

*** AMENDED 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, June 2nd, 2020
4:45 p.m.

Council Chamber, New London Municipal Building

Meeting Documents

1. Call meeting to order, Adopt Agenda
2. Public Input
3. Review and recommend to council change to the “New London Covid-19 Recreational Facility, Program and Special Events reopening plan”
4. Discussion of the city’s use of the Ignite Facility (old True Value Building in the Wolf River Plaza)
5. *Review requests for Dog Park improvements
6. Director’s Report
7. Chairman’s Report
8. Committee Member’s Report
9. Next Month Agenda Items
10. Adjournment

Robert Besaw, 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 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: June 2nd Park and Rec Committee Meeting
DATE: May 28th, 2020

Review and recommend to council change to the “New London Covid-19 Recreational Facility, Program and Special Events reopening plan”: at the special park and rec committee meeting a few weeks ago the committee and council approved a reopening plan for some of our recreational facilities. It was determined at that meeting we would revisit the plan at the next regular committee meeting. There are two points (maybe more) that we can look at reviewing:

- Possibly defining a different timeline for determining if and when youth sporting games may be allowed
- Defining who will determined the next two week period for the possible extension of special event cancellations (at this time I would recommend that we appoint the Chief, Mayor, Park and Rec Committee Chairman and myself to collectively determine that potential extension, rather than hold a park and rec committee meeting every two weeks.)

Discussion of the city’s use of the Ignite Facility (old True Value Building in the Wolf River Plaza): As I reported in my staff notes about a month ago, the “old True Value Building” in the Wolf River Plaza has sold to new owners. We use part of the space for gymnastics and tumbling classes. We met with the property manager last week and was informed that the owners will be actively marketing the space for “market rate rent”. We currently pay \$267 per month which is well below market rate (it was set to pretty much pay for the utility costs). If the owners find someone who would like to lease out the space at market rate we will no longer have that option. Unfortunately we would not be able to pay a higher rent amount with the amount of revenue we collect. In the past we previously used the Washington Center Gym for these activities, however the number of classes was reduced due to gym availability and staff needed to constantly set up and tear down equipment. I don’t have any recommendations at this time for any alternatives, just providing an update of the situation.



Director's Report

1. Years of Service Report:

- Mike Buchman (Park Caretaker) completed 9 years on May 4th
- Ted Christian (Facility Superintendent) completed 5 years on May 11th
- Carl Dinnauer (Park Laborer/Mower) completed 2 years on May 14th
- Steve Thompson (Facility Laborer) completed 4 years on May 17th
- Gordon Gabrielson (Park Caretaker) completed 6 years on May 20th
- Dawn Reinert (Facility Custodian) completed 7 years on May 21st
- Gerid Garvens (WWTP Operator) completed 6 years on May 30th
- Jim Thorpe (Facility Technician) completed 18 years on May 30th

2. Department Usage & Financial Statistics –Reports will be emailed before the meeting.

3. Upcoming/Past Events –

- None to report

4. Updates on Projects/Notable Information:

- The PD HVAC upgrade project was put on hold last month due to the COVID-19 situation and the Safer at Home order. Chief and I have been talking about it and we don't see the situation really changing drastically in the next few months regarding this type of work, so unless the pandemic situation drastically gets worse, I'm going to contact the contractor and have them set a new timeline for the project, but work with them to implement safety measures so that they can reduce contact with the officers.
- I'd like to take the opportunity to highlight and congratulate Michelle Lambrecht (our administrative assistant) as she's completed Waupaca County Leadership program. Unfortunately due to Covid19 they will not be having a graduation ceremony this year to highlight their achievements. Congratulations Michelle!
- With the recent rain, the rivers went up and we implemented the emergency Slow no Wake order in the City Limits.
- I've made contact with all the special event application holders who had requested permits through July 6th and have canceled their events.
- Our insurance company is working with a fencing contractor to make repairs to the Memorial park North Diamond backstop from the April 20th storm. Staff are also working on the other repairs that occurred in the park.
- The Veteran's Memorial Foundation has submitted a plan install plants and landscaping on the west side of Taft Park (to try and create a buffer between the Memorial and the nearby building). We'll be working with them on their improvements.
- We've narrowed down our Video Producer candidates to the top 4 and have interviews set up with all of them on Thursday, June 4th.



