



OFFICIAL PUBLIC NOTICE

MEETING OF THE COMMON COUNCIL

TUESDAY, MAY 05, 2026 AT 6:30 PM

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

TEAMS: 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

RESOLUTION HONORING OUTGOING ELECTED OFFICIALS

- [2.](#) Resolution No. 2026-07

RESOLUTION HONORING PARK BOARD MEMBERS

3. Resolution No. 2026-08

DEPARTMENT HEAD REPORTS

MAYOR AND ALDERPERSONS REPORTS AND AGENDA ITEM REQUESTS

TREASURER'S REPORT

- [4.](#) Treasurer's Report
5. Utility Treasurer's Report

PAYMENT OF BILLS

- [6.](#) Bills for Approval

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

7. Shared Ride Taxi Service Presentation by Running Inc
8. Ordinance No. 2026-06 Dissolving the Park Board and Amending the Code to Reassign Parks and Recreation Oversight
- [9.](#) Notice of Bid Solicitation - Cropland Lease (no action)
10. Discussion and Direction on Future City Participation in the Symons Recreation Complex

BUDGET COMMITTEE RECOMMENDATIONS FOR ACTION

- [11.](#) Sale of Surplus Equipment
12. Resolution 2026-09 Authorizing 2026 Capital Expenditures

PUBLIC SAFETY COMMITTEE RECOMMENDATIONS FOR ACTION

- [13.](#) Ordinance No. 2026-07 Amending Chapter 101 Authorizing Stop Signs at Various Intersections

UTILITY COMMISSION RECOMMENDATIONS FOR ACTION

- [14.](#) Ordinance No. 2026-08 Technical Corrections to Chapter 432 for Alignment with Current State Codes

PUBLIC SAFETY COMMITTEE RECOMMENDATIONS FOR ACTION (Schultz)

- [15.](#) Award Annual Leachate Line Jetting Work

APPOINTMENT & CONFIRMATION *Committees, Commissions and Boards*

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

ADJOURNMENT

Posted this 1st day of May, 2026 by 6:30 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 CALL TO ORDER: The meeting was called to order by Mayor Tepley at 6:30 PM. Members present were Christopher Jarvis, Frank Hoffman, Rachel Schultz, Melony Walters, Steve Downs, and Ryan Cairns. Absent: Douglas Martyniuk.

Others Present: Ashley Oliphant, City Administrator; Darcy Perkins, Municipal Services Specialist; Scott Gald, Utilities Superintendent; Billy Jones, Police Chief; Stacy Pilla, Library Director; Jodi Mieden, Parks and Recreation Director; Media; Nova Video representative; and members of the public.

APPROVAL OF AGENDA: *Motion by Walters, second by Schultz to approve the agenda removing item #2, Resolution #2026-05, and correction the resolution numbers in items 9 and 10 to be #2025-05 and #2025-06, respectively. Motion carried 6-0.*

Molzof stated that the agenda was posted and sent out on Friday, April 17th by 4:30 pm

APPROVAL OF MINUTES *Motion by Walters, second by Downs to waive the reading of the minutes of the March 30, 2026, in lieu of printed copies and approve said minutes correcting the spelling of "Wagner" to "Wegner". Motion carried 6-0.*

RESOLUTION #2026-05, A RESOLUTION HONORING OUTGOING ELECTED OFFICIALS: *Item removed from Agenda.*

CITY AND UTILITY DEPARTMENT HEAD REPORTS AND CONCERNS

Public Works / Economic Development: Glasbrenner reported that the department report is available online with the meeting materials. The Public Works Department has been short approximately 2.5 employees over the past month; one new employee began on April 20. Crews are addressing potholes, aquatic center preparation and repairs, yard waste, spring brush pickup, and cleanup from recent heavy rains. Additional ongoing projects include Airport Master Planning and street project planning.

Perkins reported that the first large item pickup occurred on April 13 and was successful. The next pickup is scheduled for May 11. Residents are reminded that items must weigh no more than 50 pounds, are limited to five items per residence, and must be placed curbside by 6:00 AM Monday. Residents may contact Republic Services for pickups outside scheduled dates.

Parks & Recreation: Mieden reported that preparations for opening the Aquatic Center are underway in coordination with Utilities and Public Works. Some insurance providers offer discounted or free passes, and residents are encouraged to check eligibility. Recreation brochures have been distributed to schools and are available online. Lifeguard staffing requires approximately 25 employees plus substitutes; currently, about 21 are secured. The Community Center is partnering with the Library and Farmer's Market for an Arbor Day celebration. A \$3,000 grant was received from Richland County Campus Foundation for a new event to be held on June 27th, ThunderSlam Pickleball Tournament.

Library: Pilla reported that circulation continues to increase monthly. The strategic plan is in progress and expected to be completed by mid-summer. The library is hiring for a full-time Youth Services & Programming position and a part-time custodian.

Utilities: Gald reported that water crews are addressing main breaks on Valley View Drive. Wastewater crews are utilizing a new jet truck for hydro-excavation, capable of digging a 7-foot by 20-inch hole in approximately 20 minutes. Electric crews are replacing poles and installing AMI meters. Over 100 locate requests were completed in March and again in April to date. The moratorium has ended, and a new automated calling system is in place for past-due notices. Rowan Wipperfurth is entering his third year as an apprentice.

Police: Jones reported that in March there were 163 calls for service, 28 criminal complaints, 8 ordinance violations, 2 juvenile detentions, 46 traffic stops resulting in 18 citations, and 4 warrant arrests. The department continues transitioning to new software (True North) and has been engaged in various training courses and annual reporting.

MAYOR AND ALDERPERSONS

Walters: Requested an update on the hotel project at the next council meeting.

Hoffman: Requested a balance sheet and revenue and expense statement at the next council meeting.

Tepley: Expressed appreciation to the community for their support and election as Mayor.

TREASURER REPORT: Molzof reported that the 1/31/2026 cash balances show beginning balances of \$14,330,738.03 and ending balances of \$11,597,505.18, a decrease of \$2,733,232.82, primarily due to property tax settlements. February and March interest totaled \$69,285.96. Due to the organizational nature of the meeting, balance sheets and revenue/expense statements were not included but will be presented at the May meeting.

UTILITY TREASURER'S REPORT: None.

PAYMENT OF BILLS *Motion by Downs, second by Cairns to approve bills entered from March 4, 2026, through April 21, 2026, as presented in the amount of \$1,010,168.27, which includes \$13,751.11 of Greater Richland Tourism bills, and \$996,417.16 of general fund bills. Upon roll call vote, motion carried 6-0.*

ITEMS FOR DISCUSSION AND ACTION

6. Adoption of Council Rules, Committee Structure, and Code of Ethics: *Motion by Walters, second by Hoffman to approve the Council Rules, Committee Structure, and Code of Ethics as presented. Upon roll call vote, Ayes: Walters, Downs, Cairns, Jarvis, Hoffman; No's: Schultz. Motion carried 5-1.* Tepley and Walters explained that this has been a work in process for about the last year with lots of meetings and reviews by the City Attorney, City Administrator, and the two of them as committee members. There were quite a few changes made, and no decision was made lightly.

7. Ordinance #2026-05, An Ordinance Dissolving the City Tourism Department and the Tourism Commission: *Motion by Schultz, second by Downs to approve Ordinance #2026-05, An Ordinance Dissolving the City Tourism Department and the Tourism Commission. Upon roll call vote, motion carried 6-0.* Tepley stated that when the Tourism Department was formed, the intent was that it would be self-sustaining at some point and transition to a separate entity rather than a city department. Over the course of the last year, the Tourism Director has been pursuing this. This ordinance dissolves both the city department and the Tourism commission.

8. Tourism Services Agreement: *Motion by Walters, second by Jarvis, to approve the Tourism Services Agreement as presented. Upon roll call vote, motion carried 6-0.* Oliphant stated that now that the Tourism Department and Tourism Commission are dissolved, the city must decide how to expend the 70% of room tax dollars collected that meets state statute and this agreement designates the new entity "Greater Richland Tourism" as that source.

9. Resolution #2026-05 – Designating Signers on City Bank Accounts: *Motion by Downs second by Schultz to approve Resolution #2026-05 as presented. Upon roll call vote, motion carried 6-0.*

9. Resolution #2026-06 – Designating Public Depositories: *Motion by Walters, second by Downs to approve Resolution #2026-06 as presented. Upon roll call vote, motion carried 6-0.*

Appointment and Confirmation (Committees, Commissions, and Boards):

Announcement of Alderperson District 1 (Wards 1, 2, 3, 14, 15, 16, & 17) Vacancy: Tepley provided public notice that Alderperson District 1 seat is open and the city is requested interested parties submit their request to Mayor Karin Tepley, or City Administrator Ashley Oliphant.

Nominate and Elect Council President: Downs nominated Cairns as Council President. *Motion by Schultz, second by Downs to approve Cairns as Council President. Upon voice vote, motion carried 6-0.*

Appointment and Confirmation of City Attorney: *Motion by Walters, second by Downs to confirm mayoral appointment of ABT Swayne as City Attorney. Motion carried 6-0.*

Appointment and Confirmation of City Assessor: *Motion by Downs, second by Schultz to confirm mayoral appointment of Accurate Assessors as City assessor. Motion carried 6-0.*

Appointment and Confirmation of City Forester: *Motion by Downs, second by Jarvis to confirm mayoral appointment of Tess Barr-Hamblin to City Forester. Motion carried 6-0.*

Appointment and Confirmation of City Emergency Government Coordinator: *Motion by Walters, second by Downs to confirm mayoral appointment of Chief of Police Billy Jones as the City Emergency Government Coordinator. Motion carried 6-0.*

Designate and Confirm Official Newspaper: *Motion by Downs, second by Cairns to Designate the Richland Observer as the Official City Newspaper. Motion carried 6-0.*

Nominate and Elect Two Council Representatives to the Utility Commission: Walters nominated Walters and Hoffman to be the representatives on the Utility Commission. *Motion by Downs, second by Schultz to confirm appointments of Walters and Hoffman to the Utility Commission.*

Motion carried 6-0. Motion by Schultz, second by Cairns to close nominations and cast a unanimous ballot. Motion carried 6-0.

