



OFFICIAL PUBLIC NOTICE

MEETING OF THE COMMON COUNCIL

TUESDAY, JULY 07, 2026 AT 6:30 PM

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

TEAMS: <http://bit.ly/RCTeamsMeeting>

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 AGENDA

APPROVAL OF MINUTES

- [1.](#) Meeting Minutes

MAYOR AND ALDERPERSONS *Committee/Commission/Board Reports; Requests for Future Agenda Items.*

DEPARTMENT HEAD REPORTS

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

TREASURER'S REPORT

- [2.](#) Treasurer's Report
3. Utility Treasurer's Report

PAYMENT OF BILLS

- [4.](#) Bills for Approval

DISCUSSION AND POSSIBLE ACTION ITEMS

5. Discussion and Possible Action on Amending the Ordinances Governing the Park Board

GENERAL GOVERNMENT COMMITTEE RECOMMENDATIONS FOR ACTION (CAIRNS)

- [6.](#) Advanced Pump and Well Solutions, Inc Lease Renewal
- [7.](#) Consider Amendment to Appendix A of the Council Rules to Add the Mayor as a Non-Voting, Ex Officio Member of the General Government Committee

PLANNING COMMISSION RECOMMENDATIONS FOR ACTION (JARVIS)

- [8.](#) Consider the Conditional Use Permit Application of Ryan & Megan Pluemer for the Construction of a 256ft² Garden Shed at 1235 Arbor Lane (Tax Parcel 276-1742-4500):

PUBLIC SAFETY COMMITTEE RECOMMENDATIONS FOR ACTION (DOWNS)

9. Approval of Licenses (if any)

APPOINTMENT & CONFIRMATION *Committees, Commissions and Boards*

ADJOURNMENT

Posted this 2nd day of July, 2026 by 4:30 PM.

Copy to the official newspaper the Richland Observer.

PLEASE NOTE: To request disability-related accommodations, please contact City Administrator Ashley Oliphant (608-647-3466 or 450 S. Main St.) at least 24 hours in advance. Notice is hereby given that a quorum of other city governmental bodies may be present at this meeting for informational and discussion purposes only, and no

formal action will be taken by those bodies at this meeting. The City of Richland Center is an equal opportunity employer, provider, and lender.

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

MINUTES

CALL TO ORDER & ROLL CALL The meeting was called to order by Mayor Tepley at 12:15 PM. Present: Frank Hoffman, Rachel Schultz, Melony Walters (Virtual), Douglas Martyniuk, and Steve Downs. Excused: Chris Jarvis, Bradley Wegner, and Ryan Cairns.

OTHERS PRESENT Ashley Oliphant, City Administrator; Billy Jones, Police Chief; and Treasurer/Deputy Clerk Misty Molzof.

Molzof confirmed that the agenda was posted on Saturday, June 27, 2026, with no subsequent amendments.

APPROVAL OF AGENDA *Motion by Downs, second by Schultz to approve the agenda as presented. Motion carried unanimously (5-0).*

PUBLIC COMMENTS: None.

PUBLIC SAFETY COMMITTEE RECOMMENDATIONS AND ACTION

Approve License(s): *Motion by Downs, second by Martyniuk to approve the licenses as presented (listed below). Motion carried unanimously (5-0).*

Municipal Licenses:

- Arcade License – LaFritanga Latin Food, 1450 Veterans Drive, Marion Lacayo.

Class “A” Combination Liquor & Beer Licenses (Off-Premise Consumption):

- Ocooch Books and Libations, LLC, 130 Main Street, Agent: Daniel Miller.

Class “B” Combination Liquor & Beer Licenses (On-Premise Consumption):

- LaFritanga Latin Food, 1450 Veterans Drive, Agent: Marion Lacayo.
- RC Tacos, 2320 US Hwy 14E, Agent: Carolina Rodriguez.

Class “B” Beer License (On-Premise Consumption):

- Delicias De Las 4 Hermanas, LLC, 146 South Main Street, Agent: Joselin De La Cruz Garcia.

ADJOURNMENT: *Motion by Downs, second by Hoffman to adjourn at approximately 12:20p.m. Motion carried 5-0*

Meeting adjourned at approximately 12:20 pm.

Respectfully submitted

Misty D. Molzof, City Clerk

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

CALL TO ORDER & ROLL CALL The meeting was called to order by Mayor Tepley at 6:30 PM. Present: Chris Jarvis, Bradley Wegner, Frank Hoffman, Rachel Schultz, Melony Walters, Douglas Martyniuk, and Steve Downs. Excused: Ryan Cairns.

OTHERS PRESENT Ashley Oliphant, City Administrator; Michael Windle, City Attorney; Misty Molzof, Financial Officer; Darcy Perkins, Municipal Services Specialist; Scott Gald, Utility Manager; Billy Jones, Police Chief; Stacy Pilla, Library Director; Media; Nova Video Recorder; and members of the public.

Molzof confirmed that the agenda was posted on Friday, May 29, 2026, with no subsequent amendments.

APPROVAL OF AGENDA *Motion by Walters, second by Schultz to approve the agenda as presented. Motion carried unanimously (7-0).*

APPROVAL OF MINUTES *Motion by Downs, second by Martyniuk to waive the reading of the minutes of May 5, 2026, in lieu of printed copies and approve said minutes as presented. Motion carried unanimously (7-0).*

MAYOR AND ALDERPERSONS

Jarvis: Reported that the Planning Commission discussed the distinction between applicants who apply for permits prior to commencing work and those who apply after work has already begun or been completed.

Hoffman: Reported that the Utility Commission reviewed budget matters, with a report included in the evening's agenda packet. Discussion was held regarding Electric Utility profits decreasing to approximately 1.6%, which may require a future rate case to increase revenues. Hoffman also noted that he toured utility facilities to review current conditions and operations.

Schultz: Reported on the Natatorium Board meeting attended by representatives from Symons Recreation Complex, Richland County, and the City. The Board discussed annual attendance of approximately 70,000 visits, potential future innovation grant funding opportunities, and building improvements, including needed HVAC upgrades. Schultz also noted that the Symons Foundation has established an endowment for the facility.

Schultz further reported on the Public Works Committee meeting, where various operational items and budget-related bills were reviewed. Schultz stated the Committee continues adjusting to the new meeting format. Schultz also noted that the City maintains more than 300 acres of parkland. The Committee toured the Woodman Aquatic Center and discussed operational losses, ongoing maintenance needs, and future repairs. Additional discussion included community nuisance and garbage concerns, as well as street condition ratings previously presented by MSA. Due to two committee members not being present during the original presentation, the committee plans to revisit the street rating information.

Walters: Reported that the Budget Committee met prior to the Common Council meeting and that the annual audit process is progressing well. The Committee is conducting a more in-depth review of balance sheets, revenues, expenditures, and departmental financial positions. Preliminary discussions regarding the 2027 budget are anticipated to begin in August or early September. Walters also stated the committee is reviewing revisions to the procurement policy and delinquent account collection procedures.

Walters further reported attending her first Library Board meeting, noting that David Turk was elected Board President. Walters also reported on the General Government Committee meeting, where Ryan Cairns was selected as Chair. The Committee reviewed departmental budgets related to administration, legal services, economic development, and zoning. Additional discussion included Symons Recreation Complex funding, cropland leases, and the selection of a collective bargaining team to negotiate with the Police Union, consisting of Walters, Mayor Tepley, Administrator Oliphant, and Attorney Windle.

Downs: Reported that the Public Safety Committee matters would be discussed later on the agenda. Downs attended the recent annual Passages meeting and the WPPI Energy Regional Dinner, sharing that both meetings were informative and worthwhile. Downs noted that Passages provides services and support for individuals recovering from domestic abuse. Downs further reported that Utility Superintendent Scott Gald was elected to the WPPI Energy Board of Directors.

CITY AND UTILITY DEPARTMENT HEAD REPORTS AND CONCERNS

Glasbrenner, Director of Public Works/Economic Development: Reported that Public Works crews continue working on pothole repairs, crack sealing, curb sweeping, and brush pickup throughout the City. Glasbrenner reported that procurement of approved capital expenditures is ongoing, and that unused or surplus equipment is being sold through auction. Additional updates included the Valley View project and repairs to the transverse grate at Mill and Main Streets. Glasbrenner further reported that the Aquatic Center sunshade has been installed, and the facility is expected to open later in the week. Discussions regarding campus redevelopment with Richland County remain ongoing. Tree maintenance and removal issues throughout the community continue to be addressed, with some removals anticipated this summer despite a preference to complete such work during winter months.

Pilla, Library Director: Thanked the Public Works Department for repairs completed to the Library ramp railing. Pilla reported that the Library is currently in the process of hiring a Youth Services Programmer and Librarian. Library circulation for 2026 is trending positively. Pilla also noted that the Library calendar is available through multiple sources, including the Library’s website, Facebook page, and WRCO.

Gald, Utility Manager: Thanked those who attended the WPPI Energy Regional Dinner, noting it was the first time the City hosted the event. Gald reported that the current WPPI Energy contract extends through 2055; however, discussions are underway regarding a proposed extension through 2073 due to debt-related considerations, and WPPI Energy representatives are available to provide additional information. Gald also discussed territorial matters on the east side of the City related to the proposed hospital development.

Gald further reported that hydrant flushing has been completed, utilizing approximately 63 million gallons of water, and noted that approximately 20 lead service lines are scheduled for replacement. A hybrid seasonal employee has been hired to assist with mowing and various projects. Wastewater operations continue routine maintenance activities, the Stori Field water line has been installed and charged, and the sewer project is approximately halfway complete. Panorama has requested utility service. Gald also reported a brief power outage occurred the previous day due to a squirrel.

Regarding Fire Department operations, Gald reported that the department responded to 86 calls and reminded the public to use caution and reduce speeds in construction areas. An open house is scheduled for Saturday, June 13, immediately following the parade.

Oliphant, City Administrator: Reported that Richland County Veteran’s Services, in coordination with the Department of Veterans Affairs, will host a veterans resource event in the municipal parking lot the following day from 1:00 p.m. to 3:00 p.m. Oliphant also announced that City staff will host an informal public question-and-answer session on June 10 at noon to provide residents an opportunity to discuss questions, concerns, and other matters with staff. Similar sessions are anticipated to be held quarterly with various staff members participating.

Oliphant further noted that updated staff directory photographs will be taken over the following two Thursdays. Oliphant also highlighted the “How Do I?” feature available on the City website, which allows the public to report non-emergency concerns 24 hours per day, 365 days per year. Residents are encouraged to submit photographs when reporting concerns, which will then be routed to the appropriate department. Emergency matters should continue to be reported by calling 9-1-1.

PUBLIC COMMENT

Sheila Troxel, 26650 Rocky Branch Lane, thanked staff for recent successful projects, and alders for listening to concerns. Spoke in support of restoring the Park Board.

Melinda Jones, 385 E 8th Street, spoke in favor of keeping all the existing nonmandated boards and commissions to maintain transparency and community involvement.

Becky Dahl, 19755 Keshel Ridge Lane, on behalf of Southwest Partners, expressed concern for the dismantling of the Park Board and requested restoration of the Park Board.

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TREASURER'S REPORT: Molzof reviewed the April 2026 cash balances report, accounts payable, balance sheets, revenue and expenditure reports, and accounts receivable listing. It was noted that financial accounts appeared in good order and recommendations for account write-offs were discussed.

UTILITY TREASURER'S REPORT: Gald reported that Water Utility reserves will substantially decrease as funds are utilized for the Valley View Project.

BILLS FOR APPROVAL: *Motion by Walters, second by Downs to approve bills from May 1, 2026, through May 29, 2026, as presented in the amount of \$440,129.01. Upon roll call vote all alders present voted aye, carried 7-0.*

GENERAL GOVERNMENT COMMITTEE RECOMMENDATIONS FOR ACTION (CAIRNS)

Annual Renewal of Digital Billboard Advertising Contract with Lamar: Walters stated that the Committee reviewed the contract, which allows the City to receive advertising at a discounted rate. The contract terms are unchanged and will remain at \$6,500 per year. *Motion by Walters, second by Schultz to authorize the City Administrator execute a one-year contract at \$6,500 per year. Upon roll call vote, all members present voted aye, carried unanimously (7-0).*

Cobblestone Hotel Pre-Development Agreement - Status Update and Direction. *Motion by Walters, second by Schultz to amend Pre-Development Agreement with Cobblestone Hotels to extend both deadlines of securing investors and construction commencement by 6 months and direct Mayor and Economic Development Director to continue active discussions with Cobblestone on the hotel project.*

Martyniuk expressed concern over extending deadlines.

Motion by Martyniuk, second by Hoffman to amend motion for a 3-month extension with an alternative to seek an alternative development agreement upon the conclusion of that 3-month extension. Schultz called the question. Upon roll call vote, the motion to amend carried 5-2 with Downs and Schultz opposing.

Upon roll call vote on the amended motion, "to amend Pre-Development Agreement with Cobblestone Hotels to extend both deadlines of securing investors and construction commencement by 3 months and direct Mayor and Economic Development Director to continue active discussions with Cobblestone on the hotel project with a directive to seek an alternative development agreement at the conclusion of the 3-month extension", motion carried unanimously (7-0).

PLANNING COMMISSION RECOMMENDATIONS FOR ACTION (JARVIS)

Consider the Conditional Use Permit Application of Neil Jarman DBA New Tech Golf Carts for the Operation of an LSV Dealership at 195 Richland Square, Suite 145 (Tax Parcel 276-2714-1000): *Motion by Jarvis, second by Downs to approve the Conditional Use Permit Application of Neil Jarman DBA New Tech Golf Carts for the Operation of an LSV Dealership at 195 Richland Square, Suite 145 (Tax Parcel 276-2714-1000) with conditions as approved by Plan Commission. Motion carried unanimously (7-0).*

Conditions imposed:

- 1. All display, storage, and sale of LSV inventory must occur either within the enclosed leased unit or within a designated outdoor display area. The outdoor display area shall be clearly delineated on a site plan submitted to and approved by the Zoning Administrator.*
- 2. The outdoor display area shall not encroach upon fire lanes, accessible parking spaces, required parking stalls, drive aisles, or neighboring tenant frontage.*
- 3. All rental units not actively in use by a renter must be stored inside the leased unit or within the approved outdoor display area.*
- 4. At the close of each business day, all units displayed outdoors must either remain within the approved display area or be moved inside. No units shall be left unsecured in the general parking lot overnight.*

5. *Light service and maintenance (battery charging, minor adjustments, cosmetic repair) is permitted within the leased unit only. No service or repair work shall be performed outdoors.*
6. *All waste materials, including battery components awaiting disposal, must be handled through a licensed electronics recycler in compliance with Wisconsin DNR regulations. No hazardous materials may be stored outside the building.*
7. *All inventory deliveries must occur during normal business hours and shall not obstruct drive aisles, fire lanes, or shared access points within the mall parking lot.*
8. *Should operations cease for twelve (12) or more consecutive months, the permit shall be deemed null and void.*

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Consider the Conditional Use Permit Application of Kevin Burkhamer DBA Pine River Tire and Auto LLC for the Operation of a Tire and Auto Repair Shop at 243 E Court St (Tax Parcel 276-2100-0930): *Motion by Jarvis, second by Hoffman to approve the Conditional Use Permit for Kevin Burkhamer DBA Pine River Tire and Auto LLC for the Operation of a Tire and Auto Repair Shop at 243 E Court St (Tax Parcel 2762100-0930). Motion carried unanimously (7-0).*

Conditions are:

1. *All standard automotive maintenance and repair services, including tire installations, brake work, and alignments, must be conducted entirely within the enclosed service bays of the building.*
2. *Repair work performed outside the building shall be strictly limited to vehicles or agricultural equipment that exceed the physical dimensions of the service bay doors (e.g., large tractors, combines, or oversized trailers).*
3. *All inventory, including new tires and tires awaiting installation, must be stored inside the primary structure. Outdoor display of tires for sale is prohibited.*
4. *All waste tires must be stored inside the building and disposed of in accordance with all applicable federal, state and local regulations.*
5. *All hazardous materials, including new and used motor oil, must be stored inside the building. Waste oil repurposed for heating is permitted provided it is handled in compliance with applicable federal, state, and local regulations.*
6. *No dismantled vehicles, "parts cars," or salvaged automotive components may be stored outside the building at any time.*
7. *All floor jacks, pneumatic tools, and other mobile shop equipment must be moved inside the building at the close of each business day.*
8. *Scrap metal shall be stored in a designated on-site dumpster and removed by a licensed hauler. No scrap metal shall be stored outside the building or dumpster.*
9. *Should operations cease for twelve (12) or more consecutive months, the permit shall be deemed null and void.*

Consider the Conditional Use Permit Application of Gary Williams DBA Gary's Lawn Care LLC for Open Storage and Sales at 789 Sextonville Rd (Tax Parcel 276-2100-7581): *Motion by Jarvis, second by Hoffman to approve Conditional Use Permit for Gary Williams DBA Gary's Lawn Care LLC for Open Storage and Sales at 789 Sextonville Rd (Tax Parcel 276-2100-7581). Motion carried unanimously (7-0).*

Conditions are:

1. *All landscaping equipment, trailers, and vehicles associated with the business must be stored within the paved driveway area of the property. No equipment or vehicles shall be stored on unpaved surfaces, in the public right-of-way, or on adjacent parcels.*
2. *The outdoor storage area shall be clearly delineated on a site plan submitted to and approved by the Zoning Administrator. The storage area shall not encroach upon required parking, fire lanes, or public sidewalks.*
3. *Outdoor sales of flower baskets, plants, and related home goods are permitted within the approved outdoor sales area. The sales area shall be clearly delineated on the approved site plan and shall not encroach upon required parking, fire lanes, or public sidewalks.*
4. *All fuel, fertilizers, pesticides, herbicides, and other hazardous or flammable materials associated with the landscaping business must be stored inside the building in appropriate, leak-proof containers in compliance*

with applicable Wisconsin DNR, EPA, and fire code regulations. No hazardous materials shall be stored outdoors.

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5. All waste materials, including empty chemical containers, shall be disposed of in accordance with all applicable federal, state, and local regulations. The site shall not serve as a collection or drop-off point for outside materials.
6. No major mechanical repair of equipment shall be performed outdoors. Routine field maintenance (e.g., blade sharpening, belt replacement) is permitted within the approved storage area provided it does not create a nuisance to neighboring properties.
7. The outdoor sales area shall be kept neat and orderly at all times. Unsold inventory shall not be left in a deteriorated or unsightly condition.
8. Should operations cease for twelve (12) or more consecutive months, the permit shall be deemed null and void.

PUBLIC SAFETY COMMITTEE RECOMMENDATIONS AND ACTION

Approve License(s), if any: Motion by Downs, second by Schultz to approve the licenses as listed below. Motion carried unanimously (7-0).

Municipal Licenses:

- Arcade License – Timothy Oman dba TKO BBQ Bar & Grill, 165 W. Court Street, Agent: Timothy Oman
- Arcade License – Richland Center American Legion Club, Ltd., 900 Flag Park Drive, Agent: Richard Cairns
- Arcade License – Center Lanes, Inc. dba The Phoenix Center, 100 S. Orange Street, Agent: Amy T. Schoepp
- Abattoir License – Richland Locker Co., 590 S. Main Street, Agent: Craig L. Huth

Temporary Class “B” Picnic Licenses – Beer, Alcohol, and Wine:

- Driftless Angler, LLC, Starlite 14, US Hwy 14 East, Richland Center, WI 53581, for the Driftless Drive In Fly Fishing Show
- Southwest Partners DBA Richland Renegades, Krouskop Park, for event coordinated by Michael Cosgrove

Class “A” Beer Licenses (Off-Premise Consumption):

- Kwik Trip #363, 2393 Hwy 14 East, Agent: Lisa Granger
- Southern WI Huts, LLC Pizza Hut, 719 E. Hwy 14, Agent: David A. Bailey
- Claudia Merlos Gonzalez dba Tianda Mexicana Oasis Inc., 170 N. Main Street, Agent: Claudia Merlos Gonzalez

Class “A” Liquor Only License (Off-Premise Consumption):

- Turnipseed Properties, LLC, 339 N. Main Street, Agent: Ashley A. Anderson

Class “A” Combination Liquor & Beer Licenses (Off-Premise Consumption):

- Kwik Trip #788, 378 W. Seminary Street, Agent: Nick Haas
- Wal-Mart Stores East, LP #1007, 2401 US Hwy 14 East, Agent: Donald A. Fieldhouse
- Richland Locker Co., 590 S. Main Street, Agent: Craig L. Huth
- Shaa LLC dba Triangle Kwik Stop, 845 Sextonville Road, Agent: Harmit Miranpuri
- Jax Enterprises, DBA Eastside BP, 2407 Hwy 14 East, Agent: Dennie J. Jax
- Jax Enterprises, DBA Richland Mobil Mart, 1001 Hwy 14 West, Agent: Dennie J. Jax

Class “B” Beer Licenses (On-Premise Consumption):

- AD German Warehouse, 300 S. Church Street, Agent: Timothy Abair
- Mellem’s Fish House LLC, 1885 Allison Park Drive, Agent: Brenda A. Walther
- Richland Family Restaurant, 211 N. Main Street, Agent: Abidin Bajrami

Class “B” Combination Liquor & Beer Licenses (On-Premise Consumption):

- TKO Bar & Grill, 165 W. Court Street, Agent: Timothy J. Oman
- Los Amigos II Mexican Restaurant dba Los Amigos, 100 & 124 N. Main Street, Agent: German Vasquez Hernandez
- Richland Center American Legion Club, Ltd., 900 Flag Park Drive, Agent: Richard Cairns
- Center Lanes, Inc. dba The Phoenix Center, 100 S. Orange Street, Agent: Amy T. Schoepp

Class “C” Wine Licenses (On-Premise Consumption & 1 Opened/Resealed Bottle):

- Mellem’s Fish House LLC, 1885 Allison Park Drive, Agent: Brenda A. Walther
- Richland Family Restaurant, 211 N. Main Street, Agent: Abidin Bajrami

Cigarette, Tobacco, and Electronic Vaping Device Retail Licenses:

- Dairyland Daze, LLC, 130 W. Court Street, Agent: Rachel Smith
- Richland Smokes, LLC, 165 Richland Square, Agent: Anan Barbarawi
- Kwik Trip #363, 2393 Hwy 14 East, Agent: Lisa Granger
- Kwik Trip #788, 378 W. Seminary Street, Agent: Nick Haas
- Shaa LLC dba Triangle Kwik Stop, 845 Sextonville Road, Agent: Harmit Miranpuri
- Family Dollar #24085, 390 S. Main Street, Agent: Brandi L. Zaring Roatch
- Jax Enterprises, DBA Eastside BP, 2407 Hwy 14 East, Agent: Dennie J. Jax
- Jax Enterprises, DBA Richland Mobil Mart, 1001 Hwy 14 West, Agent: Dennie J. Jax

Discussion around a possible special meeting to approve licenses whose applications were submitted late to be scheduled, possibly Juen 22nd at Noon. This would be immediately following a Public Safety Meeting.

