PLEASE NOTE: This meeting will be held in person and online. The public can come in person or watch/listen to this meeting online in one of 3 ways:
1) Go to the city's You Tube channel, "https://www.youtube.com/NewLondonAccess" and click on the "live" feed video to watch the meeting. **-OR-**
2) You can watch the meeting via the zoom app. Go to the following link to download and watch via the zoom app: https://us02web.zoom.us/j/82432063090?pwd=cVZmOENWSlpuZEhiRU93TG9JVkx6Zz09 You will be asked to download and install the zoom app on your computer or phone and provide your name and email address. **-OR-**
3) You can listen to the meeting over the phone by calling one of the following numbers:
1-929-205-6099 1-301-715-8592 1-253-215-8782 1-346-248-7799 1-699-900-6833 1-312-626-6799
You will be asked to enter in a meeting ID of: 824 3206 3090, then push #
You may be asked for a participate ID, do not put in a number, just hit #
You will be asked to enter in a password of 609515, then #

AGENDA

MEETING NOTICE

PARKS & RECREATION COMMITTEE

Tuesday, September 1st, 2020
4:45 p.m.

Council Chamber, New London Municipal Building

Meeting Documents

1. Call meeting to order, Adopt Agenda
2. Public Input
3. Citizen Public Participation Hearing on Community Development Block Grant Program Funds
   Note: public input and questions will only be allowed in person and not via zoom
   a. Introductions and purpose of the hearing
   b. Identification of total potential funds
   c. Eligible CDBG activities
   d. Presentation of identified community development needs
   e. Identification of any community development needs *by public*
   f. Presentation of activities proposed for CDBG application
      i. Newton Blackmour State Trail Extension
      ii. No residential displacement or acquisition of land
   g. Citizen input/questions regarding proposed and other CDBG activities
   h. Committee Actions to Council:
      i. Authorizing Resolution to Submit CDBG Application
      ii. Citizen Participation Plan and Resolution
      iii. Resolution to adopt a policy regarding use of force for Non-Violent Civil Rights Demonstrations
      iv. Residential Anti-Displacement and Relocation Assistance Plan (RADRAP) and Resolution
4. Review of Draft 2021 Department Budget
5. Recommend to council the Department of Parks & Recreation 2021 Fee Schedule
6. Discuss and consider to approve user fees (rate card) to produce video commercials
7. Director's Report
8. Chairman's Report
9. Committee Member's Report
10. Next Month Agenda Items
11. 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-Coordinators 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: September 1st Park and Rec Committee Meeting
DATE: August 26th, 2020

Citizen Public Participation Hearing on Community Development Block Grant Program Funds – During the committee meeting, we will be hosting a public hearing and informational session for the Community Development Block Grant which we plan on using to finance the development of the Newton Blackmore Trail. These are some of the "hoops" we have to jump through for the grant. Our consultant from Ayres will be leading the public hearing and informational session. In your packet you'll see several resolutions that will need to be referred to council for the grant. In addition, an update to our purchasing policy will need to be approved. That update will be coming through the Finance & Personnel Committee.

Review of Draft 2021 Department Budget- At the meeting I'll provide a summary of the Department's 2021 draft budget.

Recommend to council the Department of Parks & Recreation 2021 Fee Schedule- In your packet you will find a copy of the proposed 2021 fee schedule. Changes to the schedule from the 2020 schedule are identified in the draft.

Discuss and consider to approve user fees (rate card) to produce video commercials- Recently we've been contacted by a local chamber member regarding the creation of a video commercial for their business. Creating commercials is something Casey has experience in from his last job. We talked it over and I support giving this a try. I do like the idea of supporting our local businesses this way to help promote their business and help our local economy. So the concept would be to approve a "rate card" that Casey would use to create a fee for developing a video (commercial) based on what the business wants to accomplish. We would ask for ½ down on the fee. Once the video is produced, the business would have the ability to use it for their own purposes. Keep in mind (and this is something we'll need clearly educate the business on) is that we'll only create the video, to really maximize the impact of their video investment it will be up to the business to deliver their message however they want. We won't provide the service of how their content (video) is delivered to the consumer. There are various ways they could do that including to broadcast their advertisement on social media to push their message. They could do it themselves or they could hire another firm to push that marketing message. That will be up to them. So again I think this would be a good idea to try, if it doesn't work out for any reason we

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can discontinue the service. We're proposing at this time to only develop videos for businesses that fall within the school district of New London, those within the city limits would have a discounted rate. The reason being is that we did not want to extend this service into Green Bay or the Valley and only wanted to promote our local New London businesses.

