



## OFFICIAL PUBLIC NOTICE

### MEETING OF THE COMMON COUNCIL

TUESDAY, DECEMBER 02, 2025 AT 6:30 PM

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

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**TEAMS:** [bit.ly/RCTeamsMeeting](https://bit.ly/RCTeamsMeeting)

#### AMENDED 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** *Entertain a motion to waive the reading of the minutes of the last meeting in lieu of printed copies and approve said minutes or correct and approve said minutes.*

- [1.](#) Meeting Minutes

#### DEPARTMENT HEAD REPORTS AND CONCERNS

**MAYOR AND ALDERPERSONS** *Committee/Commission/Board updates, reports, and requests for future agenda items.*

#### TREASURER'S REPORT

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

#### PAYMENT OF BILLS

- [4.](#) Bills for Approval

#### ITEMS FOR DISCUSSION AND POSSIBLE ACTION

- [5.](#) Wis. Stat. § 9.20 Petition and Ordinance
6. Richland County Executive and Finance Committee's Request to Reestablish the City/County Ad Hoc Committee
- [7.](#) Designation of City Representative for County Ambulance Service Meeting(s)
8. Lydia's House Property Transfer
- [9.](#) Municipal Licenses

#### FINANCE COMMITTEE RECOMMENDATIONS FOR ACTION: (CAIRNS)

- [10.](#) Audit Engagement for 2025
- [11.](#) Reallocation of HUD Grant Funds
- [12.](#) Award Public Works Heater Replacement
- [13.](#) 2026 Richland County EMS Contract
- [14.](#) BID AWARD: Razing and Site Restoration, 695 N Chestnut St

#### FINANCE COMMITTEE RECOMMENDATIONS FOR ACTION: (CAIRNS)

- [15.](#) A Resolution Adopting Updated Outdoor Recreation Plan

#### PERSONNEL COMMITTEE RECOMMENDATIONS FOR ACTION: (WALTERS)

- [16.](#) Insurance Proposal from League of WI Municipalities/Baer Insurance - Ryan Burns
- [17.](#) Amendment of Chapter 42 of the Code of Ordinances for the Bond of Treasurer

#### PUBLIC SAFETY COMMITTEE RECOMMENDATIONS FOR ACTION: (FRUIT)

- [18.](#) MOU for Radio Repeater

19. An Ordinance Amending Chapter 101 Relating to Prohibiting Parking on Portions of N Cedar, E 8th and N Pearl Streets

**APPOINTMENT & CONFIRMATION** *Committees, Commissions and Boards*

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

**ADJOURNMENT**

Original Posting on the 26th day of November, 2025 by 4:30 PM. Amended Agenda Posted on the 1st day of December 2025 by 4:30 PM. Copy to the official newspaper the Richland Observer.

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

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

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**CALL TO ORDER** Meeting was called to order by Mayor Coppernoll at 6:30 pm. A Members present were Ron Fruit, Karin Tepley, Tom McCarthy, Rachel Schultz, Melony Walters (virtual), Douglas Martyniuk, Steve Downs, and Ryan Cairns. Members absent: None. Molzof affirmed proper notice, stating the meeting was noticed on Friday, October 31, 2025, and the amended agenda was noticed at approximately 2:30 pm Monday, November 3, 2025.

Others Present: Administrator Ashley Oliphant, Attorney Michael Windle, Deputy Clerk/Treasurer Misty Molzof, Director of Public Works Jasen Glasbrenner, Municipal Services Specialist Darcy Perkins, Police Chief Billy Jones, Utility Manager Scott Gald, Library Director Stacy Pilla, Rod Perry Videographer, and members of the public.

**APPROVAL OF AGENDA** *Motion by Tepley, second by Downs to approve the amended agenda as posted. Motion carried 8-0.*

**APPROVAL OF MINUTES** *Motion by Tepley, second by Downs to waive the reading of the minutes of the 9/24/2025 and 10/7/2025 council meetings in lieu of printed copies and approve said minutes correcting Enke Development LLC to Enke Properties LLC where applicable. Motion carried 8-0.*

#### **CITY AND UTILITY DEPARTMENT HEAD REPORTS AND CONCERNS**

**Economic Development:** Glasbrenner reported on the status of active grants, specifically mentioning HUD, CDI, and two Innovation Planning grants. He also provided updates on developments currently in various stages, including Panorama, Stori Field, and Cobblestone.

**Public Works:** Glasbrenner reported that the seasonal transition is progressing, marked by the completion of mowing, brush clearing, and tree pruning. Current activities include winterizing water lines and ongoing brush removal, while the dike maintenance inspection is scheduled and street rating with MSA is in process.

**Library:** Pilla reported that a vacancy for a city resident on the Library Board is still open. The Library will be closed on November 11th for Veteran's Day, and for two additional days scheduled for staff development and building maintenance. Staff are currently focused on running after-school activities.

**Utilities:** Gald stated that the Water Department is performing winter hydrant maintenance, removing seasonal park meters, working on AMI meter changeouts, and getting ready for the 2026 projects that include Valley View and Cairns Avenue. The Wastewater Department is tying in the exposed pipe in the Pine River to N. Park Street. Electric has completed 200 pole inspections and found 16 that need attention, tree trimming and underground installation of services are complete for 2025. The Utilities are working with the City to streamline GIS and finding ways to work together to create efficiencies. As of November 1<sup>st</sup>, the winter moratorium is in effect; therefore, residents' electric service cannot be disconnected for non-payment.

**Fire Department:** Gald reported that Brian Jones retired after 43 years of service, and Daren Steinmentz is the new assistant chief. The Fire Department has responded to 203 calls so far this year. Mayor Coppernoll issued a public Thank you to Brian Jones for his years of service to the community.

**Police:** Jones reported that Officer Emma Blume is in phase two of field training, which occurs on the evening shift. During the month of September, there were 192 calls, of which 18 resulted in criminal arrests, three juveniles were referred, seven traffic citations issued, and two warrant arrests were made. The department is down two full-time officers due to medical leave.

**Attorney:** Windle reported that the WI Supreme Court visited the County Courthouse on October 22<sup>nd</sup> and held hearings. A classroom sat in on a hearing, and much was learned.

**Administrator:** Oliphant reported that the Finance Committee approved the draft budget after approximately ten hours of review, with the public hearing scheduled for 11/25/2025. The Clerk/Treasurer's office is considering

extending hours for tax collection, and health insurance open enrollment concluded on 10/31/2025. Commu engagement efforts included a successful October 22nd visit by a Weston School District freshman class fo government operations discussion and mock council meeting. Oliphant concluded by emphasizing the need for all staff and elected officials to carefully review emails to prevent phishing and cybersecurity risks. Item 1.

## **MAYOR AND ALDERPERSONS**

Tepley reported that the Council Rules Ad Hoc Committee has been meeting and the Historic Preservation Committee will be unveiling the Vernon Thompson Memorial on November 5<sup>th</sup>, all are invited to attend.

Coppernoll thanked Tepley for her work on the Vernon Thompson Dedication Ceremony, trunk-or-treat was a success, Rotary Lights will be up and ready around Thanksgiving, meetings are continuing to be held regarding the future of the campus property and Symons, and there are two seats on the Historic Preservation Committee that are vacant if anyone knows of anyone who would be interested in serving in this capacity.

## **TREASURER'S REPORT**

Financial Officer Misty Molzof presented the Treasurer's Report for September, noting a beginning balance of \$10.5 million, an ending balance of \$10.2 million, and \$33,856 in interest earned across all accounts; September revenue and expenditure by department were sent out with meeting materials, and there is nothing out of the ordinary.

## **PAYMENT OF BILLS**

*Motion by Cairns, second by Downs to approve bills as presented on November 4, 2025, in the amount of \$505,477.46, of which \$1,532.79 are paid from the Greater Richland Tourism fund and the remaining are City General Fund. Upon roll call vote, all members voted aye, motion carried 8-0.*

## **ITEMS FOR DISCUSSION AND ACTION**

### **2024 Audit Presentation by Bill Moilien of Johnson Block**

Bill Moilien from Johnson & Block attended virtually, providing a presentation on the 2024 City Audit including fund balances. Moilien stated that the City has a healthy fund balance and is in a better position than many municipalities.

### **A Resolution Providing Informed Consent for Continuing Representation by Abt Swayne Law, LLC**

Attorney Windle advised that due to the ongoing dispute regarding EMS agreements and the resulting conflict of interest stemming from Abt Swayne representing both the County and the City, a resolution was necessary. The resolution formally continues the City's legal services but restricts Abt Swayne's representation on matters related to emergency medical services (EMS).

*Motion by Schultz, second by Martyniuk to approve Resolution #2025-1, A Resolution Providing Informed Consent for Continuing Representation by Abt Swayne Law, LLC. Upon roll call vote, all members voted aye, motion carried 8-0.*

### **2026 EMS Contract**

Oliphant reported that the City secured Attorney Hagen of Boardman and Clark to represent its interests and propose contract revisions, which the County has been unwilling to accept. These revisions primarily focused on obtaining eligibility for levy limit adjustments contingent on joint oversight, clarifying asset distribution upon dissolution (as the City maintains that member entities have purchased the assets), and determining the most effective and equitable method for assessing member costs. Oliphant requested a three- to six-month contract extension of the current agreement to develop a long-term solution, but the County Administrator only agreed to a three-month extension paired with an entirely new, unacceptable contract. Ultimately, the County Board denied the three-month extension, favoring a one-year contract, which was required to be signed by November 1st to maintain ambulance service.

*Motion by Tepley, second by Walters to direct Administrator to set a date with Attorney Hagen for a Special Council Session and to demand the County extend the date. Motion carried 8-0.*

## **FINANCE COMMITTEE RECOMMENDATIONS AND ACTION (CAIRNS)**



## Use of City Land for Storm Water Management for the Lamont Subdivision

Item 1.

Glasbrenner reported that the developer of the Lamont Subdivision has requested the use of approximately 2.7 acres of City-owned land on the northwest corner of Tax Parcel #276-1711-2000 to accommodate additional stormwater management needs. This parcel is currently unmaintained and not used for recreational purposes.

*Motion by Cairns, second by Tepley authorize the potential use of City-owned land located in the northwestern portion of North Park—an area currently unmaintained and not used for recreational purposes—for stormwater management facilities serving the proposed adjacent Lamont Subdivision, subject to the following conditions: Engineering Necessity: Subdivision engineering shall demonstrate that use of the City parcel is reasonably necessary to achieve proper stormwater management for the subdivision and to ensure compliance with all applicable City, State, and DNR requirements. Broader area stormwater management benefits shall also be considered. Environmental Suitability: The proposed site shall be evaluated and determined by City-approved engineers to be environmentally suitable for stormwater management purposes. Staff Oversight: The City Administrator and Public Works Director are authorized to review and direct the proposed use of the land. Final approval for such use shall be executed by the City Council through the subdivision plating process. Upon Roll Call Vote, Motion Passed Unanimously 8-0.*

## Resolution #2025-12, A Resolution Adopting Updated Airport Lease and Rental Fees

Perkins reported that the city manages eleven (11) private hangar lot lease agreements and six (6) city-owned hangar rental agreements at the airport. Current rates do not reflect market rate and have not been updated in several years. With many agreements up for renewal, staff recommend updating the fees at this time. Recommendations were developed using comparative data, inflationary trends, and guidance from the Wisconsin Bureau of Aeronautics. The Public Works Committee approved the recommendation on 10/16/2025 as did the Finance Committee on 11/4/2025.

*Motion by Cairns, second by Schultz to adopt Resolution #2025-12, implementing updated airport lease and rental fees, and authorizing the City Attorney to prepare updated lease and rental agreements using a standardized lease form. Upon Roll Call Vote, Motion Passed Unanimously 3-0.*

## Array/US Cellular Land Lease Agreement

Oliphant reported that negotiations with Array (formerly US Cellular) have resulted in proposed ground lease payments of \$1,200 per month, or \$14,400 annually, on a 5-year agreement with five additional 5-year automatic renewals (up to 25 years), with annual rent increases tied to CPI. The tower is critical to county public safety communications, making a mutually agreeable lease essential.

*Motion by Cairns, second by Tepley, to recommend council approve the Array/US Cellular Land Lease Agreement as presented. Upon Roll Call Vote, Motion Passed Unanimously 8-0.*

## PUBLIC SAFETY COMMITTEE RECOMMENDATIONS AND ACTION (FRUIT)

### Law Enforcement Range MOU between the City and County

Fruit reported that the Public Safety Committee has been discussing the rifle range, aiming to find a suitable location that enhances officer and public safety while mitigating public inconvenience, as the current practice requires closing the range to the public during officer training. Both the City and County police departments agree that the unused dump site is a unique, beneficial, and useful option that provides the best and safest fit for their training needs.

