

**COLUMBUS COMMON COUNCIL – COMMITTEE OF THE WHOLE
TUESDAY, JANUARY 19, 2016 – FOLLOWING REGULAR MEETING
COLUMBUS CITY HALL
AGENDA**

1. Roll Call
2. Notice of Open Meeting
3. Approve Agenda
4. Citizens Comments on agenda items
5. Department Reports – written reports only
6. Consider Recreation Advisory Board grant application
7. Sidewalk Snow & Ice Removal
8. Consideration of a donation from the Columbus Area Agri-Business Council to the Columbus Fire Department.
9. Consider Resolution 3-16, A Reimbursement Resolution for 2016 Bonds
- ~~10. Consider prepayment of the State Trust Fund loan in March of 2016~~
11. Cable Equipment Needs Review
12. Consider Resolution 2-16, A Resolution Amending the Adopted Fee Schedule for Various Services, Permits and Applications Provided by the City.
13. Consider the Memorandum of Understanding for Nutrition Site at the Columbus Senior Center between the City of Columbus and Columbia County Commission on Aging
14. Consider Special Assessments for 2016 Street Projects
15. Adjourn to closed session per ss 19.85(1)(e) deliberating or negotiating the purchase of public properties, the investment of public funds, or conducting other public business, whenever competitive or bargaining reasons require specifically to consider fire station space needs.
16. Reconvene to open session
17. Adjourn to closed session per 19.85(1)(c) personnel to consider the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically employee promotions and the emergency management position plan.
18. Reconvene to open session
19. Adjourn

January 14, 2016

To: Mayor Crombie, President Thom and members of the Columbus Common Council

From: Dave Carlson-Economic Development Director 

Re: Website Redesign Update

I wanted to provide you with a brief update on the Website redesign. We are finalizing a couple of pieces of the design for the website. That should occur by Monday, January 18th. We will be holding training for staff on how to use the Content Management System, also on Monday, January 18th.

CivicPlus will be working in the next couple of weeks to migrate over many of our existing pages.

I am attaching a project timeline document from CivicPlus that shows the steps we have already completed and the steps remaining. While the attached timeline lists a "go-live" date of February 4th, I am thinking we may need a little more time; hence I am shooting for a February 15th launch date. If we are ready earlier, we will launch earlier.

+ Columbus WI - Core Project Timeline

PHASE 1		PHASE 1	PHASE 1
ONGOING <i>To be completed before Q&A session</i>		Wednesday, October 15th End of Day	Thursday, October 16th 1:00pm Central
SELF-GUIDED TRAINING		ACTION ITEMS	MEETING
CivicPlus University Training Complete online training to give your staff the skills they need to maintain your website		Please Return or Complete: Navigation & Design Worksheet, DNS Worksheet, Photos & Logos	Initial Design Meeting Analyze deliverables and determine direction of design
PHASE 2		PHASE 2	
Monday, December 7th End of Day		Friday, January 1st End of Day	
CIVICPLUS ITEM		ACTION ITEM	
Design Presentation Review the initial design comp and determine design revisions		Design Approval Due Date Approve final design to be applied to your production website	
PHASE 3			
Monday, January 18th End of Day			
CIVICPLUS ITEM			
Production Site Available Design is applied to your production site, and you are granted access to begin making modifications to content			
PHASE 4			
Monday, January 18th 6 Hour Group Session			
TRAINING			
Webinar Group Session Exclusive time with a CivicPlus trainer to answer questions you may have about maintaining your website after you have completed your self-guided training			
PHASE 5		PHASE 5	
Tuesday, January 26th TBD		Thursday, February 4th	
MEETING		GO LIVE	
Pre-Launch Check In Verify all work is completed and prepare for website launch		Website Launch <i>NOTE: It can take up to 48 hours for DNS to propagate throughout web.</i>	



CIVICPLUS

Helping Communities Engage & Interact

Columbus Area Senior Center
Director's Report
December 2015

December Highlights

- Our Happy Hooker knit/crochet group made another wonderful donation this month. Many hand crafted hats were donated to our local NICC Foundation. Another big thanks to all these ladies for all their hard work!



- Holiday party was held on Friday, December 4. Folks were pleased with the meal, entertainment and bingo all for \$8!



Facility Updates/Maintenance/Technology

- Monthly pest control
- Power outage test on 12/19
- We are having issues again with roof and areas that might need tuck-pointing. Area around the chimney is possibly where the moisture is coming from. Roofer has been here and will return once the weather clears.

Incident Report

- No incidents to report

Budget

- As of December 31 we have exceeded our fundraising goal by 37% and have spent 92% of our budget. Program expenses exceeded are offset by program income. Repairs and Maintenance will exceed budget by about 4%. Prior approval was obtained from the City Administrator.

Monthly Duties and Assistance

- ✚ Newsletter was produced and distributed for January
- ✚ Prepared Advisory Board agenda and minutes
- ✚ Completed grant letter and award follow-up

- ✚ Prepared calendars and made appointments
- ✚ Scheduled programs for the upcoming months. Worked on 2016 event dates.
- ✚ Food pantry – directed calls for assistance and worked with the pantry coordinating donation
- ✚ Weekly news releases to the Columbus Journal, website and others sources
- ✚ Assisted with phone calls & drop-ins regarding programming and services
- ✚ Conducted facility tours
- ✚ Provided dining center program referrals
- ✚ Assisted with benefit assistance appointments
- ✚ Rental/building use: calls/questions/walk-through tours/code door
- ✚ Accounting: completed purchase orders and requisition for outstanding invoices, supply items purchased, completed deposits, payroll, and reviewed monthly budget.

Sponsors

December Programs: City of Columbus Fire Chief Randall Koehn and senior center staff

Newsletter Publication Ad Sponsors

Columbus Health & Rehab Ctr, F & M Financial/Cal Van Beek, Brightstar Healthcare
 Club 60, LLC, Golden Living Cont Mnr Rndlph, Sylvan Crossings Hunter Ridge, AAA-WRC Insurance
 Randolph Memorials, Angels Loving Care Inc, Columbus Community Hospital, Liberty Square Senior
 Apts. Countryside Ford, Pauquette Center, Larson House, Edward Jones/Matt Faust, Carriage Hills
 Apartments, Apple Tree Family Restaurant, At Home Again-Columbus, Landmark/Charleston House
 Santa Maria Apartments, Re/Max Traci Rose, Kestrel Ridge Golf Course, Daizy Sweeps, Beaver Dam
 Community Hospital, Willowbrook Nursing & Rehab, Luke Agnew Construction, Wise Guys Auto Repair
 Pfeffer Home Improvement LLC, K & B Tree & Lawn Care, Columbus Manor 9605, The Meadows Of Fall
 River, Home Health United

At Home Again – bingo Larson House – bingo
 Landmark at Charleston House – bingo
 Columbia County Health Center – bingo
 Sentry Floral department - flowers
 Mike Hanousek – individual computer instruction
 Columbia County ADRC-benefit specialist appointment & social worker appointments
 Columbus Community Hospital –exercise instruction, blood pressure screening, Lunch & Learn
 Columbus Health & Rehab Center – exercise, blood pressure screening & bingo sponsor

Rentals: (2) Private (family)

(2) Business - Columbus Public Library & Alzheimer's & Dementia Alliance of Wisconsin

Meetings & Training Attended

Senior Citizens Advisory Board – December 3
 City of Columbus Emergency Management – December 3
 Department Head meetings – December 2, 9 & 16
 Community Group Meeting – December 8

Respectfully submitted,
 Cailin Lueders, Director
 January 6, 2016



CITY COUNCIL REPORT

FOR JANUARY 19, 2016 MEETING

LEVEL OF STAFFING - AS OF 12/31/2015

36	Paid on Call Firefighters - Non-Probationary Members
1	Paid on Call Firefighters - Probationary Members
<u>1</u>	Fire Chief
38	Total Active Members
2	Vacant Firefighter Positions
2	Hiring Process
0	Eligibility List

Full staff level for active fire personnel is 40

1	Fire Inspector (retired firefighter not on active roster)
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INCIDENT RESPONSES December 2015

Run #	Alarm Date	Alarm Time	End Time	Incident Location	City Incident	Rural Incident	Incident Type	# of F.F.
15-155	12/06	1359	1421	501 Dix Street	X		MVA	8
15-156	12/07	1720	1750	716 Dix Street	X		EMS lift Assist	8
15-157	12/09	1759	1859	158 S Ludington	X		Possible Gas Leak	8
15-158	12/12	1810	2038	W12082 Johnson Road		X	Tractor vs car	15
15-159	12/16	0706	0745	1149 W James	X		Smoke Investigation	11
15-160	12/16	1710	1740	W1833 Weiner Road		X	MVA	8
15-161	12/18	2121	2205	779 Maple Avenue	X		EMS lift Assist	4
15-162	12/20	1439	1600	Hwy 16-60 west of Oxbow Rd.		X	MVA	13
15-163	12/23	1103	1200	S. Birdsey & Richmond	X		MVA	7
15-164	12/25	1524	1630	N205 Hwy 73		X	EMS Assist	8
15-165	12/27	1241	1345	Dix & James	X		MVA	10

Current Monthly Total: 11

Total Runs by Month:

Jan	11	July	17
Feb	14	Aug	11
Mar	10	Sep	13
Apr	18	Oct	13
May	16	Nov	18
June	13	Dec	11

Year to date total 165

Last Year at this time 163

TRAININGS, MEETINGS, AND COMMUNITY ACTIVITIES

December 2015

- 12/01 Department Driver Training
- 12/02 Fire Inspection Class @ Waterloo - Miller
- 12/03 Entry Level Firefighter Class @ MATC – Groh
Firefighter II Class @ Sun Prairie –Loyo and Galle
- 12/05 WI DOT Traffic Incident Management Class BD Hospital – Loyo
- 12/07 Presentation at Columbus Senior Center - Koehn
Columbus Fire Department Officers Meeting
Fire Drills at Wis. Academy Dorms - Koehn
- 12/08 Columbus Fire Department Monthly Meeting
-
- 12/09 Fire Inspector Class @ Waterloo - Miller
2016 Training Meeting
- 12/10 Firefighter II Class @ Sun Prairie - Loyo
Entry Level Firefighter Class @ MATC – Groh
- 12/14 Extinguisher Training for DPW - Koehn
- 12/15 Firefighter II Practical Test @ MATC – Loyo and Galle
- 12/16 Fire Inspector Class @ Waterloo - Miller
- 12/17 Fire Inspector Practical Test @ MATC – Miller
Firefighter II Written Test @ SP – Galle and Loyo
Entry Level Firefighter Class @ MATC - Groh
Fire Department Training Committee Meeting
- 12/18 Fire Inspection Written Test @ Waterloo - Miller

FIRE INSPECTIONS

December 2015

0 Inspections

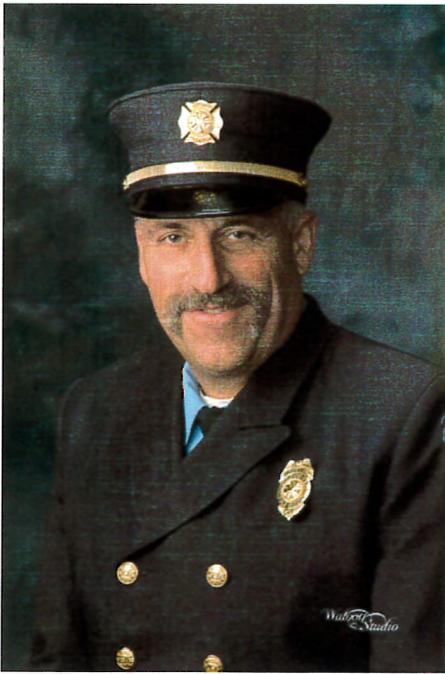
ITEMS OF NOTE FOR DECEMBER

We ended the year with 165 calls which was two more than the previous year.

Lt. Troy Kehoe retired on December 14 which was his 20th anniversary with the department.

With there being two openings, Emily Ramsey and Matt Ehrke have been selected from our eligibility list and have passed all their pre-employment tests. Their start date is January 4, 2016.

Randy Koehn



Firefighter **David Orange** has been with the department for 20 years and will be retiring on February 4, 2016.

Dave was born and raised in Vandalia, OH, and was a classmate of Matt Lepay, the radio voice of the Badgers. He went into the air force as a firefighter and training system specialist and finished as a fire instructor, teaching structural firefighting. He then went on to spend nine years as a firefighter at Truax Field in Madison where he was an assistant chief. Dave was a member of the Madison Fire Department from June, 1999, until his retirement on January 8, 2016. He also has been a fire service instructor for MATC for 26 years. With our department, Dave was a driver/operator, training officer/instructor, and fire inspector.

After his retirement, he and his wife of 34 years, Karen, plan to do a lot of travelling. They will be moving to Adams, WI. They have two children, Chris (a member of our department) and Kimmy. They also have two grandchildren, Bryson and Lexi.

When not travelling, Adams will be their stopping place to see their grandchildren, and do some hunting, fishing, camping, and Harley riding. They have three dogs which will make camping that much more fun. Dave says it's been an honor being a firefighter with CFD. He will miss it very much, but will not miss the snow.

Dave has the following professional certifications:

- Wisconsin Firefighter 2
- Wisconsin Fire Officer 1 & 2
- Wisconsin Emergency Services Instructor
- Wisconsin Driver/Operator-Pumper
- Wisconsin Driver/Operator-Aerial
- Wisconsin Fire Inspector

(Photos courtesy of Walcott Studio)



Firefighter **Christopher Orange** has been a member of the department for over 10 years.

He was born in Spokane, WA in 1983. After some moving around, his family settled in Columbus when he was in 5th grade and graduated from Columbus High School in 2001. He joined the fire department after turning 18 during his senior year in high school. He attended entry level fire training at night while going to high school during the day.