REFORMATION OF THE PARK BOARD (JARVIS)

Discussion was held regarding the previously dissolved Park Board. Attorney Windle advised that, prior to the ordinance amendments adopted in May 2026, the City's Code contained inconsistent and contradictory language across four separate chapters relating to parks governance and oversight. Attorney Windle explained that an advisory committee established by the previous Common Council had spent more than a year reviewing the ordinances and governmental structure before recommending amendments, including dissolution of the Park Board.

Attorney Windle stated that the recommendation was based in part on concerns that existing Park Board practices were not fully aligned with the ordinances or with the City's current Administrator-Mayor-Common Council form of government. It was explained that, to ensure compliance with the ordinances and operational structure of the City, either the Park Board's practices would need to change or the ordinances themselves would need to be revised. The Ad-Hoc Committee ultimately concluded that restructuring parks oversight was the most appropriate course of action following the City's transition to a City Administrator form of administration.

Attorney Windle further clarified that the recommendation was not intended to diminish the work or value of the Park Board or public involvement in parks and recreation matters, but rather to address operational and governance concerns under the existing structure. Examples discussed included employees receiving direction from multiple sources without clarity regarding authority, delays related to emergency repairs and purchasing procedures, and concerns regarding the Park Board's influence on budgetary matters without direct involvement in the City's overall budget development process.

Alderspersons engaged in further discussion regarding future parks governance, potential options moving forward, and the type of advisory or oversight structure that may best serve the City's needs.

Motion by Jarvis, second by Wegner to rescind Ordinance #2026-06, An Ordinance Dissolving the Park Board and Amending the Code to Reassign Parks and Recreation Oversight, second by Wegner. Upon roll call vote, motion carried unanimously (7-0).

APPOINTMENT AND CONFIRMATION: *Motion by Wegner, second by Hoffman to confirm mayoral appointments: Zoning Board of Appeals – Mark Jelinek, and ETZ Board – Duane Welte. Motion carried unanimously (7-0).*

ADJOURNMENT: *Motion by Walters, second by Downs to adjourn at approximately 8:20p.m. Motion carried 7-0*

Meeting adjourned at approximately 8:20 pm.

Respectfully submitted

Misty D. Molzof, City Clerk

CITY OF RICHLAND CENTER - TREASURER'S REPORT			+	-	Item 2.
5/31/2026					
FUNDS	Int Rate	BEG/MO BAL	RECEIPTS	Transfers In/(Out) Between Accounts	DISBURSEMENTS
City General Unassigned:	2.96%	\$ 186,761.11	\$ 237,599.90	\$ 300,000.00	\$ 490,451.32
#1 State Investments - Unassigned	3.63%	\$ 4,687,066.94	\$ 104,381.34	\$ (621,971.35)	
Property Tax Account (partial unassigned)	2.96%	\$ 252.33	\$ 0.63		
#2 Landfill long term care (for landfill issues	3.63%	\$ 679,134.13	\$ 2,091.85		
#3 TIF-Panorama Estates (TIF 6)	3.63%	\$ 287,982.25	\$ 887.03		
#6 TIF 2-5 (only #4)	3.63%	\$ 156,747.38	\$ 482.81		
RLF Business Savings-Moved \$ to St Pool 04/2026)	0.50%	\$ (0.00)			
RLF Business Checking		\$ 5,000.00	\$ 150.00		
#7-RLF Account (Business Savings from CFB)	0%	\$ 174,146.38	\$ 536.40		
RESTRICTED FUNDS: (by outside entity)					
CDBG Housing RLF	2.96%	\$ 183,147.63	\$ 458.87		
Landfill Long Term Care CD to 2045	2.48%	\$ 326,006.41			
Landfill Long Term Care CD to 2045	1.40%	\$ 309,659.85			
Library Checking	2.96%	\$ 241,602.20	\$ 2,154.46		\$ 28,301.96
Room Tax	2.96%	\$ 22,323.86	\$ 154.90		\$ 18,093.90
Greater Richland Tourism	2.96%	\$ 25,701.66	\$ 10,707.63		\$ 34,467.55
Redevelopment Authority	2.96%	\$ 76,051.52	\$ 190.54		
#5 Renew RC Loan Program-Affordable Hou	4.39%	\$ 883,990.53	\$ 2,722.84		
Renew RC Loan Program-Checking	2.96%	\$ 81,340.29	\$ 203.80		
COMMITTED: (by resolution of the Council)					
#4 Projects committed	3.63%	\$ 2,696,389.69	\$ 9,137.11	\$ 321,971.35	
ASSIGNED: (for specific use, not assigned)					
Cemetery CDs	2.34% & 3.21%	\$ 5,051.13	\$ 2.17		
Centennial Committee	2.96%	\$ 2,992.79	\$ 7.50		
Canine Fund	0%	\$ 49,139.34			
Park/Rec/Comm Center	2.96%	\$ 12,452.57	\$ 31.20		
#8 - Aquatic Center	3.63%	\$ 245,140.05	\$ 755.07		
Total Interest Earned in Current Month			\$ 32,125.56	\$ -	
LOANS					
			5/31/2026		
Loans:		Total Debt 4/30/2026	2026 Principle	Loan Term End	Balance
Richland County Bank (2%)		\$ -	\$ -	Paid off 2024	\$ -
WPPI (no interest)		\$ 7,167.14	\$ 421.62	10/28/2027	\$ 6,745.52
State Trust Fund Loan - Panorama Est TIF 6 (3.5%)		\$ -	\$ -	Paid off 2021	\$ -
Bonding - Panorama Estates TIF 6 (1.8%)		\$ 550,000.00	\$ 50,000.00	4/1/2037	\$ 550,000.00
CFB Haseltine 389,390/Westside Dr \$752,000(2.73%)		\$ 250,000.00	\$ 102,000.00	4/1/2028	\$ 250,000.00
Aquatic Center Bonding (20 Years)		\$ 2,940,000.00	\$ 205,000.00	8/1/2038	\$ 2,940,000.00
		\$ 3,747,167.14	\$ 357,421.62		\$ 3,746,745.52
Debt Capacity - WI Department of Revenue - 2024					\$ 20,792,625.00
			% of Total Debt Capacity used		18%
			65% Recommended Maximum		\$ 13,515,206.25
			Amt Avail to Reach 65%		\$ 9,768,460.73
			\$ 11,338,080.04	\$ 372,656.05	\$ -
			Beg Bal	Receipts	Transfer
			Expenditures		
Net Increase / (Decrease) in Funds Available					

	2025 Budget Prev Year 12/31/2025	2025 Actual YTD 12/31/2025	2025 Budget Less Actual	%	2026 Budget (Current Year) 12/31/2026	2026 Actual YTD 5/31/2026	2026 Budget Less Actual	5 % S/B 41.67%
Administration Office (General Gov't)								
Revenues								
Total Regulation - Licenses & Permits:	45,178.00	34,976.19	10,201.81	77.42%	44,998.00	22,990.75	22,007.25	51.09%
Total Public Charges for Services	-	23.00	(23.00)	#DIV/0!	-	-	0.00	#DIV/0!
Total Interest, Dividend, and Misc. Revenues	248,600.00	442,367.37	(193,767.37)	177.94%	250,000.00	178,210.18	71,789.82	71.28%
Administration Office Revenue Total	293,778.00	477,366.56	(183,588.56)	162.49%	294,998.00	201,200.93	93,797.07	68.20%
Expenses								
Total City Admin / Clerk / City Treasurer / Office	506,355.00	514,608.99	(8,253.99)	101.63%	562,090.00	173,327.39	388,762.61	30.84%
Total Elections	14,000.00	6,250.63	7,749.37	44.65%	12,400.00	3,183.91	9,216.09	25.68%
Total Municipal Building	20,000.00	15,529.17	4,470.83	77.65%	38,550.00	12,180.57	26,369.43	31.60%
Administration Office Expense Total	540,355.00	536,388.79	3,966.21	99.27%	613,040.00	188,691.87	424,348.13	30.78%
Net Total Administration Office	(246,577.00)	(59,022.23)	(187,554.77)	23.94%	(318,042.00)	12,509.06	(330,551.06)	-3.93%
Elected / Appointed Officials (General Gov't)								
Revenues								
Expenses								
Net Total Elected / Appointed Officials	(89,825.00)	(82,288.66)	(7,536.34)	91.61%	(81,035.00)	(22,307.51)	(58,727.49)	27.53%
Assessor (General Gov't)								
Revenues								
Expenses								
Net Total Assessor	(18,700.00)	(4,002.90)	(14,697.10)	21.41%	(49,600.00)	(22,453.25)	(27,146.75)	45.27%
Airport (Public Works)								
Revenues								
Expenses								
Net Total Airport	(16,031.00)	19,034.70	(35,065.70)	-118.74%	(22,588.00)	(182.80)	(22,405.20)	0.81%

	2025 Budget Prev Year 12/31/2025	2025 Actual YTD 12/31/2025	2025 Budget Less Actual	%	2026 Budget (Current Year) 12/31/2026	2026 Actual YTD 5/31/2026	2026 Budget Less Actual	5 % S/B 41.67%
Public Works - Buildings & Grounds & Streets								
Revenues								
Total Buildings & Grounds	800.00	-	800.00	0.00%	1,000.00	-	1,000.00	0.00%
Total Streets	429,084.00	441,659.13	(12,575.13)	102.93%	431,200.00	184,576.99	246,623.01	42.81%
Buildings & Grounds Revenue Total	429,884.00	441,659.13	(11,775.13)	102.74%	432,200.00	184,576.99	247,623.01	42.71%
Expenses								
Total Buildings & Grounds	447,500.00	384,288.66	63,211.34	85.87%	115,410.00	105,664.28	9,745.72	91.56%
Total Streets	837,431.00	811,111.64	26,319.36	96.86%	677,700.00	299,698.70	378,001.30	44.22%
Buildings & Grounds Expense Total	1,284,931.00	1,195,400.30	89,530.70	93.03%	793,110.00	405,362.98	387,747.02	51.11%
Net Total Public Works (B&G & Streets)	(855,047.00)	(753,741.17)	(101,305.83)	88.15%	(360,910.00)	(220,785.99)	(140,124.01)	61.17%
Building & Zoning (General Gov't)								
Revenues	8,050.00	18,657.13	(10,607.13)	231.77%	12,000.00	7,602.20	4,397.80	63.35%
Expenses	104,000.00	84,839.55	19,160.45	81.58%	97,550.00	19,661.73	77,888.27	20.16%
Net Total Building & Zoning	(95,950.00)	(66,182.42)	(29,767.58)	68.98%	(85,550.00)	(12,059.53)	(73,490.47)	14.10%
Cemetery (Public Works)								
Revenues	32,810.00	42,080.00	(9,270.00)	128.25%	34,500.00	17,325.00	17,175.00	50.22%
Expenses	10,050.00	4,656.72	5,393.28	46.34%	87,650.00	8,864.92	78,785.08	10.11%
Net Total Cemetery	22,760.00	37,423.28	(14,663.28)	164.43%	(53,150.00)	8,460.08	(61,610.08)	-15.92%
Economic Development (General Gov't)								
Revenues	-	204,814.02	(204,814.02)		-	117,052.03	0.00	#DIV/0!
Expenses	80,770.00	290,284.42	(209,514.42)	359.40%	129,425.00	145,180.76	(15,755.76)	112.17%
Net Total Economic Development	(80,770.00)	(85,470.40)	4,700.40	105.82%	(129,425.00)	(28,128.73)	15,755.76	21.73%

	2025 Budget Prev Year 12/31/2025	2025 Actual YTD 12/31/2025	2025 Budget Less Actual	%	2026 Budget (Current Year) 12/31/2026	2026 Actual YTD 5/31/2026	2026 Budget Less Actual	5 % S/B 41.67%
Public Safety								
Revenues								
Total Police Department	121,041.00	134,183.01	(13,142.01)	110.86%	137,902.00	40,408.61	97,493.39	29.30%
Total Fire & EMS	18,000.00	19,118.84	(1,118.84)	106.22%	17,800.00	-	17,800.00	0.00%
Total Health & Human Services				#DIV/0!				#DIV/0!
Public Safety Revenue Total	139,041.00	153,301.85	(14,260.85)	110.26%	155,702.00	40,408.61	115,293.39	25.95%
Expenses								
Total Police Department	1,665,179.00	1,674,331.68	(9,152.68)	100.55%	1,894,017.00	710,661.72	1,183,355.28	37.52%
Total Fire & EMS	268,685.00	282,368.30	(13,683.30)	105.09%	327,741.00	152,717.23	175,023.77	46.60%
Total Health & Human Services	2,000.00	5,977.28	(3,977.28)	298.86%	1,000.00	2,552.73	(1,552.73)	255.27%
Public Safety Expense Total	1,935,864.00	1,962,677.26	(26,813.26)	101.39%	2,222,758.00	865,931.68	1,356,826.32	38.96%
Net Total Public Safety	(1,796,823.00)	(1,809,375.41)	12,552.41	100.70%	(2,067,056.00)	(825,523.07)	(1,241,532.93)	39.94%
Culture - Aquatic, CC/SC, Parks, Recreation (PW & Parks)								
Revenues								
Total Aquatic Center	167,000.00	240,311.61	(73,311.61)	143.90%	175,000.00	16,904.00	158,096.00	9.66%
Total Symons Center								
Total Community / Senior Center	32,500.00	42,303.79	(9,803.79)	130.17%	48,140.00	21,161.22	26,978.78	43.96%
Total Recreation	14,300.00	21,313.01	(7,013.01)	149.04%	23,300.00	13,803.00	9,497.00	59.24%
Total Parks	25,500.00	26,683.03	(1,183.03)	104.64%	24,000.00	8,725.00	15,275.00	36.35%
Parks & Recreation Revenue Total	239,300.00	330,611.44	(91,311.44)	138.16%	270,440.00	60,593.22	209,846.78	22.41%
Expenses								
Total Aquatic Center	224,510.00	186,040.28	38,469.72	82.87%	244,250.00	16,255.35	227,994.65	6.66%
Total Symons Center	55,000.00	53,960.41	1,039.59	98.11%	53,200.00	-	53,200.00	0.00%
Total Community / Senior Center	266,766.00	259,609.92	7,156.08	97.32%	339,220.00	127,419.10	211,800.90	37.56%
Total Recreation	47,250.00	36,409.25	10,840.75	77.06%	45,500.00	985.60	44,514.40	2.17%
Total Parks	60,500.00	65,180.97	(4,680.97)	107.74%	296,250.00	23,772.76	272,477.24	8.02%
Parks & Recreation Expense Total:	654,026.00	601,200.83	52,825.17	91.92%	978,420.00	168,432.81	809,987.19	17.21%
Net Total Culture	(414,726.00)	(270,589.39)	(144,136.61)	65.25%	(707,980.00)	(107,839.59)	(600,140.41)	15.23%

	2025 Budget Prev Year 12/31/2025	2025 Actual YTD 12/31/2025	2025 Budget Less Actual	%	2026 Budget (Current Year) 12/31/2026	2026 Actual YTD 5/31/2026	2026 Budget Less Actual	5 % S/B 41.67%
Refuse (Public Works)								
Revenues								
Total Garbage & Recycling	287,000.00	322,806.59	(35,806.59)	112.48%	331,280.00	129,085.55	202,194.45	38.97%
Total Landfill	69,000.00	81,919.95	(12,919.95)	118.72%	15,250.00	20,055.00	(4,805.00)	131.51%
Refuse Revenue Total	356,000.00	404,726.54	(48,726.54)	113.69%	346,530.00	149,140.55	197,389.45	43.04%
Expenses								
Total Garbage & Recycling	282,000.00	288,065.32	(6,065.32)	102.15%	295,000.00	124,685.74	170,314.26	42.27%
Total Landfill	85,770.00	74,058.64	11,711.36	86.35%	31,650.00	8,095.68	23,554.32	25.58%
Refuse Expense Total	367,770.00	362,123.96	5,646.04	98.46%	326,650.00	132,781.42	193,868.58	40.65%
Net Total Refuse	(11,770.00)	42,602.58	(54,372.58)	-361.96%	19,880.00	16,359.13	3,520.87	82.29%
Fire Calls (General Gov't)								
Revenues	25,000.00	21,194.00			25,000.00	5,524.00	19,476.00	22.10%
Expenses	20,000.00	19,494.00	506.00	97.47%	25,000.00	5,524.00	19,476.00	22.10%
Net Total Fire Calls	5,000.00	1,700.00	(506.00)	34.00%	-	-	0.00	#DIV/0!
Taxi (General Gov't)								
Revenues	375,000.00	198,228.49			341,608.00	118,797.46	222,810.54	34.78%
Expenses	375,000.00	355,760.66	19,239.34	94.87%	397,220.00	129,293.15	267,926.85	32.55%
Net Total Taxi	-	(157,532.17)	(19,239.34)	#DIV/0!	(55,612.00)	(10,495.69)	(45,116.31)	18.87%
Room Tax / Tourism (City Portion Only - 30% Revenue, 50% Wages & Benefits GRT Director & 100% RR Depot Building) (General Gov't)								
Revenues	122,375.00	40,969.70	81,405.30	33.48%	28,760.00	10,701.01	18,058.99	37.21%
Expenses	150,843.00	44,260.76	106,582.24	29.34%	26,965.00	18,221.27	8,743.73	67.57%
Net Room Tax /Tourism	(28,468.00)	(3,291.06)	(25,176.94)	11.56%	1,795.00	(7,520.26)	9,315.26	-418.96%

	2025 Budget Prev Year 12/31/2025	2025 Actual YTD 12/31/2025	2025 Budget Less Actual	%	2026 Budget (Current Year) 12/31/2026	2026 Actual YTD 5/31/2026	2026 Budget Less Actual	5 % S/B 41.67%
All Other - Not listed within a Specific Department (General Gov't)								
Revenues								
Total Tax Levy	2,332,552.00	2,332,552.00	0.00	100.00%	2,335,854.00	2,332,552.00	3,302.00	99.86%
Total Other Taxes (PILOT, Mobile Homes, Etc)	544,000.00	604,775.46	(60,775.46)	111.17%	593,700.00	443,309.90	150,390.10	74.67%
Total Intergvmnt'l - State & Fed Aid + Grants + Utility Reimb	139,495.00	151,889.67	(12,394.67)	108.89%			0.00	#DIV/0!
Total Franchise Fees			0.00	#DIV/0!			0.00	#DIV/0!
Total Interest Income			0.00	#DIV/0!			0.00	#DIV/0!
Total Miscellaneous Revenues	1,851,258.00	1,812,564.02	38,693.98	97.91%	2,030,706.00	(670,737.16)	2,701,443.16	-33.03%
All Other Revenue Total	4,867,305.00	4,901,781.15	(34,476.15)	100.71%	4,960,260.00	2,105,124.74	2,855,135.26	42.44%
Expenses								
Total Insurance	293,700.00	251,625.67	42,074.33	85.67%	158,700.00	74,387.76	84,312.24	46.87%
Total Audit & Legal	152,500.00	149,094.69	3,405.31	97.77%	130,000.00	23,500.00	106,500.00	18.08%
Total Data Processing	54,300.00	46,090.26	8,209.74	84.88%	69,400.00	23,507.04	45,892.96	33.87%
Total Celebrations	-	-	0.00	#DIV/0!	-	-	0.00	#DIV/0!
Total Debt Service	416,384.00	369,321.25	47,062.75	88.70%	414,628.00	156,041.32	258,586.68	37.63%
Total Unallocated Contingency	42,670.00	72,719.98	(30,049.98)	170.42%	2,749,000.00	31,512.50	2,717,487.50	1.15%
All Other Expense Total	959,554.00	888,851.85	70,702.15	92.63%	3,521,728.00	308,948.62	3,212,779.38	8.77%
Net Total All Other	3,907,751.00	4,012,929.30	(105,178.30)	102.69%	1,438,532.00	1,796,176.12	(357,644.12)	124.86%
Capital Outlay - All Departments								
Revenues								
ARPA Funds	123,000.00	-	123,000.00	0.00%	-	-	0.00	#DIV/0!
Grant Funds	3,140,000.00	96,559.73	3,043,440.27	3.08%	2,749,000.00	-	2,749,000.00	0.00%
Other Miscellaneous	5,000.00	3,903.25	1,096.75	78.07%	-	1,249.07	(1,249.07)	#DIV/0!
Transfers In	-	-	0.00	#DIV/0!	1,352,433.50	-	1,352,433.50	0.00%
Capital Outlay Revenue Total	3,268,000.00	100,462.98	3,167,537.02	3.07%	4,101,433.50	1,249.07	4,100,184.43	0.03%
Expenses								
Capital Outlay Expense Total	3,781,250.00	189,528.81	3,591,721.19	5.01%	1,518,100.00	102,838.36	1,415,261.64	6.77%
Net Capital Outlay	(513,250.00)	(89,065.83)	(424,184.17)	17.35%	2,583,333.50	(101,589.29)	2,684,922.79	-3.93%