*Motion by Fruit, second by Downs, approve the dump site as the new training/rifle range to be used by both city and county police departments. Upon Roll Call Vote, Motion Passed Unanimously 8-0.*

### Approval of Licenses

*Motion by Fruit, second by Downs to approve Class “B” Temporary Picnic License, beer only, no liquor, to Richland County Performing Arts Council, for the Veteran’s Salute Concert located at 182 N Central Avenue, on November 9, 2025. Upon roll call vote, motion carried unanimously 8-0.*

*Motion by Fruit, second by Downs to approve Class “B” Temporary Picnic License, beer and wine, to Southwest Partners, dba Richland Rejuvenates for the Comedy Night with Andy Hartly located at 182 N Central Avenue, on November 15, 2025. Upon roll call vote, motion carried unanimously 8-0.*

*Motion by Fruit, second by Downs to approve Class “B” Temporary Picnic License, beer and wine, to Southwest Partners, dba Richland Rejuvenates for the Maggie Mae Christmas Show located at 182 N Central Avenue, on December 14, 2025. Upon roll call vote, motion carried unanimously 8-0.*

*Motion by Fruit, second by Tepley to approve a Peddlers License to Lyle Farrell, Tree-Ripe Fruit Co. for the retail sale of whole produce Florida Citrus, GA Pecans, and NM Pistachios at the Community Center on November 24, 2025. Upon roll call vote, motion carried unanimously 8-0.*

#### **PLAN COMMISSION RECOMMENDATIONS AND ACTION (COPPERNOLL)**

##### **Resolution #2025-13, A Resolution Granting Access Easement for Driveway Use Within S Larson Street Right-Of-Way**

Coppernoll reported that Tacy Conner, Property Owner of Tax Parcel #276-2100-8350 requested use of S Larson Street Right-of-Way for driveway access to his lot, Plan Commission reviewed the request and forwarded it to Council for final approval.

*Motion by Walters, second by Martyniuk, to approve Resolution #2025-13, A Resolution Granting Access Easement for Driveway Use Within S Larson Street Right-Of-Way. Motion Passed Unanimously 8-0.*

##### **Conditional Use Permit Application to Allow Mobile Service Facilities and Mobile Service Support Structures at 25079 Maple Grove Road (Tax Parcel 022-10132000)**

Coppernoll reported that Wisconsin RSA submitted a request for a conditional use permit to place a mobile service structure on Tax Parcel #022-1013-2000, in the ET-Zoning District, zoned as Agricultural-Residential. Plan Commission reviewed and recommended approval of permit as presented.

*Motion by Schultz, second by Downs, to approve Conditional Use Permit Application allowing Mobile Service Facilities and Mobile Service Support Structures at 27095 Maple Ridge Lane, Tax Parcel #022-3322-1200. Motion Passed Unanimously 8-0.*

#### **PUBLIC WORKS COMMITTEE RECOMMENDATIONS AND ACTION (FRUIT)**

##### **Report on Public Works Snow Removal Policy**

Fruit reported that the Public Works Department is drafted a Snow and Ice Control Standard Operating Procedure (SOP). This SOP aims to formalize winter operations, ensure internal consistency, and clarify service expectations in response to varying weather conditions. No formal action is requested at this time, but staff welcomes general support as the procedure is implemented.

##### **Ordinance #2025-09, An Ordinance Amending Chapter 101 Relating to Authorization of Stop Signs on N. Congress Street**

Glasbrenner stated he had been working with the Police Department to evaluate the need for stop signs along N. Congress Street. The Public Safety Committee and the Public Works Committee reviewed and recommended that the Council adopt Ordinance #2025-09, adding stop signs at N Congress Street intersections of 2<sup>nd</sup> Street and 4<sup>th</sup> Street.

*Motion by Fruit, second by Walters, to approve Ordinance #2025-09, An Ordinance Amending Chapter 101 Relating to Authorization of Stop Signs on N. Congress Street. Upon roll call vote, motion carried unanimously 8-0.*

##### **Ordinance #2025-10, An Ordinance Amending Chapter 391 of the Municipal Code Relating to Permits Required for Temporary Use of the Public Rights-Of-Way**

Glasbrenner stated the City currently requires a dumpster permit for placement of dumpsters in the Right-Of-Way (ROW); however, is limited in scope and does not address obstructions such as scaffoldings, construction equipment, or building materials. The presented version addresses other obstructions, enhances public safety, ensures consistent enforcement, and modernized city’s ROW permitting process. The Public Works Committee has reviewed and recommends Council approve the update to Chapter 391.00

*Motion by Fruit, second by Downs, to approve Ordinance #2025-10, An Ordinance Amending Chapter 391 of Municipal Code Relating to Permits Required for Temporary Use of the Public Rights-Of-Way.*

Item 1.

*Amended Motion by Fruit, second by Downs, to suspend rules and waive the reading of the Ordinance and approve Ordinance #2025-10, An Ordinance Amending Chapter 391 of the Municipal Code Relating to Permits Required for Temporary Use of the Public Rights-Of-Way. Upon roll call vote, motion carried unanimously 8-0.*

**APPOINTMENTS TO COMMITTEES, COMMISSIONS, BOARDS AND CONFIRM APPOINTMENTS**

None.

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

Rod Perry – Expressed satisfaction with the passing of Ordinance #2025-09.

**CLOSED SESSION** for the purpose of discussing breach of contract and legal options related to Panorama Estates

*Motion by Tepley, second by Downs, to adjourn to closed session pursuant to Wis. Stat., 19.85(1)(e) and (g) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; and conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Upon roll call vote, motion carried unanimously 8-0.*

*Meeting Adjourned to Closed Session at approximately 8:56 pm. Others present included: Attorney Windle, Administrator Oliphant, Deputy Clerk Molzof, DPW Glasbrenner, and MSS Perkins.*

*Meeting Reconvened into Open Session at approximately 9:42 pm.*

*Motion by Schultz, second by Tepley to direct Attorney Windle to amend Panorama Estates Development Agreement to separate the 3<sup>rd</sup> building from phase 2 and add language requiring payment of agreement as discussed in closed session. Upon Roll Call Vote, motion passed 6-2. Ayes: McCarthy, Schultz, Downs, Cairns, Fruit, and Tepley. Nays: Walters and Martyniuk.*

**ADJOURNMENT**

*Motion by Downs, second by Walters to adjourn. Motion carried 8-0.*

*Meeting adjourned at 9:45 pm.*

*Minutes respectfully submitted by Deputy Clerk, Misty Molzof*



TUESDAY, NOVEMBER 10, 2025 AT 5:30 PM

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

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**CALL TO ORDER** The meeting was called to order by Mayor Coppernoll at 5:33 pm. Members present were Ron Fruit, Karin Tepley, Tom McCarthy, Rachel Schultz, Melony Walters, Douglas Martyniuk, and Ryan Cairns. Absent: Steve Downs (Arrived at 5:47 pm) Administrator Ashley Oliphant affirmed the meeting was properly noticed.

**ITEMS FOR DISCUSSION AND ACTION**

**Confer with Legal Counsel Regarding EMS Contract and Transfer Proposal.** Attorney Eric Hagen discussed current EMS contract/agreement, options for a Joint District, proposed county contract/agreement, possible loss of revenue, legal aspects of leaving the district, and proposed options for proceeding.

*Motion by Martyniuk, second by Fruit to authorize City Administrator to negotiate and send a contract prepared for Common Council's review at a future meeting addressing the Joint EMS District and Assets. Upon Roll Call Vote, Motion Passed Unanimously 8-0.*

**ADJOURNMENT:** *Motion by Tepley, second by Downs to adjourn. Motion carried.* Meeting adjourned at approximately 6:56 p.m.

*Meeting Minutes recorded and respectfully submitted by Administrator, Ashley Oliphant*

TUESDAY, NOVEMBER 25, 2025 AT 6:00 PM

SPECIAL MEETING

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

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**CALL TO ORDER** The meeting was called to order by Mayor Coppernoll at 6:02 pm. Members present were Ron Fruit, Tom McCarthy, Rachel Schultz, Melony Walters, Steve Downs, and Ryan Cairns. Absent: Karin Tepley (Arrived at 6:15 pm) and Douglas Martyniuk. Molzof stated that the meeting was properly noticed on Friday, November 21, 2025.

Others Present: Administrator Ashley Oliphant, Deputy Clerk/Treasurer Misty Molzof, Rod Perry Videographer, and News Media.

**APPROVAL OF AGENDA** *Motion by Cairns, second by Downs to approve the agenda as posted. Motion carried 6-0.*

**PUBLIC HEARING** Mayor Coppernoll opened the Public Hearing at 6:03 pm, requested comments three (3) times, there being no members of the public in attendance, and no comments, Mayor Coppernoll asked for Council to consider closing the public hearing.

**PUBLIC HEARING** *Motion by Cairns, second by Downs to close the public hearing at 6:05 pm. Motion carried 6-0.*

#### **ITEMS FOR DISCUSSION AND ACTION**

**Resolution #2025-14, A Resolution Establishing a Percentage Cost of Living Adjustment (COLA) & Wage Increase for Employees**

*Motion by Schultz, second by Walters to approve Resolution #2025-14, A Resolution Establishing a Percentage Cost of Living Adjustment (COLA) & Wage Increase for Employees. Upon roll call vote, all members voted aye, motion carried 6-0.*

**Resolution #2025-15, A Resolution Adopting the 2026 Budget and Establishing the 2025 Tax Levy**

Administrator Oliphant presented a power point on the 2026 budget.

*Motion by Downs, second by Walters to approve Resolution #2025-15, A Resolution Adopting the 2026 Budget and Establishing the 2025 Tax Levy. Upon roll call vote, all members voted aye, motion carried 7-0.*

#### **ADJOURNMENT**

*Motion by Downs, second by Tepley to adjourn. Motion carried 7-0.*

Meeting adjourned at 7:10 pm.

*Minutes respectfully submitted by Deputy Clerk, Misty Molzof*

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	CITY OF RICHLAND CENTER - TREASURER'S REPORT								
	10/31/2025								
					Transfers In/(Out) Between Accounts				
Bank	FUNDS	Int Rate	BEH/MO BAL	RECEIPTS		DISBURSEMENTS	END/MO BAL		
PCB	City General Unassigned:	3.48%	\$ 84,531.45	\$ 239,322.61	\$ 500,000.00	\$ 598,959.04	\$ 224,895.02		
LGIP	State Investments #1 Unassigned	4.36%	\$ 3,745,686.85	\$ 121,754.60	\$ (500,000.00)		\$ 3,367,441.45		
PCB	Property Tax Account (partial unassigned)	3.48%	\$ 660.03	\$ 1.95			\$ 661.98		
LGIP	#2 Landfill long term care (for landfill issues)	4.36%	\$ 664,197.18	\$ 2,378.45			\$ 666,575.63		
LGIP	#3 TIF-Panorama Estates (TIF 6)	4.36%	\$ 281,648.35	\$ 1,008.57			\$ 282,656.92		
LGIP	#6 TIF 2-5 (only #4)	4.36%	\$ 153,299.86	\$ 548.96			\$ 153,848.82		
CFB	RLF Business Savings	0.50%	\$ 176,963.96	\$ 80.00			\$ 177,043.96		
CFB	RLF Business Checking	0%	\$ 1,669.45				\$ 1,669.45		
	RESTRICTED FUNDS: (by outside entity)								
PCB	CDBG Housing RLF	3.48%	\$ 167,911.02	\$ 9,503.14			\$ 177,414.16		
Richlan	Landfill Long Term Care CD to 2045	2.48%	\$ 320,243.09				\$ 320,243.09		
	Landfill Long Term Care CD to 2045	2.48%	\$ 308,732.96				\$ 308,732.96		
PCB	Library Checking	3.48%	\$ 358,818.71	\$ 1,255.13		\$ 35,386.37	\$ 324,687.47		
PCB	Room Tax	3.52%	\$ 8,905.24	\$ 25,028.92			\$ 33,934.16		
PCB	Greater Richland Tourism	3.52%	\$ 25,956.24	\$ 2,761.68		\$ 1,645.56	\$ 27,072.36		
PCB	Redevelopment Authority	3.48%	\$ 74,663.33	\$ 220.68			\$ 74,884.01		
LGIP	#5 Renew RC Loan Program-Affordable Hous	4.39%	\$ 864,547.96	\$ 3,095.90			\$ 867,643.86		
PCB	Renew RC Loan Program-Checking	3.48%	\$ 79,855.57	\$ 236.02			\$ 80,091.59		
	COMMITTED: (by resolution of the Council)								
LGIP	#4 Projects committed	4.36%	\$ 2,637,231.26	\$ 9,443.78			\$ 2,646,675.04		
	ASSIGNED: (for specific use, not assigned)								
PCB	Cemetery CDs	2.34% & 3.48%	\$ 5,035.33	\$ 2.51			\$ 5,037.84		
PCB	Centennial Committee	3.48%	\$ 2,938.16	\$ 8.68			\$ 2,946.84		
Royal	Canine Fund	0%	\$ 48,710.54			\$ 801.25	\$ 47,909.29		
PCB	Park/Rec/Comm Center	3.48%	\$ 12,225.27	\$ 36.13			\$ 12,261.40		
Richlan	Aquatic Center	0.25%	\$ 239,748.42	\$ 858.53			\$ 240,606.95		
	Total Interest Earned in Current Month				\$ 29,754.82	\$ -			
	LOANS						10/31/2025		
			Total Debt 4/30/2025	2025 Principle	Loan Term End	Balance			
	Loans:								
	Richland County Bank (2%)		\$ -	\$ -	Paid off 2024	\$ -			
	WPPI (no interest)		\$ 10,118.48	\$ 5,059.44	10/28/2027	\$ 9,696.86			
	State Trust Fund Loan - Panorama Est TIF 6 (3.5%)		\$ -	\$ -	Paid off 2021	\$ -			
Ehlers	Bonding - Panorama Estates TIF 6 (1.8%)		\$ 600,000.00	\$ 52,075.00	4/1/2037	\$ 600,000.00		As of 10/1/2025	
CFB	CFB Haseltine 389,390/Westside Dr 362,610 (2.73%)		\$ 250,000.00	\$ 67,117.10	4/1/2028	\$ 250,000.00		As of 10/1/2025	
Ehlers	Aquatic Center Bonding (20 Years)		\$ 3,145,000.00	\$ 301,600.00	8/1/2038	\$ 3,145,000.00		As of 8/1/2025	
			\$ 4,005,118.48	\$ 425,851.54		\$ 4,004,696.86			
	Debt Capacity - WI Department of Revenue - 2024					\$ 20,792,625.00			
				% of Total Debt Capacity used			19%		
				65% Recommended Maximum			\$ 13,515,206.25		
				Amt Avail to Reach 65%			\$ 9,510,509.39		
			\$ 10,264,180.23					\$ 10,044,934.25	
								\$ 219,245.99	

