

It is expected that a Quorum of the Personnel Committee, Administration Committee, and Common Council will be attending this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA
BOARD OF PUBLIC WORKS
Third Floor Council Chambers
140 Main Street, Menasha
September 6, 2016**

6:45 PM

or immediately following the Administration Committee

AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [Board of Public Works, 8/15/16.](#)

D. ACTION ITEMS

1. [Street Use Application – Menasha High School Homecoming Parade; October 7, 2016; 5:30 PM – 6:15 PM.](#)
2. [Payment – Northeast Asphalt, Inc.; New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement within Parking Area, 8' Wide Asphalt Trail and Storm Sewer; Sixth Street, Ninth Street, Grandview Avenue, Manitowoc / Plank Road \(8' Wide Asphalt Trail\), Menasha Utilities Office \(Parking Area Paving\), and Community Way; Contract Unit No. 2016-02; \\$333,805.29 \(Payment No. 2\).](#)
3. [Recommendation to Award – Reservoir Membrane Roof System, Contract M0002-9-16-00217.00; Northeastern Roofing, Inc.; \\$97,750 \(Menasha Utilities\).](#)
4. [O-10-16 An Ordinance Regarding Restrictions on Parking \(Introduced by Mayor Merkes\).](#)

E. ADJOURNMENT

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
August 15, 2016
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Krautkramer at 6:51 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Keehan, Zelinski, Spencer, Benner, Nichols, Krautkramer, Collier.

EXCUSED: Alderman Taylor

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Kloehn, ASD Steeno, CDD Buck, AS Englebert, PHD McKenney, DDMO Alix, Clerk Galeazzi.

C. MINUTES TO APPROVE

1. [July 18, 2016](#)

Moved by Ald. Keehan seconded by Ald. Nichols to approve minutes.

Motion carried on voice vote.

D. COMMUNICATIONS

1. [DDMO Alix Leaf Collection Pilot Program 8/9/16](#)

DDMO Alix explained an issue with the machines used for leaf collection last fall. He explained methods used by other municipalities associated with leaf collection. Staff recommends implementing a leaf collection pilot program for the fall of 2016 in the City's Doty Island area. One of the main changes is the leaves will be placed on the edge of the street not on the terrace. Residents would be provided information on changes to leaf collection in their area.

Moved by Ald. Collier seconded by Ald. Keehan to authorize staff to move forward on the leaf collection pilot program.

Motion carried n roll call 7-0.

2. [ES Montour Proposed Lane Delineation Changes at Racine Street and Seventh Street 8/11/16](#)

PC Styka explained it was requested to explore the feasibility of changing the current configuration of the traffic lanes at the Racine Street/Seventh Street intersection. Staff proposes to have a turn only lane for both southbound and northbound traffic at the intersection. This would require the current no parking restriction on Racine Street to be extended. It is recommended to have this lane change in place before the school year starts.

Moved by Ald. Nichols seconded by Ald. Collier to authorize staff to move forward on the proposed lane delineation changes at the Racine Street/Seventh Street intersection.

Motion carried on roll call 7-0.

E. DISCUSSION / ACTION ITEMS

1. [Payment – Northeast Asphalt, Inc.; New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement within Parking Area, 8' Wide Asphalt Trail and Storm Sewer; Sixth Street, Ninth Street, Grandview Avenue, Manitowoc / Plank Road \(8' Wide Asphalt Trail\), Menasha Utilities Office \(Parking Area Paving\), Community Way; Contract Unit No. 2016-02; \\$187,115.36 \(Payment No. 1\)](#)

Moved by Ald. Benner seconded by Ald. Keehan to recommend to Common Council Payment to Northeast Asphalt, Inc. for new street construction and reconstruction, concrete curb and gutter, concrete sidewalk, asphalt pavement within parking area, 8' wide asphalt rail and storm sewer on Sixth Street, Ninth Street, Grandview Avenue, Manitowoc/Plank Road (8' wide asphalt trail), Menasha Utilities Office (parking area paving), and Community Way, Contract Unit No. 2016-02 in the amount of \$187,115.36. (Payment No. 1).

Motion carried on roll call 7-0.

2. [Ordinance O-10-16 Regarding Restrictions on Parking](#)

PC Styka explained the parking ordinance is being repealed and recreated due to changes in the downtown and other areas of the City. He highlighted the more noticeable changes. Staff has been working on these changes for a while.

General discussion ensued on the changes, and current parking signage not matching current code. Because of the many changes, it was requested that PC Styka list the recommended changes and bring back for review by the Board.

F. ADJOURNMENT

Moved by Ald. Nichols seconded by Ald. Keehan to adjourn at 8:01 p.m.
Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk



STREET USE APPLICATION

Event: Homecoming Parade
 Sponsored by: Menasha High School
 Responsible Person: Rick Grable
 Address: 420 7th St.
Menasha, WI 54952

Street Use Date: October 7, 2016
 Start Time: 5:30 pm
 End Time: 6:15 pm
 Number of Units: 20
 (Parades)

Email Address: GrableR@msd.k12.wi.us Phone: 920 967 1803

Street Route: see attached
 Description of Use (attach map)

Liability insurance has been secured in the amount of \$ 5,000,000 with the City of Menasha named as the additional insured. This is primary insurance.
 Insurance Company Community Insurance Corporation Policy No. 5GL22213-16
 (Attached are samples of the certificate of insurance and endorsement; each naming the City of Menasha as additional insured).

Date: 10/14/2016 Applicant's Signature: Rick Grable /gs

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.

pd ct #24254

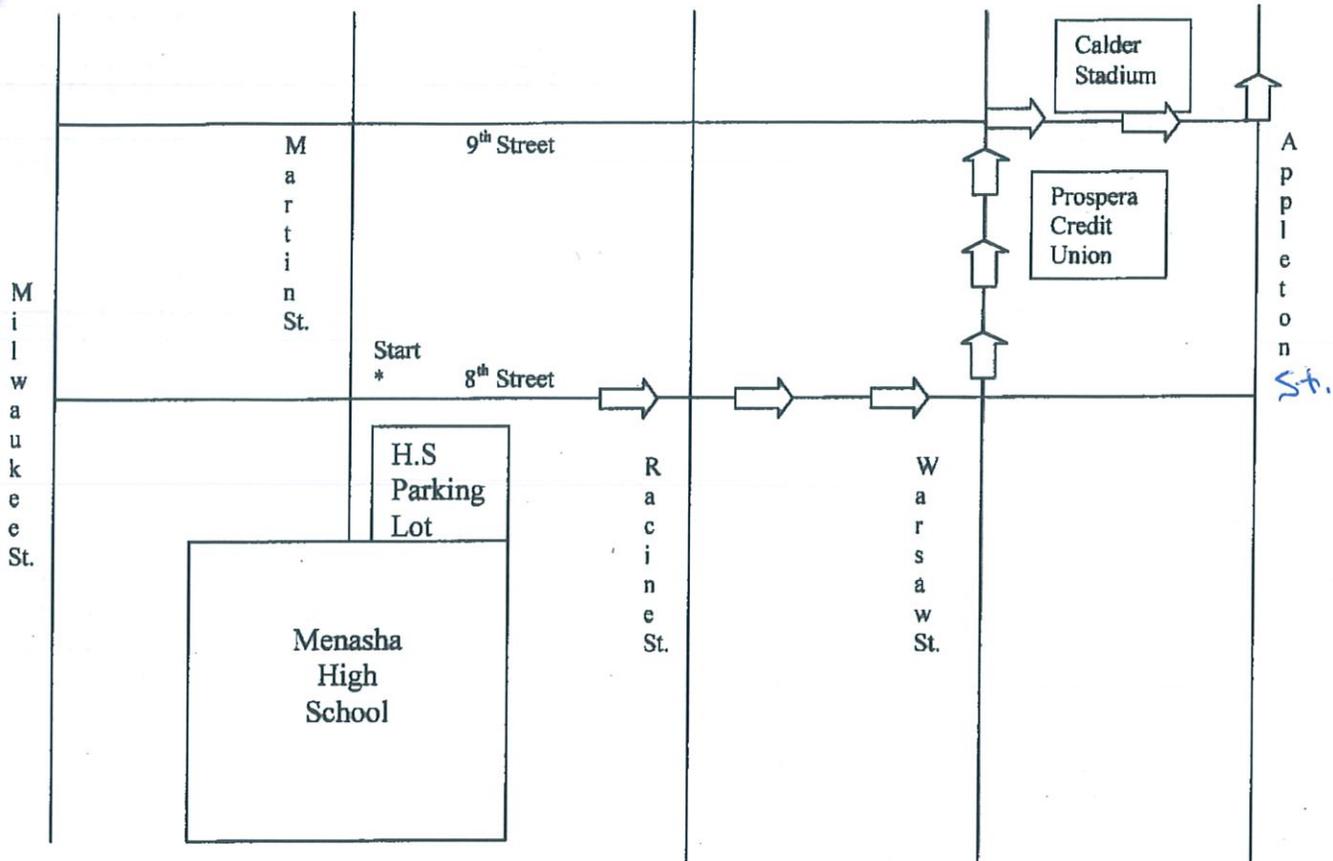
Note to events planning to use City Parks and/or greenspace: Any multi-day event or event which plans to sell beer and/or wine to the public must appear before the Parks and Recreation Board.

