

OFFICIAL PUBLIC NOTICE



MEETING OF THE COMMON COUNCIL 01-17-2023

TUESDAY, JANUARY 17, 2023 AT 6:30 PM

COUNCIL ROOM, MUNICIPAL BUILDING, 450 S. MAIN ST., RICHLAND CENTER, WI 53581 & VIA WEBEX

WEBEX:

<https://cityofrichlandcenter.my.webex.com/cityofrichlandcenter.my/j.php?MTID=m42bcded264a8bbfed7c7b37f27146a66>

PHONE: Call 1-408-418-9388

ENTER MEETING NUMBER: 2556 680 3472# ENTER PASSWORD: 3466#

AGENDA

CALL TO ORDER: *Pledge of Allegiance; Roll Call for the meeting, determine whether a quorum is present; determine whether the meeting has been properly noticed.*

APPROVAL OF MINUTES: *Entertain a motion to waive the reading of the minutes of the last meeting in lieu of printed copies and approve said minutes or correct and approve said minutes.*

- [1.](#) Minutes for 12/20 & 1/03

APPROVAL OF AGENDA:

CITY AND UTILITY DEPARTMENT HEAD REPORTS AND CONCERNS:

MAYOR AND ALDERPERSONS: *Committee/Commission/Board Reports and Comments and/or items to be discussed at a future meeting.*

TREASURER'S REPORT:

PAYMENT OF BILLS:

- [2.](#) Bills 01-17-2023

ITEMS FOR DISCUSSION AND ACTION:

- [3.](#) Municipal Taxi License

FINANCE COMMITTEE RECOMMENDATIONS AND ACTION: (CAIRNS)

- [4.](#) Request to Purchase Replacement Dike Lights
- [5.](#) Update on Street Department Truck Purchase
- [6.](#) Symons Rec Operational Deficiency Request

APPOINTMENTS TO COMMITTEES, COMMISSIONS, BOARDS AND CONFIRM APPOINTMENTS:

PUBLIC COMMENT: *No Council action will be taken on any matter originating under this item.*

ADJOURN:

Posted this 13th day of January, 2023 by 4:30 PM.
Copy to the official newspaper the Richland Observer.

A handwritten signature in cursive script, appearing to read "Aaron Joyce".

Aaron Joyce, City Clerk/Treasurer

PLEASE NOTE: That upon reasonable notice, a minimum of 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact Ashley Oliphant, City Administrator at 450 S. Main St., Richland Center, WI. 53581 or call 608-647-3466. Notice is hereby given that the council members who are not members of this committee may attend this meeting so as to constitute a quorum of the city council. Any such council member attendance will be for information gathering, discussion, and/or related purposes and will not result in the direct decision making by the city council at the committee meeting. The City of Richland Center is an equal opportunity employer, provider, and lender.

AGENDA

CALL TO ORDER: *Pledge of Allegiance; Roll Call for the meeting, determine whether a quorum is present; determine whether the meeting has been properly noticed.*

Meeting was called to order at 7:33 PM by Mayor Coppernoll. PRESENT: Alderpersons Ryan Cairns, Carson Culver, Karin Tepley, Kevin Melby, Melony Walters, Scotty Wallace, Susan Fruit, and Tom McCarthy

APPROVAL OF MINUTES: *Entertain a motion to waive the reading of the minutes of the last meeting in lieu of printed copies and approve said minutes or correct and approve said minutes.*

1. Minutes for 11/15/22 & 12/06/22

Motion made by Alderperson Wallace to approve the minutes of both the November 15th and December 6th City Council meetings as presented. Seconded by Alderperson Fruit. Motion carried 8-0.

APPROVAL OF AGENDA:

Motion made by Alderperson Tepley to approve the agenda with items #11 and #12 removed. Seconded by Alderperson Melby. Motion carried 8-0.

ITEMS FOR DISCUSSION AND ACTION:

2. 2021 Audit Presentation - Bill Moilien, Johnson Block

Bill Moilien of Johnson Block presented the unmodified opinion of the city's 2021 financial audit. He indicated the city has "strong financial position, cash liquidity and fund balances". Moilien indicated that the city's overall property valuation has increased 34.6% in the last six years. The city's outstanding debt is structured favorably with interest rates at or below current market. Finally, the city's general obligation debt limitation totals \$17,156,010 and debt subject to limitation totals \$5,491,092. The city has 68% of its debt capacity remaining as of December 31, 2021.

3. Personnel Handbook Amendments

The Personnel & Insurance Committee recommends the proposed amendments to the Personnel Policies Handbook to incorporate the role of City Administrator into the procedural hierarchy and authorizing said role the authority to fully oversee City personnel. The changes replace the City Administrator in areas previously overseen by the Personnel & Insurance Committee; however, the Personnel & Insurance Committee retains the authority to approve department head terminations.

Motion made by Alderperson Walters to adopt Resolution 2022-17 "ADOPTING AN AMENDMENT TO THE PERSONNEL POLICIES HANDBOOK – INCORPORATION OF CITY ADMINISTRATOR". Seconded by Alderperson Tepley. Motion carried 8-0.

Personnel & Insurance also recommended an amendment to the Personnel Handbook that adds additional language/expectations during a probationary period, reduces the length of the probationary period for most employees, and eliminates a reduction in pay during the probationary period.

Motion made by Alderperson Walters to adopt Resolution 2022-18 "ADOPTING AN AMENDMENT TO THE PERSONNEL POLICIES HANDBOOK – SECTION 107 INTRODUCTORY PERIOD". Seconded by Alderperson Wallace. Motion carried 8-0.

4. **2023 Meal Site Rental Agreement**
The annual meal site agreement with the county was reviewed by the Park Board and forwarded to Council for approval. The meal site will continue at the community center. The only change to the agreement was an increase of \$50.
Motion made by Alderperson Melby to approve the 2023 meal site rental agreement with Richland County. Seconded by Alderperson Fruit. Motion carried 8-0.
5. **2023 Shared Ride Taxi Contract**
This is an annual contract that is required with the shared ride taxi contractor, Running Incorporated. The maximum amount of funding for this contract shall be \$346,850.00 based on 10,213.50 hours of service at the rate of \$33.96 per hour.
Motion made by Alderperson Culver to approve the 2023 Shared Ride Taxi Operating Contract between the City of Richland Center and Running, Inc. Seconded by Alderperson Walters. Motion carried 8-0.
6. **Regular Meeting Time of the Common Council**
The Rules of the Common Council expressly state the Common Council shall meet on the first Tuesday of each month at 7:30PM. While not required, the Common Council meets both the first and third Tuesday of every month at 7:30PM. The current meeting time adequately accommodates the work schedules of elected officials while seeking to allow for the maximum public participation as possible. While the meeting start time provides benefit, it also presents unintended side effects such as: difficulty coordinating presentations with out-of-town professionals, additional back and forth travel for employees or unnecessarily long workdays, mental fatigue during meetings, and sluggish performance the following day when meetings last late into the night. To maintain public access/participation while also mitigating the challenges associated with a 7:30PM meeting start time, an earlier meeting time is recommended. In addition, there have been requests to change the date of the second Common Council meeting of the month so it does not conflict with the regular Richland County Board meeting. Alderperson Cairns suggested the Common Council just meet once per month.
Motion made by Alderperson Cairns to adopt Resolution 2022-19 "Amending Rule 1 Meetings of the Rules of the Common Council setting the regular meeting time from 7:30PM to 6:30 PM, and also conducting one regular Common Council meeting on the first Tuesday of every month beginning in February 2023. Seconded by Alderperson Tepley. Motion carried 8-0.
7. **Department Hours of Operation**
Resolution 2016-7 established the Monday through Friday hours of operation for various city departments. Administrator Oliphant is requesting to adjust the hours of operation for Parks & Recreation, Police Department, and include Tourism as such: Police Department (non-union clerical): 7AM-5PM; Parks & Recreation: 8AM-4:30PM; and Tourism: Hours vary to meet seasonal needs and may include the weekend. This item has been reviewed by the Personnel & Insurance Committee and is being recommended for approval to the City Council.
Motion made by Alderperson Walters to approve Resolution 2022-20 "ADOPTING AN AMENDMENT TO THE PERSONNEL POLICIES HANDBOOK – HOURS OF OPERATION", Seconded by Alderperson Tepley. Motion carried 8-0.

