

# **AGENDA**

Unless specifically noticed otherwise, this meeting and all other meetings of this body are open to the public. Proper notice has been posted and given to the media in accordance with Wisconsin Statutes so that citizens may be aware of the time, place and purpose of the meeting.

## **MEETING NOTICE**

### **PARKS & RECREATION COMMITTEE**

**Tuesday, October 2<sup>nd</sup>, 2018**

**5:30pm**

**Council Chamber, New London Municipal Building**

1. Call meeting to order, Adopt Agenda
2. Approval of September 4<sup>th</sup>, 2018 minutes
3. Director's Memo
4. Public comment relevant to items on the agenda
5. Review and act on an Ordinance amending parking limitations to restrict camping on city owned properties
6. Consider for recommendation an Ordinance amending parking restrictions to four hours in designated city facility parking lots
7. Review department's 2019 capital budget
8. Discuss proposal to partner with New London School District on Hatten Park Tennis Court replacement
9. Director's Report
10. Chairman's Report
11. Committee Member's Report
12. Next Month Agenda Items
  - a. Consider moving next month's meeting to Monday November 5<sup>th</sup> due to elections on November 6<sup>th</sup>
13. Adjournment

**Rob Way, Chairman  
New London Parks & Recreation Committee**

*Agenda items are listed so as to accurately describe the actions or issue being considered instead of simply the document listing title or the parties to a contract. This is done as such titles or a list of parties to a contract conveys insufficient information to the public on whether a topic or project they are interested in is being considered. It is the policy of the City of New London to comply in good faith with all applicable regulations, guidelines, etc. put forth in the American with Disabilities Act (ADA). To that end, it is the City's intent to provide equal opportunity for everyone to participate in all programs and/or services offered, to attend every public meeting scheduled, and to utilize all public facilities available. Any person(s) in need of an alternative format (i.e. larger print, audio tapes, Braille, readers, interpreters, amplifiers, transcript) regarding information disseminated by the City of New London should notify the City 48 hours prior to a meeting, etc., or allow 48 hours after a request for a copy of brochures, notices, etc. for delivery of that alternative format. Contact ADA Co-Coordinator Paul Hanlon or Chad Hoerth by telephone through: (Relay Wisconsin) – or 920/982-8500 and in person/letter at 215 N. Shawano Street, New London, WI 54961.*

## PARKS & RECREATION COMMITTEE MINUTES

September 4, 2018

COMMITTEE MEMBERS PRESENT: Rob Way, Bob Besaw, John Faucher, Lori Dean, Bob Marcks

COMMITTEE MEMBERS ABSENT: Dennis Herter, Henrica Bult

COUNCIL MEMBERS PRESENT: Mayor Gary Henke, Tom O'Connell, Mike Barrington, Dave Morack, Ron Steinhorst, Fred Zaug

OTHERS PRESENT: Chad Hoerth, Director of Public Services  
Kent Hager, City Administrator  
Michelle Lambrecht, Administrative Assistant  
Scott Bellile, New London Press Star  
Veteran's Memorial Foundation Group: James Jaeger; Chairman; Terry Warning; Treasurer;  
James & Sandy Massonet, William & Jean Massonet, John & Bev Bekkers, Richard Dietz, Armin Conratt

Way called the meeting to order @ 5:15 p.m. Besaw moved to approve the agenda, seconded by Dean. *Motion carried by all.*

Public comment(s) relevant to items on the Agenda: None

Update on Veteran's Memorial at Taft Park: James Jaeger with the Veteran's Memorial Foundation discussed progress and future plans for the Taft Park Veteran's Memorial. The group is also looking into the possibility of placing a mural on the side of one of the nearby buildings. Several members of the Veteran's Memorial Foundation voiced concerns with a new dumpster pad that was placed on the east side of the park. *No motion was made on this item.*

Review Department's 2019 proposed budget: The Department's draft 2019 proposed budget was presented. Changes may still occur as Finance Director Radke puts the entire city's budget together. The Committee made no changes to the proposed budget at this time.

Consider for approval the Department's 2019 Fee Schedule: The Department's proposed 2019 Fee Schedule was reviewed. Several minor increases were proposed from the 2018 fee schedule.