	2024 Budget Prev Year 12/31/2024	2024 Actual YTD 12/31/2024	2024 Budget Less Actual	%		2025 Budget (Current Year) 12/31/2025	2025 Actual YTD 10/31/2025	2025 Budget Less Actual	9 % S/B 75.00%
<b>Administration Office</b>									
<b>Revenues</b>									
<i>Total Regulation - Licenses &amp; Permits:</i>	59,466.00	67,916.60	(8,450.60)	114.21%		45,178.00	27,099.29	18,078.71	59.98%
<i>Total Public Charges for Services</i>	-	-	0.00	#DIV/0!		-	23.00	(23.00)	#DIV/0!
<i>Total Interest, Dividend, and Misc. Revenues</i>	229,900.00	544,282.63	(314,382.63)	236.75%		248,600.00	378,024.44	(129,424.44)	152.06%
<b>Administration Office Revenue Total</b>	<b>289,366.00</b>	<b>612,199.23</b>	<b>(322,833.23)</b>	<b>211.57%</b>		<b>293,778.00</b>	<b>405,146.73</b>	<b>(111,368.73)</b>	<b>137.91%</b>
<b>Expenses</b>									
<i>Total City Admin / Clerk / City Treasurer / Office</i>	436,322.00	363,450.87	72,871.13	83.30%		506,355.00	416,537.85	89,817.15	82.26%
<i>Total Elections</i>	20,500.00	12,626.66	7,873.34	61.59%		14,000.00	5,425.15	8,574.85	38.75%
<i>Total Municipal Building</i>	105,500.00	103,516.81	1,983.19	98.12%		20,000.00	13,041.57	6,958.43	65.21%
<b>Administration Office Expense Total</b>	<b>562,322.00</b>	<b>479,594.34</b>	<b>82,727.66</b>	<b>85.29%</b>		<b>540,355.00</b>	<b>435,004.57</b>	<b>105,350.43</b>	<b>80.50%</b>
<b>Net Total Administration Office</b>	<b>(272,956.00)</b>	<b>132,604.89</b>	<b>(405,560.89)</b>	<b>-48.58%</b>		<b>(246,577.00)</b>	<b>(29,857.84)</b>	<b>(216,719.16)</b>	<b>12.11%</b>
<b>Elected / Appointed Officials</b>									
<b>Revenues</b>									
<b>Expenses</b>	83,265.00	80,700.17	2,564.83	96.92%		89,825.00	58,818.27	31,006.73	65.48%
<b>Net Total Elected / Appointed Officials</b>	<b>(83,265.00)</b>	<b>(80,700.17)</b>	<b>(2,564.83)</b>	<b>96.92%</b>		<b>(89,825.00)</b>	<b>(58,818.27)</b>	<b>(31,006.73)</b>	<b>65.48%</b>
<b>Assessor</b>									
<b>Revenues</b>									
<b>Expenses</b>	174,800.00	26,376.36	148,423.64	15.09%		18,700.00	30,176.73	(11,476.73)	161.37%
<b>Net Total Assessor</b>	<b>(174,800.00)</b>	<b>(26,376.36)</b>	<b>(148,423.64)</b>	<b>15.09%</b>		<b>(18,700.00)</b>	<b>(30,176.73)</b>	<b>11,476.73</b>	<b>161.37%</b>
<b>Airport</b>									
<b>Revenues</b>	35,044.00	41,568.27	(6,524.27)	118.62%		39,044.00	42,168.09	(3,124.09)	108.00%
<b>Expenses</b>	39,500.00	34,803.01	4,696.99	88.11%		55,075.00	21,124.07	33,950.93	38.36%
<b>Net Total Airport</b>	<b>(4,456.00)</b>	<b>6,765.26</b>	<b>(11,221.26)</b>	<b>-151.82%</b>		<b>(16,031.00)</b>	<b>21,044.02</b>	<b>(37,075.02)</b>	<b>-131.27%</b>

	2024 Budget Prev Year 12/31/2024	2024 Actual YTD 12/31/2024	2024 Budget Less Actual	%		2025 Budget (Current Year) 12/31/2025	2025 Actual YTD 10/31/2025	2025 Budget Less Actual	9 % S/B 75.00%
<b>Public Works - Buildings &amp; Grounds &amp; Streets</b>									
<b>Revenues</b>									
<i>Total Buildings &amp; Grounds</i>	2,000.00	1,302.77	697.23	65.14%		800.00	-	800.00	0.00%
<i>Total Streets</i>	431,528.00	443,339.20	(11,811.20)	102.74%		429,084.00	460,707.95	(31,623.95)	107.37%
<b><i>Buildings &amp; Grounds RevenueTotal</i></b>	<b>433,528.00</b>	<b>444,641.97</b>	<b>(11,113.97)</b>	<b>102.56%</b>		<b>429,884.00</b>	<b>460,707.95</b>	<b>(30,823.95)</b>	<b>107.17%</b>
<b>Expenses</b>									
<i>Total Buildings &amp; Grounds</i>	351,525.00	312,581.04	38,943.96	88.92%		447,500.00	305,219.04	142,280.96	68.21%
<i>Total Streets</i>	892,050.00	739,012.22	153,037.78	82.84%		837,431.00	654,250.13	183,180.87	78.13%
<b><i>Buildings &amp; Grounds Expense Total</i></b>	<b>1,243,575.00</b>	<b>1,051,593.26</b>	<b>191,981.74</b>	<b>84.56%</b>		<b>1,284,931.00</b>	<b>959,469.17</b>	<b>325,461.83</b>	<b>74.67%</b>
<b>Net Total Public Works (B&amp;G &amp; Streets)</b>	<b>(810,047.00)</b>	<b>(606,951.29)</b>	<b>(203,095.71)</b>	<b>74.93%</b>		<b>(855,047.00)</b>	<b>(498,761.22)</b>	<b>(356,285.78)</b>	<b>58.33%</b>
<b>Building &amp; Zoning</b>									
<b>Revenues</b>	4,850.00	7,961.55	(3,111.55)	164.16%		8,050.00	16,728.59	(8,678.59)	207.81%
<b>Expenses</b>	101,230.00	91,069.39	10,160.61	89.96%		104,000.00	80,394.78	23,605.22	77.30%
<b>Net Total Building &amp; Zoning</b>	<b>(96,380.00)</b>	<b>(83,107.84)</b>	<b>(13,272.16)</b>	<b>86.23%</b>		<b>(95,950.00)</b>	<b>(63,666.19)</b>	<b>(32,283.81)</b>	<b>66.35%</b>
<b>Cemetery</b>									
<b>Revenues</b>	30,810.00	37,560.00	(6,750.00)	121.91%		32,810.00	38,580.00	(5,770.00)	117.59%
<b>Expenses</b>	7,250.00	5,375.28	1,874.72	74.14%		10,050.00	2,203.54	7,846.46	21.93%
<b>Net Total Cemetery</b>	<b>23,560.00</b>	<b>32,184.72</b>	<b>(8,624.72)</b>	<b>136.61%</b>		<b>22,760.00</b>	<b>36,376.46</b>	<b>(13,616.46)</b>	<b>159.83%</b>
<b>Economic Development</b>									
<b>Revenues</b>	-	-	0.00			-	204,814.02	0.00	#DIV/0!
<b>Expenses</b>	179,465.00	208,610.81	(29,145.81)	116.24%		80,770.00	276,836.25	(196,066.25)	342.75%
<b>Net Total Economic Development</b>	<b>(179,465.00)</b>	<b>(208,610.81)</b>	<b>29,145.81</b>	<b>116.24%</b>		<b>(80,770.00)</b>	<b>(72,022.23)</b>	<b>196,066.25</b>	<b>89.17%</b>



	2024 Budget Prev Year 12/31/2024	2024 Actual YTD 12/31/2024	2024 Budget Less Actual	%		2025 Budget (Current Year) 12/31/2025	2025 Actual YTD 10/31/2025	2025 Budget Less Actual	9 % S/B 75.00%
<b>Public Safety</b>									
<b>Revenues</b>									
Total Police Department	115,578.00	128,717.86	(13,139.86)	111.37%		121,041.00	104,396.54	16,644.46	86.25%
Total Fire & EMS	-	17,836.43	(17,836.43)	#DIV/0!		18,000.00	-	18,000.00	0.00%
Total Health & Human Services				#DIV/0!					#DIV/0!
<b>Public Safety Revenue Total</b>	<b>115,578.00</b>	<b>146,554.29</b>	<b>(30,976.29)</b>	<b>126.80%</b>		<b>139,041.00</b>	<b>104,396.54</b>	<b>34,644.46</b>	<b>75.08%</b>
<b>Expenses</b>									
Total Police Department	1,653,194.00	1,645,433.69	7,760.31	99.53%		1,665,179.00	1,326,368.26	338,810.74	79.65%
Total Fire & EMS	278,600.00	280,688.54	(2,088.54)	100.75%		268,685.00	253,588.30	15,096.70	94.38%
Total Health & Human Services	600.00	4,448.56	(3,848.56)	741.43%		2,000.00	4,868.73	(2,868.73)	243.44%
<b>Public Safety Expense Total</b>	<b>1,932,394.00</b>	<b>1,930,570.79</b>	<b>1,823.21</b>	<b>99.91%</b>		<b>1,935,864.00</b>	<b>1,584,825.29</b>	<b>351,038.71</b>	<b>81.87%</b>
<b>Net Total Public Safety</b>	<b>(1,816,816.00)</b>	<b>(1,784,016.50)</b>	<b>(32,799.50)</b>	<b>98.19%</b>		<b>(1,796,823.00)</b>	<b>(1,480,428.75)</b>	<b>(316,394.25)</b>	<b>82.39%</b>
<b>Culture - Aquatic, CC/SC, Parks, Recreation</b>									
<b>Revenues</b>									
Total Aquatic Center	165,000.00	190,232.39	(25,232.39)	115.29%		167,000.00	170,430.50	(3,430.50)	102.05%
Total Symons Center									
Total Community / Senior Center	26,400.00	43,521.63	(17,121.63)	164.85%		32,500.00	31,890.04	609.96	98.12%
Total Recreation	14,200.00	19,583.71	(5,383.71)	137.91%		14,300.00	20,963.01	(6,663.01)	146.59%
Total Parks	19,500.00	30,280.22	(10,780.22)	155.28%		25,500.00	25,914.02	(414.02)	101.62%
<b>Parks &amp; Recreation Revenue Total</b>	<b>225,100.00</b>	<b>283,617.95</b>	<b>(58,517.95)</b>	<b>126.00%</b>		<b>239,300.00</b>	<b>249,197.57</b>	<b>(9,897.57)</b>	<b>104.14%</b>
<b>Expenses</b>									
Total Aquatic Center	250,225.00	230,787.47	19,437.53	92.23%		224,510.00	183,891.33	40,618.67	81.91%
Total Symons Center	100,000.00	54,492.06	45,507.94	54.49%		55,000.00	53,960.41	1,039.59	98.11%
Total Community / Senior Center	260,000.00	251,596.17	8,403.83	96.77%		266,766.00	215,278.79	51,487.21	80.70%
Total Recreation	44,500.00	32,594.47	11,905.53	73.25%		47,250.00	36,173.89	11,076.11	76.56%
Total Parks	60,000.00	63,443.49	(3,443.49)	105.74%		60,500.00	60,358.07	141.93	99.77%
<b>Parks &amp; Recreation Expense Total:</b>	<b>714,725.00</b>	<b>632,913.66</b>	<b>81,811.34</b>	<b>88.55%</b>		<b>654,026.00</b>	<b>549,662.49</b>	<b>104,363.51</b>	<b>84.04%</b>
<b>Net Total Culture</b>	<b>(489,625.00)</b>	<b>(349,295.71)</b>	<b>(140,329.29)</b>	<b>71.34%</b>		<b>(414,726.00)</b>	<b>(300,464.92)</b>	<b>(114,261.08)</b>	<b>72.45%</b>