8. Request to Purchase Archive Social

Social media records are subject to open records law and all records must be archived to comply with legal requirements. Social media platforms are not designed to archive data, nor are they required to preserve data compliant with open records law. Currently, the City does not have a mechanism in place to capture social media posts. Administrator Oliphant and Chief Jones recommend Archive Social at a cost of \$3,588 per year (\$299/mo) for the economy plan which allows for 12 accounts and up to 1,600 records per month. Funding for implementing Archive Social will included in the 2023 city budget.

Motion made by Alderperson Cairns to authorize the City Administrator to purchase Archive Social and implement use on all city social media platforms. Seconded by Alderperson Fruit. Motion carried 8-0.

9. Consider non-precidential vacation payout in Clerk's Office

Despite a good-faith effort to use vacation prior to the end of the year - Vacation time was sacrificed by one employee in the Clerk's office for the operations of the department. The Clerk was directed to document the circumstances to ensure a precedent was not being set for possible similar requests in the future. It was also suggested that a policy be created in the handbook that deals with flexibility of leave time in case a similar circumstance happens again.

Motion made by Alderperson Cairns to approve a non-precidential payout of vacation time in the Clerk's office. Seconded by Alderperson Melby. Motion carried 8-0.

10. Resolution from Personnel to Transition Economic Development Position to Full-Time City Employee

The position of Economic Development Director is a shared role between the City and County. Although the role is technically a County employee, direction is provided from the RED Board. Due to the financial challenges the County is experiencing, the future of economic development as it currently stands is uncertain beyond 2023. To preserve the position and continue the City's economic development efforts, the full cost of the position/department was included in the 2023 budget allowing the City to create a full-time position and withdraw from the Structural Document which established the shared position. The financial impact is estimated at \$120,953 for all related expenses. Mayor Coppernoll said that it's important to solidify the city's future and planning efforts moving forward. Motion made by Alderperson Cairns to adopt Resolution 2022-16 "CREATING A FULL-TIME POSITION FOR THE PURPOSE OF ECONOMIC DEVELOPMENT" and issue a Notice to Withdraw to Richland County. Seconded by Alderperson Tepley. Motion carried 8-0.

11. Discussion & possible action regarding status of development agreement with Panorama Estates

This item was removed from the agenda by earlier action.

12. Symons Rec Operational Deficiency Request

This item was removed from the agenda by earlier action.

13. Authorize two solar stop signs on Seminary at Main Street

Increased concerns have been raised about the number of vehicles running the stop signs at the intersection of Main & Seminary Streets. Public Safety approved lighted signs in both directions. There are AC outlets on the north/south poles where the stop signs are mounted, but there is no power available on the east/west poles. It was determined that solar-powered signs could be mounted. Public Safety recommended two solar-powered LED signs be purchased at a cost of \$1,598 each. Funds for the purchase are in the 2022 Street Department Budget. The Finance Committee also reviewed and recommended the

purchase of two solar-powered LED flashing stop signs at a cost of \$1,598 each - or \$3,196 total - from Decker Supply Company.

Item 1.

Motion made by Alderperson Cairns to approve the purchase of two solar-powered LED flashing stop signs at a total cost of \$3,196 from Decker Supply Company. Seconded by Alderperson Wallace. Motion carried 8-0.

APPOINTMENTS TO COMMITTEES, COMMISSIONS, BOARDS AND CONFIRM APPOINTMENTS:

No appointments presented.

PAYMENT OF BILLS:

14. Bills 12 20 2022

Motion made by Alderperson Walters to approve the bills as presented. Seconded by Alderperson Cairns. Motion carried 8-0. Voting Yea: Alderperson Cairns, Alderperson Culver, Alderperson Tepley, Alderperson Melby, Alderperson Walters, Alderperson Wallace, Alderperson Fruit, Alderperson McCarthy

PUBLIC COMMENT: *No Council action will be taken on any matter originating under this item.*

No public comments.

MAYOR AND ALDERPERSONS: *Committee/Commission/Board Reports and Comments and/or items to be discussed at a future meeting.*

Alderperson Fruit commented that the recent Mozart Project concert event at RCHS was excellent. Alderperson Tepley reported that the Brewer Library is hoping to break 5,000 in circulation. She also said the library has the Hoopla app available for people to watch movies. Alderperson Walters thanked all city employees for their dedication and service throughout the year. Alderperson Cairns reminded the public that the RCPD continues to sell plush dogs as a fundraiser for the department's K-9 project. Mayor Coppernoll also thanked all council members and city employees for their efforts over the past year.

CITY AND UTILITY DEPARTMENT HEAD REPORTS AND CONCERNS:

Chief Jones reported that Partners for Prevention recently conducted alcohol compliance checks and every establishment in the city passed the check for the first time since the checks have been conducted. Jasen Glasbrenner reported that the city's website is up and functioning, but noted that there are many areas that need editing and updating. Clerk Joyce noted that people interested in taking out nomination papers for city office have until January 3, 2023 to return them to be on the April 2023 ballot.

ADJOURN:

Motion to adjourn made by Alderperson Walters. Seconded by Alderperson Melby. Motion carried 8-0 at 8:58 PM.

Minutes respectfully submitted by Clerk/Treasurer Aaron Joyce.

AGENDA

Meeting called to order at 6:33 PM. Alderpersons present were: Ryan Cairns, Carson Culver, Karin Tepley, Kevin Melby, Melony Walters, Scotty Wallace, Susan Fruit, and Tom McCarthy.

APPROVAL OF MINUTES: *Entertain a motion to waive the reading of the minutes of the last meeting in lieu of printed copies and approve said minutes or correct and approve said minutes.*

Minutes for 12/20/2022 were not available.

APPROVAL OF AGENDA:

Motion made by Alderperson Walters to approve the agenda with the Treasurer's Report and Item #3 removed. Seconded by Alderperson Tepley. Motion carried 8-0.

CITY AND UTILITY DEPARTMENT HEAD REPORTS AND CONCERNS:

Chief Jones reported that his department's newest officer is currently in field training. Jones also reported that the recent fundraiser/sale of plush K-9's has gone well.

MAYOR AND ALDERPERSONS: *Committee/Commission/Board Reports and Comments and/or items to be discussed at a future meeting.*

Alderperson Fruit noted that there have been recent incidents of speeding on Court Street and requested additional police presence in that area.

TREASURER'S REPORT:

This item was removed from the agenda by previous action.

PAYMENT OF BILLS:

1. Bills 01 03 2023
Motion made by Alderperson Tepley to pay the bills as presented. Seconded by Alderperson Fruit. Motion carried 8-0.

ITEMS FOR DISCUSSION AND ACTION:

2. 2023 Municipal Taxi License
This is the regular annual 2023 municipal taxi license for Towne Taxi. Clerk Joyce noted that the other taxi provider in the city will have its license considered at the next meeting. Motion made by Alderperson Wallace to approve the 2023 municipal taxi license for Towne Taxi. Seconded by Alderperson Melby. Motion carried 8-0.
3. Symons Recreation Operational Deficiency Request
This item was removed from the agenda by previous action.
4. Discussion & possible action regarding status of development agreement with Panorama Estates
Economic Development Director Jasen Glasbrenner reported that he has been in contact with the developer. He said the developer had concerns with the most recent developer agreement. Glasbrenner said that a tentative in-person meeting has been set for January 11th with the Panorama Estates developer. He noted that April 2023 is when building #2 is

supposed to be complete, so technically they are not in any violation of the previous agreements.

Item 1.

APPOINTMENTS TO COMMITTEES, COMMISSIONS, BOARDS AND CONFIRM APPOINTMENTS:

No appointments were brought forward for consideration.

PUBLIC COMMENT: *No Council action will be taken on any matter originating under this item.*

Keith Behling reported that the 2022 Rotary Lights in the Park went very well. There were only 5 days that the display was not open due to inclement weather. He thanked the council for volunteering. Mayor Coppernoll introduced Mark Chambers in the audience who is running for the District #2 Alderperson seat during the April 2023 election.

ADJOURN:

Motion to adjourn made by Alderperson Tepley. Seconded by Alderperson Walters. Motion carried 8-0 at 6:57 PM.