Dean moved, seconded by Besaw to recommend that council approve the Department's 2019 Fee Schedule.  
*Motion carried by all.*

Discussion and possible action to add a student member to the Parks and Recreation Committee: The committee discussed adding a student member to the Parks and Recreation Committee to gain input from the youth of the community. Morack stated that adding students have been a positive addition to the Economic Development Committee. This student position would be for a two year term and would be appointed by the Mayor or the Parks and Recreation Committee Chairperson.

Besaw moved, seconded by Faucher that council approve an ordinance change to add a student member to the Parks and Recreation Committee on a two year term basis. *Motion carried by all.*

Discussion about Hatten Park Wall Survey: Hoerth provided information from an initial engineer's report of the Hatten Park wall to establish the cost to make repairs. Unfortunately the project has the possibility of being very expensive based on the lack of quality footings and the amount of labor needed to repair the wall. After discussion, the committee recommended that cost estimates be gathered for wall repairs at the park entrances and in 100 foot increments.

Director's Report: There were no questions on the monthly reports and statistics. Hoerth reported that unfortunately the City was not awarded a Wisconsin DNR grant for the Newton Blackmour Trail Extension at this time

Years of Service Report: Michelle Lambrecht completed 1 year of service with the City on August 14<sup>th</sup>

Chairman's Report: None

Committee Member's Report: None

Next Month Agenda Items: None

Dean moved to adjourn; seconded by Faucher at 5:40 p.m. *Motion carried by all.*

Chad R. Hoerth  
Director of Public Services



Parks & Recreation Office  
215 N. Shawano Street  
New London, WI 54961  
920.982.8521  
Fax: 920.982.8665

Aquatic & Fitness Center  
815 W. Washington Street  
New London, WI 54961  
920.9828524

Senior Center & Transit  
600 W. Washington Street  
New London, WI 54961  
Center: 920.982.8522  
Transit: 920.982.8523

New London Access  
215 N. Shawano Street  
New London, WI 54961  
920.982.8537

Building & Grounds/  
Park Shop  
915 W. Wolf River Ave  
New London, WI 54961  
920.982.8510

# DEPARTMENT OF PARKS & RECREATION

## CITY OF NEW LONDON

### Memorandum

TO: New London Park & Recreation Committee  
FROM: Chad Hoerth, Director of Public Services  
RE: October 2<sup>nd</sup> Park and Rec Committee Meeting  
DATE: Thursday, September 27, 2018

1. Review and act on an Ordinance amending parking limitations to restrict camping on city owned properties – We've had a situation where we have a couple jumping around to city parking lots and city properties with their camper and camping overnight. The following proposed ordinance would create a regulation for officers to enforce and prevent camping on city property. Chief Schlueter has reviewed and blessed the attached ordinance for review.

*Possible/Recommended Motion: I make a motion that council considers approving the proposed draft ordinance amending section "7.07 (4) (b) NO OVERNIGHT CAMPING" of the municipal code*

2. Consider for recommendation an Ordinance amending parking restrictions to four hours in designated city facility parking lots- in the past we've had some issues with local residents using the pool, library/museum and city hall parking lots for personal parking or overnight parking purposes. These lots are intended for users of the facility and not for local residents to use for personal "overflow parking". Chief Schlueter and I are recommending the attached ordinance change.

*Possible/Recommended Motion: I make a motion that council considers approving the proposed draft ordinance amending section "7.07 (b)(1) Four Hour Parking Limit" of the municipal code*

3. Review department's 2019 capital budget- At the meeting I will provide a report of the department's proposed capital budget list.



4. Discuss proposal to partner with New London school District on Hatten Park Tennis Court replacement – This topic will carry over from the 2019 capital budget discussion. I’m working with the school district to come up with a proposed plan for replacement of the tennis courts in the city. The first sets we will look at (as it’s the oldest set) are the courts at Hatten Park. I’m still waiting on some information from the school district at this time and if I hear from them in the next few days I should have a proposal to present at the meeting.

