

# City of Appleton Award Proposal



City of Appleton Police Department  
Operations Division



## **Purpose:**

To equip the City of Appleton with a Utility Task Vehicle (UTV) to meet specific needs for special events and emergencies that current city vehicles are not capable of fulfilling.

**Award Provider: Kwik Trip Inc.**

**Award Total: \$11,900**

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**Attached Documents:**

1. City of Appleton: Fleet Safety Policy
2. Appleton Fire Department: Use and Operation of ATV
3. City of Appleton Maps and Trails

## Award Information

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In September of 2015, Kwik Trip awarded \$11,900 to the Appleton Police Department. Kwik Trip has not requested the UTV be marked in any way to indicate the source of the award money.



September 17, 2015

Appleton Police Department  
ATTN: Sgt. Keith Bredael  
222 S. Walnut Street  
Appleton, WI 54911

Dear Sgt. Keith Bredael

We are pleased to inform you that the Kwik Trip Inc. donation committee has approved a grant to the Appleton Police Department in the amount of \$11,900 for the purchase of a Utility Task Vehicle.

Kwik Trip is proud to support your cause! Thank you for all you do to keep our communities safe.

Sincerely,

A handwritten signature in black ink that reads "Jonathan Steede".

Jonathan Steede

Kwik Trip Marketing



Our Mission: "To serve our customers and community more effectively than anyone else by treating our customers, co-workers and suppliers as we, personally, would like to be treated, and to make a difference in someone's life."

Kwik Trip & Kwik Star Stores • Tobacco Outlet Plus • Convenience Transportation, LLC • Hearty Platter Restaurants & Cafés

## Vehicle Specifications

### Polaris Ranger ETX

The Ranger ETX is a midsize utility task vehicle designed as a multi-role utility vehicle. The vehicle is capable of navigating through rough terrain and narrow trails that are impassable to regular vehicles.

ENGINE & DRIVE TRAIN	TOP SPEED	35 MPH
	ACCELERATION (0-28 MPH / 45 KM/H)	5.1 SECONDS
	FUEL ECONOMY AT 25 MPH (40 KM/H)	31.2 MPG (13 KM/L)
	FUEL RANGE	280 MILES (450.6 KG)
BRAKES	STAINLESS STEEL BRAKELINES	YES
DIMENSIONS	WET WEIGHT (4.9 GAL. FUEL)	1,096 LBS. (497.1 KG)
	WEIGHT / HP	35 LBS. / HP (16 KG / HP)
	FUEL TANK CAPACITY	9 GAL. (34.1 L)
	PAYLOAD CAPACITY	1,000 LBS. (453 KG)
	BOX CAPACITY	500 LBS. (226.8 KG)

Polaris Industries Inc., 2015<sup>1</sup>



*Polaris Ranger ETX depicted with Police Decaling and light bar*

<sup>1</sup> <http://www.polaris.com/en-us/ranger-utv/ranger-etx-white-lightning/compare-john-deere-gator-xuv-550>

## Uses

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The Appleton Police Department currently does not have emergency access to any ALL-TERRAIN or OFF ROAD vehicles. Special requests can be made to the Parks & Recreation Department ahead of time for use of their UTVs. However, the UTVs owned by Parks & Recreation are not equipped for police work and their use is constrained by their limited availability.

### **Current needs for a Police UTV are as follows**

- Seasonal/Weather
  - Replacement for Bike Patrol during rain or snow
- Special Events – The City of Appleton hosts over 120 special events every year including the largest Flag Day parade in the Nation and events like Oktoberfest that attract over 100,000 guests to the City of Appleton.
  - Transport medical supplies, injured persons from off-road/hazardous locations impossible for ambulances to reach. Many of the special events are races and the Fox Valley Marathon that utilize trails and areas impossible for squad cars to reach.
  - Fourth of July dominates Memorial Park but squads cannot drive through area because of pedestrian and vehicle traffic. UTV is able to drive off road, on trails and on roads to get to emergencies quickly and safely.
  - Most special events that occur in parks or in the downtown area span nearly a mile. Officers taking calls for service have to walk the length of the special event to respond. This causes a delay in service and a decline in efficiency and public satisfaction. The fire department uses UTV's to patrol the same special events with great success and the use of a Police UTV would greatly increase the efficiency of public service. Currently, Appleton Police Department has been borrowing UTV's from the Parks & Rec Department at a cost to the city for each use. Parks & Rec UTV's are not marked or equipped for Law Enforcement services.

