16-91(d) and shall place and maintain appropriate signs indicating the same and stating the hours during which the provisions of this section are applicable. The Traffic Engineer shall establish such zones upon a showing of need and a further showing that their establishment will not interfere with the flow of traffic or endanger public safety.
- (d) *Authority to prohibit parking for maintenance.* The Traffic Engineer is hereby authorized when notice has been given by either public declaration through the area news media or by official traffic signs or markers having been placed or erected indicating such restrictions or limitations, to prohibit parking to permit maintenance of an area.

**Secs. 16-72 – 16-88. – Reserved.**

**DIVISION 2. – REGULATIONS**

**Sec. 16-89 – Curb markings to indicate parking regulations.**

- (a) *Regulations established.*
  - (1) *Red markings.* Red means no stopping, standing or parking at any time. A violation of this subsection shall constitute a violation of Section 16-91(b) and the penalty thereof.
  - (2) *Yellow markings.* Yellow means no parking at any time. A violation of this subsection shall constitute a violation of Section 16-91(c) and the penalty thereof.
  - (3) *Blue markings.* Blue means no stopping, standing or parking at any time except vehicles which display a distinguishing license plate or valid placard issued to handicapped and disabled persons and disabled veterans pursuant to Wis. Stats.

§ 346.505. A violation of this subsection shall constitute a violation of Section 16-91(h) and the penalty thereof.

- (b) *Curb markings regulated.* No person shall stop, stand or park a vehicle adjacent to any authorized Curb Marking in violation of any of the provisions of this section.
- (c) *Obstruction of curb markings.* When Curb Markings are obscured by snow or ice accumulation, temporary official traffic signs may be used to indicate the extent and regulation of the Curb Marking.
- (d) *Curb markings to indicate extent.* Where accompanied with official traffic signs, Curb Markings shall have precedence to explicitly indicate the extent of regulation along the pavement edge or the roadway.

**Sec. 16-90 – Stopping and parking regulations generally (city-wide).**

(a) *Stopping prohibited in certain specified places.* No person may stop or leave standing any vehicle, whether attended or unattended and whether temporarily or otherwise, in any of the following places:

- (1) Within an intersection.
- (2) On a crosswalk.
- (3) Within a safety zone.
- (4) On a sidewalk, Terrace, or sidewalk area, except when parking on the sidewalk or sidewalk area is clearly indicated by official traffic signs, Curb Markings, pavement markings, or parking meters.
- (5) Alongside or opposite any street or highway excavation or obstruction when stopping or standing at that place would obstruct traffic or when pedestrian traffic would be required to travel in the roadway.
- (6) On the roadway side of any parked vehicle unless double parking is clearly indicated by official traffic signs or pavement markings.
- (7) Adjacent to an intersecting driveway, alley, or private street.
- (8) In a lane dedicated for the travel of vehicles, including but not limited to traffic lanes, bike lanes and parking lot drive aisles.

(b) *Parking prohibited in certain specified places.* No person shall stop or leave any vehicle standing in any of the following places except temporarily for the purpose of and while actually engaged in loading or unloading or in receiving or discharging passengers and while the vehicle is attended by a licensed operator so that it may promptly be moved in case of an emergency or to avoid obstruction of traffic:

- (1) In an alley in a business district.
- (2) Adjacent to a handicap curb ramp intended for pedestrian access to or from a sidewalk or sidewalk area.

(3) Within 10 feet of a fire hydrant.

(4) Within 4 feet of the entrance to an alley or a private road or driveway.

(5) Within 10 feet of a mailbox.

(6) Closer than 15 feet to the near limits of a crosswalk.

(7) Within a distance greater than indicated in Subsections (3) through (6) if indicated by an official traffic sign or Curb Marking. A violation of this subsection shall constitute a violation of Section 16-91(c) and the penalty thereof.

(c) *Maximum time limit.* No person shall park a vehicle longer than a 24-hour period.

(d) *Overnight parking.*

(1) No person shall park any vehicle between 2:00 a.m. and 5:00 a.m.

(2) Exceptions.

a. *Seasonal alternate side parking.* From April 1 to October 31 of each year in the residential areas, defined as R-1, R-2, M-1 and M-2 on the Official Zoning District Map, persons may park their vehicles on the even-numbered side of a street on even-numbered days before 12:00 a.m. midnight, and on the odd-numbered side of a street on odd-numbered days before 12:00 a.m. midnight.

b. *Hardship cases.* From April 1 to October 31 of each year in any area where a hardship exists because of roadway design (courts, cul de sacs and streets with parking restricted on one side), persons shall be permitted to park their vehicles.

c. *Temporary parking.* The Police Department may grant permission to so park a vehicle on a temporary basis in unusual circumstances.

d. *Exempted locations.* A vehicle may be so parked on the parking lots or portions of parking lots indicated in the Off-Street Parking Map or on the following streets or portions of streets: Walnut Street on the east side of the street from East Franklin Avenue to East Doty Avenue.

(e) *Snow emergencies.* Whenever the Mayor shall, by reason of heavy snow storm or blizzard, proclaim a snow emergency pursuant to Wis. Stats. § 323.11, no person shall park, stop, or leave standing any vehicle during the hours set forth in said proclamation.

(f) *Trailer parking.* Unless authorized by the Police Department or the Public Works Department, no person shall stop, stand, or park any trailer unattached to a vehicle by which it may be propelled or drawn, except to stop temporarily for the purpose of and while actually engaged in loading or unloading property. Any trailer in violation of this subsection may be removed or towed at the owner's expense.

(g) *Parking heavy vehicles in residential districts.* No operators of a motor truck, truck-tractor, trailer, or semi-trailer or any other commercial vehicle or combination of commercial vehicles as defined at Code Subsection 26-550(1)(g) shall park such vehicle on any street or highway other than a routed state trunk highway in any residential district, defined as R-1, R-2, M-1 and M-2 on the Official Zoning District Map, except for such time as is reasonably necessary to facilitate the loading or unloading of the vehicle. Notwithstanding the foregoing, in order to facilitate the efficient transportation of students to schools, school buses may be parked in any residential district, on streets where parking is otherwise permitted.

**Sec. 16-91. – Stopping and parking regulations posted for specific locations.**

(a) *Parking or stopping contrary to posted sign or curb marking.* No vehicle shall be parked, stopped or left standing contrary to any official traffic sign or Curb Marking regulating parking or stopping on a public way. This subsection shall include any authorized temporary restrictions posted for the purposes of emergencies, maintenance of streets or parking lots, traffic hazards, special events or special conditions. A citation for a violation of this subsection may not be issued in lieu of a violation of Subsections 16-91(b) through (h).

(b) *No stopping zones.* No person shall park, stop or leave standing any vehicle at any time, unless for only a time period indicated on official traffic signs.

(c) *No parking zones.* No vehicle shall be parked at any time, unless for only a time period indicated on official traffic signs.

(d) *Loading zones.*

(1) *Passenger loading zone.* No person shall stop, stand, or park a vehicle for any purpose or length of time other than for the expeditious unloading and drop-off or pick-up and loading of passengers or property in any place marked as a loading zone during the hours when the provisions applicable to such zones are in effect. In no case shall the stop for loading and unloading of passengers or property exceed 5 minutes.

(2) *Truck loading zone.* No person shall stop, stand, or park a vehicle for any purpose or length of time other than for the expeditious unloading and delivery or pick-up and loading of materials in any place marked as a truck loading zone during the hours when the provisions applicable to such zones are in effect. In no case shall the stop for loading and unloading of materials exceed 30 minutes. The driver of a vehicle may stop temporarily at a loading zone for the purpose of and while actually engaged in loading or unloading passengers when such stopping does not interfere with any vehicle which is waiting to enter or about to enter such zone to load or unload property.

(3) *Bus loading zone.* No person shall stop, stand, or park a vehicle in any place marked as a bus loading zone except to stop temporarily for the purpose of and while actually engaged in loading or unloading passengers or property when

such stopping does not interfere with any motor bus which is waiting to enter or about to enter such zone. Only a motor bus may park in any place marked as a bus loading zone.

(e) *Time limit zones.* No vehicle shall be parked beyond the time limit indicated on official traffic signs. Unless otherwise posted, time limits shall apply from 8:00 a.m. to 7:00 p.m., except Sundays and Holidays.

(f) *Re-parking restricted zones.* No person shall Repark within any Parking Zone indicated as a "Reparking Restricted Zone" on official traffic signs until four hours has lapsed from when the vehicle is moved. Unless otherwise posted, the re-parking restriction shall apply from 8:00 a.m. to 7:00 p.m., except Sundays and Holidays.

(g) *Permit zones.* No vehicle shall be parked unless a valid parking permit has been issued by the City to the vehicle for the permit type indicated on official traffic signs and the identification of said parking permit is properly displayed as required by the City. Unless otherwise posted, permit parking shall apply from 8:00 a.m. to 7:00 p.m., except Saturdays, Sundays and Holidays. Permit holders and permitted vehicles are subject to all traffic laws and regulations not explicitly superseded by the permit.

(h) *Handicap zones.* No person shall stop, stand or park a vehicle in violation of Wis. Stats. § 346.505(2).

#### **Sec. 16-92. – Parking orientation.**

(a) *Parking within stall markings.* Where individual Parking Spaces are marked on the pavement, no person shall stop, stand or park a vehicle in any orientation other than entirely within the limits of the space so designated.

(b) *Required parking distances.* No vehicle shall be parked on any street greater than 12 inches from the curb or edge of the street where parking is permitted, nor shall any vehicle be parked within 2 feet of another vehicle, unless a different system of parking is clearly indicated by official traffic signs or pavement markings.

(c) *Parallel parking.* Upon a street where traffic is permitted to move in both directions simultaneously and where front-in angle or back-in angle parking is not clearly designated by official traffic signs or pavement markings, a vehicle must be parked parallel to the edge of the street, headed in the direction of traffic on the right side of the street. Upon a one-way or divided street where parking on the left side of the roadway is clearly authorized by official traffic signs or pavement markings, vehicles may be parked only as indicated by the signs or pavement markings.

(d) *Front-in angle parking.* Where angle parking is clearly authorized by official traffic signs or pavement markings, vehicles shall be parked with the rear of the vehicle oriented closest to the traffic lane at the angle indicated and within the spaces indicated.

(e) *Back-in angle parking.* Where back-in angle parking is clearly authorized by official traffic signs and pavement markings, vehicles shall be parked with the rear of the

vehicle oriented furthest from the traffic lane at the angle indicated and within the spaces indicated.

**Secs. 16-93 – 16-128. – Reserved.**

**DIVISION 3. – ENFORCEMENT**

**Sec. 16-129. – Responsibility of owner.**

If any vehicle is found in violation of any provisions of this article or State law and the identity of the driver cannot really be determined, the person in whose name such vehicle is registered shall be held prima facie responsible for such violation.

**Sec. 16-130. – Report of police officers.**

Whenever any person parks any vehicle in violation of any regulation, the police officers of the City shall report the facts thereof, knowledge of which is necessary to a thorough understanding of the circumstances attending such violation. Each such officer shall attach to such vehicle a notice to the owner or operator thereof that such vehicle had been parked in violation of a City ordinance. Such notice shall state that each such owner or operator may pay to the City a forfeiture as provided in Section 16-149.

**Sec. 16-131. – Interfering with enforcement actions.**

- (a) No person shall interfere with the enforcement actions of the police officers, nor shall any person erase, obliterate, cover up or remove chalk marks placed on tires by police officers for parking enforcement purposes, other than by normal use of the motor vehicle after it is moved from the Parking Space.
- (b) No person shall move his motor vehicle within a Parking Space for the purpose of extending or avoiding the parking time limit, nor shall he or she reoccupy the same space unless the motor vehicle is moved at least 20 feet.

**Sec. 16-132. – Successive violations.**

- (a) After a citation for overtime parking has been issued and the cited vehicle remains parked or stopped where parked when cited for the previous violation, a separate violation occurs upon the expiration of each successive maximum period of parking time as designated by official signs, markings, or meters. A separate citation may be issued for each successive violation.
- (b) After a citation for unlawful parking other than overtime parking is issued and the cited vehicle remains parked or stopped where parked when cited for the previous violation and continues to park in violation of parking law(s), a separate violation occurs on the next calendar day from when the last citation was issued. A separate citation may be issued for each successive violation.

**Sec. 16-133. – Removal of illegally parked vehicles.**

Any police officer may cause any vehicle parked in violation of this chapter or State law which interferes with the movement of traffic, snow removal or the maintenance of street or City owned or leased parking lots to be moved to a public parking lot garage or private towing company designated by the police department. The cost of moving and storage of the vehicle shall be paid by the owner or operator of such vehicle, and the Police Department shall hold such vehicle until all such costs have been paid.

**Secs. 16-134 – 16-148. – Reserved.**

**DIVISION 4. – PENALTIES & FEES**

**Sec. 16-149. – Penalty for stopping and parking violations.**

- (a) *Class A.* Any person who violates Section 16-91(h) shall pay to the City a forfeiture of one hundred fifty dollars (\$150.00) within ten days of when the citation was issued.
- (b) *Class B.* Penalties for violating Code Sections 16-7(f), 16-90(a) through 16-90(b)(3), 16-90(c) through 16-90(f), 16-91(a) through 16-91(d), 16-92 or 16-131 shall be as follows:
  - (1) *First offense.* Any person to whom was issued their first citation of any given violation shall forfeit sixteen dollars (\$16) to the City within ten days of when the citation was issued.
  - (2) *Second offense.* Any person to whom was issued a second citation for the same violation shall forfeit twenty dollars (\$20) to the City within ten days of when the citation was issued.
  - (3) *Third offense.* Any person to whom was issued a third citation for the same violation shall forfeit twenty-eight dollars (\$28) to the City within ten days of when the citation was issued.
  - (4) *Fourth and subsequent offenses.* Any person to whom was issued a fourth citation or any citation thereafter for the same violation shall forfeit forty-four dollars (\$44) to the City within ten days of when the citation was issued.
  - (5) *Effective period of offenses.* Each citation issued shall constitute an offense of that specified violation of the Code subsection indicated in the citation for a 365 day period following the date of issuance of said citation.
- (c) *Class C.* Penalties for violating Code Sections 16-90(b)(4) through 16-90(b)(6), 16-90(g) or 16-91(e) through 16-91(g) shall be as follows:
  - (1) *First offense.* Any person to whom was issued their first citation of any given violation shall be issued a written warning.
  - (2) *Second offense.* Any person to whom was issued a second citation for the same violation shall forfeit sixteen dollars (\$16) to the City within ten days of when the citation was issued.