	2024 Budget Prev Year 12/31/2024	2024 Actual YTD 12/31/2024	2024 Budget Less Actual	%		2025 Budget (Current Year) 12/31/2025	2025 Actual YTD 10/31/2025	2025 Budget Less Actual	9 % S/B 75.00%
<b>Refuse</b>									
<b>Revenues</b>									
<i>Total Garbage &amp; Recycling</i>	279,000.00	291,448.80	(12,448.80)	104.46%		287,000.00	244,317.11	42,682.89	85.13%
<i>Total Landfill</i>	59,000.00	63,729.28	(4,729.28)	108.02%		69,000.00	73,129.95	(4,129.95)	105.99%
<b><i>Refuse Revenue Total</i></b>	<b>338,000.00</b>	<b>355,178.08</b>	<b>(17,178.08)</b>	<b>105.08%</b>		<b>356,000.00</b>	<b>317,447.06</b>	<b>38,552.94</b>	<b>89.17%</b>
<b>Expenses</b>									
<i>Total Garbage &amp; Recycling</i>	256,500.00	169,884.58	86,615.42	66.23%		282,000.00	238,697.22	43,302.78	84.64%
<i>Total Landfill</i>	74,420.00	96,888.18	(22,468.18)	130.19%		85,770.00	60,647.87	25,122.13	70.71%
<b><i>Refuse Expense Total</i></b>	<b>330,920.00</b>	<b>266,772.76</b>	<b>64,147.24</b>	<b>80.62%</b>		<b>367,770.00</b>	<b>299,345.09</b>	<b>68,424.91</b>	<b>81.39%</b>
<b>Net Total Refuse</b>	<b>7,080.00</b>	<b>88,405.32</b>	<b>(81,325.32)</b>	<b>1248.66%</b>		<b>(11,770.00)</b>	<b>18,101.97</b>	<b>(29,871.97)</b>	<b>-153.80%</b>
<b>Fire Calls</b>									
<b>Revenues</b>	<b>22,000.00</b>	<b>25,998.00</b>				<b>25,000.00</b>	<b>16,094.00</b>	<b>8,906.00</b>	<b>64.38%</b>
<b>Expenses</b>	<b>25,000.00</b>	<b>30,088.00</b>	<b>(5,088.00)</b>	<b>120.35%</b>		<b>20,000.00</b>	<b>14,394.00</b>	<b>5,606.00</b>	<b>71.97%</b>
<b>Net Total Fire Calls</b>	<b>(3,000.00)</b>	<b>(4,090.00)</b>	<b>5,088.00</b>	<b>136.33%</b>		<b>5,000.00</b>	<b>1,700.00</b>	<b>3,300.00</b>	<b>34.00%</b>
<b>Taxi</b>									
<b>Revenues</b>	<b>119,000.00</b>	<b>290,053.69</b>				<b>375,000.00</b>	<b>109,702.50</b>	<b>265,297.50</b>	<b>29.25%</b>
<b>Expenses</b>	<b>160,000.00</b>	<b>339,965.62</b>	<b>(179,965.62)</b>	<b>212.48%</b>		<b>375,000.00</b>	<b>256,102.73</b>	<b>118,897.27</b>	<b>68.29%</b>
<b>Net Total Streets</b>	<b>(41,000.00)</b>	<b>(49,911.93)</b>	<b>179,965.62</b>	<b>121.74%</b>		<b>1.00</b>	<b>(146,400.23)</b>	<b>146,400.23</b>	<b>#####</b>
<b>Room Tax / Tourism (City Portion Only - 30% Revenue, 50% Wages &amp; Benefits GRT Director &amp; 100% RR Depot Building)</b>									
<b>Revenues</b>	<b>54,060.00</b>	<b>102,850.10</b>	<b>(48,790.10)</b>	<b>190.25%</b>		<b>122,375.00</b>	<b>27,644.08</b>	<b>94,730.92</b>	<b>22.59%</b>
<b>Expenses</b>	<b>159,707.00</b>	<b>817,165.86</b>	<b>(657,458.86)</b>	<b>511.67%</b>		<b>150,843.00</b>	<b>38,965.93</b>	<b>111,877.07</b>	<b>25.83%</b>
<b>Net Room Tax /Tourism</b>	<b>(105,647.00)</b>	<b>(714,315.76)</b>	<b>608,668.76</b>	<b>676.13%</b>		<b>(28,468.00)</b>	<b>(11,321.85)</b>	<b>(17,146.15)</b>	<b>39.77%</b>

	2024 Budget Prev Year 12/31/2024	2024 Actual YTD 12/31/2024	2024 Budget Less Actual	%		2025 Budget (Current Year) 12/31/2025	2025 Actual YTD 10/31/2025	2025 Budget Less Actual	9 % S/B 75.00%
<b>All Other - Not listed within a Specific Department</b>									
<b>Revenues</b>									
Total Tax Levy	2,375,000.00	2,375,000.13	(0.13)	100.00%		2,332,552.00	2,332,552.00	0.00	100.00%
Total Other Taxes (PILOT, Mobile Homes, Etc)	642,853.00	637,178.27	5,674.73	99.12%		544,000.00	443,309.90	100,690.10	81.49%
Total Intergvmnt'l - State & Fed Aid + Grants + Utility Reimb	41,248.00	136,646.75	(95,398.75)	331.28%				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	1,778,688.00	1,633,361.67	145,326.33	91.83%		1,990,753.00	550,703.05	1,440,049.95	27.66%
<b>All Other Revenue Total</b>	<b>4,837,789.00</b>	<b>4,782,186.82</b>	<b>55,602.18</b>	<b>98.85%</b>		<b>4,867,305.00</b>	<b>3,326,564.95</b>	<b>1,540,740.05</b>	<b>68.35%</b>
<b>Expenses</b>									
Total Insurance	205,600.00	123,781.49	81,818.51	60.21%		293,700.00	233,875.96	59,824.04	79.63%
Total Audit & Legal	146,000.00	117,051.94	28,948.06	80.17%		152,500.00	122,658.00	29,842.00	80.43%
Total Data Processing	40,000.00	54,183.09	(14,183.09)	135.46%		54,300.00	37,773.44	16,526.56	69.56%
Total Celebrations	-	-	0.00	#DIV/0!		-	-	0.00	#DIV/0!
Total Debt Service	531,175.00	421,100.00	110,075.00	79.28%		416,384.00	368,478.01	47,905.99	88.49%
Total Unallocated Contingency	125,000.00	7,242.42	117,757.58	5.79%		42,670.00	70,875.76	(28,205.76)	166.10%
<b>All Other Expense Total</b>	<b>1,047,775.00</b>	<b>723,358.94</b>	<b>324,416.06</b>	<b>69.04%</b>		<b>959,554.00</b>	<b>833,661.17</b>	<b>125,892.83</b>	<b>86.88%</b>
<b>Net Total All Other</b>	<b>3,790,014.00</b>	<b>4,058,827.88</b>	<b>(268,813.88)</b>	<b>107.09%</b>		<b>3,907,751.00</b>	<b>2,492,903.78</b>	<b>1,414,847.22</b>	<b>63.79%</b>
<b>Capital Outlay</b>									
<b>Revenues</b>									
ARPA Funds	30,000.00	70,320.50	(40,320.50)	234.40%		123,000.00	-	123,000.00	0.00%
Grant Funds	4,151,590.00	-	4,151,590.00	0.00%		3,140,000.00	96,559.73	3,043,440.27	3.08%
Other Miscellaneous	1,910,000.00	(676.86)	1,910,676.86	-0.04%		5,000.00	3,483.47	1,516.53	69.67%
Transfers In	-	-	0.00	#DIV/0!		-	-	0.00	#DIV/0!
<b>Capital Outlay Revenue Total</b>	<b>6,091,590.00</b>	<b>69,643.64</b>	<b>6,021,946.36</b>	<b>1.14%</b>		<b>3,268,000.00</b>	<b>100,043.20</b>	<b>3,167,956.80</b>	<b>3.06%</b>
<b>Expenses</b>									
<b>Capital Outlay Expense Total</b>	<b>3,480,000.00</b>	<b>758,966.30</b>	<b>2,721,033.70</b>	<b>21.81%</b>		<b>3,781,250.00</b>	<b>141,991.16</b>	<b>3,639,258.84</b>	<b>3.76%</b>
<b>Net Captial Outlay</b>	<b>2,611,590.00</b>	<b>(689,322.66)</b>	<b>3,300,912.66</b>	<b>-26.39%</b>		<b>(513,250.00)</b>	<b>(41,947.96)</b>	<b>(471,302.04)</b>	<b>8.17%</b>

	2024 Budget Prev Year 12/31/2024	2024 Actual YTD 12/31/2024	2024 Budget Less Actual	%	2025 Budget (Current Year) 12/31/2025	2025 Actual YTD 10/31/2025	2025 Budget Less Actual	9 % S/B 75.00%
Revenues	\$ 12,596,715.00	\$ 7,200,013.59	\$ 5,571,753.10	57.16%	\$ 10,195,587.00	\$ 5,419,235.28	\$ 4,981,165.74	53.15%
Expenditures	\$ 10,241,928.00	\$ 7,477,924.55	\$ 2,764,003.45	73.01%	\$ 10,428,013.00	\$ 5,582,975.24	\$ 4,845,037.76	53.54%
Library Transfer Out	\$ 290,000.00	\$ 290,000.00	\$ -	100.00%	\$ 306,969.00	\$ 306,969.00	\$ -	100.00%
			\$ -					
Net Revenue Less Expenditure	<b>\$ 2,064,787.00</b>	<b>\$ (567,910.96)</b>	<b>\$ 2,807,749.65</b>		<b>\$ (539,395.00)</b>	<b>\$ (470,708.96)</b>	<b>\$ 136,127.98</b>	
Ferguson Land Purchase (Contingency Funds)		\$ 646,468.29						
Actual Net / Revenue Over Expense		<b>\$ 78,557.33</b>			\$ 6,646,763.00			
	\$ -	\$ -			\$ -	\$ -		
	\$ -	\$ -			\$ -	\$ -		

## Greater Richland Tourism

Revenues								
Total City Room Tax Dollars	-	58,362.31	(58,362.31)	#DIV/0!	60,000.00	64,429.32	(4,429.32)	107.38%
Total Other Muni Room Tax Dollars	-	103,629.88	(103,629.88)	#DIV/0!	45,000.00	36,910.27	8,089.73	82.02%
Total MISCELLANEOUS REVENUES:	-	1,381.39	(1,381.39)	#DIV/0!	600.00	815.51	(215.51)	135.92%
GRT Revenue Total:	-	163,373.58	(163,373.58)	#DIV/0!	105,600.00	102,155.10	3,444.90	96.74%
Expenses - Greater Richland Tourism	-	106,952.40	(106,952.40)	#DIV/0!	99,257.05	88,241.57	11,015.48	88.90%
Net Total Greater Richland Tourism	-	56,421.18	(56,421.18)	#DIV/0!	6,342.95	13,913.53	(7,570.58)	219.35%

## Library

Revenues								
Total Levy Funds from City	290,000.00	290,000.00	0.00	100.00%	306,969.00	306,969.00	0.00	100.00%
Total County Funds	134,591.00	134,594.78	(3.78)	100.00%	143,836.00	136,386.10	7,449.90	94.82%
Total MISCELLANEOUS REVENUES:	13,200.00	21,662.58	(8,462.58)	164.11%	16,000.00	21,457.88	(5,457.88)	134.11%
Library Revenue Total:	437,791.00	446,257.36	(8,466.36)	101.93%	466,805.00	464,812.98	1,992.02	99.57%
Expenses - Library	437,791.00	413,388.35	24,402.65	94.43%	466,805.00	357,407.41	109,397.59	76.56%
Net Total Library	-	32,869.01	(32,869.01)	#DIV/0!	-	107,405.57	(107,405.57)	#DIV/0!

