



### STREET USE APPLICATION

Event: Community First Fox Cities Marathon Presented by Miron Construction

Sponsored by: Community First Credit Union

Responsible Person: Jesse Drake

Address: Po Box 1315  
Appleton WI 54912-1315

Street Use Date: 9/20/2015

Start Time: 7 AM

End Time: 2 PM

Number of Units: 5,500+  
(Parades)

Email Address: jesse.drake@communityfirstcu.org Phone: (920) 882-5219  
(920) 450-0083 (cell)

Street Route: UW-Fox Valley (start) to Riverside Park (Finish)  
Description of Use (attach map)

**Liability Insurance has been secured in the amount of \$ 2,000,000 with the City of Menasha named as the additional insured. This is primary insurance.**

Insurance Company Secura Insurance Company Policy No. 22543  
(Attached are samples of the certificate of insurance and endorsement; each naming the City of Menasha as additional insured).

Date: 4/7/2015 Applicant's Signature: Jesse Drake

**Permit Fee:** Each application for a Street Use Permit shall be accompanied by a fee of \$25.00 along with a Special Event Fee of \$25. Please make checks payable to City of Menasha.

**Note to events planning to use City Parks and/or greenspace:** Any multi-day event or event which plans to sell beer and/or wine to the public must appear before the Parks and Recreation Board.

**TO BE COMPLETED BY CITY STAFF (Revised April 3, 2015)**

Scheduled Park & Recreation Board Review Date: \_\_\_\_\_

Not Required:  Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Scheduled Common Council Review Date: 7-20-15

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

**APPROVAL:**

Police Dept. [Signature] Fire Dept. [Signature] Public Works Dept. MR City Attorney \_\_\_\_\_



## 2015 City of Menasha Details

### Course Directions – Start Line

- Start Line on Midway Road, just to the west of Opportunity Way
- Race runs east towards Oneida St/Hwy. 10
  - *Midway Rd. closed (all 4 lanes) from University Avenue to Oneida Street (5:30-8:00 a.m.)*
  - *Officers stay at Midway Rd/University Ave until roughly 8:00 a.m. so that Start Line clean-up can take place without traffic*

### Re-Enter City of Menasha on Highridge Dr (just west of Valley Rd)

- Valley Rd, turn right (west) on Highridge Dr
- Turn left (south) on Northridge Ct
- Turn left (east) on Hickory Hollow Rd
- Turn left (south) on Dunning St
- ***Turn right (west) on Olde Midway Rd (Town of Menasha)***
- ***Turn left (south) on Lakeshore Dr (Town of Menasha)***
- Tayco St south to Broad St
- Turn right (west) on Broad St & follow to Trestle Trail Bridge

### Runner's Side of the Road

- North side of Valley Rd
- North side of Highridge Dr
- West side of Northridge Ct
- West side of Hickory Hollow Rd
- West side of Dunning St
- ***North side of Olde Midway Rd (Town of Menasha)***
- ***West side of Lakeshore Dr (Town of Menasha)***
- West side of Tayco St.
- North side of Broad St.
- Entire width of Trestle Trail

### Officers needed at the following locations:

- 1) Start Line to stop traffic at University/Midway Rd intersection (5:30 – 8:00am) x 3
- 2) Tayco St/9<sup>th</sup> St intersection (7:35am-12:45pm)
- 3) Tayco St/3<sup>rd</sup> St intersection (7:40am-1:00pm)