Appointment and Confirmation of Committee, Commission, and Board Members:

Budget Committee: (3 Alderpersons) *Motion by Schultz, second by Cairns to confirm mayoral appointment of Cairns, Walters, and Hoffman to the Budget Committee. Motion carried 6-0.*

Personnel Committee: (3 Alderpersons) *Motion by Hoffman, second by Walters to confirm mayoral appointment of Cairns and Jarvis to the Personnel Committee holding off on the 3rd appointment until such time as the seat in District 1 is filled. Motion carried 6-0.*

Public Works: (3 Alderpersons) *Motion by Cairns, second by Downs to confirm mayoral appointment of Schultz, Jarvis, and Hoffman to the Public Works Board. Motion carried 6-0.*

Public Safety: (3 Alderpersons) *Motion by Downs, second by Jarvis to confirm mayoral appointment of Schultz, Downs, and Martyniuk to the Public Safety Committee. Motion carried 6-0.*

Board of Review: (Mayor, 3 Alderpersons, Clerk, and Alternate) *Motion by Walters, second by Downs to confirm mayoral appointment of Tepley, Schultz, and Martyniuk to the Board of Review. Motion carried 6-0.*

Library Board: (Alderperson) *Motion by Schultz, second by Downs to confirm mayoral appointment of Walters, top the Library Board. Motion carried 6-0.*

Fire District: (2 Alderpersons) *Motion by Jarvis, second by Downs to confirm mayoral appointment of Downs and Martyniuk to the Fire District Board. Motion carried 6-0.*

Natatorium Board: (2 Alderpersons, Mayor, Member-At-Large) *Motion by Downs, second by Schultz to confirm mayoral appointment of Walters and Jarvis to the Natatorium Board. Motion carried 6-0.*

Plan Commission: (2 Alderpersons, Mayor, Engineer/Citizen, Citizen) *Motion by Cairns, second by Hoffman to confirm mayoral appointment of Cairns, Jarvis, Duane Welte, and Mark Jelinek to the Plan Commission. Motion carried 6-0.*

Redevelopment Authority (RDA): *Motion by Cairns, second by Hoffman to confirm mayoral appointment of Tepley and Martyniuk to the RDA. Motion carried 6-0.*

Tree Board: (Aldersperson, Aldersperson/Citizen, Citizen, Citizen, Citizen, City Forester) *Motion by Schultz second by Downs to confirm mayoral appointment of Hoffman and Cairns to the Tree Board. Motion carried 6-0* Item 1.

FINANCE COMMITTEE RECOMMENDATIONS AND ACTION (CAIRNS)

- 20. **Authorize Payments for 2026 Fireworks:** *Motion by Cairns, second by Downs to approve payments for 2026 fireworks (June 27, 2026) in the amount of \$17,000. Upon Roll Call Vote, motion, motion carried 6-0.*

- 21. **Purchase of IPC CT50 Walk-Behind Floor Scrubber:** *Motion by Cairns, second by Walters to approve purchase of IPC CT50 Walk-Behind Floor Scrubber using proceeds from the sale of City Equipment up to \$4,000.00. Upon Roll Call Vote, motion, motion carried 6-0.*

- 22. **Mill Street Transverse Grate Repair Project:** *Motion by Cairns, second by Downs to approve expenditures of approximately \$80,000 from LGIP Pool #4 – Street Projects for the replacement of Mill Street transverse grate and storm water system and to authorize the Director of Public Works to solicit quotes and award the contract to the lowest responsible bidder in accordance with Wis. Stat. 62.15. Upon Roll Call Vote, motion, motion carried 6-0.*

- 23. **Valley View Drive Street Project with City Utilities:** *Motion by Cairns, second by Downs to approve the City's participation in the 2026 Valley View Drive project in partnership with City Utilities, authorizing the City's share of project costs in an amount not to exceed \$191,500 for the Base Bid and all Alternates and to recommend that the City finance its share through an intergovernmental loan from City Utilities at a negotiated interest rate and repayment term and further recommending that the City Administrator and Treasurer be authorized to negotiate and execute the necessary financing documents consistent with the option selected.. Upon Roll Call Vote, motion, motion carried 6-0.*

PUBLIC SAFETY COMMITTEE RECOMMENDATIONS AND ACTION

- 24. **Approval of Licenses:** *Motion by Walters, second by Downs, to approve SW Partners dba Richland Rejuvenates, Temporary "Class B" Picnic License for May 9, 2026, at the City Auditorium, 182 N Central Avenue. Upon roll call vote, motion carried unanimously (6-0).*

PUBLIC COMMENT *None.*

ADJOURNMENT: *Motion by Walters, second by Downs to adjourn at approximately 8:20 pm. Motion carried 6-0.*

Meeting adjourned at approximately 8:20 pm.

Respectfully submitted,

Misty D. Molzof, City Clerk

**CITY OF RICHLAND CENTER
RESOLUTION NO. 2026-07**

A RESOLUTION HONORING AND RECOGNIZING THE OUTSTANDING SERVICE OF MAYOR TODD COPPERNOLL, ALDERPERSON RON FRUIT, AND ALDERPERSON TOM McCARTHY

WHEREAS, the City of Richland Center is proud to recognize individuals who have dedicated themselves to public service and the betterment of their community; and

IN HONOR OF MAYOR TODD COPPERNOLL

WHEREAS, Todd Coppernoll served as Mayor of the City of Richland Center from 2020 to 2026, leading the City through a period of growth and change with dedication, vision, and an unwavering commitment to the public good; and

WHEREAS, Mayor Coppernoll faithfully served on numerous boards and committees on behalf of the City, including the Fire Board, the Joint Ambulance Committee, the Planning Commission, and the Board of Review, contributing his time, expertise, and judgment to each body; and

WHEREAS, Mayor Coppernoll was recognized throughout the region as an exceptional public speaker who eloquently and passionately championed the City of Richland Center, highlighting its many strengths, assets, and opportunities at every occasion; and

WHEREAS, Mayor Coppernoll pursued economic development for the City with tireless energy and genuine passion, working diligently to attract investment, support local businesses, and expand opportunities for all residents; and

WHEREAS, Mayor Coppernoll's leadership, civic pride, and gracious service have left an enduring and positive mark upon the City of Richland Center and its residents;

IN HONOR OF ALDERPERSON RON FRUIT

WHEREAS, Ron Fruit served as Alderperson for District 1 of the City of Richland Center from 2023 to 2026, bringing to the Council a thoughtful voice, measured judgment, and a consistent commitment to acting in the best interests of the City and its residents; and

WHEREAS, Alderperson Fruit served diligently on numerous boards and committees, including the Public Works Committee, the Public Safety Committee, the Tourism Commission, and the Tree Board, bringing the same care and deliberateness to each role; and

WHEREAS, Alderperson Fruit also served as a greeter for City elections, warmly welcoming residents to participate in the democratic process and making the City's polling places more inviting and accessible for all; and

WHEREAS, Alderperson Fruit was widely admired by colleagues and constituents alike for his wisdom, his calm and measured approach to governance, and his steadfast advocacy for the welfare of the entire City;

IN HONOR OF ALDERPERSON TOM McCARTHY

WHEREAS, Tom McCarthy served as Alderperson for District 2 of the City of Richland Center from 2022 to 2026, providing the Common Council with quiet, steady, and principled leadership throughout his tenure; and

WHEREAS, Alderperson McCarthy served faithfully on the Personnel Committee, the Fire Board, and the Board of Review, offering his careful judgment and deliberate perspective in service of the City and its employees; and

WHEREAS, Alderperson McCarthy exemplified the very best of public service through his measured approach, his thoughtful participation, and his commitment to doing what was right for the City and the residents of District 2;

NOW, THEREFORE, BE IT RESOLVED

by the Common Council of the City of Richland Center, Wisconsin, assembled in Annual Reorganization Meeting, as follows:

SECTION 1. The Common Council hereby expresses its profound and sincere gratitude to Mayor Todd Coppernoll for his six years of inspired and devoted service as Mayor, his exceptional

leadership, his eloquent representation of the City, and his passionate pursuit of economic prosperity for all residents of Richland Center.

SECTION 2. The Common Council hereby expresses its heartfelt appreciation to Alderperson Ron Fruit for three years of wise, thoughtful, and measured service to the residents of District 1 and the City as a whole, and for his warm hospitality and community spirit as an election greeter.

SECTION 3. The Common Council hereby expresses its deep appreciation to Alderperson Tom McCarthy for four years of discerning, principled, and steadfast service to the residents of District 2 and the entire City of Richland Center.

SECTION 4. The Common Council expresses its sincere appreciation to Mayor Todd Coppernoll, Alderperson Ron Fruit, and Alderperson Tom McCarthy for their years of dedicated public service. Each brought a distinct voice and genuine commitment to this body — and to the residents they represented. Richland Center is better for their service.

SECTION 5. The City Clerk is directed to prepare copies of this Resolution and to transmit one to each honoree as a token of the Council's esteem and the community's gratitude.

ADOPTED by the Common Council of the City of Richland Center, Wisconsin, on the 5th day of May, 2026.

Karin Tepley, Mayor

ATTEST:

Misty Molzof, Deputy Clerk

CITY OF RICHLAND CENTER - TREASURER'S REPORT						
3/31/2026						
FUNDS	Int Rate	BEG/MO BAL	RECEIPTS	Transfers In/(Out) Between Accounts	DISBURSEMENTS	END/MO BAL
City General Unassigned:	2.96%	\$ 2,887,059.96	\$ 262,563.34	\$ 622,577.04	\$ 3,248,627.72	\$ 523,572.62
#1 State Investments - Unassigned	3.69%	\$ 4,552,261.53	\$ 20,626.70			\$ 4,572,888.23
Property Tax Account (partial unassigned)	2.96%	\$ 622,677.04	\$ 151.72	\$ (622,577.04)		\$ 251.72
#2 Landfill long term care (for landfill issues)	3.69%	\$ 674,968.52	\$ 2,113.52			\$ 677,082.04
#3 TIF-Panorama Estates (TIF 6)	3.69%	\$ 286,215.86	\$ 896.22			\$ 287,112.08
#6 TIF 2-5 (only #4)	3.69%	\$ 155,785.94	\$ 487.81			\$ 156,273.75
RLF Business Savings	0.50%	\$ 26.42	\$ 10.00	\$ (36.42)		\$ (0.00)
RLF Business Checking	0%	\$ 178,934.20		\$ 36.42		\$ 178,970.62
RESTRICTED FUNDS: (by outside entity)		\$ -				
CDBG Housing RLF	2.96%	\$ 179,294.49	\$ 3,410.14			\$ 182,704.63
Landfill Long Term Care CD to 2045	2.48%	\$ 326,006.41				\$ 326,006.41
Landfill Long Term Care CD to 2045	1.40%	\$ 309,659.85				\$ 309,659.85
Library Checking	2.96%	\$ 325,302.59	\$ 6,085.75		\$ 34,589.84	\$ 296,798.50
Room Tax	2.96%	\$ 4,693.24	\$ 1,126.81			\$ 5,820.05
Greater Richland Tourism	2.96%	\$ 37,997.20	\$ 98.14		\$ 458.71	\$ 37,636.63
Redevelopment Authority	2.96%	\$ 75,677.67	\$ 189.89			\$ 75,867.56
#5 Renew RC Loan Program-Affordable Hous	4.39%	\$ 878,568.40	\$ 2,751.04			\$ 881,319.44
Renew RC Loan Program-Checking	2.96%	\$ 80,940.44	\$ 203.11			\$ 81,143.55
COMMITTED: (by resolution of the Council)		\$ -				
#4 Projects committed	3.69%	\$ 2,679,850.85	\$ 8,391.37			\$ 2,688,242.22
ASSIGNED: (for specific use, not assigned)		\$ -				
Cemetery CDs	2.34% & 3.21%	\$ 5,046.88	\$ 2.16			\$ 5,049.04
Centennial Committee	2.96%	\$ 2,978.08	\$ 7.47			\$ 2,985.55
Canine Fund	0%	\$ 51,436.93	\$ 100.00		\$ 238.02	\$ 51,298.91
Park/Rec/Comm Center	2.96%	\$ 12,391.36	\$ 31.09			\$ 12,422.45
#8 - Aquatic Center	3.69%	\$ 243,636.44	\$ 762.89			\$ 244,399.33
Total Interest Earned in Current Month			\$ 26,309.54	\$ -		
LOANS						4/1/2026
Loans:		Total Debt	2026 Principle	Loan Term End	Balance	
Richland County Bank (2%)		\$ -	\$ -	Paid off 2024	\$ -	
WPPI (no interest)		\$ 8,010.38	\$ 421.62	10/28/2027	\$ 7,588.76	As of 4/1/2026
State Trust Fund Loan - Panorama Est TIF 6 (3.5%)		\$ -	\$ -	Paid off 2021	\$ -	
Bonding - Panorama Estates TIF 6 (1.8%)		\$ 600,000.00	\$ 52,075.00	4/1/2037	\$ 600,000.00	As of 4/1/2026
CFB Haseltine 389,390/Westside Dr \$752,000(2.73%)		\$ 348,587.50	\$ 102,000.00	4/1/2028	\$ 246,587.50	As of 4/1/2026
Aquatic Center Bonding (20 Years)		\$ 3,145,000.00	\$ 205,000.00	8/1/2038	\$ 2,940,000.00	As of 12/31/2026 - F
		\$ 4,101,597.88	\$ 359,496.62		\$ 3,794,176.26	
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%		\$ 9,721,029.99	
		\$ 14,571,410.30	\$ 310,009.17	\$ -	\$ 3,283,914.29	\$ 11,597,505.18
		Beg Bal	Receipts	Transfer	Expenditures	End Bal
						Net Increase / (Decrease) in Funds Available \$ (2,973,905.12)