 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: 9-19-16
 Approved: _____ Denied: _____

APPROVAL:
 Police Dept. [Signature] Fire Dept. [Signature] Public Works Dept. CPB City Attorney [Signature]



**HOMECOMING PARADE DIRECTIONS
PARADE STARTS AT 5:45 P.M.**

- *Start at the corner of Martin St. and 8th St. (By the H.S. Parking Lot).
- *Cross over Racine St.
- **Turn left on Warsaw St.
- *Turn right on 9th St. (By Prospera Credit Union)
- *Turn left on Appleton Rd.
- *This road leads into Calder Stadium

**** Please put "No Parking" signs on Appleton Street from 9th Street to Calder Stadium. To be picked up by Menasha Joint School District Maintenance after parade and delivered to city garage on Monday, October 10, 2016.**

CERTIFICATE OF INSURANCE

ISSUE DATE: 7/1/2016

AEGIS CORPORATION
18550 W. CAPITOL DRIVE
BROOKFIELD, WISCONSIN 53045
TEL: (800) 391-1116
FAX: (262) 783-6091

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED:
Menasha Joint School District
328 Sixth Street
P.O. Box 360
Menasha, WI 54952

COMPANIES AFFORDING COVERAGE

COMPANY
LETTER A

COMMUNITY INSURANCE CORPORATION

COVERAGES

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OF OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

CO. LTR	TYPE OF INSURANCE	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMITS
A	LIABILITY GENERAL LIABILITY SCHOOL BOARD E&O AUTOMOBILE LIABILITY ALL OWNED AUTOS HIRED & NON-OWNED AUTOS UNINSURED MOTORISTS	SGL22213-16	7/1/2016	7/1/2017	\$5,000,000 EACH OCCURRENCE

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEM

Certificate Holder is named as an Additional Insured with regard only to the Homecoming Parade held on 10/7/2016.

CERTIFICATE HOLDER:

City of Menasha
150 Main Street
Menasha, WI 54952

AUTHORIZED REPRESENTATIVE

Lori Heacox

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/23/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ansay & Associates, LLC. PW 101 East Grand Ave. Suite #11 Port Washington WI 53074	CONTACT NAME: Cynthia Cook PHONE (A/C, No., Ext): 262-376-3251 E-MAIL: cindy.cook@ansay.com ADDRESS:	FAX (A/C, No.): 262-377-3784													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Community Insurance Corp</td> <td>11250</td> </tr> <tr> <td>INSURER B: Acuity, A Mutual Insurance Co</td> <td>14184</td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Community Insurance Corp	11250	INSURER B: Acuity, A Mutual Insurance Co	14184	INSURER C:		INSURER D:		INSURER E:		INSURER F:
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INSURER E:															
INSURER F:															

INSURED Menasha Joint School District Brian Adesso PO Box 360 Menasha WI 54952	CERTIFICATE NUMBER: MENAJOI-01
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COVERAGES **CERTIFICATE NUMBER:** 1565159935 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		SGL22213	7/1/2016	7/1/2017	EACH OCCURRENCE \$5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		SGL22213	7/1/2016	7/1/2017	COMBINED SINGLE LIMIT (Ea accident) \$5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y / <input checked="" type="checkbox"/> N / <input type="checkbox"/> A	F74817	7/1/2016	7/1/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$100,000 E.L. DISEASE - EA EMPLOYEE \$100,000 E.L. DISEASE - POLICY LIMIT \$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Homecoming Parade October 2017

CERTIFICATE HOLDER City of Menasha 150 Main Street Menasha WI 54952	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Cynthia M. Cook</i>
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Certificate of Payment

Date: August 31, 2016

Payment Request: 2 (Two)

Contractor: Northeast Asphalt, Inc.

Address: W6380 Design Drive, Greenville, WI 54952

Contract Unit No.: 2016-02

Project Description: New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement, Asphalt Pavement within Parking Area, 8' Wide Asphalt Trail and Storm Sewer

Original Contract Amount \$ 893,042.04

Change Order No.: _____ Amount: \$ _____

Previous Change Order(s): \$ _____

Total Contract Amount (Including Change Orders) \$ 893,042.04

Total Earned to Date (Summary Attached) \$ 543,246.70

Less Retainage (2.5% of Original Contract) \$ 22,326.05

Amount Due \$ 520,920.65

Previous Payments \$ 187,115.36

Amount Due this Payment \$ 333,805.29

Estimate Period from August 11, 2016 to September 1, 2016

I certify that all bills for labor, equipment, materials and services are paid for which previous certificates for payment were issued.

Date: _____ By: _____

Lien Waivers from all subcontractors and suppliers shall accompany each Request for Payment. Affidavit of Compliance with Prevailing Wage Rates shall accompany Request for Final Payment.

