

20-0413



CITY OF MANITOWOC  
WISCONSIN, USA  
[www.manitowoc.org](http://www.manitowoc.org)



TO: Finance Committee  
Aldersperson James Brey, Chair

FROM: City Clerk Deborah Neuser

DATE: April 28, 2020

RE: City of Manitowoc – District 1 Polling Place

I bring to you today for discussion changing the District 1 polling place from UW Green Bay, Manitowoc Campus, to Silver Creek Fieldhouse.

Due to COVID-19, the UW facility was closed and they did not allow us to use it for the April 7, 2020 election. We moved to Silver Creek Fieldhouse and found it to be a really nice facility for voting. Some voters have complained over the years about the long walk down a hallway to the voting room at the UW. Silver Creek Fieldhouse is handicap accessible with easy access in and out of a very spacious voting room. Silver Creek also has plenty of parking. Because it is City owned, access to the facility for set up and tear down of the polling place is greatly increased. It was a challenge working around the UW's schedule to get the polling place ready for election day.

With the implementation of Silver Creek Fieldhouse, we will have five polling places located in City owned buildings plus the Central Count of Absentee Ballots which takes place at City Hall. For future consideration may be the use of Lincoln Park Fieldhouse should it become handicap accessible.

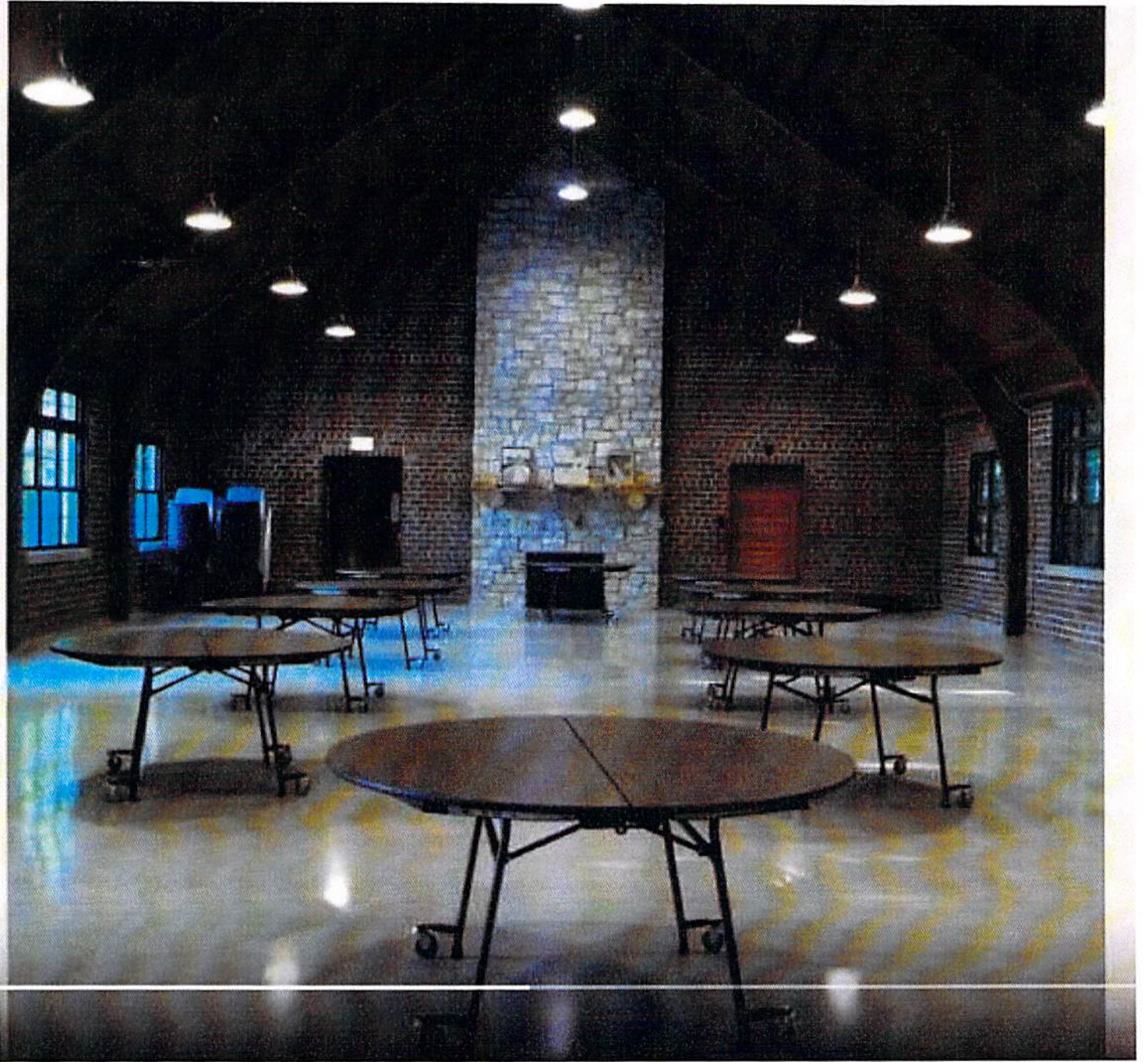
Silver Creek has a small issue regarding lighting but it is felt that this can be resolved with a few work lights on stands and possibly installation of six canopy lights in the future. See e-mail from Curtis Hall attached.