CITY OF RICHLAND CENTER
 BALANCE SHEET
 MARCH 31, 2026

CITY GENERAL FUND

ASSETS

10-11001-000	CASH ON HAND-CITY OFFICE	100.00
10-11002-000	FUND CASH - CITY GENERAL CHECK	484,996.53
10-11010-000	STATE POOL #1 - GENERAL	4,572,888.23
10-11030-000	STATE POOL #3 - PANORAMA EST	287,112.08
10-11040-000	STATE POOL #4 - PROJECTS	2,688,242.22
10-11050-000	STATE POOL #5 - AFFORDABLE HOU	881,319.44
10-11060-000	STATE POOL #6 - TID 2-5	156,273.75
10-11100-000	TAX COLLECTION	251.72
10-11110-000	CDBG ACCOUNT	182,704.63
10-11300-000	RLF CHECKING	178,970.62
10-11400-000	RENEW RC ACCOUNT	81,143.55
10-11900-000	CASH ON HAND - AQUATIC CENTER	37.89
10-12000-000	TAXES RECEIVABLE - CURRENT YEA	24,699.38
10-12100-000	DELINQUENT PERSONAL PROPERTY T	45,300.26
10-14100-000	A/R - OTHER A/R	60,930.70
10-14500-000	A/R - GENERAL RECEIPTS	41,887.30
10-14600-000	DUE FROM DEVELOPERS/PANORAMA	305,868.30
10-14950-000	EST UNCOLLECTIBLE RECEIVABLES	(67,069.90)
10-15000-000	CDBG FUND - ECON DEVELOPMENT	143,308.62
10-15200-000	LOAN RECEIVABLE - RERP	2,386.44
10-15325-000	RLF RECEIVABLE - KIDS STUFF #1	67,069.90
10-15370-000	RLF RECEIVABLE - BRICKHOUSE	6.10
10-15999-000	EST UNCOLLECTIBLE-LOANS	(12,895.00)
10-16100-000	ACCTS REC - ELECTRIC UTILITY	106,878.00
10-16110-000	ACCTS REC - WATER UTILITY	123,096.00
10-16120-000	ACCTS REC - SEWER UTILITY	256.00
10-16300-000	CDBG RECEIVABLE	314,195.55
10-16350-000	RENEW RC LOAN RECEIVABLE	75,138.25
10-18000-000	STATE POOL #2 - LANDFILL L/T	677,082.04
10-18100-000	PARKS/REC/CC ACCOUNT	12,422.45
10-18115-000	AQUATIC CENTER FUND	244,399.33
10-18130-000	RDA FUND	75,867.56
10-18140-000	ROOM TAX ACCOUNT	5,820.05
10-18150-000	CC/SC GRANT	4.00
10-18160-000	CENTENNIAL COMMITTEE ACCT/CD	2,985.55
10-18700-000	CHILD SAFETY FUNDS - RC POLICE	137.35
10-18750-000	POLICE CANINE FUND	51,298.91
10-18800-000	CEMETERY PERPETUAL CARE ACCT	4,185.58
10-18850-000	BOWEN CEMETERY	863.46
10-18900-000	LANDFILL ESCROW	635,666.26
	TOTAL ASSETS	<u>12,455,829.10</u>

LIABILITIES AND EQUITY

CITY OF RICHLAND CENTER
 BALANCE SHEET
 MARCH 31, 2026

CITY GENERAL FUND

LIABILITIES

10-21000-000	VOUCHERS PAYABLE-CITY GENERAL	66,185.22	
10-21100-000	ACCOUNTS PAYABLE-OTHER A/R	(62.00)	
10-22210-000	EMPLOYEE SHARE-HEALTH INS	(67,157.14)	
10-22230-000	EMPLOYEE SHARE-LIFE INS	(813.00)	
10-22240-000	EMPLOYEE SHARE-AFLAC	131.31	
10-22250-000	EMPLOYEE SHARE-COMBINED INS	(354.38)	
10-22260-000	EMPLOYEE SHARE-DENTAL INS	(409.74)	
10-22330-000	PYRL DED- SECTION 125/MED/DEP	8,294.31	
10-23300-000	ACCOUNTS DUE - LEASE/RENT DEP	750.00	
10-25000-000	DUE TO OTHER GOVERNMENT	2,156.55	
10-25100-000	SALES TAX	21.13	
10-26000-000	DEFERRED REVENUE (PANORAMA)	320,940.50	
10-26006-000	UNAPPLIED AR	12,499.40	
10-26140-000	POSTPONED ARPA AID	287,229.43	
10-26800-000	ADVANCE TAX COLLECTIONS	12,676.78	
	TOTAL LIABILITIES		642,088.37

FUND EQUITY

10-31100-000	RESERVED FB-ADVANCE TIF DIST	1,381,265.72	
10-31110-000	RESERVED FB-SPECIAL PURPOSE	624,662.23	
10-32100-000	RESERVED SPECIAL FB-CDBG	602,432.42	
10-32110-000	RESERVED SPECIAL FB-RERP	2,386.44	
10-32120-000	RESERVED SPECIAL FB-RLF	608,090.70	
10-33100-000	DESIGNATED FB - CEMETERY	3,855.80	
10-33105-000	DESIGNATED FB - RECYCLING	29,257.04	
10-33110-000	DESIGNATED FB - COMM CENTER	24,701.68	
10-33120-000	DESIGNATED FB - POOL	5,000.00	
10-33125-000	DESIGNATED FB - DATA PROC	24,139.73	
10-33130-000	DESIGNATED FB - HISTORIC PRES	10,647.50	
10-33200-000	DESIGNATED FB - BLDGS/PROP	38,421.00	
10-33300-000	DESIGNATED FB - FUTURE PROJECT	410,922.00	
10-34100-000	DESIGNATED SPECIAL FB - CDBG	62,041.04	
10-34110-000	DESIGNATED SPECIAL FB - RLF	195,631.56	
10-35100-000	UNDESIGNATED SPECIAL FB - TIF	(1,603,911.39)	
10-36000-000	GENERAL FUND BALANCE	8,492,212.93	
	REVENUE OVER EXPENDITURES - YTD	901,984.33	
	BALANCE - CURRENT DATE	901,984.33	
	TOTAL FUND EQUITY		11,813,740.73
	TOTAL LIABILITIES AND EQUITY		12,455,829.10

CITY OF RICHLAND CENTER
BALANCE SHEET
MARCH 31, 2026

GREATER RICHLAND TOURISM

ASSETS

15-11002-000	CASH ALLOCATED TO OTHER FUNDS	37,636.63	
	TOTAL ASSETS		<u>37,636.63</u>

LIABILITIES AND EQUITY

LIABILITIES

15-21000-000	TOURISM VOUCHERS PAYABLE	8,381.63	
	TOTAL LIABILITIES		8,381.63

FUND EQUITY

15-31000-000	TOURISM RETAINED EARNINGS	40,123.26	
15-36000-000	TOURISM FUND BALANCE	(2,665.02)	
	REVENUE OVER EXPENDITURES - YTD	(8,203.24)	
	BALANCE - CURRENT DATE	(8,203.24)	
	TOTAL FUND EQUITY		<u>29,255.00</u>
	TOTAL LIABILITIES AND EQUITY		<u>37,636.63</u>

CITY OF RICHLAND CENTER
BALANCE SHEET
MARCH 31, 2026

LIBRARY FUND

ASSETS

20-11002-000	FUND CASH	303,355.61	
	TOTAL ASSETS		<u>303,355.61</u>

LIABILITIES AND EQUITY

LIABILITIES

20-21000-000	LIBRARY VOUCHERS PAYABLE	1,859.68	
20-22210-000	LIB EMPLOYEE SHARE-HEALTH INS	(4,839.76)	
20-22230-000	LIB EMPLOYEE SHARE-LIFE INS	(55.66)	
20-22330-000	LIB PYRL DEDUCTION-125 PLAN/D	327.11	
	TOTAL LIABILITIES		(2,708.63)

FUND EQUITY

20-31000-000	LIBRARY RETAINED EARNINGS	251,435.09	
	REVENUE OVER EXPENDITURES - YTD	<u>54,629.15</u>	
	BALANCE - CURRENT DATE	<u>54,629.15</u>	
	TOTAL FUND EQUITY		<u>306,064.24</u>
	TOTAL LIABILITIES AND EQUITY		<u>303,355.61</u>

	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 3/31/2026	2026 Budget Less Actual	3 % S/B 25.00%
Administration Office								
Revenues								
Total Regulation - Licenses & Permits:	45,178.00	34,976.19	10,201.81	77.42%	44,998.00	7,545.83	37,452.17	16.77%
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	115,633.67	134,366.33	46.25%
Administration Office Revenue Total	293,778.00	477,366.56	(183,588.56)	162.49%	294,998.00	123,179.50	171,818.50	41.76%
Expenses								
Total City Admin / Clerk / City Treasurer / Office	506,355.00	514,349.66	(7,994.66)	101.58%	562,090.00	106,721.92	455,368.08	18.99%
Total Elections	14,000.00	6,333.43	7,666.57	45.24%	12,400.00	110.08	12,289.92	0.89%
Total Municipal Building	20,000.00	15,529.17	4,470.83	77.65%	38,550.00	7,737.02	30,812.98	20.07%
Administration Office Expense Total	540,355.00	536,212.26	4,142.74	99.23%	613,040.00	114,569.02	498,470.98	18.69%
Net Total Administration Office	(246,577.00)	(58,845.70)	(187,731.30)	23.87%	(318,042.00)	8,610.48	(326,652.48)	-2.71%
Elected / Appointed Officials								
Revenues								
Expenses								
Net Total Elected / Appointed Officials	(89,825.00)	(82,288.66)	(7,536.34)	91.61%	(81,035.00)	(12,018.13)	(69,016.87)	14.83%
Assessor								
Revenues								
Expenses								
Net Total Assessor	(18,700.00)	(4,005.23)	(14,694.77)	21.42%	(49,600.00)	(10,999.67)	(38,600.33)	22.18%
Airport								
Revenues								
Expenses								
Net Total Airport	(16,031.00)	19,034.70	(35,065.70)	-118.74%	(22,588.00)	(1,251.48)	(21,336.52)	5.54%