	2025 Budget Prev Year 12/31/2025	2025 Actual YTD 12/31/2025	2025 Budget Less Actual	%	2026 Budget (Current Year) 12/31/2026	2026 Actual YTD 5/31/2026	2026 Budget Less Actual	5 % S/B 41.67%
Revenues	\$ 10,195,587.00	\$ 7,381,551.96	\$ 2,633,457.53	72.40%	\$ 11,042,743.50	\$ 3,037,601.04	\$ 8,122,194.49	27.51%
Expenditures	\$ 10,428,013.00	\$ 6,648,423.74	\$ 3,779,589.26	63.76%	\$ 10,930,151.00	\$ 2,562,982.36	\$ 8,367,168.64	23.45%
Library Transfer Out	\$ 306,969.00	\$ 306,969.00	\$ -	100.00%	\$ 312,428.00	\$ -	\$ 312,428.00	0.00%
			\$ -					
Net Revenue Less Expenditure	\$ (539,395.00)	\$ 426,159.22	\$ (1,146,131.73)		\$ (199,835.50)	\$ 474,618.68	\$ (557,402.15)	
Greater Richland Tourism								
Revenues								
Total City Room Tax Dollars	60,000.00	78,813.19	(18,813.19)	131.36%	56,000.00	10,670.42	45,329.58	19.05%
Total Other Muni Room Tax Dollars	105,000.00	131,386.97	(26,386.97)	125.13%	51,500.00	10,100.77	41,399.23	19.61%
Total MISCELLANEOUS REVENUES:	600.00	1,048.76	(448.76)	174.79%	-	396.26	(396.26)	#DIV/0!
GRT Revenue Total:	165,600.00	211,248.92	(45,648.92)	127.57%	107,500.00	21,167.45	86,332.55	19.69%
Expenses - Greater Richland Tourism	113,785.05	115,021.48	(1,236.43)	101.09%	105,281.00	37,324.32	67,956.68	35.45%
Net Total Greater Richland Tourism	51,814.95	96,227.44	(44,412.49)	185.71%	2,219.00	(16,156.87)	18,375.87	-728.11%
Library								
Revenues								
Total Levy Funds from City	306,969.00	306,969.00	0.00	100.00%	312,428.00	-	312,428.00	0.00%
Total County Funds	143,836.00	143,835.33	0.67	100.00%	135,773.00	135,832.49	(59.49)	100.04%
Total MISCELLANEOUS REVENUES:	16,000.00	17,971.65	(1,971.65)	112.32%	30,850.00	17,133.64	13,716.36	55.54%
Library Revenue Total:	466,805.00	468,775.98	(1,970.98)	100.42%	479,051.00	152,966.13	326,084.87	31.93%
Expenses - Library	466,805.00	427,897.74	38,907.26	91.67%	479,051.00	179,819.64	299,231.36	37.54%
Net Total Library	-	40,878.24	(40,878.24)	#DIV/0!	-	(26,853.51)	26,853.51	#DIV/0!

City of Richland Center - Common Council Payment Approval Report - July 7, 2026
Invoices Approved by Dept Head Entered into System between 05/30/2026 - 07/01/2026

Item 4.

Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
<i>TOTAL</i>	<i>AFLAC</i>	<i>Payroll Benefits - Paid By Employee</i>		\$ 394.06			
ALL AMERICAN DO IT CENTER	5/29/2026	*CREDIT MEMO* PW/B&G: Sunshade Installation (Donation) - OUTI	-383.84		6/3/2026	Gen Govt	23-Jun
<i>TOTAL</i>	<i>ALL AMERICAN DO IT CENTER</i>			\$ (383.84)			
ALLIANT ENERGY/WPL	6/9/2026	Alliant Energy - Cty Hwy B Hangar Electric 107 KWH	\$ 38.30		6/18/2026	Gen Govt	6/23/2026
ALLIANT ENERGY/WPL	6/9/2026	Airport: Cty Hwy B Runway Lt - 739 KWH	\$ 126.76		6/18/2026	Gen Govt	6/23/2026
ALLIANT ENERGY/WPL	6/10/2026	Alliant Energy - St Hwy 80 Shelter Electricity - 15 KWH	\$ 25.42		6/18/2026	Gen Govt	6/23/2026
ALLIANT ENERGY/WPL	6/1/2026	Airport: Terminal bldg electric	\$ 133.56		6/18/2026	Gen Govt	6/23/2026
ALLIANT ENERGY/WPL	6/15/2026	PW/Streets: Street Lts 14-Walmart	\$ 16.65		6/25/2026		
<i>TOTAL</i>	<i>ALLIANT ENERGY/WPL</i>			\$ 340.69			
AMAZON CAPITAL SERVICES	5/27/2026	Ec Development/Marketing: Camera Equip for Website Photos	\$ 35.98		6/3/2026	Gen Govt	6/23/2026
AMAZON CAPITAL SERVICES	5/20/2026	Office: Phone Cases	\$ 19.99		6/3/2026	Gen Govt	6/23/2026
AMAZON CAPITAL SERVICES	6/3/2026	PW/B&G: Janitorial Clipboards - BLDG-PROP/SUPPLIES	\$ 27.06		6/25/2026	Gen Govt	6/23/2026
AMAZON CAPITAL SERVICES	6/5/2026	Parks & Rec: WAC Supplies - Hose Hangars, Storage Bins	\$ 77.99		6/25/2026	Park Board	6/29/2026
AMAZON CAPITAL SERVICES	6/9/2026	Parks & Rec: Rec Equipment	\$ 41.32		7/2/2026	Park Board	6/29/2026
AMAZON CAPITAL SERVICES	6/9/2026	Parks & Rec: WAC Supplies	\$ 188.17		7/2/2026	Park Board	6/29/2026
AMAZON CAPITAL SERVICES	6/9/2026	Parks & Rec: Recreation Programming Expenses	\$ 190.94		7/2/2026	Park Board	6/29/2026
AMAZON CAPITAL SERVICES	6/17/2026	Parks & Rec: RC Campus Foundation Grant Paid for Equipment	\$ 276.24			Park Board	6/29/2026
		Parks & Rec: Rec Programming Supplies Brushes, Hair Claws, Sunglasses, Canvas Boards	\$ 95.67		7/2/2026	Park Board	6/29/2026
AMAZON CAPITAL SERVICES	6/12/2026	Parks & Rec: CC Supplies - Printer Paper	\$ 39.97		7/2/2026	Park Board	6/29/2026
AMAZON CAPITAL SERVICES	6/12/2026	Parks & Rec: WAC Supplies - Swim Goggles	\$ 61.99		7/2/2026	Park Board	6/29/2026
		Parks & Rec: Rec Programming Supplies - Clay, Slime, Lights, Paint, Sporks, Etc.	\$ 94.31			Park Board	6/29/2026
AMAZON CAPITAL SERVICES	6/22/2026	Parks & Rec: Rec Programming Supplies - Tennis Ball Hopper	\$ 35.96			Park Board	6/29/2026
AMAZON CAPITAL SERVICES	6/22/2026	Parks & Rec: Rec Programming Supplies	\$ 87.75			Park Board	6/29/2026
AMAZON CAPITAL SERVICES	6/22/2026	Parks & Rec: WAC Supplies	\$ 325.96			Park Board	6/29/2026
AMAZON CAPITAL SERVICES	6/22/2026	Parks & Rec: WAC Supplies	\$ (1.80)			Park Board	6/29/2026
AMAZON CAPITAL SERVICES	6/24/2026	Parks & Rec: CC Supplies - Paint - Pickleball Grant \$	\$ 434.97			Park Board	6/29/2026
AMAZON CAPITAL SERVICES	6/29/2026	Police: Planner & Packing Tape	\$ 19.15			Public Safety	7/6/2026
AMAZON CAPITAL SERVICES	6/29/2026	Parks & Rec: Misc WAC, Rec, and Pickleball Supplies	\$ 14.49				
AMAZON CAPITAL SERVICES	6/29/2026	Parks & Rec: Misc WAC, Rec, and Pickleball Supplies	\$ 355.95				
<i>TOTAL</i>	<i>AMAZON CAPITAL SERVICES</i>			\$ 2,422.06			
<i>TOTAL</i>	<i>American Heritage</i>	<i>Payroll Benefits - Paid By Employee</i>		\$ 440.79			
<i>TOTAL</i>	<i>ASSURITY LIFE INSURANCE</i>	<i>Payroll Benefits - Paid By Employee</i>		\$ 91.48			
AUGELLI CONCRETE & EXCAV	5/28/2026	Outlay: SunShade Installation - OUTLAY/PARKS	\$ 3,466.32		6/3/2026	Gen Govt	6/23/2026
AUGELLI CONCRETE & EXCAV	5/28/2026	Outlay: SunShade Installation - OUTLAY/AQUATIC CTR	\$ 2,633.68		6/3/2026	Gen Govt	6/23/2026
<i>TOTAL</i>	<i>AUGELLI CONCRETE & EXCAV</i>			\$ 6,100.00			
AUTO VALUE PARTS STORES	6/4/2026	PW/B&G: Truck Repair - BLDG-PROP/EQUIP MAINT-REPAIR	\$ 17.99		6/25/2026	Gen Govt	6/23/2026
AUTO VALUE PARTS STORES	6/2/2026	PW/Street: Fast Reducer - STREETS/SUPPLIES	\$ 53.80		6/25/2026	Gen Govt	6/23/2026
AUTO VALUE PARTS STORES	6/3/2026	PW/B&G: Truck Repair - BLDG-PROP/EQUIP MAINT-REPAIR	\$ 20.35		6/25/2026	Gen Govt	6/23/2026
AUTO VALUE PARTS STORES	6/1/2026	PW/B&G: Equip Repair - BLDG-PROP/EQUIP MAINT-REPAIR	\$ 20.94		6/25/2026	Gen Govt	6/23/2026
AUTO VALUE PARTS STORES	6/1/2026	PW/B&G: Equip Repair - BLDG-PROP/EQUIP MAINT-REPAIR	\$ 26.42		6/25/2026	Gen Govt	6/23/2026
AUTO VALUE PARTS STORES	6/3/2026	PW/Street: Truck Repair - STREETS/TRUCK REPAIR	\$ 264.97		6/25/2026	Gen Govt	6/23/2026
AUTO VALUE PARTS STORES	5/12/2026	PW/Streets: Oil & Filter	\$ 117.27		6/25/2026		
AUTO VALUE PARTS STORES	5/5/2026	PW/B&G: Wheel Nut & Stud	\$ 29.90		6/25/2026		

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<i>TOTAL</i>	<i>AUTO VALUE PARTS STORES</i>			\$ 551.64			
AUTO ZONE	4/23/2026	Police: Squad Car #1 Bettery Core Charge Return	\$ (5.00)			Public Safety	7/6/2026
AUTO ZONE	6/24/2026	Police: Squad Car Bulbs	\$ 10.44			Public Safety	7/6/2026
<i>TOTAL</i>	<i>AUTO ZONE</i>			\$ 5.44			
B L SIGNS, LLC	5/28/2026	Outlay: Park Dedication Signs 50% Deposit - OUTLAY/PARKS	\$ 583.00		6/18/2026	Gen Govt	6/23/2026
<i>TOTAL</i>	<i>B L SIGNS, LLC</i>			\$ 583.00			
BADGER WELDING SUPPLY, INC	5/31/2026	PW/Streets: Monthly Cylinder PW/Streets: Monthly Cylinder PW/Streets: Monthly cylinder Rental Rentals	\$ 38.75		6/18/2026	Gen Govt	6/23/2026
<i>TOTAL</i>	<i>BADGER WELDING SUPPLY, INC</i>			\$ 38.75			
Baer Insurance	5/26/2026	Insurance: Workmans Comp 3 of 4 Qtrly Installment	\$ 9,734.44		6/3/2026	Gen Govt	6/23/2026
Baer Insurance	5/26/2026	Insurance: Workmans Comp 3 of 4 Qtrly Installment - Utility Portion	\$ 5,619.56		6/3/2026	Gen Govt	6/23/2026
Baer Insurance	5/26/2026	Insurance: Liability, Auto, Crime & Cyber Q3 2026	\$ 8,252.91		6/3/2026	Gen Govt	6/23/2026
Baer Insurance	5/26/2026	Insurance: Liability, Auto, Crime & Cyber Q3 2026 - Utilities	\$ 12,175.09		6/3/2026	Gen Govt	6/23/2026
<i>TOTAL</i>	<i>Baer Insurance</i>			\$ 35,782.00			
BARD MATERIALS	5/16/2026	Parks & Rec: Sunshade Pillars	\$ 533.91		6/18/2026	Gen Govt	6/23/2026
<i>TOTAL</i>	<i>BARD MATERIALS</i>			\$ 533.91			
BAYCOM INC	6/16/2026	POLICE: Richland Cty Radio Program - Need to invoice Co. Remib for Radio Project	\$ 1,216.00		6/25/2026	Public Safety	7/6/2026
<i>TOTAL</i>	<i>BAYCOM INC</i>			\$ 1,216.00			
BFI Waste Services	5/31/2026	PW/Refuse: Garbage & Recycling Services	\$ 5,706.85		6/18/2026	Gen Govt	6/23/2026
BFI Waste Services	5/31/2026	PW/Refuse: Garbage & Recycling Services	\$ 16,808.60		6/18/2026	Gen Govt	6/23/2026
<i>TOTAL</i>	<i>BFI Waste Services</i>			\$ 22,515.45			
Bureau of Correctional Enterprises	6/8/2026	PW/Street: No Parking Signs - SIGNS/SUPPLIES (MARKING, ETC)	\$ 235.02		6/25/2026	Gen Govt	6/23/2026
<i>TOTAL</i>	<i>Bureau of Correctional Enterprises</i>			\$ 235.02			
CATALIS TAX & CAMA	6/16/2026	Software: Tax Collection & Pet Licensing - Annual Fee - 2026 - 2027	\$ 1,211.40			Gen Govt	6/23/2026
<i>TOTAL</i>	<i>CATALIS TAX & CAMA</i>			\$ 1,211.40			
<i>TOTAL</i>	<i>Champion Health</i>	<i>Payroll Benefits - Pd By Employee</i>		\$ 570.00			
CITY UTILITIES	6/4/2026	City: Firewall End/Point Monthly	\$ 166.51		6/18/2026	Gen Govt	6/23/2026
CITY UTILITIES	5/7/2026	City: Firewall End/Point Monthly	\$ 166.51		6/18/2026	Gen Govt	6/23/2026
CITY UTILITIES	5/7/2026	City: Mapping License / Maintenance	\$ 525.00		6/18/2026	Gen Govt	6/23/2026
CITY UTILITIES	4/9/2026	City: Firewall End/Point Monthly	\$ 166.51		6/18/2026	Gen Govt	6/23/2026
CITY UTILITIES	3/9/2026	City: Firewall End/Point Monthly	\$ 166.51		6/18/2026	Gen Govt	6/23/2026
CITY UTILITIES	3/9/2026	City: Conversion to New Server	\$ 2,990.25		6/18/2026	Gen Govt	6/23/2026
CITY UTILITIES	6/16/2026	PW: Leachaate Hauled from Landfill	\$ 612.50		6/25/2026		
<i>TOTAL</i>	<i>CITY UTILITIES</i>			\$ 4,793.79			
CIVIC SYSTEMS, LLC	6/2/2026	Admin: Computer Software Support & Maint	\$ 4,714.10		7/2/2026		
<i>TOTAL</i>	<i>CIVIC SYSTEMS, LLC</i>			\$ 4,714.10			
COMPUTER DOCTORS LLC	5/13/2026	Elected: Brad Wegner Computer Setup, Out of Office for Todd Coppernoll, Firewall Work	\$ 93.75		6/3/2026	Gen Govt	6/23/2026
COMPUTER DOCTORS LLC	6/8/2026	PW/B&G: Tess Laptop Configuration	\$ 56.25		7/2/2026		
<i>TOTAL</i>	<i>COMPUTER DOCTORS LLC</i>			\$ 150.00			
<i>TOTAL</i>	<i>Delta Dental</i>	<i>Payroll Benefits - Paid By Employee</i>		\$ 948.58			
Ehlers Inc	6/12/2026	Debt Service: 2019A GO Bonds - Aquatic Center - Principle	\$ 205,000.00			Gen Govt	6/23/2026
Ehlers Inc	6/12/2026	Debt Service: 2019A GO Bonds - Aquatic Center - Interest	\$ 47,175.00			Gen Govt	6/23/2026
<i>TOTAL</i>	<i>Ehlers Inc</i>			\$ 252,175.00			

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FIRST ADVANTAGE OCC HEAL	3/31/2026	PW: Drug / Alcohol Testing - Utility Portion	\$ 101.04		6/25/2026		
FIRST ADVANTAGE OCC HEAL	4/30/2026	PW: Drug / Alcohol Testing - Utility Portion	\$ 3.45		6/25/2026		
FIRST ADVANTAGE OCC HEAL	1/31/2026	PW: Drug / Alcohol Testing	\$ 99.36		6/25/2026		
FIRST ADVANTAGE OCC HEAL	1/31/2026	PW: Drug / Alcohol Testing - Utility Portion	\$ 349.83		6/25/2026		
TOTAL	FIRST ADVANTAGE OCC HEAL			\$ 553.68			
FRONTIER	6/9/2026	PW/Airport: 608-383-0969 Phone Line	\$ 149.24		6/18/2026	Gen Govt	6/23/2026
FRONTIER	6/9/2026	PW/Airport: 608-647-4237 Phone Line	\$ 149.24		6/18/2026	Gen Govt	6/23/2026
FRONTIER	6/1/2026	Police: Voice Grade Channel Termination	\$ 10.70		6/18/2026	Public Safety	7/6/2026
TOTAL	FRONTIER			\$ 309.18			
Gary's Lawn Care LLC	5/12/2026	PW/B&G: Bowen's Mill V Contracted Lawn Mowing - B&G/MAINTENANCE PT PAY	\$ 220.00		6/3/2026	Gen Govt	6/23/2026
Gary's Lawn Care LLC	5/12/2026	PW/B&G: Airport V Contracted Lawn Mowing - B&G/MAINTENANCE PT PAY	\$ 440.00		6/3/2026	Gen Govt	6/23/2026
Gary's Lawn Care LLC	5/18/2026	PW/B&G: Cemetery IV Contracted Lawn Mowing - B&G/MAINTENANCE PT PAY	\$ 2,200.00		6/3/2026	Gen Govt	6/23/2026
Gary's Lawn Care LLC	5/22/2026	PW/B&G: Bowen's Mill VI Contracted Lawn Mowing - B&G/MAINTENANCE PT PAY	\$ 220.00		6/3/2026	Gen Govt	6/23/2026
Gary's Lawn Care LLC	5/22/2026	PW/B&G: Airport VI Contracted Lawn Mowing - B&G/MAINTENANCE PT PAY	\$ 440.00		6/3/2026	Gen Govt	6/23/2026
Gary's Lawn Care LLC	5/27/2026	PW/B&G: Bowen's Mill VII Contracted Lawn Mowing - B&G/MAINTENANCE PT PAY	\$ 220.00		6/3/2026	Gen Govt	6/23/2026
Gary's Lawn Care LLC	5/27/2026	PW/B&G: Airport VII Contracted Lawn Mowing - B&G/MAINTENANCE PT PAY	\$ 440.00		6/3/2026	Gen Govt	6/23/2026
Gary's Lawn Care LLC	6/3/2026	PW/B&G: Lawncare Services - Airport	\$ 440.00		6/29/2026		
Gary's Lawn Care LLC	6/1/2026	PW/B&G: Lawncare Services - RC Cemetery	\$ 2,200.00		6/29/2026		
Gary's Lawn Care LLC	6/3/2026	PW/B&G: Lawncare Services - Bowen Cemetery	\$ 220.00		6/29/2026		
Gary's Lawn Care LLC	6/11/2026	PW/B&G: Lawncare Services - Airport	\$ 440.00		6/29/2026		
Gary's Lawn Care LLC	6/10/2026	PW/B&G: Lawncare Services - Bowen Cemetery	\$ 220.00		6/29/2026		
Gary's Lawn Care LLC	6/15/2026	PW/B&G: Lawncare Services - RC Cemetery	\$ 2,200.00		6/29/2026		
Gary's Lawn Care LLC	6/16/2026	PW/B&G: Lawncare Services - Bowen Cemetery	\$ 220.00		6/29/2026		
Gary's Lawn Care LLC	6/16/2026	PW/B&G: Lawncare Services - Airport	\$ 440.00		6/29/2026		
TOTAL	Gary's Lawn Care LLC			\$ 10,560.00			
GENERAL COMMUNICATIONS,	5/27/2026	POLICE: Radio Equipment	\$ 2,577.09		6/3/2026	Public Safety	7/6/2026
TOTAL	GENERAL COMMUNICATIONS,			\$ 2,577.09			
GENUINE TELECOM	6/1/2026	Police: Phone Lines	\$ 149.02		6/18/2026	Public Safety	7/6/2026
GENUINE TELECOM	6/1/2026	1050 N Orange Ln 2	\$ 40.63		6/18/2026	Gen Govt	6/23/2026
GENUINE TELECOM	6/1/2026	1050 N Orange Ln 3	\$ 41.88		6/18/2026	Gen Govt	6/23/2026
GENUINE TELECOM	6/1/2026	1050 N Orange	\$ 35.38		6/18/2026	Gen Govt	6/23/2026
GENUINE TELECOM	6/1/2026	1050 N Orange - Alarm	\$ 36.88		6/18/2026	Park Board	6/29/2026
GENUINE TELECOM	6/1/2026	1050 N Orange	\$ 36.88		6/18/2026	Park Board	6/29/2026
GENUINE TELECOM	6/1/2026	1050 N Orange	\$ 130.00		6/18/2026	Park Board	6/29/2026
GENUINE TELECOM	6/1/2026	Clerk Fax	\$ 41.38		6/18/2026	Gen Govt	6/23/2026
GENUINE TELECOM	6/1/2026	City Office	\$ 13.89		6/18/2026	Gen Govt	6/23/2026
GENUINE TELECOM	6/1/2026	450 S Main	\$ 36.88		6/18/2026	Gen Govt	6/23/2026
GENUINE TELECOM	6/1/2026	Building Insp	\$ 35.38		6/18/2026	Gen Govt	6/23/2026
GENUINE TELECOM	6/1/2026	Mayor	\$ 35.38		6/18/2026	Gen Govt	6/23/2026