Minutes respectfully submitted by Clerk/Treasurer Aaron Joyce.

PUBLIC WORKS BILLS

Meeting Date: 01/10/23

VENDOR	DESCRIPTION	AMOUNT
allstate peterbilt	54200-420 exhaust mount	30.11
badger welding	54100-560 welding gas	38.75
badger welding	54100-560 welding gas	37.50
baily paint	54230-520 marking paint	6,510.00
lakes gas	54200-500 lp gas	143.50
msa pro.services	2021streetoutlay schmitz jarvic	144.77
msa pro.services	2022streetoutlay 7th street	867.04
napa auto parts	54200-420 truck repair	141.36
napa auto parts	54200-500 exhaust fluid	132.72
napa auto parts	54200-420 oil drain plug	24.27
napa auto parts	54400-440 plow markers	105.75
napa auto parts	54100-520shop towels	90.00
napa auto parts	54100.520 liquid black tapr	10.38
napa auto parts	54200-420 batteries	278.20
napa auto parts	54100-420 tire balancers	39.96
napa auto parts	54200-440 oil filters	18.16
natures way	54500-560 porta potty	130.00
premier coop	54200-500 gas	2,612.36
randy olson trucking	54400-560 snow removal	1,760.00
simpson tractor	2022 equipment outlay mower	21,443.00
simpson tractor	54200-420 bearing for insta chains	24.26
sleepy hollow	54400-440 sow plow blades	630.00
town&country sanitation	54500-660 transfer cost	2,684.71
town&country sanitation	54700-560 recycling	7,124.10
town&country sanitation	54600-560 garbage	17,043.75
universal truck equipment	54200-420 truck repair	1,054.90
universal truck equipment	54400-440 plow repair	1,949.00
walshs ace hardware	54230-520 flashing signs	3.34
walshs ace hardware	54230-520 flashing signs	26.19
walshs ace hardware	54200-440 equipment repair	13.36

walshs ace hardware	54100-510 grinder whaels	37.09
zarnoth brush works	54300-440 sweeper brooms	1,290.00
mike Harlan	54200-400 safty shoes	140.34
total		\$66,578.87



Park/Property Bills

Total

\$2,482.79

31-Dec-22

Item	Invoice#/WO#/PO#	Invoice/WO/PO Date	Cost
Bindl Tire & Auto LTD: 10-51850-440 Buildings/Property- Equip Maintenance Repair- Toolcat Tires	430751	12/30/2022	\$629.00
City Utilities of RC: 10-51850-660 Buildings/Property- Dike Maintenance	5561	12/8/2022	\$330.10
Holiday Wholesale: 10-51850-520 Buildings/Property- Supplies	1291501	12/21/2022	\$304.06
Klingaman Heating & Cooling, LLC: 10- 54900-390 Airport- Misc. Exp- Flame Sensor replacement, 10-51850-390 Buildings/Property- Misc. Exp- Library Pressure switch replacement	2152, 2156	12/12/2022, 12/21/22	\$243.65
Nature's Way Portable Units: 10-55300- 655 Parks- Shelter Expense- Potty @Bike Trail, Tennis Ct, Dog Park	52751	12/31/2022	\$390.00
Premier Cooperative: 10-51850-500 Buildings/Property- Gasoline	102-523134	11/30/2022	\$489.94
Simpson's Tractor Inc: 10-51850-440 Buildings/Property- Equipment Maintenance/Repair- Skidsteer Spring	CT221103	12/19/2022	\$73.60
Walsh's ACE Hardware: 10-51850-390 x3 Buildings/Property- Airport air filter, Watershed signage repair, galv tube strap, 10-51850-470 Buildings/Property- Municipal Building- light bulbs	480040,480086,480490, 480956	12/13/22, 12/14/22, 12/21/22, 12/29/2225.15	\$22.44

Total

\$2,482.79

Park/Property Bills

Total

\$324.41

9-Jan-23

Item	Invoice#/WO#/PO#	Invoice/WO/PO Date	Cost
Schneider Plumbing & Heating: 10-51850-470 Bldgs/Prop- Maint/Repair- Municipal Urinal	K14138	1/3/2023	\$101.00
Simpson's Tractor Inc: 10-51850-440 Bldgs/Prop- Equip. Maint/Repair- Truck #4 Hydraulic Hose fix	CT221389	1/9/2023	\$7.36
Walsh's ACE Hardware: 10-56300-390 Forestry- Misc Exp- Tree Flagging Tape, 10-51850-390 Bldgs/Prop- Misc Exp- Ice Melt, 10-55300-655 x2- Parks/Grounds- Shelter Exp- Garbage Cans	481228, 481199, 481497	1/3/2023 x2, 1/9/2023	\$216.05
Total			\$324.41

Date	Vendor	Invoice/Account #	Cost	Description	Budget Line
12/31/2022	Baker & Taylor Adult Account	L5408232	2,073.62	Book Orders	720
12/31/2022	Baker & Taylor YS Account	L4275042	943.55	Book Orders	720
12/27/2022	BMO Harris Bank	3490	510.81	Library Supplies	Various
12/22/2022	Demco	7236127	435.86	Floor Display	
1/1/2023	Frontier Communications	608-647-6444-010165-5	312.59	Phone	300
	Genuine Telecom	99900		Elevator phone line	300
12/30/2022	Junior Library Guild	641003	595.42	Book Orders	720
12/21/2022	Klingaman heating & cooling, LLC	2156	180.95	Furnace pressure switch	470
1/1/2023	Naviant	00146328	840.00	History Room Microfilm Reader	760
1/10/2023	Rhyme Business Products	33214337	303.92	Copier Lease	340
1/1/2023	Wall Street Journal		599.88	Newspaper Subscription	360
12/31/2022	Walsh's Ace Hardware	100115	433.89	Custodian Supplies	530
1/10/2023	We Energies	0713704970-00001	3.31	Heat	310
			7,233.80		

FINANCE COMMITTEE

Meeting Date: 01/17/23

VENDOR	DESCRIPTION	AMOUNT
Auto Zone	Police squad operating expense	\$ 39.07
GenCom	Police squad equipment	5,601.44
Hynek Printing	Police department forms	180.00
Pitney Bowes	Postage for postage meter	201.00
Sextonville Waterworks	Airport 4th quarter water/sewer bill	150.45
TC Autoworks	Police squad operating expense	98.72
The Psychology Center SC	Pre-employment evaluation	475.00
TitleWorks LLC	Panorama owner's policy	475.00
WI Dept of Justice	Background check	7.00
Total (December bills to be paid in January)		\$ 7,188.61

VENDOR	DESCRIPTION	AMOUNT
Alliant Energy	Airport electric bills	\$ 305.45
Alliant Energy	Park shelter electric bill	19.69
Auto Zone	Police squad operating expense	10.98
City Utilities	City EL/WA/SE bills	12,951.32
Command Central	2023 election equipment agreement	820.00
Community Insurance	2023 liability premiums	28,326.00
Community Insurance	2023 workers comp audit adjustment	8,483.00
Family Dollar	Restitution payment	9.50
Frontier	Police department phone bill	10.70
Noware LLC	Police maintenance payment	1,500.00
Rhyme Business Products	Police copier payment	254.54
Rhyme Business Products	Municipal building copiers	621.29
Rhyme Business Products	Community center copier	247.26
Richland Electric Co-op	Floodwarning system bill	40.75
Richland Hospital	Physicals-new hires, alcohol draws-OWIs	496.00
Tracker Products	Police evidence tracking system	3,885.00
Traf-O-Teria System	Police parking tickets	1,103.78
W Chris McGough LLC	City attorney fees	4,212.50
Wal-Mart	Restitution payment	78.54
Wal-Mart	Restitution payment	701.00
WE Energies	City heat bills	4,377.90
Wegner Auto Service	Police impound bill	175.00
Wex Bank	Police fuel bill	1,938.17
WI Chiefs of Police Association	B Jones membership renewal	150.00
WI Dept of Transportation	Preliminary design-Highway 14	3,590.15
Wil-Kil Pest Control	Pest control-Municipal bldg, community ctr	139.85
Total (January 2023 bills)		\$ 74,142.92