	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 3/31/2026	2026 Budget Less Actual	3 % S/B 25.00%
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	100,226.56	330,973.44	23.24%
Buildings & Grounds Revenue Total	429,884.00	441,659.13	(11,775.13)	102.74%	432,200.00	100,226.56	331,973.44	23.19%
Expenses								
Total Buildings & Grounds	447,500.00	384,847.66	62,652.34	86.00%	115,410.00	53,730.90	61,679.10	46.56%
Total Streets	837,431.00	810,837.98	26,593.02	96.82%	677,700.00	171,716.19	505,983.81	25.34%
Buildings & Grounds Expense Total	1,284,931.00	1,195,685.64	89,245.36	93.05%	793,110.00	225,447.09	567,662.91	28.43%
Net Total Public Works (B&G & Streets)	(855,047.00)	(754,026.51)	(101,020.49)	88.19%	(360,910.00)	(125,220.53)	(235,689.47)	34.70%
Building & Zoning								
Revenues	8,050.00	18,657.13	(10,607.13)	231.77%	12,000.00	3,735.84	8,264.16	31.13%
Expenses	104,000.00	84,870.07	19,129.93	81.61%	97,550.00	435.54	97,114.46	0.45%
Net Total Building & Zoning	(95,950.00)	(66,212.94)	(29,737.06)	69.01%	(85,550.00)	3,300.30	(88,850.30)	-3.86%
Cemetery								
Revenues	32,810.00	42,080.00	(9,270.00)	128.25%	34,500.00	9,400.00	25,100.00	27.25%
Expenses	10,050.00	4,656.72	5,393.28	46.34%	87,650.00	4,506.99	83,143.01	5.14%
Net Total Cemetery	22,760.00	37,423.28	(14,663.28)	164.43%	(53,150.00)	4,893.01	(58,043.01)	-9.21%
Economic Development								
Revenues	-	204,814.02	(204,814.02)		-	89,799.25	0.00	#DIV/0!
Expenses	80,770.00	292,884.42	(212,114.42)	362.62%	129,425.00	133,781.00	(4,356.00)	103.37%
Net Total Economic Development	(80,770.00)	(88,070.40)	7,300.40	109.04%	(129,425.00)	(43,981.75)	4,356.00	33.98%

	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 3/31/2026	2026 Budget Less Actual	3 % S/B 25.00%
Public Safety								
Revenues								
Total Police Department	121,041.00	134,183.01	(13,142.01)	110.86%	137,902.00	15,992.30	121,909.70	11.60%
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	15,992.30	139,709.70	10.27%
Expenses								
Total Police Department	1,665,179.00	1,674,437.63	(9,258.63)	100.56%	1,894,017.00	447,505.84	1,446,511.16	23.63%
Total Fire & EMS	268,685.00	282,368.30	(13,683.30)	105.09%	327,741.00	113,398.48	214,342.52	34.60%
Total Health & Human Services	2,000.00	5,977.28	(3,977.28)	298.86%	1,000.00	393.16	606.84	39.32%
Public Safety Expense Total	1,935,864.00	1,962,783.21	(26,919.21)	101.39%	2,222,758.00	561,297.48	1,661,460.52	25.25%
Net Total Public Safety	(1,796,823.00)	(1,809,481.36)	12,658.36	100.70%	(2,067,056.00)	(545,305.18)	(1,521,750.82)	26.38%
Culture - Aquatic, CC/SC, Parks, Recreation								
Revenues								
Total Aquatic Center	167,000.00	240,349.50	(73,349.50)	143.92%	175,000.00	11,942.00	163,058.00	6.82%
Total Symons Center								
Total Community / Senior Center	32,500.00	42,303.79	(9,803.79)	130.17%	48,140.00	12,864.84	35,275.16	26.72%
Total Recreation	14,300.00	21,313.01	(7,013.01)	149.04%	23,300.00	1,249.00	22,051.00	5.36%
Total Parks	25,500.00	26,683.03	(1,183.03)	104.64%	24,000.00	3,915.00	20,085.00	16.31%
Parks & Recreation Revenue Total	239,300.00	330,649.33	(91,349.33)	138.17%	270,440.00	29,970.84	240,469.16	11.08%
Expenses								
Total Aquatic Center	224,510.00	185,524.46	38,985.54	82.64%	244,250.00	2,261.18	241,988.82	0.93%
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	260,099.13	6,666.87	97.50%	339,220.00	78,634.55	260,585.45	23.18%
Total Recreation	47,250.00	36,409.25	10,840.75	77.06%	45,500.00	422.00	45,078.00	0.93%
Total Parks	60,500.00	65,180.97	(4,680.97)	107.74%	296,250.00	6,717.52	289,532.48	2.27%
Parks & Recreation Expense Total:	654,026.00	601,174.22	52,851.78	91.92%	978,420.00	88,035.25	890,384.75	9.00%
Net Total Culture	(414,726.00)	(270,524.89)	(144,201.11)	65.23%	(707,980.00)	(58,064.41)	(649,915.59)	8.20%

	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 3/31/2026	2026 Budget Less Actual	3 % S/B 25.00%
Refuse								
Revenues								
Total Garbage & Recycling	287,000.00	322,806.59	(35,806.59)	112.48%	331,280.00	77,443.19	253,836.81	23.38%
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	97,498.19	249,031.81	28.14%
Expenses								
Total Garbage & Recycling	282,000.00	288,065.32	(6,065.32)	102.15%	295,000.00	72,749.52	222,250.48	24.66%
Total Landfill	85,770.00	74,058.64	11,711.36	86.35%	31,650.00	4,910.46	26,739.54	15.51%
Refuse Expense Total	367,770.00	362,123.96	5,646.04	98.46%	326,650.00	77,659.98	248,990.02	23.77%
Net Total Refuse	(11,770.00)	42,602.58	(54,372.58)	-361.96%	19,880.00	19,838.21	41.79	99.79%
Fire Calls								
Revenues	25,000.00	21,194.00			25,000.00	1,600.00	23,400.00	6.40%
Expenses	20,000.00	19,494.00	506.00	97.47%	25,000.00	1,600.00	23,400.00	6.40%
Net Total Fire Calls	5,000.00	1,700.00	(506.00)	34.00%	-	-	0.00	#DIV/0!
Taxi								
Revenues	375,000.00	198,228.49			341,608.00	93,768.96	247,839.04	27.45%
Expenses	375,000.00	355,760.66	19,239.34	94.87%	397,220.00	64,332.92	332,887.08	16.20%
Net Total Taxi	-	(157,532.17)	(19,239.34)	#DIV/0!	(55,612.00)	29,436.04	(85,048.04)	-52.93%
Room Tax / Tourism (City Portion Only - 30% Revenue, 50% Wages & Benefits GRT Director & 100% RR Depot Building)								
Revenues	122,375.00	40,969.70	81,405.30	33.48%	28,760.00	260.00	28,500.00	0.90%
Expenses	149,207.00	58,961.99	90,245.01	39.52%	75,343.00	17,019.58	58,323.42	22.59%
Net Room Tax /Tourism	(26,832.00)	(17,992.29)	(8,839.71)	67.06%	(46,583.00)	(16,759.58)	(29,823.42)	35.98%

	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 3/31/2026	2026 Budget Less Actual	3 % S/B 25.00%
All Other - Not listed within a Specific Department								
Revenues								
Total Tax Levy	2,375,000.00	2,332,552.00	42,448.00	98.21%	2,335,854.00	2,332,552.00	3,302.00	99.86%
Total Other Taxes (PILOT, Mobile Homes, Etc)	642,853.00	604,775.46	38,077.54	94.08%	593,700.00	443,309.90	150,390.10	74.67%
Total Intergvmnt'l - State & Fed Aid + Grants + Utility Reimb	41,248.00	151,889.67	(110,641.67)	368.24%			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	1,808,204.00	1,812,564.02	(4,360.02)	100.24%	1,908,206.00	(956,381.88)	2,864,587.88	-50.12%
All Other Revenue Total	4,867,305.00	4,901,781.15	(34,476.15)	100.71%	4,837,760.00	1,819,480.02	3,018,279.98	37.61%
Expenses								
Total Insurance	293,700.00	251,625.67	42,074.33	85.67%	158,700.00	80,453.86	78,246.14	50.70%
Total Audit & Legal	152,500.00	149,349.69	3,150.31	97.93%	130,000.00	9,525.00	120,475.00	7.33%
Total Data Processing	54,300.00	46,081.46	8,218.54	84.86%	69,400.00	18,691.88	50,708.12	26.93%
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	48,439.86	366,188.14	11.68%
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	889,098.05	70,455.95	92.66%	3,521,728.00	188,623.10	3,333,104.90	5.36%
Net Total All Other	3,907,751.00	4,012,683.10	(104,932.10)	102.69%	1,316,032.00	1,630,856.92	(314,824.92)	123.92%
Capital Outlay								
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	27,252.78	2,721,747.22	0.99%
Other Miscellaneous	5,000.00	3,903.25	1,096.75	78.07%	-	444.82	(444.82)	#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	27,697.60	4,073,735.90	0.68%
Expenses								
Capital Outlay Expense Total	3,781,250.00	189,528.81	3,591,721.19	5.01%	1,278,131.00	-	1,278,131.00	0.00%
Net Capital Outlay	(513,250.00)	(89,065.83)	(424,184.17)	17.35%	2,823,302.50	27,697.60	2,795,604.90	0.98%

	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 3/31/2026	2026 Budget Less Actual	3 % S/B 25.00%
Revenues	\$ 10,195,587.00	\$ 7,381,589.85	\$ 2,633,419.64	72.40%	\$ 10,920,243.50	\$ 2,425,349.78	\$ 8,584,692.97	22.21%
Expenditures	\$ 10,426,377.00	\$ 6,666,192.17	\$ 3,760,184.83	63.94%	\$ 10,738,560.00	\$ 1,514,317.95	\$ 9,224,242.05	14.10%
Library Transfer Out	\$ 306,969.00	\$ 306,969.00	\$ -	100.00%	\$ 312,428.00	\$ -	\$ 312,428.00	0.00%
			\$ -					
Net Revenue Less Expenditure	\$ (537,759.00)	\$ 408,428.68	\$ (1,126,765.19)		\$ (130,744.50)	\$ 911,031.83	\$ (951,977.08)	
Greater Richland Tourism								
Revenues								
Total City Room Tax Dollars	60,000.00	78,813.19	(18,813.19)	131.36%	56,000.00	0.00	56,000.00	0.00%
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%	-	279.23	(279.23)	#DIV/0!
GRT Revenue Total:	165,600.00	211,248.92	(45,648.92)	127.57%	107,500.00	10,380.00	97,120.00	9.66%
Expenses - Greater Richland Tourism	113,785.05	115,021.48	(1,236.43)	101.09%	105,281.00	18,583.24	86,697.76	17.65%
Net Total Greater Richland Tourism	51,814.95	96,227.44	(44,412.49)	185.71%	2,219.00	(8,203.24)	10,422.24	-369.68%
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%	20,850.00	14,288.21	6,561.79	68.53%
Library Revenue Total:	466,805.00	468,775.98	(1,970.98)	100.42%	469,051.00	150,120.70	318,930.30	32.01%
Expenses - Library	466,805.00	427,937.74	38,867.26	91.67%	469,051.00	95,491.55	373,559.45	20.36%
Net Total Library	-	40,838.24	(40,838.24)	#DIV/0!	-	54,629.15	(54,629.15)	#DIV/0!