Recommended for Payment

Corey Gordon, Public Works: _____ Date: _____

Don Merkes, Mayor: _____ Date: _____

Common Council Approval Date: _____

Finance Department

<u>Account Number</u>	<u>Budget</u>	<u>Charge to Account</u>
	\$	
	\$	
	\$	
	\$	

Itemized Bid Tabulation						
City of Menasha Contract Unit No. 2016-02						
New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement within Parking Area, (8' Wide Asphalt Trail), Menasha Utilities Office (Parking Area Paving) and Storm Sewer						
Sixth Street, Ninth Street, Grandview Avenue, Manitowoc / Plank Road (8' Wide Asphalt Trail), Menasha Utilities Office (Parking Area Paving), Keil Way						
Unit 2016-02 Menasha Utilities Parking Lot				Payment # 2 (Two)		
Item	Quantity	DESCRIPTION	UNIT PRICE		YTD Total	
			UNIT PRICE	ITEM TOTAL	Quantity	Total
		BASE BID				
1	7,000	Asphalt Pavement Removal/SY	\$ 1.15	\$ 8,050.00	7000.00	\$ 8,050.00
2	7,589	Fine Grading and Compaction/SY	\$ 1.25	\$ 9,486.25	7589.00	\$ 9,486.25
3	1	Utility Adjustment/Each	\$ 300.00	\$ 300.00	2.00	\$ 600.00
4	14	Sawcut/LF	\$ 1.75	\$ 24.50	14.00	\$ 24.50
5	764	Asphalt Binder Course Pavement 1 1/3" Thick Type E-0.3 (19 mm)/Ton	\$ 52.00	\$ 39,728.00	747.32	\$ 38,860.64
6	764	Asphalt Surface Course Pavement 1 3/4" Thick Type E-0.3 (12.5 mm)/Ton	\$ 55.50	\$ 42,402.00	790.84	\$ 43,891.62
7	1	Erosion Control/LS	\$ 1,050.00	\$ 1,050.00	1.00	\$ 1,050.00
8	1	Construction Mobile/Demobile; Project Coordination; all incidental utility and miscellaneous roadway work; and all other project work area restoration and clean-up to an equal and/or better preconstruction condition, as required and related to the overall Project/LS	\$ 4,700.00	\$ 4,700.00	1.00	\$ 4,700.00
Total Unit 2016-02 Menasha Utilities Parking Lot				\$ 105,740.75		\$ 106,663.01
Unit 2016-02 Manitowoc Road / Plank Road Trail						
1	6	Remove and Replace Inlet/Each	\$ 2,500.00	\$ 15,000.00	6.00	\$ 15,000.00
2	2	Remove Inlet and Abandon Storm Inlet Lead/Each	\$ 345.00	\$ 690.00	0.00	\$ -
3	1,235	Unclassified Excavation/CY	\$ 8.50	\$ 10,497.50	500.00	\$ 4,250.00
4	1,000	Recycled/Pulverized Stone Placement (10" Thick)/CY	\$ 11.00	\$ 11,000.00	0.00	\$ -
5	3,604	Fine Grading and Compaction/SY	\$ 2.25	\$ 8,109.00	0.00	\$ -
6	2,189	30" Concrete Curb & Gutter/LF	\$ 10.20	\$ 22,327.80	2200.00	\$ 22,440.00
7	8	30" Concrete Curb and Gutter (Remove and Replace)/LF	\$ 40.00	\$ 320.00	18.00	\$ 720.00
8	2,174	30" Concrete Curb and Gutter (Removal)/LF	\$ 2.00	\$ 4,348.00	2200.00	\$ 4,400.00
9	15	Utility Adjustment/Each	\$ 290.00	\$ 4,350.00	14.00	\$ 4,060.00
10	2,235	Sawcut/LF	\$ 1.75	\$ 3,911.25	1680.00	\$ 2,940.00
11	412	3" Thick Asphalt Trail Type E-0.3 (12.5 mm) Placed in One Lift/Ton	\$ 53.40	\$ 22,000.80	0.00	\$ -
12	743	4" Thick Asphalt Pavement (Remove & Replace) Type E-1 Placed in Two Lifts/SY	\$ 18.95	\$ 14,079.85	0.00	\$ -
13	80.00	Remove Existing Asphalt Trail and Driveway/SY	\$ 4.50	\$ 360.00	70.00	\$ 315.00
14	669	3" Thick Asphalt Driveway/Apron (Remove and Replace)/SY	\$ 17.85	\$ 11,941.65	0.00	\$ -
15	474	3" Thick Asphalt Apron/SF	\$ 3.75	\$ 1,777.50	0.00	\$ -
16	3	Handicap Ramp Curb Cut/Each	\$ 350.00	\$ 1,050.00	0.00	\$ -
17	531	6" Thick Concrete Handicap Ramp/SF	\$ 4.75	\$ 2,522.25	0.00	\$ -
18	87	4" Thick Concrete Sidewalk (Remove and Replace)/SF	\$ 6.00	\$ 522.00	0.00	\$ -
19	172	6" Thick Concrete Handicap Ramp (Remove and Replace)/SF	\$ 5.75	\$ 989.00	0.00	\$ -
20	2,546	Lawn and Terrace Restoration/SY				
21	1	Clearing and Grubbing/LS	\$ 4,500.00	\$ 4,500.00	0.00	\$ -
22	1	Temporary Mailbox/LS	\$ 475.00	\$ 475.00	0.50	\$ 237.50
23	1	Erosion Control/LS	\$ 1,050.00	\$ 1,050.00	0.50	\$ 525.00
24	1	Traffic Control/LS	\$ 2,250.00	\$ 2,250.00	0.50	\$ 1,125.00
25	1	Construction Mobile/Demobile; Project Coordination; all incidental utility and miscellaneous roadway work; and all other project work area restoration and clean-up to an equal and/or better preconstruction condition, as required and related to the overall Project/LS	\$ 7,100.00	\$ 7,100.00	0.50	\$ 3,550.00
Total Unit 2016-02 Manitowoc Road / Plank Road Trail				\$ 151,171.60		\$ 59,562.50
Unit 2016-02 Street Rehabilitation, Street Reconstruction; New Street Construction						
1	400	Topsoil Stripping/CY	\$ 4.00	\$ 1,600.00	400.00	\$ 1,600.00
2	1	Remove and Replace Inlet/Each	\$ 1,800.00	\$ 1,800.00	0.00	\$ -
3	2	New Inlet/Each	\$ 1,500.00	\$ 3,000.00	2.00	\$ 3,000.00
4	15	10" HDPE Inlet Lead/LF	\$ 55.00	\$ 825.00	0.00	\$ -
5	190	15" SDR-35 PVC Storm Sewer Relay/LF	\$ 38.00	\$ 7,220.00	150.00	\$ 5,700.00
6	150	18" SDR-35 PVC Storm Sewer Relay/Each	\$ 45.00	\$ 6,750.00	0.00	\$ -
7	43	18" HDPE Culvert/LF	\$ 45.00	\$ 1,935.00	40.00	\$ 1,800.00
8	2	Endwall for 18" HDPE Culvert Pipe/Each	\$ 150.00	\$ 300.00	2.00	\$ 300.00
9	20	6" SCH-40 PVC Sanitary Sewer Lateral/LF	\$ 58.00	\$ 1,160.00	14.00	\$ 812.00

10	45	4" Under Pavement Drain/LF	\$ 18.00	\$ 810.00	0.00	\$ -
11	7.92	48" Diameter Storm Manhole/V.F.	\$ 210.00	\$ 1,663.20	0.00	\$ -
12	16,021	Pavement / Base Pulverizing/SY	\$ 0.50	\$ 8,010.50	16021.00	\$ 8,010.50
13	1,969.00	Unclassified Excavation of Pulverized Material/CY	\$ 8.50	\$ 16,736.50	7587.00	\$ 64,489.50
14	3,531	Unclassified Excavation/CY	\$ 8.60	\$ 30,366.60	3531.00	\$ 30,366.60
15	38	30" Concrete Curb and Gutter Removal Only/LF	\$ 2.50	\$ 95.00	30.00	\$ 75.00
16	687	Supply, Place and Compact Clean Fill/CY	\$ 8.95	\$ 6,148.65	687.00	\$ 6,148.65
17	1,767	3" Crushed Dense Aggregate Base Course Placement/CY	\$ 11.00	\$ 19,437.00	1767.00	\$ 19,437.00
18	870	Pulverized Stone Placement/CY	\$ 11.05	\$ 9,613.50	120.00	\$ 1,326.00
19	22,749	Fine Grading and Compaction/SY	\$ 1.20	\$ 27,298.80	9720.00	\$ 11,664.00
20	3,031	30" Concrete Curb and Gutter/LF	\$ 9.90	\$ 30,006.90	2728.00	\$ 27,007.20
21	1,265	30" Concrete Curb and Gutter Remove and Replace/LF	\$ 24.00	\$ 30,360.00	1139.00	\$ 27,336.00
22	2,920	No. 4 Epoxy Coated Rebar/LF	\$ 1.00	\$ 2,920.00	1460.00	\$ 1,460.00
23	79	Utility Adjustment/Each	\$ 290.00	\$ 22,910.00	16.00	\$ 4,640.00
24	30	Water Valve Adjustment/Each	\$ 30.00	\$ 900.00	0.00	\$ -
25	978	Sawcut/LF	\$ 1.75	\$ 1,711.50	40.00	\$ 70.00
26	287	Asphalt Binder Course Pavement 2 1/4" Thick Type E1 (19 mm)/Ton	\$ 48.90	\$ 14,034.30	285.40	\$ 13,956.06
27	223	Asphalt Surface Course Pavement 1 3/4" Thick E1 (12.5 mm)/Ton	\$ 54.75	\$ 12,209.25	241.98	\$ 13,248.41
28	3,354	Asphalt Binder Course Pavement 3" Thick Type E1 (19 mm)/Ton	\$ 45.20	\$ 151,600.80	1182.87	\$ 53,465.72
29	2,236	Asphalt Surface Course Pavement 2" Thick Type E1 (12.5 mm)/Ton	\$ 51.25	\$ 114,595.00	820.26	\$ 42,038.33
30	1,074	3" Thick Asphalt Driveway Apron Remove and Replace/SF	\$ 4.31	\$ 4,628.94	1016.00	\$ 4,378.96
31	1,533	6" Thick Concrete Driveway Apron Remove and Replace/SF	\$ 4.25	\$ 6,515.25	0.00	\$ -
32	650	Various Thickness Asphalt Driveway Remove and Replace/SF	\$ 6.50	\$ 4,225.00	0.00	\$ -
33	548	Various Thickness Concrete Driveway Remove and Replace/SF	\$ 5.75	\$ 3,151.00	0.00	\$ -
34	235	Various Thickness Concrete Service Walk/SF	\$ 5.00	\$ 1,175.00	0.00	\$ -
35	1	Concrete Step/Each	\$ 350.00	\$ 350.00	0.00	\$ -
36	5,493	4" Thick Concrete Sidewalk/SF	\$ 3.75	\$ 20,598.75	4120.00	\$ 15,450.00
37	3,159.00	4" Thick Concrete Sidewalk Remove and Replace/SF	\$ 4.70	\$ 14,847.30	1836.20	\$ 8,630.14
38	1,323	6" Thick Concrete Sidewalk/SF	\$ 4.25	\$ 5,622.75	993.00	\$ 4,220.25
39	801	6" Thick Concrete Sidewalk Remove and Replace/SF	\$ 5.25	\$ 4,205.25	28.00	\$ 147.00
40	316	6" Thick Concrete Handicap Ramp/SF	\$ 4.75	\$ 1,501.00	0.00	\$ -
41	601	6" Thick Concrete Handicap Ramp Remove and Replace/SF	\$ 5.75	\$ 3,455.75	268.50	\$ 1,543.88
42	417	Lawn and Terrace Restoration/SY	\$ 5.80	\$ 2,418.60	0.00	\$ -
43	1	Survey Monument Re-Establishment/LS	\$ 1,325.00	\$ 1,325.00	0.00	\$ -
44	1	Erosion Control/LS	\$ 1,050.00	\$ 1,050.00	0.40	\$ 420.00
45	1	Traffic Control/LS	\$ 4,200.00	\$ 4,200.00	0.40	\$ 1,680.00
46	1	Construction Mobile/Demobile; Project Coordination; all incidental utility and miscellaneous roadway work; and all other project work area restoration and clean-up to an equal and/or better preconstruction condition, as required and related to the overall Project/LS	\$ 6,500.00	\$ 6,500.00	0.40	\$ 2,600.00
Total Unit 2016-02 Street Rehabilitation, Street Reconstruction; New Street Construction				\$ 611,787.09		\$ 377,021.19
Grand Total of Menasha Utilities Parking Lot; Manitowoc Road / Plank Road Trail and Street Rehabilitation; Street Reconstruction; New Street Construction				\$ 868,699.44		\$ 543,246.70
Alternate Bid "A" Item						
A1	4,197	Lawn and Terrace Restoration Utilizing 2" Pulverized Top Soil/SY	\$ 5.80	\$ 24,342.60	0.00	\$ -
Total Alternate Bid "A" (Item A1)				\$ 24,342.60		\$ -
Alternate Bid "B" Item						
B1	1,767	3" Crushed Dense Aggregate Base Course Furnish/Placement/CY	\$ 14.85	\$ 26,239.95	0.00	\$ -
Total Alternate Bid "B" (Item B1)				\$ 26,239.95		\$ -
TOTAL AWARDED CONTRACT				\$ 893,042.04		\$ 543,246.70