# CITY OF RICHLAND CENTER - AGENDA ITEM DATA SHEET

Item 2.

**Agenda Item:** City Treasurer's Report

**Committee Review:** N/A

**Meeting Date:** Finance & Council – December 2, 2025

**Presented by:** Misty Molzof, Treasurer

## Recommended Action Items:

1. Approve Payment of Bills in the amount of \$296,628.81, of which \$8,674.73 are Greater Richland Tourism Bills.

Items included:

1. Treasurer's Report for period ending October 31, 2025 – "Cash Balances" Report
  - a. Beginning Balance - \$10,264,180.23
  - b. Total receipts in October - \$417,546.24: includes **total interest earned of \$29,754.82**
  - c. Total Disbursements in October - \$907,586.90
  - d. Ending Balance - \$10,044,934.25
2. Balance Sheet for period ending October 31, 2025 (4 pages)
  - a. City Funds
  - b. Greater Richland Tourism Fund
  - c. Library Fund
3. Revenue and Expenditures, Actual Versus Budget by Department for period ending October 31, 2025 (5 pages)
  - a. Each area should be about 83%, since we are 10 months into the year. I really do not see anything out of the ordinary at this time of the year. If you have any questions, or would like to get more detail, please reach out and I will be happy to go over it with you sometime.
4. Tax Bills: All of the documents required have been submitted to the County and they are working on getting everything put together and printing them. I anticipate they will go out in the mail close to December 15, 2025.
5. What else have we been doing:
  - a. Certifying names on the petition and the amended petition filed.
  - b. Completing course work as required by Wisconsin Elections Commission to recertify my access to the Election System
  - c. Payroll & Reporting
    - i. Reconciling End of Year
    - ii. Getting Ready to work on W-2', 1099', and Annual Reports
  - d. Accounting
    - i. Reconcile End of Year Accounts Payable
    - ii. Reconcile End of Year Accounts Receivable
    - iii. Reconciling Year-To-Date Budget Numbers
    - iv. Getting ready to close the year and move into 2026 and everything that entails.

**City of Richland Center - Finance Committee Council Payment Approval Report - December 2, 2025**

Item 4.

**Invoices Approved by Dept Head Entered into System between 11/05/2025 - 12/01/2025**

Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
ABT SWAYNE LAW LLC	11/25/2025	Legal: City Administrator / General	\$ 2,946.30				
ABT SWAYNE LAW LLC	11/25/2025	Legal: Common Council Legal Services	\$ 1,410.00				
ABT SWAYNE LAW LLC	11/25/2025	Legal: Economic Development - Developer Agreements	\$ 900.00				
ABT SWAYNE LAW LLC	11/25/2025	Legal: Ordinance / Traffic Legal Services	\$ 971.00				
<b>TOTAL</b>	<b>ABT SWAYNE LAW LLC</b>			\$ 6,227.30			
<b>TOTAL</b>	<b>AFLAC</b>			\$ 465.48		Payroll Related - EE W/Holding	
ALL AMERICAN DO IT CENTER	10/27/2025	PW/Streets: Scissor Lift	\$ 236.00		11/13/2025	Public Works	11/20/2025
ALL AMERICAN DO IT CENTER	11/5/2025	PW/Streets: Police Entrance Patch	\$ 37.47			Public Works	11/20/2025
ALL AMERICAN DO IT CENTER	10/28/2025	PW/Streets: Police Patch Supplies	\$ 68.97		11/21/2025	Public Works	11/20/2025
ALL AMERICAN DO IT CENTER	11/21/2025	PW/B&G: City Hall Ceiling Tiles	\$ 189.98				
<b>TOTAL</b>	<b>ALL AMERICAN DO IT CENTER</b>			\$ 532.42			
ALLIANT ENERGY/WPL	11/3/2025	PW/Airport: Terminal Building Utilities	\$ 125.69		11/13/2025	Public Works	11/20/2025
ALLIANT ENERGY/WPL	11/11/2025	Alliant Energy - St Hwy 80 Shelter Electricity - 112 KWH	\$ 19.89		11/21/2025	Public Works	11/20/2025
ALLIANT ENERGY/WPL	11/10/2025	Airport: Cty Hwy B Hanger	\$ 33.30		11/21/2025	Public Works	11/20/2025
ALLIANT ENERGY/WPL	11/10/2025	Airport: Cty Hwy B Runway Lt	\$ 210.92		11/21/2025	Public Works	11/20/2025
ALLIANT ENERGY/WPL	11/13/2025	PW/Streets: Street Lts 14-Walmart	\$ 17.33				
<b>TOTAL</b>	<b>ALLIANT ENERGY/WPL</b>			\$ 407.13			
<b>TOTAL</b>	<b>American Heritage Life Insurance Company</b>			\$ 167.12		Payroll Related - EE W/Holding	
AMAZON CAPITAL SERVICES	9/22/2025	Police: Enforcement / Investigation Supplies	\$ 82.39		11/13/2025		
AMAZON CAPITAL SERVICES	11/17/2025	Admin/City Office: Paper	\$ 46.99				
AMAZON CAPITAL SERVICES	11/17/2025	Admin/City Office: Paper (Certificate)	\$ 10.99				
AMAZON CAPITAL SERVICES	11/17/2025	Econ Development: Laptop Docking Station	\$ 190.97				
AMAZON CAPITAL SERVICES	11/19/2025	PW/Streets: OSHA Danger Sign	\$ 19.98			Public Works	11/20/2025
AMAZON CAPITAL SERVICES	11/14/2025	Police: Haning File Folders, Staples, and Desk Calendar	\$ 78.56				
AMAZON CAPITAL SERVICES	11/29/2025	PW/Streets: OSHA Danger Sign - Returned	\$ (19.98)				
<b>TOTAL</b>	<b>AMAZON CAPITAL SERVICES</b>			\$ 409.90			
<b>TOTAL</b>	<b>ASSURITY LIFE INSURANCE COMPANY</b>			\$ 86.31		Payroll Related - EE W/Holding	
ASCAP, American Society of Composers	11/20/2025	Admin: Annual License Fee	\$ 455.54				
<b>TOTAL</b>	<b>ASCAP, American Society of Composers</b>			\$ 455.54			
AUTO VALUE PARTS STORES	11/10/2025	PW/Streets: LED Warning Light	\$ 49.99			Public Works	11/20/2025
AUTO VALUE PARTS STORES	11/12/2025	PW/Streets: Vapor Canister Purge	\$ 51.99			Public Works	11/20/2025
AUTO VALUE PARTS STORES	11/14/2025	PW/Streets: GL Prime Green	\$ 64.74			Public Works	11/20/2025
AUTO VALUE PARTS STORES	11/14/2025	PW/Streets: 2017 Ford F-450 Engine Coolant/Gasket	\$ 16.48			Public Works	11/20/2025
AUTO VALUE PARTS STORES	11/17/2025	PW/Streets: GL Command Red	\$ 35.98			Public Works	11/20/2025
AUTO VALUE PARTS STORES	11/20/2025	PW/Streets: Truck #55 Relay Repair	\$ 17.48				
AUTO VALUE PARTS STORES	11/20/2025	PW/Streets: Truck #55 Belt Repair	\$ 73.99				
AUTO VALUE PARTS STORES	11/24/2025	PW/Streets: Truck #55 Belt Repair	\$ 19.00				
<b>TOTAL</b>	<b>AUTO VALUE PARTS STORES</b>			\$ 329.65			
AUTO ZONE	7/16/2025	Police: Squad Car Duralast Flex Overpaid	\$ (37.48)				
<b>TOTAL</b>	<b>AUTO ZONE</b>			\$ (37.48)			
		PW/Streets: Monthly Cylinder PW/Streets: Monthly Cylinder PW/Streets:					
BADGER WELDING SUPPLY, INC	10/31/2025	Monthly cylinder Rental Rentals	\$ 38.75		11/21/2025	Public Works	11/20/2025
<b>TOTAL</b>	<b>BADGER WELDING SUPPLY, INC</b>			\$ 38.75			
BFI Waste Services	10/31/2025	PW/Refuse: Garbage & Recycling Services / Transfer Station	\$ 889.92		11/21/2025	Public Works	11/20/2025
BFI Waste Services	10/31/2025	PW/Refuse: Garbage Services	\$ 16,808.60		11/21/2025	Public Works	11/20/2025

## City of Richland Center - Finance Committee Council Payment Approval Report - December 2, 2025

Item 4.

## Invoices Approved by Dept Head Entered into System between 11/05/2025 - 12/01/2025

Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
BFI Waste Services	10/31/2025	PW/Refuse: Recycling Services	\$ 5,706.85		11/21/2025	Public Works	11/20/2025
BFI Waste Services	10/31/2025	PW/Refuse: Landfill Roll Offs & Tonnage (32.93)	\$ 3,609.34		11/21/2025	Public Works	11/20/2025
BFI Waste Services	11/15/2025	PW/Refuse: Landfill Roll Offs & Tonnage (20.25)	\$ 1,678.82				
<b>TOTAL</b>	<b>BFI Waste Services</b>			\$ 28,693.53			
BINDL TIRE & AUTO, LTD	11/6/2025	PW/B&G: Tool Cat Tire Repair	\$ 28.50		11/21/2025	Public Works	11/20/2025
BINDL TIRE & AUTO, LTD	11/6/2025	PW/B&G: New Holland Tractor Tube	\$ 26.00		11/21/2025	Public Works	11/20/2025
<b>TOTAL</b>	<b>BINDL TIRE &amp; AUTO, LTD</b>			\$ 54.50			
BOARDMAN & CLARK LLP	11/21/2025	LEGAL: EMS Contract Review & Correspondance	\$ 3,650.00				
<b>TOTAL</b>	<b>BOARDMAN &amp; CLARK LLP</b>			\$ 3,650.00			
CAPITAL ONE	9/24/2025	CC/SC: WSRC Supplies	\$ (43.24)		11/13/2025		
CAPITAL ONE	11/10/2025	Police: Keyboard and Mouse	\$ 21.48				
CAPITAL ONE	11/17/2025	Police: Batteries	\$ 53.61				
CAPITAL ONE	11/20/2025	Police: Shop with a Cop Gift Card	\$ 300.00				
<b>TOTAL</b>	<b>CAPITAL ONE</b>			\$ 331.85			
CITY UTILITIES	11/5/2025	PW/Street Patch - Hillside Drive - Billed out through AR	\$ 5,940.00				
CITY UTILITIES	11/5/2025	Aquatic: 1 Poly Tube"	\$ 8.19			Park Board	11/24/2025
<b>TOTAL</b>	<b>CITY UTILITIES</b>			\$ 5,948.19			
COMPUTER DOCTORS LLC	11/12/2025	Ashley laptop work	\$ 75.00				
COMPUTER DOCTORS LLC	10/10/2025	Cisco Duo Security - 1 year edition (ex 10/2026)	\$ 72.00		11/21/2025		
COMPUTER DOCTORS LLC	10/10/2025	Veeam 1 yr license (exp 10/2026)	\$ 446.00		11/21/2025		
COMPUTER DOCTORS LLC	10/10/2025	Printer driver issues - municipal bldg	\$ 75.00		11/21/2025		
COMPUTER DOCTORS LLC	11/10/2025	Police: Cisco Duo Security 1-Year - Jared Wilson VPN	\$ 36.00				
<b>TOTAL</b>	<b>COMPUTER DOCTORS LLC</b>			\$ 704.00			
COMMUNITY FIRST BANK	10/1/2025	Debt Payment: 2018 CFB Loan - Interest Payment	\$ 4,926.13		10/1/2025		
<b>TOTAL</b>	<b>COMMUNITY FIRST BANK</b>			\$ 4,926.13			
ELLIOTT, JUDY	10/30/2025	Police: Richland Area Rescue - 7/31, 8/4, 8/24, 8/16, 8/25, 9/12	\$ 360.00		11/21/2025		
<b>TOTAL</b>	<b>ELLIOTT, JUDY</b>			\$ 360.00			
FERRELLGAS	10/24/2025	PW/Streets: Propane	\$ 40.00		11/21/2025	Public Works	11/20/2025
<b>TOTAL</b>	<b>FERRELLGAS</b>			\$ 40.00			
FRONTIER	11/1/2025	Police: Voice Grade Channel Termination	\$ 10.70		11/13/2025		
FRONTIER	3/1/2025	Police: Voice Grade Channel Termination	\$ 10.70		11/13/2025		
FRONTIER	11/9/2025	Airport (608-647-4237)	\$ 124.52			Public Works	11/20/2025
FRONTIER	11/8/2025	Frontier - Landfill Phone Line	\$ 112.78		11/21/2025	Public Works	11/20/2025
FRONTIER	11/9/2025	Airport (608-383-0969)	\$ 124.52			Public Works	11/20/2025
<b>TOTAL</b>	<b>FRONTIER</b>			\$ 383.22			
GENUINE TELECOM	11/1/2025	PW/Streets: phone	\$ 36.13		11/13/2025	Public Works	11/20/2025
GENUINE TELECOM	11/1/2025	PW/CC/SC: internet	\$ 316.65		11/13/2025		
GENUINE TELECOM	11/1/2025	Admin/City Office: fax	\$ 41.38		11/13/2025		
GENUINE TELECOM	11/1/2025	Admin/City office: line 1	\$ 13.89		11/13/2025		
GENUINE TELECOM	11/1/2025	Admin/City Office: line 2	\$ 36.88		11/13/2025		
GENUINE TELECOM	11/1/2025	Admin/City Office: mayor phone	\$ 35.38		11/13/2025		
GENUINE TELECOM	11/1/2025	Admin/City Office: assessor phone	\$ 35.38		11/13/2025		
GENUINE TELECOM	11/1/2025	Toruism: phone	\$ 35.38		11/13/2025		
GENUINE TELECOM	11/1/2025	Admin/City Office: data	\$ 140.00		11/13/2025		
GENUINE TELECOM	11/1/2025	Police: Telephone & Fax	\$ 149.02		11/13/2025		



## City of Richland Center - Finance Committee Council Payment Approval Report - December 2, 2025

Item 4.