Chris attended MATC from 2001-2003 earning his associates degree in fire protection. He also did a live-in internship with Shorewood Hills Fire Dept. while going to MATC. He moved out of the area in 2009. He returned to the area later and to the department in 2013.

He married his wife, Nikki, in 2009. They have a son, Bryson (4) and daughter, Lexi, who was born in 2015. Chris' dad, Dave, is also a member of our department (see above).

Chris went through paramedic school in 2008 and has worked full-time for LifeStar as a paramedic since 2009. In his spare time, he enjoys, hunting, camping, and family trips.

Chris has the following professional certifications:

- Wisconsin Firefighter 1 and 2
- Wisconsin Driver/Operator – Pumper
- Wisconsin Driver/Operator – Aerial



COLUMBUS POLICE DEPARTMENT

159 S. Ludington St.
Columbus, WI. 53925
920-623-5919 (Main)
920-623-5930 (Fax)



January 14, 2016

Mayor Crombie,
Members of the Common Council:

RE: POLICE DEPARTMENT ACTIVITY REPORT

This is the written report for the police department covering recent activity and current events.



COLUMBUS POLICE DEPARTMENT

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PERSONNEL

The department is not fully staffed. The positions are broken down below.

Current Staffing overview:

	Authorized by Budget	Actual
<u>Sworn Officers</u>		
Full-time police officers:	10	9.5
Limited Term Officers	N/A	1
(Position breakdown)		
Patrol Officer	6	5.5
Sergeant	1	1
Lieutenant	2	2
Chief	1	1
<u>Clerical</u>		
Office Manager (full-time)	1	1
Clerk (part-time)	2	2
<u>Adult, School Crossing Guards (part-time)</u>		
Regular	N/A	6
Substitute	N/A	4

NOTE: N/A indicates that the budget doesn't specify a set amount of positions (e.g. regular, full-time vs. part-time) as long as the total amount of positions doesn't exceed the approved amount of funds



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Employee	Date of Hire	Years of Service with CPD
Chief Daniel Meister	2/1/2010	5.9
Lieutenant Dennis Weiner	2/8/2008	7.9
Lieutenant Roger Witthun	12/17/2001	14.1
Sergeant Terry Seely	12/31/2004	11
Officer Matt Schultz	12/23/2002	13
Officer Kelly Towne	2/2/2004	11.9
Officer Eric Nofsinger	8/20/2013	2.5
Officer Ben Ziegler	10/28/2013	2.3
Officer Kayla Damrow	3/14/2014	1.8
Officer Cody Laughran	10/27/2015	0.2
Office Manager Erika Kellar	2/4/1999	16.9
Police Clerk Bonnie Langsdorf	9/30/2006	9.3
Police Clerk Kim Huber	4/29/2013	2.7

NOTE: Due to a non-work related injury, we have one officer on a limited duty status. That officer is expected to be on that status for at least the next six to eight weeks.

ADMINISTRATION

The police and fire commission approved recruitment to fill the full-time, vacant officer position that was created when Officer Rathmann resigned in September. The position was posted in November on the Wisconsin Law Enforcement Network, the city website and advertised through emails. The deadline for application submissions was December 30th. We received 21 applications. Four were eliminated due to not meeting the minimum requirements. The next step in the process would be an assessment test and then a series of interviews. Our goal is to have an offer in place to fill the position on April 1st.



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ACTIVITY

2015 Activity:

We ended the year with responding to over 8,719 calls for service. Of those calls for service, we investigated and filed reports on 3,447.

The following is a breakdown of the types and number of calls for 2015:

DOMESTIC ABUSE	42
DISABLED VEHICLE	148
CONTROLLED BURN	1
5 DAY WARNING	20
911 HANG UP	120
ACCIDENT	144
ALARM ACTIVATION	103
ANIMAL BITE	12
ANIMAL	70
BATTERY	7
BOND CONDITION/VIOLATION	13
BURGLARY	6
BUS PASSING COMPLAINT	3
CAR/DEER ACCIDENT	8
CHILD ABUSE	12
CHILD SEXUAL ABUSE	6
CIVIL COMPLAINT	53
CONTROLLED SUBSTANCE	21
COURTHOUSE INCIDENT	2
CIVIL PROCESS	5
CRIMESTOPPERS	1
DISORDERLY CONDUCT	89
DEATH INVESTIGATION	2
DRIVING COMPLAINT	218
EMS CALL	216
ESCORT	8
EXTRA PATROL	29



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FIRE (Alarm/Assist)	46
FIREWORKS	6
FOLLOW UP	68
FRAUD	36
GENERAL	302
HARASSMENT	26
HAZARD ON THE ROADWAY	55
HOUSE WATCH	48
INTERNAL INVESTIGATION	1
JUVENILE ALCOHOL	1
JUVENILE COMPLAINT	53
K9	1
KEEP THE PEACE	27
LITTERING	2
LOST/FOUND	28
MISSING PERSON	5
MUTUAL AID	100
NOISE	48
OUT WITH A PERSON	87
OPEN DOOR	19
ORDINANCE VIOLATION	51
PARKING VIOLATION	94
RADAR ENFORCEMENT	59
SECURITY	3168
SEX OFFENSE	7
SLIDE OFF	18
SPECIAL EVENT	4
SPEED BOARD	2
SQUAD DAMAGE	2
STABBING	1
STRAY DOG	15
SUSPICIOUS	162
THEFT	162
THREAT	16
TRAFFIC CONTROL	35
TRAFFIC STOP	2206
TRAINING	4
TRANSPORT	18
TRESPASSING	10
TRO/INJUNCTION VIOLATION	6



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TRUANCY	1
VANDALISM	24
VEHICLE LOCK OUT	109
VEHICLE THEFT	1
SALVATION ARMY VOUCHER	1
WARRANT/WANTED PERSON	36
WEAPONS VIOLATION	7
WEATHER RELATED INCIDENT	4
WELFARE CHECK	178
Report Total:	8719

2015 CITATION ACTIVITY:

Traffic citations issued	955
Traffic warnings issued (written)	1,572
Non-traffic (ordinance) citations issued	248
Parking	253

FLEET VEHICLES

2015 Fleet Statistics

Fleet #	Year	Assigned To:	2015 Miles	Current Mileage	Maintenance/Repair Costs (2015)
101	2010	Chief/Admin. Useage	5,000	69,141	\$1,010.00
111	2011	Patrol (Primary)	40,000	149,757	\$4,280.00
141	2014	Patrol (Secondary)	26,000	68,183	\$2,061.00
142	2014	Patrol (Tertiary/Supervisor)	18,000	46,124	\$1,003.00
191	2009	Patrol (Spare)	2,000	170,792	\$320.00
251	2005	Administration	1,700	91,221	\$75.00



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PATROL/INVESTIGATIONS

On the morning of January 5th, our department responded to a report of a motor vehicle crash on U.S. Highway 151 near the County Highway K overpass. The Columbus Fire Department and Lifestar EMS also responded to this crash. A semi-tractor/tanker collided with a farm tractor in the southbound lanes. The operator of the farm tractor died at the scene. That portion of the highway was closed to traffic for about three hours while we conducted our investigation. All total, our investigation at the scene lasted about four hours. At the scene, we were assisted in our investigation by the following agencies:

- Columbia County Sheriff's Office
- Wisconsin State Patrol
- Columbus Department of Public Works
- Columbia County Highway Department
- Wisconsin Department of Transportation
- Columbia County Medical Examiner's Office

In recent weeks we investigated the passing of counterfeit U.S. Currency at businesses in the area. We have been able to identify a suspect and our investigation is on-going.

TRAINING

Officers are currently attending our 2016 county-wide, law enforcement in-service training. Topics include:

- Legal updates
- Response and investigation of officer involved shootings/deaths
- Response to active shooter incidents

I have the privilege to teach at part of the in-service training. I am instructing on a review of Incident Command System (ICS) and the future implementation of the SMART program (Standard Mutual Assistance Response Teams).

Our department, as part of our on-going partnership with the school district, will be putting on some training for the school staff towards the end of February. The training is designed to better prepare staff for a response to an active shooter incident or violent encounter in a school facility. This is a continuation of the training we have been putting on for the schools for the past three years.



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FACILITIES

I will be contacting local contractors to obtain quotes to repair the damage in the public safety building basement that was caused by flooding in April of 2013. Funds were approved in the 2016 budget for this purpose.

EVENTS/PROGRAMS

Last week I had the pleasure of presenting a talk on safe driving habits to the Columbus High School sophomore class.

On January 4th, I had lunch at the senior center with staff and community residents. After lunch, I presented to the group on programs available to seniors in our community. I also talked about some common scams that target our senior residents. Some of the topics were:

- Project Reassurance
- Medication Drop Box
- Financial Crimes
- Identity Theft

If you have any questions regarding this report, please contact me.

Respectfully submitted,

Daniel M. Meister
Chief of Police

2015 AGENDA ITEM

Committee of the Whole Meeting Date: January 19, 2016

DETAILED DESCRIPTION OF SUBJECT MATTER:

Recreation Committee would like to share safety concerns found at both Meister and Washington Park. With council approval the Recreation Committee would like to apply for a Kaboom! Grant.

LIST ALL SUPPORTING DOCUMENTATION ATTACHED: 3

NUMBER OF ATTACHMENT PAGE(S) 15

IS FUNDING REQUIRED? YES NO

FUNDING SOURCE: TBD

DEPARTMENT: Recreation

ACCOUNT NUMBER: _____

MOTION REQUESTED OF COUNCIL:

January 14, 2016

Council Members,

The past few months the Recreation Committee along with the Department of Public Works has been reviewing the safety standards of Meister and Washington Park. We found that the current structures do not meet the CPSC (Consumer Product Safety Commission) standards.

For this reason, we have been looking at several grant options and found that the best fit for our community would be the Build it Yourself Grant “Let’s Play Community Construction Grant” which provides \$15,000 to the grantee and is a community build. I have the Kaboom! Grant application guide enclosed for your review should there be any questions needing answers.

Thank you,

Amy Jo Meyers – Director
Adrian Shepard – Chair
Kristin Hansen – Secretary
Regan Rule - Liaison
Todd Farrington
Adam Carthew
Michelle Wallace
Juan Guerrero
Josh Venden

Let's Play Community Construction Grant Overview

Dr. Pepper, Snapple & KaBOOM! have teamed up to offer \$15,000 grants to be used toward the purchase of playground equipment. Grantees will lead their community through a self-guided planning process, using the \$15,000 grant towards the total cost of playground equipment and assembling the playground using the KaBOOM! community-build model. Grantees have up to one year to build the playground and will have the support of a remote KaBOOM! Grants Manager and an onsite Certified Playground Installer. For more information about the community build model, go to kaboom.org/toolkit.

- Applications are accepted on a rolling basis throughout the year.
- Applications will be reviewed when complete. If eligible, all applicants will be contacted by email of eligibility and instructions for next steps

Eligibility: Municipalities, schools, and child-serving nonprofit organizations without a playground or with existing equipment that is unsafe for children are eligible for this opportunity.

Applicant must:

- Own land or have permission to build
- Spend \$24,000 to \$40,000 on playground equipment (not including surfacing, site prep, freight, contractor fees, benches, and other non-playground equipment items)
- Work with a KaBOOM! Preferred Vendor (BCI Burke, Landscape Structures, Playworld Systems or Miracle Recreation)
- Use the KaBOOM! community-build model to plan and build the playground
- Finish project within 12 months of award
- Serve a low-income population
- Demonstrate a strong need for a new play space in the community



KaBOOM! grants application guide

KaBOOM! accepts applications on a rolling basis from child serving non-profit organizations, schools and municipalities who are dedicated to ensuring that all kids—particularly the 16 million in poverty—get balanced and active play so they can thrive. Competitive applications will benefit from and embrace the process of a community-build playspace partnership.

Community-inspired play spaces bring change for families and communities across the country. Your project will motivate and support the advocacy of everyday citizen heroes who are striving to make play a priority. KaBOOM! is excited to hear how your project will help your community ensure that all kids get the active balance of play in order to thrive!

To submit an application to become a KaBOOM! community partner, please visit apply.kaboom.org so that KaBOOM! can best understand how play can positively impact your community. When potential community partners are submitting an application, you are being considered for all KaBOOM! grant opportunities with just one application.

IDEAL CANDIDATES

The strongest community partners for Community-Built Playground grants will:

- Serve children from a low-income population, serve children with special needs or are located in a disaster-impacted community
- Demonstrate the need for a playground in your community
- Have a space that does not currently have a playground on site or have a playground that needs to be replaced
- Will implement a community-build model to engage the larger community in all aspects of project planning and playground build execution

The strongest community partners for Creative Play grants will:

- Serve children from a low-income population, serve children with special needs or are located in a disaster-impact community
- Demonstrate the ability to integrate Creative Play products into your community through new and existing programs



Community-Built Playground grants overview

When applying for a KaBOOM! grant opportunity, the first question on the application is: "What are you applying for today?" When selecting "Community-Built Playgrounds" on your grant application, you are applying to become a community partner for either the Build it with KaBOOM! or Build it Yourself grant opportunity. This application is considered Round One for the KaBOOM! grant opportunity process. After completing Round One, the KaBOOM! team will review your application to decide if you may be eligible for a grant opportunity. You will be notified either via email or by phone if you are selected to move on to Round Two for the grant opportunity process. Round Two will include submitting additional documents and/or speaking with KaBOOM! team members in order to understand more about your project. Applications are accepted year-round, and you will be notified by KaBOOM! in regards to your eligibility for grant funding.