Director's Report

1. Years of Service Report:
   - Michelle Lambrecht completed 3 years on August 14th

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:
   - Last call to take the East Central Wisconsin Regional Planning Commission is working on our Compressive Outdoor Recreational Survey! https://www.getfeedback.com/r/dlNTeWwK/d9ed77d6-4bef-4d85-a000-17bd553c0d26
   - The new St. John's Park Shelter is up, check it out!
   - Update on Boat Launch Ticket Machines- I've been told the new ticket machines are built and will be shipped on Monday August 31st! Once we receive them we can begin pouring the footers and getting the electricity run for the machines.
   - Update on Stilen Shelter- I believe I've reported on this a few months ago, but wanted to let everyone know the status of this project. I've been working with the family and trying to encourage them to find a contractor to install the shelter at their cost as it would be part of the overall donation. The family has struggled finding a contractor to donate their time to complete this work (as contractors are very busy). It's been two years now that we've stored the shelter kit for the family. Since they haven't had success in finding a contractor at this point, I told the family that we would try to fit the installation of the shelter within our staff's work schedule sometime this fall. The crew will work on drilling the holes for the footings in the next few weeks just to get that out of the way then put together the shelter as time allows.
   - The PD HVAC upgrade project has begun. Nothing too exciting to report on at this point.

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Authorizing Resolution to Submit a Community Development Block Grant (CDBG) Application

Relating to the **City** (*County, City, Village, or Town*) of **New London** (*UGLG/Unit of General Local Government's Name*) participation in the Community Development Block Grant **CDBG-PF** (*Name of Program, e.g., Public Facilities (CDBG-PF), Planning (CDBG-PLNG)*) Program

WHEREAS, Federal monies are available under the Community Development Block Grant (CDBG) program, administered by the Wisconsin Department of Administration (DOA) Division of Energy, Housing and Community Resources (DEHCR) for the purpose of the provision or development of a **Public Facility Improvement for the CDBG-PF Program** (*Activity and Program, e.g., Public Facility Improvement for the CDBG-PF Program; Plan for the CDBG-PLNG Program)* for the **City** (*County, City, Village, or Town*) of **New London** (*UGLG's Name*) ;

WHEREAS, after public meeting and due consideration, the **City Council** (*Name of Appropriate Committee*) has recommended that an application be submitted to DOA for the following project: **Newton Blackmour State Trail Extension** (*CDBG Proposed Project Title*) ; and

WHEREAS, it is necessary for the **City Council** (*County Board, City Council, Village Board, Town Board*) to approve the preparation and filing of an application for the **City** (*County, City, Town, Village*) to receive funds from this program; and

WHEREAS, the **City Council** (*County Board, City Council, Village Board, Town Board*) has reviewed the need for the proposed project(s) and the benefit(s) to be gained there from;

NOW, THEREFORE, BE IT RESOLVED, that the **City Council** (*City Council, County Board, Village Board, Town Board*) does hereby approve and authorize the preparation and filing of an application for the above-named project; and that the **Mayor** (*Council President, Mayor, Board Chair, Village President*) is hereby

(continued on the next page)

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authorized to sign all necessary documents on behalf of the **City** ; and
(County, City, Village, Town)

that authority is hereby granted to **New London's City Council**
(Name of Appropriate Committee)

to take the necessary steps to prepare and file the application for funds under this program in accordance with this resolution.

ADOPTED on this **8** day of **September** , **2020** . ATTEST: _____
(Day) *(Month)* *(Year)* *(Signature of Clerk)*

The governing body of **City of New London** has authorized the above resolution
(UGLG's Full Name)

by Resolution No.: _____ , dated **September 8th, 2020** .
(Resolution Number) *(Date Authorized)*

	Mayor	**9/8/2020**
Signature of the Chief Elected Official	*Title*	*Date Signed*

Mark Herter
Typed Name of the Chief Elected Official

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AUTHORIZING RESOLUTION TO SUBMIT A CDBG APPLICATION:

SUBMISSION INSTRUCTIONS

The Unit of General Local Government (UGLG) ***must*** submit documentation verifying the Chief Elected Official (CEO) has been authorized to submit a CDBG Application. The Authorizing Resolution to Submit a Community Development Block Grant (CDBG) Application form is provided to serve as this documentation, upon being completed by the UGLG and submitted with the UGLG's CDBG Application materials.

- Fill in the designated spaces throughout the form. (Please refer to the micro text located beneath each fillable slot for guidance on the type of information that must be input.)
- The **Authorizing Resolution to Submit a CDBG Application** form must be signed by the local Clerk.
- The **Authorizing Resolution to Submit a CDBG Application** form must be signed by the UGLG's Chief Elected Official (i.e., Mayor, City Council President, Village Board President, Town Board Chairperson, County Board Chairperson, etc.). Make sure to provide the signature, typed name, and title of the Chief Elected Official (CEO). Fill in the date the form is signed by the CEO.
- Retain the original completed **Authorizing Resolution to Submit a CDBG Application** form for the UGLG's prospective grant file and submit a copy to the Division of Energy, Housing and Community Resources (DEHCR) with the UGLG's CDBG Application materials.