GRAND TOTAL	\$ 81,331.53
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CITY OF RICHLAND CENTER APPLICATION FOR MUNICIPAL LICENSE

THE UNDERSIGNED HEREBY APPLIES TO THE CITY OF RICHLAND CENTER FOR A LICENSE TO CONDUCT THE FOLLOWING ACTIVITY WITHIN SAID CITY FOR THE LICENSE PERIOD ENDING - JUNE 30, 2023
December 31

License Type Taxi

Name Running Inc

Address 318 W Decker St

Viroqua WI 54656

Phone: 608-637-2599

Street address where licensed activity will be carried out: 1217 1/2 Hazeltine St Richland Center

Applicant is (check one)

Individual (Sole Proprietor) Partnership Corporation Other

Name, address and dates of birth of the applicant and all partners, officers, directors and/or managing agents:

Name: <u>Richard Running</u>	Date of Birth: <u>5-31-1954</u>
Residential Address: <u>9 S Washington Heights Viroqua WI 54665</u>	
Position: <u>President</u>	

Name: <u>Justin Running</u>	Date of Birth: <u>9-30-1980</u>
Residential Address: <u>706 Derek Ln Viroqua WI 54665</u>	
Position: <u>Vice President</u>	

Name: <u>Bonnie Running</u>	Date of Birth: <u>5-20-1952</u>
Residential Address: <u>9 S Washington Heights Viroqua WI 54665</u>	
Position: <u>Treasurer</u>	

Name: _____	Date of Birth: _____
Residential Address: _____	
Position: _____	

Name: _____	Date of Birth: _____
Residential Address: _____	
Position: _____	

NOTE - THIS APPLICATION MUST BE FILLED OUT COMPLETELY AND SIGNED ON THE BACK OR IT WILL BE AUTOMATICALLY DENIED

The undersigned, by making this application, hereby authorize and consent to such inquiry and/or investigation as the City of Richland Center deems necessary to determine whether this applicant and/or the application meets all requirements of the ordinances of the City for the issuance of said license.

NOTE: Tree Cutting Licenses require a certification of insurance with a minimum \$1,000,000.00 liability insurance. Licenses are NOT issued immediately and may take up to two weeks to be approved and issued.

IT IS UNDERSTOOD THAT ANY MATERIAL FALSIFICATION IN THIS APPLICATION MAY BE BASIS FOR DENIAL OF THE APPLICATION OR THE REVOCATION OF ANY LICENSE ISSUED BY THE CITY PURSUANT TO THIS APPLICATION.

License fee \$ 110.00 is submitted herewith.

Dated this 1-12-23 day of _____

Received
1/13/23
Aaron Joyce

[Signature]
Signature of Applicant(s) or Agent of Applicant(s)

(NOTE: The City may require that additional information, appropriate to the specific type of license requested, be submitted with this application or as a supplement to this application prior to consideration of license issuance.)

SUPPLEMENTAL INFORMATION REQUIRED FOR TAXI LICENSE APPLICATIONS ONLY:

Taxi license requires Police inspection of all vehicles and certificate of insurance with a minimum of \$1,000,000.00 liability insurance.

Names, addresses and birth dates of all persons who will drive taxi under this license:

Name: Kurt Bindl Date of Birth: 3-5-1979
Residential Address: 551 E Mechanics St Muscoda WI 53573
Position: Driver

Name: Tad Brockus Date of Birth: 1-4-1975
Residential Address: 2330 N Preston Dr Richland Center WI 53581
Position: Driver

Name: Lisa Ermilio Date of Birth: 2-9-1967
Residential Address: 546 E Kinder St Richland Center WI 53581
Position: Driver

Date application filed with City Clerk: _____ Amount Paid: _____

Date referred to City Council: _____

Decision of City Council: _____

The undersigned, by making this application, hereby authorize and consent to such inquiry and/or investigation as the City of Richland Center deems necessary to determine whether this applicant and/or the application meets all requirements of the ordinances of the City for the issuance of said license.

NOTE: Tree Cutting Licenses require a certification of insurance with a minimum \$1,000,000.00 liability insurance. Licenses are NOT issued immediately and may take up to two weeks to be approved and issued.

IT IS UNDERSTOOD THAT ANY MATERIAL FALSIFICATION IN THIS APPLICATION MAY BE BASIS FOR DENIAL OF THE APPLICATION OR THE REVOCATION OF ANY LICENSE ISSUED BY THE CITY PURSUANT TO THIS APPLICATION.

License fee \$ _____ is submitted herewith.

Dated this _____ day of _____,

Signature of Applicant(s) or Agent of Applicant(s)

(NOTE: The City may require that additional information, appropriate to the specific type of license requested, be submitted with this application or as a supplement to this application prior to consideration of license issuance.)

SUPPLEMENTAL INFORMATION REQUIRED FOR TAXI LICENSE APPLICATIONS ONLY:

Taxi license requires Police inspection of all vehicles and certificate of insurance with a minimum of \$1,000,000.00 liability insurance.

Names, addresses and birth dates of all persons who will drive taxi under this license:

Name:	<u>Richard Ermilio</u>	Date of Birth:	<u>1-25-1970</u>
Residential Address:	<u>546 E Kinder St Richland Center WI 53581</u>		
Position:	<u>Driver</u>		
Name:	<u>Christopher Kanable</u>	Date of Birth:	<u>6-7-1977</u>
Residential Address:	<u>598 E Haseltine Richland Center WI 53581</u>		
Position:	<u>Driver</u>		
Name:	_____	Date of Birth:	_____
Residential Address:	_____		
Position:	_____		

Date application filed with City Clerk: _____ Amount Paid: _____

Date referred to City Council: _____

Decision of City Council: _____



RUNNING-02

JPELISCHEK

Item 3.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/12/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER AdvisorNet P&C 330 East Kilbourn Avenue, Suite 850 Milwaukee, WI 53202	CONTACT NAME: Julie Pelischek	
	PHONE (A/C, No, Ext): (866) 896-0281 3720	FAX (A/C, No): (612) 313-7574
E-MAIL ADDRESS: jpelischek@robertsonryan.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : The Cincinnati Insurance Company		10677
INSURER B : WEST BEND MUTUAL INSURANCE COMPANY		15350
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

INSURED

Running, Inc.
318 W Decker St
Viroqua, WI 54665-1511

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			EPP 0534131	5/1/2022	9/1/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 1,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:							
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			EBA 0575175	5/1/2022	9/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ UM/UTM \$ 300,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE			EPP 0534131	5/1/2022	9/1/2023	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
DED		RETENTION \$					
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	A700268	12/31/2021	12/31/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Richland Center RC812 White WC-1 2013 Dodge Grand Caravan 2C4RDGCG8DR575391
Richland Center RC813 Silver WC-1 2011 Dodge Braun Entervan 2D4RN4DG7BR788617
Richland Center RC814 Silver WC-1 2012 Dodge Sport Van 2CARDGBG9CR296659
Richland Center VT431 Silver WC-1 2013 Dodge Grand Caravan 2C4RDGBG9DR774063

CERTIFICATE HOLDER CANCELLATION

City of Richland Center
450 S. Main Street
Richland Center, WI 53581

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



Item 4.

2130 WEST BADGER RD
MADISON WI 53713
Phone: 608 255-0005
Fax: 608 255-3656

To: MDWI - END USER
RICHLAND CENTER GOVERNMENT
2130 W BADGER ROAD
MADISON WI 53713
Attn: Dave Fry
Phone:
Fax:
Email:

Date: 01/11/2023
Proj Name: RICHLAND CENTER
GB Quote #: 0242435971
Release Nbr:
Purchase Order Nbr:
Additional Ref#
Valid From: 01/11/2023
Valid To: 01/31/2023
Contact: Eddie Barrington
Email: eddie.barrington@graybar.com

Proposal

We Appreciate Your Request and Take Pleasure in Responding As Follows

Item	Item/Type	Quantity	Supplier	Catalog Nbr	Description	Price	Unit	Ext.Price
100	117 EA	LEOTEK		PTC-S-F-N-S- 30J-MV-30K-3- BK-060-C-CS		\$530.00	1	\$62,010.00

Item Note:
Colonial LED post top, flat sloped roof, no side panels, micro optics, 30J LEDs, 120-277V, 3000K, type 3 optics, black, 060 output, standard cupola, field adjustable light output
*FREIGHT ALLOWED.
*LEAD TIME IS APPROX 6-8 WEEKS FROM RELEASE OF ORDER.