KaBOOM! applications are reviewed weekly and if you are ineligible after immediate review of the Round One application, you will be notified via email. Please see additional details below for Build it with KaBOOM! and Build it Yourself.

BUILD IT WITH KABOOM!

Thanks to the generosity of dedicated funding partners, KaBOOM! has exciting ongoing grant opportunities for community partners to transform their community spaces! Build it with KaBOOM! grant opportunities are based on geographic locations where KaBOOM! currently has funding. KaBOOM! encourages potential community partners to apply proactively so that as grant opportunities present themselves, KaBOOM! can quickly be in touch with you to schedule the next steps in the application process.

Build it with KaBOOM! grants provide the facilitation and support of an experienced Project Manager as community members embark on a 5-12 week planning process. After selection, all partners will join together for a community Design Day, inviting play experts (the kids, of course) to design their dream playspace. Your hard work and required weekly planning will result in a six-hour community day, where you will transform your community space to include a permanent play structure (equipment will be ordered by your Project Manager from [Playworld Systems, Inc.](#)) as well site enhancements that will make your space 100% unique to your community. Site enhancements vary for Build it with KaBOOM! due to location, budget and scope of project; please visit kaboom.org/enhancementprojects to brainstorm what projects may be part of your community-space vision.

BUILD IT YOURSELF

Dr Pepper Snapple Group and KaBOOM! are excited to offer \$15,000 grant opportunities to qualified U.S. based organizations to be used toward the purchase of playground equipment. Build it Yourself community partners receive guidance and technical assistance from a Grants Manager at KaBOOM! as you embark on a community-built playground project.

To be awarded a Build it Yourself playground grant, applicants are required to:

- Use the KaBOOM! community-build model to plan, fundraise and build the playground
- Own land or have written landowner permission to build
- Spend \$24,000-\$40,000 on playground equipment (*this amount does not include the cost for safety surfacing, freight, site preparation, installation supervision and any other non-playground equipment items*)
- Build your playground and complete the project within one year of award date
- Work with a KaBOOM! Preferred Playground Vendor:
[Playworld Systems, Inc.](#)
[BCI Burke](#)
[Miracle Recreation](#)
[Landscape Structures](#)

Please note: Build it Yourself grants consist of a \$9,000 grant paid directly to the playground vendor by KaBOOM! and a \$6,000 discount from the playground vendor. No other discount can be applied by the playground vendor, if awarded the grant.

Creative Play grants overview

Thanks to the generosity of dedicated funding partners, KaBOOM! is able to offer Creative Play grant opportunities to eligible organizations. KaBOOM! seeks community partners that are interested in implementing Creative Play products in order to enhance their current play offerings. Community partners who are awarded will have the support from a KaBOOM! Grants Manager who will be available to provide technical assistance as needed.

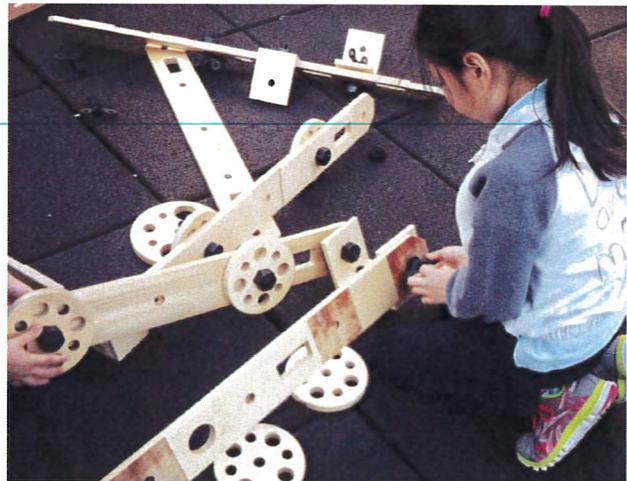
To be considered for a Creative Play grant opportunity, applicants are required to:

- Demonstrate the ability to integrate Creative Play products into new or existing programs
- Provide evidence of adequate space for storage and use; along with the ability to maintain the Creative Play product
- Indicate anticipated impact that the Creative Play products will have on increasing play opportunities in your community



IMAGINATION PLAYGROUND

Imagination Playground is an innovative playground equipment system that encourages creativity, community and collaboration in play. With a collection of custom-designed, over-sized blue foam parts, Imagination Playground provides a changing array of elements that allow children to turn their playground into a space constantly built and re-built by their imagination! Please visit kaboom.org/imaginationplayground to learn more.



RIGAMAJIG

Rigamajig is a collection of wooden planks, pulleys, nuts, bolts and rope that allows children to follow their curiosity while playing. There are no wrong answers, and while the pieces can come together as a crane used to convey buckets or materials, they can also become a giraffe, monster, robot, airplane or anything the kids can imagine! Find out more, by visiting kaboom.org/rigamajig.

Frequently asked questions

GENERAL QUESTIONS

What is the KaBOOM! community-build model?

The developed and refined KaBOOM! community-build model has transformed into a one-day playground build that is an easily achievable win for a community on a defined timeline. That achievable win is a critical step for inspiring additional leadership after the project is complete. Community-build play spaces engage your larger community: residents, parents, neighbors, youth, local business, and your municipality to design, plan, and execute your Build Day. This process creates an environment that enables people to share their strengths and helps communities identify assets, as well as identifying other local companies and community groups that have important resources to contribute. The Build Day is the output to all your hard work throughout the planning process, however the true outcome is the long-term impact of the community-building work that you do. The KaBOOM! community-build model is successful if those that are involved learn new skills and are able to use them to continue to make a difference in your community after project completion.

Do KaBOOM! playgrounds meet the Americans with Disabilities Act Accessibility Guidelines?

Yes. All KaBOOM! playgrounds and surfacing meet or exceed the Americans with Disabilities Act Accessibility Guidelines. KaBOOM! believes in the importance of inclusive play and strives to design its playgrounds to provide access to children of all abilities.

What safety surfacing does KaBOOM! use?

Build it with KaBOOM

For the majority of Build it with KaBOOM! projects, the safety surfacing used is Engineered Wood Fiber, which is an ADA approved playground surfacing (for wheelchair accessibility). It is safe for all children, cost effective, easy to install and maintain, and volunteer-friendly. Applicants may choose to pay for an alternative surfacing.

Build it Yourself

Those awarded Build it Yourself grants must agree to purchase only surfacing that meets ADA Accessibility Guidelines, is IPEMA (International Play Equipment Manufacturers Association) certified and meets and/or exceeds the standards set forth by ASTM (American Society for Testing Materials) and CPSC (Consumer Product Safety Commission).

Please contact a KaBOOM! preferred vendor to discuss safety surfacing if you have additional questions.

Can the same organization apply for more than one site?

Yes! Organizations can be considered for more than one site. To apply for additional sites, please log in to your account and select "Add a Submission" to be considered for additional opportunities.

If I have a question regarding the KaBOOM! grant opportunities, the application process or need technical assistance, who should I contact?

Please email all questions to grants@kaboom.org. Please include your full name, organization, city/state and a brief description of your question. All emails will be answered in the order that they were received.

APPLICATION QUESTIONS

After I submit my initial application to KaBOOM!, what happens next?

The initial application is considered to be Round One for the application process. After submitting your application, the KaBOOM! team will review to understand if it is a match for one of the grant opportunities that are currently offered. If you are eligible, you will be notified via email or by phone with next steps. Round Two may include submitting additional documentation as well as an initial logistics phone interview facilitated by a KaBOOM! Outreach Team Member. Round Two is meant for KaBOOM! to learn more about your site and vision for your community space. KaBOOM! does not follow typical grant cycles, so KaBOOM! cannot provide a specific timelines for when you may receive funding. You will have a KaBOOM! representative contact that will be providing you with updates as to the status of your application. Funding may be available within a few weeks or up to one year. If you have not heard back from KaBOOM! within 4 weeks of your application, please email grants@kaboom.org and include your name, organization, and date of application.

The application asks us to provide a main point of contact. Can a staff member be the designated contact for a KaBOOM! project?

Yes, a Staff Member can be the main point of contact, but please ensure that parents and non-staff members from your community be active members in the entire process. Community engagement is an essential part of every KaBOOM! project and will make your application more competitive and your project much more meaningful, dynamic and successful.

ELIGIBILITY QUESTIONS

Are organizations who do not serve low-income families eligible to apply?

KaBOOM! strives to work in communities with the most need. Sites in communities that are low-income have more of a competitive advantage. KaBOOM! also focuses on organizations that serve children with special needs as well as communities who may have been impacted by a disaster. At times, your site may be in an area that is not considered low-income by census data, but you may serve children from areas outside of your site location. KaBOOM! encourages organizations to apply, so that the team can review and learn more.

How does KaBOOM! define “low-income” when evaluating eligibility?

KaBOOM! takes into account various criteria, including Median Household Income as well as the percentage of students at a public school who receive Free & Reduced Price Lunches (FRPL). You will be guided in your application with instructions for how to find this information. While numbers alone can never tell a full story, they can serve as a guide. There is no absolute number KaBOOM! would or would not consider, but the most competitive applications come from communities where the FRPL program is 70% or higher and the children living in the community have a Median Household Income that is at or below the poverty level.

Are private daycare facilities eligible for a KaBOOM! grant opportunity?

Strong applicants are from 501(c)3 organizations. Applications from for-profit groups will be less competitive and most likely will not be eligible for funding. Please visit kaboom.org to utilize the resources available to you if you are ineligible for funding. You may also visit kaboom.org/grants/non_kaboom to learn more about additional grant opportunities available outside of KaBOOM!.

If an organization cannot open the playground to the public for liability reasons, can they still be considered for a KaBOOM! grant opportunity?

Yes. KaBOOM! understands that operating a public playground may not be possible for all community partners, and this is why it is not a requirement. KaBOOM! is interested in seeing as many kids as possible benefit from each playground, and some funding opportunities do not require that the playground be open to the public. You will have the opportunity to specify this in your application. KaBOOM! encourages all organizations that provide services to families and youth to submit an application.

If an organization does not allow volunteers to install the playground, can we still have a Build Day without volunteers?

No. The mission of KaBOOM! is to create great playgrounds through the participation and leadership of communities. Community volunteerism is a cornerstone of our mission.

Are there fundraising requirements for KaBOOM! grant opportunities? What happens if my organization has difficulty with this?

Yes, there are additional funding requirements for the community partner who is awarded a KaBOOM! grant. While KaBOOM! has dedicated funding partners that provide financial support for each project, each community will be responsible for additional fundraising. The contribution can be from current funds, direct fundraising or additional grant money that you have received. This investment by the community is important to ensure that your community will take ownership of the community space and will be responsible for long-term care and maintenance. KaBOOM! offers additional resources to help you with your playground planning. To learn more, please visit kaboom.org/toolkit.

Build it with KaBOOM!

KaBOOM! has dedicated funding partners who will cover the majority of the cost for the overall project. KaBOOM! requires that the community partner who is awarded the grant contribute funding towards the project. Typically, the community's contribution is \$8,500. This can change for uniquely sized projects. The funds are to be paid directly to KaBOOM! within 30 days of the Build Day.

Build it Yourself

The \$15,000 grant you are awarded will be used towards the purchase of playground equipment from a KaBOOM! preferred vendor of your choosing:

[Playworld Systems, Inc.](#)

[BCI Burke](#)

[Miracle Recreation](#)

[Landscape Structures](#)

The total value of the playground equipment (including the \$15,000 grant) must be a minimum of \$24,000 and a maximum of \$40,000. That means, to meet the minimum requirement, your group will have to fundraise at least \$9,000 towards playground equipment. Additionally, the community partner is responsible for the cost of safety surfacing, freight, site preparation, installation supervision and any other non-playground equipment items.

If an organization has construction work taking place at the proposed playground site, could a Build Day happen before the site is open?

Due to safety and logistical challenges, KaBOOM! cannot host a Build Day event when there is construction in progress on the playground site. In addition, KaBOOM! will only build a playground that will be open to use (and play!) by children at least two weeks following the installation.

My group is applying to become a 501(c)3 non-profit. Are we eligible to apply before we secure this status?

Yes. If your organization is in the process of applying for non-profit status, KaBOOM! will still consider your application.

I do not think that a full playground "build" is the right fit for my organization. Are there other ways KaBOOM! can help me?

Yes, please sign up for Grant Alerts by visiting kaboom.org/grants in order to stay up to date for all future opportunities. In the meantime, KaBOOM! would still like to support you in pursuing your dreams of play and offers a number of other resources to assist organizations with bringing play to their community. Here is a list of a few of them:

- Creative Play grants: kaboom.org/grants/creative_play
- KaBOOM! toolkit and fundraising resources: kaboom.org/toolkit
- KaBOOM! webinars: playschool.kaboom.org
- Playground Enhancement Projects: kaboom.org/enhancementprojects

INSURANCE/LAND QUESTIONS

If an organization has a short-term lease for the proposed playground site, can they still be considered for a KaBOOM! grant opportunity?

KaBOOM! requires that the organization that is applying either be the landowner (or have landowner permission). If the applicant has a lease, it must be a long-term. If the lease is not a long-term lease, the community organization must have demonstrated proof that the landowner intends for them to stay for the long-term. This will ensure that the play space will be maintained for many years to come!

If an organization does not own the land for the proposed playground site, can they still be considered for a KaBOOM! grant opportunity?

Yes. In order to build with an organization that does not own the land of the proposed playground site, KaBOOM! will need written consent from the landowner. Applicants should be prepared to answer questions regarding who owns the land and with whom to speak to in order to get consent to build when submitting an application.

Who insures and takes liability for the playground or Creative Play product?

The community partner who is applying for the grant will be the sole owner of the playground once the playground project is complete or the Creative Play product is received. As the owner, the community partner must have liability insurance and provide long-term care and maintenance to ensure that the space or product is safe for years to come.