- (3) *Third offense.* Any person to whom was issued a third citation for the same violation shall forfeit twenty dollars (\$20) to the City within ten days of when the citation was issued.
- (4) *Fourth offense.* Any person to whom was issued a fourth citation or any citation thereafter for the same violation shall forfeit twenty-eight dollars (\$28) to the City within ten days of when the citation was issued.
- (5) *Fifth and subsequent offenses.* Any person to whom was issued a fifth citation or any citation thereafter for the same violation shall forfeit forty-four dollars (\$44) to the City within ten days of when the citation was issued.
- (6) *Effective period of offenses.* Each citation issued shall constitute an offense of that specified violation of the Code subsection indicated in the citation for a 365 day period following the date of issuance of said citation.

**Sec. 16-150. – Penalties for unpaid citations.**

- (a) If the forfeiture resulting from a citation issued pursuant to Section 16-149 is not paid within ten days following issuance of said citation, a forfeiture of ten dollars (\$10) shall be added to the amount due.
- (b) If the forfeiture resulting from a citation issued pursuant to Section 16-149 is not paid within twenty-eight days following issuance of said citation, a forfeiture of fifty dollars (\$50) shall be added to the amount due and suspension of the owner or operator's vehicle registration pursuant to Wis. Stats. § 345.28 will result.
- (c) When a vehicle is the subject to ten or more outstanding, unpaid parking citations issued in accordance with this article, the vehicle may be considered in chronic violation of the parking ordinances until such time that all outstanding parking citations are paid in full. Further, upon a subsequent violation, a vehicle considered in chronic violation of the parking ordinance pursuant to this section may be towed and impounded at the owner's expense.

**Secs. 16-151 – 16-159. – Reserved.**

**Section 7. Severability.** In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

**Section 8. Repeal and Effective Date.** All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Moved by: \_\_\_\_\_

Adopted:

Approved: \_\_\_\_\_

Published: \_\_\_\_\_

Approved:

\_\_\_\_\_  
Dean R. Kaufert, Mayor

Attest:

\_\_\_\_\_  
Patricia A. Sturn, City Clerk

THIS INSTRUMENT WAS DRAFTED BY:  
City Attorney James G. Godlewski  
211 Walnut Street  
Neenah, WI 54956  
State Bar No. 1005210

## List of Ordinance 2017-7 Amendments to the On-Street Parking Official Map

### Proposed changes resulting from the Parking Policies and Guidelines Proposal (PSSC 01-05-2017)

| Street              | From/At              | To                   | Side of Street | Existing Official Map Restriction          | Proposed Official Map Restriction           | Notes   |
|---------------------|----------------------|----------------------|----------------|--|---|---|
| E. Columbian Avenue | S. Commercial Street | Oak Street           | Both           | 2 Hour Parking 7 AM-6 PM Except Sundays    | Unrestricted                                | Currently a portion is posted as permit parking under staff trial |
| E. Doty Avenue      | S. Commercial Street | Oak Street           | Both           | 2 Hour Parking 7 AM-6 PM Except Sundays    | 3 Hour Parking 8 AM-7 PM Except Sundays     | Black permit parking exempt under staff trial (to remain ongoing) |
| E. Wisconsin Avenue | S. Commercial Street | Oak Street           | Both           | 2 Hour Parking 7 AM-6 PM Except Sundays    | 3 Hour Parking 8 AM-7 PM Except Sundays     | ---   |
| Main Street         | Millview Drive       | W. Wisconsin Avenue  | Both           | 2 Hour Parking 7 AM-6 PM Except Sundays    | 3 Hour Parking 8 AM-7 PM Except Sundays     | ---   |
| Martens Street      | Terminus             | Brien Street         | Both           | Unrestricted                               | Permit Parking 8 AM-4PM Except Weekends     | Currently under trial (PSSC 10-08-2013)                           |
| S. Church Street    | W. Columbian Avenue  | W. Doty Avenue       | East           | No Parking Anytime                         | 4 Hour Parking 8 AM-7 PM Except Sundays     | ---   |
| S. Church Street    | W. Columbian Avenue  | W. Doty Avenue       | West           | Meter Parking 7 AM-4 PM Except Sundays     | No Parking Anytime                          | ---   |
| S. Church Street    | W. Doty Avenue       | W. Wisconsin Avenue  | West           | 2 Hour Parking 7 AM-6 PM Except Sundays    | 2 Hour Parking 8 AM-7 PM Except Sundays     | ---   |
| S. Church Street    | Caroline Avenue      | Sherry Street        | West           | 2 Hour Parking 7 AM-6 PM Except Sundays    | Unrestricted                                | Currently under trial   |
| Smith Street        | Isabella Street      | S. Church Street     | North          | 2 Hour Parking 7 AM-6 PM Except Sundays    | Unrestricted                                | Permit overflow trial not implemented                             |
| W. Columbian Avenue | S. Church Street     | S. Commercial Street | North          | 2 Hour Parking 7 AM-6 PM Except Sundays    | 4 Hour Parking 8 AM-7 PM Except Sundays     | ---   |
| W. Columbian Avenue | S. Church Street     | S. Commercial Street | South          | 2 Hour Parking 7 AM-6 PM Except Sundays    | No Parking Anytime                          | ---   |
| W. Doty Avenue      | Main Street          | S. Church Street     | Both           | 2 Hour Parking 7 AM-6 PM Except Sundays    | 3 Hour Parking 8 AM-7 PM Except Sundays     | ---   |
| W. Doty Avenue      | S. Church Street     | S. Commercial Street | North          | Meter Parking 7 AM-4 PM Except Sundays     | 3 Hour Parking 8 AM-7 PM Except Sundays     | ---   |
| W. Doty Avenue      | S. Church Street     | S. Commercial Street | South          | 2 Hour Parking 7 AM-6 PM Except Sundays    | 3 Hour Parking 8 AM-7 PM Except Sundays     | ---   |
| W. Franklin Avenue  | S. Church Street     | Caroline Avenue      | South          | 2 Hour Parking 7 AM-6 PM Except Sundays    | Unrestricted                                | ---   |
| W. Franklin Avenue  | Caroline Avenue      | S. Commercial Street | South          | 2 Hour Parking 7 AM-6 PM Except Sundays    | No Parking Anytime                          | ---   |
| W. Wisconsin Avenue | Main Street          | S. Commercial Street | Both           | 2 Hour Parking 7 AM-6 PM Except Sundays    | 2 Hour Parking 8 AM-7 PM Except Sundays     | ---   |
| Walnut Street       | E. Columbian Avenue  | E. Doty Avenue       | East           | 2 Hour Parking 7 AM-6 PM Except Sundays    | 3 Hour Parking 8 AM-7 PM Except Sundays     | ---   |
| Walnut Street       | E. Franklin Avenue   | E. Columbian Avenue  | East           | 2 Hour Parking 7 AM-6 PM Except Sundays    | Unrestricted                                | ---   |
| Walnut Street       | E. Columbian Avenue  | E. Doty Avenue       | West           | 15 Minute Parking 7 AM-6 PM Except Sundays | 15 Minute Parking 8 AM-4 PM Except Weekends | Currently signed as 7:30 AM-4:30 PM Except Sundays                |
| Walnut Street       | Washington Avenue    | E. Columbian Avenue  | West           | Permit Parking                             | Unrestricted                                | 400 block currently under staff trial                             |

### Proposed changes resulting from map errors or miscellaneous requests

| Street              | From/At                  | To                   | Side of Street | Existing Official Map Restriction       | Proposed Official Map Restriction     | Notes   |
|---------------------|--------------------------|----------------------|----------------|---|---------------------------------------|---|
| Castle Oak Drive    | @ Marthon Avenue         | ---                  | Both           | Unrestricted                            | No Parking Anytime                    | 2016 Castle Oak/Marthon roundabout installation                       |
| Center Street       | W. North Water Street    | W. Forest Avenue     | East           | No Parking 4 PM-8 PM Weekdays           | Unrestricted                          | 2014 request, does not fulfill purpose                                |
| Center Street       | W. North Water Street    | W. Forest Avenue     | West           | No Parking 4 PM-8 PM Weekdays           | No Parking Anytime                    | 2014 request, does not fulfill purpose                                |
| Clybourn Street     | Abby Avenue              | N. Commercial Street | West           | 2 Hour Parking                          | Unrestricted                          | 2014 request, no longer fulfills purpose                              |
| E. Forest Avenue    | First Street             | Third Street         | North          | 2 Hour Parking/No Parking Anytime       | No Stopping Anytime                   | Currently under trial (PSSC 10-13-2015)                               |
| E. Forest Avenue    | Second Street            | Thrid Street         | South          | No Stopping Anytime                     | Unrestricted                          | Currently under trial (PSSC 10-13-2015)                               |
| E. Franklin Avenue  | @ Washington School      | ---                  | North          | Unrestricted                            | No Parking Anytime (Bus Loading Zone) | 2016 request from Washington School                                   |
| Harrison Street     | Breezewood Lane          | Jewelers Park Drive  | Both           | Unrestricted                            | No Parking Anytime                    | Proposed for consistency with rest of roadway                         |
| Lincoln Street      | Third Street             | Fourth Street        | South          | Unrestricted                            | No Parking Anytime                    | 2016 request to keep hospital staff parking within lots               |
| Marathon Avenue     | @ Castle Oak Drive       | ---                  | Both           | Unrestricted                            | No Parking Anytime                    | 2016 Castle Oak/Marthon roundabout installation                       |
| N. John Street      | Main Street              | Terminus             | East           | Unrestricted                            | No Parking Anytime                    | 2013 request from Twin City Monument & townhome complex               |
| N. Park Avenue      | @ Riverside Park         | ---                  | East           | Handicap Only Parking                   | Unrestricted                          | Map error   |
| N. Park Avenue      | @ Riverside Park         | ---                  | West           | Unrestricted                            | Handicap Only Parking                 | Map error; northernmost location added from Park & Rec. Dept. request |
| N. Park Avenue      | @ Kimberly Point Park    | ---                  | Noth           | Unrestricted                            | No Parking Anytime                    | 2016 adjustments made from Pokemon Go phenomenon                      |
| Nicolet Boulevard   | Willow Lane              | Terminus             | South          | No Parking 10 PM-6AM                    | Unrestricted                          | Proposed to reduce variations in regulations                          |
| Regent Place        | S. Commercial Street     | Waterford Court      | South/East     | Unrestricted                            | No Parking Anytime                    | 2016 resident request, narrow width                                   |
| S. Lake Street      | W. Winneconne Avenue     | S. Western Avenue    | Both           | Unrestricted                            | No Parking Anytime                    | Proposed due to high quantity of access points                        |
| S. Lake Street      | @ 1005 S. Lake Street    | ---                  | North          | No Parking 7:00 AM-6PM Weekdays         | No Parking Anytime                    | Proposed to reduce variations in regulations                          |
| W. Cecil Street     | @ Tullar Road (East)     | ---                  | Both           | Unrestricted                            | No Parking Anytime                    | 2016 road diet from epoxy contract                                    |
| W. Cecil Street     | @ Meadow Lane            | ---                  | Both           | Unrestricted                            | No Parking Anytime                    | 2016 road diet from epoxy contract                                    |
| W. Cecil Street     | @ Gillingham Road (West) | ---                  | Both           | Unrestricted                            | No Parking Anytime                    | 2016 road diet from epoxy contract                                    |
| W. Forest Avenue    | Bond Street              | N. Commercial Street | Both           | Unrestricted                            | 2 Hour Parking                        | Map error   |
| W. Wisconsin Avenue | @ Marketplace Bumpout    | ---                  | North          | 2 Hour Parking 7 AM-6 PM Except Sundays | Handicap Only Parking                 | 2016 resident request, capacity limits disability accessibility       |
| W. Wisconsin Avenue | @ S. Church Street       | ---                  | South          | 2 Hour Parking 7 AM-6 PM Except Sundays | Handicap Only Parking                 | 2014 business owner request, capacity limits disability accessibility |

### Outstanding trials

2015 W. North Water Street

Ongoing management of City Hall/Library/Fire Department employee parking



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## M E M O R A N D U M

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**TO:** Mayor Kaufert and Members of the Common Council  
**FROM:** James Merten, Traffic Engineer  
**DATE:** January 20, 2017  
**RE:** Purchase Order Request for Winneconne/Zemlock Crosswalk Beacons

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In 2016, the Common Council budgeted \$20,000 for installation of pedestrian beacons for the crosswalk on W. Winneconne Avenue at Zemlock Avenue. The project scope includes poles and mast arms on both sides to mount the beacons overhead, similar to the systems at S. Commercial St. & Olde School Rd. and Main St. & Western Ave. Due to the narrow terrace and overhead utilities, the project was delayed to address how beacons could be mounted overhead. It appeared at the time the only option to mount the beacons was to utilize a much larger, significantly more costly apparatus to get beacons installed overhead from one side. However, staff has been able to work with the utility companies to raise their lines, keeping minimum tolerance requirements, so that proposed pole could fit underneath. Given the ability to keep the project within budget, the funds were carry forwarded to the 2017 capital improvement program and the lines have been raised in early January at no cost to the City.

Attached is a quote from TAPCO for the equipment for the installation of Rectangular Rapid Flash Beacons (RRFB) for the crosswalk on W. Winneconne Avenue at Zemlock Avenue. Two options were priced out for Committee/Council decision:

- Option 1: \$10,082.28 for the system on raw aluminum poles and mast arms
- Option 2: \$10,882.28 for the system with black powder coated poles and mast arms

Staff recommends purchase from TAPCO of the RRFB beacon system with black powder coated poles and mast arms in the amount of \$10,882.28.