### Public Works/Street Department

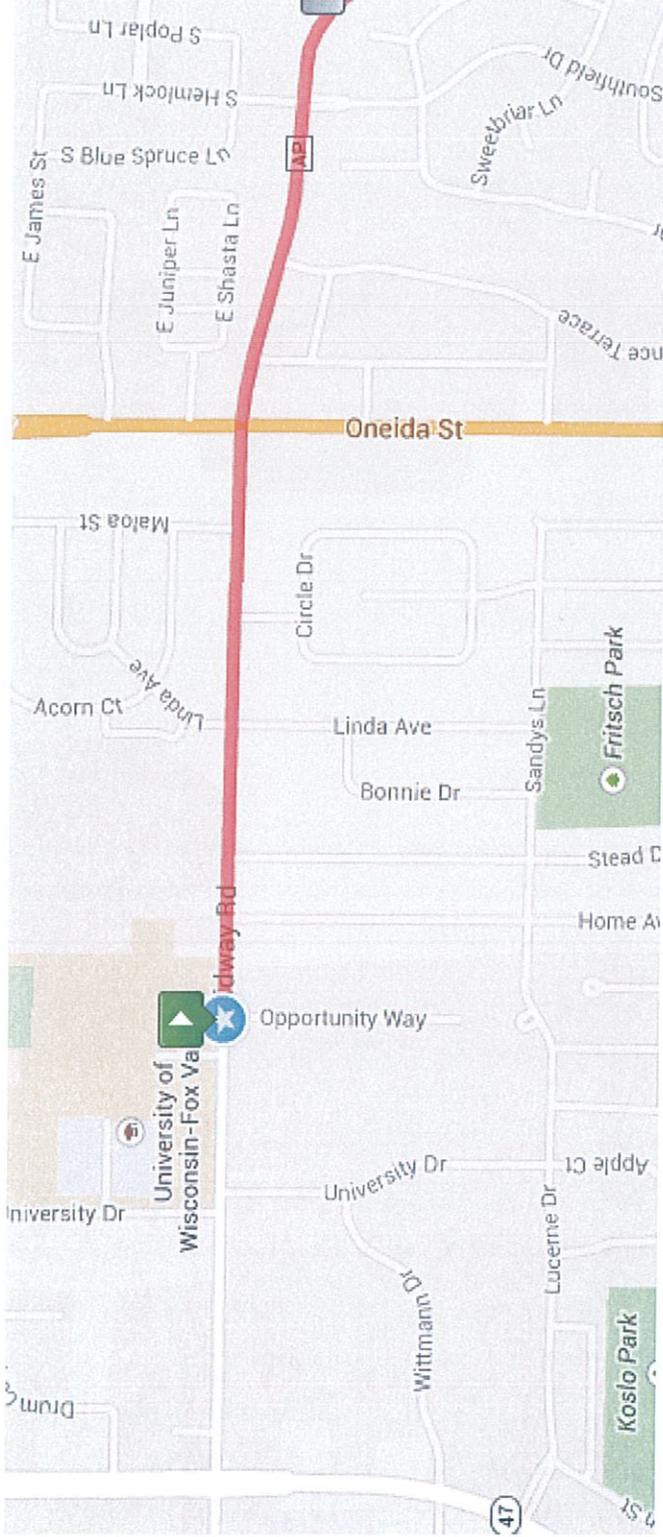
- Cones, barricades and any needed signage
  - Cones for a 'Runner's Lane' throughout the following streets: Tayco Rd & Broad St to west end of Trestle Trail Bridge
  - No cones needed at Start Line on Midway Rd

### Other Course Features

- Water Station locations
  - West end of Broad St at Trestle Trail Bridge
- Relay Exchange Zone locations
  - Tayco St/7<sup>th</sup> Street intersection #4

### Other Follow-Ups & Concerns

- 2 railroad crossings (Tayco St/3<sup>rd</sup> St & Broad St/Lush St) – same line of tracks
  - RR track crossings (Canadian National)
  - Trucking contact at SCA mill (Tim Brooks) – can likely control trucking traffic, may have a couple of tankers needing to enter/exit between gaps in runners– would be a good idea to have a Police Officer at Tayco St/3<sup>rd</sup> St.
  - Tim Brooks-SCA (727-2917 office, 915-7502 mobile) [tim.brooks@sca.com](mailto:tim.brooks@sca.com)
- Lift bridge on east end of Trestle Bridge be kept down for duration of race
  - Robert Stark of the Fox River Locks Authority does not feel it will be an issue to keep the bridge down for the race
  - Robert Stark (809-5538 cell) [rstark@foxlocks.org](mailto:rstark@foxlocks.org)
- Pre-race communication of Trestle Trail usage on race day
  - Provide City of Menasha with electronic communications so they can distribute via website, post on trails, etc.
- Road Construction
  - Broad Street between Tayco St & Lush St – scheduled to be redone in 2015
  - Can write into agreement to have construction complete by race (Tim Montour)
  - If needed, could potentially use the following route if needed (minimal impact on race course distance) – Tayco St, west on 1<sup>st</sup> Street, south on Lock St, west on Broad St to Trestle Trail Bridge
- Are the FM & HM pace cars (2 separate cars) allowed to drive across the Trestle Trail Bridge?
- Stanchion/pylon on the east end of the Trestle Trail Bridge
  - Will put pylon down flat on road, need cones around it for safety (Vince Maas)
- Butte Des Morts Elementary School – use parking lot for relay exchange zone parking