Can an organization still apply if they cannot provide insurance?

Yes. An organization can still apply as it is possible for two or more partners in the community to work together to provide insurance coverage.

The application states that approximately 2,500 square feet of space is needed for the playground, but if an organization does not have that requirement, can they still be considered for a KaBOOM! grant opportunity?

Build it with KaBOOM!

2,500 square feet is typically the minimum square footage for a standard KaBOOM! playground, but in some instances KaBOOM! is able to build in a smaller space. Your site information, including photos and dimensions will be part of the Round One application and is critical for KaBOOM! to have these details in order to review.

Build it Yourself

2,500 square feet is not a set requirement, and you can have a smaller (or larger) space.

If a proposed site has two separate areas that equal 2,500 square feet, can they be combined and have two play structures?

If there are two separate areas, the spaces should be directly next to one another or be able to connect.

BUILD IT WITH KABOOM! QUESTIONS

What are the age ranges for Build it with KaBOOM! playgrounds?

Build it with KaBOOM! playgrounds offer playground designs that reflect the following age ranges: 2-5, 2-12 or 5-12 years old.

On a case by case basis, KaBOOM! can work with organizations interested in exploring equipment for children under the age of two. Interest in infant/toddler equipment should be shared on your application.

Are funding opportunities for Build it with KaBOOM! available annually in my city?

No. Build it with KaBOOM! is not a typical grant program. Opportunities become available as KaBOOM! secures funding and we are not able to predict when and where upcoming opportunities will be. KaBOOM! encourages communities to apply in anticipation that funding or resources can be identified to ensure play is a possibility for every child, everywhere.

How many Build it with KaBOOM! grant opportunities are available each year?

KaBOOM! looks to bring brand new playspaces to 175-200 communities across North America, annually.

How many people does it take to build a playground in just one day?

For standard playground build days, KaBOOM! relies on approximately 200 adult volunteers, giving their heart and sweat equity for approximately six hours. Volunteers come from the community as well as employees and benefactors from the funding partner, in order to unite for a day of playful service. At the end of the day, the playground is fully constructed. In order to prepare for the build day, two preliminary construction days are held with approximately 30 community volunteers in order to ensure that the site is prepared properly.

If there is a current playground on our property, can we still apply for a Build it with KaBOOM! grant opportunity?

Competitive applications tend to be locations where no playgrounds currently exist or the community has outdated equipment that needs to be replaced.

What playground equipment vendor is used for the Build it with KaBOOM! grant opportunity?

Those awarded a Build it with KaBOOM! grant are required to use Playworld Systems, Inc.

BUILD IT YOURSELF QUESTIONS

Why are community partners selected for Build it Yourself grants required to work with a KaBOOM! preferred playground vendor?

All preferred vendors have been screened to ensure that they meet all of the criteria required by KaBOOM! and are able to provide the \$6,000 discount as part of the \$15,000 grant.

Are Build it Yourself community partners allowed to apply for and accept other grant funding outside KaBOOM! funding?

Yes, KaBOOM! encourages community partners to apply for and accept additional grants in order to meet your fundraising goals. Please note that community partners would not be eligible if you are accepting funding from a competitor of Dr Pepper Snapple Group. Please detail additional grants you may receive toward this project on your application or when working with a KaBOOM! Grants Manager (after awarded).

CREATIVE PLAY QUESTIONS

How do I apply for a Creative Play product grant?

Please visit apply.kaboom.org. After creating an account, you will select "Creative Play products" on your application in order to receive the questions for Creative Play.

After submitting my initial application (Round One) for Creative Play, what will I have to do for Round Two?

Creative Play only requires you to fill out the Round One application. No additional rounds are required. KaBOOM! offers Creative Play grant opportunities at various times throughout the year. KaBOOM! will be in touch if you are eligible when funding is available.

Are there additional fundraising requirements for Creative Play grant opportunities?

At times, Imagination Playground grant opportunities require the community partner to pay for shipping the Imagination Playground (estimated \$1,000-\$2,000). KaBOOM! will contact all applicants when they are being considered for Creative Play grants to discuss additional costs. Rigamajig grants do not require any additional funds.

Application preview

ORGANIZATIONAL INFORMATION

Name of Organization
Organization Website, Facebook, Twitter (optional)
Mission Statement
Organization's Mailing Address

Is your organization classified as a non-profit organization?
Yes / No

Tax ID Number (if applicable)

Is your organization a part of a larger regional or national organization? Yes / No
For example, if you are a Boys & Girls Club that is part of a larger city-wide organization.

If yes, what is the larger regional or national organization?

Is your organization religiously affiliated? Yes / No

If yes, please describe the nature of the affiliation.

Check all that apply:
Our mission/vision statement includes religious language.
Our logo incorporates religious symbols.
We run religious programming.
We have office space or run programming in a religious institution.

Is the land where the playground will be built owned by a religious entity? Yes / No

Has your organization received funding from KaBOOM! previously? Yes / No

If yes, what type of funding did your organization receive?

When did you receive this funding? YYYY/MM/DD

Primary Contact

Who should we contact for follow-up questions regarding your application?

First and last name
Title
Email
Phone / Cell Phone

Secondary Contact

Who should we contact if your primary contact is not available?

First and last name
Title
Email
Phone / Cell Phone

Who has legal authority to sign contracts on behalf of all applying organizations?

First and last name
Title
Email
Phone / Cell Phone

Are contracts required to be approved by an attorney, board and/or a governing body? Yes / No

How long does contract approval process typically take?

ABOUT YOUR COMMUNITY

Use this section to describe your community and share why it is important for your organization to give play to the children and families you serve.

Site information

Country

Site Address

You must include the physical address of the proposed site; a blank response or P.O. Box address will not be reviewed.

Tell us a story about a time when you were really proud of your community. Include who was involved and why you were proud.

Describe your organization's current efforts to engage community members, including parents/caregivers, neighbors, local businesses, other local organizations, etc. Please be specific.

How does incorporating more opportunities for play support your organization's greater mission? If you have not included this in the past, how do you believe your organization could incorporate play in order to support your greater mission?

Describe the current programs and services offered by your organization. Please include year-round programs, summer programs, special events, and any resources that your organization offers the larger community.

Does your organization currently incorporate play into its programming? Yes / No

If yes, please describe.

Tell us three ways in which incorporating more opportunities for play supports your organization's greater mission.

Describe any obstacles that are currently preventing your organization from providing consistent play opportunities for the children you serve.

Is there a recent event motivating your community to apply for this opportunity? Yes / No

For example, a natural disaster or other event that impacted the quality of life for members of your community.

If yes, please describe.

Has your organization taken steps towards planning for a new playground? Yes / No

If yes, please check all that apply:

Assembled a committee

Fundraising (approximately how much?)

Working with an equipment vendor (what is the vendor's name?)

Other

Please note: if selected for Build it Yourself, you must work with a KaBOOM! preferred vendor.

WHO YOU SERVE

How many unduplicated individual children will be served at the proposed playground? Per Day, Per Year

For example, if you are a school serving 200 children, but the playground will also be open to the community before and after school, please estimate how many additional children the playground could serve.

Describe how you calculated the number of children served in the question above.

For example, the school serves 200 children and approximately 100 children from the community will also have access to the playground. The total number is 300 per day.

What age range(s) does your organization serve at this site?

Check all that apply.

Under 2, 2-5, 5-12, 12-18, 18+ years old

What percentage of each age range(s) will your proposed playground serve? Total should equal 100%.

Under 2, 2-5, 5-12, 12-18, 18+ years old

Ethnicity of the you serve at this site. Total should equal 100%.

Asian, Caucasian, African American / Black, Hispanic, Other

What percentage of children served qualify for Federal Free or Reduced Price Lunch (FRPL)?

What is the Median Household Income of the population you serve at this site?

If your organization collects information on the median household income of the individuals you serve, please include. If median household income information is unavailable through your organization's data, please use the Census Community Facts at factfinder.census.gov/ to define the income based on the zip code nearest to the proposed site.

Is there anything else you feel like we need to know about the socio-economic status of the population you serve?

Is your organization also interested in Creative Play Grants?

Yes / No

TELL US ABOUT YOUR SITE

(Community-Built Playground grant applicants only)

Are you applying as an individual organization or are you partnering with another organization(s)?

Please note that if you are not an organization with 501c3 status or a school, you are encouraged to apply with a non-profit partner.

What are the name(s) of your partner organization(s)?

Do you or your partner applicant currently have insurance at your proposed playground site? Yes / No / Unsure

KaBOOM! requires insurance on ALL projects, which must be maintained for a minimum of one year after the playground is built.

If yes, please choose type of insurance:

General Liability Policy *(Traditional Insurance)*

Self-Insured Entity

Self-Insured Group *(Pooled Insurance)*

Unknown

Please describe coverage.

This information is not required to submit your application, however it will help us determine the best next steps. Please describe the type(s) of insurance coverage you have (general liability, automobile, umbrella, worker's compensation) and your current coverage limits for each type.

Do you have an existing playground on your property? Yes / No

If yes, how many?

Do you intend to replace or add equipment to the current playground(s)? No; Yes, replace; or Yes, make addition

How would you rate the condition of the current playground(s)?

Unusable, In need of repair, Good or Excellent

Approximately how old is the equipment on the current playground(s)? 0-5, 5-10, 10-15, 15-20 or 20+ years

Are there any nearby playgrounds within walking distance (about a half mile) of your proposed site, including those which are closed to the public? Yes / No

If yes, how many?

Do the children you serve have access to the nearby playground(s)? Yes / No

Can you see any of the nearby playground(s) from your site? Yes / No

Will your proposed playground be open to the general public?

Yes, all will be welcomed at our playground.

No, only children and families we serve.

We will open our playground to the public, under certain conditions or events. *Please describe the necessary conditions or events.*

Does your organization or a partner applicant own the land at the proposed playground site? Yes / No

Who owns the land?

Do you have permission from the landowner to build a playground on the proposed site? Yes / No / Unsure

Is the landowner of your proposed site a religious organization?

Yes / No

Is there any major construction scheduled at or surrounding the proposed playground site in the next 12 months?

Yes / No / Unsure

If yes, please describe the scheduled construction.

What are the dimensions of your proposed playground site?

For example, 40 feet X 60 feet.

Within the dimensions above are there any of the following?

Check all that apply.

Trees

Fences

Buildings

Playground Equipment

Sloping Land

In-Ground Drains

Water Features

Retaining Walls

Standing Water

Concrete / Cement

Boulders

Utilities

Other

CREATIVE PLAY PRODUCTS

(Creative Play grant applicants only)

Please select which Creative Play product you are interested in applying for:

Imagination Playground

Rigamajig

Both

If you are applying for both Creative Play products, please make sure you address both in your answers.

What type of community will be served by the Creative Play product(s)? Urban, Suburban, Rural

Describe what currently occupies the exact site(s) where the Creative Play product (s) will be utilized.

What are the dimensions of the area where the Creative Play product (s) will be utilized?

Please keep in mind that this space must be a minimum of 450 square feet for Imagination Playground and 200 square feet for Rigamajig.

Is this space outdoors or indoors?

Indoors.

Outdoors.

Our primary space is indoors, but we also plan to use the Creative Play product outdoors.

Our primary space is outdoors, but we also plan to the Creative Play product indoors.

Where will you store the Creative Play product(s) when not in use?

The dimensions of each of the products' carts are 74"W x 27"D x 37"H for Imagination Playground and 32"W x 21"D x 49"H for Rigamajig.

Will the Creative Play product(s) be open to the general public, or is it only available to a private group? Public / Private

Who will have access to your Creative Play product(s)?

How will the Creative Play product(s) provide increased access to quality play opportunities for your community's children?

Please provide specific examples.

Describe any new recreational and/or educational programming or activities you would like to create around the Creative Play product(s).

Do you have plans to open use of the Creative Play product(s) to other child-serving organizations in your community?

Yes / No

If yes, please describe how the product(s) will be used with other organizations.

How will the Creative Play product(s) enhance/supplement your existing programming?

Will you be traveling with the Creative Play product(s) to different areas of the community? Yes / No

Please provide details on how you would transport the product(s).

Are there any rules or guidelines that would prevent you from integrating sand and water elements on your playspace?

This is not mandatory, but helps us understand your playspace environment.

What prompted you to apply for the Creative Play product grant?

What impact do you think the addition of the Creative Play product(s) will make on your community?

Include examples around increased community engagement, advances in child health and well-being, strengthened community-based programming, etc.

Do you have staff or volunteers that can serve as Play Associates? Yes / No

We recommend having at least three trained Play Associates on site to work with the children and the Imagination Playground. Training is completed online and takes approximately one hour.

Required materials

CREATIVE PLAY GRANTS

Three letters of support

Prepare at least three letters of support for this project. The letters can be from educators, children, parents, partner organizations, neighbors, staff members or the Board of Directors.

Proof of insurance

All grant recipients are required to provide proof of commercial and general liability insurance for at least \$1,000,000. In addition, you will need to add KaBOOM! and any additional partners as "additional insured" prior to playground construction or receiving Creative Play products.

Provide proof of land ownership and/or letter of permission from the land owner to store and use the Creative Play product

All grant recipients must be the land owner or have land owner permission. Short-term leases are not accepted, as KaBOOM! would like to ensure that the play product will be safe and maintained for many years to come!

Signed Letter of Intent

Applicants must sign the [Creative Play Letter of Intent](#) to signify that they are willing and able to provide proof of insurance, acquire any necessary approvals and permits, will pay for shipping, can store and maintain the Creative Play product, and have reviewed the Letter of Agreement.

Please note that a signed Letter of Agreement (LOA) is not required prior to submitting an application. You must only review the LOA and confirm your organization would be able to sign it, if chosen for a KaBOOM! grant opportunity.