**SALES QUOTE**

**Customer Copy**

|        |             |
|--------|-------------|
| Number | ETO17-00087 |
| Date   | 1/13/2017   |
| Page   | 1           |

5100 West Brown Deer Road • Brown Deer, WI 53223  
 Phone (800) 236-0112 • tapconet.com • Fax (800) 444-0331

|                       |  |                 |  |            |           |
|-----------------------|--|-----------------|--|------------|-----------|
| Sell To Cust.<br>C258 | City Of Neenah<br>James Merten<br>P.O. Box 426<br>NEENAH, WI 54957-0426<br>USA | Ship To Cust.   | City Of Neenah<br>James Merten<br>P.O. Box 426<br>NEENAH, WI 54957-0426<br>USA |            |           |
| Customer PO #         | Expires  | Slsp            | Terms  | Freight    | Ship Via  |
| RRFBS                 | 2/12/2017  | Aaron Guilbault | Net 30 DAYS  | PREPAY/ADD | BEST RATE |

| Item                            | Description  | Quantity | UM | Price    | Extension  |
|---------------------------------|--|----------|----|----------|------------|
|                                 | Winneconne/Zemlock<br>**OPTION 1: RAW**  |          |    |          |            |
| RRFB-1DEREBWNNAA<br>RRFBXL2-NA1 | RRFB Controller Kit, 55W/48Ah Banded Hollow Poles Wireless, No Modem                             | 2        | EA | 1,575.00 | \$3,150.00 |
| 101620-NOLED                    | RRFB XL2 Light Bar, One Ped Indicator Banding Mount w Snap Locks, for 2.375+ Inch OD             | 4        | EA | 468.75   | \$1,875.00 |
| 373-05075                       | Push Button Bulldog Add-On Option Kit Yellow, No LED   | 2        | EA | 150.00   | \$300.00   |
| 373-01757                       | W11-2,30"x30"x.080 DG3 FYG,Pedestrian Crossing (Symbol) Fed Spec - Fluorescent Yellow-Green Sign | 4        | EA | 66.07    | \$264.28   |
| 373-01759                       | W16-7PR,24"x12" DG3 FYG,Down Diagonal Right Arrow (Fed Spec) Sign                                | 2        | EA | 23.25    | \$46.50    |
| 159-00021                       | W16-7PL,24"x12" DG3 FYG,Down Diagonal Left Arrow (Fed Spec) Sign                                 | 2        | EA | 23.25    | \$46.50    |
| 159-00012                       | Shaft,Aluminum 20Ft WIS Type 2 ** .375 WALL **   | 2        | EA | 965.00   | \$1,930.00 |
| 201-00017                       | Arm Signal Aluminum 20 Ft Trombone   | 2        | EA | 895.00   | \$1,790.00 |
| 030-00004                       | Base,Transformer TB2-17 10-12"BC Door bolt must be SS hex head 1/4" x3/4"-20(TPI)                | 2        | EA | 260.00   | \$520.00   |
| 107265                          | Bolt,Connecting Hardware,1"x4" Galvanized Bolt with 1 Nut, 1 Lockwasher and 2 Flatwashers        | 8        | EA | 5.00     | \$40.00    |
|                                 | Sign Mounting Kit, Banded, Flared Leg, Standard For Mounting B2B Static Signs to a Large Pole    | 4        | EA | 30.00    | \$120.00   |
|                                 | **RAW TOTAL: \$10,082.28**   |          |    |          |            |
|                                 | **OPTION 2: BLACK POWDER COAT**  |          |    |          |            |
| RRFB-1DEBEBWNNAA<br>RRFBXL2-NA1 | RRFB Controller Kit, 55W/48Ah, Banded Hollow Pole, Wireless, Black, Side Mount Solar Panel       | 2        | EA | 1,650.00 | \$3,300.00 |
|                                 | RRFB XL2 Light Bar, One Ped Indicator Banding Mount w Snap Locks, for 2.375+ Inch OD             | 4        | EA | 468.75   | \$1,875.00 |

Shipment within \_\_\_\_\_  
 Acceptance By \_\_\_\_\_  
 Date \_\_\_\_\_  
 By \_\_\_\_\_

| Merchandise | Freight | Tax    | Total       |
|-------------|---------|--------|-------------|
| \$27,981.24 | \$0.00  | \$0.00 | \$27,981.24 |

For terms and conditions, please visit: <http://www.tapconet.com/terms-and-conditions>



**SALES QUOTE**

**Customer Copy**

|               |                    |
|---------------|--------------------|
| <b>Number</b> | <b>ETO17-00087</b> |
| <b>Date</b>   | 1/13/2017          |
| <b>Page</b>   | 2                  |

5100 West Brown Deer Road • Brown Deer, WI 53223  
 Phone (800) 236-0112 • tapconet.com • Fax (800) 444-0331

|                          |  |                  |  |
|--------------------------|--|------------------|--|
| Sell To<br>Cust.<br>C258 | City Of Neenah<br>James Merten<br>P.O. Box 426<br>NEENAH, WI 54957-0426<br>USA | Ship To<br>Cust. | City Of Neenah<br>James Merten<br>P.O. Box 426<br>NEENAH, WI 54957-0426<br>USA |
|--------------------------|--|------------------|--|

| Customer PO # | Expires   | Slsp            | Terms       | Freight    | Ship Via  |
|---------------|-----------|-----------------|-------------|------------|-----------|
| RRFBS         | 2/12/2017 | Aaron Guilbault | Net 30 DAYS | PREPAY/ADD | BEST RATE |

| Item            | Description  | Quantity | UM | Price    | Extension  |
|-----------------|--|----------|----|----------|------------|
| 115881-NOLED    | Push Button Bulldog Add-On Option Kit Black, No LED  | 2        | EA | 150.00   | \$300.00   |
| 373-05075       | W11-2,30"x30"x.080 DG3 FYG,Pedestrian Crossing (Symbol) Fed Spec - Fluorescent Yellow-Green Sign   | 4        | EA | 66.07    | \$264.28   |
| 373-01757       | W16-7PR,24"x12" DG3 FYG,Down Diagonal Right Arrow (Fed Spec) Sign  | 2        | EA | 23.25    | \$46.50    |
| 373-01759       | W16-7PL,24"x12" DG3 FYG,Down Diagonal Left Arrow (Fed Spec) Sign   | 2        | EA | 23.25    | \$46.50    |
| 159-00021       | Shaft,Aluminum 20Ft WIS Type 2 ** .375 WALL<br>**<br>***BLACK***   | 2        | EA | 1,135.00 | \$2,270.00 |
| 159-00012       | Arm Signal Aluminum 20 Ft Trombone<br>***BLACK***  | 2        | EA | 995.00   | \$1,990.00 |
| 201-00017       | Base,Transformer TB2-17 10-12"BC Door bolt must be SS hex head 1/4" x3/4"-20(TPI)<br>***BLACK***   | 2        | EA | 295.00   | \$590.00   |
| 030-00004       | Bolt,Connecting Hardware,1"x4" Galvanized Bolt with 1 Nut, 1 Lockwasher and 2 Flatwashers  | 8        | EA | 5.00     | \$40.00    |
| 107265B         | Sign Mounting Kit, Flared Leg, Standard, Black For Mounting B2B Static Signs to a Large Blk Pole<br>*BLACK POWDER COAT TOTAL: \$10,882.28* | 4        | EA | 40.00    | \$160.00   |
|                 | Main/Doty  |          |    |          |            |
| RRFB-1DEBABWNNA | RRFB Controller Kit, 55W/48Ah, 4.5" OD Round, Wireless, No Modem, Black Powder Coat  | 2        | EA | 1,650.00 | \$3,300.00 |
| RRFBXL2-NA1     | RRFB XL2 Light Bar, One Ped Indicator Banding Mount w Snap Locks, for 2.375+ Inch OD   | 4        | EA | 468.75   | \$1,875.00 |
| 115881-NOLED    | Push Button Bulldog Add-On Option Kit Black, No LED  | 2        | EA | 150.00   | \$300.00   |

Shipment within \_\_\_\_\_  
 Acceptance By \_\_\_\_\_  
 Date \_\_\_\_\_  
 By \_\_\_\_\_

| Merchandise | Freight | Tax    | Total       |
|-------------|---------|--------|-------------|
| \$27,981.24 | \$0.00  | \$0.00 | \$27,981.24 |



**SALES QUOTE**

**Customer Copy**

|               |                    |
|---------------|--------------------|
| <b>Number</b> | <b>ETO17-00087</b> |
| <b>Date</b>   | 1/13/2017          |
| <b>Page</b>   | 3                  |

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 Phone (800) 236-0112 • tapconet.com • Fax (800) 444-0331

|                          |  |                  |  |                |                 |
|--------------------------|--|------------------|--|----------------|-----------------|
| Sell To<br>Cust.<br>C258 | City Of Neenah<br>James Merten<br>P.O. Box 426<br>NEENAH, WI 54957-0426<br>USA | Ship To<br>Cust. | City Of Neenah<br>James Merten<br>P.O. Box 426<br>NEENAH, WI 54957-0426<br>USA |                |                 |
| <b>Customer PO #</b>     | <b>Expires</b>   | <b>Slsp</b>      | <b>Terms</b>   | <b>Freight</b> | <b>Ship Via</b> |
| RRFBS                    | 2/12/2017  | Aaron Guilbault  | Net 30 DAYS  | PREPAY/ADD     | BEST RATE       |

| Item              | Description  | Quantity | UM | Price  | Extension |
|-------------------|--|----------|----|--------|-----------|
| 373-05075         | W11-2,30"x30"x.080 DG3 FYG,Pedestrian Crossing (Symbol) Fed Spec - Fluorescent Yellow-Green Sign | 4        | EA | 66.07  | \$264.28  |
| 373-01757         | W16-7PR,24"x12" DG3 FYG,Down Diagonal Right Arrow (Fed Spec) Sign                                | 2        | EA | 23.25  | \$46.50   |
| 373-01759         | W16-7PL,24"x12" DG3 FYG,Down Diagonal Left Arrow (Fed Spec) Sign                                 | 2        | EA | 23.25  | \$46.50   |
| 373-1380BLK       | Standard Aluminum Pole 13' Schedule 80 4.5" O.D.T.O.E. Med Gloss Black-DBS6-2000                 | 2        | EA | 305.00 | \$610.00  |
| 203-00014BLK      | Base,Aluminum,Square with TAPCO door,Black SP-5444-PNC   | 2        | EA | 154.00 | \$308.00  |
| 111644            | J-Bolt,3/4"W x 17"L, with 1 Nut and 1 Washer (four are needed for a set, sold individually)      | 8        | EA | 11.25  | \$90.00   |
| 030-00006         | Washer Flat 1-1/16"ID x2.5OD"x.125" Galvanized For 1" A/B, for use w/item # 111644 (not incl)    | 8        | EA | 2.05   | \$16.40   |
| 107265B           | Sign Mounting Kit, Flared Leg, Standard, Black For Mounting B2B Static Signs to a Large Blk Pole | 4        | EA | 40.00  | \$160.00  |
| Total: \$7,016.68 |  |          |    |        |           |

Furnish only quote. Installation is not included.  
 Solar powered equipment requires no shading or obstructions  
 Plus Shipping and Handling

Thank you- Aaron Guilbault  
 #920-728-1792  
 aaron@tapconet.com

Shipment within \_\_\_\_\_  
 Acceptance By \_\_\_\_\_  
 Date \_\_\_\_\_  
 By \_\_\_\_\_

| Merchandise | Freight | Tax    | Total       |
|-------------|---------|--------|-------------|
| \$27,981.24 | \$0.00  | \$0.00 | \$27,981.24 |



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## M E M O R A N D U M

---

**DATE:** January 20, 2017  
**TO:** Mayor Kaufert and Members of the Public Services and Safety Committee  
**FROM:** Gerry Kaiser, Director of Public Works  
**RE:** Assessment Report – Forest Manor Street Lighting

---

Attached is the assessment report for street lighting in the Forest Manor Plat and several items associated with the project:

- Lighting options comparison
- Map of the assessable parcels
- Parcel listing

The budget for this project is \$65,000. Staff had requested costs for several lighting options from We Energies – from standard lighting to decorative fixture/pole. The lowest cost option is the standard wood pole. This option can be done within budget. At a slightly higher cost is the decorative post-top fixture on a smooth fiberglass pole. We have a number of similar installations of this type in the city. This option can also be done within budget. At a much higher cost are the decorative post-top fixture on a decorative pole. This option will exceed the budget. The city's ongoing charges for the latter two options is not affected by the pole style, but the assessable installation cost difference is considerable.

After reviewing the available options and having heard from several residents in the area, I am recommending that the city pursue Option 3 - a decorative acorn post-top fixture on a smooth fiberglass pole. This recommendation is being made for several reasons:

1. The street light has a nicer appearance than the standard lighting units. Unit aesthetics has been a concern expressed by area residents.
2. The photometrics provide lightly more coverage along the roadway than the coach fixture. While the street lighting is being designed to residential street lighting levels, it is still desirable to cover as much street area as we can with each light.
3. While the acorn unit has more house-side light spill than the coach light, a house-side shield can be placed to limit that spill.
4. The project stays within budget. I would have no issue if there is an overwhelming desire of the neighborhood to use a decorative pole, but the cost difference was too dramatic for my comfort.

The lots to be assessed for the installation are shown on the attached map. Those lots that are more than one lot away from an existing street light were included in the assessment area.

**Report of the Committee of Public Services and Safety  
On Proposed Assessments**

In accordance with the (preliminary) Resolution No. 2015-06, and the requirements of §66.0703(5), Wis. Stats., we herewith submit our report on the improvements and the assessment of benefits under the police power for the improvements to be made in the streets or portions of streets listed below.

The plans and specifications have been approved by the Committee and are on file with the Director of Public Works.

The description of the improvement and the estimate of the entire cost of the proposed improvements and the benefits and damages, which estimate of benefits and damages have been made from a view of each parcel, are as follows:

**Installation of LED Street Lighting in the following area:**

| <u>Street</u>        | <u>No. of Lights</u> | <u>Estimated<br/>Construction<br/>Costs (1)</u> | <u>Estimated<br/>Assessable<br/>Costs (1)</u> | <u>Estimated<br/>Direct<br/>Costs</u> | <u>Estimated<br/>City<br/>Costs</u> |
|----------------------|----------------------|---|---|---------------------------------------|-------------------------------------|
| 1. Forest Manor Plat | 13                   | \$56,769  | \$56,769                                      | \$0                                   | \$0                                 |

Damages - Nil (1) Includes 0% Engineering and administration fees.

A schedule of the properties benefited by the improvements is on file with the Director of Public Works. The properties benefited will be assessed pursuant to Sec. 13-1, Neenah Code, according to the following rates.