#### Director’s Report

1. Years of Service Report:
  - i. On September 10<sup>th</sup> Kim Ebert completed 11 years with the city.
  - ii. On September 21<sup>st</sup> Mike Fredin completed 9 years with the city.
  - iii. On September 22<sup>nd</sup> Patrick Guyette completed 4 years with the city.
2. Department Usage & Financial Statistics –Reports will be emailed before the meeting.
3. Upcoming/Past Events –
  - i. Hatten Park Haunted Trail – Hatten Park , Friday October 26<sup>th</sup>
    1. 5:30-7:00pm –Trick or Treat Trail (non-scary)
    2. 7:15-9:00pm- Haunted Trail (Scary)
  - ii. Howl-O-Ween party at the New London Jaycee’s dog park – Saturday October 13<sup>th</sup> 10am -12pm
  - iii. Haunted Swim- New London Aquatics & Fitness Ctr, Friday October 26<sup>th</sup> 1:15-3:15pm
  - iv. Stray Animal Fund Endeavor, 8<sup>th</sup> Annual “Dogtober” Dog Walk, Hatten Park, Saturday October 6<sup>th</sup>, 10am-1pm
  - v. Hero’s Running For Atlas (private fund raiser), 5K Run, Hatten Park, October 12<sup>th</sup> Run from 7-11am, festivities to follow
  - vi. New London Fish & Game Club, Riverside Park, October 20<sup>th</sup> 6am-4pm
4. Updates on Projects/Notable Information:
  - i. Downtown River wall dock project- We have removed the new St. John’s dock for the season and we’re waiting on the contractor to come in and adjust the rip rap at the bottom of the wall so that the dock does not rest on this rock when the river goes down.

- ii. Pool Mechanical System Upgrades- We're still dealing with little tweaks of the new system and trying to get some bugs out of the system. I'm holding the final payment until we get everything done correctly.

AN ORDINANCE TO AMEND §7.07 (4) PARKING RESTRICTIONS OF THE  
MUNICIPAL CODE

ORDINANCE NO. \_\_\_\_\_

**PURPOSE:** *The purpose of this ordinance is to restrict camping on city property*

The Common Council of the City of New London, Outagamie and Waupaca Counties,

Wisconsin do ordain as follows:

Section 1. That section 7.07 (4) be amended to add the following:

7.07 (4) (a) 24 HOUR PARKING PROHIBITED. No person shall park or shall any owner of a vehicle permit a vehicle to be parked on any public street, alley, public parking lot or any public parking place maintained by the City for a period longer than 24 hours unless another provision of this Code or regulation issued by the Chief of Police establishing a time limit for parking or designating the time for no parking is in full force and effect.

7.07 (4) (b) NO OVERNIGHT CAMPING. No person shall camp in, or occupy as a temporary sleeping area, any vehicle or temporary structure including but not limited to tents, vans, pick-up campers, travel trailers, fifth wheels or motorhomes on any city owned property, including but not limited to streets, avenues and alleys, dedicated parks, improved or unimproved lots owned by the city, or city facility parking lots, at any time without written permission from the Mayor, City Administrator or Department Head.

Section 2. This ordinance takes effect upon passage and publication.

BY: \_\_\_\_\_  
Gary Henke, Mayor

ATTEST: \_\_\_\_\_  
Jackie Beyer, Clerk

1<sup>st</sup> Reading: \_\_\_\_\_ 2018

2<sup>nd</sup> Reading: \_\_\_\_\_ 2018

Published: \_\_\_\_\_ 2018

AN ORDINANCE TO AMEND §7.07 OF THE MUNICIPAL CODE ESTABLISHING  
A FOUR HOUR PARKING LIMIT IN DESIGNATED PARKING STALLS

ORDINANCE NO. \_\_\_\_\_

**PURPOSE: *The purpose of this ordinance is to regulate parking in designated public parking lots.***

The Common Council of the City of New London, Outagamie and Waupaca Counties,

Wisconsin do ordain as follows:

Section 1. That section 7.07 (b) be amended to add the following:

7.07 (b) (1) Four Hour Parking Limit. No person shall park a vehicle for more than four hours at the following city facility parking lots. An exemption to this rule will be for any government owned vehicle or government employee's personal vehicle when working.

1. New London Municipal Pool
2. New London Library/Museum
3. New London Municipal Building
4. New London Police Department

Section 2. This ordinance takes effect upon passage and publication.

BY: \_\_\_\_\_  
Gary Henke, Mayor

ATTEST: \_\_\_\_\_  
Jackie Beyer, Clerk



1<sup>st</sup> Reading: \_\_\_\_\_ 2018

2<sup>nd</sup> Reading: \_\_\_\_\_ 2018

Published: \_\_\_\_\_ 2018