MEMORANDUM

TO: Public Works Department

FROM: Melanie Krause, General Manager
Tim Gosz, Water Utility Manager

DATE: August 30, 2016

SUBJECT: Recommendation for Award

At the Regular Meeting on August 24, the Menasha Utilities Commission passed a motion for the Board of Public Works to recommend to the Common Council authorization of award of the Reservoir Membrane Roof System bid to Northeastern Roofing, Inc., in the amount of \$97,750. This contract is for installing a rubber membrane roof over the High Lift pump station.

Copies of supporting documents are enclosed.

McMAHON

ENGINEERS ARCHITECTS

August 23, 2016

Melanie Krause
Menasha Utilities
321 Milwaukee Street
Menasha, WI 59452

Re: Menasha Utilities
Highlift Reservoir Roofing
Letter Of Recommendation
McM. No. M0002-9-16-00217.00

On August 23, 2016, bids were received at Menasha Utilities office, 321 Milwaukee Street, Menasha, WI for the above referenced project. Two (2) bids were received, ranging in price from \$97,750 to \$131,800 (bid tabulation enclosed).

Based upon the bids received, we recommend awarding Contract M0002-9-16-00217 to the low bidder, Northeastern Roofing, Inc., in the amount of \$97,750.00.

If you agree with our recommendation, please date and sign the enclosed Notices of Award, and return all copies to our office for incorporation into the contract documents.

If you have any questions, please feel free to contact me.

Respectfully,

McMAHON



Donald J. Voogt, P.E., BCEE
Vice President /Senior Project Engineer

DJV:sdk

Enclosures: Notice of Awards (3 copies)
Bid Tabulation



BID TABULATION

Owner:	Menasha Utilities
Project Name:	Highlift Reservoir Roofing
Contract No.	M0002-9-16-00217.00
Bid Date:	August 23, 2016
Bid Time:	1:00 p.m.
Project Manager:	Don Voogt

Contract No. M0002-9-16-00217	Northeastern Roofing, Inc. 230 Morrow Street Seymour, WI 54165	Weinert Roofing 1897 Progress Way Kaukauna, WI 54130	
BASE BID	\$97,750.00	\$131,800.00	
Bid Security	10%	10%	
Addenda (if applicable)	#1	#1	

SECTION 00 51 00.00

NOTICE OF AWARD

Dated: _____

To: NORTHEASTERN ROOFING, INC.
230 Morrow Street
Seymour, WI 54165

Contract No. M002-9-16-00217.00

Project: Highlift Reservoir Roofing
Menasha Utilities
Menasha, Wisconsin

You are notified that your Bid, dated 8/23/16, for the above Contract has been considered. You are the apparent successful Bidder and have been awarded a Contract for the Menasha Utilities Highlift Reservoir Roofing project.

The Contract Price of your contract is Ninety-Seven Thousand Seven Hundred Fifty Dollars (\$97,750.00).

You must comply with the following conditions precedent within **15-days** of the date of this Notice of Award, that is by _____.

1. You must deliver to the OWNER three (3) fully executed counterparts of the Agreement including all the Contract Documents.
2. You must deliver with the executed Agreement the Contract Security (bonds), as specified in the Instructions to Bidders, General Conditions (Paragraph 5.1) and Supplementary Conditions.
3. You must deliver Insurance Certification complying with the General Conditions and Supplemental Conditions of the Contract Documents.

Failure to comply with these conditions within the time specified will entitle OWNER to consider your Bid abandoned, to annul this Notice of Award and to declare your Bid Security forfeited.

[One (1) fully signed counterpart of the Agreement, with the Contract Documents attached, will be returned to you within 15-days after you comply with the above noted conditions.]

MENASHA UTILITIES:

(authorized signature)

(title)

Witness: _____

L.D.

00 51 00.00 - 5



To: Members of the Board of Public Works

From: Chief Tim Styka 

Date: August 16, 2016

RE: Revised Parking Ordinance

Thank you for your insights and patience in our discussion of the proposed Parking Ordinance last night. As you can tell from our discussions this is a rather complex code which has become very out of date. Over the past several months we have been trying to identify which sections of the code no longer exist, identify areas which should be addressed and confirm that current signage in the community is represented in the code.

Below is a highlight list of the changes, including the topics you provided input on last night:

- 10-1-22 (f): For sale signs in parked vehicles removed from code. Per the City Attorney this language was problematic and we have other ordinances to deal with vehicles left upon a roadway.
- 10-1-26 (ggg): Distance for no parking on Racine St. at Seventh Street was increased from 75 feet to 135 feet to allow for the designated left turn lanes on Racine at Seventh.
- Changes were made to the no parking sections to Naymut Street and Oak Street to reflect the current signage.
- 10-1-26 (kkk): All of River Street has been designated as no parking. The code previously reflected when the street still went in between the manufacturing buildings.
- 10-1-26 (kkk_): The east side of Ida Street 440 feet to 650 feet north of Ninth on school days. This is a request from the School District to help with issues they have been having with school pickups.
- 10-1-27 (a)(7): All of the surface Broad Street Lot will be two hour parking, excluding the north row of parking stalls in both the east and west lots. The angle stalls on Broad Street will be all day parking and the north side of Broad Street will remain two hour parking.
- 10-1-27 (a)(13): The bump out section of First Street by the Library was removed from the two hour restriction. This was actually voted on by Council 11/4/2013 however the code was never changed.
- The 30 minute parking section was removed as the parking lots impacted have changed usage and the south side of Broad Street from Racine Street to the Alley was moved into the two hour section to be consistent with the other downtown parking.

- 10-1-28: The School Bus Loading Zones section had the areas no longer used by the School District for busses removed.
- 10-1-29: Overnight parking had the section ending overnight parking at 5am on High, Water and Kaukauna removed as the business that requested this change is no longer in business.
- 10-1-38: Created a section making it illegal to park a trailer less than 16 feet or 10,000 pounds on the street unless it is hooked up to a vehicle from 9:00pm until 7:00am. This was in response to a number of complaints from citizens over the years.

Again thank you for your viewpoints and suggestions on this code. If you have other questions, comments or ideas please don't hesitate to contact Associate Planner Kevin Englebert or me.

ORDINANCE O-10-16

AN ORDINANCE REGARDING RESTRICTIONS ON PARKING

As Recommended by Mayor Merkes.

The Common Council of the City of Menasha does hereby ordain as follows:

SECTION 1: Amend Title 10, Chapter 1, Article C of the Code of Ordinances of the City of Menasha, Wisconsin, by repealing and recreating Title 10, Chapter 1, Article C as follows.

ARTICLE C

Parking Regulations

SEC. 10-1-20 RESTRICTIONS ON PARKING; POSTED LIMITATIONS.

(a) **POSTED LIMITATIONS.**

- (1) The Common Council may designate certain streets or portions of streets as no parking or no stopping or standing zones or as zones for parking by physically handicapped persons and may limit the hours in which the restrictions apply. The City shall mark, by appropriate signs, each zone so designated in accordance with the provisions of Section 349.13, Wis. Stats.
- (2) No person shall stop or park a motor vehicle in an established no stopping or standing zone, except when necessary to avoid conflict with other traffic or in compliance with the directions of a Police Officer or traffic control device.
- (3) No motor vehicle shall be parked in a no-parking zone during hours when parking is prohibited, except physicians on emergency calls or as permitted by state law or elsewhere by this Code of Ordinances.
- (4) The Chief of Police is hereby granted the authority, within the reasonable exercise of police power, to prohibit, limit the time, or otherwise restrict the stopping, standing, or parking of motor vehicles beyond the provisions of Chapter 346 and this ordinance.
- (5) The Director of Public Works shall have the authority to restrict the turning or movement of heavy traffic and to impose special weight limitations on any street or portions thereof which would likely be seriously damaged or destroyed in the absence of any restrictions on heavy traffic movement or special weight limitations because of the weakness of the roadbed due to deterioration, climatic conditions, or other special or temporary conditions.
- (6) No prohibition, restriction, or limitation on parking, restriction on movement or turning of heavy traffic, or imposition of special weight limits is effective unless official traffic control devices have been placed or erected indicating the particular prohibition, restriction, or limitation.
- (7) After the parking time limitations on any given street have expired, any change of location of a motor vehicle by less than one (1) stall shall be and constitute a violation of this Chapter.