## Invoices Approved by Dept Head Entered into System between 11/05/2025 - 12/01/2025

Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
<i>TOTAL</i>	<i>GENUINE TELECOM</i>			\$ 840.09			
<i>TOTAL</i>	<i>HEALTH COMPASS INC</i>			\$ 150.00		Payroll Related - EE W/Holding	
<i>TOTAL</i>	<i>INTERNAL REVENUE SERVICE</i>			\$ 37,645.34		Payroll Related - EE W/Holding	
Johnson Tractor Inc.	11/13/2025	PW/B&G: Chute, Disc - Misc Shop Supplies	\$ 400.43			Public Works	11/20/2025
<i>TOTAL</i>	<i>Johnson Tractor Inc.</i>			\$ 400.43			
KIESLER POLICE SUPPLY	11/12/2025	Police: SRT Training Rounds	\$ 480.41				
<i>TOTAL</i>	<i>KIESLER POLICE SUPPLY</i>			\$ 480.41			
<i>IWMTV</i>	<i>5/31/2025</i>	<i>GREATER RICHLAND TOURISM STREAMING TV ADVERTISING</i>	<i>\$ 1,249.97</i>				
<i>IWMTV</i>	<i>5/31/2025</i>	<i>GREATER RICHLAND TOURISM STREAMING TV ADVERTISING</i>	<i>\$ 2,499.98</i>				
<i>IWMTV</i>	<i>10/31/2025</i>	<i>GREATER RICHLAND TOURISM STREAMING TV ADVERTISING</i>	<i>\$ 2,499.98</i>				
<i>TOTAL</i>	<i>IWMTV</i>			\$ 6,249.93			
KLINGAMAN HEATING & COOL	10/30/2025	PW/B&G: Furnace Checks and Filters	\$ 1,550.00		11/13/2025	Public Works	11/20/2025
KLINGAMAN HEATING & COOL	10/30/2025	PW/B&G: Furnace Checks and Filters	\$ 167.40		11/13/2025	Public Works	11/20/2025
<i>TOTAL</i>	<i>KLINGAMAN HEATING &amp; COOL</i>			\$ 1,717.40			
KOELSCH, BEN	11/14/2025	Elected: Sponsor of Government Mtgs on You Tube (3 Council, 3 County, 1 School)	\$ 1,933.75				
<i>TOTAL</i>	<i>KOELSCH, BEN</i>			\$ 1,933.75			
LAMAR COMPANIES	11/24/2025	Admin/City office: Hwy 14 digital sign	\$ 500.00				
<i>TOTAL</i>	<i>LAMAR COMPANIES</i>			\$ 500.00			
LEAGUE OF WI MUNICIPALIT	11/17/2025	Admin: Annual League of WI Membership Dues - 2026	\$ 1,971.20				
<i>TOTAL</i>	<i>LEAGUE OF WI MUNICIPALIT</i>			\$ 1,971.20			
Liberty Vote USA Inc	11/5/2025	Admin: Elections: Annual License	\$ 498.30				
<i>TOTAL</i>	<i>Liberty Vote USA Inc</i>			\$ 498.30			
METCO, INC	11/25/2025	PW/Airport: Monthly Inspection - Nov 2025	\$ 100.00				
<i>TOTAL</i>	<i>METCO, INC</i>			\$ 100.00			
<i>Milwaukee Magazine</i>	<i>10/30/2025</i>	<i>Tourism: Marketing - Travel Section</i>	<i>\$ 900.00</i>		<i>11/13/2025</i>		
<i>TOTAL</i>	<i>Milwaukee Magazine</i>			\$ 900.00			
NAPA AUTO PARTS	11/5/2025	PW/B&G: Grapple Bucket Hesc Replacement	\$ 188.86			Public Works	11/20/2025
NAPA AUTO PARTS	11/10/2025	PW/Streets: Battery	\$ 384.79			Public Works	11/20/2025
<i>TOTAL</i>	<i>NAPA AUTO PARTS</i>			\$ 573.65			
NATURE'S WAY PORTABLE UNITS	11/30/2025	PW/B&G: Landfill Porta - 10/30 - 11/27/2025	\$ 168.00				
NATURE'S WAY PORTABLE UNITS	11/30/2025	PW/B&G: Park Portas - 10/30 - 12/01/2025	\$ 635.00				
<i>TOTAL</i>	<i>NATURE'S WAY PORTABLE UNITS</i>			\$ 803.00			
NORTH WOODS	11/10/2025	PW/Streets: Break Away Lubricant	\$ 293.96			Public Works	11/20/2025
<i>TOTAL</i>	<i>NORTH WOODS</i>			\$ 293.96			
PITNEY BOWES GLOBAL	11/10/2025	Admin: Postage Meter Lease (9/30/2025 - 12/29/2025_	\$ 192.30				
<i>TOTAL</i>	<i>PITNEY BOWES GLOBAL</i>			\$ 192.30			
PREMIER CO-OP	10/31/2025	PW/Streets: Fuel	\$ 2,845.51		11/21/2025	Public Works	11/20/2025
PREMIER CO-OP	10/31/2025	PW/B&G: Fuel	\$ 1,113.50		11/21/2025	Public Works	11/20/2025
<i>TOTAL</i>	<i>PREMIER CO-OP</i>			\$ 3,959.01			
RANDY OLSON TRUCKING LLC	10/31/2025	PW/Streets: Move Equipment - Loader from Sun Prairie	\$ 402.50		11/21/2025	Public Works	11/20/2025
<i>TOTAL</i>	<i>RANDY OLSON TRUCKING LLC</i>			\$ 402.50			
<i>TOTAL</i>	<i>RICHLAND CENTER POLICE PROFESSIONAL</i>			\$ 485.00		Payroll Related - EE W/Holding	
RICHLAND COUNTY AMBULANCE	11/10/2025	Admin/City Office: monthly service fee for Oct services	\$ 9,590.00				



## City of Richland Center - Finance Committee Council Payment Approval Report - December 2, 2025

Item 4.

## Invoices Approved by Dept Head Entered into System between 11/05/2025 - 12/01/2025

Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
<b>TOTAL</b>	<b>RICHLAND COUNTY AMBULANCE</b>			\$ 9,590.00			
RICHLAND ELECTRIC CO-OP	11/2/2025	PW/Parks: RC Flood Control	\$ 47.35		11/13/2025		
<b>TOTAL</b>	<b>RICHLAND ELECTRIC CO-OP</b>			\$ 47.35			
<b>TOTAL</b>	<b>RICHLAND CENTER UTILITIE</b>			\$ 14,187.01			
RICHLAND HOSPITAL, INC	10/21/2025	Police: lab work for investigation	\$ 710.00		11/21/2025		
<b>TOTAL</b>	<b>RICHLAND HOSPITAL, INC</b>			\$ 710.00			
RICHLAND OBSERVER	10/31/2025	Publications: 9/2/2025 Meeting Minutes (10/16/2025)	\$ 337.20		11/21/2025		
RICHLAND OBSERVER	10/31/2025	Publications: Zoning (10/16/2025)	\$ 108.75		11/21/2025		
RICHLAND OBSERVER	10/31/2025	Publications: Zoning Maple Grove (10/16/2025)	\$ 108.75		11/21/2025		
RICHLAND OBSERVER	10/31/2025	Publications: Ordinance #2025-08 (10/16/2025)	\$ 53.50		11/21/2025		
RICHLAND OBSERVER	10/31/2025	Publications: Zoning (10/23/2025)	\$ 123.75		11/21/2025		
RICHLAND OBSERVER	10/31/2025	Publications: Zoning Maple Grove (10/23/2025)	\$ 123.75		11/21/2025		
RICHLAND OBSERVER	10/31/2025	Publications: Street Garage Heater Replacement Bid (10/30/2025)	\$ 52.50		11/21/2025	Public Works	11/20/2025
<b>RICHLAND OBSERVER</b>	<b>9/30/2025</b>	<b>Tourism: Retail Display - A Color Fest (9/25/2025_</b>	<b>\$ 820.00</b>		<b>11/13/2025</b>		
<b>TOTAL</b>	<b>RICHLAND OBSERVER</b>			\$ 1,728.20			
RODRIGUEZ, JOEL M	11/12/2025	Police: Interpreter Services	\$ 56.25		11/21/2025		
<b>TOTAL</b>	<b>RODRIGUEZ, JOEL M</b>			\$ 56.25			
Savannah Moore	11/4/2025	PW/Parks: refund	\$ 135.00		11/13/2025	Park Board	11/24/2025
<b>TOTAL</b>	<b>Savannah Moore</b>			\$ 135.00			
SCHILLING SUPPLY COMPANY	11/5/2025	PW/B&G: Paper & Cleaning Products for Restrooms/Breakrooms	\$ 39.00		11/21/2025	Public Works	11/20/2025
SCHILLING SUPPLY COMPANY	11/5/2025	PW/B&G: Paper & Cleaning Products for Restrooms/Breakrooms	\$ 39.00		11/21/2025	Public Works	11/20/2025
SCHILLING SUPPLY COMPANY	11/5/2025	PW/B&G: Paper & Cleaning Products for Restrooms/Breakrooms	\$ 39.00		11/21/2025	Public Works	11/20/2025
SCHILLING SUPPLY COMPANY	11/5/2025	PW/B&G: Paper & Cleaning Products for Restrooms/Breakrooms	\$ 39.00		11/21/2025	Public Works	11/20/2025
SCHILLING SUPPLY COMPANY	11/5/2025	PW/B&G: Paper & Cleaning Products for Restrooms/Breakrooms	\$ 39.00		11/21/2025	Public Works	11/20/2025
SCHILLING SUPPLY COMPANY	11/5/2025	PW/B&G: Paper & Cleaning Products for Restrooms/Breakrooms	\$ 39.00		11/21/2025	Public Works	11/20/2025
SCHILLING SUPPLY COMPANY	11/5/2025	PW/B&G: Paper & Cleaning Products for Restrooms/Breakrooms	\$ 39.00		11/21/2025	Public Works	11/20/2025
SCHILLING SUPPLY COMPANY	11/5/2025	PW/B&G: Paper & Cleaning Products for Restrooms/Breakrooms	\$ 39.00		11/21/2025	Public Works	11/20/2025
SCHILLING SUPPLY COMPANY	11/11/2025	PW/B&G: Paper & Cleaning Products for Restrooms/Breakrooms	\$ 856.21		11/21/2025	Public Works	11/20/2025
<b>TOTAL</b>	<b>SCHILLING SUPPLY COMPANY</b>			\$ 1,168.21			
<b>TOTAL</b>	<b>SECURIAN FINANCIAL GROUP, INC</b>			\$ 1,579.88		Payroll Related - EE W/Holding	
TC AUTOWORKS LLC	11/4/2025	Police: 2022 Ram Brakes Replace	\$ 693.27				
<b>TOTAL</b>	<b>TC AUTOWORKS LLC</b>			\$ 693.27			
TEPLEY, KARIN	11/5/2025	Historic Preservation-Thompson Memorial - From Design Funds - Pool #04	\$ 107.38		11/13/2025		
TEPLEY, KARIN	11/5/2025	Historic Preservation-Thompson Memorial - From Design Funds - Pool #04	\$ 39.56		11/13/2025		
<b>TOTAL</b>	<b>TEPLEY, KARIN</b>			\$ 146.94			
US BANK	11/3/2025	Econ Development: Supplies	\$ 50.00				
US BANK	11/20/2025	Admin Personnel: JKoch Farewell Party	\$ 18.35				
US BANK	11/20/2025	Admin Personnel: JKoch Farewell Party	\$ 144.50				
US BANK	11/19/2025	CC/SC: Supplies	\$ 144.75			Park Board	11/24/2025
<b>TOTAL</b>	<b>US BANK</b>			\$ 357.60			
U S CELLULAR	11/10/2025	PW/Streets: 304-608-7179 Flood Warning Signals	\$ 40.81				
<b>TOTAL</b>	<b>U S CELLULAR</b>			\$ 40.81			
VERIZON WIRELESS	10/21/2025	POLICE: Cell Phones	\$ 592.96		11/13/2025		
<b>TOTAL</b>	<b>VERIZON WIRELESS</b>			\$ 592.96			

## City of Richland Center - Finance Committee Council Payment Approval Report - December 2, 2025

Item 4.