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GENUINE TELECOM	6/1/2026	Assessor	\$ 35.38		6/18/2026	Gen Govt	6/23/2026
GENUINE TELECOM	6/1/2026	Visitor	\$ 140.00		6/18/2026	Gen Govt	6/23/2026
GENUINE TELECOM	6/1/2026	608-647-3559	\$ 36.13		6/18/2026	Gen Govt	6/23/2026
GENUINE TELECOM	6/1/2026	608-647-8126	\$ 39.88		6/18/2026	Public Safety	7/6/2026
GENUINE TELECOM	6/1/2026	608-647-2103	\$ 35.38		6/18/2026	Public Safety	7/6/2026
GENUINE TELECOM	6/1/2026	608-647-2104	\$ 36.88		6/18/2026	Public Safety	7/6/2026
GENUINE TELECOM	6/1/2026	608-647-6316	\$ 36.88		6/18/2026	Public Safety	7/6/2026
TOTAL	GENUINE TELECOM			\$ 994.11			
GILLETTE PEPSI COMPANIES	6/25/2026	Parks & Rec: WAC Concessions	\$ 188.00			Park Board	6/29/2026
PEPSI-COLA OF LACROSSE	6/11/2026	PW/Aquatic: Concessions	\$ (69.00)			Park Board	6/29/2026
TOTAL	GILLETTE PEPSI COMPANIES			\$ 119.00			
HOLIDAY WHOLESale	6/10/2026	Parks & Rec: WAC Concessions	\$ 434.71		7/2/2026	Park Board	6/29/2026
HOLIDAY WHOLESale	4/24/2026	CC/SC: WSRC Supplies - Coffee	\$ 84.45		6/18/2026	Park Board	6/29/2026
HOLIDAY WHOLESale	6/16/2026	Parks & Rec: WAC Concessions	\$ 2,771.19			Park Board	6/29/2026
HOLIDAY WHOLESale	6/24/2026	Parks & Rec: senior center coffee filters	\$ 164.50			Park Board	6/29/2026
HOLIDAY WHOLESale	6/24/2026	Parks & Rec: WAC Concessions	\$ 221.71			Park Board	6/29/2026
TOTAL	HOLIDAY WHOLESale			\$ 3,676.56			
TOTAL	INTERNAL REVENUE Payroll Taxes - Employee & Employer Share			\$ 61,110.08			
JOHNSON BLOCK & COMPANY,	5/26/2026	Administration: Audit_2025 done in 2026 Progress Billing	\$ 8,500.00		6/18/2026	Gen Govt	6/23/2026
JOHNSON BLOCK & COMPANY,	5/26/2026	Administration: Audit_2025 Done in 2026 Form C to WI DOR	\$ 308.00		6/18/2026	Gen Govt	6/23/2026
JOHNSON BLOCK & COMPANY,	5/26/2026	Administration: Audit_2025 Done in 2026 Tax Roll Rec, ARPA Revenue Rec	\$ 1,230.00		6/18/2026	Gen Govt	6/23/2026
JOHNSON BLOCK & COMPANY,	5/26/2026	Administration: Audit_2025 Done in 2026 Fund Balance Reconciliation	\$ 820.00		6/18/2026	Gen Govt	6/23/2026
JOHNSON BLOCK & COMPANY,	5/26/2026	Administration: Audit_2025 Done in 2026 Budget Rec to TB Committed Funds, New Fund Setup, TB Discussions	\$ 410.00		6/18/2026	Gen Govt	6/23/2026
JOHNSON BLOCK & COMPANY,	5/26/2026	Administration: Audit_2025 Done in 2026 Revenue Receivable	\$ 205.00		6/18/2026	Gen Govt	6/23/2026
JOHNSON BLOCK & COMPANY,	5/26/2026	Bookkeeping	\$ 205.00		6/18/2026	Gen Govt	6/23/2026
JOHNSON BLOCK & COMPANY,	5/26/2026	Administration: Audit_2025 Done in 2026 MH Tax Liability to School District	\$ 123.00		6/18/2026	Gen Govt	6/23/2026
JOHNSON BLOCK & COMPANY,	5/26/2026	Administration: Audit_2025 Done in 2026 Prop Liab Insurance	\$ 123.00		6/18/2026	Gen Govt	6/23/2026
JOHNSON BLOCK & COMPANY,	5/26/2026	Reconciliation with Utilities	\$ 489.00		6/18/2026	Gen Govt	6/23/2026
JOHNSON BLOCK & COMPANY,	5/26/2026	Administration: Audit_2025 Done in 2026 Payroll Liability Analysis	\$ 489.00		6/18/2026	Gen Govt	6/23/2026
JOHNSON BLOCK & COMPANY,	5/26/2026	Bookkeeping	\$ 615.00		6/18/2026	Gen Govt	6/23/2026
JOHNSON BLOCK & COMPANY,	5/26/2026	Administration: Audit_2025 Done in 2026 Billable Expenses	\$ 105.00		6/18/2026	Gen Govt	6/23/2026
TOTAL	JOHNSON BLOCK & COMPANY,			\$ 12,805.00			
JONES CHEVROLET	6/23/2026	POLICE: 2021 Chevrolet Tahoe Wheel Alignment	\$ 143.05			Public Safety	7/6/2026
JONES CHEVROLET	6/24/2026	POLICE: 2024 Chevy Silverado Oil Change & Tire Rotation	\$ 92.30			Public Safety	7/6/2026
TOTAL	JONES CHEVROLET			\$ 235.35			
Klein, Duane	6/2/2026	Parks & Rec: Richland Co Campus Foundation Donation Funds - Pickleball Tourn	\$ 169.00		6/18/2026	Park Board	6/29/2026
TOTAL	Klein, Duane			\$ 169.00			
KOELSCH, BEN	6/15/2026	Elected: Sponsor of Government Mtgs on You Tube June 2026	\$ 966.87			Gen Govt	6/23/2026
TOTAL	KOELSCH, BEN			\$ 966.87			
Kraemer's Water Store	5/31/2026	Parks & Rec: WAC Utlitiies	\$ 106.22		6/25/2026	Park Board	6/29/2026
TOTAL	Kraemer's Water Store			\$ 106.22			

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KWIK TRIP	6/24/2026	Council: 2026-2027 Class A License Refund S/b \$50, Charged \$500.00 Store #788	\$ 450.00		6/25/2026		
KWIK TRIP	6/24/2026	Council: 2026-2027 Tobacco License - Underpaid by \$12.00 Store #363	\$ (12.00)		6/25/2026		
KWIK TRIP	6/24/2026	Council: 2026-2027 Tobacco License - Underpaid by \$12.00 Store #788	\$ (12.00)		6/25/2026		
TOTAL	<i>KWIK TRIP</i>			\$ 426.00			
LAMAR COMPANIES	6/5/2026	Admin/City office: Hwy 14 digital sign	\$ 500.00		6/25/2026	Gen Govt	6/23/2026
TOTAL	<i>LAMAR COMPANIES</i>			\$ 500.00			
M S A PROFESSIONAL SERVICES, INC	6/2/2026	Outlay: Mill Street Drainage Improvements - OUTLAY/ST PROJECTS	\$ 2,549.00		6/3/2026	Gen Govt	6/23/2026
TOTAL	<i>M S A PROFESSIONAL SERVICES, INC</i>			\$ 2,549.00			
McDonald's	6/2/2026	Police: Restitution - Rachel/Cameron Powers - Restitution Received	\$ 366.00		6/18/2026	Gen Govt	6/23/2026
TOTAL	<i>McDonald's</i>			\$ 366.00			
METCO, INC	6/9/2026	PW/Airport: June 2026 Monthly Airport Inspection	\$ 105.00		6/18/2026	Gen Govt	6/23/2026
TOTAL	<i>METCO, INC</i>			\$ 105.00			
TOTAL	<i>MetLife</i>	<i>Payroll Benefits Paid By Employee</i>		\$ 520.21			
MIDWEST POOL SUPPLY	6/11/2026	Parks & Rec: WAC Chemicals - Chlorine	\$ 1,065.00		7/2/2026	Park Board	6/29/2026
MIDWEST POOL SUPPLY	6/11/2026	Parks & Rec: WAC Chemicals - Muriatic Acid	\$ 961.87		7/2/2026	Park Board	6/29/2026
MIDWEST POOL SUPPLY	6/11/2026	Parks & Rec: WAC Chemicals - Stabilizer Conditioner	\$ 184.99		7/2/2026	Park Board	6/29/2026
MIDWEST POOL SUPPLY	6/11/2026	Parks & Rec: WAC Chemicals - HAZMAT Charge	\$ 5.00		7/2/2026	Park Board	6/29/2026
MIDWEST POOL SUPPLY	6/11/2026	Parks & Rec: WAC Chemicals - Fuel / Delivery Charge	\$ 5.00		7/2/2026	Park Board	6/29/2026
TOTAL	<i>MIDWEST POOL SUPPLY</i>			\$ 2,221.86			
NAPA AUTO PARTS	6/3/2026	PW/B&G: Equip Repair - BLDG-PROP/EQUIP MAINT-REPAIR	\$ 64.96		6/25/2026	Gen Govt	6/23/2026
TOTAL	<i>NAPA AUTO PARTS</i>			\$ 64.96			
NEUMAN POOLS INC	6/15/2026	Parks & Rec: O Ring Aquatic Center Maintenance - Returned	\$ (502.42)			Park Board	6/29/2026
TOTAL	<i>NEUMAN POOLS INC</i>			\$ (502.42)			
PIONEER PRINT CO LLC	6/11/2026	Parks & Rec: Rec Shirts - Tiny Teams Golden Sea Horses	\$ 118.80		6/18/2026	Park Board	6/29/2026
PIONEER PRINT CO LLC	6/11/2026	Parks & Rec: Rec Shirts - Tiny Teams - Blue Sharks	\$ 108.90		6/18/2026	Park Board	6/29/2026
PIONEER PRINT CO LLC	6/11/2026	Parks & Rec: Rec Shirts - Tiny Teams Red Lobsters	\$ 118.80		6/18/2026	Park Board	6/29/2026
PIONEER PRINT CO LLC	6/11/2026	Parks & Rec: Rec Shirts - Tiny Teams Green Sea Turtles	\$ 118.80		6/18/2026	Park Board	6/29/2026
PIONEER PRINT CO LLC	6/11/2026	Parks & Rec: Rec Shirts - Soccer T's Cool Mint	\$ 97.02		6/18/2026	Park Board	6/29/2026
PIONEER PRINT CO LLC	6/11/2026	Parks & Rec: Rec Shirts - Soccer T's Neon Yellow	\$ 97.02		6/18/2026	Park Board	6/29/2026
PIONEER PRINT CO LLC	6/11/2026	Parks & Rec: Rec Shirts - Little Sluggers Orange	\$ 118.58		6/18/2026	Park Board	6/29/2026
PIONEER PRINT CO LLC	6/11/2026	Parks & Rec: Rec Shirts - Little Sluggers Scuba Blue	\$ 118.58		6/18/2026	Park Board	6/29/2026
PIONEER PRINT CO LLC	6/11/2026	Parks & Rec: Rec Shirts - Jerzees Scuba Blue	\$ 247.50		6/18/2026	Park Board	6/29/2026
PIONEER PRINT CO LLC	6/11/2026	Parks & Rec: Rec Shirts - 2XL Sizes	\$ 6.00		6/18/2026	Park Board	6/29/2026
PIONEER PRINT CO LLC	6/11/2026	Parks & Rec: Rec Shirts - 3XL Sizes	\$ 3.00		6/18/2026	Park Board	6/29/2026
PIONEER PRINT CO LLC	6/12/2026	PW/CC SC: Clothing	\$ 156.90		6/25/2026	Park Board	6/29/2026
PIONEER PRINT CO LLC	6/25/2026	PW/CC SC: Clothing - Vintage Heather Red	\$ 381.22		7/2/2026	Park Board	6/29/2026
TOTAL	<i>PIONEER PRINT CO LLC</i>			\$ 1,691.12			
PREMIER CO-OP	6/4/2026	PW/B&G: Herbicide - BLDG-PROP/WEED CONTROL	\$ 200.60		6/18/2026	Gen Govt	6/23/2026
PREMIER CO-OP	5/31/2026	PW/B&G: Fuel	\$ 1,936.46		6/18/2026	Gen Govt	6/23/2026
PREMIER CO-OP	5/31/2026	PW/Streets: Fuel	\$ 2,127.37		6/18/2026	Gen Govt	6/23/2026
TOTAL	<i>PREMIER CO-OP</i>			\$ 4,264.43			
RHYME BUSINESS PRODUCTS-DALLAS	5/31/2026	Police Dept: Copier Lease	\$ 203.69		6/18/2026	Public Safety	7/6/2026

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RHYME BUSINESS PRODUCTS-DALLAS	6/4/2026	Admin/City Office: Copier Lease	\$ 472.58		6/18/2026	Gen Govt	6/23/2026
RHYME BUSINESS PRODUCTS-DALLAS	6/30/2026	Police Dept: Copier Lease	\$ 202.94			Public Safety	7/6/2026
RHYME BUSINESS PRODUCTS-DALLAS	6/25/2026	CC/SC: Copier Lease	\$ 262.87			Gen Govt	6/23/2026
TOTAL	RHYME BUSINESS PRODUCTS-DALLAS			\$ 1,142.08			
TOTAL	RICHLAND CENTER	Payroll Benefits Paid By Employee		\$ 750.00			
RICHLAND CENTER UTILITIE		Total Monthly Utility Bills	\$ 15,531.56	\$ 15,531.56			
		PW/B&G: Johnson Controls Fire Protection LP Fire Alarm Inspection Robb					
UTILITIES	3/9/2026	Shop - BLDG-PROP/FIRE ALARM	\$ 393.54	\$ 393.54	6/3/2026	Gen Govt	6/23/2026
TOTAL	RICHLAND CENTER UTILITIE			\$ 15,925.10			
RICHLAND COUNTY REGISTER OF DEEDS	6/10/2026	Clerk/Treas: CDBG Satisfaction Deed Recording - pd to City on 6/10/2026	\$ 30.00		6/18/2026	Gen Govt	6/23/2026
TOTAL	RICHLAND COUNTY REGISTER OF DEEDS			\$ 30.00			
RICHLAND COUNTY TREASURER	6/1/2026	Council: 20% of Annual MFL Payment	\$ 2.92			Gen Govt	6/23/2026
TOTAL	RICHLAND COUNTY TREASURER			\$ 2.92			
RICHLAND ELECTRIC CO-OP	6/2/2026	PW/Parks: RC Flood Control	\$ 47.46		6/18/2026	Gen Govt	6/23/2026
TOTAL	RICHLAND ELECTRIC CO-OP			\$ 47.46			
RICHLAND FIRE DISTRICT	6/12/2026	Incident #226092, 06-12-2026, Destiny Shannon Accident	\$ 600.00			Gen Govt	6/23/2026
TOTAL	RICHLAND FIRE DISTRICT			\$ 600.00			
RICHLAND HOSPITAL, INC	5/10/2026	Police: Blood Alcohol Draw - W. Munoz	\$ 93.00		6/18/2026	Public Safety	7/6/2026
RICHLAND HOSPITAL, INC	5/23/2026	Police: Blood Alcohol Draw - R.M. Urbina Romero	\$ 93.00		6/18/2026	Public Safety	7/6/2026
TOTAL	RICHLAND HOSPITAL, INC			\$ 186.00			
RICHLAND LOCKER COMPANY	6/24/2026	Council: Class A" Liquor License Refund - Charge S/b \$50.00 not \$500.00"	\$ 450.00		6/25/2026		
TOTAL	RICHLAND LOCKER COMPANY			\$ 450.00			
RICHLAND OBSERVER	5/14/2026	Clerk: Liquor License Publication - 5/14/2026	\$ 76.75		6/18/2026	Gen Govt	6/23/2026
RICHLAND OBSERVER	5/21/2026	Clerk: Liquor License Publication - 5/21/2026	\$ 30.30		6/18/2026	Gen Govt	6/23/2026
RICHLAND OBSERVER	5/7/2026	Clerk: Ordinance Dissolving Tourism Department	\$ 52.03		6/18/2026	Gen Govt	6/23/2026
RICHLAND OBSERVER	5/14/2026	Elected: Ordinance #2026-06 Published 05/14/2026	\$ 95.20		6/18/2026	Gen Govt	6/23/2026
RICHLAND OBSERVER	5/14/2026	Elected: Ordinance #2026-07 Published 05/14/2026	\$ 71.65		6/18/2026	Gen Govt	6/23/2026
RICHLAND OBSERVER	5/14/2026	Elected: Ordinance #2026-08 Published 05/14/2026	\$ 71.65		6/18/2026	Gen Govt	6/23/2026
RICHLAND OBSERVER	5/14/2026	Zoning: Publications - Public Hearing / CUP	\$ 133.45		6/18/2026	Gen Govt	6/23/2026
RICHLAND OBSERVER	6/2/2026	Parks & Rec: Annual Richland Observer Subscription CC/SC	\$ 47.00		6/25/2026	Gen Govt	6/23/2026
TOTAL	RICHLAND OBSERVER			\$ 578.03			
ROCKBRIDGE SAWMILL, INC	5/28/2026	PW/B&G: 10/4 White Oak Vehicle - Dike Bridge Boards	\$ 1,237.50		6/25/2026		
TOTAL	ROCKBRIDGE SAWMILL, INC			\$ 1,237.50			
RUNNING, INC	6/9/2026	Taxi: Shared Ride Taxi Service - 732.12 Hrs May 2026	\$ 28,245.19		6/18/2026	Gen Govt	6/23/2026
RUNNING, INC	6/9/2026	Taxi: Shared Ride Taxi Service - 732.12 Hrs May 2026 - Fare Revenue	\$ (25,369.00)		6/18/2026	Gen Govt	6/23/2026
TOTAL	RUNNING, INC			\$ 2,876.19			
SCHILLING SUPPLY COMPANY	6/24/2026	PW/B&G: Paper & Cleaning Products for Restrooms/Breakrooms	\$ 4.71		7/2/2026	Gen Govt	6/23/2026
SCHILLING SUPPLY COMPANY	6/24/2026	PW/B&G: Paper & Cleaning Products for Restrooms/Breakrooms	\$ 1,775.48		7/2/2026		
TOTAL	SCHILLING SUPPLY COMPANY			\$ 1,780.19			
SCOTT CONSTRUCTION, INC	6/5/2026	PW/Streets: Cold Mix Patch	\$ 1,740.64		7/2/2026	Gen Govt	6/23/2026
SCOTT CONSTRUCTION, INC	6/12/2026	PW/Street: Cold Mix Patch - STREETS/SUPPLIES	\$ 885.28				
TOTAL	SCOTT CONSTRUCTION, INC			\$ 2,625.92			
SHOPPING NEWS, INC	5/26/2026	Police: Warning Ticket	\$ 183.87		6/18/2026	Public Safety	7/6/2026