CITIZEN PARTICIPATION CERTIFICATION

for Public Hearing #1

I, **Jackie Beyer** (*Clerk's Name*), as Clerk for the **City** (*City, Town, Village, or County*) of **New London** (*Grantee / UGLG / Community Name*), hereby certify that the following checked topics were discussed at the Community Development Block Grant (CDBG) Citizen Participation Public Hearing held at **4:30 pm** (*Time: 00:00 am/pm*) on **September 1st, 2020** (*Date: Month, Day, Year*) :

Items Discussed at the Public Hearing	Agenda Items / Topics Covered
☒	1. Basic overview of the Community Development Block Grant (CDBG) program.
☒	2. The total Community Development Block Grant (CDBG) funds (including anticipated Revolving Loan Funds) available for: a. ☐ Housing (CDBG-HSG); b. ☐ Planning (CDBG-PLNG); c. ☒ Public Facilities (CDBG-PF); d. ☐ Economic Development (CDBG-ED); and/or e. ☐ Public Facilities for Economic Development (CDBG-PFED).
☒	3. Types of activities eligible for CDBG funding: a. Housing (CDBG-HSG): i. ☐ Rehabilitation ii. ☐ Homebuyer Assistance iii. ☐ Special Housing Projects iv. ☐ Other: _____ v. ☐ Other: _____; b. ☐ Planning (CDBG-PLNG); c. ☒ Public Facilities (CDBG-PF); d. ☐ Economic Development (CDBG-ED); and/or e. ☐ Public Facilities for Economic Development (CDBG-PFED).
☒	4. Housing needs identified by staff/consultant prior to the Public Hearing.
☒	5. Community Development needs (Planning, Public Facilities, Economic Development, and/or Public Facilities for Economic Development) identified by the staff/consultant prior to the Public Hearing.

(continued on the next page)

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☒ 6. Housing needs identified by attendees of the Public Hearing.

☒ 7. Community Development needs (Planning, Public Facilities, Economic Development, and/or Public Facilities for Economic Development) needs identified by attendees of the Public Hearing.

☒ 8. Activities proposed for the CDBG application.

☒ 9. The potential for residential and/or business displacement as a result of the proposed CDBG activities.

☒ 10. The public attending this meeting were offered an opportunity to discuss the proposed CDBG application.

***** Minutes from this Public Hearing (described above) are available upon request. *****

	City Clerk/Treasurer	
Signature of the Municipal Clerk	*Title*	*Date Signed*
	Mayor	
Signature of the Chief Elected Official (CEO)	*Title*	*Date Signed*

Mark Herter
Typed Name of the Chief Elected Official (CEO)

CITIZEN PARTICIPATION #1 CERTIFICATION FORM INSTRUCTIONS

The Unit of General Local Government (UGLG) must hold at least two (2) Public Hearings during the course of its Community Development Block Grant, according to the schedule established within the CDBG Grant Agreement. This form should be filled-in & submitted to the Division of Energy, Housing and Community Resources (DEHCR) upon completion of the **first** Public Hearing as preparation for CDBG Grant Application.

- Fill-in the "Clerk's Name", the UGLG's "City/Town/Village/County" designation, the "Grantee/UGLG/Community Name", along with the "Time" and "Date" that the Public Hearing was held.

- Indicate which topic(s) were discussed at the Public Hearing by marking the checkbox(es) that appear to the left of the listed "Agenda Items / Topics Covered" section.

IMPORTANT REMINDER!

A full copy of the meeting minutes from this Public Hearing must be kept in the UGLG's CDBG Project File and be made available upon request by the Public and by DEHCR staff.

- The **Citizen Participation Certification** form must be signed by the UGLG's municipal Clerk. Make sure to provide the signature and typed name of the Clerk. Fill-in the date the form is signed by the Clerk.

- The **Citizen Participation Certification** form must be signed by the UGLG's Chief Elected Official (i.e., Mayor, City Council President, Village President, Town Board Chairman, County Board Chairman, or County Executive). Make sure to provide the signature, typed name, and title of the Chief Elected Official (CEO). Fill-in the date the form is signed by the CEO.

- The **Citizen Participation Certification** form must be submitted with your CDBG Grant Application materials. Fill-in the date the form is submitted.