(b) **SUSPENSION POWERS OF THE MAYOR.** For a limited and reasonable period of time, the Mayor may suspend the parking time limitations upon notification to the Chief of Police.

(c) All motor vehicles shall be parked within the designated striping of any parking stall.

(d) All motor vehicles shall be parked parallel to and within one (1) foot of the curb except where streets and parking lots are so marked for angle parking.

(e) The Chief of Police or his/her designee may establish a location on a motor vehicle where the parking permits authorized by Section 10-1-30 must be displayed.

SEC. 10-1-21 TEMPORARY PARKING RESTRICTIONS.

(a) **STREET MAINTENANCE.** Whenever it is necessary to clear or repair a City street or any part thereof, the Director of Public Works and/or Police Department shall post such streets or parts thereof with signs bearing the words "No Parking." Such signs shall be erected at least twelve (12) hours prior to the time street maintenance work is to commence.

(b) **RESTRICTIONS FOR SPECIAL EVENTS.** Pursuant to the provisions of Section 349.13, Wis. Stats., the Chief of Police is authorized to direct temporary "No Parking" signs be erected by the Director of

Public Works during parades, festivals, and other authorized events that require the regulating of motor vehicle stopping, standing, or parking on City streets. The temporary regulation shall be limited to the time the event exists or is likely to exist.

- (c) **PARKING DURING SNOW REMOVAL.** No person shall park, place, or leave standing any motor vehicle on any street or public way one (1) hour after the time such area has been designated and marked with signs or barriers by the Police Department and/or the Department of Public Works of the City indicating no parking due to snow removal. See Section 10-1-31 for more information on snow removal and parking during snow emergencies.
- (d) **LIMITED TERM PARKING RESTRICTIONS.** The Board of Public Works may temporarily impose or remove parking restrictions on existing streets for a period of at least thirty (30) days but not to exceed one (1) year. Any temporary signs posted by the Board of Public Works shall supersede all existing posted rules for the days and times specified.

SEC. 10-1-22 STOPPING OR PARKING PROHIBITED IN CERTAIN SPECIFIED PLACES.

- (a) **PARKING PROHIBITED.** No person shall stop, park, or leave standing any motor 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) On a sidewalk or terrace area, except when parking in such place is clearly indicated by official traffic signs, markers, or parking meters. "Terrace or Sidewalk Area" means the area between the sidewalk and the nearest curb line running parallel or generally parallel thereto or, in the absence of a sidewalk, ten (10) feet beyond the curb line.
 - (4) Alongside or opposite any street excavation or obstruction when such stopping or standing would obstruct traffic or when pedestrian traffic would be required to travel in the street.
 - (5) On the street side of any parked motor vehicle unless double parking is clearly indicated by official traffic signs or markers.
 - (6) Within twenty (20) feet of the driveway entrance to a fire station.
 - (7) In any place or manner so as to obstruct, block, or impede traffic.
 - (8) Within ten (10) feet of a fire hydrant, unless a greater distance is indicated by an official traffic sign.
 - (9) Upon any bridge.
 - (10) Upon any street facing a direction different from that of normal traffic flow for the lane of traffic in which said motor vehicle is stopped, parked, or standing.
- (b)
- (c) **PARKING ON PRIVATE PROPERTY.** No person may leave or park any motor vehicle on private property, including in any private driveway, without the consent of the owner or lessee of the property.
- (d) **PARKING BY PERMIT.** Owners or lessees of public or private property may permit parking by certain persons and limit, restrict, or prohibit parking as to other persons if the owner or lessee posts a sign on the property indicating for whom parking is permitted, limited, restricted, or prohibited. No person may leave or park any motor vehicle on public or private property contrary to a sign posted thereon.
- (e) **MOTOR VEHICLES NOT TO BLOCK PRIVATE DRIVE, ALLEY, OR FIRE LANE.** No motor vehicle shall, at any time, be parked so as to unreasonably restrict the normal access to any private drive, alley, or fire lane. Said access shall be deemed to be unreasonably restricted if any motor vehicle is parked within four (4) feet of either side of said access. Upon discovery of any such blocked drive, alley, or fire lane by a police officer or upon complaint by the owner, the Chief of Police may order said motor vehicle towed from such position at the risk and expense of the owner of said motor vehicle.
- (f) **PARKING MOTOR VEHICLE FOR REPAIR PROHIBITED.** No person shall stand or park a motor vehicle on any street, alley, public right-of-way, or municipal parking lot in the City for the purpose of repairing said motor vehicle.
- (g) **ADDITIONAL REGULATIONS.** The prohibitions on off-street parking contained in Section 13-1-51 may be enforced pursuant to Section 10-1-60.

SEC. 10-1-23 PARKING RESERVED FOR MOTOR VEHICLES OF DISABLED.

When official traffic signs, erected in accordance with Section 10-1-3 of this Chapter, designate restricted parking areas for motor vehicles displaying special registration plates, identification cards, or emblems, as issued by the

Wisconsin Department of Transportation or other jurisdiction, for physically disabled persons no person shall park, stop, or leave standing any motor vehicle in said areas if it does not display said credentials.

SEC. 10-1-24 PARKING MOTOR VEHICLES WITH MOTOR RUNNING.

No person shall park or leave standing any motor vehicle with the motor, generator, or refrigerator unit running for more than thirty (30) minutes within three hundred (300) feet of any residence between the hours of 10:00 p.m. and 7:00 a.m.

SEC. 10-1-25 ANGLE PARKING.

Perpendicular or diagonal angle parking is prohibited on all streets except in the following places where motor vehicle parking markers indicate that the same is permissible.

- (a) The west side of Appleton Street from one hundred ten (110) feet south of Third Street to fifty (50) feet south of Second Street.
- (b) Both sides of Appleton Street from Broad Street ninety-eight (98) feet north.
- (c) The west side of Appleton Street forty-eight (48) feet north from Fifth Street.
- (d) The north side of Broad Street from Appleton Street approximately one hundred twenty (120) feet west.
- (e) The north side of Broad Street from the west end of the street east seven (7) stalls.
- (f) The south side of the Broad Street Alley.
- (g) The east side of Chute Street.
- (h) The south side of Eighth Street from Racine Street to Milwaukee Street.
- (i) The east side of Manitowoc Street from Plank Road one hundred fourteen (114) feet north.
- (j) The west side of Manitowoc Street in front of 204 Manitowoc Street. Also see Section 10-1-27 (c) (1).
- (k) The south side of Second Street from Appleton Street fifty-six (56) feet east.
- (l) Both sides of Seventh Street from Racine Street to Milwaukee Street.

SEC. 10-1-26 NO PARKING.

No person shall park or leave standing any motor vehicle upon any of the following streets or parts thereof, except temporarily for the purpose of and while actually engaged in receiving or discharging passengers, product, or merchandise.

- (a) Both sides of Ahnaip Street.
- (b) The east side of Appleton Road from DePere Street to Ninth Street.
- (c) The west side of Appleton Road from DePere Street to Marquette Street and from Jefferson Street to Ninth Street.
- (d) The east side of Appleton Street between Third Street and Fourth Street.
- (e) The east side of Baldwin Street.
- (f) Both sides of Barlow Street.
- (g) The even numbered side of Brighton Drive including the turnaround.
- (h) The south side of Broad Street west from Barlow Street.
- (i) The north side of Broad Street from Racine Street one hundred forty (140) feet east.
- (j) Both sides of the southernmost two hundred (200) feet of the east leg of Carver Lane (7:30 a.m. to 3:30 p.m., Monday through Friday).
- (k) The north side of Center Street.
- (l) The west and south side of Chute Street from the intersection of Chute Street and Main Street two hundred ten (210) feet north and west.
- (m) The east side of DePere Street from Third Street to ninety-six (96) feet north of Appleton Road.
- (n) The west side of DePere Street from Third Street to Fourth Street and from Sixth Street to Appleton Road.
- (o) The west side of DePere Street from Fifth Street twenty-five (25) feet north.
- (p) Both sides of Drum Corps Drive from University Avenue fifty (50) feet west.
- (q) The east side of Elm Street from Nicolet Boulevard to Riverway.
- (r) The north side of Fifth Street from Racine Street to one hundred seventy-five (175) feet west of Appleton Street.
- (s) The north side of Fifth Street from DePere Street ninety (90) feet west.