200	117 EA	WAVE LIGHTING		2692-HDV-BK-HH		\$422.00	1	\$49,374.00
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Item Note:
12' Round straight aluminum pole, 3" diameter, anchor bolts and template included, heavy-duty base cover, black finish, hand hole
*FREIGHT ALLOWED.
*LEAD TIME IS APPROX 6-8 WEEKS FROM RELEASE OF ORDER.

Total in USD (Tax not included): \$111,384.00

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To learn more about Graybar, visit our website at www.graybar.com

24-Hour Emergency Phone#: 1-800-GRAYBAR

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To: MDWI - END USER
RICHLAND CENTER GOVERNMENT
2130 W BADGER ROAD
MADISON WI 53713

Date: 01/11/2023
Proj Name: RICHLAND CENTER
GB Quote #: 0242435971

Item 4.

Attn: Dave Fry

Proposal

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GRAYBAR ELECTRIC COMPANY, INC. TERMS AND CONDITIONS OF SALE

1. **ACCEPTANCE OF ORDER; TERMINATION** - Acceptance of any order is subject to credit approval and acceptance of order by Graybar Electric Company, Inc. ("Graybar") and, when applicable, Graybar's suppliers. If credit of the buyer of the goods or services ("Buyer") becomes unsatisfactory to Graybar, Graybar reserves the right to terminate upon notice to Buyer and without liability to Graybar.
2. **PRICES AND SHIPMENTS** - Unless otherwise quoted, prices for goods shall be those in effect at time of shipment, which shall be made F.O.B. shipping point, prepaid and bill. Unless otherwise indicated in the applicable quotation or statement of work, prices for services shall be those in effect at the time of completion. The contract price for goods and/or services shall be increased by the amount of any applicable tariff, excise, fee, assessment, levy, charge or duty of any kind whatsoever, imposed, assessed or collected by any governmental body, whether or not reflected in the costs charged to Graybar, and Graybar may increase its cost for goods and/or services appropriately to take into account such increases in Graybar's costs.
3. **RETURN OF GOODS** - Credit may be allowed for goods returned with prior approval. A deduction may be made from credits issued to cover cost of handling. Returns will not be accepted for services or any material which has been modified at the request of or by Buyer. In addition, no custom orders may be returned.
4. **TAXES** - Prices shown do not include sales or other taxes imposed on the sale of goods or services. Taxes now or hereafter imposed upon sales, shipments or services will be added to the purchase price. Buyer agrees to reimburse Graybar for any such tax or provide Graybar with acceptable tax exemption certificate.
5. **DELAY IN DELIVERY** - Graybar is not to be accountable for delays in delivery of goods or services occasioned by acts of God, failure of its suppliers to ship or deliver on time, or other circumstances beyond Graybar's reasonable control, including, but not limited to, sourcing, shipment or delivery issues caused by, related to or resulting from COVID-19 or other similar national or global health situations. Factory shipment or delivery dates are best estimates, and in no case shall Graybar be liable for any consequential or special damages arising from any delay in provision of services, shipment or delivery.
6. **LIMITED WARRANTIES** - Graybar warrants that all goods sold are free of any security interest and will make available to Buyer all transferable warranties (including without limitation warranties with respect to intellectual property infringement) made to Graybar by the manufacturer of the goods. Buyer acknowledges that the performance of any service which alters the manufacturer provided goods as indicated in the statement of work may void the manufacturer's warranty. Graybar shall use the same care and skill a similarly situated provider of like services would exercise following commonly accepted industry practices in the performance of its duties under this agreement. **GRAYBAR MAKES NO OTHER EXPRESS OR IMPLIED WARRANTIES, AND SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PURPOSE, UNLESS OTHERWISE AGREED IN WRITING BY AN AUTHORIZED REPRESENTATIVE OF GRAYBAR.** PRODUCTS SOLD HEREUNDER ARE NOT INTENDED FOR USE IN OR IN CONNECTION WITH (1) ANY SAFETY APPLICATION OR THE CONTAINMENT AREA OF A NUCLEAR FACILITY, OR (2) IN A HEALTHCARE APPLICATION, WHERE THE GOODS HAVE POTENTIAL FOR DIRECT PATIENT CONTACT OR WHERE A SIX (6) FOOT CLEARANCE FROM A PATIENT CANNOT BE MAINTAINED AT ALL TIMES.
7. **LIMITATION OF LIABILITY** - Buyer's remedies under this agreement are subject to any limitations contained in manufacturer's terms and conditions to Graybar, a copy of which will be furnished upon written request. Furthermore, Graybar's liability shall be limited to either repair or replacement of the goods, re-performance of the services, or refund of the purchase price, all at Graybar's option, and IN NO CASE SHALL GRAYBAR BE LIABLE FOR INCIDENTAL, SPECIAL, OR CONSEQUENTIAL DAMAGES. In addition, claims for shortages, other than loss in transit, must be made in writing not more than five (5) days after receipt of shipment. Unless otherwise agreed in the applicable statement of work, acceptance of services will occur not more than five (5) days after completion of performance.
8. **WAIVER** - The failure of Graybar to insist upon the performance of any of the terms or conditions of this agreement or to exercise any right hereunder shall not be deemed to be a waiver of such terms, conditions, or rights in the future, nor shall it be deemed to be a waiver of any other term, condition, or right under this agreement.
9. **MODIFICATION OF TERMS AND CONDITIONS** - These terms and conditions, and any associated statement of work, supersede all other communications, negotiations, and prior oral or written statements regarding the subject matter of these terms and conditions. No change, modification, rescission, discharge, abandonment, or waiver of these terms and conditions shall be binding upon Graybar unless made in writing and signed on its behalf by a duly authorized representative of Graybar. No conditions, usage of trade, course of dealing or performance, understanding or agreement, purporting to modify, vary, explain, or supplement these terms and conditions shall be binding unless hereafter made in writing and signed by the party to be bound. Any proposed modifications or additional terms are specifically rejected and deemed a material alteration hereof. If this document shall be deemed an acceptance of a prior offer by Buyer, such acceptance is expressly conditional upon Buyer's assent to any additional or different terms set forth herein.
10. **REELS** - When Graybar ships returnable reels, a reel deposit may be included in the invoice. The Buyer should contact the nearest Graybar service location to return reels.
11. **CERTIFICATION** - Graybar hereby certifies that these goods were produced in compliance with all applicable requirements of Sections 6, 7, and 12 of the Fair Labor Standards Act, as amended, and of regulations and orders of the United States Department of Labor issued under Section 14 thereof. This agreement is subject to Executive Order 11246, as amended, the Rehabilitation Act of 1973, as amended, the Vietnam Veterans' Readjustment Assistance Act of 1974, as amended, E.O. 13496, 29 CFR Part 471, Appendix A to Subpart A, and the corresponding regulations, to the extent required by law. 41 CFR 60-1.4, 60-741.5, and 60-250.5 are incorporated herein by reference, to the extent legally required.
12. **FOREIGN CORRUPT PRACTICES ACT** - Buyer shall comply with applicable laws and regulations relating to anti-corruption, including, without limitation, (i) the United States Foreign Corrupt Practices Act (FCPA) (15 U.S.C. §§78dd-1, et. seq.) irrespective of the place of performance, and (ii) laws and regulations implementing the Organization for Economic Cooperation and Development's Convention on Combating Bribery of Foreign Public Officials in International Business Transactions, the U.N. Convention Against Corruption, and the Inter-American Convention Against Corruption in Buyer's country or any country where performance of this agreement or delivery of goods will occur.
13. **ASSIGNMENT** - Buyer shall not assign its rights or delegate its duties hereunder or any interest herein without the prior written consent of Graybar, and any such assignment, without such consent, shall be void.
14. **GENERAL PROVISIONS** - All typographical or clerical errors made by Graybar in any quotation, acknowledgment or publication are subject to correction. This agreement shall be governed by the laws of the State of Missouri applicable to contracts to be formed and fully performed within the State of Missouri, without giving effect to the choice or conflicts of law provisions thereof. All suits arising from or concerning this agreement shall be filed in the Circuit Court of St. Louis County, Missouri, or the United States District Court for the Eastern District of Missouri, and no other place unless otherwise determined in Graybar's sole discretion. Buyer hereby irrevocably consents to the jurisdiction of such court or courts and agrees to appear in any such action upon written notice thereof.
15. **PAYMENT TERMS** - Payment terms shall be as stated on Graybar's invoice or as otherwise mutually agreed. As a condition of the sales agreement, a monthly service charge of the lesser of 1-1/2% or the maximum permitted by law may be added to all accounts not paid by net due date. Visa, MasterCard, American Express, and Discover credit cards are accepted at point of purchase only.
16. **EXPORTING** - Buyer acknowledges that this order and the performance thereof are subject to compliance with any and all applicable United States laws, regulations, or orders. Buyer agrees to comply with all such laws, regulations, and orders, including, if applicable, all requirements of the International Traffic in Arms Regulations and/or the Export Administration Act, as may be amended. Buyer further agrees that if the export laws are applicable, it will not disclose or re-export any technical data received under this order to any countries for which the United States government requires an export license or other supporting documentation at the time of export or transfer, unless Buyer has obtained prior written authorization from the United States Office of Export Control or other authority responsible for such matters.
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Signed: _____