COMMUNITY-BUILT PLAYGROUND GRANTS (Round 1)

Site map

Using either pen and paper or a computer program (Word or Paint) create a simple sketch of your proposed playground site. Site maps must include:

- Dimensions of proposed playground site (ex. 50'x50')
- Access points to proposed playground site (ex. open field OR fences, gates, stairs)
- Other physical characteristics of the site (ex. trees, fences, buildings, existing playground equipment, sloping, in-ground drains, retaining walls, etc.)

Big picture site photo

Place four markers (these can be cones, flags, people, chairs, etc.) at the four corners of the proposed playground site in order to create an outline of the playground footprint. While standing outside of the footprint, take a photo to show us the overall site with all four markers visible.

Site photos

- 360 View: Stand in the center of the proposed playground footprint. Take at least four photos (one facing in each direction), so that we can see what is visible from your proposed site.
- Entrance/Exit: Where people and materials can access the site 360 from four different views as well as two Entrance/Exit pictures.
- Please provide additional pictures that will help KaBOOM! understand the logistics of your site, including pathways, driveways, fence lines, buildings, parking, as well as above ground and underground utility points.

Nearby playgrounds

Include the addresses and photos of any nearby playgrounds within a half-mile.

Additional permits/consents/approvals/licenses

All grant recipients must obtain any and all necessary consents, approvals, permits and/or licenses required to utilize the grant awarded. It is optional to provide these items prior to submitting an application, but they are required before playground construction can begin.

Please carefully follow the instructions for taking required photos. All final photos must be attached as .jpg, .png, .jpeg, or .gif files. Please do not attach PDF files for site map/photos.

COMMUNITY-BUILT PLAYGROUND GRANTS *(Round 2)*

While you are not required to submit these materials with your application, it may be useful to start gathering these items so they are ready once your application has been reviewed.

Signed Letter of Intent

Applicants must sign the Letter of Intent (either the **Build it with KaBOOM!** or **Build it Yourself** version) to signify that they are willing and able to provide proof of insurance, acquire any necessary approvals and permits, use a KaBOOM! preferred vendor, complete the project on time, and have reviewed the Letter of Agreement.

Evidence of non-profit status

Our ideal candidates are 501(c)3 non-profits. If your organization is still applying for non-profit status or you are not a non-profit (i.e., a school or municipality), please provide documentation to signify that.

Proof of insurance

All grant recipients are required to provide proof of commercial and general liability insurance for at least \$1,000,000. In addition, you will need to add KaBOOM! and any additional partners as “additional insured” prior to playground construction or receiving Creative Play products.

Provide proof of land ownership and/or letter of permission from the land owner to build a playground at their site

All grant recipients must be the land owner or have land owner permission. Short-term leases are not accepted, as KaBOOM! would like to ensure that the playgrounds will be safe and maintained for many years to come!

Please note that additional materials will be required for recipients of a Build It Yourself grant, such as a playground quote from a KaBOOM! preferred vendor, budget, and timeline.

About KaBOOM!

KaBOOM! is the national non-profit dedicated to giving all kids—particularly those growing up in poverty in America—the childhood they deserve filled with balanced and active play so they can thrive. Since 1996, KaBOOM! has collaborated with partners to build, open or improve nearly 16,300 playgrounds, engaged more than one million volunteers and served 8.1 million kids. KaBOOM! creates great places to play, inspires communities to promote and support play, and works to drive the national discussion about the importance of play in fostering healthy and productive lives. To learn why #playmatters, visit kaboom.org or join the conversation at twitter.com/kaboom or facebook.com/kaboom.

2016 AGENDA ITEM

MEETING DATE: January 19, 2016

AGENDA ITEM: Shoveling Sidewalks

DETAILED DESCRIPTION OF SUBJECT MATTER:

I am bringing this issue forward for discussion. I have been through 2 winters since being appointed City Administrator and the issue of shoveling sidewalks in low density areas is something I likely should have brought forward sooner.

The issue wasn't as much of a problem last year due to lack of snow, but recent events has me seeking direction.

City Ordinance 89-226 lays out the requirements for city property owners to clear sidewalks of snow and ice along their property frontage following a snowfall. Over the past few years – before I started with the City – some areas of the city saw stretches of sidewalk close during the winter/snow months. The closed areas were stretches of long lengths of sidewalk where the adjacent lots were not developed and saw very little pedestrian traffic. Specifically, I am aware of sidewalk stretches along Park Avenue across from the Columbus Community Hospital, one side of the cul de sac leading to Enerpac, and sidewalks out at the Columbus Commerce Center.

To close those sidewalk areas was a direction the city took over the years, but I do not know whether it was an approved city policy or something the former administration just did. Either way, the issue has not been revisited by the city in some time.

DPW has changed the approach to enforcement this year, driven by what was thought to be a council direction at a meeting last year. DPW is no longer “closing” sidewalks and are requiring all property owners to remove snow/ice from all sidewalks within the city. Personally I do not recall such a Council direction, that uncertainty leads me to think the City Council should revisit the issue for clarification.

Property owners who previously were not required to clear snow/ice on stretches of sidewalk have been notified they now will be. DPW has made contact with these property owners following the first significant snowfall this season, right after the Christmas Holiday. As a result, I received a contact from one of the property owners who disagreed with the new approach and felt that it was unproductive for the city to address such long stretches of sidewalk where no one uses them. While I can understand that position, I think the difficulty comes when trying to determine what circumstances warrant a sidewalk to be closed. Even though a sidewalk is in a remote area with no development around or presumably no destination, does that mean no one would want to use it – I think of those people who walk, run and bike around town. Because they may not be traveling to a particular place – they may just be using the sidewalk for other purposes than going somewhere in particular.

Granted, there are some areas that present challenges – and as the Council has discussed, they exist all over the city – places where sidewalks don't connect, or other places, like the Commerce Center, where the sidewalks there are “segregated” – that they are currently separated and don't connect to other areas of town, via a larger system of sidewalks or trails.

I can think of another area – the long stretch across from the Hospital – that is difficult to tell whether or not people want to use it in winter and the adjacent terrain (wide open, with a recurrence of wind and drifting of snow) make it hard to keep clear.

My hope is that we can examine this issue and determine whether the uniform application of the ordinance is appropriate, or if exemptions are appropriate in certain circumstances.

ACTION REQUESTED OF COUNCIL: Discussion/Consideration of Requirements to remove snow/ice from sidewalks

Excerpt from City of Columbus Code of Ordinances:

Chapter 86 - STREETS, SIDEWALKS AND OTHER PUBLIC PLACES

• **ARTICLE VII. - SNOW AND ICE REMOVAL**

• **Sec. 86-226. - Sidewalks to be kept clear.**

(a) *Time limitations.* The owner, occupant or person in charge of each residence, building or lot in the city abutting any street right-of-way containing a sidewalk shall clear the sidewalk of snow and ice to the width of the sidewalk within 24 hours after cessation of a snowfall and shall thereafter cause the sidewalk to be kept clear of snow and ice.

(b) *Notice.* In the event that the public works director or designee observes a sidewalk whose owner, occupant or person in charge has failed to clear the sidewalk of snow and ice within 24 hours after end of snow fall or in the event that the public works director or designee receives a complaint about a sidewalk whose owner, occupant or person in charge has failed to clear the sidewalk of snow and ice within 24 hours after end of snow fall, the public works director or designee shall give written notice to the owner, occupant or person in charge of the property that the ordinance has been violated and that the owner, occupant or person in charge shall clear the sidewalk of snow and ice within 24 hours of date and time of notice. The notice shall also state that in the event the sidewalk is not cleared within the required time period, the public works director or designee shall cause the snow and ice to be removed and the cost thereof, including administrative costs, shall be billed to the property owner as a special charge under Wis. Stats. § 66.0627. Failure to remove snow and ice from a sidewalk pursuant to this ordinance is deemed to be a risk to public safety authorizing abatement as set forth herein.

(c) *Other remedies.* In addition to remedies set forth in subsection 86-226(b) the city may issue and serve on the owner, occupant, or person in charge of any property who is in violation of the ordinance a municipal citation.

(Code 1978, § 8.06(1); Ord. No. 559-02, § IV, 2-18-03; Ord. No. 568-03, § I, 4-14-03; Ord. No. 641-09, §§ I—V, 1-2-09)

• **Sec. 86-227. - Deposit in streets restricted.**

No person shall cause snow from his premises to be deposited onto the sidewalk abutting thereon or onto any street in the city without a permit from the superintendent of public works, who may require payment of a fee sufficient to reimburse the city for the cost of removing any snow so deposited.

(Code 1978, § 8.06(2))

• **Sec. 86-228. - Deposit on another's property prohibited.**

No person shall cause snow to be plowed or otherwise deposited onto the property of another, including the tree border, without the express consent of that other property owner. In the event of violation of this section, both the operator of the snow plow or other snow removal equipment and the owner of the property from which the snow was removed shall be deemed in violation of this article and liable to the city for the cost of removing such unauthorized deposit of snow as well as being subject to the penalties provided in section 1-14.

(Code 1978, § 8.06(3))



MEMORANDUM

January 13, 2016

TO: Patrick Vander Sanden, Administrator
FROM: Kim Manley, Finance Director/Treasurer
SUBJECT: Payoff State Trust Fund Loan

For informational purposes attached is the amortization schedule for the above mentioned loan. The 2016 payment is included in the City's debt service budget for 2016. The additional payout of funds would be:

Principal: \$69,035.27

As I understand it from talking with the State on the prepayment no additional interest would be due at the time of payoff unless the City paid this off after March 15th. We can pay this off by following the prepayment steps provided by the State:

- 1.) 30 day notice of prepayment
- 2.) The request must be made in writing and on City letterhead, signed by an authorized official.
- 3.) We must provide the date the prepayment will be made on, amount of the prepayment and the loan number/information.

If approved at the Committee of the Whole I would prepare the letter to go out following approval at the regular meeting on the 2nd of February. Payoff would then occur on the 2nd of March well before the deadline of March 15th.

Kim Manley,
Finance Director/Treasurer

City of Columbus

105 N. Dickason Blvd. ♦ Columbus, WI 53925-1565
920-623-5900 ♦ fax 920-623-5901 ♦ www.cityofcolumbuswi.com



Managing Wisconsin's trust assets for public education.

***Amortization Schedule
for Loan ID: 02005132.01***

Schedule Begin Date: 3/15/2011

Customer: CITY OF Columbus

Loan Purpose: Finance unfunded pension liability

County: Columbia

Amount of Original Disbursement: \$ 389,856.29

On: 1/26/2005

Original Term: 20 years

Interest Rate: 5.25 %

<i>Date</i>	<i>Payment</i>	<i>Principal</i>	<i>Interest</i>	<i>Balance</i>
* 1/12/2012 ✓	\$115,601.55	\$102,238.18	\$13,363.37	\$204,386.40
3/15/2012 ✓	\$33,144.09	\$31,292.01	\$1,852.08	\$173,094.39
3/15/2013 ✓	\$33,144.09	\$24,056.63	\$9,087.46	\$149,037.76
3/15/2014 ✓	\$33,144.09	\$25,319.61	\$7,824.48	\$123,718.15
3/15/2015 ✓	\$33,144.09	\$26,648.89	\$6,495.20	\$97,069.26
3/15/2016	\$33,144.09	\$28,033.99	\$5,110.10	\$69,035.27
3/15/2017	\$33,144.09	\$29,519.74	\$3,624.35	\$39,515.53
3/15/2018	\$33,144.09	\$31,069.52	\$2,074.57	\$8,446.01
3/15/2019	\$8,889.43	\$8,446.01	\$443.42	\$0.00
Totals:	356,499.61	306,624.58	49,875.03	

* indicates prepayment

Schedule #: 0000008517

2016 AGENDA ITEM

MEETING DATE: January 19, 2016

AGENDA ITEM: Cable Equipment Update

DETAILED DESCRIPTION OF SUBJECT MATTER:

The Cable Commission met on Monday, January 11, 2016. Lead Cable Coordinator Jesse Wilson presented the Commission with some information and thoughts about some new equipment for the filming/streaming/broadcasting operations.

The Commission was open to further discussing the need for the new equipment, and the item will be returned to the next Commission meeting in February. In the interim, Commissioners thought it was important to provide the Council with information on the equipment needs – given the potential expense.

Jesse is also prepping at least one more bid for the equipment.

Specifically the equipment targeted is a switcher and a controller, which Jesse explains is a more effective way to transition the film into the digital format needed for broadcasting and streaming. The new program will also provide more options for the use of graphics and text on what is broadcast.

Attached is some further information – but as mentioned, Jesse is working to obtain additional bids.

ACTION REQUESTED OF COUNCIL: Review of possible equipment purchase for City Cable Operations.



Enter live webcasting. Emerge victorious.

TriCaster™ 410

Streamline your production setup and keep your business moving from one event to the next with the turnkey power of TriCaster 410. Forget the costly investment in racks and racks of equipment - you get all the gear you need in an all-in-one, compact system that's easy to use and flight-case friendly.

Built for live event producers and webcasters on the move and on a tight budget, TriCaster 410 delivers the definitive live production experience with total confidence. Create a bigger looking show, custom branded with supercharged visuals like 3D holographic virtual sets, and a whole slew of productivity-enhancing tools. Overflowing with creative flexibility, but free of workflow and post-production extras outside the scope of what you do, TriCaster 410 cuts down equipment expenditure to fit your business the way you envisioned it—and adds professional good looks without the frills and extra costs.

You have a world of choices for handling live operations, with compatible TriCaster control surfaces along with support for breakout control of audio, camera, key commands, and even on-camera sequence triggering. TriCaster 410 gives you complete control, whether you're producing for broadcast, streaming live to the Web, projecting to a big screen, creating an engaging second-screen experience—or all of the above.

