

**CITY OF STOUGHTON
STREETS DEPARTMENT
EQUIPMENT USE POLICY**

1. No residents, contractors, or private groups will be allowed to borrow or rent any Street Department equipment. This includes, but is not limited to, barricades, flashers, cones, tools, vehicles, and any other such property owned by the City of Stoughton.
2. Special events that are City sponsored, Chamber of Commerce sponsored, or held by the Stoughton Junior Fair are exempt, but will have to abide by the following special provisions:
 - a. All barricades, flashers, and cones will have to be picked up and returned at the Street Department Facility.
 - b. Only the Street Superintendent or Street Foreman can authorize use of City owned equipment.
 - c. All arrangements must be finalized one week prior to pickup.
 - d. All equipment must be signed out and checked in.
 - e. A \$200 (two hundred dollar) deposit is required for all equipment borrowed, refundable when equipment is returned undamaged.
 - f. Only Street Department Staff will operate all motor vehicles, unless Street Superintendent or Street Foreman approves otherwise.
 - g. A signed contract must accompany any equipment borrowed, releasing the City of Stoughton from any liability.
 - h. Parties borrowing equipment must show proof of \$1,000,000 liability insurance bond.
 - i. Street Department will have authority over equipment in case of emergencies.

ADOPTED BY THE COMMON COUNCIL: March 14, 2000

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