City of Richland Center - Finance Committee Council Payment Approval Report - May 5, 2026

Item 6.

Invoices Approved by Dept Head Entered into System between 04/22/2026 - 04/30/2026

Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
AFLAC		Payroll Withholding: 100% Employee Sponsored					
<i>TOTAL</i>	<i>AFLAC</i>			\$ 131.34			
AMAZON CAPITAL SERVICES	4/20/2026	PW/B&G: City Hall Outlet Repair - BLDG-PROP/MAINT/REPAIRS	\$ 12.91				
AMAZON CAPITAL SERVICES	4/20/2026	Econ Dev: Landline Extension Cord - ECON DEV/OFFICE SUPPLIES	\$ 5.99				
AMAZON CAPITAL SERVICES	3/5/2026	PW/B&G: Batteries, Zip Ties, etc. - BLDG-PROP/SUPPLIES	\$ 79.22		4/30/2026		
AMAZON CAPITAL SERVICES	4/21/2026	Econ Dev: White Board, Laptop Charger - ECON DEV/OFFICE SUPPLIES	\$ 55.36				
AMAZON CAPITAL SERVICES	4/21/2026	PW/Street: White Board, Laptop Charger - GARAGE/OFFICE SUPPLIES	\$ 55.35				
AMAZON CAPITAL SERVICES	4/21/2026	PW/B&G: White Board, Laptop Charger - BLDG-PROP/SUPPLIES	\$ 55.36				
AMAZON CAPITAL SERVICES	4/22/2026	PW/B&G: Tools - BLDG-PROP/SUPPLIES	\$ 87.44				
		PW/B&G: Replacement Key for Sold Floor Scrubber - BLDG-PROP/EQUIP					
AMAZON CAPITAL SERVICES	4/23/2026	MAINT-REPAIR	\$ 8.48				
AMAZON CAPITAL SERVICES	4/20/2026	Police: Batteries & Webcam	\$ 130.07			Public Safety	5/4/2026
AMAZON CAPITAL SERVICES	4/23/2026	Office: Paper	\$ 46.99				
<i>TOTAL</i>	<i>AMAZON CAPITAL SERVICES</i>			\$ 537.17			
American Heritage Life Insurance Company		Payroll Withholding: 100% Employee Sponsored					
<i>TOTAL</i>	<i>American Heritage Life Insurance Company</i>			\$ 146.93			
ASSURITY LIFE INSURANCE COMPANY		Payroll Withholding: 100% Employee Sponsored					
<i>TOTAL</i>	<i>ASSURITY LIFE INSURANCE COMPANY</i>			\$ 92.44			
AUTO ZONE	4/23/2026	Police: Squad Car Battery	\$ 182.99			Public Safety	5/4/2026
<i>TOTAL</i>	<i>AUTO ZONE</i>			\$ 182.99			
Champion Health		Payroll Withholding: 100% Employee Sponsored					
<i>TOTAL</i>	<i>Champion Health</i>			\$ 190.00			
CITY UTILITIES	4/17/2026	PW: Leachaate Hauled from Landfill	\$ 612.50				
<i>TOTAL</i>	<i>CITY UTILITIES</i>			\$ 612.50			
Gary's Lawn Care LLC	4/14/2026	PW/B&G: Spring Cleanup Contracted Lawn Mowing - B&G/MAINTENANCE PT PAY	\$ 200.00		4/23/2026		
Gary's Lawn Care LLC	4/16/2026	PW/B&G: Spring Cleanup Cemetery I -Contracted Lawn Mowing - B&G/MAINTENANCE PT PAY	\$ 2,200.00		4/23/2026		
Gary's Lawn Care LLC	4/18/2026	PW/B&G: Airport I - Contracted Lawn Mowing - B&G/MAINTENANCE PT PAY	\$ 440.00		4/23/2026		
Gary's Lawn Care LLC	4/20/2026	PW/B&G: Bowen's Mill I -Contracted Lawn Mowing - B&G/MAINTENANCE PT PAY	\$ 220.00		4/23/2026		
<i>TOTAL</i>	<i>Gary's Lawn Care LLC</i>			\$ 3,060.00			
INTERNAL REVENUE SERVICE		Payroll Withholding: FICA & Federal Taxes					
<i>TOTAL</i>	<i>INTERNAL REVENUE SERVICE</i>			\$ 16,325.17			
MetLife		Payroll Withholding: 100% Employee Sponsored					
<i>TOTAL</i>	<i>MetLife</i>			\$ 109.54			
Police Department Restitution / Refunds	4/27/2026	Police: Restitution - Melissa Garner 2026-0363A to Dairyland Daze	\$ 12.00				
<i>TOTAL</i>	<i>Police Department Restitution / Refunds</i>			\$ 12.00			
RHYME BUSINESS PRODUCTS-DALLAS	4/30/2029	Police: Copier Lease	\$ 202.94				
<i>TOTAL</i>	<i>RHYME BUSINESS PRODUCTS-DALLAS</i>			\$ 202.94			
RICHLAND CENTER POLICE PROFESSIONAL	4/23/2026	UNION DUES POLICE UNION DUES Pay Period: 04/17/2026	\$ 250.00				
<i>TOTAL</i>	<i>RICHLAND CENTER POLICE PROFESSIONAL</i>			\$ 250.00			
RICHLAND COUNTY AMBULANCE	4/15/2026	General: 2026 Ambulance Services - Q2 April - June	\$ 39,318.75				
<i>TOTAL</i>	<i>RICHLAND COUNTY AMBULANCE</i>			\$ 39,318.75			

City of Richland Center - Finance Committee Council Payment Approval Report - May 5, 2026

Item 6.

Invoices Approved by Dept Head Entered into System between 04/22/2026 - 04/30/2026

Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
US BANK	4/17/2026	CC/SC: Rec Programming Supplies	\$ 124.08			Park	4/23/2026
US BANK	4/17/2026	CC/SC: CC Supplies	\$ 69.67			Park	4/23/2026
US BANK	4/17/2026	CC/SC: WAC Supplies	\$ 72.60			Park	4/23/2026
US BANK	4/23/2026	Econ Dev: Claude Subscription - ECON DEV/OFFICE SUPPLIES	\$ 20.00				
TOTAL	US BANK			\$ 286.35			
WE ENERGIES	4/8/2026	397 W Seminary - RR Museum	\$ 78.79		4/30/2026		
WE ENERGIES	4/8/2026	Airport: Cty Hwy B Hanger	\$ (102.72)		4/30/2026		
WE ENERGIES	4/8/2026	1055 N Orange Pool	\$ 27.20		4/30/2026		
WE ENERGIES	4/8/2026	1055 N Orange Concessions	\$ 10.56		4/30/2026		
WE ENERGIES	4/8/2026	1050 N Orange CC/SC	\$ 298.18		4/30/2026		
WE ENERGIES	4/8/2026	450 S Main / Muni Bldng	\$ 216.68		4/30/2026		
WE ENERGIES	4/8/2026	1300 N Park Cemetery Garage	\$ 53.61		4/30/2026		
WE ENERGIES	4/8/2026	950 N Orange - Krouskop Warming	\$ 110.69		4/30/2026		
WE ENERGIES	4/8/2026	141 W Robb Road	\$ 554.07		4/30/2026		
WE ENERGIES	4/8/2026	1100 N Jefferson Parks Dept Garage	\$ 86.07		4/30/2026		
TOTAL	WE ENERGIES			\$ 1,333.13			
TOTAL	1/0/1900			\$ -			
WEGNER AUTO SERVICE	4/28/2026	POLICE: GMC 1500 Impound	\$ 100.00				
TOTAL	WEGNER AUTO SERVICE			\$ 100.00			
WI Deferred Compensation		Payroll Withholding: 100% Employee Sponsored					
TOTAL	WI Deferred Compensation			\$ 1,005.76			
WI Dept of EE Trust Funds	4/23/2026	WRS WRS RETIREMENT Pay Period: 04/17/2026	\$ 2,884.61				
WI Dept of EE Trust Funds	4/23/2026	WRS WRS RETIREMENT Pay Period: 04/17/2026	\$ 2,884.61				
WI Dept of EE Trust Funds	4/23/2026	WRS PROTECTIVE W/ SS Employee Pay Period: 04/17/2026	\$ 2,556.90				
WI Dept of EE Trust Funds	4/23/2026	WRS PROTECTIVE W/ SS Employee Pay Period: 04/17/2026	\$ 5,256.21				
WI Dept of EE Trust Funds	4/23/2026	WRS WRS Additional Pay Period: 04/17/2026	\$ 20.00				
TOTAL	WI Dept of EE Trust Funds			\$ 13,602.33			
WI DEPT OF JUSTICE-CRIME	4/21/2026	Police: Background Checks	\$ 7.00			Public Safety	5/4/2026
TOTAL	WI DEPT OF JUSTICE-CRIME			\$ 7.00			
WI DEPT OF REVENUE	4/23/2026	SWT TAXES STATE WITHHOLDING TAX Pay Period: 04/17/2026	\$ 2,950.72				
TOTAL	WI DEPT OF REVENUE			\$ 2,950.72			
WORKSITE SOLUTIONS	4/23/2026	COMBINED INSURANCE Pay Period: 04/17/2026	\$ 23.35				
TOTAL	WORKSITE SOLUTIONS			\$ 23.35			

TOTAL BILLS PRESENTED FOR APPROVAL:

	\$ 80,480.41
Tourism Fund	\$ -
General Fund	\$ 80,480.41

The bills presented on this day (excluding any Library Fund invoices) having been referred to the Finance and Budget Committee and said committee having duly investigated and audited these bills, hereby make the following recommendation:

THAT THE CITY BILLS PRESENTED ON THIS DAY BE PAID, WITH THE FOLLOWING ADJUSTMENTS AND/OR EXCEPTIONS:

Dated: May 5, 2026

REQUEST FOR BIDS

CROPLAND LEASE – RICHLAND AIRPORT & NORTH INDUSTRIAL PARK

Issue Date:	May 1, 2026
Bid Deadline:	May 20, 2026 at 4:00 PM (CST)
Properties:	Richland Airport (≈ 54 tillable acres) & North Industrial Park (≈ 94 tillable acres)
Submit Bids To:	Email: ashley.oliphant@richlandcenterwi.gov Drop-off: City Clerk’s Office, 450 S Main St, Richland Center, WI 53581

I. INTRODUCTION AND PURPOSE

The City of Richland Center (hereinafter “City”) is soliciting competitive bids from qualified farm operators for the cash lease of cropland located at two City-owned properties: the Richland Airport and the North Industrial Park. The City’s previous tenant has terminated early, and the City seeks to enter into a new lease agreement effective June 3, 2026. The minimum lease term shall run from June 3, 2026 through December 31, 2027; however, the City is willing to consider multi-year lease proposals with a maximum end date of December 31, 2031. Bidders should specify their proposed lease term in their bid submission.