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SHOPPING NEWS, INC	5/26/2026	Police: Overpayment	\$ (24.86)		6/18/2026	Public Safety	7/6/2026
TOTAL	SHOPPING NEWS, INC			\$ 159.01			
SIMPSON'S TRACTOR, INC	5/16/2026	PW/Streets: Gehl Skidsteer Maintenance	\$ 955.56		6/18/2026	Gen Govt	6/23/2026
SIMPSON'S TRACTOR, INC	5/9/2026	PW/B&G: 5600 Bobcat Repairs	\$ 1,404.14		6/25/2026		
TOTAL	SIMPSON'S TRACTOR, INC			\$ 2,359.70			
Sit & Git Portables, LLC	6/1/2026	PW/B&G: Parks Portable Units	\$ 860.00		6/3/2026	Gen Govt	6/23/2026
TOTAL	Sit & Git Portables, LLC			\$ 860.00			
SLEEPY HOLLOW	6/4/2026	PW/B&G: Equip Repair - BLDG-PROP/EQUIP MAINT-REPAIR	\$ 152.64		6/25/2026	Gen Govt	6/23/2026
TOTAL	SLEEPY HOLLOW			\$ 152.64			
SOUTHWESTERN WI REGIONAL	3/31/2026	Admin/Ec Dev: DOR Innovation Planning Grant - Q1 2026	\$ 6,359.97		6/18/2026	Gen Govt	6/23/2026
TOTAL	SOUTHWESTERN WI REGIONAL			\$ 6,359.97			
State of WI, DEHCR-Fiscal	4/29/2026	CDBG - RLF - Close out Program - State Administered - Coulee Cap - Regional CDBG	\$ 182,704.63		6/18/2026	Gen Govt	6/23/2026
State of WI, DEHCR-Fiscal	4/29/2026	CDBG - RLF - Close out Program - State Administered - Coulee Cap - Regional CDBG (Apr Interest)	\$ 443.00		6/18/2026	Gen Govt	6/23/2026
State of WI, DEHCR-Fiscal	4/29/2026	CDBG - RLF - Close out Program - State Administered - Coulee Cap - Regional CDBG (May Int)	\$ 458.87		6/18/2026	Gen Govt	6/23/2026
State of WI, DEHCR-Fiscal	6/10/2026	Clerk/Treas: CDBG Loan Payoff 2018-3R - Closed Program Returned Funds	\$ 1,311.10		6/18/2026	Gen Govt	6/23/2026
TOTAL	State of WI, DEHCR-Fiscal			\$ 184,917.60			
T-Mobile	5/29/2026	PW/office: DPW Cell	\$ 27.20		6/25/2026		
T-Mobile	5/29/2026	PW/Streets: Streets Cell	\$ 27.20		6/25/2026		
T-Mobile	5/29/2026	Admin/city office: Clerk/Treas Cell	\$ 27.20		6/25/2026		
T-Mobile	5/29/2026	Admin/city office: Mayor Cell	\$ 27.20		6/25/2026		
T-Mobile	5/29/2026	PW/Cemetery: Tess Cell	\$ 27.20		6/25/2026		
T-Mobile	5/29/2026	PW/CC/SC: Mieden Cell	\$ 20.64		6/25/2026	Park Board	6/29/2026
T-Mobile	5/29/2026	PW/office: DPW Cell	\$ 1.01		6/25/2026		
T-Mobile	5/29/2026	PW/Streets: Streets Cell	\$ 1.01		6/25/2026		
T-Mobile	5/29/2026	Admin/city office: Clerk/Treas Cell	\$ 1.01		6/25/2026		
T-Mobile	5/29/2026	Admin/city office: Mayor Cell	\$ 1.01		6/25/2026		
T-Mobile	5/29/2026	PW/Cemetery: Tess Cell	\$ 1.01		6/25/2026		
T-Mobile	5/29/2026	PW/CC/SC: Mieden Cell	\$ 1.01		6/25/2026		
T-Mobile	5/29/2026	PW/office: Darcy Perkins Cell	\$ 3.56		6/25/2026		
T-Mobile	5/29/2026	Elected: Chris Jarvis	\$ 3.56		6/25/2026		
T-Mobile	5/29/2026	Elected: Brad Wegner	\$ 3.56		6/25/2026		
T-Mobile	5/29/2026	Elected: Rachel Schultz	\$ 3.56		6/25/2026		
T-Mobile	5/29/2026	Elected: Frank Hoffman	\$ 3.56		6/25/2026		
T-Mobile	5/29/2026	Elected: Melony Walters	\$ 3.56		6/25/2026		
T-Mobile	5/29/2026	Elected: Doug Martyniuk	\$ 3.56		6/25/2026		
T-Mobile	5/29/2026	Elected: Steve Downs	\$ 3.56		6/25/2026		
T-Mobile	5/29/2026	Elected: Ryan Cairns	\$ 3.56		6/25/2026		
T-Mobile	5/29/2026	Admin/city office: Clerk/Treas Cell	\$ 3.56		6/25/2026		
T-Mobile	5/29/2026	Admin/city office: Ashley Oliphant	\$ 3.56		6/25/2026		
TOTAL	T-Mobile			\$ 201.86			
TC AUTOWORKS LLC	5/29/2026	Police: 2020 Dodge Durango Pursuit Oil Change & AC Repair	\$ 480.53		6/3/2026	Public Safety	7/6/2026

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<i>TOTAL</i>	<i>TC AUTOWORKS LLC</i>			\$ 480.53			
TOTAL UPFITTERS LLC	6/24/2026	Police: Squad 5 Siren Speaker	\$ 580.04			Public Safety	7/6/2026
<i>TOTAL</i>	<i>TOTAL UPFITTERS LLC</i>			\$ 580.04			
TRIANGLE KWIK STOP	6/24/2026	Council: Class A" Liquor License Refund - Charge S/b \$50.00 not \$500.00"	\$ 450.00		6/25/2026		
<i>TOTAL</i>	<i>TRIANGLE KWIK STOP</i>			\$ 450.00			
True North Software	6/29/2026	Police: Annual Software Licensing & Support	\$ 1,200.00			Public Safety	7/6/2026
<i>TOTAL</i>	<i>True North Software</i>			\$ 1,200.00			
U S CELLULAR	5/17/2026	PW/Streets: Streets Cell	\$ 6.45		5/25/2026	Gen Govt	6/23/2026
U S CELLULAR	5/17/2026	PW/Streets: Streets Cell	\$ (1.62)		5/25/2026	Gen Govt	6/23/2026
U S CELLULAR	5/17/2026	PW/office: DPW Cell	\$ 19.99		6/18/2026	Gen Govt	6/23/2026
U S CELLULAR	5/17/2026	PW/Streets: Streets Cell	\$ 19.99		6/18/2026	Gen Govt	6/23/2026
U S CELLULAR	5/17/2026	Admin/city office: Clerk/Treas Cell	\$ 60.73		6/18/2026	Gen Govt	6/23/2026
U S CELLULAR	5/17/2026	Admin/city office: Mayor Cell	\$ 19.99		6/18/2026	Gen Govt	6/23/2026
U S CELLULAR	5/17/2026	PW/Cemetery: Tess Cell	\$ 60.73		6/18/2026	Gen Govt	6/23/2026
U S CELLULAR	5/17/2026	PW/CC/SC: Mieden Cell	\$ 19.99		6/18/2026	Gen Govt	6/23/2026
U S CELLULAR	5/17/2026	Admin/city office: DPW Cell	\$ (11.91)		6/18/2026	Gen Govt	6/23/2026
U S CELLULAR	5/17/2026	PW/Streets: Streets Cell	\$ (11.91)		6/18/2026	Gen Govt	6/23/2026
U S CELLULAR	5/17/2026	Admin/city office: Clerk/Treas Cell	\$ (36.17)		6/18/2026	Gen Govt	6/23/2026
U S CELLULAR	5/17/2026	Admin/city office: Mayor Cell	\$ (11.91)		6/18/2026	Gen Govt	6/23/2026
U S CELLULAR	5/17/2026	PW/Cemetery: Tess Cell	\$ (36.17)		6/18/2026	Gen Govt	6/23/2026
U S CELLULAR	5/17/2026	PW/CC/SC: Mieden Cell	\$ (11.91)		6/18/2026	Park Board	6/29/2026
U S CELLULAR	6/10/2026	PW/Streets: 304-608-7179 Flood Warning Signals	\$ 40.81		6/25/2026		
<i>TOTAL</i>	<i>U S CELLULAR</i>			\$ 127.08			
US BANK	5/11/2026	Police: Hazmat Material Shipping	\$ 18.30			Public Safety	7/6/2026
US BANK	5/11/2026	Police: Hazmat Material Shipping	\$ 9.39			Public Safety	7/6/2026
US BANK	6/2/2026	PW/B&G: Herbicide - BLDG-PROP/WEED CONTROL	\$ 319.98			Gen Govt	6/23/2026
US BANK	6/9/2026	Parks & Rec: Rec Programming Expenses	\$ 144.71			Park Board	6/29/2026
US BANK	6/12/2026	Parks & Rec: Rec Programming Expenses	\$ 375.87			Park Board	6/29/2026
US BANK	6/4/2026	Parks & Rec: Rec Programming Expenses	\$ 243.24			Park Board	6/29/2026
US BANK	6/8/2026	Parks & Rec: Rec Programming Expenses	\$ 10.94			Park Board	6/29/2026
US BANK	6/9/2026	Parks & Rec: WAC Supplies	\$ 93.83			Park Board	6/29/2026
US BANK	6/10/2026	Parks & Rec: Rec Programming Expenses	\$ 43.32			Park Board	6/29/2026
US BANK	6/10/2026	Parks & Rec: Senior Center Prizes	\$ 139.25			Park Board	6/29/2026
US BANK	6/16/2026	Parks & Rec: Rec Programming Expenses	\$ 106.98			Park Board	6/29/2026
US BANK	6/17/2026	Parks & Rec: Rec Programming Expenses	\$ 2.50			Park Board	6/29/2026
US BANK	6/18/2026	Parks & Rec: Rec Programming Expenses	\$ 366.25			Park Board	6/29/2026
US BANK	6/11/2026	Police: Hard Drive	\$ 189.00			Public Safety	7/6/2026
US BANK	6/17/2026	Police: Postage - Tracking	\$ 8.05			Public Safety	7/6/2026
US BANK	6/23/2026	Ec Dev: AI - Claude Pro Subscription	\$ 20.00				
US BANK	6/22/2026	Zoning: Demand Notice - Zink Property Management	\$ 9.70				
US BANK	6/25/2026	Parks & Rec: Pickleball Tournament Supplies - Grant	\$ 262.64			Park Board	6/29/2026
US BANK	6/25/2026	Parks & Rec: Pickleball Tournament Supplies - Grant	\$ 410.00			Park Board	6/29/2026
US BANK	6/26/2026	Parks & Rec: Rec Programming Expenses	\$ 2.49			Park Board	6/29/2026

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US BANK	6/26/2026	Parks & Rec: Rec Programming Expenses	\$ 354.86			Park Board	6/29/2026
US BANK	6/26/2026	Parks & Rec: Rec Programming Expenses	\$ 5.58			Park Board	6/29/2026
		Police: Billy Jones Conference Registration - WI Police Leadership					
US BANK	6/30/2026	Foundation	\$ 275.00			Public Safety	7/6/2026
US BANK	6/29/2026	Parks & Rec: Rec Programming Expenses	\$ 23.09				
US BANK	6/30/2026	Parks & Rec: WAC Concessions	\$ 177.35				
TOTAL	US BANK			\$ 3,612.32			
VERIZON WIRELESS	5/21/2026	POLICE: Cell Phones	\$ 592.69		6/3/2026	Public Safety	7/6/2026
VERIZON WIRELESS	6/21/2026	Police: Verizon Cell Phones	\$ 592.82			Public Safety	7/6/2026
TOTAL	VERIZON WIRELESS			\$ 1,185.51			
VISA	5/18/2026	Tourism: Web Domain Network Solutions	\$ 42.00		6/25/2026	Gen Govt	6/23/2026
VISA	5/1/2026	Tourism: Dropbox Subscription	\$ 179.76		6/25/2026	Gen Govt	6/23/2026
VISA	4/22/2026	Tourism: Postage	\$ 30.73		5/26/2026	Gen Govt	6/23/2026
VISA	4/30/2026	Tourism: Interest and Late Charges	\$ 0.39		5/26/2026	Gen Govt	6/23/2026
TOTAL	VISA			\$ 252.88			
WAL-MART	6/9/2026	Police: Restitution for Case #2026-0421A, Jonny Stitzer	\$ 174.83		7/2/2026	Gen Govt	6/23/2026
WAL-MART	6/24/2026	\$500.00"	\$ 450.00		6/25/2026		
TOTAL	WAL-MART			\$ 624.83			
WALSH'S ACE HARDWARE	5/26/2026	REPLACMT	\$ 15,800.00		6/18/2026	Gen Govt	6/23/2026
WALSH'S ACE HARDWARE	6/2/2026	PW/Street: Misc. Shop Supplies - STREETS/SUPPLIES	\$ 42.44		6/18/2026	Gen Govt	6/23/2026
WALSH'S ACE HARDWARE	6/2/2026	PW/B&G: Door Stopper - BLDG-PROP/MAINT/REPAIRS	\$ 8.83		6/18/2026	Gen Govt	6/23/2026
WALSH'S ACE HARDWARE	5/27/2026	PW/B&G: Duct Tape/Spray Paint - BLDG-PROP/MAINT/REPAIRS	\$ 8.95		6/18/2026	Gen Govt	6/23/2026
WALSH'S ACE HARDWARE	5/28/2026	PW/B&G: Spray Paint/Toilet Seat Hinge - BLDG-PROP/MAINT/REPAIRS	\$ 8.13		6/18/2026	Gen Govt	6/23/2026
WALSH'S ACE HARDWARE	6/1/2026	PW/B&G: Building Repair - BLDG-PROP/MAINT/REPAIRS	\$ 27.81		6/18/2026	Gen Govt	6/23/2026
WALSH'S ACE HARDWARE	5/29/2026	PW/B&G: Straw Mulch - Park Building /Prop Maint Repair	\$ 16.61		6/18/2026	Gen Govt	6/23/2026
WALSH'S ACE HARDWARE	6/2/2026	Parks & Rec: Aquatic Center Supplies	\$ 168.46		6/18/2026	Park Board	6/29/2026
WALSH'S ACE HARDWARE	6/5/2026	Parks & Rec: Aquatic Center Supplies	\$ 272.62		6/18/2026	Park Board	6/29/2026
WALSH'S ACE HARDWARE	6/9/2026	Parks & Rec: Aquatic Center Supplies	\$ 52.96		6/18/2026	Park Board	6/29/2026
WALSH'S ACE HARDWARE	6/9/2026	Parks & Rec: Rec Programming Expenses	\$ 47.96		6/18/2026	Park Board	6/29/2026
WALSH'S ACE HARDWARE	6/9/2026	Parks & Rec: Rewards & Credit	\$ (99.99)		6/18/2026	Park Board	6/29/2026
WALSH'S ACE HARDWARE	6/16/2026	Parks & Rec: Aquatic Center Supplies	\$ 43.97		6/25/2026	Park Board	6/29/2026
WALSH'S ACE HARDWARE	6/22/2026	Parks & Rec: Rec Programming Expenses - Painters Tape	\$ 53.94		6/25/2026	Park Board	6/29/2026
WALSH'S ACE HARDWARE	5/4/2026	PW/B&G & Streets: Grease and Windshield Washer Fluid	\$ 111.38		6/25/2026		
WALSH'S ACE HARDWARE	5/5/2026	PW/B&G & Streets: Grease and Windshield Washer Fluid	\$ 34.16		6/25/2026		
WALSH'S ACE HARDWARE	5/5/2026	PW/B&G & Streets: Grease and Windshield Washer Fluid	\$ 145.54		6/25/2026		
WALSH'S ACE HARDWARE	5/6/2026	PW/B&G: Steel Angle, Bolts, and Nuts	\$ 63.14		6/25/2026		
WALSH'S ACE HARDWARE	5/22/2026	PW/B&G: Pool Pump House Hex Plug	\$ 2.18		6/25/2026	Park Board	6/29/2026
WALSH'S ACE HARDWARE	6/5/2026	PW/B&G: Meyer Building Faucet	\$ 7.95		6/25/2026	Park Board	6/29/2026
WALSH'S ACE HARDWARE	6/8/2026	PW/B&G: Dog Park Fence Conduit	\$ 34.99		6/25/2026		
WALSH'S ACE HARDWARE	6/8/2026	PW/B&G: City Hall Furnace Room	\$ 2.85		6/25/2026		
WALSH'S ACE HARDWARE	6/10/2026	PW/Streets: Flat HR Plain	\$ 23.69		6/25/2026		
WALSH'S ACE HARDWARE	6/16/2026	PW/B&G: Keys	\$ 6.37		6/25/2026		
WALSH'S ACE HARDWARE	6/17/2026	PWZ/B&G: Disc Bullet, FML Dsconct 22, Dish Soap	\$ 28.73		6/25/2026		
TOTAL	WALSH'S ACE HARDWARE			\$ 16,913.67			

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WARCO	7/1/2026	CC/SC: Warco Diamond Jo Trip 07/30/2026	\$ 1,395.00				
TOTAL	WARCO			\$ 1,395.00			
WE ENERGIES	6/9/2026	397 W Seminary - RR Museum	\$ 14.41		6/25/2026		
WE ENERGIES	6/9/2026	1055 N Orange Pool	\$ 2,855.11		6/25/2026	Park Board	6/29/2026
WE ENERGIES	6/9/2026	1055 N Orange Concessions	\$ 32.16		6/25/2026	Park Board	6/29/2026
WE ENERGIES	6/9/2026	1050 N Orange CC/SC	\$ 56.87		6/25/2026	Park Board	6/29/2026
WE ENERGIES	6/9/2026	450 S Main / Muni Bldng	\$ 22.89		6/25/2026		
WE ENERGIES	6/9/2026	1300 N Park Cemetery Garage	\$ 14.41		6/25/2026		
WE ENERGIES	6/9/2026	950 N Orange - Krouskop Warming	\$ 15.97		6/25/2026		
WE ENERGIES	6/9/2026	141 W Robb Road	\$ 24.09		6/25/2026		
WE ENERGIES	6/9/2026	1100 N Jefferson Parks Dept Garage	\$ 11.38		6/25/2026		
TOTAL	WE ENERGIES			\$ 3,047.29			
WEGNER AUTO SERVICE	6/14/2026	POLICE: 2000 Chevy Equinox Towing - Wal-Mart 2026 1026A Megan Strart	\$ 100.00			Public Safety	7/6/2026
TOTAL	WEGNER AUTO SERVICE			\$ 100.00			
WERTZ PLUMBING & HEATING	5/20/2026	Parks & Rec: WAC Maint/Repair - Mens Handicap Shower Repair - Parts	\$ 211.70		6/18/2026	Park Board	6/29/2026
WERTZ PLUMBING & HEATING	5/20/2026	Parks & Rec: WAC Maint/Repair - Mens Handicap Shower Repair - Labor	\$ 750.00		6/18/2026	Park Board	6/29/2026
TOTAL	WERTZ PLUMBING & HEATING			\$ 961.70			
WEX BANK	5/31/2026	POLICE: Vehicle Fuel	\$ 3,025.48		6/3/2026	Public Safety	7/6/2026
TOTAL	WEX BANK			\$ 3,025.48			
TOTAL	WI Deferred Comp	Payroll Benefits Paid by Employee		\$ 3,625.36			
TOTAL	WI Dept of EE Trust	Payroll Benefits - Employee & Employer Paid		\$ 58,541.30			
WI DEPT OF JUSTICE-CRIME	6/17/2026	Police: Background Checks	\$ 14.00		6/25/2026	Public Safety	7/6/2026
WI DEPT OF JUSTICE-CRIME	6/25/2026	Police: Background Checks	\$ 14.00			Public Safety	7/6/2026
TOTAL	WI DEPT OF JUSTICE-CRIME			\$ 28.00			
TOTAL	WI DEPT OF REVEN	Payroll Benefits Paid by Employee		\$ 9,992.69			
WI DEPT OF REVENUE-AV FUEL	5/31/2026	PW: Aviation Fuel Tax	\$ 27.84		6/19/2026	Gen Govt	6/23/2026
WI DEPT OF REVENUE-AV FUEL	6/30/2026	PW: Aviation Fuel Tax	\$ 14.46		7/20/2026		
TOTAL	WI DEPT OF REVENUE-AV FUEL			\$ 42.30			
WI DEPT OF TRANS-FINANCIAL OPERATIONS	6/1/2026	PW/Streets: Project #39516400373-Bohman Drive to Cth O	\$ 74.55		6/18/2026	Gen Govt	6/23/2026
TOTAL	WI DEPT OF TRANS-FINANCIAL OPERATIONS			\$ 74.55			
WIL-KIL PEST CONTROL	5/13/2026	Parks: Community Center / Senior Center Pest Control	\$ 88.90		6/18/2026	Gen Govt	6/23/2026
WIL-KIL PEST CONTROL	5/13/2026	Office: Municipal Building Pest Control	\$ 73.44		6/18/2026		
TOTAL	WIL-KIL PEST CONTROL			\$ 162.34			
WORKSITE SOLUTIONS	6/4/2026	COMBINED INSURANCE Pay Period: 05/29/2026	\$ 23.35		6/25/2026	Gen Govt	6/23/2026
WORKSITE SOLUTIONS	6/18/2026	COMBINED INSURANCE Pay Period: 06/12/2026	\$ 23.35		6/25/2026	Gen Govt	6/23/2026
WORKSITE SOLUTIONS	7/3/2026	COMBINED INSURANCE Pay Period: 06/26/2026	\$ 23.35				
TOTAL	WORKSITE SOLUTIONS			\$ 70.05			
WPPI ENERGY	6/1/2026	LED Street Light Loan Payment 0% Int	\$ 421.62		6/30/2026		
TOTAL	WPPI ENERGY			\$ 421.62			

TOTAL BILLS PRESENTED FOR APPROVAL:

\$ 252.88
\$ 787,505.89

Tourism Fund
 General Fund \$ 787,505.89

CITY OF RICHLAND CENTER

AGENDA ITEM DATA SHEET

Item 6.