## Uses (CONTINUED)

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- Octoberfest and College Ave special events occasionally have persons arrested and removed from the Avenue. Due to pedestrian and vehicle traffic, prisoner transport and squad mobility is restricted. UTV can be used to transport prisoners from avenue. Green Bay PD uses UTV to transport prisoners out of Lambeau field during Packer football games with great success.
- Many special events request police vehicles be present for Public Relations and to allow children and families in the city an opportunity to build community relations with the Police Department.
- Soccer USA has a growing number of tournaments that take place at the Youth Sports Complex. Enforcement of city ordinances, medical rescue for injuries and parking enforcement have been extremely difficult due to lack of road access to the sports complex. A UTV would allow officers to quickly respond to calls for service, provide more thorough enforcement of city ordinances as well as be a good PR tool for the events.
- Weather Emergencies
  - UTV is able to drive through areas impossible for squads to navigate. Evacuation of people from flooded areas, snowed in homes, blocked roads. In 2012, flooding around the Appleton Medical center trapped residents and stalled vehicles that tried to drive through the flooded area. Appleton Police were denied access to the area because the squad cars were unable to cross flooded areas. A UTV would have allowed officers to drive off road around the flooded area to help evacuate people and render assistance to stranded persons.
- Patrol Division
  - The City of Appleton has over 30 miles of trails and approximately 600 acres of parks that cannot be accessed by officers for patrol except for foot patrol. Having a UTV would allow for dedicated park patrols in a community friendly vehicle that would not cause turf damage.

## Uses (CONTINUED)

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- Emergency Response
  - SWAT officers can use the UTV to transport equipment/robot/supplies/injured persons in or out of high risk zones. High risk calls can take place in wooded areas and fields where vehicles are denied access.
  - In 2015, the Tressel trail shooting in Menasha occurred on a foot bridge that was too small for emergency vehicles to reach victims. Victims had to be carried or dragged before they could be loaded on to an ambulance. A UTV would allow officers to quickly evacuate victims to waiting ambulances for medical care.
  - On July 4<sup>th</sup>, 2015, a jogger was assaulted on the Newberry trail in Appleton. Due to trails being inaccessible to squads, it is difficult for officers to patrol trails and respond for calls there. A UTV would allow for preventative patrols on city trails that do not receive enough preventative patrols.

## Risk Mitigation

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The Appleton Police Department acknowledges the need for training and guidelines for usage of the UTV. For that reason, both the Parks & Recreation Department and the Appleton Fire Department were contacted regarding their current approved training and safety recommendations. Currently, no additional training is required by the Fire Department to operate the UTV. The Parks & Rec Department require that new employees be familiarized with the UTV and demonstrate their ability to safely operate the vehicle.

- Seat belts are installed by the manufacturer.
- Roll cage protects the occupants in the worst case scenario of a roll-over accident.
- Dealer provides training to users at the time of delivery. Trained employees may train new employees to use the UTV.
- Max speed is limited 35MPH by a governor to mitigate the risk of accidents while still allowing the vehicle to travel on city streets

## Legal Considerations

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According to the Cities & Villages Mutual Insurance Company (CVMIC), the UTV would be covered by the Cities insurance policy to be driven on roadways so long as the vehicle has turn signals, brake lights and an orange triangle on the back of the vehicle.

The Department of Public Works, Parks & Rec Department and the CVMIC do not have policies regarding the use of UTVs in the City of Appleton. The Fire department is the sole agency that has a policy outlining the use of their all-terrain vehicle. Their policy requires that the vehicle should:

- Adhere to the rules of the road when not operating within an emergency scene. This would include operating as a slow moving vehicle.
- Be driven at a slow rate of speed when personnel are riding in the cargo box.
- During all uses, the manufacturer's recommendations should apply. Seat belts if available should be used while the vehicle is moving.

