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DEPARTMENT OF PUBLIC WORKS
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To: Municipal Services Committee
From: Eric S. Lom, City Traffic Engineer
Date: June 25, 2013
Re: Request from APD for designation of a dedicated parking spot for crossing guard (McKinley Elementary)

The Traffic Section recently received a request from the Police Department to designate an on-street parking area for the crossing guard at McKinley Elementary. The area in question is already posted *No Stopping During School Hours*. The request would simply alter the existing restriction to allow for "police-authorized vehicles" (crossing guards).

This comes on the heels of the recent implementation of designated crossing guard parking stalls at numerous locations throughout the city (see attached memo from APD).

While we have not been able to find another City which has gone to this length, we can appreciate the challenges that our crossing guards face at certain locations due to parking congestion. For this reason, we are supportive of their request.

To accomplish this, the following ordinance action is required:

1. **Create:** "Stopping, standing or parking be prohibited from 7:30 a.m. to 4:30 p.m. on school days, except for police-authorized vehicles, on the west side of Berry Drive from Taft Avenue to a point 55 feet north of Taft Avenue."

APPLETON POLICE DEPARTMENT
INTEROFFICE MEMORANDUM



TO: Chief David Walsh
FROM: CSO III Robin Spears
RE: Proposal for Designated Parking – Crossing Guards
DATE: February 26, 2009

Over the past few years, the crossing guards have expressed their desire for designated street parking for their personal vehicles while they are performing crossing guard duties at their posts throughout the city. Crossing guards are required to be at their posts during peak hours for vehicle traffic and parking in the areas of the elementary schools. They are finding it more difficult each year to find parking spots at their assigned intersections.

Parking around the elementary schools for employees and visitors is at best very limited between the hours of 7:00am and 4:00pm on school days, due to the signed "No Parking" and the "No Stopping, Standing, or Parking" restrictions in place at each of the schools. Parking on school grounds is already very limited and in many cases not sufficient to accommodate even school staff.

Crossing guards are currently required to be at their posts twice daily, generally from the hours of 7:50am to 8:27am, and again from 3:15pm to 3:45pm. Since many children are now driven to and picked up from school by parents or guardians in vehicles, the competition for a legal parking space near the school is intense. Parents are arriving at the schools to drop up and pick children at earlier times in order to acquire a legal parking spot to sit and wait either for school to begin, or for the children to be released for the day. Even the teachers and other staff have resorted arriving to school earlier than required in order to be able get a spot closer to the school.

As a result, when crossing guards arrive for their duties, there are no parking spots left near their intersections. Crossing guards also often try to secure their traffic cones overnight at their posts, but many of them keep their traffic cones in their vehicles and must carry them to and from their intersections to their vehicles each time they perform crossing duties.

During the winter season, parking spots on the streets are significantly reduced due to the accumulation of snow. When snow emergency restrictions are activated this further complicates the situation.

Salt boxes that are located at each intersection for crossing guard use are often quickly emptied due to significant snowfall we see each year. Guards are encouraged to keep extra bags of salt in their vehicles because they often run out before the scheduled refill of the city salt boxes. If they are able to park near their assigned intersection, guards are able to salt the crossings with the salt carried in their vehicles. When a guard cannot park near their intersection and the city salt box is empty, they cannot salt the sidewalk or crosswalk for the children because they don't have close access to the salt carried in their vehicles.

I asked CSO Blaine Vander Wielen to study each location and create a plan for designated street parking for the crossing guard posts. Blaine has presented us with a detailed, well thought out proposal that I have included with this memo. His plan also includes information and diagrams of the intersections as they are currently signed, along with the proposed signage for each location of the designated parking spot.

I believe the installation of designated parking for the crossing guards would be of great benefit to the guards and the children they cross. Thank you for your consideration, and I hope for your support concerning this matter.

cc: Lt. Erik Misselt
Blaine Vander Wielen