The successful bidder will be required to execute a formal Cropland Lease Agreement with the City on terms consistent with those described in this solicitation. The City reserves the right to award separate leases for each property or a combined lease to a single tenant, at the City’s sole discretion; however, the City expresses a preference for awarding a single combined lease to one tenant covering both properties. Bidders are encouraged to submit bids covering both properties together. Additionally, Tenant shall have the right to terminate the lease upon sixty (60) days’ written notice to the City; provided, however, that Tenant shall remain responsible for rent through the earlier of: (a) the date on which the City executes a new lease agreement for the affected property with a replacement tenant, or (b) the end of the lease term.


II. PROPERTY DESCRIPTIONS

A. Richland Airport Cropland

Location:	Section 6, Township of Buena Vista, Town 9 North, Range 2 East, Richland County, Wisconsin
Tillable Acres:	Approximately 54 acres (mutually agreed acreage)
Crop Restrictions:	Alfalfa, hay, forage grass, and soybeans only. Growing of corn is PROHIBITED.
Access:	Access shall not be through or over any active runway, paved or grass. Access is by going around active runway areas per Airport Map.
Runway Setback:	No agricultural activities within 125 feet of the centerline of either runway.

Special Notes:	Certain areas marked "Restrictions" on aerial photo require low crops due to proximity to runways.
Aerial Photo:	

B. North Industrial Park Cropland

Location:	Sections 4, 5 and 9, Town 10 North, Range 1 East, City of Richland Center, Richland County, Wisconsin (East of Pine River)
Tillable Acres:	Approximately 94 acres (mutually agreed acreage; certain parcels marked "Removed" on Exhibit 1 are excluded)
Crop Restrictions:	Alfalfa, hay, forage grass, soybeans, and corn permitted.
Access:	Access is via existing curb cuts only.
Area of Concern:	A 10-acre parcel identified on Exhibit 1 as "Area of Concern" may be subject to State or Federal archeological restrictions. If limitations are imposed, rent will be adjusted accordingly per lease terms.
Aerial View:	

III. LEASE TERMS AND CONDITIONS

The successful bidder will be required to execute a Cropland Lease Agreement containing substantially the following terms:

A. Term of Lease

- Minimum lease term: June 3, 2026 through December 31, 2027.
- The City will also consider multi-year lease proposals with a maximum end date of December 31, 2031.

B. Rent Payment Schedule

- Annual rent shall be paid in two equal installments:
- First installment (50%): Due on or before April 1 of each lease year.
- Second installment (50%): Due on or before December 1 of each lease year, following harvest.

C. Land Use and Cropping Requirements

- All tillable fields shall be actively farmed throughout the lease term.
- Tenant shall furnish all labor, machinery, seed, and fertilizer at Tenant's expense.
- Tenant shall not pasture or graze livestock of any nature on the rented lands.

D. Airport Property – Additional Requirements

- No agricultural equipment shall be driven across any portion of the grass runway, paved runway, taxiway, or ramp.
- No manure shall be deposited, spilled, or spread on any portion of the grass runway.
- No manure or mud shall be deposited, spilled, or spread on any portion of the paved runway or paved taxiways.

E. Additional Tenant Obligations (Both Properties)

- Tenant shall follow farming practices generally recommended for this type of land and locality.
- Tenant shall preserve all established watercourses, tile drains, tile outlets, grass waterways, and terraces, and shall refrain from any operations that will injure them.
- Tenant shall take reasonable steps to keep down weeds on the rented lands and along abutting fencerows and field access roads.

F. Insurance Requirements

Tenant shall maintain liability insurance issued by an insurance company licensed in Wisconsin, including bodily injury and property damage coverage, naming the City as an additional insured, with minimum policy limits of:

- \$1,000,000 single limit
- \$3,000,000 aggregate

Tenant shall provide the City with a Certificate of Insurance prior to commencement of farming activities. The Certificate shall provide for a ten-day written notice to the City in the event of cancellation or material change of coverage.

IV. BID SUBMITTAL REQUIREMENTS

Bids must be submitted by email or physical drop-off by the deadline stated above. Email submissions should be sent to ashley.oliphant@richlandcenterwi.gov. Physical submissions should be delivered to the City Clerk’s Office at 450 S Main St, Richland Center, WI 53581. Each bid must include the following information:

1. Bidder’s full legal name, mailing address, email address, and telephone number.
2. A statement of the bidder's experience as a farm operator, including the number of years farming and a general description of current farming operations.
3. The property or properties for which the bid is submitted (Airport, North Industrial Park, or both).
4. The proposed annual cash rent per acre for each property bid on.
5. The proposed total annual cash rent for each property bid on.
6. Acknowledgment that the bidder has reviewed the lease terms contained in this solicitation and agrees to execute a Cropland Lease Agreement on substantially those terms.
7. Proof of ability to obtain required insurance (e.g., agent contact information or letter of insurability).

V. EVALUATION CRITERIA AND AWARD

The City of Richland Center reserves the right to accept or reject any and all bids, to waive informalities in bidding, and to award the lease(s) in a manner deemed to be in the best interest of the City. Bids will be evaluated on the following criteria:

- Proposed annual cash rent (primary factor)
- Demonstrated experience and qualifications as a farm operator
- Ability to meet insurance requirements
- References from prior landlords, if applicable
- Any proposed terms or conditions that deviate from the standard lease

The City may award a single combined lease for both properties or separate leases for each property. The City is not obligated to accept the highest bid.

VI. IMPORTANT DATES AND SUBMISSION

Bid Solicitation Issued:	May 1, 2026
Questions Deadline:	May 14, 2026 at 4:00 PM
Bid Submission Deadline:	May 20, 2026 at 4:00 PM (CST)
Anticipated Award Date:	June 2, 2026
Lease Commencement:	June 3, 2026

Bids must be received by email or physical drop-off no later than the deadline above. Email submissions should be sent to ashley.oliphant@richlandcenterwi.gov. Physical submissions should be delivered to the



City Clerk's Office at 450 S Main St, Richland Center, WI 53581. Bids received after the deadline will not be considered.

VII. QUESTIONS AND ADDITIONAL INFORMATION

Questions regarding this solicitation should be directed to Ashley Oliphant via email at ashley.oliphant@richlandcenterwi.gov. Prospective bidders are encouraged to inspect the properties prior to submitting a bid.

VIII. DISCLAIMERS AND RESERVATIONS

- The City makes no representation as to the exact number of tillable acres. Acreage figures are approximations. Tenant relies upon his/her own inspection and experience as to available tillable acres.
- The City reserves the right to sell or convey any portion of the rented lands during the lease term. In such event, rent will be adjusted per the formula specified in the lease agreement.
- The executed lease will be subordinate to the provisions of any existing or future agreement between the City and the United States government.
- This solicitation does not commit the City to award a lease or to pay any costs incurred in the preparation of a bid.

Issued by:

City of Richland Center, Wisconsin

450 South Main Street, Richland Center, WI 53581

Date: May 1, 2026

CITY OF RICHLAND CENTER - AGENDA ITEM DATA SHEET

Item 11.

Agenda Item: Sale of Surplus Equipment

Requested & Presented by: Jasen Glasbrenner, DPW and Darcy Perkins, MSS

Meeting Date: Finance Committee and Common Council on 04-21-2026

Committee Review: Public Works Committee on 03-19-2026 – *Motion by Schultz to recommend to the Finance Committee the approval of the sale of surplus equipment as amended. Seconded by Walters. Motion carried unanimously by voice vote.* The Larue Snowblower was removed from Finance/Council CS following PW Committee.

Background: Staff have identified several pieces of equipment within the Public Works fleet that are surplus to departmental needs due to age, replacement, operational redundancy, or limited use.

Authorizing the sale of these items allows the City to reduce maintenance obligations, streamline fleet inventory, and recover value from equipment that is no longer essential to operations. If approved, the listed equipment will be sold via Wisconsin Surplus to ensure transparency and maximize potential sale value.

The following equipment is proposed for surplus designation and sale:

Immediate = Sale will be as soon as we can execute

Contingent = Sale dependant on Capital Outlay / Replacement Approvals

Equipment	Year	Condition / Notes	Estimated Value
Dixie Chopper Blackhawk 2560 72" Mower	2017	Used municipal equipment; operational; stored indoors.	\$2,500.00 Immediate
Giant-Vac TM6600D Tow-Behind Leaf Vacuum	UNK	Used municipal equipment; operational; stored indoors.	\$3,000.00 Immediate
International 4900 Dump Truck	1995	Used municipal equipment; operational; stored indoors.	\$5,000.00 Immediate
John Deere 624H Wheel Loader	1999	Used municipal equipment; operational; stored indoors.	\$50,000.00 Contingent
LS Tractor MT225 Compact Tractor	2022	Used municipal equipment; operational; stored indoors.	\$5,000.00 Immediate
Miller Trailblazer 250G Welder/Generator	UNK	Used municipal equipment; operational; stored indoors.	\$5,000.00 Immediate
New Holland Workmaster 25S Tractor	2021	Used municipal equipment; operational; stored indoors.	\$5,000.00 Immediate
New Holland Workmaster 25S Tractor	2021	Used municipal equipment; operational; stored indoors.	\$5,000.00 Immediate
Swenson Salt/Sand Spreader Slide-In Box	2008	Used municipal equipment; operational; stored indoors.	\$4,500.00 Immediate

Department Recommendation: Staff recommend authorizing the sale of the listed surplus equipment as presented.

Financial Impact: Revenue from sale of surplus equipment.

Requested Action:

FINANCE: Motion to recommend to the Common Council the approval of the sale of surplus equipment as presented.

COUNCIL: Motion to approve the sale of surplus equipment as presented.

ORDINANCE NO. 2026 - 7

AMENDING CHAPTER 101 OF THE CODE OF ORDINANCES OF THE CITY OF RICHLAND CENTER AUTHORIZING STOP SIGNS AT VARIOUS INTERSECTIONS

The Common Council of the City of Richland Center, Wisconsin, does hereby ordain as follows:

SECTION I:

Subparagraphs 101.04(1)(rrrr), 101.04(1)(ssss), and 101.04(1)(tttt) of the Code of Ordinances of the City of Richland Center relating to placement of additional stop signs are created to read:

(rrrr) on South Sheldon Street at its intersection with East Gage Street.

