

Department of Public Works

City Hall
730 Washington Avenue
Racine, Wisconsin 53403
(262) 636-9121 - Public Works
(262) 636-9191 - Engineering



Mark H. Yehlen, P.E.
Commissioner of Public Works/City Engineer

Thomas M. Eeg, P.E.
Asst. Comm. of Public Works/Operations

John C. Rooney, P.E.
Asst. Comm. of Public Works/Engineering

MEMO

TO: Traffic Commission

FROM: Mark Yehlen, Commissioner of Public Works

DATE: October 16, 2015

SUBJECT: Proposed Policy Governing School Street Signage Change Requests

In response to the commission's request to draft policy language governing reimbursement requirements for requests from school officials to change street signage in the vicinity of a school, the following proposed verbiage is submitted:

Reimbursement for time and materials will be required from the requestor for changes to parking restriction signage associated with changes to arrival and dismissal times, and bus pick-up/drop-off locations requested by school officials. There will be no charge for signage changes associated with traffic engineering provisions adopted by the City of Racine to improve safety/traffic in the vicinity of a school.

MHY:mhy

A handwritten signature in blue ink, appearing to read "Mark Yehlen", is located at the bottom left of the page.