- Retain the original completed **Citizen Participation Certification** form for your prospective project file and **submit a copy with your CDBG Grant Application materials**. The completed form **must be submitted** (with your CDBG Grant Application) to:

Wisconsin Department of Administration
Division of Energy, Housing and Community Resources
Bureau of Community Development
Attn: CDBG Grant Application Reviewer
101 E. Wilson Street, 6th Floor
P.O. Box #7970
Madison, WI 53707-7970

Resolution to Adopt the Policy to Prohibit the Use of Excessive Force and the Barring of Entrances/Exits for Non-Violent Civil Rights Demonstrations

RESOLUTION NO. [NUMBER]

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEW LONDON,

POLICY TO PROHIBIT THE USE OF EXCESSIVE FORCE FOR NON-VIOLENT CIVIL RIGHTS DEMONSTRATIONS

WHEREAS Section 104 (L)(1) of Title I of the Housing and Community Development Act of 1974 as amended (42 U.S.C. 69 §5304) prohibits the State from expending or obligating any Community Development Block Grant funds to any unit of general local government that does not have or adopt a policy prohibiting the use of excessive force by local law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; and a policy of enforcing State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstration within its jurisdiction;

AND WHEREAS it is in the interest of the CITY of NEW LONDON to pursue Community Development Block Grant Funds and to adopt policy that complies with Section 104 (L)(1) of Title I of the Housing and Community Development Act of 1974 as amended (42 USC 69 §5304);

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF NEW LONDON:

It is POLICY of the CITY to prohibit the use of excessive force by law enforcement agencies within the CITY's jurisdiction against any individual, including against an individual during a nonviolent civil rights demonstrations.

It is POLICY of the City to enforce applicable State and local laws against physically barring entrance to or–exits from a facility or location which is the subject of such nonviolent civil rights demonstration within the CITY's jurisdiction.

The officials and employees of the CITY shall assist in the orderly prevention of all excessive force within the CITY OF NEW LONDON by implementing the authority and enforcement procedures set forth in Title I of the Housing and Community Development Act of 1974.

The CITY COUNCIL directs the NEW LONDON POLICE CHIEF to implement this Resolution by amending applicable NEW LODON POLICE DEPARTMENT procedures.

It is the POLICY of the NEW LONDON POLICE DEPARTMENT that its duty is to value and preserve human life therefore; officers shall use only the force, including less lethal force that is reasonably objective to gain control, while protecting the lives of the officer or others. Officers may include in their decision to use this force option, information known to the officer(s) at the time of the incident or conduct or statements by the subject or a prior history of resistive or assaultive behavior. Deadly force shall never be resorted to until every other reasonable means of apprehension or defense has been exhausted and SHOULD only be used as a last resort.

PASSED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NEW LONDON.

[CHIEF ELECTED OFFICIAL SIGNATURE] Date [DATE]
Chief Elected Official Signature
[CHIEF ELECTED OFFICIAL TYPED NAME AND TITLE]

ATTEST:

[MUNICIPAL CLERK SIGNATURE] Date [DATE]
Municipal Clerk Signature
[MUNICIPAL CLERK TYPED NAME AND TITLE]

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Residential Anti-Displacement and Relocation Assistance Plan (RADRAP)

CITY OF NEW LONDON
WISCONSIN RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN
FOR CDBG PROGRAMS

This Residential Anti-Displacement and Relocation Assistance Plan (RARAP) is prepared by the City of New London in accordance with the Housing and Community Development Act of 1974, as amended; and HUD regulations at 24 CFR 42.325 and is applicable to our CDBG[1] projects.

Minimize Displacement

Consistent with the goals and objectives of activities assisted under the Act, the City of New London will take the following steps to minimize the direct and indirect displacement of persons from their homes:

- ☒ Coordinate code enforcement with rehabilitation and housing assistance programs.
- ☒ Evaluate housing codes and rehabilitation standards in reinvestment areas to prevent undue financial burden on established owners and tenants.
- ☒ Stage rehabilitation of apartment units to allow tenants to remain in the building/complex during and after the rehabilitation, working with empty units first.
- ☒ Arrange for facilities to house persons who must be relocated temporarily during rehabilitation.

[1] CDBG programs include: Entitlement Community Development Block Grant (CDBG) Program, State CDBG Program, CDBG Small Cities Program, Section 108 Loan Guarantee Program, CDBG Special Purpose Grants Program, and the Neighborhood Stabilization Program (NSP).

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- ☒ Where feasible, give priority to rehabilitation of housing, as opposed to demolition, to avoid displacement.
- ☒ Establish counseling centers to provide homeowners and tenants with information on assistance available to help them remain in their neighborhood in the face of revitalization pressures.
- ☒ If feasible, demolish or convert only dwelling units that are not occupied or vacant occupiable dwelling units (especially those units which are "lower-income dwelling units" as defined in 24 CFR 42.305).
- ☒ Target only those properties deemed essential to the need or success of the project.