(ssss) on North Jefferson Street at its intersection with West Union Street.

(tttt) on South Sheldon Street at its intersection with East Kinder Street.

SECTION II: Effective Date.

This ordinance shall be in full force and effect from and after its passage and publication.

ADOPTED by the Common Council of the City of Richland Center, Wisconsin, on the 5th day of May, 2026.

Karin Tepley, Mayor

ATTEST:

Misty Molzof, Deputy Clerk

Agenda Item: An Ordinance Amending Chapter 101.04(1) Relating to the Designation of Stop Sign Locations

Requested & Presented by: Police Chief Billy Jones

Meeting Date: Public Safety Committee on 04-06-2026
Common Council on XX-XX-2026

Committee Review:

Background:

At the request of residents and in response to recent traffic safety concerns, the City has evaluated several intersections where additional stop control is warranted. Review of accident history and traffic conditions indicates a need to improve safety and reduce the likelihood of future incidents.



The following intersections have been identified for the installation of stop signs:

S. Sheldon Street and E. Gage Street (stop control on S. Sheldon St., north and south approaches)

S. Sheldon Street and E. Kinder Street (stop control on N. Sheldon St., north and south approaches)

N. Jefferson Street and W. Union Street (stop control on N. Jefferson St., north and south approaches)

Installation of stop signs at these locations will improve traffic control, enhance visibility of right-of-way, and promote safer travel through these intersections.

Department Recommendation: Staff recommends adoption of the ordinance amendment to Chapter 101.04(1) to designate the above intersections as stop-controlled, and approval of associated sign installation.

Financial Impact: PW Budgeted Line Item – Cost associated with the purchase and installation of six (6) stop signs and posts.

Funding Source: 10-54230-520 – SIGNS/SUPPLIES (Budgeted Item)

Requested Action:

PUBLIC SAFETY: Motion to recommend to the Common Council adoption of Ordinance No. 2026-____, amending Chapter 101.04(1) to establish stop-controlled intersections at S. Sheldon & E. Gage, S. Sheldon & E. Kinder, and N. Jefferson & W. Union.

COUNCIL: Motion to adopt Ordinance No. 2026-____, amending Chapter 101.04(1) to establish stop-controlled intersections at S. Sheldon & E. Gage, S. Sheldon & E. Kinder, and N. Jefferson & W. Union, as presented.

Attachment(s):

- Ch 101.04(1) Ord Amendment Relating to the Designation of Stop Sign Locations

Agenda Item: Adoption of changes to Richland Center Code of Ordinances Chapter 432, Ordinance Number 1985-5: 2013-1

Committee Review: Utility Commission reviewed and recommended on March 11, 2026

Meeting Date: Council – May 5, 2026

Requested by: Steve Krueger, Water Superintendent

Presented by: Utility Manager Scott Gald

Background: City Utilities has contracted industrial and commercial cross connection inspections out to Hydro-Corp and upon their review of our Chapter 432 ordinance adopted in 1985, renumbered in 2013, there have been both code number and department name changes at the state level on items our ordinance references. The ordinance change is recommended to change these state code numbers and agency names to fall in line with current code.

The main body of Chapter 432 did not change, just the referenced Wisconsin State Administrative Code numbers to reflect current state agency names and numbers in both DNR and Department of Safety and Professional Services (DPS) codes. A new adoption date will need to be added after passage.

City Attorney Windle also reviewed the changes made to Chapter 432 and saw no issues with the changes recommended.

Department Recommendation: Recommend red line changes to current Chapter 432 to bring it in-line with current state codes.

Committee Recommendation: Recommend red line changes to current Chapter 432 to bring it in-line with current state codes.

The snippet of the section from March 11, 2026 Utility Commission minutes is below.

Steve explained that by having Hydro Corp inspecting our cross connections, they have requested to see the ordinance. It was drafted in 1985, and the body is good, but we do need to update code numbers for DNR and DPS. Walters made a motion to update Chapter 432, second by Collins. All voting aye upon voice vote, motion carried.

Financial Impact: Publication notice cost

Funding Source:

Budget:

Requested Action: Passage of revised Chapter 432 to reflect changes in state agency names and code numbers

FINANCE: Motion to recommend to the Council – Not needed

COUNCIL: Motion to approve recommended changes to Ordinance Number 1985-5: 2013-1 Chapter 432, Providing a program for protecting the public water system from contamination due to backflow of contaminants through the water services connecting into the public water system by prohibiting cross-connections to the city water supply

Attachment(s):

- Red line copy of current chapter 432 with recommended changes shown
- Copy of City Utility customer cross connection flyer explaining what a cross connection is

CHAPTER 432

PROVIDING A PROGRAM FOR PROTECTING THE PUBLIC WATER SYSTEM FROM CONTAMINATION DUE TO BACKFLOW OF CONTAMINANTS THROUGH THE WATER SERVICES CONNECTING INTO THE PUBLIC WATER SYSTEM BY PROHIBITING CROSS-CONNECTIONS TO THE CITY WATER SUPPLY

[History: Enacted by Ord 1985-5 as Chapter 485; Renumbered Chapter 432 by Ord 2013-1]

WHEREAS, Wisconsin Administrative Code – Natural Resources (NR) Chapters NR 810, Section NR 810.15, Chapter NR 811, Sections NR 811.06, NR 811.07, NR 811.68, and Wisconsin Administrative Code - Department of Safety and Professional Services 305, 381, 382, and 384, require protection for the public water system from contamination due to backflow of contaminants through the water service connection; and

WHEREAS, the Wisconsin Department of Natural Resources requires the development and implementation of a comprehensive cross connection control program to effectively prevent the contamination of potable water systems;

432.01 DEFINITION. A cross connection shall be defined as any physical connection or arrangement between two otherwise separate systems, one of which contains potable water from the City of Richland Center water system, and the other containing water from a private source, water of unknown or questionable safety, steam, gases or chemicals, whereby there may be a flow from one system to the other, the direction of flow depending on the pressure differential between the two systems.

432.02 CROSS CONNECTIONS PROHIBITED. No person, firm or corporation shall establish or permit to be established or maintain or permit to be maintained any cross connection. No

interconnection shall be established whereby potable water from a private, auxiliary or emergency water supply other than the regular public water supply of City of Richland Center may enter the supply or distribution system of said City unless such private, auxiliary or emergency water supply and the method of connection and use of such

supply shall have been approved by the Richland Center Water Utility and by the Wisconsin Department of Natural Resources in accordance with Section NR 111.25 (3), Wisconsin Administrative Code.

432.03 DUTY OF THE CITY WATER UTILITY. It shall be the duty of the Richland Center

Water Utility to cause inspections to be made of all properties served by the public water system where cross connections with the public water system are deemed possible. The frequency of inspections and reinspection's based on potential health hazards involved shall be as established by the utility and as approved by the Wisconsin Department of Natural Resources.

432.04 RIGHT OF INSPECTION. Upon presentation of credentials, any agent or representative of the Richland Center Water Utility shall have the right to request entry at any reasonable time to examine any property served by a connection to the public water system of City of City Utilities of Richland Center for cross connections. If entry is refused, such representative may apply to the appropriate court for a special inspection warrant under sec. 66.122, [now renumbered 66.0119] Wisconsin Statutes. On request, the owner, lessee or occupant of any property so served shall furnish to the inspecting agency any pertinent information regarding the piping system or systems on such property.

432.05 ENFORCEMENT AND PENALTIES.

(1) DISCONTINUATION OF SERVICE. The Richland Center Water Utility is hereby authorized and directed to discontinue water service to any property wherein any cross connection in violation of this chapter exists, and to take such other precautionary measures deemed necessary to eliminate any danger of contamination of the public water system. Water service shall be discontinued only after reasonable notice and opportunity for hearing under Chapter 68, Wisconsin Statutes, except as provided in Section 432.06.

Water service to such property shall not be restored until all cross **connections have** been eliminated in compliance with the provisions of this chapter. The taking of such action by or on behalf of the City shall not be deemed to constitute a waiver of or to be in lieu of the forfeiture as set forth hereunder.

(2) **FORFEITURE.** Any person, partnership, corporation, voluntary association or other legal entity who shall violate or fail or refuse to comply with any section of this chapter shall, upon conviction thereof, forfeit to the City of Richland Center not less than \$25.00 nor more than \$400.00, together with the costs of prosecution and any applicable penalty assessment, and in the event such forfeiture, costs and assessment are not paid, such person, any partner of such partnership, or any officer or director of any corporation or any officer of such voluntary association may, upon order of the Circuit Court, be imprisoned in the Richland County Jail until such forfeiture, costs and assessment are paid, but not to exceed 90 days. Each day that a violation is maintained or permitted to exist shall constitute a separate violation. Such forfeiture may be imposed in addition to the discontinuation of water service to the affected property.

432.06 EMERGENCY ACTION. If it is determined by the Richland Center Water Utility that a cross connection or other water quality emergency endangers public health, safety or welfare and requires immediate action, and a written finding to that effect is filed with the Clerk of the City of Richland Center and delivered to the customer's premises, service may be immediately discontinued. The customer shall, upon delivery to the City Clerk of a written request, therefore, be afforded a hearing on the propriety of such disconnection, within ten (10) days after such emergency discontinuance or within ten (10) days after written request for a hearing whichever is later. Such hearing shall be conducted pursuant to Chapter 68, Wisconsin Statutes.

432.07 STATE PLUMBING CODE ADOPTED. The City of Richland Center hereby adopts and incorporates herein by reference the State Plumbing Code of Wisconsin, as set forth in **Wisconsin Administrative Code – Natural Resources (NR)** Chapters NR 810, Section NR 810.15, Chapter 811, Sections NR 811.06, NR 811.07, NR 811.68, **and Wisconsin Administrative Code - Department of Safety and Professional Services SPS 305, 381, 382, and 384**, as the same may be amended from time to time, it being intended hereby to adopt and incorporate herein all future amendments to said Chapter **82, NR 810 and 811 and SPS 305, 381, 382, 384.**

432.08 CITY ORDINANCE SUPPLEMENTARY TO STATE PLUMBING CODE. It is intended that this chapter shall not supersede either the State Plumbing Code or Chapter 457 of the Code of Ordinances of the City of Richland Center, but is rather to be supplementary thereto.