- (t) The south side of Fifth Street from Manitowoc Street to one hundred twenty (120) feet west (8:00 a.m. to 5:00 p.m., Monday through Friday).
- (u) Both sides of First Street from Racine Street one hundred twenty (120) feet east.
- (v) The north side of Fourth Street from Konemac Street forty (40) feet east.
- (w) The north side of Garfield Avenue from Washington Street to the railroad tracks.
- (x) The south side of Garfield Avenue from one hundred forty (140) feet west of Washington Street to the railroad tracks.
- (y) The east side of Ice Street.
- (z) Fifty (50) feet in all directions from the intersection of Kaukauna Street, Main Street, and Tayco Street.
- (aa) The south side of Kaukauna Street between Lush Street and Broad Street.
- (bb) Both sides of Keyes Street from Racine Street to Elm Street.
- (cc) The south side of Keyes Street from Elm Street to Cleveland Street and from forty (40) feet west of Park Street to Willow Lane.
- (dd) The north side of Keyes Street from Cleveland Street to Park Street.
- (ee) The west side of Konemac Street from Plank Road to Fourth Street.
- (ff) The south side of Lake Street.
- (gg) The west side of Lush Street from Water Street to Kaukauna Street.
- (hh) The south side of Madison Street from the railroad tracks east to Railroad Street.
- (ii) The north side of Main Street from Mill Street to Chute Street.
- (jj) The north side of Main Street from Tayco Street eighty-seven (87) feet east.
- (kk) Both sides of Manitowoc Road from Melissa Street to Oneida Street.
- (ll) The west side of Manitowoc Street between Second Street and Third Street, except as provided by 10-1-25 (j).
- (mm) The east side of Meadowview Drive from Manitowoc Road to Greendale Street.
- (nn) The west side of Melissa Street from Seventh Street to Plank Road.
- (oo) The west side of Mill Street.
- (pp) The east side of Milwaukee Street from five hundred thirty-five (535) feet north of Third Street to six hundred fifty (650) feet north of Third Street.
- (qq) The west side of Milwaukee Street from seven hundred forty (740) feet north of Third Street to seven hundred sixty (760) feet north of Third Street.
- (rr) The west side of Milwaukee Street from Eighth Street to Sixth Street (7:30 a.m. and 3:30 p.m., Monday through Friday).
- (ss) The east side of Milwaukee Street from Seventh Street one hundred eighty (180) feet south (7:30 a.m. and 3:30 p.m., Monday through Friday).
- (tt) The east side of Nassau Street from Ahnaip Street one hundred ten (110) feet south.
- (uu) The west side of Nassau Street.
- ~~(vv) The west side of Naymut Street.~~
- ~~(ww)(vv)~~ The north side of Nicolet Boulevard one hundred five (105) feet east of Washington Street.
- ~~(xx)(ww)~~ The south side of Ninth Street two hundred (200) feet east and west from Appleton Road.
- ~~(yy)(xx)~~ Both sides of Novak Drive from Valley Road two hundred twenty (220) feet south.
- ~~(zz)(yy)~~ The east side of Oak Street.
- ~~(aaa)(zz)~~ The south and west sides of Paris Street from Broad Street to DePere Street.
- ~~(bbb)(aaa)~~ The north side of Parkview Street.
- ~~(eee)(bbb)~~ The east side of Pine Street.
- ~~(ddd)(ccc)~~ Both sides of Plank Road from the intersection of Third Street and Manitowoc Street west to the City limits in Winnebago County.
- ~~(eee)(ddd)~~ The east side of Polonia Street.
- ~~(fff)(eee)~~ Both sides of Racine Street between Ahnaip Street and Fourth Street.
- ~~(ggg)(fff)~~ Both sides of Racine Street seventy-five (75) feet north and south of Seventh Street.
- ~~(hhh)(ggg)~~ Both sides of Racine Street ninety-eight (98) feet south of Ninth Street.
- ~~(iii)(hhh)~~ The west side of Racine Street from Ninth Street north to the City limits.
- ~~(jjj)(iii)~~ The east side of Racine Street between Eighth Street and Seventh Street.
- ~~(kkk)(jjj)~~ The east side of Railroad Street from Garfield Street to Madison Street.
- ~~(lll)(kkk)~~ Both sides of River Street.
- ~~(mmm)(lll)~~ The north side of Roosevelt Street from Manitowoc Street to London Street.
- ~~(nnn)(mmm)~~ The west side of School Court from Seventh Street forty-one (41) feet south.

- ~~(ooo)~~(nnn) The north side of Seventh Street from Appleton Road two hundred thirty-five (235) feet west from April 1 through October 31.
- ~~(ppp)~~(ooo) The north side of Seventh Street from Racine Street one hundred seventy-five (175) feet east.
- ~~(qqq)~~(ppp) The south side of Seventh Street from Racine Street one hundred sixty-five (165) feet east.
- ~~(rrr)~~(qqq) The south side of Seventh Street from Milwaukee Street four hundred (400) feet west (7:30 a.m. to 3:30 p.m., Monday through Friday).
- ~~(sss)~~(rrr) The north side of Seventh Street from Milwaukee Street to the intersection of Kinzie Court and Seventh Street (7:30 a.m. to 3:30 p.m., Monday through Friday).
- ~~(ttt)~~(sss) The south side of Seventh Street from Milwaukee Street forty-nine (49) feet east.
- ~~(uuu)~~(ttt) The south side of Seventh Street from School Court thirty (30) feet west.
- ~~(vvv)~~(uuu) The south side of Seventh Street from School Court seventy-two (72) feet east.
- ~~(www)~~(vvv) The north side of Seventh Street from Milwaukee Street forty-two (42) feet east.
- ~~(xxx)~~(www) The north side of Sheboygan Street from Manitowoc Street seventy-five (75) feet east.
- ~~(yyy)~~(xxx) The north side of Sixth Street from Racine Street to Appleton Street.
- ~~(zzz)~~(yyy) The north side of Sixth Street from Milwaukee Street to eighty (80) feet west
- ~~(aaaa)~~(zzz) Both sides of State Trunk Highway 114 from Oneida Street north to the City limits.
- ~~(bbbb)~~(aaaa) Both sides of Tayco Street between Main Street and the Tayco Street Bridge.
- ~~(eeee)~~(bbbb) The west side of Tayco Street from Third Street to Fourth Street.
- ~~(ddd)~~(cccc) The north side of Third Street from Milwaukee Street to Manitowoc Street.
- ~~(eeee)~~(ddd) The north side of Third Street from Tayco Street two hundred fifty (250) feet east.
- ~~(ffff)~~(eeee) The south side of Third Street from one hundred (100) feet east of Manitowoc Street to Tayco Street.
- ~~(gggg)~~(ffff) The east side of University Drive.
- ~~(hhh)~~(gggg) The west side of Walnut Street from Ahnaip Street to Nicolet Boulevard.
- ~~(iii)~~(hhh) Both sides of Washington Street except for turnout in front of 160 Washington Street.
- ~~(jjj)~~(iii) The east side of Willow Lane south of Lake Road.
- ~~(kkk)~~(jjj) The east side of Winnebago Avenue from Nicolet Boulevard to Keyes Street.
- ~~(kkkk)~~(jjj) The east side of Ida Street from Ninth Street four hundred forty (440) feet north to six hundred fifty (650) feet north (7:30 a.m. to 3:30 p.m. on days school is in session).

SEC. 10-1-27 TIME RESTRICTED PARKING.

When signs or parking meters are erected in any block giving notice of time restricted parking, no person shall park or leave standing any motor vehicle for longer than the period specified upon any of the following streets or parts thereof; however, this provision shall not apply to Saturdays, Sundays, and legal holidays.

- (a) **NO PARKING FOR MORE THAN TWO (2) CONSECUTIVE HOURS.**
 - (1) The west side of Appleton Street from Second Street to Third Street.
 - (2) Both sides of Appleton Street from First Street to Second Street between 7:30 a.m. and 3:30 p.m.
 - (3) The east side of Appleton Street from Second Street sixty (60) feet south.
 - (4) The south side of Broad Street from one hundred eighty-eight (188) feet east of Racine Street to Appleton Street.
 - (5) The south side of Broad Street from Racine Street west to the alley.
 - (6) The north side of Broad Street from Milwaukee Street to Racine Street.
 - (7) The east and west Broad Street surface lots, excluding the north row of parking stalls.
 - (8) Both sides of Center Street from Main Street two hundred fifty (250) feet south.
 - (9) Both sides of Chute Street from Tayco Street to fifty (50) feet north of Main Street.
 - (10) City Hall Lot.
 - (11) The north side of Fifth Street from Manitowoc Street to two hundred thirty-five (235) feet west.
 - (12) The north side of First Street from Racine Street to Milwaukee Street, excluding the bump out area on the north side of the street adjacent to the Library.
 - (13) Both sides of First Street one hundred twenty (120) feet east of Racine Street to Appleton Street.
 - ~~(13)~~(14) The north side of Fourth Street from Manitowoc Street to DePere Street.
 - ~~(14)~~(15) Both sides of Garfield Avenue from Railroad Street to Lawson Street.
 - ~~(15)~~(16) The south side of Main Street.
 - ~~(16)~~(17) Both sides of Main Street from Racine Street to Tayco Street.
 - ~~(17)~~(18) Both sides of Milwaukee Street from Main Street to Second Street.