Relocation Assistance to Displaced Persons

The City of New London will provide relocation assistance for lower-income tenants who, in connection with an activity assisted under the CDBG Program, move permanently or move personal property from real property as a direct result of the demolition of any dwelling unit or the conversion of a lower-income dwelling unit in accordance with the requirements of 24 CFR 42.350. A displaced person who is not a lower-income tenant, will be provided relocation assistance in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR Part 24.

One-for-One Replacement of Lower-Income Dwelling Units

The City of New London will replace all occupied and vacant occupiable lower-income dwelling units demolished or converted to a use other than lower-income housing in connection with a project assisted with funds provided under the CDBG Program in accordance with 24 CFR 42.375.

Before entering into a contract committing the City of New London to provide funds for a project that will directly result in demolition or conversion of lower-income dwelling units, the City of New London will make public by publication in the *Waupaca County Post* and submit to the U.S. Department of Housing and Urban Development (HUD) through the State, under the State CDBG Program, the following information in writing:

1. A description of the proposed assisted project;

2. The address, number of bedrooms, and location on a map of lower-income dwelling units that will be demolished or converted to a use other than as lower-income dwelling units as a result of an assisted project;

3. A time schedule for the commencement and completion of the demolition or conversion;

4. To the extent known, the address, number of lower-income dwelling units by size (number of bedrooms) and location on a map of the replacement lower-income housing that has been or will be provided. ***NOTE: See also 24 CFR 42.375(d).***

5. The source of funding and a time schedule for the provision of the replacement dwelling units;

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6. The basis for concluding that each replacement dwelling unit will remain a lower-income dwelling unit for at least 10 years from the date of initial occupancy; and

7. Information demonstrating that any proposed replacement of lower-income dwelling units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom unit), or any proposed replacement of efficiency or single-room occupancy (SRO) units with units of a different size, is appropriate and consistent with the housing needs and priorities identified in the HUD-approved Consolidated Plan and 24 CFR 42.375(b).

To the extent that the specific location of the replacement dwelling units and other data in items 4 through 7 are not available at the time of the general submission, the City of New London will identify the general location of such dwelling units on a map and complete the disclosure and submission requirements as soon as the specific data is available.

Replacement not Required Based on Unit Availability

Under 24 CFR 42.375(d), the City of New London may submit a request to HUD (or to the State, if funded by the State) for a determination that the one-for-one replacement requirement does not apply based on objective data that there is an adequate supply of vacant lower-income dwelling units in standard condition available on a non-discriminatory basis within the area.

Contacts

The City Hall, (920) 982-8500, is responsible for tracking the replacement of lower-income dwelling units and ensuring that they are provided within the required period.

The City Hall, (920) 982-8500, is responsible for providing relocation payments and other relocation assistance to any lower-income person displaced by the demolition of any dwelling unit or the conversion of lower-income dwelling units to another use.

Adopted by the New London City Council on: _____

Mark Herter _____ Mayor _____
Chief Elected Official (CEO) Typed/Printed Name CEO Title

_____
Chief Elected Official Signature

ATTEST:

Jackie Beyer _____ City Clerk/Treasurer _____

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Municipal Clerk Typed/Printed Name

Municipal Clerk Title

Municipal Clerk Signature

Date Adopted:

Date Effective:

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

Aquatic & Fitness Center
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Building & Grounds/
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915 W. Wolf River Ave
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920.982.8510

DEPARTMENT OF PARKS & RECREATION
CITY OF NEW LONDON

2021 Fee Policy & Schedule- DRAFT

Parks & Recreation Committee Approval Date:
City Council Approval Date:
Effective Date: 1-1-2021

I. PURPOSE OF POLICY
   a. To establish guidelines in proposing, approving and administering fees for the Parks & Recreation Department.
   b. To provide safe, educational, and affordable year-round services for the entire community and charge fees to participants for meeting cost recovery goals.

II. DEFINITIONS
   a. Youth: Ages 17 & Under
   b. Adult: Ages 18 – 59
   c. Senior: Ages 60 and Older
   d. Family: All persons currently residing at the same address, who are directly related or are foster children, are considered a family for fee purposes.
   e. Resident: Any person who lives within the corporate city limits of New London. Persons, who own property in New London, but live outside the corporate city limits of New London are considered non-resident.
   f. Non-Resident: Any person who lives outside the corporate city limits of New London.