The use of the UTV, unless otherwise directed, would fall under the general fleet safety policy.

**Copies of the Fleet Safety Policy and the Fire Department's ATV use policy are attached at the end of this report.**



## Costs

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### Initial Cost: **\$11,151**

- Initial cost of vehicle: \$7,786<sup>2</sup>
- Equipment Costs
  - Glass Windshield: \$539
  - Roof \$336
  - Polycarbonate Rear Panel \$224
  - Dual Battery Kit \$500
  - Oil Change Kit \$35
  - 2" Receiver Hitch \$40
  - Mirrors \$40
  - Decals (Fast Signs) \$250
  - Spotlights \$200
  - Red/Blue lights \$0      Already Owned
  - Amber Directional Arrow \$450
  - Siren/PA System \$291<sup>3</sup>
  - Winch \$460

### Annual Cost

- Maintenance/Upkeep estimated to be less than \$100 per year, per fleet manager at Sheboygan PD who manages UTVs
- No additional insurance costs to City budget.
- Leftover money from the grant would go towards the cost of maintenance over the next several years.

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<sup>2</sup> <http://www.cedarcreekmotorsports.com/PrintInventory-Polaris174-307-Ranger174-ETX-White-Lightning-Cedarburg-Wisconsin-id-1269908>

<sup>3</sup> <http://www.strobesnmore.com/Whelen-WPA112-Siren-Amplifier.html?cPath>

## Outside Agency Uses

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1. Green Bay PD                      CPT Paul Ebel                      Operations Commander(920) 448-3186

Green Bay uses their UTV for transporting prisoners from Lambeau Field during sports events and for other special events. Their UTV is a fully marked vehicle equipped with lights and sirens. Currently, Green Bay PD has no policy outlining vehicle use or training required to use it.

2. Oshkosh PD                      SGT Matthew Harris      Special Operations      (920) 236-5083

UTV is critical to getting officers to be able to respond to calls at special events like Country USA and large soccer tournaments. Because of vehicle and pedestrian traffic, regular sized vehicles are difficult to drive through crowds and get to disturbances. Oshkosh utilizes a John Deer Gator and has used the same vehicle for at least 12 years with no accidents or safety incidents. There is no official training other than vehicle familiarization. The vehicle is equipped with lights, sirens and decals and is an official emergency vehicle and falls into their emergency vehicle use policy. Their UTV is equipped with a first aid kit, fire extinguisher and a secure locker that can store a patrol rifle if needed. The UTV is used by CSO's, Auxiliary Police and Officers at special events. Additionally it is used for reaching off road areas and patrolling trails in the city. Oshkosh has a flat-bed trailer that is used to transport the UTV.

3. Sheboygan PD                      Dave Daniels                      Fleet Manager                      (920) 459-3350

Sheboygan has an ATV that was seized in an operation. The ATV is fully marked and has lights and is used for special events. The cost of maintenance and upkeep is \$100 per year.

4. Appleton Fire                      Ethan Kroll                      Battalion Commander(920) 832-2281

UTV/ATV Policy provided for use guidelines.

5. Appleton Parks & Rec Tim McGuire                      Grounds Manager                      (920) 832-3920

Parks department has been using UTV's since 1998 with no accidents. Their previous UTV was traded in for a new UTV after 16 years of use. UTV use is preferred over other vehicles because UTV's do not cause turf damage unlike our police squads. Training for UTV is conducted by the manufacturer after the first purchase. Training takes 2-3 hours and involves familiarization and test driving in the parking lot. New employees are

## Outside Agency Uses (CONTINUED)

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trained by full-time employees before operation is permitted. Currently, it costs the city \$50 per delivery when borrowing one of the Parks & Rec UTVs for special events. The Parks & Rec Department would welcome a Police UTV for driving on trails and through parks on special events because it limits turf damage.

6. City of Appleton HR Barb Limpert Risk Management (920) 832-6300

No policy in effect that governs city use of UTV vehicles. Adding UTV's to fleet would not cost any additional money for insurance. A police UTV would be covered under Emergency Vehicle Operation Policies.