City of Menasha – Map 1

Start Line @ UW-Fox Valley

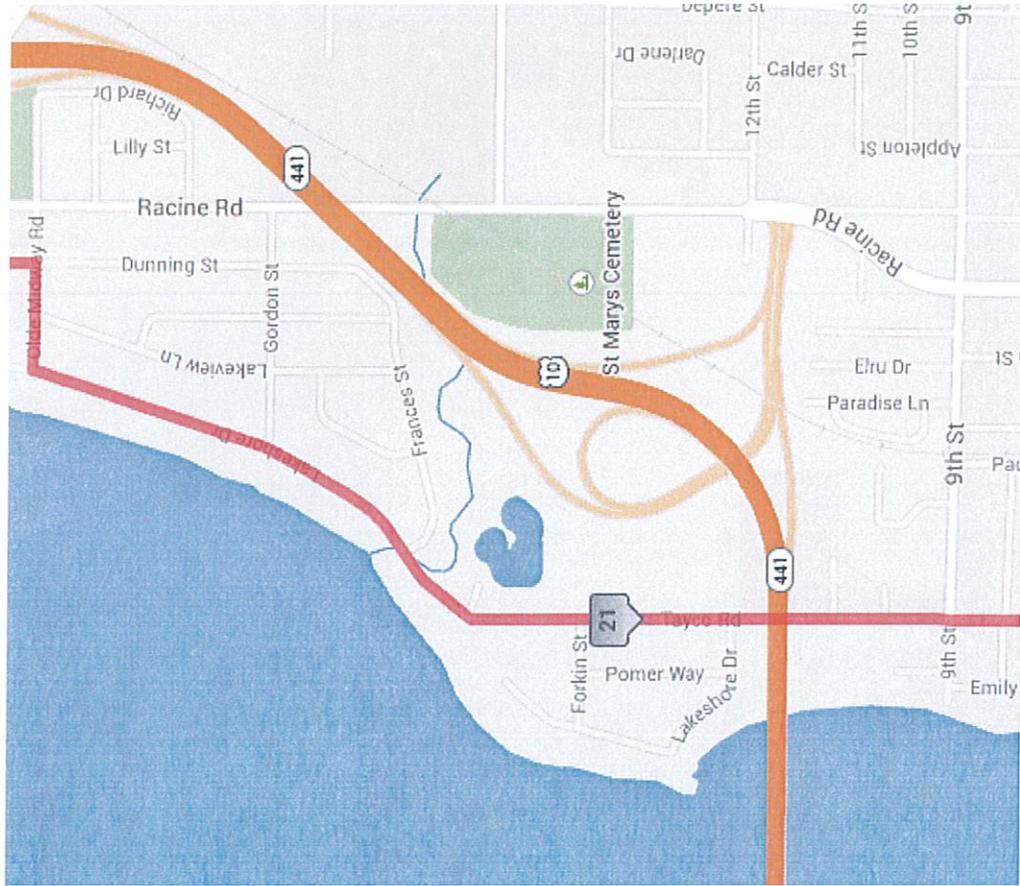


**2015 FCM Marathon & Half Marathon**  
**City of Menasha**  
**Map 2**

2015 Fox Cities Marathon & Half Marathon  
City of Menasha  
Map 3



2015 Fox Cities Marathon & Half Marathon  
City of Menasha  
Map 4



2015 Fox Cities Marathon & Half Marathon  
City of Menasha  
Map 5







SECURA INSURANCE, A Mutual Company  
 P. O. BOX 819 APPLETON, WI 54912-0819  
**COMMERCIAL GENERAL LIABILITY**  
 RENEWAL DECLARATION

**POLICY NO. 20-CP-003195781-5/000**  
 RENEWAL OF 20-CP-003195781-4

ACCOUNT NUMBER: 00007253268  
 NAMED INSURED AND MAILING ADDRESS

AGENCY AND MAILING ADDRESS 484330 04

FOX CITIES MARATHON INC  
 C/O MARY SULLIVAN  
 2616 S ONEIDA ST  
 APPLETON WI 54912

PAROUBEK INS AGY INC  
 STE 206  
 301 N BROADWAY  
 DE PERE WI 54115

POLICY PERIOD: From 02/01/2015 to 02/01/2016 AT 12:01 A.M. STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE.  
 ATTACH THIS RENEWAL DECLARATION TO YOUR POLICY.

ADDITIONAL INSURED(S)

CITY OF MENASHA PER FORM: CG2026 (07-04)  
 140 MAIN ST  
 MENASHA WI 54952

CITY OF NEENAH PER FORM: CG2026 (07-04)  
 211 WALNUT ST  
 NEENAH WI 54956

FOX VALLEY TECHNICAL COLLEGE PER FORM: CG2026 (07-04)  
 1825 N BLUEMOUND RD  
 APPLETON WI 54915

MEMBERS OF THE CONDO ASSOCIATION PER FORM: CG2026 (07-04)  
 1455 MIDWAY RD  
 MENASHA WI 54952

PENTECOSTALS OF THE FOX CITIES PER FORM: CG2026 (07-04)  
 1445 MIDWAY RD  
 MENASHA WI 54952

TOWN OF MENASHA PER FORM: CG2026 (07-04)  
 2000 MUNICIPAL DR  
 NEENAH WI 54956

UW FOX VALLEY PER FORM: CG2026 (07-04)  
 1478 MIDWAY RD  
 MENASHA WI 54952

VALLEY TRUCK LEASING INC PER FORM: CG2026 (07-04)  
 5668 NEUBERT RD  
 APPLETON WI 54913

VILLAGE OF GRAND CHUTE PER FORM: CG2026 (07-04)

Original