DEPARTMENT OF PARKS & RECREATION DEPARTMENT OF PUBLIC WORKS CITY OF NEW LONDON

Parks & Recreation Office
215 N. Shawano Street
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Public Works Office
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Aquatic & Fitness Center
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Senior Center & Transit
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New London Access
215 N. Shawano Street
New London, WI 54961
920.982.8537

Municipal Garage
915 W. Wolf River Ave
New London, WI 54961
920.982.8510

Waste Water
Treatment Plant
1010 W. Wolf River Ave
New London, WI 54961
920.982.8511

New London Parks and Recreation Statement – 5/22/20

Due to the current Covid-19 pandemic it is the intent of the City of New London to keep in mind the health of our community when making decisions on special events, programs and use of public facilities. The City will continue to evaluate the current situations for approval of special events and facility use based on orders from our local health departments, Wisconsin Department of Health Services (DHS), recommendations from state and local health departments, Wisconsin Economic Development Corporation (WEDC) and the CDC. Current guidelines published by the CDC and the DHS are recommending the continuation of “Safer at Home” practices, limited mass gatherings and social distancing guidelines. As of this time the DHS is also recommending the postponement or cancelation of all youth sporting events and any large events.

Waupaca County currently has a health order to limit mass gatherings to no more than 50 people and observe social distancing. This order is in effect until June 15th, 2020. In following the guidance provided by the DHS, the CDC, WEDC and Waupaca County Health and Human Services, effective Friday, May 22nd, 2020 the City of New London will proceed with the following:

- All playgrounds, tennis courts, park basketball courts, athletic fields (baseball diamonds, soccer fields, etc.) and the skateboard park will open, however diamond dug outs will be closed and only used to pass through to the field. Signage will be placed in these areas informing individuals to use at your own risk, practice social distancing, stay home if sick, and that equipment and other surfaces in the parks are not being sanitized or wiped down. Visitors are encouraged to bring hand sanitizer and sanitation wipes with them.
- All trails will remain open following social distancing recommendations.
- All park bathrooms will remain closed until further notice.
- All park shelter reservations and Washington Center rentals will be cancelled through July 6th and follow the evaluation and cancellation schedule for special events.
- All organized sporting games will be cancelled through July 6th and follow the evaluation and cancellation schedule identified below. Practices are allowed as long as organizers can follow Waupaca County’s Health order of mass gathering restrictions of 50 people and social distancing of 6 foot.
- The New London Aquatics and Fitness Center, the Washington Center- Senior Center and Washington Center - Gymnasium will remain closed and reopen once the department feels that guidelines set forth by the WEDC and CDC can be achieved. The initial schedule will only allow adult lap, adult exercise and swimming lessons. Open swims will not be available until CDC and WEDC guidelines permit due to physical distancing and facility capacity limits.

- All youth enrichment and instructional programs will be canceled for the 2020 summer program season, except the Camp Hatten series which will operate and be modified based on CDC, WEDC and DHS guidelines.
- Swimming lessons will be modified to only offer parent led or non-contact type swimming lessons and class sizes will be modified based on American Red Cross and CDC guidelines. Instructors and lifeguards will only come in contact with participants in emergency situations.
- Adult fitness classes will resume based on when the department feels we can fulfill WEDC and DHS guidelines and instructor availability.

Below is the scheduled the City of New London will observe when determining if special events and other activities/venues will continue to be canceled/closed or allowed to operate:

Decision Date	Events Cancelled though
05/21/2020	07/06/2020
06/01/2020	07/15/2020
06/15/2020	08/01/2020
07/01/2020	08/15/2020
07/15/2020	09/01/2020
08/01/2020	09/15/2020
08/15/2020	10/01/2020
09/01/2020	10/15/2020

*This plan may be changed and/or canceled based on new State/County health orders, rules or local COVID-19 pandemic conditions.