MENASHA
JOINT SCHOOL DISTRICT

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DATE: 7/29/2015

TO: City of Menasha Public Works Committee

FROM: David Elliott, District Supervisor of Buildings, Grounds and Safety

SUBJECT: 90 Day Temporary Change to Bus Parking and Parent Parking

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To the Director of Public Works and Public Works Committee;

Menasha Joint School District would like to request a changes to Clovis Grove Elementary School Bus parking / parent pick-up and drop-off areas as shown on the attached map for a trial period of 90 days to see if the proposed change will lessen the congestion and safety concerns in the circle drive during drop off and pick up time.

Reason for request:

Parent parking within the current circle drive to pick up and drop off their children is becoming a major safety hazard for students, staff, parents and other vehicles from too many vehicles trying to enter and exit while students are being dropped off. The requested change is to move the bus parking/drop-off and pick-up into the circle drive and have our parent's to park along the assigned roads. This change should reduce the congestion in the main parking area during student drop-off and pick-up. On the north side of 9th street traveling westbound we would like for parents to be able to drop students and go which is a safer alternative because students would exit the vehicle directly onto the sidewalk. This request if approved would require signage changes and possible curb painting.

Other resources consulted:

1. East Central Wisconsin Regional Planning Commission: MJSD worked closely with ECWRPC to determine safe and unsafe routes and conditions. They have recommended the proposed changes and have supplied the attached map annotating requested changes.
2. Police Liaison School Officer: MJSD solicited the input from our PLSO who also recommends the changes and have seen firsthand the safety concerns of the current situation
3. Lamers Bus Line: Lamers Safety Officer has brought out the busses and ensured they can make all turns safely in and out of the drive.
4. Menasha Utilities: Menasha Utilities is working to remove the support pole on the drive exit to provide even more clear departure lane from the drive for the busses.

We are requesting a 90 day trial period to ensure this works as intended with the option of making it a permanent change if successfully implemented.

Thank you for your consideration.
David Elliott

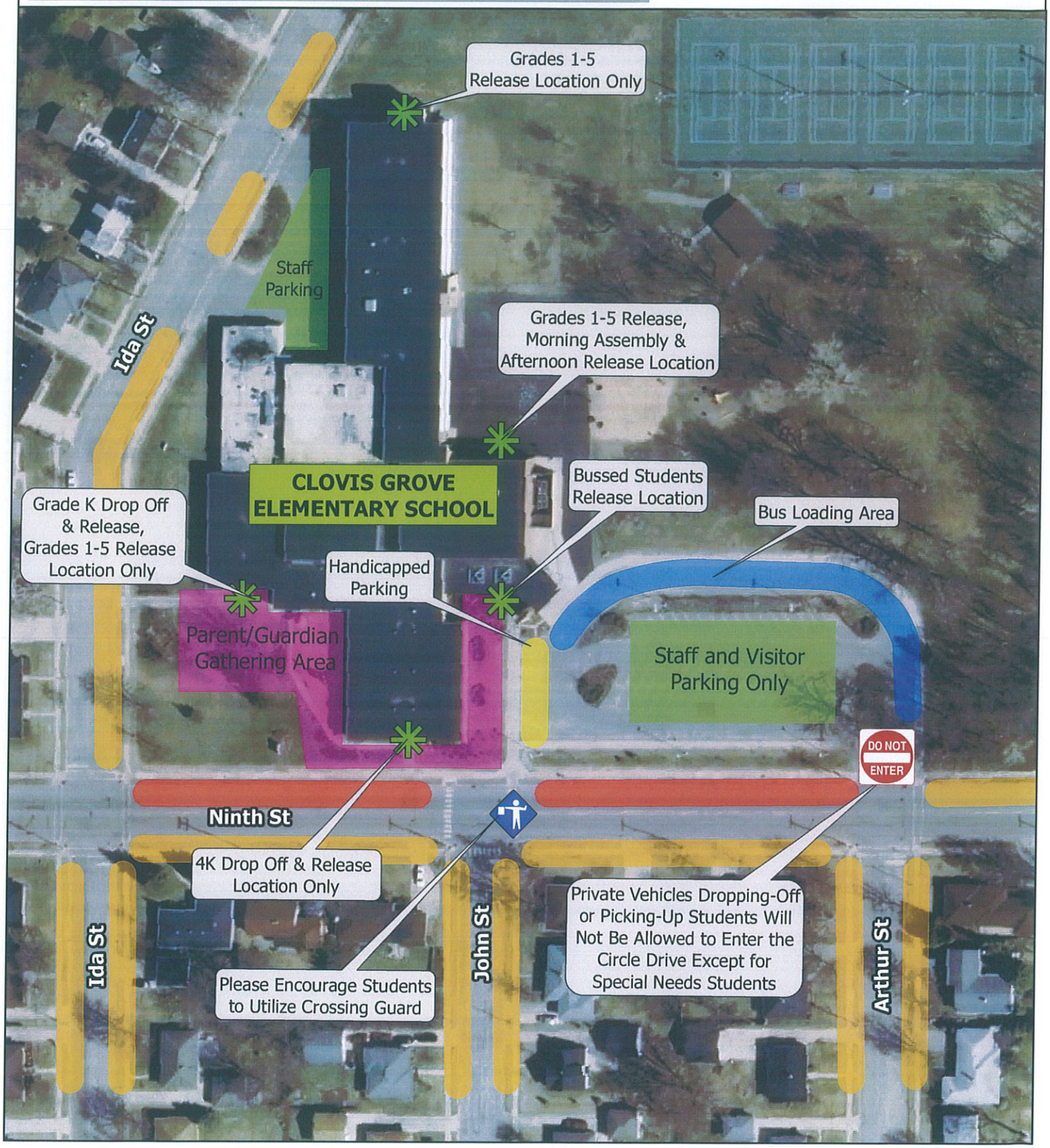
CLOVIS GROVE ELEMENTARY SCHOOL
DROP-OFF/PICK-UP RECONFIGURATION

- Bus Loading Area
- Loading Zone Only - No Parking
- Handicapped Parking
- Suggested Parent/Guardian Parking Areas
- Staff and Visitor Parking Only
- Parent/Guardian Suggested Gathering Area - (If you park & walk to the school to pick-up)
- Student Release Locations
- Crossing Guard

Source: Aerial photography and base data Winnebago County, 2010. ECWRPC provided the school location and bike and walk audit results.

0 100 200
Scale in Feet

N W E S

This data was created for use by the East Central Wisconsin Regional Planning Commission Geographic Information System. Any other use/application of this information is the responsibility of the user and such use/application is at their own risk. East Central Wisconsin Regional Planning Commission disclaims all liability regarding fitness of the information for any use other than for East Central Wisconsin Regional Planning Commission business.

Prepared By April, 2015 by: East Central Wisconsin Regional Planning Commission ECWRPC