Estimated Schedule of Assessments Rates

Single-Family / Two-Family Residence District = \$916 per parcel

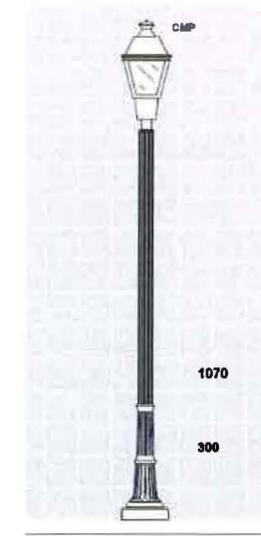
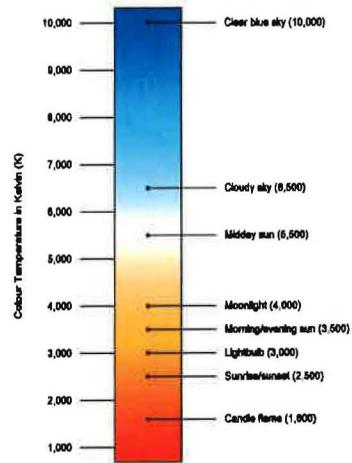
**Public Services and Safety Committee**

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Chairman

## Forest Manor Lighting Comparison

### Color Temperature Scale



Pole Type:  
Fixture:

Wood  
LED cobrahead

Fiberglass, smooth  
LED coach

Fiberglass, smooth  
LED acorn

Fiberglass, decorative  
LED coach

Fiberglass, decorative  
LED acorn

Estimated Project Cost:

\$48,598

\$53,005

\$56,769

\$81,020

\$84,885

Est. Assessment per Lot:

\$784

\$855

\$916

\$1,307

\$1,369

Light Color Temperature (°K):

4000

3000

3000

3000

3000

Monthly Charge to City<sup>1</sup>:  
(Year 1 - Year 7)

\$12.56

\$14.84

\$18.08

\$14.84

\$18.08

Monthly Charge to City<sup>1</sup>:  
(After Year 7)

\$9.98

\$12.26

\$15.50

\$12.26

\$15.50

Comparable Neenah Locations<sup>2</sup>:

Elm St, LED, 4000K  
Washington Av, LED, 4000K

Mahler Blvd  
Regent Pl  
Waterford Ct

Liberty Heights Subdivision  
Eaglecrest Plat  
Cottages at Woodside Green

None

Wisconsin Av, LED, 4000K  
Gateway Plaza, LED, 4000K  
Plexus Drive

Note 1: Monthly charge to City is per fixture. It includes the Facility Charge, Source Charge and Energy Charge. Charge based on Lighting Rates effective July 1, 2015.

Note 2: All fixtures are high pressure sodium unless otherwise noted.

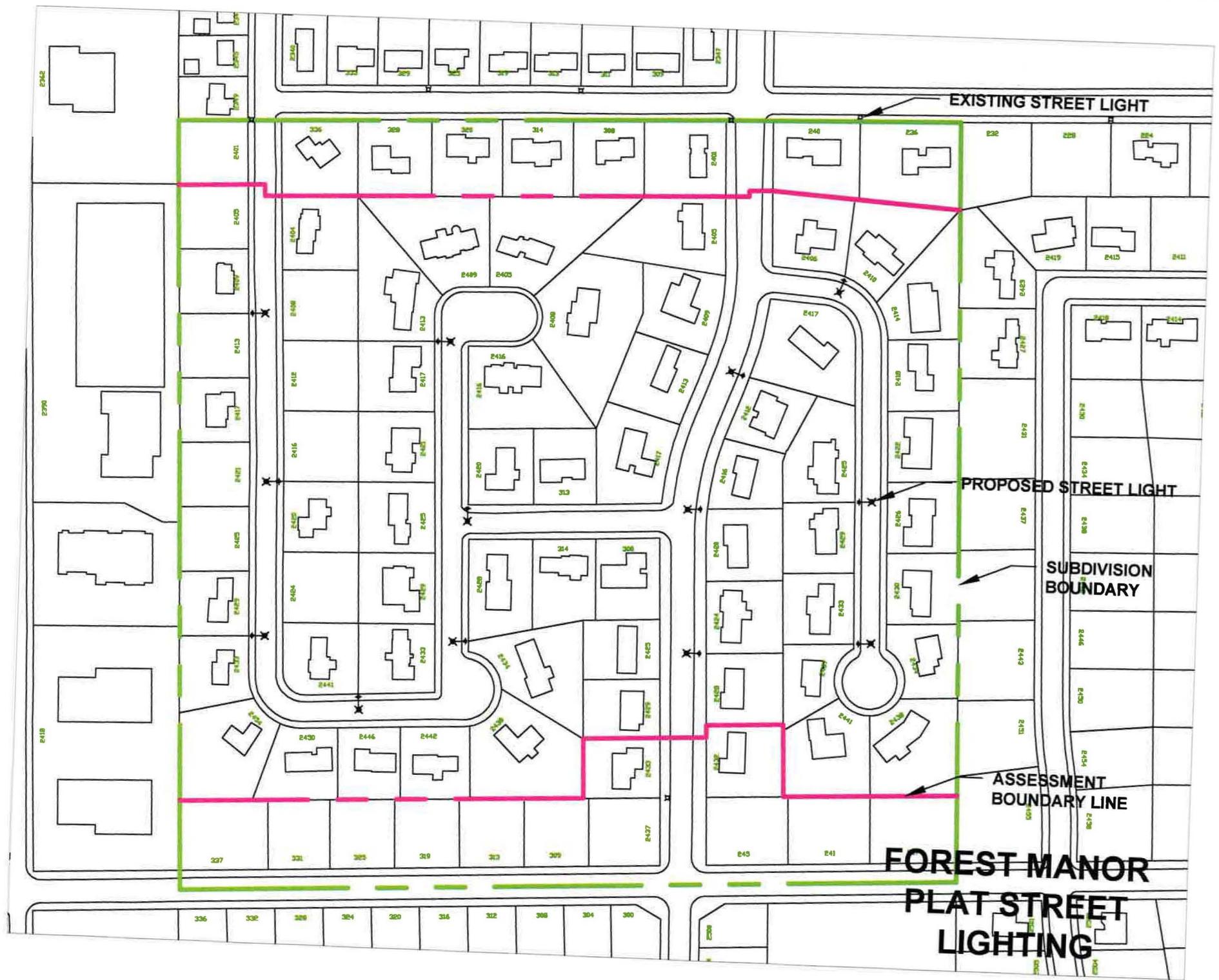
EXISTING STREET LIGHT

PROPOSED STREET LIGHT

SUBDIVISION BOUNDARY

ASSESSMENT BOUNDARY LINE

# FOREST MANOR PLAT STREET LIGHTING



**LIGHTING ASSESSMENT 2017**

**Forest Manor Plat**

Batch: 15-43  
Count: 20

**Estimated Project Cost: \$56,769**  
**Total Parcels: 62**  
**Rate per Parcel: \$916**

| Plate No.     | Assessment Address   | Owner & Mailing Address      | Lighting Assessment Rate | TOTAL ASSESSMENT |
|---------------|----------------------|------------------------------|--------------------------|------------------|
| 02-1022-00-00 | 2405 BRANTWOOD DR    | STAFFELD, RUTH BACKES        | \$916                    | \$916            |
| 02-1023-00-00 | 2409 BRANTWOOD DR    | STAFFELD, WILLIAM J          | \$916                    | \$916            |
| 02-1024-00-00 | 2413 BRANTWOOD DR    | SCHANKE, HERBERT J           | \$916                    | \$916            |
| 02-1025-00-00 | 2417 BRANTWOOD DR    | MOREY, SCOTT                 | \$916                    | \$916            |
| 02-1026-00-00 | 2421 BRANTWOOD DR    | HOULE, SAMUEL D              | \$916                    | \$916            |
| 02-1027-00-00 | 2425 BRANTWOOD DR    | BORK, JAMES                  | \$916                    | \$916            |
| 02-1028-00-00 | 2429 BRANTWOOD DR    | KRUEGER, PAUL R              | \$916                    | \$916            |
| 02-1029-00-00 | 2433 BRANTWOOD DR    | LANDIG, DAVID                | \$916                    | \$916            |
| 02-1030-00-00 | 2454 WOODLAND TERR   | LEE JR, KRAIG C              | \$916                    | \$916            |
| 02-1031-00-00 | 2450 WOODLAND TERR   | CHO, JAE S                   | \$916                    | \$916            |
| 02-1032-00-00 | 2446 WOODLAND TERR   | MCCORMICK, ERIC              | \$916                    | \$916            |
| 02-1033-00-00 | 2442 WOODLAND TERR   | ZMYSLO, ALAN J/LYNN D TRUST  | \$916                    | \$916            |
| 02-1034-00-00 | 2438 WOODLAND TERR   | NEUBAUER, SHAUN D            | \$916                    | \$916            |
| 02-1035-00-00 | 2434 WOODLAND TERR   | DICKENS, JACKLYN M           | \$916                    | \$916            |
| 02-1036-00-00 | 2428 WOODLAND TERR   | DALTON, ROBERT               | \$916                    | \$916            |
| 02-1037-00-00 | 314 KENWOOD DR       | HEIMERMAN, TED               | \$916                    | \$916            |
| 02-1038-00-00 | 308 KENWOOD DR       | BERNARD, DAVID/MARILYN TRUST | \$916                    | \$916            |
| 02-1039-00-00 | 2425 MARATHON AVE    | JUSIC, VILDANA/ALDIN         | \$916                    | \$916            |
| 02-1040-00-00 | 2429 MARATHON AVE    | CASPERSON, JOHN H/CYNTHIA A  | \$916                    | \$916            |
| 02-0987-00-00 | 2428 MARATHON AVE    | LUDWIG, RANDALL/GAIL         | \$916                    | \$916            |
| 02-0988-00-00 | 2424 MARATHON AVE    | LAFOND, TIMOTHY J ANN W      | \$916                    | \$916            |
| 02-0989-00-00 | 2420 MARATHON AVE    | OSBORNE, RALPH E/CINDY J     | \$916                    | \$916            |
| 02-0990-00-00 | 2416 MARATHON AVE    | SCHEIHING, CHARLES T TRUST   | \$916                    | \$916            |
| 02-0991-00-00 | 2412 MARATHON AVE    | GORECTKE, CRAIG              | \$916                    | \$916            |
| 02-0977-00-00 | 2417 FOREST MANOR CT | MEAD, DAVID N/JUDY K         | \$916                    | \$916            |
| 02-0979-00-00 | 2425 FOREST MANOR CT | CAMPBELL, JOHN               | \$916                    | \$916            |
| 02-0980-00-00 | 2429 FOREST MANOR CT | AMMERMAN, NICHOLAS           | \$916                    | \$916            |
| 02-0981-00-00 | 2433 FOREST MANOR CT | MURRAY, TERENCE/SUSAN TRUST  | \$916                    | \$916            |
| 02-0982-00-00 | 2437 FOREST MANOR CT | BAUER, SUSAN H               | \$916                    | \$916            |
| 02-0983-00-00 | 2441 FOREST MANOR CT | WISWALL, MORGAN P            | \$916                    | \$916            |
| 02-0966-00-00 | 2438 FOREST MANOR CT | FIELDHACK, RANDALL           | \$916                    | \$916            |
| 02-0967-00-00 | 2434 FOREST MANOR CT | WENDT, GREG A                | \$916                    | \$916            |
| 02-0968-00-00 | 2430 FOREST MANOR CT | CURLER, JEFFREY H/LEA M      | \$916                    | \$916            |
| 02-0969-00-00 | 2426 FOREST MANOR CT | ARAU, MATTHEW R              | \$916                    | \$916            |
| 02-0970-00-00 | 2422 FOREST MANOR CT | KIELISCH, KURT               | \$916                    | \$916            |

**LIGHTING ASSESSMENT 2017**

**Forest Manor Plat**

Batch: 15-43  
Count: 20

Estimated Project Cost: **\$56,769**  
Total Parcels: **62**  
Rate per Parcel: **\$916**

| Plate No.                | Assessment Address   | Owner & Mailing Address        | Lighting Assessment Rate | TOTAL ASSESSMENT   |
|--------------------------|----------------------|--------------------------------|--------------------------|--------------------|
| 02-0971-00-00            | 2418 FOREST MANOR CT | MARTIN, JOSEPH O               | \$916                    | \$916              |
| 02-0972-00-00            | 2414 FOREST MANOR CT | SCHREIBER, BRIAN D             | \$916                    | \$916              |
| 02-0973-00-00            | 2410 FOREST MANOR CT | HRUBECKY TRUST                 | \$916                    | \$916              |
| 02-0976-00-00            | 2406 FOREST MANOR CT | SCHROEDER TRUST                | \$916                    | \$916              |
| 02-1015-00-00            | 2405 MARATHON AVE    | KANE, JAMES A C/ MEGAN J       | \$916                    | \$916              |
| 02-1016-00-00            | 2409 MARATHON AVE    | MOE, ANN NOREL REVOCABLE TRST  | \$916                    | \$916              |
| 02-1017-00-00            | 2413 MARATHON AVE    | STEINER, DANIEL/KAREN          | \$916                    | \$916              |
| 02-1018-00-00            | 2417 MARATHON AVE    | OPPERMANN, JOYCE E/WALTER J    | \$916                    | \$916              |
| 02-1019-00-00            | 313 KENWOOD DR       | ORLADY, ROGER M                | \$916                    | \$916              |
| 02-1020-00-00            | 2420 WOODLAND TERR   | STEGER, ARTHUR F               | \$916                    | \$916              |
| 02-0992-00-00            | 2416 WOODLAND TERR   | JOHNSON, RANDALL R             | \$916                    | \$916              |
| 02-0993-00-00            | 2408 WOODLAND TERR   | LOWE, JASON W                  | \$916                    | \$916              |
| 02-0994-00-00            | 2405 WOODLAND TERR   | MATTIO, THOMAS                 | \$916                    | \$916              |
| 02-0995-00-00            | 2409 WOODLAND TERR   | REED, ROBERT                   | \$916                    | \$916              |
| 02-0996-00-00            | 2413 WOODLAND TERR   | WESTFALL, MARK                 | \$916                    | \$916              |
| 02-0997-00-00            | 2417 WOODLAND TERR   | VAN YE, TODD M/ANDREA K TRUST  | \$916                    | \$916              |
| 02-0998-00-00            | 2421 WOODLAND TERR   | BATES, FORREST                 | \$916                    | \$916              |
| 02-0999-00-00            | 2425 WOODLAND TERR   | FREDRICKSON, CHARLES           | \$916                    | \$916              |
| 02-1000-00-00            | 2429 WOODLAND TERR   | WROBLEWSKI, THOMAS S REV TRUST | \$916                    | \$916              |
| 02-1001-00-00            | 2433 WOODLAND TERR   | SHAFFER, FREDERICK W           | \$916                    | \$916              |
| 02-1002-00-00            | 2441 WOODLAND TERR   | HAMM, WALLACE                  | \$916                    | \$916              |
| 02-1003-00-00            | 2424 BRANTWOOD DR    | RUED, THOMAS C/JULIE A TRUST   | \$916                    | \$916              |
| 02-1004-00-00            | 2420 BRANTWOOD DR    | RUED, THOMAS C/JULIE A TRUST   | \$916                    | \$916              |
| 02-1005-00-00            | 2416 BRANTWOOD DR    | BATES, FORREST                 | \$916                    | \$916              |
| 02-1006-00-00            | 2412 BRANTWOOD DR    | VAN YE, TODD M/ANDREA K TRUST  | \$916                    | \$916              |
| 02-1007-00-00            | 2408 BRANTWOOD DR    | WESTFALL, MARK                 | \$916                    | \$916              |
| 02-1008-00-00            | 2404 BRANTWOOD DR    | ATANASOFF, NEAL C              | \$916                    | \$916              |
| <b>TOTAL ASSESSMENTS</b> |                      |                                |                          | <b>\$56,769.00</b> |