~~(18)~~(19) _____ The west side of Railroad Street from Abby Avenue to Garfield Avenue.

~~(19)~~(20) _____ The north side of Second Street from Racine Street to Appleton Street (7:30 a.m. to 4:30 p.m.).

~~(20)~~(21) _____ The south side of Second Street from Appleton Street fifty-six (56) feet west.

~~(21)~~(22) _____ The west side of Walbrun Street in front of house numbers 620 to 632 between 7:30 a.m. and 3:30 p.m.

~~(22)~~(23) _____ The north side of Water Street, approximately one hundred (100) feet west from Tayco Street.

(b) **NO PARKING FOR MORE THAN ONE (1) CONSECUTIVE HOUR.**

(1) School Court on days school is in session.

(2) Four (4) visitor parking stalls on the north side of Seventh Street. No person other than a temporary visitor to Menasha High School may park in these stalls between 7:30 a.m. and 3:30 p.m.

(c) **NO PARKING FOR MORE THAN FIFTEEN (15) CONSECUTIVE MINUTES.**

(1) Manitowoc Street in front of 204 Manitowoc Street.

(2) The west side of Park Street from forty-eight (48) feet north of Keyes Street to ninety-two (92) feet north of Keyes Street.

(d) **SPECIAL PARKING RESTRICTIONS.**

(1) No person shall park any type of motor vehicle at any boat launch site adjacent to the Fox River where said site is to be used exclusively for boat launching purposes.

(2) Temporary parking shall only be for trucks and unloading on the south side of Garfield Avenue one hundred fifty (150) feet west from Washington Street to Railroad Street.

(3) Temporary parking for the loading and unloading of vehicles in the bump out at 160 Washington Street and on Ahnaip Street one hundred (100) feet southwest of Naymut Street.

(4) No parking on the east side of Racine Street from Fourth Street to Ninth Street from 6:00 a.m. to 6:00 p.m.

(5) The northern seven (7) stalls on the east side of Center Street and north of the Harbor House are restricted to motor vehicles with a Menasha Marina sticker from May 1 to September 30.

(6) No person shall park any type of motor vehicle which has been used for hauling, towing, or launching any boat at any boat launching site without having obtained the boat launching permit required by Section 12-2-3(b).

(7) Calder Stadium Street Parking:

a. No parking on the north side of Eleventh Street from Appleton Street to DePere Street for a period commencing one (1) hour before and ending one (1) hour after events at Calder Stadium.

b. The prohibition of parking along streets under the above provisions shall become effective by police direction and/or appropriate signs and barricades.

c. This Section does not rescind any parking regulation already in effect in the above-described streets.

(8) No parking on the west side of Brighton Beach Road from three hundred (300) feet south of Rue Reynard to the city limits between 9:00 p.m. and 7:00 a.m.

(e) A drop-off area is created on the north side of Seventh Street directly in front of Menasha High School for the temporary purpose of dropping off and picking up students. This activity is limited to not more than five (5) minutes.

SEC. 10-1-28 SCHOOL BUS LOADING ZONES.

No person may park any motor vehicle in any of the following school bus loading zones between the hours of 7:30 a.m. and 4:30 p.m. on school days:

(a) The north side of Broad Street from one hundred thirty-one (131) feet east of Tayco Street to two hundred thirty-eight (238) feet east of Tayco Street.

(b) The east side of Milwaukee Street from twenty (20) feet north of the curb line of Seventh Street three hundred ten (310) feet north.

(c) The east side of Nassau Street from ninety (90) feet south of Ahnaip Street to two hundred sixty (260) feet south of Ahnaip Street.

(d) The north side of Ninth Street between Ida Street and Arthur Street.

- (e) The north side of Second Street from one hundred ninety-five (195) feet west of Appleton Street to two hundred eighty-five (285) feet west of Appleton Street.
- (f) The north side of Sixth Street from fifty (50) feet east of Walbrun Street to one hundred forty (140) feet east of Walbrun Street.

SEC. 10-1-29 ALL NIGHT PARKING REGULATED.

When signs have been erected at or reasonably near the corporate limits of the City as provided in Section 349.13, Wis. Stats., no motor vehicle shall be parked upon any street in the City between the hours of 2:00 a.m. and 6:00 a.m. without express permission from the Police Department, except as follows:

- (a) Overnight parking will be allowed during the period of April 1 through October 31 on an even-odd basis, with the even side parking on even numbered days and the odd side parking on odd numbered days.
- (b) All current restrictions on streets remain in place; that is, if there is no parking on the odd number side of the street now, overnight parking is not allowed on that side even on odd numbered days.
- (c) Even-odd shall be construed as the date prior to 12:00 a.m. midnight.
- (d) Overnight parking will be allowed during the period of April 1 through October 31 on the following streets:
 - (1) The south side of Center Street from the cul-de-sac four hundred twenty (420) feet east.
 - (2) The east side of Nassau Street.
 - (3) The west side of Oak Street.
 - (4) The west and north sides of Riverway from Keyes Street to Cleveland Street.
 - (5) The south side of Roosevelt Street from Manitowoc Street to London Street.
 - (6) The west side of Winnebago Avenue from Nicolet Boulevard to Keyes Street.
- (e) The even-odd exception shall not apply to the Broad Street cul-de-sac.
- (f) All motor vehicles parked on City streets must be moved at least once every 72 hours.

SEC. 10-1-30 PUBLIC AND PERMITTED PARKING AREAS.

- (a) **PUBLIC PARKING LOTS.** The following are City owned or leased parking lots:
 - (1) Broad Street Ramp after 5:00 p.m. Monday through Friday, weekends, and legal holidays.
 - (2) East Broad Street Lot.
 - (3) West Broad Street Lot.
 - (4) Center Street Lot.
 - (5) North Chute Street Lot.
 - (6) South Chute Street Lot.
 - (7) Library Lot.
 - (8) Marina Place Parking Ramp (Upper Level).
 - (9) Marina Lot.
 - (10) Six (6) stalls immediately east of the Marina Place Parking Ramp.
- (b) **CITY EMPLOYEE PARKING.** From time to time the Common Council of the City of Menasha may exercise the right to establish restricted parking for municipal employees in public parking lots and such reservations shall be clearly and plainly marked.
- (c) **REGULATED PARKING LOT HOURS.**
 - (1) Parking in the West and East Broad Street Lots, South Chute Street Lot, North Chute Street Lot, Six (6) stalls immediately east of the Marina Place Parking Ramp, and Center Street Lot shall be allowed without restriction between 6:00a.m and 2:00a.m., ~~except as provided in Section 10-1-27(a)-(7).~~
 - (2) From November 1—March 31 parking in the Marina Lot shall be allowed without restriction between 6:00 a.m. and 2:00 a.m.
- (d) **PERMIT PARKING.**
 - (1) Overnight parking shall be by permit issued by the Police Department or Harbor Master in the Broad Street Lot, South Chute Street Lot, Marina Lot, and Center Street Lot from April 1 through October 31.
 - (2) There shall be no overnight parking in the Library Lot, the Marina Place Parking Ramp (Upper Level), or the Six (6) stalls immediately east of the Marina Place Parking Ramp except by special annual permit issued by the Community Development Department. The total number of such permits issued in a particular year may not exceed five (5).

- (3) The Director of Public Works and the Chief of Police may designate specific areas of these lots for permit parking.
- (4) Parking in the Marina Lot is restricted to motor vehicles with a Menasha Marina permit sticker from April 1 through October 31.
- (e) **PERMIT FEES AND CONDITIONS.**
 - (1) The permit fee shall be set and may be adjusted from time to time by the Common Council.
 - (2) All motor vehicles parked in City lots must be moved at least once every 72 hours.
 - (3) There shall be no parking of trailers, recreational motor vehicles, converted buses, and/or commercial motor vehicles in any of these lots.
- (f) **LIBRARY PARKING.** This lot is designated for library patrons only. No parking shall be permitted from 10:00 p.m. to 7:00 a.m.

SEC. 10-1-31 SNOW EMERGENCIES.