III. COST RECOVERY
   a. Youth instructional, sports programs & bus trips, as a whole within three (3) years from the start of that program, shall recover at least 50% of the direct operating costs of those programs.
   b. Adult instructional and sports programs, as a whole within three (3) years from the start of that program, will recover at least 100% of the direct operating costs of those programs.
   c. Senior programs, as a whole within three (3) years from the start of that program, will recover at least 50% of the direct operating costs of those programs.
   d. Special needs programs, as a whole within three (3) years from the start of that program, will recover at least 50% of the direct operating costs of those programs.
   ~~e. ONGOING EXERCISE PROGRAM POLICY- review on quarterly basis, if program is under 100% in 2 quarters then class may be cancelled.~~
   e. Adult Fitness Sessions
      i. Session will need to have 8 persons registered to run session

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www.newlondonwi.org

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ii. Old Land Exercise (10x punch passes) passes will have a 1 years expiration date, the Director can extend this expiration date on a case by case basis.

iii. Session fees are based on a 7 week session with 7 hours of class time (1 hour per week). Sessions that meet twice a week will double the rate, sessions that meet for only ½ hour a week will cut the rate in half.

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IV. FEES

a. All multi-day youth/adult programs will factor an additional $15.00 for non-resident costs.
b. Single-day programs which have an advance registration (i.e. bus trips) will factor an additional $5.00 for non-resident costs.
c. Single-day events which have a registration the day of the event will not have a non-resident cost (i.e. Family Fun Run).
d. Adult sport programs will have an additional $5.00 fee for non-residents (for each non-resident player) and the fees shall cover 100% of the direct operating cost of the program.
e. Any registrations for recreational programs accepted after the advertised registration deadline for that program will incur a $5.00 late processing fee per program, late registrations after the deadline for swimming lessons will incur a $10.00 late processing fee.
f. Non-Resident Aquatics & Fitness Center membership fees will have an approximate 40-50% increase over the resident fee.
g. Non-Resident exercise class fees will have an approximate 40-50% increase over the resident fee.
h. New program/services can begin at any time of the year; when this occurs the Park and Recreation Director will create fees based on the anticipated costs to get the program/service started. The Park and Rec Committee will review the new program at the next budget cycle and adjust the fees as necessary.
i. Non-Resident Discount – Non-resident households as defined above are eligible for the same resident rate in that calendar year if the non-resident household pays an annual fee of $90.00.
j. Recreation Program Fees- See Schedule A
k. Aquatic Program Fees- See Schedule B
l. Aquatic & Fitness Facility Fees- See Schedule C
m. Senior Program Fees- See Schedule D
n. Senior Transit Fees- See Schedule E
o. Washington Center Fees- See Schedule F
p. Park Facility & Equipment Fees- See Schedule G

V. REFUNDS

a. A full refund will be credited/issued to the participant for any program cancelled by the Parks & Recreation Department.

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b. A full refund will be credited/issued to the participant for any program that has a time, date or location change by the Parks & Recreation Department and the participant is unable to attend because of the change.
c. A full refund will be credited/issued to the participant for any multi-day program if the participant cancels before the class begins. A $5.00 charge will be given for refunds if the participant cancels after the first day of class. No refunds will be credited/issued for a multi-day program after the second class begins.
d. A full refund will be issued for adult team leagues if the team cancels out of the league before the league begins or within one week from the first game of play. No refunds will be issued after one week from the first game of play.
e. A full refund will be credited/issued to the participant for any one-day program if the participant cancels up to the day before the event. Refunds will generally not be issued the day of the event or after the event has passed.
f. Refunds will generally not be issued for Parks or the Washington Center after the first of the year for a rental scheduled in that calendar year.
g. Refunds will generally not be issued for Aquatic or Fitness facility/membership fees.
h. In extraordinary circumstances, the Director of Parks & Recreation can approve full or partial refunds for any fees charged by the department.

Schedule A- Recreation Program Fees

Youth Programs	Resident Fee	Non-Resident Fee
ARC Babysitter's Course	$ 45.00	$ 50.00
Youth Fishing Day	$ 12.00	$ 17.00
Contracted Program (owner set's rate)	25% per participant	25% per participant + $15.00 per participant
General Youth Program (Hr Rate)	$2.75 per hour	$4.50 per hour
Children's Garden	$ 26.00	$ 41.00

Ignite Building Programs	Resident Fee	Non-Resident Fee
Hourly Program Rate Per Session	$5.00 per hour	$5.00 per hour + $15 per session
	Example: a 6 hour program for the session would cost $30.00 for a resident & $45.00 for a non-resident	

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Private Sport Lessons	Resident Fee	Non-Resident Fee
Per Hour Fee	$ 35.00	$ 50.00