## Invoices Approved by Dept Head Entered into System between 11/05/2025 - 12/01/2025

Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
VIERBICHER ASSOCIATES, INC	11/11/2025	PW: Annual Dike Inspection	\$ 1,764.00				
<b>TOTAL</b>	<b>VIERBICHER ASSOCIATES, INC</b>			<b>\$ 1,764.00</b>			
VISA	10/31/2025	Tourism: Visa Finance Charges	\$ 12.27				
VISA	10/28/2025	Tourism: Meta Ads - Advertising	\$ 63.99				
VISA	9/28/2025	Tourism: OTC Brands - Glow Sticks	\$ 216.69				
VISA	10/28/2025	Tourism: Canoeecopia Hotel Room	\$ 328.62				
VISA	12/1/2025	Tourism: Visa Finance Charges	\$ 10.24				
<b>TOTAL</b>	<b>VISA</b>			<b>\$ 631.81</b>			
W C M A	11/13/2025	Admin: WCMA Membership Dues	\$ 172.50		11/13/2025		
<b>TOTAL</b>	<b>W C M A</b>			<b>\$ 172.50</b>			
WAL-MART	11/13/2025	Admin: License Overpayment-Class A Beer & Liquor	\$ 450.00		11/21/2025		
<b>TOTAL</b>	<b>WAL-MART</b>			<b>\$ 450.00</b>			
WALSH'S ACE HARDWARE	5/24/2025	PW/B&G: Tube Round Brass	\$ 19.50		11/13/2025	Public Works	11/20/2025
WALSH'S ACE HARDWARE	10/16/2025	PW?B&G: Batteries	\$ 10.06		11/21/2025	Public Works	11/20/2025
WALSH'S ACE HARDWARE	10/22/2025	PW/Streets: tamper Steel Handle	\$ 39.99		11/21/2025	Public Works	11/20/2025
WALSH'S ACE HARDWARE	10/29/2025	PW/B&G: Hex Bushing, Galv, Misc	\$ 2.60		11/21/2025	Public Works	11/20/2025
WALSH'S ACE HARDWARE	11/5/2025	PW/Streets: Leaf Vac Parts	\$ 21.94		11/21/2025	Public Works	11/20/2025
WALSH'S ACE HARDWARE	11/7/2025	PW/B&G: Chain Saw Oil	\$ 52.48		11/21/2025	Public Works	11/20/2025
WALSH'S ACE HARDWARE	11/7/2025	PW/B&G: Tire Gauge and Inflator Gun	\$ 6.30		11/21/2025	Public Works	11/20/2025
WALSH'S ACE HARDWARE	11/10/2025	PW/B&G: Adapter Downspout	\$ 7.28		11/21/2025	Public Works	11/20/2025
WALSH'S ACE HARDWARE	11/12/2025	PW/B&G: Lever Blw Gun, Tape, Plugs - Shop Supplies	\$ 29.54		11/21/2025	Public Works	11/20/2025
WALSH'S ACE HARDWARE	11/21/2025	Police: Cable Ties	\$ 6.68				
WALSH'S ACE HARDWARE	11/20/2025	PW/B&G: Concrete for Trailhead Signs	\$ 19.98				
WALSH'S ACE HARDWARE	11/20/2025	PW/B&G: City Hall Outside Lighting	\$ 8.99				
WALSH'S ACE HARDWARE	11/19/2025	PW/B&G: Shop Lights	\$ 119.97				
<b>TOTAL</b>	<b>WALSH'S ACE HARDWARE</b>			<b>\$ 345.31</b>			
WE ENERGIES	11/5/2025	Tourism: heat	\$ 37.61				
WE ENERGIES	11/5/2025	PW/CC/SC: COMMUNIT/SENIOR CENTER HEAT	\$ 93.10				
WE ENERGIES	11/5/2025	ADMIN/CITY OFFICE: MUNICIPAL BLDG HEAT	\$ 76.43				
WE ENERGIES	11/5/2025	PW/Streets: STREETS SHOP HEAT	\$ 45.16			Public Works	11/20/2025
WE ENERGIES	11/5/2025	PW/Parks: concessions bldg heat	\$ 9.24				
WE ENERGIES	11/5/2025	PW/Parks:pool heat	\$ 23.80				
WE ENERGIES	11/5/2025	PW/B&G: KROUSKOP PARK WARMING HOUSE HEAT	\$ 42.13			Public Works	11/20/2025
WE ENERGIES	11/6/2025	PW/CEMETERY: CEMETERY GARAGE HEAT	\$ 9.24			Public Works	11/20/2025
WE ENERGIES	11/5/2025	PW/Parks: PARKS GARAGE HEAT	\$ 33.52			Public Works	11/20/2025
<b>TOTAL</b>	<b>WE ENERGIES</b>			<b>\$ 370.23</b>			
WEX BANK	11/30/2025	POLICE: Vehicle Fuel	\$ 1,384.40				
<b>TOTAL</b>	<b>WEX BANK</b>			<b>\$ 1,384.40</b>			
<b>TOTAL</b>	<b>WI Deferred Compensation</b>			<b>\$ 1,363.62</b>		<b>Payroll Related - EE W/Holding</b>	
WI Dept of EE Trust Funds	11/5/2025	WRS WRS Additional Pay Period: 10/31/2025	\$ 70.00				
WI Dept of EE Trust Funds	11/5/2025	WRS WRS RETIREMENT Pay Period: 10/31/2025	\$ 2,876.61				
WI Dept of EE Trust Funds	11/5/2025	WRS WRS RETIREMENT Pay Period: 10/31/2025	\$ 2,876.61				
WI Dept of EE Trust Funds	11/5/2025	WRS PROTECTIVE W/ SS Employee Pay Period: 10/31/2025	\$ 2,470.16				
WI Dept of EE Trust Funds	11/5/2025	WRS PROTECTIVE W/ SS Employee Pay Period: 10/31/2025	\$ 5,334.81				
WI Dept of EE Trust Funds	11/13/2025	Health Insurance: December 2025 - Utility Portion	\$ 34,957.34		11/20/2025		

City of Richland Center - Finance Committee Council Payment Approval Report - December 2, 2025

Item 4.

Invoices Approved by Dept Head Entered into System between 11/05/2025 - 12/01/2025

Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
WI Dept of EE Trust Funds	11/13/2025	Health Insurance: December 2025 - City EE Portion	\$ 4,980.27		11/20/2025		
WI Dept of EE Trust Funds	11/13/2025	Health Insurance: December 2025 - City ER Share	\$ 51,092.03		11/20/2025		
WI Dept of EE Trust Funds	11/13/2025	Health Insurance: December 2025 - City Annuitants	\$ 2,981.18		11/20/2025		
WI Dept of EE Trust Funds	11/13/2025	WRS: Utility Portion 10-2025	\$ 14,876.70		11/28/2025		
WI Dept of EE Trust Funds	11/13/2025	WRS: Rounding 10-2025	\$ 0.03		11/28/2025		
WI Dept of EE Trust Funds	11/19/2025	WRS WRS Additional Pay Period: 11/14/2025	\$ 70.00				
WI Dept of EE Trust Funds	11/19/2025	WRS WRS RETIREMENT Pay Period: 11/14/2025	\$ 2,840.72				
WI Dept of EE Trust Funds	11/19/2025	WRS WRS RETIREMENT Pay Period: 11/14/2025	\$ 2,840.72				
WI Dept of EE Trust Funds	11/19/2025	WRS PROTECTIVE W/ SS Employee Pay Period: 11/14/2025	\$ 2,776.73				
WI Dept of EE Trust Funds	11/19/2025	WRS PROTECTIVE W/ SS Employee Pay Period: 11/14/2025	\$ 5,996.98				
TOTAL	WI Dept of EE Trust Funds			\$ 137,040.89		Payroll Related - EE W/Holding	
WI DEPT OF JUSTICE-CRIME	11/18/2025	Police: Background Checks	\$ 7.00				
WI DEPT OF JUSTICE-CRIME	11/18/2025	Police: Background Checks	\$ 7.00				
TOTAL	WI DEPT OF JUSTICE-CRIME			\$ 14.00			
TOTAL	WI DEPT OF REVENUE			\$ 6,447.72		Payroll Related - EE W/Holding	
WI DEPT OF REVENUE-AV FUEL	11/13/2025	Aviation Fuel Tax	\$ 17.40		11/20/2025	Public Works	11/20/2025
TOTAL	WI DEPT OF REVENUE-AV FUEL			\$ 17.40			
WIL-KIL PEST CONTROL	10/31/2025	PW/Refuse: pest control landfill	\$ 67.38		11/21/2025	Public Works	11/20/2025
WIL-KIL PEST CONTROL	10/31/2025	PW/CC/SC: pest control Meyer Shelter	\$ 67.38		11/21/2025		
WIL-KIL PEST CONTROL	10/31/2025	PW/CC/SC: pest control community center	\$ 81.56		11/21/2025		
WIL-KIL PEST CONTROL	10/31/2025	PW/Admin: Municipal Building Pest Control	\$ 67.38		11/21/2025	Public Works	11/20/2025
TOTAL	WIL-KIL PEST CONTROL			\$ 283.70			
TOTAL	WORKSITE SOLUTIONS			\$ 46.70		Payroll Related - EE W/Holding	
WPPI ENERGY	11/1/2025	LED Street Light Loan Payment 0% Int	\$ 421.62		11/28/2025		
WPPI ENERGY	11/30/2025	LED Street Light Loan Payment 0% Int	\$ 421.62				
TOTAL	WPPI ENERGY			\$ 843.24			
WPRA	11/1/2025	PW/CC SC: Membership Fees	\$ 150.00			Park Board	11/24/2025
TOTAL	WPRA			\$ 150.00			

TOTAL BILLS PRESENTED FOR APPROVAL:

	<b>\$ 296,628.81</b>
Tourism Fund	\$ 8,674.73
General Fund	\$ 287,954.08

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:

<https://www.lwm-info.org/FAQ.aspx?QID=447>



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### **13. What is “direct legislation” and what are its limits?**

Direct legislation is a process that allows citizens in cities and villages to submit a proposed ordinance or resolution to the community’s governing body for adoption or referral to a vote of the electors. Wis. Stat. § 9.20.

A petition for direct legislation must be signed by “[a] number of electors equal to at least 15 percent of the votes cast for governor at the last general election in their city or village.” Wis. Stat. § 9.20(1). Within 15 days of the petition being filed, the clerk must determine whether the petition and proposed legislation are sufficient. If not, petitioners may correct deficiencies within 10 days. When the petition or amended petition is sufficient and the proposed legislation is in sufficient form, the clerk shall forward it to the governing body immediately. Wis. Stat. § 9.20(3). The governing body “shall, without alteration, either pass the ordinance or resolution within 30 days following the date of the clerk’s final certificate, or submit it to the electors at the next spring or general election” if the election is more than 70 days after the common council or village board’s action on the petition or the expiration of the 30-day period, whichever occurs first. Wis. Stat. § 9.20(4). If there are 70 days or less before the election, the ordinance or resolution shall be voted on at the next election thereafter. Id. The mayor may not veto city ordinances or resolutions adopted under this procedure. Similarly, city and village ordinances or resolutions adopted under this procedure may not be repealed or amended for a period of two years, except by a vote of the electors although the governing body may submit a proposition to repeal or amend the ordinance or resolution at any election. Wis. Stat. § 9.20(8).

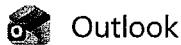
There are judicial limitations on the use of direct legislation. For information on limitations, see Elections FAQ 14.

**14. 14. Can direct legislation be used for any type of ordinance?**

No. Direct legislation authority is subject to four judicially implied limitations. A direct legislation ordinance:

1. must be legislative as opposed to administrative or executive in nature;
2. cannot repeal existing legislation (unless it is a charter resolution);
3. may not exceed the legislative powers conferred upon the governing municipal body; and
4. may not modify statutorily prescribed procedures or standards.