Agenda Item: Advanced Pump and Well Solutions, Inc Lease Renewal

Meeting Dates: General Government Committee on 5/26/2026 and Common Council on 7/7/2026

Requested by: Ashley Oliphant, City Administrator

Background: The City purchased this property located at 278 W Court St from the Fergusons in 2024 and have maintained a lease allowing them to continue occupying and operating the Advanced Pump and Well Solutions building pending redevelopment. The lease was structured as one year with one automatic renewal and may be terminated on 60 days' notice. Both terms have now been exhausted; a new lease must be executed. With no imminent redevelopment to occur on the site, the execution of a new lease is recommended.

The proposed 2026 lease renewal with Advanced Pump and Well Solutions, Inc. (Ferguson) increases monthly rent from \$1,000 to \$1,250, consistent with the \$250 escalation provided for in the original lease. The security deposit of \$750 already held by the City will carry forward, with no additional deposit required. The lease ensures the Tenant is responsible for maintenance, repairs, and upkeep of the premises, reduces the termination notice period from 60 to 30 days, and adds a one-time renewal option for an additional one-year term.

Financial Impact: Current rental rate of \$1,000/month or \$12,000/year with a new rental rate of \$1,250/month or \$15,000/year.

Funding Source: N/A

General Government Committee Action: *Motion by Cairns, second by Walters, to authorize the City Administrator to negotiate a new lease agreement with Advanced Pump & Well Solutions, Inc. under substantially similar terms and conditions, subject to final approval by the Common Council. Motion carried unanimously.*

Recommended Action:

Motion to authorize the City Administrator to execute the lease agreement as presented with Advance Pump & Well Solutions, Inc.

Attachments: Proposed Lease

CITY OF RICHLAND CENTER

AGENDA ITEM DATA SHEET

Item 7.

Agenda Item: Consider amendment to appendix A of the Council Rules to add the Mayor as a non-voting, ex officio member of the General Government Committee

Meeting Dates: General Government Committee on 6/23/2026 and Common Council on 7/7/2026

Requested by: Mayor Karin Tepley

Background: As adopted, Appendix A composes the General Government Committee of the Chairs of the Budget, Public Works, and Personnel Committees. The Mayor is not currently a member. Separately, Section 4.07(D) of the Council Rules restricts Council Members — including the Mayor — from speaking at committee meetings of which they are not a member, except during public comment or with the Chair's permission.

The request: The Mayor would be added as a non-voting, ex officio member of the General Government Committee only. The Mayor would not vote, would not make motions, and would not count toward the Committee's quorum. The seat would not extend to any other committee, board, or commission.

What the amendment does: It revises General Government Committee item A to add the ex officio seat, defines "non-voting" to exclude both voting and motions, excludes the Mayor from the quorum count, and includes a limited override of Section 4.07(D) so the Mayor may participate in deliberations of this Committee notwithstanding that restriction.

General Government Committee Action: *Motion by Walters, second by Cairns, to amend Appendix A of the Council Rules to add the mayor as a non-voting, ex-officio member of the General Government Committee. Motion carried unanimously.*

Suggested Action:

Motion to amend Appendix A of the Council Rules, General Government Committee item A, to add the mayor as a non-voting, ex officio member of the General Government Committee, who shall not vote, shall not make motions, and shall not be counted toward the Committee's quorum.

RULES OF THE COMMON COUNCIL

Updated May 5, 2026

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SECTION 1: PURPOSE AND DEFINITIONS

1.01 Purpose

The Common Council of the City of Richland Center (referred to as the “City Council” or

“Council”) recognizes and understands the importance of City government, and the programs and services it provides, to the citizens of Richland Center. The City Council further recognizes citizens’ rightful expectation that the financial resources provided to the City through tax levy and other sources be invested in a wise and deliberate matter. Therefore, in recognition of these principles, the City Council hereby adopts the following Rules of the Common Council (referred to as “Council Rules” or “Rules”) in order to promote orderly and efficient rules of governance for the City Council and all City-related governmental bodies.

1.02 Interpretation

These Council Rules are not intended to, and shall not, supersede any requirements or provisions in the Wisconsin Statutes. In the event of any conflict between the Wisconsin Statutes and these Council Rules, the Wisconsin Statutes shall take precedence. The latest version of Robert’s Rules of Order shall govern in all circumstances not otherwise addressed by law or these Rules.

1.03 Committees, Commissions and Boards

As used in this document, references to “Committees” shall also refer to other commissions and boards unless such reference creates an absurd or impossible interpretation.

SECTION 2 CITY COUNCIL ORGANIZATION

2.01 Constitution of the Common Council and Quorum

The Common Council shall consist of the Mayor and alderpersons. Two-thirds of all seated members of the Council, excluding the Mayor, shall constitute a quorum.

2.02 City Council Meetings

The period of time between the organizational meetings in Section 2.02(A) hereof shall constitute a session of the City Council, and any business pending and upon which the Council has not acted prior to the close of a session can no longer be acted upon without being reintroduced.

(A) The Organizational Meeting. On the third Tuesday in April, after each Spring general election at which the Mayor and/or alderpersons are elected for full terms, the City Council will meet and shall:

1. Organize and transact general business;
2. Elect a Council President, by majority vote of all Council Members, to perform the duties set forth in Section 3.03;
3. Conduct appointments to committees, commissions and boards, such appointments being made by the Mayor and subject to confirmation of the Council unless otherwise specified;

Persons nominated for Council President are allowed 10 minutes to speak and answer questions. Voting shall take place by written secret ballot and the City Clerk and City Attorney shall serve as ballot clerks. A majority of votes of the Council Members present shall be necessary to elect the Council President.

(B) Regular Meetings. The City Council shall meet for the purpose of transacting general business at half past six o'clock (6:30PM/1830) on the first Tuesday of each month unless otherwise decided upon by the Council.

(C) Special Meetings. Special meetings of the City Council may be called upon written notice from the Mayor, provided to the alderpersons in a manner likely to give each notice of the meeting, provided at least six (6) hours prior to said meeting. The notice shall specify the time, place and purpose of the meeting. Attendance at such a meeting shall constitute a waiver of any defect of notice.

A special meeting may also be called if two alderpersons consent in writing to a meeting. Such written consent must be filed with the City Clerk before the commencement of the meeting. Notice of such meeting shall be provided to the Mayor by means likely to give notice of such meeting.

Notwithstanding the above, any special meeting of the Council must conform to laws governing public notice and open meetings.

2.03 Code of Conduct

The City Council may adopt and amend a code of conduct. Any code so adopted shall be appended to these Rules and incorporated herein by reference.

2.03 Agenda Responsibilities for the Council, Committees, Commissions and Boards

(A) The City Clerk is responsible for the contents of the agenda for any City Council meeting except for a special meeting called by the alderpersons. The Clerk shall add to the agenda all items recommended for consideration by the various committees, commissions and boards as well as those recommended by the Mayor. If circumstances preclude an item from being considered by a committee prior to its consideration at a Council meeting, the Mayor, Council President or the Chair of the relevant committee may authorize its inclusion on the agenda. Consultation should be made with the City Attorney prior to the inclusion of any closed sessions items.

(B) Any individual member of the Council desiring an item to be placed on the agenda for a Council meeting shall make a motion during the Future Agenda Items portion of the agenda at a City Council meeting to have an item placed on the agenda for the next meeting. The Council may vote to refer said matter to committee (with the Council President determining the appropriate committee), approve the item's addition to the next meeting's agenda, or to deny the motion.

(C) The Committee Chair shall serve as the presiding officer of their Committee meeting. Department heads, in consultation with the City Clerk and the Chair, are responsible for the preparation of all Committee meeting agendas. In the event there is no department head, the Clerk or designated member of the body will be assigned this responsibility.

(E) A Committee may request another Committee to attend a future meeting of the requesting body. In such an event, each Committee shall prepare an agenda for the joint meeting in the usual manner.

(F) In the first meeting of a Committee following the Organizational Meeting, the Committee shall adopt dates and times for regular Committee meetings and shall make every attempt to schedule such meetings prior to the regular City Council meetings and with due regard to the meeting dates and times of other Committees. Committees shall also elect Chairs (and other officers, as necessary) from amongst their members at this first meeting.

(G) The City Clerk, in consultation with the presiding officer of the relevant body, is responsible for providing notice of every meeting of the City Council and its subunits by posting the agenda in compliance with Wisconsin's Open Meetings Law, Wis. Stat. § 19.81, et seq.

(H) The City Clerk shall make every effort to distribute the agenda to all City Council Members, the City Administrator, and the City Attorney, in addition to any other interested persons, by the end of day on the Thursday immediately preceding a regular City Council meeting, but under no circumstances later than the end of day on that Friday. Any Committee or Council Member responsible for submitting materials (resolutions, ordinances, ordinance amendments, reports, etc.) for inclusion in the meeting packet shall provide the materials to the City Clerk no later than the end of the business day on the Tuesday preceding the week of the regular meeting. The agenda and meeting packets shall be delivered in electronic format to the recipient's City email address unless a recipient requests a hard copy of the materials. The requirements of this Section 2.03(D) may be waived, in whole or in part, by the Mayor, Council President, or Committee Chair in their discretion.

2.04 Electronic Communications

The City shall provide every Council Member with a City email address. Use of email for communications is strongly encouraged for all Council Members. All Council Members shall utilize their City email address for City business and shall not conduct City business on any other email address. Texting among members of the Council may be used for scheduling purposes only, and may still be subject to release under public records laws.

2.05 Committees of the City Council and Other Boards and Commissions – Creation and Existence

(A) Standing Committees. The City Council shall establish the standing committees (referred to as “Standing Committees”), designated on Appendix A to these Council Rules as may from time to time be amended. Standing Committees are regular committees of the City Council, shall have the authority, power, duties and responsibilities as set forth in Appendix A and shall operate according to the procedures set forth in Appendix A. Committees shall elect officers from among their members at their first meeting after their creation.

(B) Advisory Committees. The City Council may establish advisory committees, whose purpose shall be to review matters of a specific nature and provide reports and recommendations to the Council or a standing committee. Advisory committees are not decision-making bodies. Appointment of citizen members to an advisory committee may be considered to maximize the efficacy of these bodies.

(C) Ad Hoc Committees. The City Council may form ad hoc committees (referred to as “Ad Hoc Committees”) from time to time by resolution or action of the City Council. Any resolution or action creating an Ad Hoc Committee shall specify the name of the committee, the committee’s purpose, the number of members of the committee, the appointing authority for committee membership, the duration of the committee and the committee’s reporting relationship. Unless otherwise defined, the appointing authority shall be the Mayor subject to confirmation by the Council. Appendix A will be updated by May 1 in even-numbered years to reflect current Ad Hoc Committees and particulars surrounding each particular Ad Hoc Committee’s operations. In these Council Rules, Ad Hoc Committees and Standing Committees are together referred to as “Committees.” An Ad Hoc Committee shall elect a Chair from among its members at its first meeting after its creation.

(D) Other Boards and Commissions. The City may be associated with certain Other Boards and Commissions (referred to as “Other Boards and Commissions”). Appendix A will be updated from time to time to reflect current Other Boards and Commissions and particulars surrounding operations.

(E) Residency. Unless otherwise required by law, a candidate need not be a resident of the City to be considered for appointment to a Committee, Commission or Board. However, the Council the residency of a candidate may be used as a factor when considering their confirmation.

(F) Council President Consideration for Quorum. The Council President may serve as a member, with full rights and privileges, of any Committee, Commission, or Board if there is not otherwise a quorum present at a given meeting.

2.06 Committee and Other Boards and Commissions Appointments and Removals

(A) At the time of the Organizational Meeting, or as otherwise required by law

or circumstances, the Mayor shall appoint members of committees, subject to confirmation by the City Council.

(B) At the first meeting of each committee following the Organizational Meeting, each committee shall elect from among its members a Chair.

(C) The Mayor or Council President may recommend the removal of any member of any Committee, at any time and for any reason, to the City Council and the City Council may make such removal. The Mayor or Council President may recommend the removal of the designation as Chair of any Committee, at any time for any reason, and the City Council may make such removal.

2.07 City Council Member Compensation

(A) Compensation of Members. The Council shall have the right to ordain the compensation of its members and the members of Other Boards, Committees and Commissions, but no change to said compensation shall be effective in the same session in which it is passed.

(B) Expense Reimbursement. Council Members shall be reimbursed for expenses in the amounts, and according to the regulations and procedures, established by the Council from time to time. If no such regulations are established specific to the Council, the Council shall follow the regulations and procedures for reimbursement found in the Employee Handbook.

2.08 Meeting Minutes

(A) City Council Meetings. The City Clerk is responsible for the preparation of minutes for all meetings of the City Council. The City Clerk may use a personal recording device to record any open session portion of a meeting for purposes of verifying the accuracy of the proceedings. The City Clerk shall destroy any recording not sooner than ninety (90) days after approval of the minutes of the meeting at which the recording is taken. The City Clerk shall not record any closed session of a City Council meeting. A draft form of the minutes of meetings shall be included in the meeting packet distributed prior to City Council meetings as specified in Section 2.03(D).

(B) Committee, Other Council and Commission Meetings. The City Clerk or their designee is responsible for taking and recording the minutes of any meeting of the Committee. All draft minutes shall be filed with the City Clerk's office no later than fourteen (14) days after the meeting to which the draft minutes apply and shall be in a format approved by the City Clerk.

2.9 City Council Meeting Seating Arrangements

Except as provided herein, City Council Members shall be seated in order by district number. The Mayor shall sit at the designated head of the room. The City Administrator, City

Clerk and City Attorney shall each be seated as designated by the Mayor. There shall be a designated area for members of the public and members of the press. The Mayor may alter the seating arrangements to meet the needs of individual Council Members or members of the public.

2.10 Post-Election Procedures

(A) Within 7 days after City Council Members are elected in the Spring general election, the City Clerk shall distribute orientation materials to all persons elected to the City Council, including a copy of these Rules.

(B) Council Members interested in nomination for the position of Council President are encouraged to indicate their interest in the positions on the Council President candidate answers form. In addition, such Council Members are encouraged to answer two additional questions:

- *Why do you want to serve as Council President?*
- *What do you feel are the strengths and weaknesses you would bring to the role of Council President?*

All Council Members shall also complete a Committee/Board/Commission Preference form. The City Clerk will create and distribute these forms to all City Council Members-elect in advance of the Organizational Meeting.

(C) All Council Members must complete the Wisconsin League of Municipalities “Local Government Basics Training” prior to becoming eligible for appointment to any committee, commission, or board. Another course, training, or equivalent experience may be substituted for this training at the discretion of the Council President.

2.11 Council Relationship with the City Administrator, Department Heads and City Employees

The City Council serves as the legislative body in City government. As such, the City Council’s role is to enact policy. To implement the policy the City Council establishes, the City Council shall appoint a person as the City Administrator. The Administrator shall perform all duties and have such authority as specified in the Position Description, these Council Rules and as otherwise may be authorized and directed by the City Council from time to time. Department Heads are responsible, and shall report, to the Administrator. City Council Members desiring information or a report from a Department Head or other City staff shall request such information or report either in the context of a City Council or Committee meeting or from the Administrator. The Administrator shall serve as a non-voting, *ex officio* member of all Committees, Commissions and Boards.

2.12 Vacancies in Office of City Council Member

(A) Vacancies – How Caused. Vacancies in the office of alderperson or Mayor

shall be determined according to Wis. Stat. § 17.03.

(B) Vacancies – How Filled. Vacancies in the office of alderperson or Mayor may be filled, pursuant to Wis. Stat. § 17.23(1), by a majority vote of the Council. Vacancies shall be announced at the first Council meeting following their creation, and the vacancy shall be filled at the subsequent Council meeting. If circumstances require the appointment occur sooner, the Council may waive this requirement by a three-fourths (3/4) vote.

2.14 Official Statements by Council Members

No Council Members other than the Mayor or Council President is authorized to make any official statement or comment on behalf of the City Council. If a Council Member makes a statement or comment, the Council Member shall ensure such statement or comment contains language indicating the statement or comment reflects the personal views of the Council Member and not the views of the City Council.

2.15 Closed Session at Committee Meetings – Attendance

In accordance with Wis. Stat. § 19.89, and unless otherwise provided by law, no Council Member may be excluded from any meeting of the Council. However, a Committee may exclude a Council Member that is not a member of the Committee from a closed session portion of a meeting upon a three-fourths (3/4) majority vote of the Committee members present. No individual may attend a closed session by remote means unless approved to do so by the presiding officer.

SECTION 3 CITY COUNCIL OFFICERS

3.01 Presiding Officer

(A) The Mayor shall act as the presiding officer at all meetings of the City Council. In the absence of the Mayor, the Council President shall act as presiding officer, but shall retain their vote while so serving and do not cast a vote in the event of a tie. If both the Mayor and the Council President are absent, the Clerk shall call the Council to order and thereupon the Council shall elect a *pro tempore* presiding officer.

(B) The presiding officer shall decide all questions of order.

(C) The presiding officer may at any time request or permit a person other than a Council Member to address the Council. Such an address shall be for the purpose of explaining, clarifying or otherwise assisting the Council in evaluating the merits or legality of the matter under consideration.

(D) It shall be the duty of the presiding officer to preserve decorum, and if any member shall transgress these Rules, the presiding officer or any member may call to order, in which case the member called to order shall immediately sit and be silent unless permitted by the presiding officer to explain.

(E) The presiding officer shall have the right to order the ejection of any person who shall persistently speak out of order or otherwise act so as to disrupt a meeting of the Council. If appropriate, the presiding officer may report a violation of these Rules to law enforcement for purposes of taking appropriate action, which may include (without limitation), removal of the offending person and/or issuing a citation for disorderly conduct or other appropriate charge.

(F) Any decision of the presiding officer may be appealed by a Council Member to the Council as a whole using the following procedure: within a reasonable time after the decision of the presiding officer is made, the appellant shall state their disagreement and demand a determination by the Council as to whether the decision of the presiding officer shall stand or be reversed. The matter will then be voted upon without debate. No action of the presiding officer shall be reversed unless two-thirds (2/3) of Council Members present shall vote for such reversal.

Whether an appeal is made within a reasonable time is a decision made by the presiding officer, subject to the same rights of appeal as above. An appeal of the officer's decision on whether the time is reasonable must be made within the same meeting as the decision itself.

3.02 Mayor

(A) The Mayor shall have all the powers, duties and responsibilities granted to the position pursuant to Wis. Stat. § 62.09(8). The Council may define the Mayor's responsibilities so long as such definition does not unlawfully interfere with the exercise of the Mayor's statutory authorities.

(B) The Mayor shall have the power to veto all acts of Council, except where it is expressly or by necessary implication otherwise provided by Wisconsin Statutes. All acts of the Council shall be submitted to the Mayor by the Clerk and shall be in force upon approval evidenced by the Mayor's signature, or upon failing to approve or disapprove within five (5) days, which fact shall be certified thereon by the Clerk. If the Mayor disapproves of an act of the Council, the Mayor's objections shall be filed with the Clerk, who shall present them to the Council at its next meeting. A two-thirds (2/3) vote of all of the members of the Council shall then make the act effective notwithstanding the objections of the Mayor.

(C) The Mayor shall serve as the spokesperson for the City and is authorized to comment to the public or press on any matter of City business provided any such comments are consistent with the City's policies or expressed positions.

(D) The Mayor shall have the power to order the attendance of any absentee Council Member at a meeting of the City Council.

(E) The Mayor may not serve as a member of a Committee for the purposes of creating a quorum.

3.03 Council President

(A) The Council President shall perform all duties as specified in these Council Rules. In addition, the Council President shall perform such other duties as the City Council may authorize from time to time. The Council President may serve as a member, with full rights and privileges, of any Committee if there is otherwise not a quorum at any Committee meeting.

(B) The Council President shall serve as the spokesperson for the City Council and is authorized to comment to the public or press on any matter of City business provided any such comments are consistent with the City Council's policies or expressed positions.

(C) In the event of a vacancy in the position of Council President, the City Council shall hold an election for the position according to the procedure set forth in Section 2.02(A)2.

3.03 Chairs of Committees.

The Chair of a Committee shall preside at Committee meetings. If the Chair is also an elected representative, they shall serve as the spokesperson on behalf of the Committee in City Council meetings.

SECTION 4 RULES OF PROCEDURE

4.01 Parliamentary Authority

The latest edition of *Robert's Rules of Order, Newly Revised* ("RONR") shall govern the proceedings at all meetings of the City Council and the Committees. The City Attorney or their designee shall serve as parliamentarian for all such meetings and shall consult with the presiding officer on all questions of parliamentary procedure.

4.02 Committee of the Whole

The City Council may convene as the committee of the whole at the call of the Mayor or Council President provided the public is provided notice of any such meeting in accordance with Wisconsin's Open Meetings Law, Wis. Stat. § 19.81, et seq.

4.03 Remote Attendance at Meetings

(A) Remote Attendance at Meetings. Council Members shall make every attempt to attend City Council and Committee meetings in-person. A Council Member authorized under these Council Rules to attend a meeting by remote communication (telephonic or videoconference technology) shall be considered present for a meeting with full rights to participate and vote. Any Council Member attending a Council or Committee meeting remotely shall be encouraged to keep

their camera on for the entirety of their attendance if attending by video, and shall be excused from any closed session part of a meeting unless granted permission to remain in the meeting by the presiding officer or Committee Chair. No person may serve as presiding officer of a City Council meeting if the person is attending the meeting by remote communication unless the entire meeting is held by remote communication as provided in Section 4.03(B).