At a glance

- **Turnkey Production**
Multiple turnkey functions do the work that usually requires racks of costly gear. Save space, setup time and expense with just one system; record, encode, switch, submix, playback, mix audio, and create advanced graphics, titling, and more
- **Streamlined SDI I/O**
Keep your productions professional and standardized to your predictable infrastructure and workflow with SDI connectivity; input up to four cameras with varying SD and HD resolutions; send your program out to multiple destinations and displays – even to another TriCaster over the network
- **Automation**
Streamline sophisticated operation sequences that are too complex for real-time action with custom memory presets and key commands; extend control behind the scenes and in front of the camera with MIDI support and interactive Hot Spots; and add robotic PTZ cameras that you can control remotely without the need for additional staff
- **Live Virtual Sets**
Take your multi-purpose room or a corner of a studio and turn it into any world you want to create, without the high cost or construction; our live virtual sets let you elevate your look with realistic foregrounds and moving backgrounds; or create a panoramic 3D location with our holographic LiveSet capability



Monitors not included. Control Surface optional.

Switcher Channels	15 – 6 external, 5 internal, 4 M/E buses
Video Input	4 simultaneous live video sources over SDI, in any combination of supported resolutions and frame rates (including PsF selections)
Network Sources	2 live inputs via Gigabit connection, selectable from any networked computers via included NewTek iVGA client application; wireless Apple® AirPlay® devices; TriCaster, 3Play; USB video sources; video over IP sources; RTMP or RTSP streams; HTTP streaming video sources; and third-party partner solutions
Robotic Camera Support	Access up to 4 live Pan-Tilt-Zoom (PTZ) robotic cameras via standard serial and network protocols, with preset system and user interface control over camera orientation, zoom, focus and iris
Media	4 integrated digital media players (2 DDRs, GFX and Sound) + 15 network-shareable buffers
Buffers	15 still & title buffers to store and playback titles and graphics
Mix/Effect Buses (M/E)	4 freely configurable M/E channels for video mixing, compositing, effects and virtual sets, each supporting independent Key layer, TransWarp effects, and Adobe® Photoshop® blending modes between layers
Macros	Record configurations and command sequences to supported control methods for recall and automation, with built-in macro editor and support for cross-platform operation between TriCaster and 3Play
DSKs	2 primary DSK channels, plus 1 additional Key layer per M/E bus, each with independent transition controls, 3D DVE, scaling, cropping and integrated TransWarp effects
Effects and Transitions	Integrated TransWarp effects engine on all effects channels supports standard transitions, customizable animation store transitions with audio, and overlay effects; Animation Store Creator for custom animations
Virtual Sets	30+ HD live virtual sets supporting up to 2 switchable live sources, with presets, multiple camera angles, real-time reflections, and animated pan, zoom and pedestal moves
Holographic Live Virtual Sets	Support for custom virtual environments generated from panoramic smartphone, camera or DSLR images (VSE 2.5 required)
Video Output	Configurable for up to 7 output connections, with support for key output and per-connection signal settings - 2 x SDI - HDMI output - 2 x VGA display ports for additional displays or projectors - Network output for live streaming - AV output to network-connected TriCaster over local network
Recording	Multi-track, multi-format recording of up to 4 simultaneous channels via IsoCorder™ technology, including native recording in up to 1080p with timecode and encoding format selectable per source: QuickTime® (XDCAM HD compatible, 4:2:2 encoding, 24-bit audio), MPEG-2 (high or normal profile), AVI (SpeedHQ), and H.264 (high or Web quality)
Media Publishing	Supports direct content upload to YouTube™, Facebook, Twitter™, FTP, local or external volumes, and network servers
Live Streaming	HD live streaming with simultaneous archive, presets in up to 720p, and support for most common streaming profiles and custom multi-bitrate streaming profiles, including RTMP streaming using H.264 (ex. Adobe® Flash® Media Server), Microsoft® Windows Media® Push/Pull, and browser-based streaming applications, with Ustream® and Livestream® native integrated support

Audio Inputs	4 SDI Embedded 1 x 2 Balanced XLR (Line) 1 x 2 Balanced 1/4" (Line)
Audio Outputs	2 SDI Embedded 1 x 2 Balanced XLR 1 x 2 Balanced 1/4" (AUX) 1 Stereo 1/4" (phones)
Audio Mixing	Integrated multi-channel audio mixer for internal and external audio sources, outputs, stream and headphones, with 4 fully independent stereo output mixes, companion iPad® audio mixing app and support for Avid® Artist Mix audio control surface
Supported Session Formats	- NTSC model: 1080/30p, 1080/24p, 1080/60i, 720/60p, 720/30p, 720/24p, 480/60i - Multi-Standard model: NTSC 1080/30p, 1080/24p, 1080/60i, 720/60p, 720/30p, 720/24p, 480/60i; PAL 1080/25p, 1080/24p, 1080/50i, 720/50p, 720/25p, 720/24p, 576/25i
Playback Media Formats	AVI, DV, DVCPPro, DVCPProHD, FLV, F4V, H.263, H.264, MOV, MKV, MJPEG, MPEG (1, 2, all profiles, program or transport streams), MP4, WMV, WebM, PSD, PNG, TGA, BMP, JPEG, EXR, RAW, TIF, AIF, MP3, WAV, and more, with Import Media application for batch import with optional transcoding of files (including Apple ProRes)
Monitoring	DVI and HDMI monitor outputs for user interface and multiview preview displays with selectable layouts and dual-monitor display combinations via Workspaces control panel, freely configurable viewports and overlays
Signal Monitoring	Integrated Waveform and Vectorscope, full field rate with digital calibration, color preview and support for ITU-R Rec. 601 and 709
Latency	Ultra-low, between 1 and 2 frames
MIDI Control	Support for standard MIDI protocol enabling third-party MIDI device control of TriCaster operations via macros
GPI Support	Supports 2 x 24 GPI signals via JLCooper eBOX GPI system
System Physical	2U Rack Mount, with 430W power supply and multi-tiered hardware and software fail-safe; optional hardware control surface

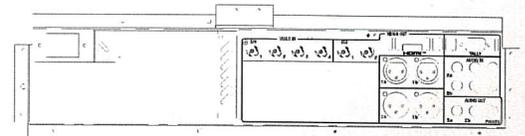
Subject to change without notice.

For complete technical specifications, please visit the TriCaster 410 product page at www.newtek.com.

Multi-Standard pricing and availability may vary. Please contact your local reseller for details.

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Learn More Online.





RESOLUTION 2 - 16

A RESOLUTION AMENDING THE ADOPTED FEE SCHEDULE FOR VARIOUS SERVICES, PERMITS AND APPLICATIONS PROVIDED BY THE CITY.

WHEREAS, in an effort to make the information on applicable fees within the City more accessible a consolidated fee schedule was created and adopted on December 18, 2012, and

WHEREAS, this fee schedule replaces the fees as listed within the Code of Ordinances with the Code having been amended to reflect this change, and

WHEREAS, any fees contained within the Code of Ordinances not included within this list or accidentally omitted shall remain as prescribed by Ordinance or Resolution of the Council, and

WHEREAS, the attached "Exhibit A" shall supersede any like fees found within the Code of Ordinances, and

WHEREAS, the fees as listed, where applicable or required, do not include State sales tax which will be calculated as a cost over and above the fees as listed, and

WHEREAS, as part of the Code of Ordinance update this Resolution will be referenced in applicable sections where fees apply within the Code of Ordinances for the City of Columbus, and

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Columbus does hereby adopt the attached "EXHIBIT A" as the approved fees for the City for the year 2016.

BE IT FURTHER RESOLVED, that the City Council of the City of Columbus approves the change in Resolution number and date to the existing Code of Ordinance.

Adopted this _____ day of _____, 2016.

CITY OF COLUMBUS

Kelly Crombie, Mayor

ATTEST:

Anne Donahue, Clerk
Vote:

City of Columbus

105 N. Dickason Blvd. ♦ Columbus, WI 53925-1565
920-623-5900 ♦ fax 920-623-5901 ♦ www.cityofcolumbuswi.com

CITY OF COLUMBUS
FEE SCHEDULE

2016 FEE SCHEDULE

EFFECTIVE 01/01/2016

	APPROVED FEE:	DEPOSIT REQUIRED:	OTHER FEES OR REQUIREMENTS:
ALCOHOL			
CLASS A - FERMENTED MALT BEVERAGE	\$100.00	n/a	n/a
CLASS A - LIQUOR	\$500.00	n/a	n/a
CLASS B - FERMENTED MALT BEVERAGE	\$100.00	n/a	n/a
CLASS B - LIQUOR	\$500.00	n/a	n/a
CLASS B - RESERVE	\$10,000.00	n/a	Required by State Statute 125.51(3)e
CLASS C - WINE	\$100.00	n/a	n/a
WHOLESALE	\$25.00	n/a	n/a
PICNIC LICENSES-PER DAY FEE	\$10.00	n/a	n/a
AGENT - TRANSFER FEES	\$10.00	n/a	n/a
OPERATOR LICENSE - NEW	\$50.00	n/a	Two Year License
OPERATOR LICENSE - RENEWAL	\$50.00	n/a	Two Year License
OPERATOR LICENSE - REPLACEMENT FEE	\$5.00	n/a	n/a
PUBLICATION FEE - MULTIPLE LICENSES	\$25.00	n/a	Per license / group license advertisement
PUBLICATION FEE - INDIVIDUAL LICENSE	\$35.00	n/a	Advertisement of Individual Request
CIGARETTES	\$50.00	n/a	n/a
SOLICITOR/TRANSIENT MERCHANT			
PER COMPANY - 30 DAY PERMIT	\$60.00	n/a	n/a
PER PERSON - 30 DAY PERMIT	\$30.00	n/a	n/a
FIREWORKS PERMIT FOR SALES			
PER LOCATION - PER WEEK	\$100.00	n/a	Proof of Insurance and Permission from Property Owner
ANIMAL			
DOG - SPAYED OR NEUTERED	\$10.00	n/a	n/a
DOG - NOT SPAYED OR NEUTERED	\$15.00	n/a	n/a
SERVICE DOG	\$1.00	n/a	(cost of tag only)
REPLACEMENT TAG	\$1.00	n/a	(cost of tag only)
LATE FEE - AFTER 04/01 OF EACH YR	\$5.00	n/a	n/a
PERMIT TO KEEP ANIMALS/BUILD SHELTER	\$25.00	n/a	n/a
ANIMAL IMPOUND FEE	\$75.00	n/a	n/a
TAXI CAB & TAX CAB OPERATORS			
CABS - FIRST CAB	\$25.00	n/a	n/a
CABS - EACH ADDITIONAL CAB	\$10.00	n/a	n/a
DRIVER/OPERATOR (FEE PER)	\$25.00	n/a	n/a
FIRE DEPARTMENT			
MINIMUM CHARGE PER INCIDENT(up to 2 hours)	\$500.00	n/a	n/a
OVER TWO (2) HOURS OF SERVICE:	\$150.00/Hour	n/a	n/a
ITEMIZED CHARGES:			
ENGINE #92	\$85.00/Hour	n/a	n/a
ENGINE #91	\$85.00/Hour	n/a	n/a
ENGINE #92A	\$90.00/Hour	n/a	n/a
LADDER TRUCK	\$125.00/Hour	n/a	n/a
TENDERS	\$75.00/Hour	n/a	n/a
SQUAD	\$50.00/Hour	n/a	n/a
BRUSH TRUCK	\$40.00/Hour	n/a	n/a
ATV	\$25.00/Hour	n/a	n/a
PICK UP TRUCK	\$14.00/Hour	n/a	n/a
CHIEF'S VEHICLE	\$14.00/Hour	n/a	n/a
STAFF	CURRENT HOURLY WAGE WITH BENEFITS	n/a	n/a