- (a) **EMERGENCY DECLARED.**
 - (1) A snow emergency is in existence when the Mayor, or in his/her absence the President of the Common Council, declares an emergency to exist in the City of Menasha by reason of a heavy snowstorm. Whenever snow falls within twenty-four (24) hours or less and is expected to reach a depth of three (3) inches or more, such storms constitute a serious public hazard impairing transportation, the movement of food and food supplies, medical care, fire, health, police protection, and other vital facilities of the City; said emergency is declared to continue for a period of forty-eight (48) hours after declaration or until such earlier time as snow plowing operations have been declared completed by the Director of Public Works.
 - (2) Whenever the emergency exists and has been declared by the Mayor, or in his/her absence the President of the Council, said Chief Executive or Officer of the City shall cause announcements thereof to be made by not less than one (1) radio station serving the area.
- (b) **TYPES OF SNOW EMERGENCIES.** There shall be two (2) types of emergencies:
 - (1) General Emergency: In this event, the standards set forth in Section (a) above shall apply.
 - (2) Parking Emergency: Such emergency shall exist when snow causes narrowing of streets to the point where emergency vehicles cannot have free access to all parts of the City or narrowed streets create hazardous driving conditions. In that event, in consultation with the Director of Public Works, the Mayor, or in his/her absence the President of the Council, can declare an emergency where no parking shall be permitted between the hours of 6:00 a.m. and 2:00 a.m. alternately on the even and odd numbered sides of the street depending upon the dates fixed by the Mayor, or in his/her absence the President of the Council. In addition, after a snowstorm has abated and the street crew decides to remove the snow for widening, the same may be done after the proper temporary signs have been posted.
- (c) **PARKING LOTS.** Whenever the Mayor, or in his/her absence the President of the Council, in his/her official capacity declares an emergency, all the motor vehicles shall be removed from parking lots within three (3) hours thereafter and shall not be permitted to re-enter until all snow has been removed. This applies to motor vehicles with monthly parking permits as well.
- (d) **REMOVAL OF MOTOR VEHICLES.** Whenever such an emergency exists, as hereinbefore defined, and any motor vehicles are illegally parked, stopped, or standing in such a manner as to prevent or impede snow clearance or removal in any manner upon any street, alley, or parking lot, the Director of Public Works or his/her designee, shall be authorized to move or remove such motor vehicles to where such motor vehicles will no longer prevent or impede such aforesaid snow clearance or removing. Towing fees will be assessed against the owners of such motor vehicles. This Section shall not be construed to exempt the owners from other penalties which may incur.

SEC. 10-1-32 PARKING OF VEHICLES OVER 10,000 POUNDS OR 16 FEET RESTRICTED.

- (a) No person owning or having control of any truck, trailer, truck power unit, tractor, bus, or recreation motor vehicle in excess of ten thousand (10,000) pounds gross weight, over sixteen (16) feet in length, and/or having an enclosed area of a height of more than eight (8) feet from the street shall park the same upon any street or public way where zoned residential between the hours of 6:00 p.m. and 7:00 a.m. One (1) hour parking will be allowed between 7:00 a.m. and 6:00 p.m. The provisions of this Section shall not be deemed to prohibit the lawful parking of such equipment upon any street or public way for the actual

loading or unloading of goods, ware, or merchandise, providing, however, the "loading" and "unloading," as used in this Section, shall be limited to the actual time consumed in such operation. The Common Council may, however, designate specific truck parking zones.

- (b) Any vehicle unlawfully parked under Section (a) above may be removed from the street by order of the Chief of Police and the expense of so moving and storing such vehicle shall be paid by the operator or owner of said vehicle as forfeiture in addition to the penalties hereafter prescribed.

SEC. 10-1-33 TRAFFIC AND PARKING REGULATIONS ON SCHOOL DISTRICT GROUNDS.

Pursuant to the provisions of Section 118.105, Wis. Stats., the following regulations shall apply to the grounds of the Menasha School District located within the City.

- (a) **PARKING.** All parking on grounds of the Menasha School District from 7:00 a.m. to 4:30 p.m. shall be by permit only unless said area has been designated as visitor parking by signs established by the School Board. There shall be no parking on said grounds between 11:00 p.m. and 6:00 a.m., except when school functions extend past 11:00 p.m.; on such nights there shall be no parking one (1) hour after the function has concluded.
- (b) **SPEED LIMITS.** No persons shall at any time operate a motor vehicle upon any Menasha School District grounds at a speed in excess of fifteen (15) miles per hour.
- (c) **MOTOR VEHICLES PROHIBITED AT SPECIFIED TIMES.** No person shall at any time operate a motor vehicle, other than a school bus or emergency motor vehicle, in or upon any drive designated by sign for buses during the hours of 7:00 a.m. to 9:00 a.m. and 2:00 p.m. to 4:30 p.m. on any weekday during the months school is in session.

SEC. 10-1-34 UNLAWFUL REMOVAL OF PARKING CITATION.

No person other than the owner or operator of a ticketed motor vehicle shall remove a City parking ticket from said motor vehicle.

SEC. 10-1-35 OPERATION OF MOTOR VEHICLES IN PUBLIC PARKING LOTS AND RAMPS.

- (a) **UNLICENSED OPERATORS PROHIBITED.** No person who does not hold a valid operator's license shall operate a motor vehicle in any public parking lot or ramp or in any private parking lot or ramp held out for the use of parking for the general public.
- (b) **TRAFFIC REGULATIONS APPLICABLE.** All provisions of Section 10-1-1 of this Chapter and of the Wis. Stats. and laws incorporated herein by reference shall be applicable on any public parking lot or ramp and on any private parking lot, street, or ramp held out for use for the general public for parking or vehicular traffic.

SEC. 10-1-36 REMOVAL OF ILLEGALLY PARKED MOTOR VEHICLES.

- (a) **HAZARD TO PUBLIC SAFETY.** Any motor vehicle parked, stopped, or standing upon a street or public parking lot or ramp in violation of any of the provisions of this Chapter is declared to be a hazard to traffic and public safety.
- (b) **REMOVAL BY OPERATOR OR OWNER.** Such motor vehicle shall be removed by the operator or owner, upon request of any traffic officer, to a position where parking is permitted or to a private or public parking or storage premises.
- (c) **REMOVAL BY TRAFFIC OFFICER.** Any traffic officer after issuing a citation for illegal parking, stopping, or standing of an unattended motor vehicle in violation of this Chapter, is authorized to remove such motor vehicle to a position where parking is permitted.
- (d) **REMOVAL BY PRIVATE SERVICE.** The officer may order a motor carrier holding a permit to perform motor vehicle towing services, a licensed motor vehicle salvage dealer, or licensed motor vehicle dealer who performs motor vehicle towing services to remove and store said motor vehicle in any public storage garage or rental parking grounds or any facility of the person providing the towing services.
- (e) **TOWING AND SERVICE CHARGES.** In addition to other penalties provided in this Chapter, the owner or operator of a motor vehicle so removed shall pay the actual cost of moving, towing, and storage. If the motor vehicle is towed or stored by a private motor carrier, motor vehicle salvage dealer, or licensed motor vehicle dealer, actual charges regularly paid for such services shall be paid. If the motor vehicle is

stored in a public storage garage or rental facility, customary charges for such storage shall be paid. Upon payment, a receipt shall be issued to the owner of the motor vehicle for towing and storage charges.

SEC. 10-1-37 INOPERABLE, WRECKED, OR DISCARDED MOTOR VEHICLES.

- (a) **STORAGE PROHIBITED.** No person owning or having custody of any partially dismantled, non-operable, wrecked, junked, or discarded motor vehicle shall allow such motor vehicle to remain on any public street, parking lot, or parking ramp longer than twenty-four (24) hours after notification thereof by the Police Department. Notification shall be accomplished by placing in a conspicuous place on the motor vehicle and by mailing or serving upon the owner or occupant in charge of the premises a written notice setting forth briefly the applicable provisions of this Section and the date of the notice. Any motor vehicle so tagged which is not removed within twenty-four (24) hours is declared to be a public nuisance and may be removed as provided in Section 10-1-36.
- (b) **EXEMPTIONS.** This Section shall not apply to a motor vehicle in an appropriate storage place or depository maintained in a lawful place and manner authorized by the City.

SEC. 10-1-38 PARKING OF TRAILERS.

- (a) No person owning or having control of a trailer less than 10,000 pounds or sixteen (16) feet shall park the trailer upon any street or public way zoned residential between the hours of 9:00 p.m. and 7:00 a.m. This Section is not applicable to trailers that are attached to a tow motor vehicle. "Trailer" means a motor vehicle without motive power designed for carrying property or passengers wholly on its own structure and for being drawn by a motor vehicle but does not include a mobile home.
- (b) Any motor vehicle unlawfully parked under Section (a) above may be removed from the street by order of the Chief of Police and the expense of so moving and storing such motor vehicle shall be paid by the operator or owner of said motor vehicle as forfeiture in addition to the penalties hereafter prescribed.

SEC. 10-1-39 THROUGH SEC. 10-1-49 RESERVED FOR FUTURE USE.

SECTION 2: This ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this ____ day of _____, 2016.

ATTEST:

Donald Merkes, Mayor

Deborah A. Galeazzi, City Clerk