(B) Fully Remote Meetings. If in-person meetings are not advised or not possible due to an emergency situation, as declared by the appropriate authority under Wis. Stat. Chap. 323 or otherwise determined by the Mayor or Council President, meetings of the City Council and Committees may be conducted via teleconference, video conference or other such methods, provided that members of the public can access the meeting in accordance with Wis. Stat. § 19.89, Wisconsin's Open Meetings Law.

4.04 Order of Business

(A) City Council Meetings.

The order of business for all meetings of the City Council shall be as follows:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Verification of Open Meetings Law Compliance
5. Approve Agenda
6. Approve Minutes of Previous Meeting(s)
7. Public Comment
8. Special Orders of Business/Recognitions
9. Public Hearings
10. Resolutions
11. Ordinances and Ordinance Amendments
12. Reports
 - a. Reports of Committees, Commissions and Boards
 - b. Administrator's Report
 - c. Reports of other Department Heads
13. Correspondence
14. Future Agenda Items
15. Closed Session (if any)
16. Adjourn

The order of business may be changed by the Mayor or by majority vote of the Council. When preparing the agenda for the meeting, where no business is contemplated on an item on this order of business, the item can be omitted.

(B) Committee Meetings.

The order of business for all meetings of Committees shall be as follows:

1. Call to Order
2. Roll Call
3. Verification of Open Meetings Law Compliance
4. Approve Agenda
5. Approve Minutes from Previous Meeting(s)
6. Public Comment
7. Public Hearing
8. Reports
9. Contract Approvals
10. Resolutions
11. Ordinances and Ordinance Amendments
12. Correspondence
13. Future Agenda Items
14. Closed Session (if any)
15. Adjourn

The order of business may be changed by the committee or other Council and commission chair or by majority vote of the committee or other Council and commission. When preparing the agenda for the meeting, where no business is contemplated on an item on this order of business, the item can be omitted.

(C) Approval of Minutes. There is no requirement that minutes of a previous meeting be read unless requested by a majority of the City Council or Committee.

(D) Consideration of Resolutions. There is no requirement that resolutions introduced at a meeting be read, unless requested by the Council President or a majority of the City Council or Committee, provided such resolution(s) is made available to the Council or Committee members prior to the meeting.

4.05 Personal Electronic Devices

(A) City Council Members. All City Council Members shall silence their mobile phones and all other personal electronic devices during a meeting of the City Council and of any Committee on which the Council Member serves, except those provided to them for the purposes of conducting City business. Such devices may not be used during any such meeting except in the event of an emergency or with permission of the presiding officer of the meeting. This Section 4.05(A) does not preclude the recording of open session portions of any meeting by any person.

(B) Other Meeting Attendees. All other meeting attendees shall silence their mobile phones and other personal electronic devices during a meeting of the City Council and of any Committee. This Section 4.05(B) does not preclude the recording of open session portions of any meeting by any person.

4.06 Recognition, Debate and Voting at City Council Meetings

(A) Recognition. A Council Member must be recognized by the presiding officer prior to speaking and shall do so by rising or raising a hand. The presiding officer is responsible for determining recognition and the order thereof.

(B) Debate. Each Council Member shall be entitled to speak on any matter pending before the Council and open for discussion. Any member may move to limit or extend the floor time of any speaker and such motion shall require two-thirds (2/3) vote and is not debatable. Discussion and comments should be directed to the presiding officer and not to any individual Council Member, City staff or member of the public. All Council Member comments shall be germane to the business currently pending before the Council. Council Members shall maintain and exercise proper decorum at all times when discussing any matter before the Council.

(C) Voting. Unless roll call or secret ballot voting is required by the Wisconsin Statutes or these Council Rules, when a question is put to the City Council, the presiding officer shall conduct a voice vote by asking for those in favor and those opposed. When conducting roll call votes, the City Clerk shall call the roll in numeric order according to supervisory district and each succeeding roll call vote at the same meeting shall start with the next succeeding name that completed the last preceding roll call vote.

(D) Abstention. All City Council Members are expected to represent their constituents and fully participate in meetings of the City Council, including voting. Nonetheless, there are recognized circumstances where participation in discussion, voting, or both would be inappropriate. A Council Member may abstain from participating in discussion, voting or both. When a Council Member abstains, the presiding officer shall provide the Council Member with the opportunity to explain the reason for the abstention and, if a reason is provided, the City Clerk shall record the reason in the meeting minutes.

(E) With the exception of subsection (D), this Section 4.06 does not apply to Committee meetings. Unless otherwise required by the Wisconsin Statutes or these Council Rules, Committee meeting procedure shall be governed by RONR 49:21, *Procedure in Small Councils*.

4.07 Public Decorum and Comment

(A) Rules of Decorum. All attendees at City Council and Committee meetings are expected to maintain appropriate decorum during the meeting. Talking, shouting, outbursts, clapping and similar gestures are prohibited. Any attendee may be requested to cease any activities, including the use of signs, banners or displays, that unduly disrupt a meeting consistent with applicable law. Citizens in the audience are not to audibly respond to comments being made during a meeting or to make demonstrations either in support of or in opposition to a speaker or idea. The Chair of the meeting is responsible for enforcing meeting decorum.

(B) Rules for Public Comment. The following rules apply to all periods of public comment at City Council and Committee meetings:

1. Any person who wishes to address the City Council during the “Public Comment” portion of the agenda must provide their name and address prior to beginning comment. A form may be provided by the Council for this purpose.
2. A commenter may not speak longer than three (3) minutes and may only speak once per meeting. Time may not be transferred from one speaker to another.
4. Comments should be directed to the Council as a whole and not addressed to individual Council Members.
5. Commenters shall refrain from asking questions of the Council or any individual Council Member.
6. Commenters should be courteous in their language, avoid personalized remarks and refrain from comments that are rude, obscene, profane, personally attacking, and which demonstrate a lack of respect for others.
7. The presiding officer reserves the right to terminate an individual’s public comments if these rules are violated. As well, the presiding officer has the authority to rule speakers out of order and may call a short recess in disorderly situations.

(C) Public Participation at Meetings. Unless specifically requested by the presiding officer of a meeting, members of the public are not allowed to participate in any meeting. No Council Member or member of a Committee may cede time during discussion of a pending question to a member of the public. This Section 4.07(C) shall not be construed to prohibit City staff from providing information and reports to the City Council or a Committee consistent with the meeting agenda or practice of the City Council or Committee.

(D) Council Member Participation at Committee Meetings of Which They Are Not a Member. Subject to Section 2.15, Council Members, including the Mayor, are allowed to attend any meeting of a Committee. No Council Member, including the Mayor, may speak at a Committee meeting except during public comment or upon permission of the Chair of the Committee.

4.08 Reconsideration

Any City Council Member on the prevailing side of any question determined by the City Council may make a motion to reconsider the question at the same or next succeeding meeting.

When the City Council is equally divided on any question before it, the question shall be considered lost, but in that case any City Council Member present at the meeting where the question was considered may move for reconsideration at the same or next succeeding meeting.

4.09 Resolutions – Form and Introduction

(A) Form of Resolutions. A Council Member may request the assistance of administration and staff, together with the City Attorney, in drafting any proposed Resolution provided, however, the identity of the Council Member shall not be confidential. Resolutions shall be in form approved by the City Clerk and City Attorney. In addition to any other form requirements, all proposed Resolutions shall include the following:

1. A space for a fiscal note. The City Administrator or designee is responsible for reviewing the financial impact of any proposed Resolution and providing any comments relating to such financial impact, if requested to do so.
2. A space for a legal note. The City Attorney or designee is responsible for reviewing whether the proposed Resolution is within the scope of the City's authority and otherwise providing any comments relating to the legal impact of the proposed Resolution, if requested to do so.
3. A space indicating the identity of the Committee(s) that considered the proposed Resolution, the date of the Committee(s) meeting at which such consideration occurred, the official action of the Committee(s) on the proposed Resolution and the votes of the Committee(s) members relative to the proposed Resolution.

(B) Introduction of Resolutions. A Resolution may be proposed by an individual Council Member or by a Committee.

1. Resolutions Proposed by an individual Council Member. If a Resolution is proposed by an individual Council Member, prior to any action by the Council on the proposed Resolution, the Council President shall refer the proposed Resolution to the appropriate Committee. The City Council may, from time to time, request a report from the presiding officer as to referral of proposed Resolutions. The Committee(s) to which a proposed Resolution is referred shall file the official action on any proposed Resolution with the City Clerk as soon as practicable following the meeting at which such official action occurred, and the act of filing shall serve as a request that the proposed Resolution be placed on the agenda for the next City Council meeting. The requirements of this Section 4.09(B)1 may be waived, in whole or in part, by the presiding officer in their discretion.

2. Resolutions Proposed by a Committee. A Committee may propose a Resolution. Any Committee that recommends City Council adoption of a Resolution proposed by the Committee shall file the official action on the proposed Resolution with the City Clerk as soon as practicable following the meeting at which such official action occurred, and the act of filing shall serve as a request that the proposed Resolution be placed on the agenda for the next City Council meeting.

4.10 Suspension of and Amendment to Rules

- (A) Suspension of Rules. Any rule in these Rules may be suspended by two-thirds (2/3) vote provided any such suspension does not cause a violation of the Wisconsin Statutes.
- (B) Amendment to Rules. The City Council may amend these Rules by two-thirds (2/3) vote of the Council Members provided any proposed amendment is provided in writing to all Council Members in the meeting packet distributed by the City Clerk under Rule 2.03(D). Appendix A relating to committees may be amended at any time by majority vote.

APPENDIX A – COMMITTEES, BOARDS AND COMMISSIONS

Updated May 9, 2026

This Appendix A is created and updated pursuant to Section X.XX of the Council Rules. Committees are intended as policy-making bodies, determining the broad outlines and principles governing administration of their area of concern.

As used in this Appendix, “Committees” shall refer to all committees, commissions, boards, or other, similar bodies, unless otherwise specified.

I. RULES GOVERNING ALL COMMITTEES

- A. Unless otherwise specified in statute, herein, or in another valid authority appointments to committees shall be by appointment of the Mayor, subject to confirmation by the Council.
- B. No individual may serve more than three consecutive terms as the chair of a given committee.
- C. Committee proceedings not otherwise addressed in these Rules shall be governed by the newest edition of Robert’s Rules of Order.
- D. The Council may impose limitations on the number of terms an individual may serve on a given committee or as an officer thereof.

II. STANDING COMMITTEES

Standing committees are intended to be permanent. The Council may delegate to them certain decision-making authority. These Committees will handle the regular business of the City, each with distinct areas of authority.

GENERAL GOVERNMENT COMMITTEE

This Committee shall have jurisdiction over matters that affect the entire city, including legal matters, governance of the Council itself, and citywide policies and procedures.

- A. The Chairs of the Budget, Public Works, and Personnel Committees shall comprise the General Government Committee. Each Chair may name a designee to serve on this Committee in their stead, and shall do so if serving as the Chair of more than one of the constituent Committees.
- B. Reviews and revises the Council Rules when called upon to do so, but no less than biennially and with the goal of completing any revisions prior to the swearing-in of new Council Members.
- C. May Provide direction to the City Attorney in matters pertaining to legal services and shall solicit receive advice from the City Attorney.

- D. Monitors the actual vs. proposed annual budget in funds managed by the City Administrator, Common Council, Clerk, City Attorney, Zoning, and Treasurer Departments on a minimum quarterly basis.
- E. Provides oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding issues that arise out of the offices of the City Administrator, City Clerk, City Attorney, Zoning Administrator and Treasurer.
- F. Unless delegated to other officers of the City, the committee, together with such professional assistance as may be provided by the City Administrator, shall represent the City in collective bargaining and all other situations and procedures covered by Wis. Stat. § 111.70, including the applications and interpretation of all collective bargaining agreements. The Common Council shall have authority to approve or reject any and all agreements of any employee bargaining units.
- G. Consider all claims made against the City and, if allowed under statute, dispose of any claim or otherwise make a recommendation to the Common Council as to how to dispose of each such claim.
- H. Provides oversight and advice regarding technology needs of all City departments.
- I. Provides oversight and advice over the City Administrator's recommendations for property, liability, and workers' compensation policies.
- J. Provides oversight and advice regarding all security matters relating to all buildings and grounds owned and/or utilized by the City.

BUDGET COMMITTEE

This Committee shall conduct oversight of the City's financial matters, including revenues and expenditures, and shall work with appropriate officials to develop and monitor the annual budget.

- A. The Budget Committee shall consist of three Alderpersons.
- B. Provides oversight and advice regarding all financial matters of the Common Council for the purpose of keeping expenditures under control and within the budget adopted by the Common Council, the Treasurer's recommendations for investment monies, and financial audits by outside auditors.
- C. Prepare the annual budget for submission to the Common Council.
- D. Handle all matters relating to debt service issues.
- E. Make fund transfers between budget lines within the budgets of individual departments or committees in the annual City budget within the authority granted in Wis. Stat. § 65.90(5).
- F. Provides oversight and advice regarding the amount of bonds of various City officers and employees.
- G. Act as the Audit Committee, providing oversight and advice regarding reports on all expense vouchers for members of the Common Council and the various departments of the City.

PERSONNEL COMMITTEE

This Committee shall conduct oversight of the City's personnel matters, including personnel policies, hearing employee grievances, and monitoring the City Administrator's performance as Chief Personnel Officer.

- A. The Personnel Committee shall consist of three Alderpersons.
- B. Review proposed modifications and updates to the City's Personnel Policies, including any recommended deviations therefrom. Following review, the Committee shall make such recommendations to the Common Council as it determines appropriate.
- C. Provides oversight and advice regarding the performance of the City Administrator, including providing any performance review established by policy.
- D. The committee shall from time to time provide oversight and advice regarding Job Analysis and Evaluations and a study of the organizational chart, and if a change in any of the above is recommended, said recommendation shall be submitted to the Common Council for action.
- E. Provides oversight and advice over the City Administrator's recommendations for employees' health insurance policies.

PLANNING COMMITTEE

This committee will create, monitor, and apply the City's Master Plan and other such documents, as well as serving as the City's zoning authority.

- A. Operates pursuant to the relevant provisions of Wis. Stat. § 62.23, as they may be from time to time amended.
- B. Acts as the Zoning Committee as follows:
 1. Provides oversight and advice over the City Zoning Ordinance and Land Division Ordinances in cooperation with the City Attorney.
 2. May grant conditional use permits according to the terms of the City Zoning Ordinance, subject to appeal to the Zoning Board of Appeals.
 3. Make recommendations to the Common Council in all matters relating to exclusive agricultural zoning as provided in Wis. Stat. Chapter 91, if an appropriate ordinance is adopted.

PUBLIC SAFETY STANDING COMMITTEE

This committee will oversee those services which provide for the health and safety of the City's residents, as well as providing priorities and guidance in the prioritization of enforcement actions by the City's various departments.

- A. The Public Safety Committee shall consist of three Alderpersons, with preference given to those who also serve on the Fire Board, Public Works Committee, and/or the governing bodies of other emergency or public safety services.
- B. Monitors the actual vs. proposed annual budget in funds managed by the Richland Center Police Department and Emergency Manager.
- C. To audit all bills for expenditures within the police department.

- D. Provides oversight and advice regarding service and maintenance of all departmental equipment.
- E. Present to the Council any suggestions the Committee may have concerning law enforcement and other duties required by the police department.
- F. Provides oversight and advice regarding matters pertaining to the operation of the police radio system.
- G. Provides oversight and advice regarding the security and maintenance and rental (if applicable) of the City's radio towers and the accompanying building and surrounding fenced grounds.
- H. Provides oversight and advice regarding the operation of the City's 911 emergency telephone response system.
- I. Develop and recommend to the Council for adoption an emergency management plan compatible with the state plan as required under Wis. Stat. § 32.14(b)(1).

PUBLIC WORKS STANDING COMMITTEE

This committee shall provide oversight of the use, maintenance, and management of the City's properties, including all buildings, cemeteries, grounds, parks, and other facilities.

- A. Monitors the actual vs. proposed annual budget in funds managed by the Public Works and Parks Departments on a minimum quarterly basis.
- B. Provides oversight and advice regarding the operation, maintenance and janitor service of all City buildings not specifically assigned by the Wisconsin Statutes, or by action of the Council, to other agencies or departments in the City.
- C. Provides oversight and advice regarding a perpetual inventory of the real estate and buildings owned by the City.
- D. Provides oversight and advice regarding utilization and repair policies of all public lands, buildings, recreation sites, access sites inclusive of all short-term public holdings of the City not specifically assigned by the Wisconsin Statutes, or by action of the Council, to other bodies, agencies or departments of the City
- E. Provides oversight and advice an annual inspection of inventories and buildings so they can establish policies related thereto.
- F. When appropriate, effect the appraisal of real property to be sold by the City.
- G. Review and make the final decision on requests by citizens and citizen groups to use major portions of City grounds.

UTILITY COMMISSION

This commission shall serve as described in Wis. Stat. § 66.0805, under the general control and supervision of the Common Council, to operate the City's public utilities in coordination with other City departments.

- A. The Commission shall be a quasi-independent body, but ultimately subject to the authority of the Council.
- B. The Commission may adopt its own bylaws governing its proceedings.

- C. The Commission shall operate the Utilities as a department of the City, subject to the ordinances adopted by the Council governing said operations.
- D. The Commission shall collaborate in its efforts with the appropriate City personnel for the purposes of planning and development.
 - a. Such collaboration shall include, but is not limited to, coordination and sharing of equipment, labor, and other resources with other City departments.

LIBRARY BOARD

This commission shall serve as described in Wis. Stat. ch. 43, to operate the City’s public library.

- A. The Library Board may adopt its own bylaws governing its proceedings.
- B. The Library Board shall present its proposed budget in a timely manner to allow for proper consideration and approval by the Council.

III. ADVISORY COMMITTEES

Committees intended to be permanent, but not decision-making bodies.

HISTORICAL PRESERVATION SOCIETY

This body shall advise the Planning Commission on the exercise of authorities under Wis. Stat. § 62.23(em) relating to the designation of historic places and their preservation.

IV. AD HOC COMMITTEES

Committees intended to be temporary, typically with specialized fields of focus.

V. OTHER BOARDS AND COMMISSIONS

Bodies with representation by the City, but not necessarily under the authority of the Council.

FIRE BOARD

The governing body of the Richland Fire Department, this body was created through an agreement between the City and the Rural Fire District when the two organizations merged their resources.

- A. Fire Board operations are governed by contract.

POLICE COMMISSION

The Commission shall handle personnel matters within the Richland Center Police Department.

- A. The Commission shall have the powers and authorities granted to it under Wis. Stat. § 62.13.

TREE BOARD

This body will provide oversight and guidance regarding trees, plants, and other forestry matters within the City.

- A. The Tree Board shall have the powers and authorities granted to it under Ch. 301.03 of the Code of Ordinances.

HOUSING AUTHORITY

The Authority will work to address issues of housing within the City and manage City-owned housing entities.

- A. The Housing Authority shall have the powers and authorities granted to it under Wis. Stat. § 66.1301.

NATATORIUM BOARD

This Board jointly oversees the operation of the Symons Natatorium Complex.

- A. Natatorium Board functions are governed by contract.

APPENDIX B

CODE OF CONDUCT FOR ELECTED OFFICIALS

The intent of this Code is to provide guidelines for the elected members of City government as they interact with each other and with members of the public. While acknowledging an individual's right to expression, the Council feels that elected officials must be held to a higher standard of behavior, and therefore violation of this Code may be construed as inefficiency, neglect of duty, official misconduct, and/or malfeasance in office, depending on the nature and severity of the offense.

The provisions of this Code apply to all elected officers of the City of Richland Center, regardless of the use of the term "Council Member" or other titles throughout.

Official Statements by Council Members

- The Mayor and/or City Administrator are authorized to make official statements on behalf of the City, and the Council President is authorized to make official statements on behalf of the Council.
- No Council Member other than the Council President is authorized to make any official statement or comment on behalf of the City or Council.
- If a Council Member makes a statement or comment, the Council Member shall ensure such statement or comment contains language indicating the statement or comment reflects the personal views of the Council Member and not the views of the City or Council.

Council Member Rules of Conduct

Each Council Member shall:

- (A) Uphold the Oath of Office and faithfully and impartially discharge the duties of a Council Member to the best of their ability;
- (B) Adhere to the ordinances and policies adopted by the Council intended to apply to Council Members;
- (C) Act in the best interests of City government at all times;
- (D) Refrain from conduct which a reasonable person would deem unethical, offensive or otherwise contrary to community values;
- (E) Be responsive to the needs of the community;
- (F) Represent the interest of constituents by attending and participating in meetings; adequately prepare for meetings and observe the rules of decorum and these Council Rules at meetings; and conduct City government business in a manner consistent with law and refrain from discussions surrounding City business outside the appropriate meetings and channels of communication.
- (G) Council Member Conduct at Meetings. In addition to the rules of decorum in RONR, Council Members shall, at all meetings of the City Council or a Committee, conduct themselves and dress in a professional and respectful manner. Council Member comments should be directed to the presiding officer and not to any individual Council Member, City employee or member of the

public. All comments must be respectful, courteous, appropriate and germane to the topic under discussion. Any inappropriate conduct will be recognized and addressed by the presiding officer. The presiding officer of a Council or Committee meeting shall have the power to direct a Council Member's removal from a meeting.

(H) Council Member Conduct Outside Meetings. In addition to the proceeding provisions, Council Members shall adhere to the following.

1. Council Members shall at all times exhibit professional and courteous behavior when interacting with the City Administrator and City employees. Council Members shall be mindful that in their interactions with City employees they represent said employees' employer, and act accordingly.
2. Council Members shall refrain from requesting that a City employee perform a task or function without first obtaining the appropriate authorization. Matters relating to official City business should be addressed through the Administrator or the appropriate Committee, Board or Commission.