**CITY OF COLUMBUS
FEE SCHEDULE**

BUILDING PERMIT FEES	APPROVED FEE:	DEPOSIT REQUIRED:	OTHER FEES OR REQUIREMENTS:
DRIVEWAY OPENING	\$25.00	n/a	n/a
SIDEWALK PERMIT	\$25.00	n/a	n/a
<i>FEES AS LISTED SHOULD BE CONFIRMED BY BUILDING INSPECTOR PER PERMIT SUBMITTED AND ARE SUBJECT TO CHANGE.</i>			
BUILDING PERMIT/CONSTRUCTION FEES			
RESIDENTIAL EARLY START	\$72.60		
NEW RESIDENTIAL	\$.25 PER SQ FT WITH \$726.00 MINIMUM FEE		
MANUFACTURED & HUD DWELLINGS	\$363.00 PLUS \$.35 PER SQ FT FOR ATTACHED GARAGE & DECKS		
STATE SEAL	\$35.00		
RESIDENTIAL ADDITIONS	\$.25 PER SQ FT WITH \$181.50 MINIMUM FEE		
RESIDENTIAL REMODELS/ALTERATION	\$.35 PER SQ FT WITH \$121.00 MINIMUM FEE		
ELECTRIC ONLY (INCLUDES SVC UPGRADES)	\$108.90		
PLUMBING ONLY	\$96.80		
HVAC ONLY	\$96.80		
IN GROUND POOLS	\$211.75		
DETACHED GARAGES	\$96.80		
DECKS	\$.61 PER SQ FT. \$121.00 MINIMUM FEE		
NEW ONE/TWO FAMILY EROSION CONTROL	\$96.80		
RESIDENTIAL ADDITIONS EROSION CONTROL	\$60.50		
COMMERCIAL EARLY STARTS	\$181.50		
COMMERCIAL NEW CONSTRUCTION/ADDITIONS			
- NEW CONSTRUCTION/ADDITIONS	\$.14 PER SQ FT - MINIMUM FEE \$90.75		
- ELECTRICAL	\$.06 PER SQ FT		
- PLUMBING	\$.06 PER SQ FT		
- HVAC	\$.05 PER SQ FT		
MINIMUM COMMERCIAL PLUMBING & HVAC	\$96.80		
MINIMUM COMMERCIAL ELECTRICAL	\$145.20		
COMMERCIAL REMODEL	\$.01 PER SQ FT - MINIMUM FEE \$96.80		
COMMERCIAL NEW CONSTRUCTION-ADDITIONS, REMODEL OF STORAGE BUILDINGS OR SHELL BUILDINGS	\$.09 PER SQ FT - MINIMUM FEE \$96.80		
COMMERCIAL EROSION CONTROL	\$181.50 FOR FIRST ACRE & \$60.50 PER ACRE THEREAFTER		
ADMINISTRATIVE PERMITS - SHEDS, FENCES, SIGNS, RAZE/DEMOLITION	\$42.35		
OTHER INSPECTION SERVICES	\$85.00 PER HOUR		
STREET OPENING	\$200.00	\$5,000/BOND	Proof of Insurance Required
SEWER TAP INSPECTION	\$200.00	n/a	n/a
SEWER CONNECTION FEES			
5/8" Water Service	\$1,000.00	n/a	All costs for construction/connection
3/4" Water Service	\$1,000.00	n/a	All costs for construction/connection
1" Water Service	\$2,500.00	n/a	All costs for construction/connection
1 1/4" Water Service	\$3,700.00	n/a	All costs for construction/connection
1 1/2" Water Service	\$5,000.00	n/a	All costs for construction/connection
2" Water Service	\$8,000.00	n/a	All costs for construction/connection
3" Water Service	\$15,000.00	n/a	All costs for construction/connection
4" Water Service	\$25,000.00	n/a	All costs for construction/connection

**CITY OF COLUMBUS
FEE SCHEDULE**

ZONING/DEVELOPMENT, ETC.	APPROVED FEE:	DEPOSIT REQUIRED:	OTHER FEES OR REQUIREMENTS:
ANNEXATION	\$250.00	\$5,000.00	Plus applicable professional fees
AMENDMENT (ZONING TEXT)	\$400.00	\$500.00	Plus applicable professional fees
AMENDMENT (ZONING MAP)			
RESIDENTIAL - SINGLE LOT	\$400.00	\$500.00	Plus applicable professional fees
RESIDENTIAL - MORE THAN 1 LOT OR 5 ACRES	\$400.00	\$1,000.00	Plus applicable professional fees
COMMERCIAL	\$400.00	\$1,000.00	Plus applicable professional fees
INDUSTRIAL	\$400.00	\$1,000.00	Plus applicable professional fees
COMPREHENSIVE PLAN AMENDMENT	\$350.00	\$500.00	Plus applicable professional fees
CONDITIONAL USE PERMIT	\$400.00	\$500.00	Plus applicable professional fees
ZONING VARIANCE APPLICATION			
RESIDENTIAL	\$250.00	\$150.00	Plus applicable professional fees
COMMERCIAL	\$250.00	\$500.00	Plus applicable professional fees
INDUSTRIAL	\$250.00	\$500.00	Plus applicable professional fees
INTERPRETATION OF ZONING CODE	\$25.00	n/a	Plus applicable professional fees
APPEAL OF ZONING ADMINISTRATOR'S DECISION	\$100.00	n/a	Plus applicable professional fees
COMMERCIAL DEVELOPMENTS			
DEPOSIT TOWARDS CITY FEES/ENGINEERING	2% of project cost	2% of project cost	Plus any additional professional fees. Unused will be refunded to project.
PLANNED UNIT DEVELOPMENT (PUD)			
CONCEPT PLAN SUBMITTAL	\$250.00	\$0.00	Plus applicable professional fees
GENERAL DEVELOPMENT PLAN (GDP)	\$1,250.00	\$2,500.00	Plus applicable professional fees
AMENDMENTS TO GDP (EACH)	\$250.00	\$500.00	Plus applicable professional fees
CERTIFIED SURVEY MAP			
MAP WITH 2 OR LESS LOTS CREATED	\$250.00	n/a	Plus applicable professional fees
MAP WITH 3 OR MORE LOTS CREATED	\$350.00	n/a	Plus applicable professional fees
SUBDIVISION		\$5,000/\$10,000	20 acres or less \$5000/over \$10,000
CONCEPT PLAN SUBMITTAL	\$100.00		Plus applicable professional fees
PRELIMINARY PLAT 50 LOTS OR LESS	\$500.00		Plus \$20 for each lot, out lot or parcel.
PRELIMINARY PLAT OVER 50 LOTS	\$1,250.00		Plus \$15 for each lot, outlot or parcel.
AMENDED PRELIMINARY PLAT	\$100.00		Plus \$5 for each lot, outlot or parcel.
FINAL PLAT	\$100.00		Plus \$10 for each lot, outlot or parcel.
SPECIAL PLAN COMMISSION MEETING	\$400.00	n/a	n/a
SPECIAL COUNCIL MEETING	\$400.00	n/a	n/a
SPECIAL CDA MEETING	\$400.00	n/a	n/a
STREET OPENING	\$200.00	\$5,000/BOND	Proof of Insurance Required
SEWER TAP INSPECTION	\$200.00	n/a	n/a

**CITY OF COLUMBUS
FEE SCHEDULE**

REVOLVING LOAN FUND

	APPROVED FEE:	DEPOSIT REQUIRED:	OTHER FEES OR REQUIREMENTS:
APPLICATION FOR COLUMBUS REVOLVING LOAN FUND \$50,000 OR LESS	\$100.00	\$0.00	Plus any related professional fees.
APPLICATION FOR COLUMBUS REVOLVING LOAN FUND \$50,001 OR MORE	.002 OF LOAN AMOUNT	\$0.00	Plus any related professional fees.
SPECIAL MEETING OF COMMUNITY DEVELOPMENT AUTHORITY	\$400.00	\$0.00	Plus any related professional fees.

**CITY OF COLUMBUS
FEE SCHEDULE**

PARK FACILITY/SHELTER RENTALS (ALL RENTAL PAY SALES TAX)	MAY - DECEMBER	JANUARY-APRIL	DEPOSIT FEE:
	FEE:	FEE:	
	(PER DAY FEE)	(PER DAY FEE)	
PAVILION - RESIDENT			
RENT - FULL DAY - MONDAY THROUGH THURSDAY	\$200.00	\$160.00	\$400.00
RENT - FULL DAY - FRIDAY THROUGH SUNDAY	\$400.00	\$320.00	\$400.00
RENT - HALF DAY - MONDAY THROUGH THURSDAY	\$100.00	\$80.00	\$400.00
RENT - HALF DAY - FRIDAY THROUGH SUNDAY	\$200.00	\$160.00	\$400.00
PAVILION - NON-RESIDENT			
RENT - FULL DAY - MONDAY THROUGH THURSDAY	\$400.00	\$320.00	\$600.00
RENT - FULL DAY - FRIDAY THROUGH SUNDAY	\$800.00	\$640.00	\$600.00
RENT - HALF DAY - MONDAY THROUGH THURSDAY	\$200.00	\$160.00	\$600.00
RENT - HALF DAY - FRIDAY THROUGH SUNDAY	\$400.00	\$320.00	\$600.00
PAVILION - NON-PROFIT - RESIDENT			
RENT - FULL DAY - MONDAY THROUGH THURSDAY	\$75.00	\$60.00	\$200.00
RENT - FULL DAY - FRIDAY THROUGH SUNDAY	\$100.00	\$80.00	\$200.00
RENT - HALF DAY - MONDAY THROUGH THURSDAY	\$37.50	\$30.00	\$200.00
RENT - HALF DAY - FRIDAY THROUGH SUNDAY	\$50.00	\$40.00	\$200.00
PAVILION - NON-PROFIT - NON-RESIDENT			
RENT - FULL DAY - MONDAY THROUGH THURSDAY	\$100.00	\$80.00	\$300.00
RENT - FULL DAY - FRIDAY THROUGH SUNDAY	\$125.00	\$100.00	\$300.00
RENT - HALF DAY - MONDAY THROUGH THURSDAY	\$50.00	\$40.00	\$300.00
RENT - HALF DAY - FRIDAY THROUGH SUNDAY	\$67.50	\$54.00	\$300.00

**CITY OF COLUMBUS
FEE SCHEDULE**

PARK FACILITY/SHELTER RENTALS (ALL RENTAL PAY SALES TAX)	MAY-OCTOBER FEE: (PER DAY FEE)	NOT RENTED NOVEMBER THRU APRIL	DEPOSIT FEE:
REST HAVEN SHELTER - RESIDENT			
RENT - FULL DAY - MONDAY THROUGH THURSDAY	\$75.00		\$50.00
RENT - FULL DAY - FRIDAY THROUGH SUNDAY	\$100.00		\$50.00
RENT - HALF DAY - MONDAY THROUGH THURSDAY	\$37.50		\$50.00
RENT - HALF DAY - FRIDAY THROUGH SUNDAY	\$50.00		\$50.00
REST HAVEN SHELTER - NON-RESIDENT			
RENT - FULL DAY - MONDAY THROUGH THURSDAY	\$125.00		\$100.00
RENT - FULL DAY - FRIDAY THROUGH SUNDAY	\$150.00		\$100.00
RENT - HALF DAY - MONDAY THROUGH THURSDAY	\$62.50		\$100.00
RENT - HALF DAY - FRIDAY THROUGH SUNDAY	\$75.00		\$100.00
REST HAVEN - NON-PROFIT - RESIDENT			
RENT - FULL DAY - MONDAY THROUGH THURSDAY	\$50.00		\$50.00
RENT - FULL DAY - FRIDAY THROUGH SUNDAY	\$75.00		\$50.00
RENT - HALF DAY - MONDAY THROUGH THURSDAY	\$25.00		\$50.00
RENT - HALF DAY - FRIDAY THROUGH SUNDAY	\$37.50		\$50.00
REST HAVEN - NON-PROFIT - NON-RESIDENT			
RENT - FULL DAY - MONDAY THROUGH THURSDAY	\$75.00		\$100.00
RENT - FULL DAY - FRIDAY THROUGH SUNDAY	\$100.00		\$100.00
RENT - HALF DAY - MONDAY THROUGH THURSDAY	\$37.50		\$100.00
RENT - HALF DAY - FRIDAY THROUGH SUNDAY	\$50.00		\$100.00

**CITY OF COLUMBUS
FEE SCHEDULE**

MAY-OCTOBER FEE: (PER DAY FEE)	NOT RENTED NOVEMBER THRU APRIL	DEPOSIT FEE:
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PARK FACILITY/SHELTER RENTALS

(ALL RENTAL PAY SALES TAX)

FIREMAN'S PARK CONCESSION - RESIDENT

RENT - FULL DAY - MONDAY THROUGH THURSDAY	\$50.00	\$50.00
RENT - FULL DAY - FRIDAY THROUGH SUNDAY	\$60.00	\$50.00
RENT - HALF DAY - MONDAY THROUGH THURSDAY	\$25.00	\$50.00
RENT - HALF DAY - FRIDAY THROUGH SUNDAY	\$30.00	\$50.00

FIREMAN'S PARK CONCESSION - NON-RESIDENT

RENT - FULL DAY - MONDAY THROUGH THURSDAY	\$75.00	\$100.00
RENT - FULL DAY - FRIDAY THROUGH SUNDAY	\$100.00	\$100.00
RENT - HALF DAY - MONDAY THROUGH THURSDAY	\$37.50	\$100.00
RENT - HALF DAY - FRIDAY THROUGH SUNDAY	\$50.00	\$100.00

FIREMAN'S PARK CONCESSION - NON-PROFIT - RESIDENT

RENT - FULL DAY - MONDAY THROUGH THURSDAY	\$25.00	\$50.00
RENT - FULL DAY - FRIDAY THROUGH SUNDAY	\$50.00	\$50.00
RENT - HALF DAY - MONDAY THROUGH THURSDAY	\$12.50	\$50.00
RENT - HALF DAY - FRIDAY THROUGH SUNDAY	\$25.00	\$50.00

FIREMAN'S PARK CONCESSION - NON-PROFIT - NON-RESIDENT

RENT - FULL DAY - MONDAY THROUGH THURSDAY	\$50.00	\$100.00
RENT - FULL DAY - FRIDAY THROUGH SUNDAY	\$75.00	\$100.00
RENT - HALF DAY - MONDAY THROUGH THURSDAY	\$25.00	\$100.00
RENT - HALF DAY - FRIDAY THROUGH SUNDAY	\$37.50	\$100.00

**CITY OF COLUMBUS
FEE SCHEDULE**

PARK FACILITY/SHELTER RENTALS (ALL RENTAL PAY SALES TAX)	MAY-OCTOBER FEE: (PER DAY FEE)	DEPOSIT:	OTHER FEES OR REQUIREMENTS:
KIWANIS PARK-CONCESSION AREA - NOT RENTED NOVEMBER THROUGH APRIL			
RENT - ONE DAY - RESIDENT	\$0.00	\$0.00	\$50.00
RENT - ONE DAY - NON-RESIDENT	\$0.00	\$0.00	\$50.00
RENT - ONE DAY - NON-PROFIT	\$0.00	\$0.00	\$50.00
MEISTER PARK - NOT RENTED NOVEMBER THROUGH APRIL			
CONCESSION STAND	\$0.00	\$0.00	\$50.00
COMMUNITY CENTER BUILDING	\$100.00	\$50.00	n/a
BRICK GAZEBO BY AQUATIC CENTER			
MEISTER PARK SHELTER			
AVALON PARK			
KIWANIS PARK SHELTER			
ROTARY PARK SHELTER			
FIREMAN'S PARK OPEN SHELTER (HORSIN' AROUND)			
DAVIES PARK			
WEEKDAY - FULL DAY - MONDAY - THURSDAY	\$25.00	\$100.00	n/a
WEEKEND - FULL DAY - FRIDAY - SUNDAY	\$50.00	\$100.00	n/a
RENT - ENTIRE PARK AREA PER EVENT FOR: (Groups & Organizations Only)			
FIREMAN'S PARK*	\$500.00	\$500.00	Proof of Insurance Required
MEISTER PARK	\$500.00	\$500.00	Proof of Insurance Required
KIWANIS PARK	\$500.00	\$500.00	Proof of Insurance Required

*does not include shelter rentals.