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Item 4.

2130 WEST BADGER RD
MADISON WI 53713
Phone: 608 255-0005
Fax: 608 255-3656

To: MDWI - END USER
RICHLAND CENTER GOVERNMENT-DAVE FRY
2130 W BADGER ROAD
MADISON WI 53713
Attn: Dave Fry
Phone:
Fax:
Email:

Date: 01/11/2023
Proj Name: RICHLAND CENTER
GB Quote #: 0242435942
Release Nbr:
Purchase Order Nbr:
Additional Ref#
Valid From: 01/11/2023
Valid To: 01/31/2023
Contact: Eddie Barrington
Email: eddie.barrington@graybar.com

Proposal

We Appreciate Your Request and Take Pleasure in Responding As Follows

Item	Item/Type	Quantity	Supplier	Catalog Nbr	Description	Price	Unit	Ext.Price
200	20 EA	LEOTEK		PTC-S-F-N-S- 30J-MV-30K-3- BK-060-C-CS		\$530.00	1	\$10,600.00

Item Note:
Colonial LED post top, flat sloped roof, no side panels, micro optics, 30J LEDs, 120-277V, 3000K, type 3 optics, black, 060 output, standard cupola, field adjustable light output
*LEAD TIME IS APPROX 6-8 WEEKS FROM RELEASE OF ORDER.
*FREIGHT ALLOWED.

Total in USD (Tax not included): \$10,600.00

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To: MDWI - END USER
RICHLAND CENTER GOVERNMENT-DAVE FRY
2130 W BADGER ROAD
MADISON WI 53713

Date:
Proj Name:
GB Quote #:

01/11/2023
RICHLAND CENTER
0242435942

Item 4.

Attn: Dave Fry

Proposal

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Signed: _____

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24-Hour Emergency Phone#: 1-800-GRAYBAR

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AGENDA ITEM DATA SHEET

Agenda Item: Dike Light Replacement

Meeting Date: 1/17/2023

Committee Review: Property Committee on 1/12/23

Committee Recommendation: *Motion by Melby to recommend to Finance to approve the purchase of dike lights at a cost not to exceed \$10,000 from Visual Impact/Graybar and waive the bidding requirements. Seconded by Wallace. Motion carried unanimously.*

Requested by: Dave Fry, Buildings & Grounds Superintendent
Technical Assistance provided by Scotty Wallace and Scott Gald

Reviewed/Recommended by: Property Committee. Forwarded to Finance.

Background: Requesting authorization to purchase Leotek Post top Colonial LED Lanterns to replace damaged dike light fixtures.

- **Request to Purchase Fixtures.** Twenty dike lights have been damaged by way of vandalism. The existing lights are more than 20 years old and no longer manufactured. As such, the parts necessary to repair the damaged fixtures cannot be obtained necessitating the purchase of new fixtures. While the replacement fixtures will not match the existing fixtures, a phased replacement approach will be pursued ultimately resulting in total conformity. Phase one of replacements will occur in areas monitored by video surveillance in the event of ongoing vandalism.
- **Request to Waive Bidding Requirements:** Several vendors were contacted to obtain quotes. Visual Impact Lighting/Graybar was able to satisfy the request at half of the cost of all other vendors. Due to the disparity in pricing, requesting authorization to waive the bidding process for this purchase.

Financial Impact: Each replacement post/lantern is \$530 at a cost of \$9,540 for eighteen. Requesting authorization to purchase 18 fixtures at a cost not to exceed \$10,000.

Funding Source: 10-61000-961 Parks Outlay, budgeted for \$10,000.00.
This project was discussed during the recent budget process. As such \$10,000 was allocated for the first phase of replacement.

Requested Action:

Finance

Motion to recommend to Council to approve the purchase of dike lights at a cost not to exceed \$10,000 from Visual Impact/Graybar and waive the bidding requirements.

Council

Motion to approve the purchase of dike lights at a cost not to exceed \$10,000 from Visual Impact/Graybar and waive the bidding requirements.

Attachments: Quotes (2) from Visual Impact

CALL TO ORDER: *Roll call for the meeting to determine whether a quorum is present and affirmation of proper public notice.*

Chair Ryan Cairns called the meeting to order at 12:31PM. A quorum was present. Oliphant affirmed proper public notice of the meeting.

PRESENT: Karin Tepley, Melony Walters, Ryan Cairns

ITEMS FOR DISCUSSION AND ACTION:

Purchase of Street Department Truck

Nelson advised he had been in communication with Jones Chevrolet regarding the Chevrolet Silverado approved to be purchased in March of 2022. Jones Chevrolet informed Nelson that they could no longer satisfy the order and a different truck must be ordered. With this information, Nelson contacted Fillback Ford, Jones Chevrolet, and Sleepy Hollow to determine if other trucks meeting specifications were available on the lot for purchase. All vendors advised Nelson that he could order a truck, but the wait would be at least one year. Of the three vendors, only Fillback Ford had a truck meeting specifications available for immediate purchase and under budget.

The original bid for a Street Department truck was awarded to Jones Chevrolet in the amount of \$38,600. Sleepy Hollow was the only other bidder with a cost of \$47,875. In July 2022, after being advised that the order for a 2022 Chevrolet Silverado could no longer be filled, the Common Council approved additional spending to purchase a 2023 Chevrolet Silverado instead. As this order had not been filled, \$45,000 was included in the 2023 budget for the purpose of purchasing a Street Department truck.

Nelson requested authorization to purchase a 2022 F250 XL from Fillback Ford at a cost of \$37,893.50. The purchase price includes all fees and a \$6,000 reduction for the trade-in of a 2008 Ford F250.

Motion to approve the purchase of 2022 Ford F250 in the amount of \$37,893.50 from Fillback Ford.

Motion made by Cairns, Seconded by Walters.

Voting Yea: Tepley, Walters, Cairns

ADJOURN

Adjournment

The meeting of the Finance Committee adjourned at 12:37PM.

Motion to adjourn. Motion made by Cairns, Seconded by Walters.

Voting Yea: Tepley, Walters, Cairns

Minutes recorded by Ashley Oliphant

Fillback Ford Inc

2410 US Hwy 14 E
 Richland Center, WI 53581
 (608) 647-5400

Item 5.