## Public Services & Safety Committee January 24, 2017

| <u>New or<br/>Renewal</u> | <u>Last Name, First Name,<br/>M.I.</u> | <u>Post Office</u> |
|---------------------------|--|--------------------|
| New                       | Bohlen, Brittany A.                    | Neenah             |
| New                       | Delano, Kathy J.                       | Larsen             |
| New                       | Quick, Jerod J.                        | Neenah             |
| New                       | Rietveld, Britney M.                   | Neenah             |
| New                       | Schenzel, Mitchell D.                  | Menasha            |
| New                       | Slowatyniec, Autumn L.                 | Neenah             |
| New                       | Switz, Laurie A.                       | Appleton           |
| New                       | Wenger, Ian M.                         | Neenah             |

### **TEMPORARY CLASS "B" RETAIL BEER LICENSE APPLICATION**

| <u>Applicant</u>   | <u>Event</u>  |
|--|---|
| St. Gabriel<br>Congregation<br>900 Geiger Street<br>Neenah, WI 54956 | Friday Fish Fry<br>Held in School<br>Cafeteria<br>Mar. 3, 10, 17 & 24<br>Apr. 7 |



City of Neenah  
211 Walnut Street, P.O. Box 426  
Neenah, WI 54957-0426

| For Office Use Only                   |                             |
|---------------------------------------|-----------------------------|
| Date Paid: <u>1/19/17</u>             | Amount Paid: <u>\$75.00</u> |
| Receipt No: <u>3948</u>               |                             |
| Charge to Acct. No. 010-0000-532-1500 | Code: US                    |

## City of Neenah Street Use Permit

**\$75.00 FEE (Section 14-129(e))      NON-REFUNDABLE**

**Important: Incomplete applications will be returned to the Event Organizer. The completed application must be on file not less than 45 days prior to the event.**

| SECTION 1 - EVENT INFORMATION (Please print)   |   |   |                      |
|--|---|---|----------------------|
| Name of Event:<br><u>Neenah Streetball</u>   | Event Date(s):<br><u>June 10-11</u>   | Event Time: <u>Setup 3 a.m. on June 10 until dark (10pm)</u><br><u>June 11 5 a.m. - 6pm</u> |                      |
| Event Location/Route:<br><u>Downtown Neenah on Wisconsin Ave. and Commercial Street</u>  |   |   |                      |
| Event Description:<br><u>3 on 3 basketball tournament</u>  |   |   |                      |
| Estimated Attendance for Event:<br><u>9,000</u>  | Will there be any vendors? If so what type? For food vending contact the Winnebago County Health Department at 232-3000.<br><input type="checkbox"/> NO <input checked="" type="checkbox"/> YES |   |                      |
| Will there be any amplified music/announcements?<br><input type="checkbox"/> NO <input checked="" type="checkbox"/> YES  |   | Beginning Time <u>8am</u> Ending Time <u>10pm</u>   |                      |
| Will there be any street closures? If so, list streets:<br><input type="checkbox"/> NO <input checked="" type="checkbox"/> YES <u>Close WI. Ave. from Oak St. to Doty. Close Commercial St from doty Ave to the driveway that services 2 and 3 Neenah Center</u> |   |   |                      |
| SECTION 2 - EVENT CONTACT INFORMATION (Please print)   |   |   |                      |
| Contact Name:<br><u>ADAM MAULICK</u>   |   |   |                      |
| Street Address:<br><u>N3924 Dublin Way</u>   | City:<br><u>Appleton</u>  | State:<br><u>WI</u>   | Zip:<br><u>54913</u> |
| E-Mail Address:<br><u>wisconsin Crusaders emission</u>   | Telephone:<br>Home: <u>920-423-3575</u> Work: <u>920-758-9804</u> Cell: <u>---</u>  |   |                      |
| Name of Organization: <u>basketball.org</u><br><u>Mission Basketball Academy Inc.</u>  |   |   |                      |
| Street Address:<br><u>same as above</u>  | City:<br><u>same</u>  | State:<br><u>same</u>   | Zip:<br><u>same</u>  |
| Telephone Number of Organization:<br><u>920-423-3575</u>   | Is the organization a 501(c) organization? If so list the IRS EIN:<br><input type="checkbox"/> NO <input checked="" type="checkbox"/> YES   |   |                      |

### SECTION 3 – PROVISIONS AND TERMS

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A **CERTIFICATE OF INSURANCE** covering the event must be provided by the **Sponsor**, naming the City of Neenah its officers, council members, agents, employees, and authorized volunteers as additional insured(s) with no exclusions. Any waivers of liability signed by participants of the event must also include the above underlined persons as included in the waiver of liability. A copy of such waiver shall be provided to the City.

**STAFF** needed to run the event are the responsibility of the **Sponsor**, except where the **City** determines that qualified personnel are required. **Sponsor** shall also be responsible for the City's reasonable service and/or equipment cost associated with the Event. The rates are calculated by the formula outlined in the ordinance.

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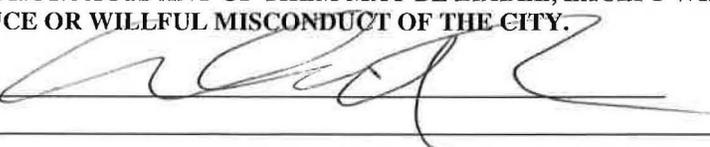
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I understand the filing of this application does not ensure the issuance of this permit. I also understand that all Event organizers and participants must comply with all applicable city ordinances, traffic rules, park rules, state health laws, fire codes and liquor licensing regulations. Fees for park facilities, food sales permits, tent and fireworks permits are in addition to the fees submitted for the Street Use Permit Application. I further understand that an incomplete application may be cause for denial of the event.

#### HOLD HARMLESS INDEMNIFICATION AND DEFENSE.

FOR GOOD AND VALUABLE CONSIDERATION THE APPLICANT AND/OR THE ORGANIZATION AGREES TO INDEMNIFY, DEFEND AND HOLD HARMLESS THE CITY OF NEENAH AND ITS OFFICERS, OFFICIALS, EMPLOYEES AND AGENTS FROM AND AGAINST ANY AND ALL LIABILITY, LOSS, DAMAGE, EXPENSES, COSTS, INCLUDING ATTORNEY FEES ARISING OUT OF THE ACTIVITIES PERFORMED AS DESCRIBED HEREIN, CAUSED IN WHOLE OR IN PART BY ANY NEGLIGENT ACT OR OMISSION OF THE APPLICANT/ORGANIZATION, ANYONE DIRECTLY OR INDIRECTLY EMPLOYED BY ANY OF THEM OR ANYONE WHOSE ACTS ANY OF THEM MAY BE LIABLE, EXCEPT WHERE CAUSED BY THE SOLE NEGLIGENCE OR WILLFUL MISCONDUCT OF THE CITY.

Signature



Date

1/13/17

**Certificate of Liability Insurance**

Date Received: / / Initials:

**Schedule for Review by Committee**

Date: 1 / 24 / 17 Time: 7:00 PM

**Sponsor Responsibilities**

Provide certificate of insurance  
Notify businesses/residents in surrounding area

Will event have amplified music or PA system?  NO  YES – See Parks and Recreation Facility Use Information

Sponsor must provide neighbors with a number to call for problems encountered during the event.  NO  YES

**Parks & Recreation**

Facilities: Shattuck Park

Equipment: /

Staff: /

**Public Works**

Equipment: Barricades, Detour Signing, PCMSs

Staff: 1 Traffic Foreman, 2 Traffic Crewmen

**Police**

Equipment: /

Staff: /

**Cost Estimates**

|                       | Est. Actual Cost | Event Charge  |
|-----------------------|------------------|---------------|
| Parks and Recreation  | \$ 0             | \$ 0          |
| Police                | \$ 0             | \$ 750        |
| Public Works          | \$ 2800          |               |
| <b>TOTAL ESTIMATE</b> | <b>\$ 2800</b>   | <b>\$ 750</b> |

**SECTION 6 – PUBLIC SERVICES AND SAFETY COMMITTEE APPROVAL**

City Representative (Print)

Signature

Date



City of Neenah  
211 Walnut Street, P.O. Box 426  
Neenah, WI 54957-0426

| For Office Use Only                   |                      |
|---------------------------------------|----------------------|
| Date Paid: 12/16/2016                 | Amount Paid: \$75.00 |
| Receipt No: 90334                     |                      |
| Charge to Acct. No. 010-0000-532-1500 | Code: US             |

## City of Neenah Street Use Permit

**\$75.00 FEE (Section 14-129(e))      NON-REFUNDABLE**

**Important: Incomplete applications will be returned to the Event Organizer. The completed application must be on file not less than 45 days prior to the event.**

| SECTION 1 - EVENT INFORMATION (Please print)   |   |  |
|--|---|--|
| Name of Event:<br><i>Race the Lake Century Ride</i>  | Event Date(s):<br><i>Aug. 20, 2017</i>  | Event Time:<br><i>6:45-9:15 AM</i>                                     |
| Event Location/Route:<br><i>See Map Attached</i>   |   |  |
| Event Description:<br><i>100 mile bike ride/race around Lake Winnebago</i>   |   |  |
| Estimated Attendance for Event:<br><i>2000</i>   | Will there be any vendors? If so what type? For food vending contact the Winnebago County Health Department at 232-3000.<br><input checked="" type="checkbox"/> NO <input type="checkbox"/> YES |  |
| Will there be any amplified music/announcements?<br><input checked="" type="checkbox"/> NO <input type="checkbox"/> YES  |   | Beginning Time <del>          </del> Ending Time <del>          </del> |
| Will there be any street closures? If so, list streets: <i>We will be using Rec. Park for a water Aide Station</i><br><input checked="" type="checkbox"/> NO <input type="checkbox"/> YES<br><i>Not closed but controlled by Police + Volunteers</i> |   |  |

| SECTION 2 - EVENT CONTACT INFORMATION (Please print)     |   |   |                      |
|--|---|---|----------------------|
| Contact Name:<br><i>Ben West</i>                         |   |   |                      |
| Street Address:<br><i>920 S Keller Pk Dr</i>             | City:<br><i>Appleton</i>  | State:<br><i>WI</i>                             | Zip:<br><i>54914</i> |
| E-Mail Address:<br><i>ben@duetri.com</i>                 | Telephone:<br><i>920-574-2972</i>   | Home:      Work:      Cell: <i>920-544-2414</i> |                      |
| Name of Organization:<br><i>DuTri Run</i>                |   |   |                      |
| Street Address:<br><i>920 S Keller Pk Dr</i>             | City:<br><i>Appleton</i>  | State:<br><i>WI</i>                             | Zip:<br><i>54914</i> |
| Telephone Number of Organization:<br><i>920-574-2972</i> | Is the organization a 501(c) organization? If so list the IRS EIN:<br><input type="checkbox"/> NO <input checked="" type="checkbox"/> YES <i>81-2782224</i> |   |                      |

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Signature \_\_\_\_\_

Date \_\_\_\_\_

12/5/16

**SECTION 5 – OFFICE USE ONLY**

**Certificate of Liability Insurance**

Date Received:        /        /        Initials:

**Schedule for Review by Committee**

Date: 1 / 24 / 17    Time: 7:00 PM

**Sponsor Responsibilities**

Provide certificate of insurance  
Provide protocol form for volunteers

Will event have amplified music or PA system?  NO     YES – See Parks and Recreation Facility Use Information

Sponsor must provide neighbors with a number to call for problems encountered during the event.  NO     YES

**Parks & Recreation**

Facilities: Recreation Park (Water Station)

Equipment: /

Staff: /

**Public Works**

Equipment: No parking signs/cones / barricades - drop off/pick up (Optional)  
Street sweeper

Staff: 1 Traffic foreman (Optional)

**Police**

Equipment: /

Staff: 2 CSOs - S Park/E Wisconsin  
- Oak/E Wisconsin

**Cost Estimates**

|                       | Est. Actual Cost | Event Charge  |
|-----------------------|------------------|---------------|
| Parks and Recreation  | \$ 30            | \$ 30         |
| Police                | \$ 35            | \$ 100        |
| Public Works          | \$ 65            |               |
| <b>TOTAL ESTIMATE</b> | <b>\$ 130</b>    | <b>\$ 130</b> |

**SECTION 6 – PUBLIC SERVICES AND SAFETY COMMITTEE APPROVAL**

City Representative (Print)

Signature

Date

# RACE THE LAKE

**COURSE MAP Key**

- Course Route
- Course Direction
- Rest Stop
- PP Porta-Potty
- Relay Switch

**Enlarged View Menasha Neenah**

3rd St  
Keyes  
9th/Naymut  
Forest  
Neenah  
Wisconsin  
Park Ave  
Maple

**Enlarged View High Cliff**

High Cliff Rd  
Spring Hill  
King of the Hill  
State Park Rd  
Park Entrance  
Relay Switch  
Rest Stop  
Service Rd  
bottle exchange