(I) As elected representatives, Council Members receive complaints from constituents, including City employees and the general public. Council Members shall refer complaints and/or concerns regarding the management and operation of City government to the appropriate step within the chain of command (Department Head and/or City Administrator). Outside of the chain of command, Council Members shall refrain from reviewing or discussing the merits of such complaints or concerns until the matter has been submitted to the chain of command and reported by that authority to the Board or Committee. However, Council Members shall be entitled to reasonable updates or other information so as to respond to the reporter. Council Members may make referrals to the appropriate party in the chain of command if determined to be the best way to resolve the matter.

Procedure for Enforcement

(A) If the Council Rules are violated during a meeting of a Board, Committee, Other Board or Commission, the presiding officer of the meeting shall have all powers under these Rules to immediately bring a Council Member's conduct into conformity with the Council Rules. If appropriate, the Board Chair or other presiding officer of the meeting may report a violation of the Council Rules to law enforcement for purposes of taking appropriate action, which may include (without limitation) removal of the offending Council Member from a meeting and/or issuing a citation for disorderly conduct or other violations, as appropriate. In addition, the presiding officer of the meeting shall refer the matter to the Council to determine what, if any, further sanction is warranted. The Council Member who is alleged to have violated the Council Rules shall be provided an opportunity to address the Council prior to final determination and disposition.

(B) The Council may, in its discretion, impose one or more of the following sanctions:

1. Private reprimand, a confidential record of which shall be kept by the City Clerk;
2. Censure without a formal Resolution of the Council;
3. Censure with a formal Resolution of the Council;
4. Removal from position of Committee Chair;
5. Removal from Committee; and

6. Referral to Council and the City Attorney to determine if cause exists to remove the Council Member from office.

If the Council determines cause (defined as inefficiency, neglect of duty, official misconduct or malfeasance in office) exists to remove the Council Member from office, the Council is authorized to appoint agents to (a) conduct any further and other investigation as may be necessary; (b) prepare verified charges seeking the Council Member's removal from office; and (c) prosecute the Council Member's removal from office. Any such proceedings shall comply with Wis. Stats. Chap. 17.

MINUTES OF THE PLANNING COMMISSION

WEDNESDAY, JUNE 24, 2026, AT 5:30 PM

COUNCIL ROOM AT THE MUNICIPAL BUILDING, 450 S. MAIN STREET, RICHLAND CENTER, WI 53581

CALL TO ORDER: Chair Jarvis called the meeting to order at 5:30 PM. Glasbrenner affirmed proper notice. Members present: Karin Tepley, Ryan Cairns, Chris Jarvis, and Duane Welte. Members absent: Mark Jelinek and Ray Wilson. Others Present: Attorney Michael Windle, DPW Jasen Glasbrenner, Clerk/Treasurer Misty Molzof, Aaron Unbehaun, and Ryan Pluemer.

APPROVAL OF AGENDA: Motion by Cairns, second by Welte, to approve the agenda changing the type from meeting time at 5:30 am to 5:30 pm, and the garden shed square footage from 192 sq. ft to 256 sq. ft. Motion carried unanimously by voice vote.

APPROVAL OF MINUTES: Motion by Cairns, second by Tepley to approve the May 27, 2026, meeting minutes as presented. Motion carried unanimously by voice vote.

DISCUSSION AND ACTION ITEMS

Public Hearing for the Conditional Use Permit Application of Ryan & Megan Pluemer for the Construction of a 192ft² Garden Shed at 1235 Arbor Lane (Tax Parcel 276-1742-4500): Chair Jarvis opened the public hearing at 5:35 pm. Ryan Pluemer, 1235 Arbor Lane, stated that he changed the plan on Tuesday, June 23rd from 192 sq. ft. to 256 sq. ft. replacing the proposed 12'X16' shed with a 16'X16' shed. After three requests for public participation and receiving none, Chair Jarvis closed the public hearing at 5:38 pm.

Consider the Conditional Use Permit Application of Ryan & Megan Pluemer for the Construction of a 192ft² Garden Shed at 1235 Arbor Lane (Tax Parcel 276-1742-4500): *Motion by Jarvis, second by Cairns, to recommend to the Common Council approval of the conditional use permit for 1235 Arbor Lane, Tax Parcel #276-1742-4500, Ryan and Megan Pluemer with the following conditions:*

1. *The accessory structure shall be used solely for the storage of personal lawn, garden, and household equipment incidental to the residential use of the property. The structure shall not be used for any commercial, business, or habitation purpose.*
2. *The accessory structure shall not exceed 256 square feet in floor area (16' x 16'). If the structure exceeds fifteen (15) feet in height above ground level, it constitutes a separate conditional use under 402.04(13) and shall require additional review and approval.*
3. *The structure shall comply with all detached accessory building setback requirements of 402.05(8), including a minimum of three (3) feet from any side or rear lot line (measured to the foundation or wall) and one and one-half (1.5) feet to any roof, eave, or eaves trough.*
4. *The structure shall be located entirely within the rear yard and shall not encroach upon any recorded easement.*
5. *Roof drainage and stormwater runoff from the structure shall be managed on-site and shall not be directed onto adjoining properties, consistent with § 400.07(7).*
6. *Only one (1) accessory building other than a private garage is permitted on the lot; this permit authorizes that single structure.*

Motion carried unanimously by voice vote.

Review of Zoning Code and Specific Water Runoff Regulations: *No Action.*

Attorney Windle stated that there is extensive case law on this issue. Courts have generally ruled that a property owner is not liable for water runoff onto a neighboring property unless the runoff was intentionally caused. He advised that if the Commission wishes to see changes made to the existing ordinance, a more general or flexible standard would be the better legal approach. DPW Glasbrenner stated that the existing ordinance creates some enforcement challenges. He noted that whether the City should, or even legally can, enforce the ordinance is highly dependent on the specific circumstances of each situation.

MINUTES OF THE PLANNING COMMISSION

WEDNESDAY, JUNE 24, 2026, AT 5:30 PM

COUNCIL ROOM AT THE MUNICIPAL BUILDING, 450 S. MAIN STREET, RICHLAND CENTER, WI 53581

COMPREHENSIVE PLAN: Glasbrenner stated that from an Economic Development standpoint, staff are consistently working on implementation of the Comprehensive Plan including grants through WEDC, who was in town today touring various locations; Panorama has started pouring concrete; and collaboration with the County is strengthening for the campus redevelopment.

REPORTS / UPDATES: None.

FUTURE AGENDA ITEMS

- Review Rough Draft R-1/2 Ordinance
- Elect and Vote on Chair of the Commission at the next meeting.

SET NEXT MEETING DATE The next meeting was scheduled for Wednesday, July 22nd at 5:30 PM.

ADJOURNMENT Motion by Cairns, second by Welte to adjourn. Motion carried unanimously by voice vote. The meeting adjourned at 6:06 PM.

Minutes recorded by Misty Molzof

DRAFT

CONDITIONAL USE PERMIT (CUP) APPLICATION

Site Plans are required as part of this application. See the Site Plan section below for details to include.

Applicant Information

Business Name _____

DBA Name (if applicable) _____

Principal Contact Ryan & Megan Pluemer
first last

Phone 608 778-6126 Email rpluemer@gmail.com

Business Street Address 1235 Arbor Lane

City Richland Center State WI Zip Code 53581

Mailing Address is the same as above

Business Mailing Address _____

City _____ State _____ Zip Code _____

Site is located within city in ETZ Zoning District R-1 Tax Parcel Number 276-1742-4500

Property Owner Information

Same as Applicant

Name _____

Mailing Address _____

City _____ State _____ Zip Code _____

Phone _____ Email _____

General Description of Use

Current Use: _____

*06-23-2026 8:45AM
amended per phone call w/ Jensen*

Proposed Use: 12x16' garden shed for lawn mower & garden

(192' sq ft) supply storage

Site Plans

- **Site Plan with proposed use and layout** - anything related to the outside of the proposed business: traffic flow, parking, on-street product delivery frequency and length of delivery stop, lighting, signage
- **Project Description** - hours, noise mitigation, list of products sold regardless of seasonal or ongoing
- **Hazardous Waste Materials Plan** - how will clean fluids be stored, how will used fluids be collected, stored, disposed of and frequency of disposal; where will new tires be stored; where will used tires be stored and how will they be disposed of, frequency of disposal; will you be a collection site for other items and their disposal; dumpster or other garbage collection units placement

- **Other** – if applicable you may need to address meeting or not meeting setback requirements; landscaping, water runoff, drainage issues; fencing needs, etc. Keep in mind that the above is generic and not all will apply to your business or location thereof and as equally important to include anything not mentioned above that you feel is relevant to your business or location thereof.

I certify that the information provided on this form is accurate and complete to the best of my knowledge. I acknowledge that submitting incorrect or incomplete information may result in delays or denial of the permit. I agree to comply with all applicable codes and ordinances of the City of Richland Center and the State of Wisconsin and any conditions attached hereto. I authorize zoning staff to enter my property to confirm compliance with the applicable zoning code. It is further agreed that we hereby absolve and release the City of Richland Center, its agent or agents, from liability, if through the owner or his agent, an error is made in determining the property lines. It is further agreed that the City of Richland Center, its agent or agents, have no responsibility as to the determination of the property lines.

Applicant Signature see online submission Date 06/05/2024

Property Owner Signature _____ Date _____

Termination: If at any time after granting a CUP, the permitted conditional use fails to comply with the conditions of the original permit, the Common Council may terminate the conditional use permit. The Common Council may also treat the violation as a code infraction, subject to other enforcement actions including the issuance of citation(s).

Conditional Use Application Approval Timeline

- Class 1 Notice publication at least seven days in advance of the Public Hearing/Plan Commission meeting
- Mailing notices to landowners within 300 feet at least seven days in advance of the Public Hearing/Plan Commission meeting
- Public Hearing and Plan Commission: typically meets the last Wednesday of the month
- Common Council meeting: typically meets the first Tuesday of the month

Applicant attendance at the public hearing, Plan Commission and Council meetings is not mandatory, but it is highly recommended the applicant or designated agent attend to address any questions or concerns raised at the event.



Form submission from: Zoning Permit Request Form

From Ryan Pluemer <richlandcenter-wi@unicodeweb.com>
Date Fri 06/05/26 6:22 PM
To Zoning <zoning@richlandcenterwi.gov>

Submitted on Friday, June 5, 2026 - 6:22pm

Submitted by anonymous user: 174.82.181.86

Submitted values are:

Zoning Permits Conditional Use Permit

Applicant Information

Name Ryan Pluemer
Phone Number 608-778-6126
Email Address rpluemer@gmail.com

Property Information

Location City
Address 1235 Arbor Ln
Tax Parcel #
Property Owner Myself
Zoning Category Single Family Residential (R-1)

Business Use

Will the property be used for business? No

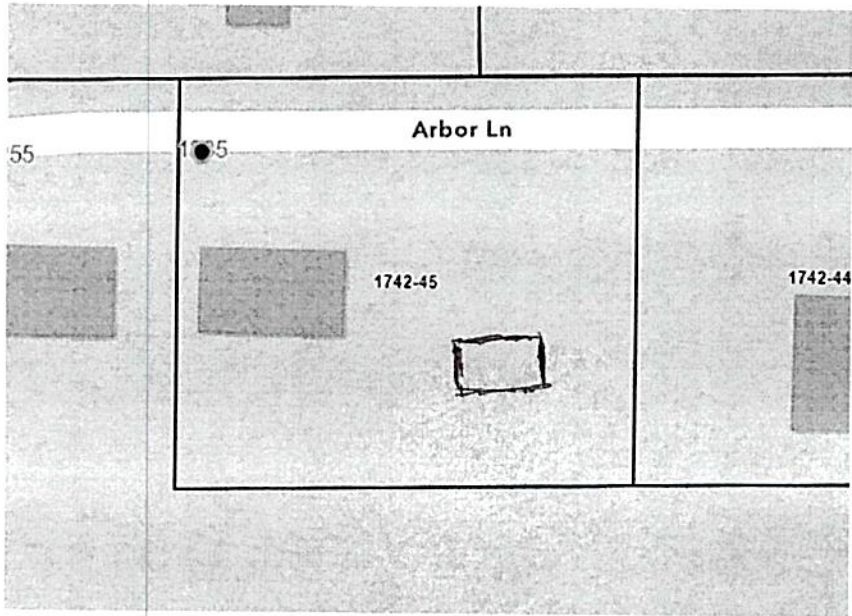
Supporting Documents

Applicant's Statement

I certify that the information provided on this form is complete and accurate and agree to comply with all applicable codes and ordinances of the City of Richland Center and the State of Wisconsin and any conditions attached hereto. It is further agreed that we hereby absolve and release the City of Richland Center, its agent or agents, from liability, if through the owner or his agent, an error is made in determining the property lines. It is further agreed that the City of Richland Center, its agent or agents, have no responsibility as to the determination of the property lines.
Owner / Agent Signature Ryan Pluemer

The results of this submission may be viewed at:

<https://www.richlandcenterwi.gov/node/4710/submission/1070>



Cement pad

Parcel 276-1742-4500

Zoning District: R-1

Megan & Ryan Pluemer

1235 Arbor Lane



Abbreviated Legal Description

(See recorded documents for a complete l

NW 1/4 SE 1/4
LAND & R/O/W DESC IN EARLY
VOL-PAGES; 20' ADD'L 409-731

Property Descriptions

Primary	Section	Town	Town Dr	Range	Range Dir
✓	17	10	N	01	E

CITY OF RICHLAND CENTER
STAFF REPORT – PLAN COMMISSION
Conditional Use Permit Application

PROPERTY INFORMATION			
Applicant:	Ryan Pluemer	Report Date:	June 19, 2026
Property Owner:	Ryan & Megan E. Pluemer	Meeting Date:	June 24, 2026
Site Address:	1235 Arbor Lane	Zoning District:	R-1 Single Family Residential
Parcel No:	276-1742-4500	Lot Size:	0.59 acres (GIS)

REQUEST TYPE

Ryan Pluemer requests a Conditional Use Permit to construct a 16'x16' (256 square foot) detached accessory building (garden shed) at 1235 Arbor Lane for the storage of a lawn mower and garden supplies. Because the proposed structure exceeds 120 square feet of floor area, it requires a Conditional Use Permit under 402.04(11) of the Zoning Ordinance.

PROJECT DESCRIPTION

The applicant proposes to construct a single detached garden shed on a poured concrete pad located in the rear yard of their single-family residential lot. The structure measures 16 feet by 16 feet (256 square feet) and is intended solely for the storage of a lawn mower and lawn/garden supplies incidental to the residential use of the property.

Under 402.03(3), an accessory building other than a private garage is permitted by right only if it does not exceed 120 square feet in area. An accessory building exceeding 120 square feet is a conditional use under 402.04(11). The proposed shed is 256 square feet and therefore requires Plan Commission review and a Conditional Use Permit.

The submitted site plan and aerial sketch indicate the shed is sited in the rear yard. The applicant's measurements show the structure placement would be well in excess of the minimum from all lot lines. No habitation, business, or commercial activity is proposed. The structure requires no utility connection.

STAFF REVIEW AND FINDINGS

Comprehensive Plan Alignment: **YES** **NO**

The request supports the Comprehensive Plan's goals related to maintaining stable, well-kept single-family neighborhoods. A residential storage structure for lawn and garden equipment is a customary accessory use that supports ongoing property maintenance and is consistent with the established residential character of the surrounding area.

Public Works / Utilities / Zoning Input: **YES** **NO**

Adequate. The structure is unoccupied and requires no utility service. On-site stormwater management is addressed through the recommended conditions to ensure runoff is not directed onto adjoining properties, consistent with 400.07(7).

Environmental / Site Conditions: **YES** **NO**

Suitable. The lot is an existing developed residential parcel of approximately 0.59 acres with no identified floodplain, wetland, or slope constraints affecting the proposed rear-yard location.

RECOMMENDED CONDITIONS

1. The accessory structure shall be used solely for the storage of personal lawn, garden, and household equipment incidental to the residential use of the property. The structure shall not be used for any commercial, business, or habitation purpose.
2. The accessory structure shall not exceed 256 square feet in floor area (16' × 16'). If the structure exceeds fifteen (15) feet in height above ground level, it constitutes a separate conditional use under 402.04(13) and shall require additional review and approval.
3. The structure shall comply with all detached accessory building setback requirements of 402.05(8), including a minimum of three (3) feet from any side or rear lot line (measured to the foundation or wall) and one and one-half (1.5) feet to any roof, eave, or eaves trough.
4. The structure shall be located entirely within the rear yard and shall not encroach upon any recorded easement.
5. Roof drainage and stormwater runoff from the structure shall be managed on-site and shall not be directed onto adjoining properties, consistent with § 400.07(7).
6. Only one (1) accessory building other than a private garage is permitted on the lot; this permit authorizes that single structure.

STAFF RECOMMENDATION

- Approve the application for a Conditional Use Permit as presented.
- Approve the application for a Conditional Use Permit with conditions as presented.**
- Deny the application for a Conditional Use Permit.

PLAN COMMISSION REVIEW & REPORT

Conditional Use Permit — Findings of Fact

Applicant:	Ryan & Megan Pluemer	Parcel Number:	276-1742-4500
Site Address:	1235 Arbor Lane	Meeting Date:	June 24, 2026

Plan Commission Review — Wis. Stat. § 62.23(7)(de) and Richland Center Zoning Ordinance § 400.05(7)(h)

Review Criteria	YES	NO
<p>Is the request consistent with the applicable provisions of the City of Richland Center Comprehensive Plan (2022–2032)? [400.05(7)(h)1.]</p> <p><i>The proposed accessory storage structure supports continued use and maintenance of an existing single-family residential property, consistent with the Plan’s housing and neighborhood-stability goals. The use is residential in character and does not introduce any non-residential activity.</i></p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>Is the request compatible with the existing or allowable uses of adjacent properties? [400.05(7)(h)2.]</p> <p><i>A garden shed for storage of lawn and garden equipment is a customary residential accessory use. Surrounding parcels are residential, and the structure is consistent with accessory buildings commonly found in the R-1 district.</i></p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>Can the request demonstrate that adequate public facilities (roads, drainage, water, sanitary sewer, police and fire protection) exist or will exist to serve the use? [400.05(7)(h)3.]</p> <p><i>The structure is an unoccupied storage building requiring no utility service. Existing public facilities are adequate. On-site drainage is addressed by condition.</i></p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>Are there adequate provisions for the maintenance of the use and associated structures approved under the permit? [400.05(7)(h)4.]</p> <p><i>Maintenance will be the responsibility of the property owner as part of ordinary residential upkeep.</i></p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>Has the request minimized, to the degree possible, adverse effects on the natural environment? [400.05(7)(h)5.]</p> <p><i>The structure occupies a limited footprint on an already developed residential lot. On-site stormwater management is required by condition to protect adjacent properties.</i></p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>Will the request avoid creating undue traffic congestion? [400.05(7)(h)6.]</p> <p><i>The accessory use generates no additional traffic. Existing driveway access on Arbor Lane is unaffected.</i></p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>Will the request avoid adversely affecting public health, safety, and welfare? [400.05(7)(h)7.]</p> <p><i>As an unoccupied residential storage structure subject to setback, drainage, and building-permit conditions, the use presents no identified risk to public health, safety, or welfare.</i></p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>Does the request conform to all applicable provisions of the Zoning Code? [400.05(7)(h)8.]</p> <p><i>The structure exceeds the 120 sq ft threshold for a permitted accessory building under § 402.03(3) and therefore requires a Conditional Use Permit under § 402.04(11). With the recommended conditions, the structure conforms to the dimensional, height, and setback standards of § 402.05.</i></p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

PLAN COMMISSION ACKNOWLEDGEMENT AND ACTION

Based on the substantial evidence provided in the application and the testimony at the public hearing, the Commission finds that all criteria have been met, subject to the following conditions:

1. The accessory structure shall be used solely for the storage of personal lawn, garden, and household equipment incidental to the residential use of the property. The structure shall not be used for any commercial, business, or habitation purpose.
2. The accessory structure shall not exceed 192 square feet in floor area (12' x 16'). If the structure exceeds fifteen (15) feet in height above ground level, it constitutes a separate conditional use under § 402.04(13) and shall require additional review and approval.
3. The structure shall comply with all detached accessory building setback requirements of § 402.05(8), including a minimum of three (3) feet from any side or rear lot line (measured to the foundation or wall) and one and one-half (1.5) feet to any roof, eave, or eaves trough.
4. The structure shall be located entirely within the rear yard and shall not encroach upon any recorded easement.
5. Roof drainage and stormwater runoff from the structure shall be managed on-site and shall not be directed onto adjoining properties, consistent with § 400.07(7).
6. Only one (1) accessory building other than a private garage is permitted on the lot; this permit authorizes that single structure.

The Plan Commission has completed its review based on the findings of fact, conclusions of law, and the record, as required by Wis. Stat. § 62.23. The Plan Commission recommends **APPROVAL** of the Conditional Use Permit for Ryan and Megan Pluemer to construct a 192 square foot (12' x 16') detached accessory building (garden shed) at 1235 Arbor Lane, subject to the conditions stated above.

Suggested Motion:

To recommend to the Common Council the approval of the Conditional Use Permit application of Ryan and Megan Pluemer to construct a 12' x 16' (192 square foot) detached accessory building (garden shed) at 1235 Arbor Lane (Tax Parcel 276-1742-4500), subject to the specific Conditions of Approval as presented.

Chair's Signature	Date
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