GUEST INFORMATION

Date: 01/04/2023 Salesperson: Fillback2,Mark
 Deal Number: 168944

Guest Name Richland Center Street Dept,
 Address 450 South Main St. Richland Center, WI 53581
 Home Telephone No. (608) 647-4448 Work Telephone No. (608) 647-2103 Cell Telephone No. _____
 Email Address no email Drivers License No (Buyer) _____ Drivers License No (Co-Buyer) _____

VEHICLE DESCRIPTION

Make/Model/Description 2022 Ford F250 XL Year 2022 Color White Miles 46
 Stock No. 2N22253 VIN No. 1FT7W2B69 NEF53721

Loan Payments		<i>Estimated</i>	
Cash Down:	\$ 0	\$ 2,000	\$ 3,000
0 months	37894 - 37909	35894 - 35909	34894 - 34909
54months	4218 - 4233	3995 - 4010	3884 - 3899
60months	4214 - 4229	3992 - 4007	3880 - 3895
<i>*A.P.R. Subject to equity and credit requirements.</i>			

Retail Value	51,275.00
Savings/Rebate	-7800.00
Fillback Points	0.00
Sale Price	43,475.00
Trade Value	6,000.00
Trade Difference	37,475.00
Accessories	0.00
Sub Total	37,475.00
Taxes	0.00
Title/Reg/Lic Fees	169.50
Tire Fee	0.00
Svc Cont and/or GAP	0.00
Service Fee	249.00
Trade Balance	0.00
Total	37,893.50

Guest Approval

PAYMENTS ARE ESTIMATES AND THE FINAL TERMS OF YOUR LOAN MAY DIFFER DEPENDING ON THE ACTUAL TERMS OF THE FINANCIAL INSTITUTIONS ACCEPTANCE AND ARE NEGOTIABLE. I AUTHORIZE DEALER TO CHECK MY CREDIT IN REFERENCE TO PURCHASE THE ABOVE VEHICLE AND CONTACT MY LIENHOLDER TO GET ACCURATE PAYOFF INFORMATION ON MY TRADE-IN (IF APPLICABLE). THIS IS NOT AN OFFER TO PURCHASE THE ABOVE VEHICLE AND THAT THE OFFER MUST BE APPROVED BY THE MANAGEMENT OF THE DEALERSHIP.

Management Approval *With Lender Approval

Doug

CITY OF RICHLAND CENTER

AGENDA ITEM DATA SHEET

Agenda Item: Deficiency Appropriation Request for Symon's Recreation Center

Meeting Date: 1/17/2023

Requested by: Clinton Langreck, Richland County Administrator

Presented by: Ashley Oliphant, City Administrator

Background:

This letter is a request for additional operation funding for deficits ran in the 2020 and 2021 years, regarding the Symon's Recreational Complex. In 2020 and 2021 the Symon's Recreational Complex ran operational overages in the amounts of \$95,222.81 totaling for the two years.

The recreation complex ran deficit balances in the closing of fund #36 "SWIMMING POOL OPERATIONS FUND" for 2020 and 2021. At the September 20th, 2022 meeting the Richland County Board of Supervisors took action to make a deficiency appropriation transfer of \$95,222.81 from the general fund to set the Symon's non-lapsing fund to \$0.00 entering the 2022 budget. This action was taken in context that it is not anticipated that Symon's operational revenues will increase to an extent of making up the deficit amount in the foreseeable future.

The County is asking, in recognition of this action, that the City of Richland Center release funds to the County in the amount of \$47,611.41 to cover the City's 50% share of the costs in operational overages accrued in 2020 and 2021.

Financial Impact: \$47,611.41 (unbudgeted)

Funding Source: Three Sources Identified:

\$40,000 from 10-59100-390 Unallocated Contingency for 2022

\$3,023.58 from 10-61000-XXX Undesignated Interest (Projects Outlay)

\$4,587.83 from 10-59100-990 Symons line item in Pool 4 Outlay

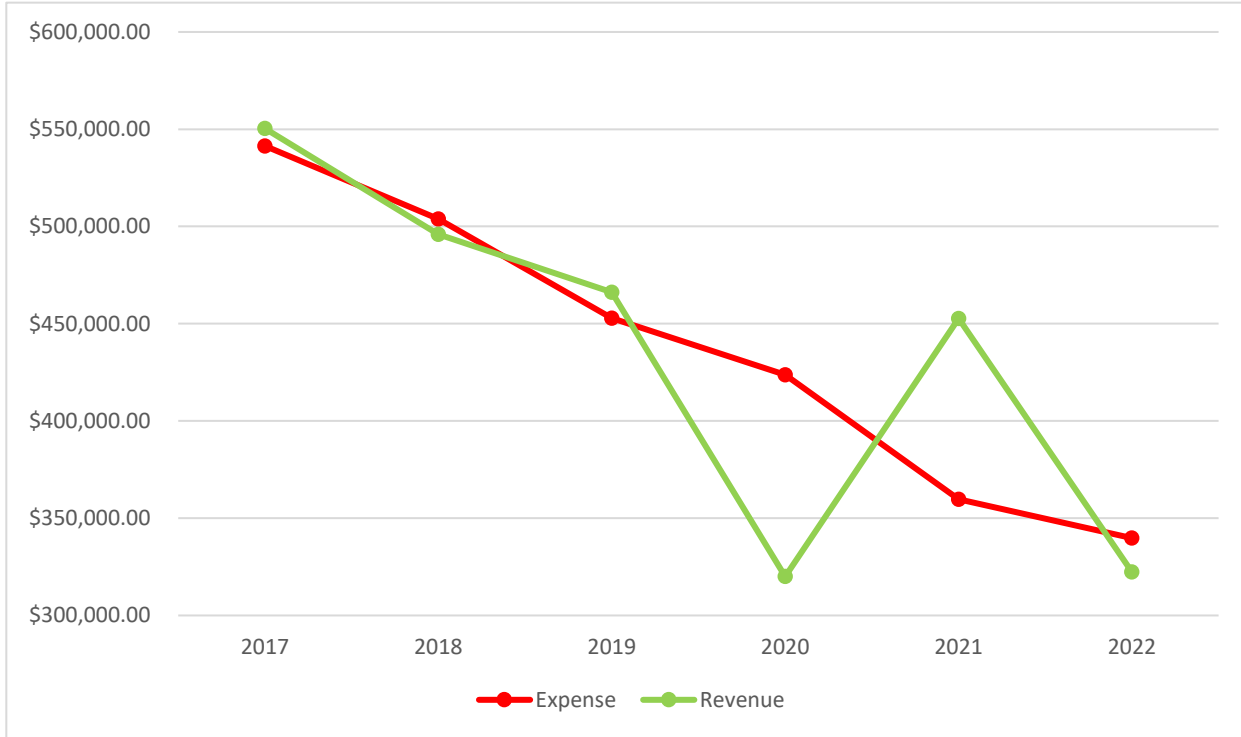
Requested Action: Approve or deny request.