**Enlarged View Oshkosh**

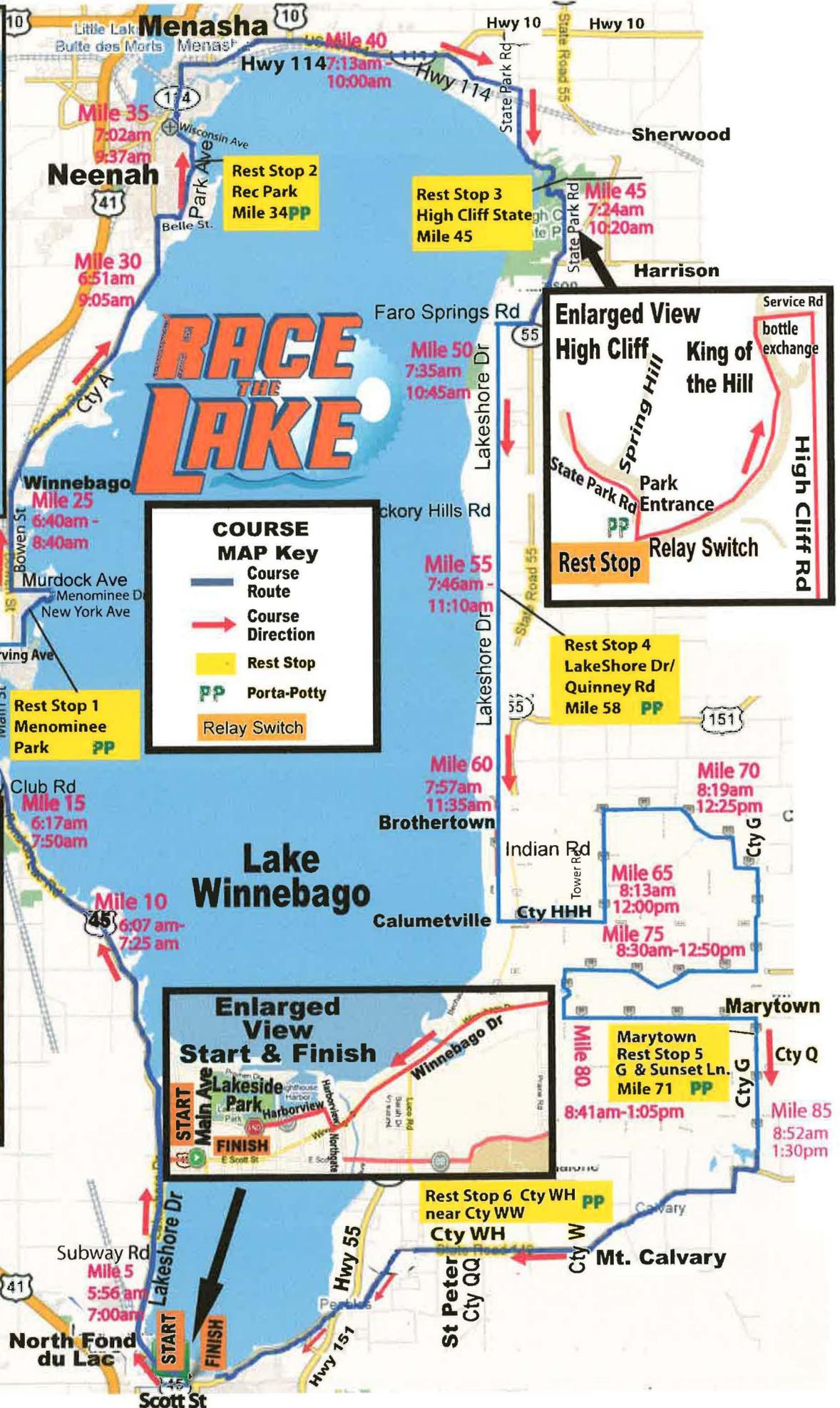
Main St  
Irving Ave  
Hazel St  
E. Murdock Ave.  
Bowen St

**Enlarged View Start & Finish**

START  
FINISH  
Lakeside Park  
Main Ave  
Winnepago Dr

**START**  
7 Scott Street  
Fond du Lac, WI 54935  
1 block from Lakeside Park

**FINISH**  
Harborview Drive  
Fond du Lac, WI 54935  
Lakeside Park



| Fond du Lac County                            |            | Calumet County                            | Signs  |         |         |
|---|------------|---|--|---------|---------|
| Winnebago County                              |            |   |  |         |         |
| INTERSECTIONS                                 | Mile       | Marshal                                   |  | Fastest | Slowest |
| Scott St and Doty <b>START</b>                |            | FDL Police                                | Relay Shuttle (by Grass Lot)<br>Motorcycle Line-up (by Grass Lot)<br>Registration (by Building)<br>Body Mark (by Building)<br>6 Wave signs 2'x 4'<br>2 Parking 24" lettering | 5:45 AM | 6:35 AM |
| Scott St and Hwy 45/Lakeshore Dr (TURN RIGHT) |            | FDL Police                                |  |         |         |
| Hwy 45 and Kinker Rd                          | Mile 5     |   |  | 5:56 AM | 7:00 AM |
| Director Judy Britton and Connie Carmichael   |            | (920) 379-1446 cell (800) 261-1895 office | cp@cpmideastwis.com  |         |         |
| Hwy 45 and Black Wolf                         | Mile 10    | Sue and John Boruch (not as needed)       |  | 6:07 AM | 7:25    |
| Hwy 45 and Cty R                              | Mile 12.5  | Winnebago Sheriff                         |  | 6:12 AM | 7:37 AM |
| Hwy 45 and Waukau                             | Mile 15    |   |  | 6:17 AM | 7:50 AM |
| Fond du Lac Rd and Cimeron RR track           | Mile 15.75 | xx Cerebral Palsy/ARC-3,4                 | Railroad Track   |         |         |
| Main and 21 ave                               | Mile 16    |   |  |         |         |
| S. Main St and South Park Ave                 | Mile 17    | Oshkosh Police                            |  |         |         |
| Main St and 9th Ave                           | Mile 17    | Oshkosh Police                            |  |         |         |
| Main St and 6th Ave                           | Mile 17.25 | Oshkosh Police                            |  |         |         |
| Main St. and Merritt                          | Mile 17.75 | Oshkosh Police                            |  |         |         |
| Main St. and W. Parkway Ave.                  |            | Oshkosh Police                            |  |         |         |
| 620 N. Main St (Burger King Parking Lot)      | Mile 18    | x Cerebral Palsy/ARC-6                    |  |         |         |
| Main St. and Irving (turn right)              |            | Oshkosh Police                            |  |         |         |
| New York and Jefferson St                     |            | Barricades                                |  |         |         |
| New York and Mt Vernon                        |            | Barricades / "No Left Turn" sign          |  |         |         |
| New York and Grand St                         |            | Barricades / "No Left Turn" sign          |  |         |         |
| Railroad Tracks                               | Mile 19    | xx Cerebral Palsy/ARC-7,8                 | Slow Down Railroad Track   |         |         |
| Railroad Tracks                               | Mile 19    | xx Cerebral Palsy/ARC-7,8                 | Railroad Track 2 signs   |         |         |
| New York and Monroe St                        |            | Barricades                                |  |         |         |
| New York and Powers St                        |            | Barricades                                |  |         |         |
| New York and Bowers St                        |            | Barricades                                |  |         |         |
| New York and Evans St                         |            | Barricades                                |  |         |         |
| New York and Grove St                         |            | Barricades                                |  |         |         |
| New York and Hazel (Turn Left)                |            | Oshkosh Police                            |  |         |         |
| Hazel and Menominee Dr (Turn Right)           |            | Cerebral Palsy/ARC-9                      |  |         |         |
| New York Ave. and Menominee Dr                | Mile 19.5  | x Barricades                              |  |         |         |
| REST STOP 1 - Menominee Park                  | Mile 20    | xx Cerebral Palsy/ARC-10,11, 12           |  |         |         |
| Menominee Dr and Murdock                      | Mile 20    |   |  | 6:29 AM | 8:14 AM |
| Murdock and Bowen (TURN RIGHT)                |            | 2-Oshkosh Police                          |  |         |         |
| Cty A and Harrison St                         | Mile 22.5  | Oshkosh Police                            |  | 6:34 AM | 8:28 AM |
| Cty A and E Snell Rd                          |            | Oshkosh Police                            |  |         |         |
| Cty A and Cty Y/Sunnyview                     | Mile 24.25 | x Cerebral Palsy/ARC-14                   | Attention Boaters<br>Race the Lake in Progress<br>Buzy Area (check wording of sign) (1 sign)   |         |         |
| Cty A and Sherman rd                          | Mile 24.5  |   |  | 6:40 AM | 8:40 AM |

| INTERSECTIONS  | Mile       |    | Marshal                                | Fastest  | Slowest          |
|--|------------|----|--|--|------------------|
| Cty A and Cty GG                                       | Mile 27    | x  | Cerebral Palsy/ARC-15                  | 6:45 AM  | 8:52 AM          |
| Cty A and Cty G  | Mile 29.25 | x  | Cerebral Palsy/ARC-16                  |  |                  |
| Cty A and S Park (turn right)                          | Mile 29.25 | xx | Neenah Police/Cerebral Palsy/ARC-17    | 6:51 AM  | 9:05 AM          |
| S Park Ave Curve (turn left)                           |            |    | ARC-18,19                              |  |                  |
| S Park Ave and Bell/Maple (Straight thru)              |            |    | ARC Fox Cities - 1, 2                  |  |                  |
| S Park Ave and Bayview Rd                              |            |    | Beth and Lloyd Sheetz                  |  |                  |
| Rec Park   |            |    | ARC Fox Cities - 3,4,5 & ARES RADIO OP |  |                  |
| S Park Ave and Wisconsin Ave (TURN LEFT)               | Mile 32.5  |    | Neenah Police                          | 6:55 AM  | 9:17 AM          |
| E Wisconsin Ave/Oak S(bridge) (TURN RIGHT)             |            |    | ARC Fox Cities - 6<br>Neenah Police    |  |                  |
| First St and Water St                                  |            |    | ARC Fox Cities - 7 & 8                 |  |                  |
| First St and Forest Ave (TURN RIGHT)                   |            |    | ARC Fox Cities - 9                     |  |                  |
| Forest Ave and 3rd St                                  |            |    | ARC Fox Cities - 10                    |  |                  |
| Forest-Check out if stop sign on forest somewhere???   |            |    |  |  |                  |
| Forest Ave and 9th / Naymut St (LEFT)                  |            |    | ARC Fox Cities - 11                    |  |                  |
| 9th and Nicolet Blvd                                   |            |    | ARC Fox Cities - 12 & 13               |  |                  |
| Naymut St and Keyes St (Turn left then overbridge)     |            |    | Menasha Police<br>Menasha Police       |  |                  |
| Racine St and Main St (TURN RIGHT)                     |            |    |  |  |                  |
| Racine St and Broad St                                 |            |    | ARC Fox Cities - 16                    |  |                  |
| Racine St and First St                                 |            |    | Menasha Police                         |  |                  |
| Racine St and Second St                                |            |    | ARC Fox Cities - 17 & ARES RADIO OP    |  |                  |
| Racine St and Third St (TURN RIGHT)                    |            |    | Menasha Police                         |  |                  |
| Third St and De Pere St                                | Mile 35    |    | Menasha Police                         | 7:02 AM  | 9:37 AM          |
| Third St and Manitowoc St                              |            |    | ARC Fox Cities - 19                    |  |                  |
| Third St and Tracks                                    |            |    |  |  |                  |
| Plank and Konemac                                      |            |    | ARC Fox Cities - 20 & ARES RADIO OP    |  |                  |
| Before 114 and Plank Directing bikers into single lane |            |    | DTR Staff                              |  |                  |
| Hwy 114 and Oneida St -Hwy 10                          |            |    | 2 Calumet Sheriff & ARES RADIO OP      |  |                  |
| Hwy 114 and Fire lane 2                                | Mile 37.5  |    |  | 7:06 AM  | 9:52 AM          |
| Hwy 114 and Lake Park Road (fire lane 8)               |            |    | Calumet Sheriff & ARES RADIO OP        |  |                  |
| Fire Lane 8 and Service road                           | Mile 40    |    | DTR Staff                              | Warning Lites  | 7:13 AM 10:00 AM |
| Service Rd. and Hwy 114                                |            |    | Calumet Sheriff                        | Warning Lites  |                  |
| Hwy 114 and State Park Rd(TURN RIGHT)                  |            |    | Calumet Sheriff                        |  |                  |
| State Park Rd and Pigeon                               |            |    | FOHC - 1                               | No Parking (Right Side of State Park Rd)<br>(Many Signs) 1/2 mile to aid |                  |
| State Park Rd and Golf Course Rd                       |            |    |  | Race in Progress Sign  |                  |
| State Park Rd and Spring Hill                          |            |    | FOHC - 2                               |  |                  |
| Before Ranger Station                                  | Mile 45    |    | FOHC-3 & FOHC-4                        | 7:24 AM  | 10:20 AM         |
| State Park Rd and Lower Cliff Rd                       |            |    | FOHC - 5                               |  |                  |
| High Cliff State Park REST/TRANS                       |            |    | FOHC - 6, 7, 8                         | Relay Switch/Food Station<br>(with up arrow) (Big Sign)                  |                  |
| High Cliff State Park T Intersection on Hill           |            |    | FOHC - 9                               |  |                  |

| INTERSECTIONS                                 | Mile      | Marshal                                       |  | Fastest | Slowest  |
|---|-----------|---|--|---------|----------|
|   |           |   | Drop Zone signs-start end                |         |          |
| State Park Rd onto service road (TURN RIGHT)  |           | Bottle Exchange                               |  |         |          |
| Park exit and High Cliff Rd (TURN RIGHT)      |           | Bottle Exchange                               |  |         |          |
| High Cliff Rd and Hwy 55 (TURN RIGHT)         | Mile 47.5 | Calumet Sheriff                               |  | 7:29 AM | 10:33 AM |
| Hwy 55 and Harrison Rd.                       |           |   |  |         |          |
| Hwy 55 and Faro Springs Rd (TURN RIGHT)       |           | Calumet Sheriff                               |  |         |          |
| Faro Springs Rd and Lake Shore Dr (TURN LEFT) | Mile 50   | ARES RADIO OP                                 |  | 7:35 AM | 10:45 AM |
| Lake Shore Dr and Cty Rd EE                   |           | Calumet Sheriff                               |  |         |          |
| Lake shore and Moore Rd                       | Mile 52.5 |   |  | 7:40 AM | 10:57 AM |
| Lake Shore Dr and Cty Rd E                    |           | Calumet Sheriff                               |  |         |          |
| Lake Shore Dr and Mud Creek                   | Mile 55   |   |  | 7:46 AM | 11:10 AM |
| Lake Shore Dr and Joe Rd.                     |           |   |  |         |          |
| Lake Shore Dr and Quinney Rd                  | Mile 57.5 | REST STOP 4 - Fox Tri Club & ARES RADIO OP    |  | 7:51 AM | 11:23 AM |
| Lake Shore Dr. and Jefferson Rd               |           |   |  |         |          |
| Lake Shore and Winnebago Point Beach          | Mile 60   |   |  | 7:57 AM | 11:35 AM |
| Lake Shore Dr. and Harbor View                |           | Calumet Sheriff                               |  |         |          |
| Lake Shore Dr and Indian Rd.                  |           |   |  |         |          |
| Lake Shore Dr and Cty HHH (Turn Left)         | Mile 62.5 | ARC FDL - 1                                   |  | 8:03 AM | 11:45 AM |
| Cty HHH and Hwy 151                           |           | FDL Sheriff                                   | Warning Lites                            |         |          |
| Cty HHH and Tower Rd                          |           |   |  |         |          |
| Cty HHH and Cty C                             | Mile 65   |   |  | 8:08 AM | 12:00 PM |
| Cty HHH and Schoenbom                         | Mile 67.5 |   |  | 8:13 AM | 12:13 PM |
| Cty HHH and Cty G (TURN RIGHT)                |           | FDL Sheriff & ARES RADIO OP                   | Race in Progress (2 signs off side road) |         |          |
| Cty G and Cty HH                              |           | FDL Sheriff                                   |  |         |          |
| Cty G and Sunset Lane (Marytown)              | Mile 70   | REST STOP 5 - ARES RADIO OP<br>Raddatz Family | Drop Zone signs-start end                | 8:19 AM | 12:25 PM |
| Cty G and Kiel Rd                             |           |   |  |         |          |
| Cty G and Cty Q                               |           |   |  |         |          |
| Cty G and Hickory Rd                          | Mile 72.5 | ARC FDL - 5                                   |  | 8:24 AM | 12:47 PM |
| Cty G and Cty WH (curve)                      |           | Race in Progress sign                         | Race in Progress                         |         |          |
| Cty WH and Walnut Rd                          | Mile 75   | Race in Progress sign                         | Race in Progress                         | 8:30 AM | 12:50 PM |
| Cty WH and Pine Rd                            |           | Race in Progress sign                         | Race in Progress                         |         |          |
| Cty WH and Oak Rd                             |           | Race in Progress sign                         | Race in Progress                         |         |          |
| Cty WH and Evergreen                          | Mile 77.5 |   |  | 8:35 AM | 12:53 PM |
| Cty WH and Cty W                              |           | Race in Progress sign                         | Race in Progress                         |         |          |
| Cty WH and Cty Rd WW                          |           |   | Race in Progress                         |         |          |
| Cty WH and Cty Rd WW (south side)             |           |   |  |         |          |
| Stenz W2217 Cty WH                            |           | REST STOP 6 Dave Hornung gets                 |  |         |          |
| Cty WH and Schaefer Rd                        |           |   |  |         |          |
| Cty WH and 7 Hills Rd (Cty W)                 |           |   |  |         |          |
| Cty WH and Konen Rd                           | Mile 80   |   |  | 8:41 AM | 1:05 PM  |
| Cty WH and Tower Rd                           |           |   |  |         |          |
| Cty WH and Hwy QQ/Church Rd (St Peter)        |           | FDL-9 Manna Vol & ARES RADIO OP               |  |         |          |
| Cty WH and Lakeview                           |           | ARC FDL - 10                                  |  |         |          |
| Cty WH and Kiekhaefer Pkwy                    | Mile 82.5 |   |  | 8:46 AM | 1:17 PM  |
| Cty WH and Cty Rd U/Ledge Rd                  |           | ARC FDL - 12 & ARES RADIO OP                  |  |         |          |