ATHLETIC FIELD	APPROVED FEE:	DEPOSIT:	OTHER FEES OR REQUIREMENTS:
RENTAL - FIREMAN'S PARK FOOTBALL	\$60/Hour	\$50/SEASON	Proof of Insurance Required
FIELD LIGHTS - FIREMAN'S PARK	\$20/Hour	n/a	Proof of Insurance Required
TENNIS COURTS - FIREMAN'S PARK	\$40/Hour	n/a	
BASEBALL & SOFTBALL FIELDS			
FIREMAN'S PARK	\$20/Game	\$50/Season	Proof of Insurance Required
MEISTER PARK	\$20/Game	\$50/Season	Proof of Insurance Required
KIWANIS PARK	\$20/Game	\$50/Season	Proof of Insurance Required

**CITY OF COLUMBUS
FEE SCHEDULE**

SENIOR CENTER

APPROVED FEE:	DEPOSIT REQUIRED:	OTHER FEES OR REQUIREMENTS:
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CENTER RENTAL

BUSINESSES OR PRIVATE GROUPS

8 Hours or Less	\$125.00	\$125.00	Plus sales tax on rental
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NON-PROFIT ORGANIZATIONS

NON-PROFITS - MUST PROVIDE PROOF

Week Day Evening Fee (6-9 p.m.)	\$25.00	\$30.00	Plus sales tax on rental
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4 or more Evenings per Calendar Year	\$20.00	\$30.00	Plus sales tax on rental
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WEEKEND USE - NON-PROFIT

8 Hours or Less	\$75.00	\$75.00	Plus sales tax on rental
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**CITY OF COLUMBUS
FEE SCHEDULE**

PUBLIC WORKS	APPROVED FEE:	DEPOSIT REQUIRED:	OTHER FEES OR REQUIREMENTS:
WEED REMOVAL PER TIME			
REMOVAL	\$50.00	n/a	Plus a \$15 Administration Fee
SNOW REMOVAL PER TIME			
REMOVAL	\$50.00	n/a	Plus a \$15 Administration Fee
RECYCLING FEES: (DOES NOT ACCEPT COMPUTERS, TV'S & MICROWAVES)			
Refrigerator	\$30.00	n/a	n/a
Freezer	\$30.00	n/a	n/a
Air Conditioners (Window Size Only)	\$30.00	n/a	n/a
Washer or Dryer	\$15.00	n/a	n/a
Water Heater	\$15.00	n/a	n/a
Dehumidifier	\$30.00	n/a	n/a
Dumpster - Disposal Fee	Determined by Item(s)	n/a	Based on item/time
Dumpster - Pick Up Fee	Determined by Item(s)	n/a	Based on item/time
VEHICLE STORAGE	\$5.00	n/a	Per Day.

**CITY OF COLUMBUS
FEE SCHEDULE**

MISCELLANEOUS ADMINISTRATIVE FEES	APPROVED FEE:	DEPOSIT REQUIRED:	OTHER FEES OR REQUIREMENTS:
COPY CHARGES FOR:			
Black & White - Single Sided	\$0.25	n/a	n/a
Black & White - Double Sided	\$0.35	n/a	n/a
Color - Single Sided	\$0.50	n/a	n/a
Color - Double Sided	\$0.75	n/a	n/a
Letter Size	\$0.25	n/a	n/a
Legal Size	\$0.25	n/a	n/a
11x17 Size	\$0.50	n/a	n/a
FAX (PER PAGE)	\$2.50/1st pg.	n/a	\$1.00 each additional page
DVD - copies of events, council meetings, etc.	\$10.00	n/a	n/a
RETURNED CHECK FEE/STOP PAYMENT	\$25.00	n/a	n/a
WORK PERMITS	\$10.00	n/a	n/a
SPECIAL ASSESSMENT/TITLE COMPANY REQUEST FOR PARCEL INFORMATION:			
Normal Mail/Delivery	\$15.00	n/a	n/a
Rush Delivery	\$30.00	n/a	n/a
BIKE LICENSES	\$2.00	n/a	n/a
LATE FEES	1.5%	n/a	After 30 days

CITY OF COLUMBUS
FEE SCHEDULE

HILLSIDE CEMETERY FEES

	APPROVED FEE:	OTHER FEES OR REQUIREMENTS:
CHapel RENT	\$100.00	n/a
GRAVE SITE SALES:		
RESIDENT	\$600.00	n/a
NON-RESIDENT	\$700.00	n/a
MOUNUMENT STAKING	\$100.00	n/a
GRAVE STAKING	\$50.00	Per Grave Site Staked
PERPTUAL CARE	\$200.00	Per Grave Site Sold
GRAVE OPENINGS / PER GRAVE	\$200.00	n/a
DISINTERMENTS	\$200.00	n/a
COLUMBARIUM		
RESIDENT: PER NICHE	\$1,200.00	n/a
RESIDENT: PER NICHE PERPETUAL CARE	\$400.00	n/a
NON-RESIDENT: PER NICHE	\$1,400.00	n/a
NON-RESIDENT: PER NICHE PERPETUAL CARE	\$400.00	n/a
OPENING/CLOSING (WEEKDAY):	\$250.00	n/a
OPENING/CLOSING (SATURDAY):	\$350.00	n/a
DISINTERMENT	\$250.00	Plus cost of an additional door.

**CITY OF COLUMBUS
FEE SCHEDULE**

AQUATIC CENTER	APPROVED FEE:	DEPOSIT REQUIRED:	OTHER FEES OR REQUIREMENTS:
MEMBERSHIPS:			
RESIDENT - FAMILY	\$200.00	n/a	n/a
RESIDENT - SINGLE	\$90.00	n/a	n/a
NON-RESIDENT - FAMILY	\$225.00	n/a	n/a
NON-RESIDENT - SINGLE	\$100.00	n/a	n/a
DAY PASSES:			
WEEKDAY -NONRESIDENT			
DAYTIME - 12:00 - 4:00 P.M.	\$5.00	n/a	n/a
EVENING - 6:00 - 8:30 P.M.	\$3.00	n/a	n/a
WEEKEND			
DAYTIME - 12:00 - 6:00 P.M.	\$5.00	n/a	n/a
EVENING - 6:00 - 8:30 P.M.	\$3.00	n/a	n/a
WEEKDAY -RESIDENT			
DAYTIME - 12:00 - 4:00 P.M.	\$4.00	n/a	Proof of residency required
EVENING - 6:00 - 8:30 P.M.	\$3.00	n/a	Proof of residency required
WEEKEND			
DAYTIME - 12:00 - 6:00 P.M.	\$4.00	n/a	Proof of residency required
EVENING - 6:00 - 8:30 P.M.	\$3.00	n/a	Proof of residency required
RESIDENT - 10 PACK - DAILY ADMISSIONS	\$35.00	n/a	n/a
NON-RESIDENT - 10 PACK - DAILY ADMISSIONS	\$45.00		
NON-SWIMMER FEE	\$1.00	n/a	n/a
SWIM TEAM - RESIDENT	\$75.00	n/a	CAP \$250 PER FAMILY
SWIM TEAM - NON-RESIDENT	\$85.00	n/a	CAP \$250 PER FAMILY
LAP SWIM CARD/AEROBICS - RESIDENT	\$50.00	n/a	n/a
LAP SWIM CARD/AEROBICS - NON-RESIDENT	\$65.00	n/a	n/a
SWIMMING LESSONS:			
RESIDENT - MEMBER	\$40.00	n/a	n/a
RESIDENT - NON-MEMBER	\$50.00	n/a	n/a
NON RESIDENT - MEMBER	\$50.00	n/a	n/a
NON RESIDENT - NON-MEMBER	\$60.00	n/a	n/a
RENTAL OF ENTIRE POOL - PER HOUR FEE	\$200 PLUS SALES TAXES	\$50.00	Full payment due at time of rental. Refundable if cancelled more than 48 hours before the event.
RENTAL OF ENTIRE POOL - 4 HOURS OR MORE	\$600 PLUS SALES TAX	\$50.00	Full payment due at time of rental. Refundable if cancelled more than 48 hours before the event.
GROUP RATES - DURING NORMAL HOURS:			
RESIDENT - 25 or more	\$3.00 PER PERSON	n/a	n/a
NON-RESIDENT - 25 or more	\$4.00 PER PERSON	n/a	n/a

MEMORANDUM OF UNDERSTANDING ("MOU") BETWEEN SENIOR CENTER, CITY OF COLUMBUS ("City") AND THE SENIOR NUTRITION PROGRAM ("Program") OF COLUMBIA COUNTY FOR JANUARY 1, 2016 TO DECEMBER 31, 2016.

The following MOU shall govern the use of the facilities of the City by the Senior Nutrition Program, to-wit:

1. The City agrees to permit the use of the Senior Center Building and facilities located at 125 North Dickason Blvd in the City of Columbus for the conduct of a Senior Nutrition Program. These facilities include the kitchen and the non-exclusive use of the dining room area with table and chairs along with the restrooms. These facilities will be made available to the Program between the hours of 9:00 am and 12:30 pm for the serving of an 11:30 meal Monday through Friday of each week. The Program agrees to have a paid or volunteer Site Manager present during the hours of 9:00 am – 12:30 pm. During the Program's use of the building and facilities the City shall have the ability to use the same building and facilities provided the City's use of the building and facilities does not interfere with the Program's use of the same facilities.
2. The City will provide the Program with working appliances, electricity, heat, hot water, pest control, snow/ice removal and adequate restroom facilities. The parking lot of the Senior Center is a public parking lot and is available to the program for use.
3. The Program agrees to clean the kitchen and adjoining facilities after each use, including, but not limited to: wiping down all counter tops, cupboards, and tables daily prior to leaving the facility, disposing of all garbage and placing all trash from the Program in securely tied plastic bags and removing them from the building site.
4. The City will ensure that the area used for Meal Sites will be clean, with no garbage sitting out during the Senior Nutrition Meal times. If the space used by the Program is also used by other parties, the Program equipment should not be used including the steam table, coffee maker, silverware, etc. except upon written agreement between the Program and the other party.
5. The Program does not wish to cause any unreasonable or unnecessary loss or financial burden to the City, and therefore agrees to compensate the City for City owned equipment lost, broken, or damaged due to the negligence of agents of the Program, exclusive of maintenance or repairs resulting from ordinary use.
6. This MOU begins January 1, 2016 and ends December 31, 2016. This MOU may be terminated by either party by providing a forty-five (45) day advance written notice. Any change or alteration to said MOU must be in writing and approved by both Parties.
7. The Program agrees to pay a consideration of \$100.00 per month, not to exceed \$1,200.00 annually.
8. This MOU binds each Party to secure and maintain policies of fire and extended coverage and liability insurance in amounts adequate to insure their interests in all properties located at the described location (please attach a copy of said policies).
9. The Parties agree that any additional equipment installation or deviation from routine room use by the Program will be done only with explicit consent of City Senior Center Director or City Administrator.
10. If painting, remodeling, or repair work will be done by the City during the Program hours, the City shall provide the Program with a 72 hour notice to allow for other arrangements to be made, if necessary. If the program will not be permitted to use the site for more than one week, a minimum of 75 days notice is required to be given by the City.

MEMORANDUM OF UNDERSTANDING ("MOU") BETWEEN SENIOR CENTER, CITY OF COLUMBUS ("City") AND THE SENIOR NUTRITION PROGRAM ("Program") OF COLUMBIA COUNTY FOR JANUARY 1, 2016 TO DECEMBER 31, 2016.

The following MOU shall govern the use of the facilities of the City by the Senior Nutrition Program, to-wit:

11. To avoid conflict with city observance of holidays, the Program will observe and where necessary close the meal site on those days holidays are observed by the City.
12. The Program will maintain for its sole use a phone to serve the Senior Nutrition Program.
13. When area schools are cancelled due to weather, meal sites will also be closed and no meals will be provided that day.
14. The City will provide the Program with adequate secure space for a locked file cabinet that only Program staff have access to and adequate space for storage of equipment and supplies.
15. The Program will be in charge of ordering meals to ensure that there will be no over-ordering of meals and ensure that the meals ordered from the caterer match the reservation sheet counts.
16. The Program staff and the City staff will actively coordinate to invite diners to participate in scheduled programs. Activities promoted to diners should most often be those that are free of any charges and would not interrupt diners while they are actually eating their lunches.
17. The first and third Mondays of each month no congregate meals will be served and only home delivered meals will occur. The kitchen will still be available for use by the Program for the preparation of home delivered meals. Furthermore, the City may have up to seven additional non-consecutive days each year where no congregate meals will be served and only home delivered meals will be prepared. The City shall provide at least 30 days advance notice when no congregate meals are able to be served.

PARTIES TO THE CONTRACT:

By: _____
Provider's Authorized Representative Date _____
Title:

By: _____
Dawn Woodard Date _____
Columbia County Health and Human Services
Program Director

By: _____
Board Chairperson Date _____