

CITY OF RICHLAND CENTER



APPLICATION FOR SPECIAL CONSIDERATION FOR (MARK ONE):

Rental Fee Waiver **Rental Fee Discount**

Applications for fee waivers and/or discounts must be reviewed by the Park Board. The Park Board meets on the second Monday of each month. Request applications must be received by the Wednesday before a meeting to be considered. Submit questions and return your application **WITH A COVER LETTER** to Parks & Recreation Department, 450 S. Main Street, Richland Center, WI 53581 or via email at jodi.mieden@richlandcenterwi.gov.

Name of Group:	Richland County Emergency Management on behalf of WEM				
Address:	1027 N. Jefferson St., Richland Center, WI 53581				
Contact Name/Phone/Email:	JOHN T. HEINEN (608) 604-6972 John.Heinen@Co.Richland.WI.US				
Circle Type of Group:	501(c)3	Government Agency		Other- Specify: _____	
Circle one of these:	Rental Fee Discount		Rental Fee Waiver..		
Description of event or purpose for which City of Richland Center facilities will be used:	For all local emergency responders, we are hosting an Incident Command course to include Law Enforcement, Fire, EMS, public works and Emergency Management.				
Desired date(s)/Times:	April 10 th – 12 th				
Desired Facility:	Meeting Room (Cap. 48) [upwards to 30 participants, tabletop style.]				
COMMUNITY BENEFITS					
How many Richland Center residents will benefit from your event? How will they benefit?	<u>Directly:</u> Dozens; <u>Indirectly:</u> The entire county. Incident Command is an essential part of any successful emergency response; the more training our responders get, the more protected our residents are.				
NEED:					
Why is it necessary to hold this event at a City facility?	There are few other places in Richland Center that can host a training event like this. Since the target audience is largely municipal, they'd be getting this training at a facility they are familiar with.				
If request is for a Fee Waiver: Explain why paying the fee would be a hardship.	This class is sponsored by Wisconsin Emergency Management on an allocation basis. We are not guaranteed an offering and the timing deadlines are very tight. Budgeting for it through the County Board is prohibitively cumbersome and often not possible.				
Are you willing to provide commensurate services in lieu of the rental fee? If so, what type?	We can discuss this administratively as needs arise. Typically, my office is available for support anytime the City reaches out.				
I declare under the penalties of perjury that this application for special consideration has been examined by me and to the best of my knowledge and belief is true, correct and complete.					
Signature:					
Date of application:	2/09/24				
STAFF USE ONLY					
Est. total value of waiver (\$):		Park Board Review date:		Approved date:	