| <b>INTERSECTIONS</b>     | <b>Mile</b> | <b>Marshal</b>                                 |   | <b>Fastest</b> | <b>Slowest</b> |
|--------------------------|-------------|--|---|----------------|----------------|
| Cty WH and DeerPath Rd   |             | ARC FDL - 13                                   |   |                |                |
| Cty WH and Hwy 151       |             | FDL Sheriff, ARC FDL - 14 & ARES RADIO OP      | Warning Lites   |                |                |
| Winnebago Dr and Cty K   | Mile 85     | Race in Progress sign & ARES RADIO OP          | Race in Progress  | 8:52 AM        | 1:30 PM        |
| Winnebago Dr. and Luco   |             | ARES RADIO OP                                  |   |                |                |
| Harborview and Winnebago |             | FDL Police                                     | (3 sets progression)Slow<br>Down/Sharp Turn<br>(onto Northgate) |                |                |
| Harbor View and Mohawk   |             | No Parking (Many Signs)<br>Sharp Turn (1 sign) | No Parking (Many Signs)<br>Sharp Turn (1 sign)                  |                |                |
| Harbor View and Park     |             |  |   |                |                |
| Harbor View and Garfield | Mile 87.5   |  |   | 8:58 AM        | 1:42 PM        |



City of Neenah  
211 Walnut Street, P.O. Box 426  
Neenah, WI 54957-0426

| For Office Use Only |                   |              |         |
|---------------------|-------------------|--------------|---------|
| Date Paid:          | 12/16/16          | Amount Paid: | \$75.00 |
| Receipt No:         | 90535             |              |         |
| Charge to Acct. No. | 010-0000-532-1500 | Code:        | US      |

## City of Neenah Street Use Permit

**\$75.00 FEE (Section 14-129(e))      NON-REFUNDABLE**

**Important: Incomplete applications will be returned to the Event Organizer. The completed application must be on file not less than 45 days prior to the event.**

| SECTION 1 - EVENT INFORMATION (Please print)  |  |                                       |
|---|--|---------------------------------------|
| Name of Event:<br><i>Neenah Duathlon</i>  | Event Date(s):<br><i>May 13, 2017</i>  | Event Time:<br><i>7:30 Am - 10:30</i> |
| Event Location/Route:<br><i>Riverside Park - see map for courses on streets</i>   |  |                                       |
| Event Description:<br><i>2 mile Run - 18 mile Bike - 2 mile Run</i>   |  |                                       |
| Estimated Attendance for Event:<br><i>500</i>   | Will there be any vendors? If so what type? For food vending contact the Winnebago County Health Department at 232-3000.<br><input type="checkbox"/> NO <input type="checkbox"/> YES |                                       |
| Will there be any amplified music/announcements?<br><input type="checkbox"/> NO <input checked="" type="checkbox"/> YES   | Beginning Time <i>8 Am</i> Ending Time <i>11 Am</i>  |                                       |
| Will there be any street closures? If so, list streets:<br><input checked="" type="checkbox"/> NO <input type="checkbox"/> YES<br><i>Not closed but controlled by Police + volunteers</i> |  |                                       |

| SECTION 2 - EVENT CONTACT INFORMATION (Please print)     |   |                           |                           |
|--|---|---------------------------|---------------------------|
| Contact Name:<br><i>Ben West</i>                         |   |                           |                           |
| Street Address:<br><i>920 S Keller PK Dr</i>             | City:<br><i>Appleton</i>  | State:<br><i>WI</i>       | Zip:<br><i>54914</i>      |
| E-Mail Address:<br><i>info@duetri.com</i>                | Telephone:<br>Home: <i>920-574-2972</i>   | Work: <i>920-544-2414</i> | Cell: <i>920-544-3114</i> |
| Name of Organization:<br><i>Du Tri Run</i>               |   |                           |                           |
| Street Address:<br><i>920 S Keller PK Dr</i>             | City:<br><i>Appleton</i>  | State:<br><i>WI</i>       | Zip:<br><i>54914</i>      |
| Telephone Number of Organization:<br><i>920-574-2972</i> | Is the organization a 501(c) organization? If so list the IRS EIN:<br><input type="checkbox"/> NO <input checked="" type="checkbox"/> YES <i>81-2782224</i> |                           |                           |

### SECTION 3 – PROVISIONS AND TERMS

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**PARK FACILITIES** must be reserved via payment by the **Sponsor** through the **Park and Recreation Department**.

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Signature \_\_\_\_\_

Date 12/5/16

**SECTION 5 – OFFICE USE ONLY**

**Certificate of Liability Insurance**

Date Received:        /        /        Initials:

**Schedule for Review by Committee**

Date: 1 / 24 / 16        Time: 7:00 PM

**Sponsor Responsibilities**

Provide certificate of insurance  
Provide protocol form for volunteers

Will event have amplified music or PA system?  NO  YES – See Parks and Recreation Facility Use Information

Sponsor must provide neighbors with a number to call for problems encountered during the event.  NO  YES

**Parks & Recreation**

Facilities:

Riverside Park & Pavilion

Equipment:

/

Staff:

/

**Public Works**

Equipment:

6 Sawhorses (Riverside Park Dr)  
No parking signs (N/S Park Ave)

Staff:

Traffic Foreman

**Police**

Equipment:

/

Staff:

3 CSDs - S Park/E Wisconsin  
- S Park/Bayview

**Cost Estimates**

|                       | Est. Actual Cost | Event Charge  |
|-----------------------|------------------|---------------|
| Parks and Recreation  | \$ 120           | \$ 120        |
| Police                | \$ 80            | \$ 145        |
| Public Works          | \$ 65            |               |
| <b>TOTAL ESTIMATE</b> | <b>\$ 265</b>    | <b>\$ 265</b> |

**SECTION 6 – PUBLIC SERVICES AND SAFETY COMMITTEE APPROVAL**

City Representative (Print)

Signature

Date

| <b><u>Bike Course May 13</u></b> | <b><u>Control</u></b>         | <b><u>Fast Time</u></b> | <b><u>Slow Time</u></b> |
|----------------------------------|-------------------------------|-------------------------|-------------------------|
| Wisconsin/ Park Ave              | <b>2 Neenah Police and V2</b> | 7:30 AM                 | 11:00 AM                |
| Park Ave/ E Doty Ave             |                               |                         |                         |
| Park Ave/ Fairview Ave           |                               |                         |                         |
| Park Ave/ Bayview Rd             | <b>Neenah Police</b>          | 7:45 AM                 | 10:45 AM                |
| Bayview Rd/ Bayview Ln           | <b>XXX</b>                    |                         |                         |
| Bayview Rd/ Sunshine Ln          | <b>XXX</b>                    |                         |                         |
| Bayview Rd/ Yorkshire Rd         |                               |                         |                         |
| Bayview Rd/ Heather Ln           | <b>XXX</b>                    |                         |                         |
| Bayview/ Maple                   | <b>V10</b>                    | 7:45 AM                 | 10:30 AM                |
| Maple/Bell- S. Park              | <b>V11 &amp; V12</b>          |                         |                         |
| S Park Ave Curve                 | <b>V13 &amp; V14</b>          | 7:50 AM                 | 10:30 AM                |
| Commercial/Park Ave              | <b>Sheriff &amp; V15</b>      |                         | 10:20 AM                |
| Commercial/Hwy G                 | <b>Sheriff &amp; V16</b>      |                         |                         |
| Hwy G/ Old Dixie Rd              | <b>V17, V18</b>               |                         | 10:10 AM                |
| Hwy G/ Green Valley Rd           | <b>V19, V20</b>               |                         | 10:00 AM                |
| Hwy G/ Pendleton                 | <b>V21</b>                    | 8:00 AM                 | 9:20 AM                 |
| Pendleton/ Breezewood            | <b>V22, V23</b>               | 8:00 AM                 | 9:25 AM                 |
| Breezewood/ Woodenshoe           | <b>V24</b>                    |                         | 9:30 AM                 |
| Woodenshoe/ Hwy G                | <b>Sheriff</b>                | 8:05 AM                 | 9:35 AM                 |
| Woodenshoe/ Green Valley Rd      | <b>V25, V26</b>               | 8:10 AM                 | 9:40 AM                 |
| Then Course backtracks....       |                               |                         |                         |
| <b><u>Run Course</u></b>         | <b><u>Control</u></b>         | <b><u>Fast Time</u></b> | <b><u>Slow Time</u></b> |
| N Park Ave & Path                | <b>V1</b>                     | 7:30 AM                 | 11:00 AM                |
| Wisconsin Ave/Park Ave           | <b>V2</b>                     | 7:30 AM                 | 11:00 AM                |
| Riverside Parkway & N Park Ave   | <b>V3</b>                     | 7:30 AM                 | 11:00 AM                |
| Transition Water Station         | <b>V4</b>                     | 7:30 AM                 | 11:00 AM                |
| Transition Water Station         | <b>V5</b>                     | 7:30 AM                 | 11:00 AM                |
| Transition Water Station         | <b>V6</b>                     | 7:30 AM                 | 11:00 AM                |
| Transition                       | <b>V7</b>                     | 7:30 AM                 | 11:00 AM                |
| Mount/Dismount                   | <b>V8</b>                     | 7:30 AM                 | 11:00 AM                |
| Mount/Dismount                   | <b>V9</b>                     | 7:30 AM                 | 11:00 AM                |

# Neenah Duathlon Run Map

Runners leave going out on Riverside Park Dr. go right in coned parking lane on Wisconsin Ave., turn onto boardwalk, continue on path, left on Park Ave, Lakeshore Ave, right onto Wisconsin Ave. in coned parking lane, right on N Park Ave in coned parking lane then left onto Riverside Park. Do the same route again leaving Run out.



## Run Course

- 2 Mile Run
- 18 Mile Bike
- 2 Mile Run

Run →  
Bike →

# Neenah Duathlon

## Bike route 18 miles

### Key

- V2** Volunteer
- S** Sheriff
- NP** Neenah Police
- 14** Mile Marker



25  
V26



211 Walnut Street, P.O. Box 426  
Neenah, WI 54957-0426

| For Office Use Only                   |                      |
|---------------------------------------|----------------------|
| Date Paid: 12/2/16                    | Amount Paid: \$75.00 |
| Receipt No: 017097                    |                      |
| Charge to Acct. No. 010-0000-532-1500 | Code: US             |

## City of Neenah Street Use Permit

**\$75.00 FEE (Section 14-129(e))      NON-REFUNDABLE**

**Important: Incomplete applications will be returned to the Event Organizer. The completed application must be on file not less than 45 days prior to the event.**

| SECTION 1 - EVENT INFORMATION <i>(Please print)</i>  |   |   |
|--|---|---|
| Name of Event: A Very Neenah Christmas   | Event Date(s): 12-01-17   | Event Time: 6 pm - 8 pm                 |
| Event Location/Route: Downtown Neenah-Wisconsin Ave. and 100 Block of Main St.   |   |   |
| Event Description: live mannequin displays, Rudolph Run, Carolers, ice sculpture, carriage rides   |   |   |
| Estimated Attendance for Event: 5000-8000  | Will there be any vendors? If so what type? For food vending contact the Winnebago County Health Department at 232-3000.<br><input type="checkbox"/> NO <input checked="" type="checkbox"/> YES |   |
| Will there be any amplified music/announcements?<br><input type="checkbox"/> NO <input checked="" type="checkbox"/> YES  |   | Beginning Time: 6pm    Ending Time: 8pm |
| Will there be any street closures? If so, list streets: W. Wisconsin Ave. & 100 Block of Main St. for the entire event. Both lanes of E. Wisconsin Ave starting at the library exit from 5:50pm-6:20pm. Traffic on Commercial St. will need to be stopped for the Rudolph Run. Commercial and Church St should be open by 6:25 pm. <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES |   |   |

| SECTION 2 - EVENT CONTACT INFORMATION <i>(Please print)</i> |                         |  |            |
|---|-------------------------|--|------------|
| Contact Name: Pamela Barnes/Amy Barker                      |                         |  |            |
| Street Address: 135 W Wisconsin Ave                         | City: Neenah            | State: WI  | Zip: 54956 |
| E-Mail Address: pamela@neenah.org                           | Telephone: 920-722-1920 |  |            |
| Name of Organization: Future Neenah                         |                         |  |            |
|   |                         |  |            |
| Street Address: 135 W Wisconsin Ave                         | City: Neenah            | State: WI  | Zip: 54956 |
| Telephone Number of Organization: 920-722-1920              |                         | Is the organization a 501(c) organization? If so list the IRS EIN:<br><input type="checkbox"/> NO <input checked="" type="checkbox"/> YES 93-0843731 |            |