432.09 EFFECTIVE DATE. This chapter shall take effect and be in force from and after the 3rd day of December, 1985.

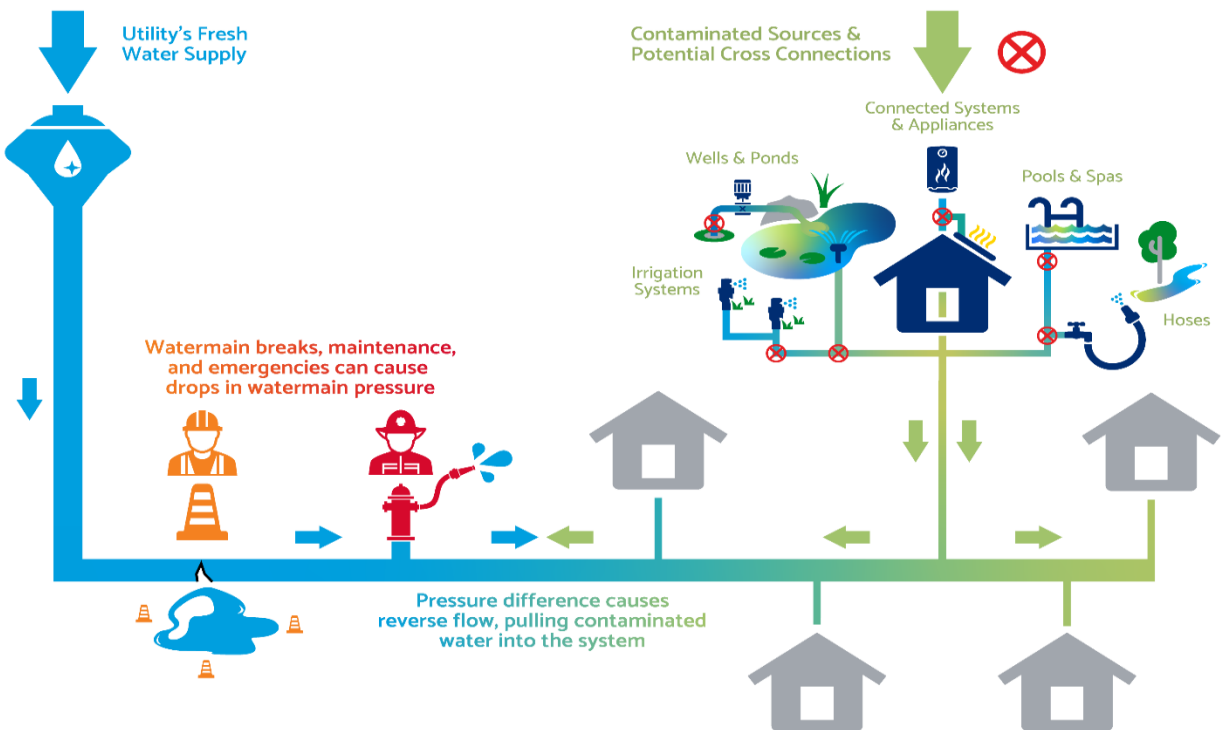
City Utilities of Richland Center

Cross Connection Prevention and Inspection Customer Information

Did you know your water could become contaminated if connections to your plumbing system are not properly protected? The purpose of our local Cross Connection Control Program is to insure that everyone in the community has safe, clean drinking water.

In accordance with Wisconsin Administrative Code NR 811 and Richland Center City Ordinance 2013-1 (Chapter 432) The City of Richland Center has a Cross Connection Ordinance to protect the public drinking water supply from contamination due to backflow of contaminants into the water system.

When you turn on your faucet you expect the water to be safe, however certain hydraulic conditions left unprotected within your plumbing system may allow hazardous substances to contaminate your own drinking water or even the public water supply. A **Cross Connection** is any physical actual or a potential connection between the cities safe drinking water (potable water) supply, and a source of contamination or pollution, which may flow back into the safe water system. Potential contaminants are stagnant water, lawn chemicals, or even sewage. These connections are prohibited. The most common residential cross connection is a simple garden hose. This is an easy fix with a vacuum breaker.



Water normally flows in one direction, however under certain conditions water can actually flow backwards. This is known as **Backflow**. Backflow is a condition when water in a hose or pipe reverses the normal proper direction of flow. There are two situations that can cause water to flow backwards. They are known as **back-siphonage** and **backpressure**.

Back-siphonage can occur if pressure in the water system drops creating a vacuum in the plumbing system. This may be because of a hole or leak in a pipe, the Utility is flushing water mains, the fire department uses water from a hydrant, or a large customer draws a large amount of water at once. This loss of system pressure can create a vacuum and draw water (just like drinking water from a glass with a straw) from a hose in a bucket, or left in a puddle back into your home and into the public water system.

Backpressure is created when a source of pressure, most commonly a boiler system for heating creates pressure greater than the pressure supplied by the public water system. This may cause contaminated water to be pushed back into the water system.

Common cross connections to avoid

- Garden hoses left in puddles, buckets or near floor drains in the basement. All hose bibs should have a vacuum breaker that discharges water from the hose side of use prior to it entering the hose bib fitting and fixture. Keep the ends of hoses away from possible contaminants.
- Chemical spray devices on the end of hoses without a backflow prevention device.
- Do not use a hose to unclog a blocked toilet, drain, or sewage pipe.
- Improper water softener drain air gaps. Water softener drains should have a two times the pipe diameter (1" minimum) air gap. The drain hose should never be placed into a floor drain or other plumbing drain that is plumbed to sewer use without an air gap. A drain hose placed into a sink or tub is a cross connection and should be elevated above the sink or tub so if that container is full the drain hose would not be submerged.
- Bathtub fixtures need a minimum 1" air gap between the highest potential water level and any faucets. If a shower head is of the free-hanging type it must not reach lower than 1" above the flood level rim of the bathtub.
- Toilet tanks must use parts that meet the ASSE #1002 standard when repairs are made. The water level in the tank above the bowl should be kept one inch below the top of the overflow tube.
- Do not leave hoses in a swimming pool; maintain an air gap above the pools overflow point.
- Private Wells interconnected to buildings served with municipal water. There must be separation between the systems.
- Boiler heat systems without a backflow device.

This is not an all-inclusive list of potential cross connection hazards. A residence that has one or two of these situations, or any other cross connection is seriously jeopardizing its own potable water system and that of the community.

For more information on cross connections and backflow contact us at City Utilities, or visit the following websites and search for cross connections. Thank you for helping keep our communities water safe.

- ✚ WI Department of Safety and Professional Services www.dsps.wi.gov
- ✚ WI Department of Natural Resources www.dnr.wi.gov
- ✚ Environmental Protection Agency (EPA) www.epa.gov

Agenda Item: Award Annual Leachate Line Jetting Work at Landfill

Requested & Presented by: Darcy Perkins, MSS

Meeting Date: Common Council on 05-05-2026

Committee Review: Public Works Committee on 04-23-2026 – *Motion by Jarvis to support entering into a 2026 Landfill Jetting Services Agreement with Speedy Clean Drain & Sewer at a cost not to exceed \$4,250.00, and to forward the item to the Common Council for consideration. Seconded by Hoffman. Motion carried unanimously.*

Background: Pursuant to Wisconsin Administrative Code NR 506.07(5)(c), (e)–(g), annual landfill leachate system maintenance—including line jetting—is required to ensure proper operation and DNR compliance. This requirement applies to management of the City’s closed landfill and remains in effect regardless of whether waste is currently accepted. This contract fulfills the City’s annual jetting obligation. (Televising is required every five years and was completed in 2024.) Two quotes were obtained as follows:

Vendor	Cost
Speedy Clean Drain & Sewer	\$4,050.00
Superior Jetting	\$4,580.00

Department Recommendation: Staff recommend execution of a 2026 Landfill Jetting Services Agreement with Speedy Clean Drain & Sewer at a cost not to exceed \$4,250.00.

Financial Impact: Expenditure of approximately \$4,250.00

Funding Source: Budgeted Expenditure; 10-54500-670 – LANDFILL/TESTING/MONITORING

Potential Motion:

COUNCIL: Motion to approve execution of a 2026 Landfill Jetting Services Agreement with Speedy Clean Drain & Sewer at a cost not to exceed \$4,250.00.

Attachment(s):

- Speedy Clean Drain & Sewer - 2026 Quote
- Superior Jetting - 2026 Quote



1380 Earl St
Menasha, WI 54952
920-734-4707

Item 15.
Quote

Date	Estimate
4/17/2026	6800

Name / Address	Service Point
City of Richland Center Municipal Buildin 450 South Main Street Richland Center, WI 53581	Richland Center Landfill 24147 Hwy AA Richland Center WI 53581

Scope of Work	Projected Cost
Annual preventative water jetting approximately 3,000' of 6" leachate lines per maps provided NOTE: Written report will be delivered via mail or e-mail after completion of job.	\$4050.00

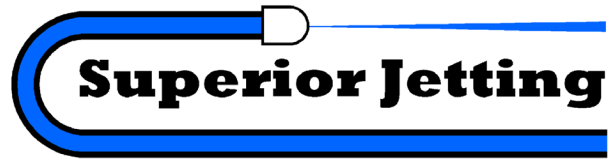
PLEASE REVIEW, IF ACCEPTED WITHIN 30 DAYS SPEEDY CLEAN WILL HONOR PRICING
If prevailing wages apply, please contact us to adjust this quote accordingly.
Quantities are estimated – Actual quantities will be invoiced.

Proposal Approval: Please sign quote and e-mail back to info@speedycleaninc.com or mail to:

Speedy Clean, Inc
1380 Earl St.
Menasha, WI 54952

Signature _____ Date: _____

HOLD HARMLESS DISCLAIMER:
Due to the unique nature of the tasks and the unknown pipe conditions, completion of the work may not be possible. In good faith, Speedy Clean will make every possible effort to perform the work described or will determine that other methods will be needed to complete the repair; at that time, price will revert to a time and materials basis.



April 13, 2026

Ms. Darcy Perkins
Municipal Services Specialist
City of Richland Center, WI

Re: Leachate Collection System Jetting

Jet Leachate Collection System

It is estimated that there is approximately 3,000 feet of 4-inch leachate collection pipes at the Richland Center Landfill. It is assumed that water can be obtained on-site or from a nearby source. Superior Jetting will provide a two-person jetting crew, high pressure jetting equipment that operates at approximately 7,000 PSI with hoses up to 1,100 feet long, and two trucks with 1,000- or 2,000-gallon water tanks at a rate of \$440.00 per hour. It is estimated that it will take 4 hours to jet the pipes in the landfill. If major blockages are encountered, site personnel will be notified. If additional time is needed to remove the blockages it will be billed at the hourly rate. After the job is completed, the customer will receive a detailed report describing the pipes and distance jetted, and conditions encountered.

Attached is a summary of the cost for work described in this proposal. Please call me at 763-498-4064 if you have any questions regarding this estimate.

Sincerely,

Brent Weaver
Superior Jetting
President

Superior Jetting, Inc.
P.O. Box 357, Zimmerman, Minnesota 55398
763-631-3133

Cost Estimate Richland Center Landfill 2026

Jet Leachate Collection System

The cost estimate for jetting approximately 3,000 feet of leachate collection pipe is based on a two-person jetting crew, high pressure jetting equipment, and water shuttle truck at a rate of \$440.00 per hour for an estimated 4 hours.

Estimated Cost	\$ 1,760.00
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Mobilization & Lodging

Approximately 12 hours of mobilization is required from our shop near Princeton, MN to and from Richland Center, WI. Mobilization is charged at a rate of \$235.00 per hour. This mobilization of equipment, crew, and lodging if required.

Cost	\$ 2,820.00
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Total Cost	\$ 4,580.00
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