We have until July 12th to change a polling location for the August 11<sup>th</sup> election.

If you approve, I will have the City Attorney draft an ordinance for adoption at the May Common Council meeting so we can get letters out to all the registered voters in District 1 notifying them of the change.

cc: Director of Public Infrastructure Dan Koski  
Finance Director Steve Corbeille  
Aldersperson D. 1 – Brett Vanderkin  
Curt Hall, Operations Parks Planner  
Karen Dorow, Business Manager





## Deborah Neuser

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**From:** Curtis Hall  
**Sent:** Friday, April 10, 2020 2:11 PM  
**To:** Jeremy Walvoord; Mark DeZeeuw; Deborah Neuser  
**Cc:** Marshall Black  
**Subject:** RE: Silver Creek Park Fieldhouse

Thanks guys,

I think that estimate will suffice or now. I think I can run with it from here. We will need to work this into the budget process.

I appreciate your time.

Curtis Hall  
Parks and Recreation Division Manager  
City of Manitowoc  
Office:(920)686.3061  
Cell:(920)323.4194

### Our Mission

The Manitowoc Parks and Recreation Divisions are committed to improving the quality of life for all Manitowoc's residents and visitors. This is accomplished by providing and promoting well maintained parks, facilities, and public open spaces as well as offering a variety of lifelong recreational opportunities and special events for people of all ages.

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**From:** Jeremy Walvoord  
**Sent:** Friday, April 10, 2020 7:40 AM  
**To:** Curtis Hall; Mark DeZeeuw; Deborah Neuser  
**Cc:** Marshall Black  
**Subject:** RE: Silver Creek Park Fieldhouse

What are you looking for as far as lighting needs? Mark and I stopped out there yesterday and the light fixtures @ silver creek field house are LED already and are new from the renovations, they cannot have the bulbs changed out. To replace all 18 of them will get quite pricey in the range of 200 to 300 hundred dollars apiece to stay with the same style light fixture. Or Mark thought he could add some canopy lights? Mark thought 6 would work out the best on a separate switch to give you ample lighting they range from \$75.00 a piece up to \$125.00 depending on how bright you want it in that area. \$75.00 dollars a light fixture is about 7500 lumens \$125.00 dollars a light fixture is about 13,000 lumens

What are your thoughts?

*JJ Walvoord*

**City of Manitowoc**

**Fleet / Building & Grounds / Lift Bridges**

**Division Manager**

**2655 south 35th street Manitowoc Wi. 54220**



**920-686-6513 office**  
**920-374-0403 cell**



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**From:** Curtis Hall  
**Sent:** Wednesday, April 08, 2020 4:08 PM  
**To:** Mark DeZeeuw; Jeremy Walvoord  
**Cc:** Marshall Black  
**Subject:** FW: Silver Creek Park Fieldhouse

Hi Gents,

See below,

Deb is requesting better lighting in SC fieldhouse.

Mark, can you assist me with a cost estimate or shall I go directly to a contactor?

Thanks,

Curtis Hall  
Parks and Recreation Division Manager  
City of Manitowoc  
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Cell:(920)323.4194

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**From:** Deborah Neuser  
**Sent:** Wednesday, April 8, 2020 3:46 PM  
**To:** Curtis Hall  
**Subject:** RE: Silver Creek Park Fieldhouse

Apparently yes it is very dark. I personally was not there though. A quote for LED's would be great if you can get me that.

Deborah

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**From:** Curtis Hall  
**Sent:** Wednesday, April 8, 2020 3:35 PM  
**To:** Deborah Neuser <dneuser@manitowoc.org>  
**Subject:** FW: Silver Creek Park Fieldhouse

Thanks Deborah,

This is the first concern I have heard about this specific issue. Was it too dark?

Maybe you could ask finance for some funds to install new LEDS as part of that conversation☺. I will explore this and let you know what I find out.

Thanks,

Curtis Hall  
Parks and Recreation Division Manager  
City of Manitowoc  
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**From:** Deborah Neuser  
**Sent:** Wednesday, April 8, 2020 3:00 PM  
**To:** Curtis Hall  
**Subject:** Silver Creek Park Fieldhouse

As you know we used Silver Creek Fieldhouse for voting yesterday. It is a great facility except for the lighting. I am considering asking the Finance Committee to change the District 1 polling place to Silver Creek but I cannot even consider it without better lighting. Could LED bulbs be installed at Silver Creek?



*Deborah A. Neuser*

City Clerk, WCMC, City of Manitowoc  
900 Quay St., Manitowoc, WI 54220  
(Ph) 920-686-6951; (Fax) 920-686-6959  
E-Mail: [dneuser@manitowoc.org](mailto:dneuser@manitowoc.org)  
Population: 33,692  
City Website: [www.manitowoc.org](http://www.manitowoc.org)