### SECTION 3 – PROVISIONS AND TERMS

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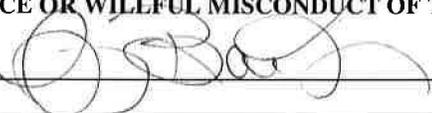
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Signature \_\_\_\_\_



Date \_\_\_\_\_

11/8/16

**SECTION 5 – OFFICE USE ONLY**

**Certificate of Liability Insurance**

Date Received: / / Initials:

**Schedule for Review by Committee**

Date: 1 / 24 / 16 Time: 7:00 PM

**Sponsor Responsibilities**

Provide certificate of insurance  
Provide protocol form for volunteers

Will event have amplified music or PA system?  NO  YES – See Parks and Recreation Facility Use Information

Sponsor must provide neighbors with a number to call for problems encountered during the event.  NO  YES

**Parks & Recreation**

Facilities: Shattuck Park Plexus Lawn  
Gateway Plaza

Equipment: /

Staff: /

**Public Works**

Equipment: Barricades, Signs, PCMSs

Staff: 1 Traffic Foreman  
1 Traffic Crewman

**Police**

Equipment: /

Staff: 2 GSOs (Rudolf Run Only) - Commercial/Wisconsin

**Cost Estimates**

|                       | Est. Actual Cost | Event Charge |
|-----------------------|------------------|--------------|
| Parks and Recreation  | \$               | \$           |
| Police                | \$               | \$           |
| Public Works          | \$               | \$           |
| <b>TOTAL ESTIMATE</b> | <b>\$</b>        | <b>\$</b>    |

**SECTION 6 – PUBLIC SERVICES AND SAFETY COMMITTEE APPROVAL**

City Representative (Print)

Signature

Date



City of Neenah  
211 Walnut Street, P.O. Box 426  
Neenah, WI 54957-0426

**For Office Use Only**

Date Paid: NC 4 Amount Paid: \$75.00  
 Receipt No:                       
 Charge to Acct. No. 010-0000-532-1500 Code: US

**City of Neenah Street Use Permit**  
**\$75.00 FEE (Section 14-129(e))      NON-REFUNDABLE**

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| SECTION 1 - EVENT INFORMATION (Please print)   |   |
|--|---|
| Name of Event: Future Neenah's Summer Kick-off Party-Bike to Boogie  | Event Date(s): June 14      Event Time: 6-9 pm  |
| Event Location/Route: 200 Block of Wisconsin Avenue in Plexus Lawn Area  |   |
| Event Description: Live music performed for free to the public to enjoy. Promote trails to Downtown Neenah.                    |   |
| Estimated Attendance for Event: 2500   | Will there be any vendors? If so what type? For food vending contact the Winnebago County Health Department at 232-3000.<br><input type="checkbox"/> NO <input checked="" type="checkbox"/> YES |
| Will there be any amplified music/announcements?<br><input type="checkbox"/> NO <input checked="" type="checkbox"/> YES        | Beginning Time <u>6:00 pm</u> Ending Time <u>9:00 pm</u>  |
| Will there be any street closures? If so, list streets:<br><input checked="" type="checkbox"/> NO <input type="checkbox"/> YES |   |

| SECTION 2 - EVENT CONTACT INFORMATION (Please print) |  |           |            |
|--|--|-----------|------------|
| Contact Name: Amy Barker/Pamela Barnes               |  |           |            |
| Street Address: 135 W Wisconsin Ave                  | City: Neenah   | State: WI | Zip: 54956 |
| E-Mail Address: pamela@neenah.org                    | Telephone:<br>Home:                      Work:920-722-1920      Cell:920-915-9194  |           |            |
| Name of Organization: Future Neenah                  |  |           |            |
| Street Address: 135 W Wisconsin Ave                  | City: Neenah   | State: WI | Zip: 54956 |
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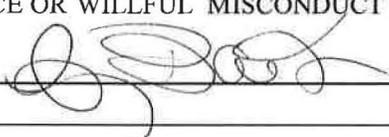
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FOR GOOD AND VALUABLE CONSIDERATION THE APPLICANT AND/OR THE ORGANIZATION AGREES TO INDEMNIFY, DEFEND AND HOLD HARMLESS THE CITY OF NEENAH AND ITS OFFICERS, OFFICIALS, EMPLOYEES AND AGENTS FROM AND AGAINST ANY AND ALL LIABILITY, LOSS, DAMAGE, EXPENSES, COSTS, INCLUDING ATTORNEY FEES ARISING OUT OF THE ACTIVITIES PERFORMED AS DESCRIBED HEREIN, CAUSED IN WHOLE OR IN PART BY ANY NEGLIGENT ACT OR OMISSION OF THE APPLICANT/ORGANIZATION, ANYONE DIRECTLY OR INDIRECTLY EMPLOYED BY ANY OF THEM OR ANYONE WHOSE ACTS ANY OF THEM MAY BE LIABLE, EXCEPT WHERE CAUSED BY THE SOLE NEGLIGENCE OR WILLFUL MISCONDUCT OF THE CITY.

Signature \_\_\_\_\_



Date \_\_\_\_\_

11/9/16

**SECTION 5 – OFFICE USE ONLY**

**Certificate of Liability Insurance**

Date Received:        /        /        Initials:

**Schedule for Review by Committee**

Date:        /        /        Time: 7:00 PM

**Sponsor Responsibilities**

Provide certificate of insurance

Will event have amplified music or PA system?     NO     YES – See Parks and Recreation Facility Use Information

Sponsor must provide neighbors with a number to call for problems encountered during the event.     NO     YES

**Parks & Recreation**

Facilities: Plexus Lawn

Equipment:

Staff:

**Public Works**

Equipment:

Staff:

**Police**

Equipment:

Staff:

**Cost Estimates**

|                       | Est. Actual Cost | Event Charge |
|-----------------------|------------------|--------------|
| Parks and Recreation  | \$ 0             | \$ 0         |
| Police                | \$ 0             | \$ 0         |
| Public Works          | \$ 0             | \$ 0         |
| <b>TOTAL ESTIMATE</b> | <b>\$ 0</b>      | <b>\$ 0</b>  |

**SECTION 6 – PUBLIC SERVICES AND SAFETY COMMITTEE APPROVAL**

City Representative (Print)  
James Merten

Signature  
*James Merten*

Date  
1/20/17



**THIS PERMIT** is intended to clarify the working relationship between the **Sponsor** of the special event and the **City of Neenah**. The **Sponsor** agrees to abide by the terms of this permit, and all existing policies governing use of City Facilities unless specifically noted in the PERMIT. The Public Services & Safety Committee as well as the City Council must approve this permit.

**PARK FACILITIES** must be reserved via payment by the **Sponsor** through the **Park and Recreation Department**.

Use of **CITY STREETS** for events such as parades, walks and runs must be approved by the **City Traffic Engineer**. If the route extends beyond the City limits, the **Sponsor** must contact authorities in those jurisdictions for approval. If the event requires street closures or re-routing of traffic, the **Sponsor** may be required to mail a notice to affected residences and businesses PRIOR to the Public Services & Safety meeting and two weeks PRIOR to the event.

A **CERTIFICATE OF INSURANCE** covering the event must be provided by the **Sponsor**, naming the City of Neenah its officers, council members, agents, employees, and authorized volunteers as additional insured(s) with no exclusions. Any waivers of liability signed by participants of the event must also include the above underlined persons as included in the waiver of liability. A copy of such waiver shall be provided to the City.

**STAFF** needed to run the event are the responsibility of the **Sponsor**, except where the **City** determines that qualified personnel are required. **Sponsor** shall also be responsible for the City's reasonable service and/or equipment cost associated with the Event. The rates are calculated by the formula outlined in the ordinance.

**EQUIPMENT** needed to run the event will be the responsibility of the **Sponsor** except when city equipment, such as traffic barricades or cones are used, under the direction of the **City Traffic Engineer**. The cost to repair or replace lost or damaged equipment will be charged to the **Sponsor**.

The **Sponsor** is responsible for and any PERMIT issued is subject to the Sponsor Responsibilities as described in SECTION 5 of this application.

An **INVOICE** detailing charges for City services will be sent to the **Sponsor** following the event. The charges are determined from actual cost, not the estimate in SECTION 5 of this application. Payment is due within 30 days of the date of the invoice.

**NO CHANGES** may be made by the Sponsor, regarding items included in this AGREEMENT, unless written permission is attached to this document. When questions regarding this AGREEMENT arise, they should be directed to the appropriate Department. If questions arise during the event, and the Department representative is unavailable, the decision of City Staff on duty shall prevail.

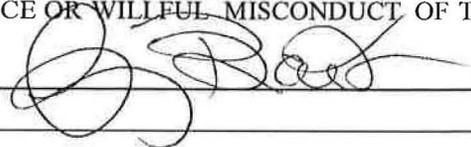
#### SECTION 4 – LEGAL NOTICE

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Signature \_\_\_\_\_



Date \_\_\_\_\_

11/8/16

**Certificate of Liability Insurance**

Date Received:        /        /        Initials:

**Schedule for Review by Committee**

Date:        /        /        Time: 7:00 PM

**Sponsor Responsibilities**

Provide certificate of insurance

Will event have amplified music or PA system?  NO  YES – See Parks and Recreation Facility Use Information  
 Sponsor must provide neighbors with a number to call for problems encountered during the event.  NO  YES

**Parks & Recreation**

Facilities: Shattuck Park

Equipment:

Staff:

**Public Works**

Equipment: Cones (optional)

Staff:

**Police**

Equipment:

Staff:

**Cost Estimates**

|                       | Est. Actual Cost | Event Charge |
|-----------------------|------------------|--------------|
| Parks and Recreation  | \$ 0             | \$ 0         |
| Police                | \$ 0             | \$ 0         |
| Public Works          | \$ 0             | \$ 0         |
| <b>TOTAL ESTIMATE</b> | <b>\$ 0</b>      | <b>\$ 0</b>  |

**SECTION 6 – PUBLIC SERVICES AND SAFETY COMMITTEE APPROVAL**

City Representative (Print)

James Merten

Signature

*James Merten*

Date

1/20/17



City of Neenah  
211 Walnut Street, P.O. Box 426  
Neenah, WI 54957-0426

**For Office Use Only**

Date Paid: NC Amount Paid: \$75.00  
 Receipt No: [Signature]  
 Charge to Acct. No. 010-0000-532-1500 Code: US

**City of Neenah Street Use Permit**  
**\$75.00 FEE (Section 14-129(e)) NON-REFUNDABLE**

**Important: Incomplete applications will be returned to the Event Organizer. The completed application must be on file not less than 45 days prior to the event.**

|  |   |  |
|--|---|--|
| <b>SECTION 1 - EVENT INFORMATION (Please print)</b>  |   |  |
| Name of Event:<br><u>RUN AWAY to the BAY</u>   | Event Date(s):<br><u>April 22, 2017</u>   | Event Time:<br><u>7:30 AM (Race starts at 7:00 AM)</u> |
| Event Location/Route:<br><u>Map is attached</u>  |   |  |
| Event Description:<br><u>55 mile relay race from Oshkosh to Green Bay</u>  |   |  |
| Estimated Attendance for Event:<br><u>Under 1,000</u>  | Will there be any vendors? If so what type? For food vending contact the Winnebago County Health Department at 232-3000.<br><input checked="" type="checkbox"/> NO <input type="checkbox"/> YES |  |
| Will there be any amplified music/announcements?<br><input checked="" type="checkbox"/> NO <input type="checkbox"/> YES        | Beginning Time _____ Ending Time _____  |  |
| Will there be any street closures? If so, list streets:<br><input checked="" type="checkbox"/> NO <input type="checkbox"/> YES |   |  |

|   |  |                     |                      |
|---|--|---------------------|----------------------|
| <b>SECTION 2 - EVENT CONTACT INFORMATION (Please print)</b> |  |                     |                      |
| Contact Name:<br><u>Ross McDowell</u>                       |  |                     |                      |
| Street Address:<br><u>W3192 Cty Rd KK Suite C</u>           | City:<br><u>Appleton</u>   | State:<br><u>WI</u> | Zip:<br><u>54915</u> |
| E-Mail Address:<br><u>info@runawaytothebay.com</u>          | Telephone: <u>920-203-2904</u>   |                     |                      |
| Name of Organization:<br><u>Run Away Events</u>             |  |                     |                      |
| Street Address:<br><u>W3192 County Rd KK Suite C</u>        | City:<br><u>Appleton</u>   | State:<br><u>WI</u> | Zip:<br><u>54915</u> |
| Telephone Number of Organization:<br><u>920-955-7463</u>    | Is the organization a 501(c) organization? If so list the IRS EIN:<br><input type="checkbox"/> NO <input type="checkbox"/> YES |                     |                      |

### SECTION 3 – PROVISIONS AND TERMS

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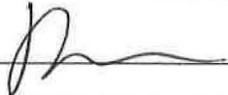
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Signature \_\_\_\_\_



Date 11-29-2016







*Department of Public Works*  
211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426  
Phone 920-886-6241 • e-mail: gkaiser@ci.neenah.wi.us  
GERRY KAISER, P.E.  
DIRECTOR OF PUBLIC WORKS

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## M E M O R A N D U M

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**DATE:** January 19, 2017  
**TO:** Mayor Kaufert and Members of the Public Services and Safety Committee  
**FROM:** Gerry Kaiser, Director of Public Works  
**RE:** Public Works General Activity

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1. Training Center/Clinic – The open house is scheduled for January 25 from 2:30 p.m. to 5:00 p.m.
2. Street Construction Plans – Draft plans and specifications have been prepared for the Cecil Street reconstruction project. Design work is ongoing for the remaining streets in the program. Public hearings are scheduled for the February 15 meeting of the Common Council. The public hearing notice and project information have been mailed to the affected property owners.
3. Parking Lot Construction Plans – Plans are being prepared for parking lots targeted to the TID 10 office project in preparation for spring construction.
4. Martens Street Razing – The sixth of the contracted homes along Martens Street his being razed and brought to original grade.
5. Fox Valley Energy Concrete Pile – The concrete crushing rig is on-site.
6. Sanitary Sewer Rate Study – An RFP has been distributed for the rate study. Proposals are due on January 27.
7. Pendleton Park Traffic Impact Study – Staff met with engineers from OMNNI to review traffic projections for the study. OMNNI will now look at design alternatives for the CTH JJ/CTH CB intersection.
8. Salt Supply – As of January 18, we had about 900 tons of salt in the storage building and commitments for another 1000 tons. The total of 1,900 tons is the amount that we would need for a light winter. To extend our supply, we are mixing stone chips with the salt. We are exploring alternative salt sources in case we need to purchase more.
9. Sanitary sewer agreements – Staff has been reviewing sanitary sewer agreements with Sanitary District 2 and with the City of Menasha.