Adult Sport Programs	Team Fee	Non-Resident Per Player Fee
Softball	$ 320.00	$ 5.00
Volleyball	$ 110.00	$ 5.00
Basketball- Officiated	$ 295.00	$ 5.00
Basketball- Un-officiated	$ 110.00	$ 5.00
Fall Soccer	$ 310.00	$ 5.00

Adult Programs	Resident Fee	Non-Resident Fee	Senior Discount
~~Land Exercise Classes (per class)~~	~~$ 3.50~~	~~$ 4.75~~	50% discount rounded up to nearest quarter
~~Land Exercise Classes (10 pack)~~	~~$ 31.50~~	~~$ 42.75~~	
Personal Training (1-9 sessions)	$27.00/hour	$32.00/hour	
Personal Training (10+ sessions)	$22.00/hour	$27.00/hour	
Buddy Training (1-9 sessions)	$16.00/hour/person	$18.50/hour/person	
Buddy Training (10+ sessions)	$13.50/hour/person	$16.00/hour/person	
Adult Fitness Sessions (7 week class)	~~$ 25.00~~24.50	$ ~~37.00~~36.50	
Adult Fitness Drop In Fee	$ 4.50	$ 5.75	

**All exercise passes have a 1 year expiration date*

Camp Hatten-	Resident	Non-Resident
Full Week	$145/wk	$165/wk
Full Week Additional Sibling	$125/wk	$145/wk
Daily Fee (1-4 days)	$33/day	$37/day
½ Day AM (1-5 days)	$18.50/day	$20.50/day
½ Day PM (1-5 days)	$18.50/day	$20.50/day

(Fee is set by Daily fee, ½ day rate is half of the daily fee + $2.00. Full week fee is daily fee X 5 subtract $20.00. Full week Additional Sibling has $20.00 discount over full week fee.)

Bus Trip Fees- Due to the uncertainty of the ticket cost and bus charges the department will create the fees based on the recovery rate percentages and fee charges referenced in this document.

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Schedule B- Aquatic Program Fees

Program	Resident Fee	Non-Resident Fee
General Swimming Lessons (Child & Adult)	$30.00	$45.00
Aquacise Drop In Classes (per class)	$ 3.50	$ 4.75
Aquacise Drop in Classes (10 pack)	$ 31.50	$ 42.75
Aquacise Session Classes (7 week class)	$25.00	$37.00
Lifeguarding (Regular)/W.S.I.*	$150.00	$165.00
Lifeguarding (Blended Learning)/W.S.I.*	$115.00	$130.00
Junior Lifeguarding*	$40.00	$60.00

**All exercise passes have a 1 year expiration date*

** Prospective pool employees willing to sign an agreeement to work 200 hours in their first year will have their lifeguarding or WSI fees waived.*

PRIVATE LESSONS	Resident Fee	Non-Resident Fee
Child 1 will be charged	$54.00	$69.00
Child 2 will be charged	$44.00	$59.00
Child 3 will be charged	$34.00	$49.00

** NOTE: Discounted rates for private lessons are ONLY given when 1-3 children are taught by the same teacher at the same time.*

Schedule C- Aquatic & Fitness Facility Fees

General Facility Fee *Includes Pool, Splash Pad, Fitness Room & Sauna*		
Resident	**Daily**	**Monthly**
Youth (age 4-17)	$ 3.00	$24.00
Adult (age 18-59	$ 3.50	$28.00
Senior (age 60+)	$ 3.00	$24.00
Family	N/A	$42.00
Non-Resident Fee	**Daily**	**Monthly**
Youth (age 4-17)	$ 4.00	$32.00
Adult (age 18-59)	$ 4.50	$36.00
Senior (age 60+)	$ 4.00	$32.00
Family	N/A	$54.00

Note: Monthly rates are 8.0 X daily rate, family monthly rate is 1.5x adult monthly rate
Children under the age of 4 will be not be charged admission

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Fitness Room Only *Includes Fitness Room & Sauna*		
Resident Fee	**Daily**	**Monthly**
Youth (age 16&17 only)	$ 2.25	$18.00
Adult (age 18-59)	$ 2.75	$22.00
Senior (age 60+)	$ 2.25	$18.00
Family	N/A	$33.00
Non-Resident Fee	**Daily**	**Monthly**
Youth (age 16&17 only)	$ 3.25	$26.00
Adult (age 18-59)	$ 3.75	$30.00
Senior (age 60+)	$ 3.25	$26.00
Family	N/A	$45.00

Note: Monthly rates are 8.0 X daily rate, family monthly rate is 1.5x adult monthly rate

Pool Rental *Hourly Rate*			
Number of People	**Resident**	**Non-Resident**	**Non-Profit**
1-50	$ 42.00	$ 57.00	$29.00
51-100	$ 52.00	$ 67.00	$39.00
101-150	$ 62.00	$ 77.00	$49.00
151-200	$ 72.00	$ 87.00	$59.00
201-250	$ 82.00	$ 97.00	$69.00

AQUATIC SPECIALS

$2.00 Entry for special swim events (Beach Party, Water Carnival, Early Releases, Easter Egg Hunt, Haunted Swim, etc.)

