



Memorandum

DATE: March 3, 2016

TO: Board of Public Works

FROM: Mark Radtke, Director of Public Works *MR*

RE: Expiration of 90-Day Trial Period for Clovis Grove School On-Street Parking Revisions

At its August 3, 2015 meeting, the Board of Public Works authorized a 90 day trial period to change Clovis Grove Elementary School bus parking/parent pick-up and drop-off areas and include no parking on the south side of Ninth Street from Ida Street to Arthur Street from 7:30 am to 4:30 pm on school days. The 90 day trial period has expired and Menasha Joint School District is requesting the changes be made permanent (see attached memo).

Area residents were notified of the trial period expiration and of this meeting as an opportunity to provide input regarding the changes. Police Chief Styka has reviewed the situation with his staff and has received no reports of concerns with the parking alterations. Should the Board wish to proceed with making these changes permanent, an ordinance would need to be drafted by the City Attorney for review and action by the Common Council.

Enclosures

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DATE: 3/2/2016
TO: City of Menasha Public Works Committee and Common Council
FROM: David Elliott, District Supervisor of Buildings, Grounds and Safety
SUBJECT: Request for Permanent Change to Clovis Grove Elementary School Traffic Pattern

To the Director of Public Works, Public Works Committee and Common Council;

Menasha Joint School District requested a temporary change to Clovis Grove Elementary School Bus parking / parent pick-up and drop-off areas for a trial period of 90 days. After utilizing this new traffic pattern, the district feels it has reduced the congestion and safety concerns which were prevalent in the circle drive during drop off and pick up time. We are requesting this change to become permanent with the following additional resources endorsing the permanent change:

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, Officer Jeff Jorgensen, who also recommends the changes to become permanent.
3. Lamers Bus Line: Bob Zurkowski with Lamers Bus Line has had no issues in regards to bussing and also recommends the change.
4. Menasha Utilities: Menasha Utilities removed the support pole on the drive exit which provided a clear departure lane from the drive for the busses.

We appreciate the opportunity provided by the City to conduct the 90 day trial period. After close review and observations, we are seeking the Department of Public Works recommendation and Common Councils approval to make these initial changes permanent.

Thank you for your consideration.
David Elliott

"Reaching Every Student Every Day"

CLOVIS GROVE ELEMENTARY SCHOOL

DROP-OFF/PICK-UP RECONFIGURATION

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



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:



- 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