	2017	2018	2019	2020	2021	2022 as of 11/14
	<i>Expenses*</i>	<i>Expenses*</i>	<i>Expenses*</i>	<i>Expenses*</i>	<i>Expenses*</i>	<i>Expenses*</i>
Salaries	\$ 121,041.06	\$ 127,507.20	\$ 122,577.32	\$ 115,745.77	\$ 107,200.99	\$ 117,248.08
Temp/Casual	\$ 115,035.19	\$ 118,220.11	\$ 123,230.99	\$ 87,642.10	\$ 94,697.05	\$ 82,654.64
FICA	\$ 17,810.81	\$ 18,582.76	\$ 18,300.91	\$ 15,866.55	\$ 15,003.63	\$ 14,813.76
Life	\$ 97.00	\$ 109.98	\$ 72.54	\$ 50.73	\$ 29.29	\$ 28.93
Education	\$ 1,012.00	\$ 619.04	\$ 703.00	\$ 769.00	\$ -	\$ 350.00
HRA Admin Fee	\$ 153.06	\$ 152.61	\$ 136.49	\$ 150.91	\$ 170.03	\$ 218.00
Health	\$ 34,231.73	\$ 36,627.99	\$ 33,608.49	\$ 31,407.96	\$ 27,279.59	\$ 32,686.46
WRS	\$ 10,902.75	\$ 10,649.14	\$ 9,672.33	\$ 9,345.30	\$ 8,696.49	\$ 8,948.14
Dental	\$ 628.68	\$ 628.68	\$ 471.51	\$ 311.54	\$ 91.55	\$ 178.70
HRA Ded Reim	\$ 1,000.00	\$ 743.98	\$ 416.13	\$ 3,000.00	\$ 1,779.80	\$ 1,417.90
Lights	\$ 51,189.28	\$ 45,659.57	\$ 38,122.72	\$ 34,361.56	\$ 37,317.07	\$ 30,020.01
Telephone	\$ 3,133.70	\$ 3,251.48	\$ 3,165.13	\$ 2,930.02	\$ 3,220.70	\$ 2,337.91
Heat	\$ 15,985.09	\$ 16,500.13	\$ 13,404.31	\$ 7,716.03	\$ 16,440.42	\$ 11,344.03
Professional Svcs	\$ -		\$ 2,869.50	\$ -	\$ -	\$ -
Snow Plowing	\$ 440.00	\$ 1,020.00	\$ 1,410.00	\$ 850.00	\$ 850.00	\$ 350.00
Postage/Envelopes	\$ 1,185.39	\$ 995.92	\$ 1,023.28	\$ 594.00	\$ 730.50	\$ 677.97
Copies/Paper	\$ 308.20	\$ 581.00	\$ 832.48	\$ 1,497.84	\$ 377.01	\$ 189.49
Bank Fees	\$ 2,885.33	\$ 1,495.87	\$ 520.00	\$ 421.00	\$ 296.00	\$ 187.00
Office Supplies	\$ 1,478.50	\$ 1,760.83	\$ 458.83	\$ 460.15	\$ 88.12	\$ 120.72
Background cks	\$ -		\$ 28.00	\$ 35.00	\$ 7.00	\$ 39.00
Advertising	\$ 2,750.26	\$ 2,211.28	\$ 3,353.70	\$ 2,221.35	\$ 3,017.47	\$ 3,291.62
Class Expenses	\$ 6,851.85	\$ 7,684.94	\$ 7,109.58	\$ 2,670.57	\$ 6,443.23	\$ 4,259.18
Meals	\$ 32.43	\$ 135.26	\$ 11.55	\$ 16.98	\$ 13.95	\$ -
Lodging	\$ 85.00	\$ 298.00	\$ 156.69	\$ 133.50	\$ -	\$ -
Mileage	\$ 624.04	\$ 497.76	\$ 706.74	\$ 246.84	\$ 1,031.29	\$ 55.08
Pool Supplies	\$ 6,985.14	\$ 10,793.35	\$ 6,005.31	\$ 5,421.42	\$ 4,725.68	\$ 4,347.87
Maint/Repairs	\$ 96,914.26	\$ 62,016.07	\$ 39,948.28	\$ 52,964.28	\$ 19,083.25	\$ 16,579.91
Licensing	\$ 550.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
Computer Maint/Upgrd	\$ 69.99	\$ 2,932.42	\$ 1,054.06	\$ 601.93	\$ 202.49	\$ 606.88
Computer Software	\$ 1,261.96	\$ 758.00	\$ 175.20	\$ 675.00	\$ -	\$ -
Merchandise	\$ 3,708.38	\$ 2,901.42	\$ 3,564.29	\$ 771.34	\$ 2,068.61	\$ 1,272.71
New Equipment	\$ 22,049.16	\$ 4,903.40	\$ 299.66	\$ 3,441.00	\$ 1,147.65	\$ -
Wrk Comp,Prop,Liab In	\$ 11,790.00	\$ 10,985.00	\$ 11,270.00	\$ 12,025.00	\$ 5,311.00	\$ 6,225.15
Special Events	\$ 310.61	\$ 238.15	\$ 230.33	\$ 1,163.78	\$ 55.89	\$ 16.56
Comm Crime Ins	\$ 68.00	\$ 67.00	\$ 67.00	\$ 67.00		\$ -
USA Swim Expenses	\$ 6,790.14	\$ 8,231.12	\$ 5,885.47	\$ 1,252.98	\$ 578.00	\$ -
Contract Svcs	\$ -	\$ 2,120.50	\$ 171.83			\$ -
Bills no line	\$ (22.31)	\$ 40.00	\$ 322.77	\$ 42.65	\$ 40.00	\$ 40.00
FOB Expenses	\$ 1,119.00	\$ 1,104.00	\$ 1,098.00	\$ 925.00	\$ 1,110.00	\$ 1,766.00
Attorney Fees	\$ -	\$ 40.00	\$ -	\$ -	\$ -	\$ -
Comp Prog Support	\$ 675.00	\$ 358.78	\$ -	\$ 79.99	\$ -	\$ -
Unemployment Ins	\$ -	\$ -	\$ -	\$ 2,706.27	\$ 233.61	\$ (2,925.59)
Lins Ret Sick Lv Conver	\$ -	\$ -	\$ -	\$ 22,807.01	\$ -	\$ -
Svcs on Machines	\$ 270.00	\$ -	\$ -	\$ -	\$ -	\$ -
Per Diems	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30.00
	\$ 541,400.68	\$ 503,822.74	\$ 452,854.42	\$ 423,789.35	\$ 359,737.36	\$ 339,776.11

	2017	2018	2019	2020	2021	2022 as of 11/14
	<i>Revenue*</i>	<i>Revenue*</i>	<i>Revenue*</i>	<i>Revenue*</i>	<i>Revenue*</i>	<i>Revenue*</i>
Tax Levy	\$ 37,024.60	\$ 34,305.00	\$ 34,291.50	\$ 34,291.50	\$ 34,291.50	\$ 36,141.61
Membership Fees	\$ 288,288.07	\$ 303,973.87	\$ 291,102.82	\$ 181,370.19	\$ 226,197.39	\$ 189,896.94
Special Events	\$ 3,135.10	\$ 3,907.72	\$ 2,550.59	\$ 2,486.08	\$ 1,742.90	\$ 4,353.39
Class Fees	\$ 43,726.63	\$ 47,513.75	\$ 44,841.38	\$ 18,019.09	\$ 31,327.70	\$ 28,187.20
Day Passes	\$ 25,906.60	\$ 24,304.19	\$ 24,205.00	\$ 14,449.50	\$ 22,311.15	\$ 22,109.00
Merch Sales	\$ 4,237.46	\$ 4,302.01	\$ 4,205.99	\$ 1,796.81	\$ 3,019.51	\$ 1,664.69
Court Fees	\$ 178.32	\$ 152.00	\$ 190.05	\$ 79.69	\$ 49.34	\$ 60.68
USA Swim	\$ 15,233.50	\$ 15,996.00	\$ 12,664.64	\$ 1,027.00	\$ -	\$ -
Member FOB Key	\$ 2,491.25	\$ 2,454.00	\$ 840.00	\$ 2,390.00	\$ 3,380.00	\$ 3,335.00
Misc	\$ 449.40	\$ 1,015.50	\$ 905.00	\$ 193.00	\$ 60.00	\$ 421.00
Foundation Donation	\$ 88,254.67	\$ 18,162.46	\$ 8,190.00	\$ 9,883.35	\$ 817.96	\$ -
Deficiency App	\$ -	\$ 3,443.05	\$ 4,387.69	\$ -	\$ 95,222.81	\$ -
City of RC	\$ 40,584.25	\$ 34,305.00	\$ 37,734.54	\$ 34,291.50	\$ 34,291.50	\$ 36,141.62
Symons Donations	\$ -	\$ 2,131.63	\$ -	\$ -	\$ -	\$ -
Routes 2 Recovery	\$ -	\$ -	\$ -	\$ 17,469.40	\$ -	\$ -
Promotions	\$ -	\$ -	\$ -	\$ 1,075.00	\$ -	\$ -
Rubber Flooring res 20	\$ -	\$ -	\$ -	\$ 1,187.00	\$ -	\$ -
Donations	\$ 864.00	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 550,373.85	\$ 495,966.18	\$ 466,109.20	\$ 320,009.11	\$ 452,711.76	\$ 322,311.13

2021 Deficiency Appropriation Revenue **INCLUDED** (\$95,222.81)

	2017	2018	2019	2020	2021	2022
Expense	\$ 541,400.68	\$ 503,822.74	\$ 452,854.42	\$ 423,789.35	\$ 359,737.36	\$ 339,776.11
Revenue	\$ 550,373.85	\$ 495,966.18	\$ 466,109.20	\$ 320,009.11	\$ 452,711.76	\$ 322,311.13



2021 Deficiency Appropriation Revenue **EXCLUDED** (\$95,222.81)

	2017	2018	2019	2020	2021	2022
Expense	\$ 541,400.68	\$ 503,822.74	\$ 452,854.42	\$ 423,789.35	\$ 359,737.36	\$ 339,776.11
Revenue	\$ 550,373.85	\$ 495,966.18	\$ 466,109.20	\$ 320,009.11	\$ 357,488.95	\$ 322,311.13