Private Bulk Group User Fees Option for Open Swim- for groups of 10 indiviudals or more (ie. a birthday party group) each individual will be charged $2.00 per person.

Not for Profit Group Rates (during public or adult swims only)-
Resident Not-for-Profit Group= $32.00 Annual Fee, then $1.00 per participant per entry
Non-Resident Not-for-Profit Group = $47.00 Annual Fee, then $1.00 per participant per entry

Corporate Discounts – Corporation Set-up Fee=$100.00 Annual Fee, each participant then gets $5.00 off their individual or family membership.

Summer Membership Deal (Memorial Day – Labor Day: *20% discount over regular monthly rates*)
Youth Pass = Resident $58.00/ Non-Resident $77.00
Family Pass = Resident $100.00 / Non-Resident $130.00

NEAT SWIM CLUB - $10.00 per hour

Caregivers – Caregivers who strictly enter the facility to assist someone with a disability will not be charged an entrance fee.

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Schedule D- Senior Program Fees

Transitioned into established adult fitness rates

Schedule E- Senior Transit Fees

As of this time the Senior Transit Bus runs on a donation basis only.

Schedule F- Washington Center Fees

Private Groups

Room	Rate
Gymnasium	$27.00/hour
Community Center	$17.00/hour
Activity Room	$12.00/hour

Non-Profit Groups

Room	Rate
Gymnasium	$12.00/hour
Community Center	$12.00/hour
Activity Room	$12.00/hour

Schedule G- Park Facility & Equipment Fees

Park Shelters/Areas

Facility	Rate
Hatten #2	$73.00/day
Hatten #3	$73.00/day
Pfeifer	$58.00/day
Riverside	$58.00/day
Kunkel	$58.00/day
Racetrack Field or other open space	$79.00/day
Hatten Stadium (private events)	$104.00/day
Non-Profit Group Shelter Rental- Weekday	$30.00/day
Non-Profit Group Shelter Rental- Weekend	50% of regular rate

Park Shelters can be booked 1 year in advance and are generally open from May 15th through October 1st.

Community Garden Fee

Plots	Resident	Non-Resident
1st Plot	$15.00	$20.00
Each additional plot	$5.00 each	$5.00 each

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Boat Launch

Daily Rate: $5.00

Annual Rate:

Number of Boats	Resident	Non-Resident
1	$20.00	$30.00
2	$30.00	$40.00
3	$40.00	$50.00

**If changed, Boat Launch fees will need to be updated in Ordinance 9.162.*

River Raft Permit

Annual Rate: $10.00 Per Raft

**If changed, River Raft Fees will need to be updated in Ordiance 9.16*

Equipment Rentals

Equipment	Resident	Non-Resident
~~Picnic Kit (Daily rate)~~	~~$10.00/day~~	
Picnic Tables (Daily Rate)	$10.00	$15.00

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City of New London Video Creation Rate Card

An exclusive service for New London businesses and Chamber members

Businesses within New London City Limits

Shoot

(Includes on-location, interview style shoots and b-roll gathering.)

Half day shoot (four or less hours)- $250

Full day shoot (4-8 hours)- $450

Edit

Regular editing suite- $30 per hour

Text/ graphics editing suite- $60 per hour

Special Effects editing suite- $75 per hour

Fly

(Fully insured, FAA Certified Drone pilot)

$75 per hour

Scripting Services

$15 for 15 seconds

$30 for 30 seconds

$50 for 60 seconds

Green Screen studio and Teleprompter use

$50 per hour or FREE with a half or full day shoot.

1/2 due up front, remainder upon completion

Chamber Members within the New London School District

Shoot

(Includes on-location, interview style shoots and b-roll gathering.)

Half day shoot (four or less hours)- $300

Full day shoot (4-8 hours)- $500

Edit

Regular editing suite- $35 per hour

Text/ graphics editing suite- $65 per hour

Special Effects editing suite- $80 per hour

Fly

(Fully insured, FAA Certified Drone pilot)

$100 per hour

Scripting Services

$20 for 15 seconds

$35 for 30 seconds

$55 for 60 seconds

Green Screen studio and Teleprompter use

$60 per hour or FREE with a half or full day shoot.

1/2 due up front, remainder upon completion

Contact Casey Zempel at 920-982-8500 ext:117

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