These judicial limitations are intended to “preserve municipal control over executive and administrative functions and protect the integrity of the statutory framework governing municipalities, while at the same time permit the proper invocation by electors of the direct legislation procedure provided by the statute.” *Mount Horeb Community Alert v. Village Board of Mt. Horeb*, 2003 WI 100, para. 18. If none of these limitations apply and the statutory requirements have been met, the city council or village board must comply with the directives of Wis. Stat. sec. 9.20 to adopt the proposed legislation or submit it to the electors for a vote.



## Ambulance Service

**From** Tricia Clements <tricia.clements@co.richland.wi.us>

**Date** Tue 11/25/2025 3:26 PM

**To** townofakan@gmail.com <townofakan@gmail.com>; henriettachair@yahoo.com <henriettachair@yahoo.com>; henriettatownclerk@gmail.com <henriettatownclerk@gmail.com>; Ashley Oliphant <ashley.oliphant@richlandcenterwi.gov>; Treasurer <treasurer@richlandcenterwi.gov>; Jean Nicks <jnicks2@icloud.com>; clerk@boazwi.gov <clerk@boazwi.gov>; sheila.kitsembel87@gmail.com <sheila.kitsembel87@gmail.com>; clerk@townofrockbridge.wi.gov <clerk@townofrockbridge.wi.gov>; clerk@tn.marshall.wi.gov <clerk@tn.marshall.wi.gov>; timwillis97@yahoo.com <timwillis97@yahoo.com>; clerk@tn.willow.wi.gov <clerk@tn.willow.wi.gov>; chair@daytonrcwi.gov <chair@daytonrcwi.gov>; clerk@daytonrcwi.gov <clerk@daytonrcwi.gov>; chairman@orionwi.gov <chairman@orionwi.gov>; clerk@orionwi.gov <clerk@orionwi.gov>; eagletownshiprc@gmail.com <eagletownshiprc@gmail.com>; richlandtownship.wi@gmail.com <richlandtownship.wi@gmail.com>; asmdairyfarmer@gmail.com <asmdairyfarmer@gmail.com>; clerk@villageofyuba.gov <clerk@villageofyuba.gov>

**Cc** David Turk <david.turk@co.richland.wi.us>

Hello,

As we prepare for the coming years, I would like to begin discussions regarding the future structure of the Ambulance Service for 2027. A meeting has been scheduled for **December 16, 2025, at 6:00 p.m.** in the **County Board Room**. The purpose of this meeting is to review options for the administrative oversight of the Ambulance Service beginning in 2027. One key topic will be the possibility of the municipalities forming a district to oversee and administer the service.

As you know, there were significant challenges throughout 2025 concerning the structure and operation of the Ambulance Service for 2026. At this time, we have nine signed contracts returned, two pending signatures (with both municipalities expected to approve them at their next meetings), one municipality that has selected another service, and one that remains unresponsive.

Please note that the county will not discontinue service at the end of 2025 even if the final municipality does not sign its contract. However, due to the continued lack of response from that municipality, the county has begun evaluating additional long-term options.

It is requested that one designated decision-maker from each municipality attend this meeting.

Tricia Clements  
County Administrator



Richland County  
181 W Seminary Street  
Richland Center WI 53581  
Phone 608-649-3001 | Fax 608-647-6611  
[tricia.clements@co.richland.wi.us](mailto:tricia.clements@co.richland.wi.us)



# CITY OF RICHLAND CENTER - AGENDA ITEM DATA SHEET

Item 9.

**Agenda Item:** Annual Taxi License Renewals (Chapter 101.26 Municipal Code)

**Requested & Presented by:** Misty Molzof, Deputy Clerk

**Meeting Date:** Common Council on 12-02-2025

**Committee Review:** None.

**Staff Review:** Misty Molzof, Deputy Clerk reviews application, Billy Jones, Police Chief reviews and runs background checks on all drivers, and police department performs inspection on vehicles.

**Requested Action:**

**COUNCIL:** Motion to approve 2026 Annual Taxi Licenses contingent upon completion of vehicle inspections and providing any further information as requested by the Police or City Deputy Clerk.

1. Richard Running, Running, Inc dba Richland Center Transit, 318 W Decker Street, Viroqua, WI 54665
  - a. Vehicles
    - i. 2022 Chrysler Voyagers White in Color
    - ii. 2022 Chrysler Voyagers White in Color
    - iii. 2022 Chrysler Voyagers White in Color
  - b. Drivers
    - i. Tad Brockus – Background Check Status– OK by Billy Jones
    - ii. Paula Chittenden – Background Check Status– OK by Billy Jones
    - iii. Lisa Ermilio – Background Check Status– OK by Billy Jones
    - iv. Torrey Hill – Background Check Status– OK by Billy Jones
    - v. Christopher Kanable – Background Check Status– OK by Billy Jones
    - vi. Terrance Banker – Background Check Status– OK by Billy Jones
    - vii. Irene Kilborg – Background Check Status– OK by Billy Jones
2. James (Tony) Burke III, Towne Taxi LLC, 22706 State Hwy 80, Richland Center, WI 53581
  - a. Vehicles
    - i. 2021 Chevrolet Malibu, White in Color
    - ii. 2019 Dodge Grant Caravan, White in Color
    - iii. 2024 Dodge Hornet, White in Color
  - b. Drivers
    - i. James A Burke III, – Background Check Status– OK by Billy Jones
    - ii. Melissa M Burke – Background Check Status– OK by Billy Jones
    - iii. Kurt V Bindl – Background Check Status– OK by Billy Jones



# CITY OF RICHLAND CENTER

## AGENDA ITEM DATA SHEET

Item 10.

**Agenda Item:** Audit Engagement for 2025

**Meeting Date:** Finance and Council on 12/2/2025

**Requested by:** Ashley Oliphant, City Administrator

**Background:** On an annual basis, the City of Richland Center undergoes a financial audit. Johnson Block & Company (JBC) has historically provided this service. To secure JBC's services for the fiscal year ending December 31, 2025, a formal engagement letter has been provided to the Common Council for consideration.

JBC will audit the financial statements of the governmental activities, each major fund, and the remaining fund information. The letter confirms that JBC will rely on the audit report of other auditors (Baker Tilly US, LLP who audit City Utilities) for the opinion on the business-type activities (electric, water, and sewer funds). In addition to the financial statement audit, the engagement includes nonattest services:

1. Preparation of the annual Financial Report Form to the Wisconsin Department of Revenue (DOR).
2. Compilation of the TID Annual Report(s).
3. Preparation of financial statements, maintenance of the capital asset schedule, and maintaining lease information.

Audit fieldwork has tentatively been scheduled for May 18<sup>th</sup> through May 20<sup>th</sup>.

**Recommendation:** Approve the Audit Engagement Letter with Johnson Block & Company, Inc. as presented, to ensure the timely start of the 2025 fiscal year audit and compliance with statutory requirements.

**Financial Impact:** Base Audit Fee of \$23,600. Additional Accounting Services (estimated): 24-42 hours at regular hourly rates, amounting to \$4,000-\$8,000. The average total cost of this service over the last six years has been \$27,311.

**Funding Source:** 2026 Budget - Auditing Fees – Acct # 10-51360-390

**Requested Action:**

**FINANCE:** Motion to recommend to the Council the approval of the Audit Engagement Letter with Johnson Block & Company, Inc. for the fiscal year ended December 31, 2025.

**COUNCIL:** Motion to approve the Audit Engagement Letter with Johnson Block & Company, Inc. for the fiscal year ended December 31, 2025, and authorize the City Administrator to sign the document.

**Attachment(s):** Audit Engagement Letter



November 17, 2025

The City Council  
City of Richland Center  
450 South Main Street  
Richland Center, Wisconsin 53581

The following represents our understanding of the services we will provide the City of Richland Center.

You have requested that we audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Richland Center, as of December 31, 2025, and for the year then ended and the related notes, which collectively comprise the City of Richland Center's basic financial statements. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. We understand that the financial statements of the electric, water and sewer funds will be audited by other auditors and we intend on relying on the report of the other auditors for the opinion of the business-type activities.

The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS), will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Accounting principles generally accepted in the United States of America, as promulgated by the Governmental Accounting Standards Board (GASB) require that certain required supplementary information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the GASB, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

- 1) Budgetary Comparison Schedule
- 2) Wisconsin Retirement System Schedules
- 3) Local Retiree Life Insurance Fund Schedules
- 4) Management's Discussion and Analysis (if prepared)

City of Richland Center  
Page 2

Supplementary information other than RSI will accompany the City of Richland Center's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and perform certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on the following supplementary information in relation to the basic financial statements as a whole.

- 1) Combining Fund Financial Statements
- 2) Individual Fund Financial Statements

The supplementary information referred to above will be presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information, which is the responsibility of management, will be subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. Our auditor's report will provide an opinion on the supplementary information in relation to the basic financial statements as a whole.

### **Auditor Responsibilities**

We will conduct our audit in accordance with GAAS. As part of an audit of financial statements in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.
- Obtain an understanding of the system of internal control in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

City of Richland Center  
Page 3

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Richland Center's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements of noncompliance may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

### **Compliance with Laws and Regulations**

As previously discussed, as part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we will perform tests of the City of Richland Center's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

### **Management Responsibilities**

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the basic financial statements in accordance with accounting principles generally accepted in the United States of America;
- b. For the design, implementation, and maintenance of the system of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements; and
- c. To provide us with:
  - i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the basic financial statements including the disclosures such as records, documentation, and other matters;
  - ii. Additional information that we may request from management for the purpose of the audit;
  - iii. Unrestricted access to persons within the entity and others from whom we determine it necessary to obtain audit evidence;
- d. For including the auditor's report in any document containing basic financial statements that indicates that such basic financial statements have been audited by us;
- e. For identifying and ensuring that the entity complies with the laws and regulations applicable to its activities;

City of Richland Center  
Page 4

- f. For adjusting the basic financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the basic financial statements as a whole; and
- g. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
- h. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
- i. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in the system of internal control and others where fraud could have a material effect on the financials,
- j. For the accuracy and completeness of all information provided,
- k. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information; and
- l. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility: (a) for the preparation of the supplementary information in accordance with the applicable criteria; (b) to provide us with the appropriate written representations regarding supplementary information; (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information; and (d) to present the supplementary information with the audited basic financial statements, or if the supplementary information will not be presented with the audited basic financial statements, to make the audited basic financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit.

***Nonattest Services***

With respect to any nonattest services we perform, at the end of the year, we agree to perform the following:

- Preparation of financial statements
- Maintenance of capital asset schedule
- Maintaining lease information, if requested or applicable

We will not assume management responsibilities on behalf of the City of Richland Center. However, we will provide advice and recommendations to assist management of the City of Richland Center in performing its responsibilities.

The City of Richland Center's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) designing, implementing, and maintaining the system of internal control, including the process used to monitor the system of internal control.

City of Richland Center  
Page 5

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards.
- The nonattest services are limited to the services previously outlined. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account coding and approving journal entries.

### **Reporting**

We will issue a written report upon completion of our audit of the City of Richland Center financial statements. We will make reference to Baker Tilly US, LLP's audit of the electric, water, and sewer enterprise funds, which present the amounts shown as the business-type activities, in our report on your financial statements. Our report will be addressed to the City Council of the City of Richland Center. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

### **Other**

We understand that your employees will prepare all confirmations we request and will locate any documents or support for any other transactions we select for testing.

If you intend to publish or otherwise reproduce the basic financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

City of Richland Center  
Page 6

### **Provisions of Engagement Administration, Timing and Fees**

We will maintain various physical, electronic, policy, and procedural safeguards to guard your information and personal data. We may communicate with you and /or store data through email, facsimile, third-party vendor secured portals or cloud environments, or other electronic means. If a more secure medium of communication is desired, we will provide you with various electronic alternatives. Electronic data that is confidential may be transmitted and/or stored using these methods and you authorize us to do so. Notwithstanding the security measures and safeguards employed by us and/or our third-party vendors, you accept that we have no control over the unauthorized interception or breach of communications and/or data. All confidential, proprietary, and personally identifiable information should be transmitted through secure means which we have available. We may communicate with you or your other representatives through unencrypted email and you authorize us to do so. Emails can be intercepted and read, disclosed, or otherwise used or shared with an unintended third party, or may not be delivered to each of the parties or persons to whom they were originally directed. As such we cannot guarantee emails will be read only by the intended recipient(s). In the event of a data breach, each of us agrees to notify each other in the most expedient time possible and without unreasonable delay. We specifically disclaim and waive any liability or responsibility whatsoever for the unauthorized interception and/or disclosure of confidential or proprietary information transmitted in connection with the performance of this engagement, except to the extent determined as a result from our gross negligence or willful misconduct.

Many banks have engaged a third party to electronically process cash or debt audit confirmation requests, and certain of those banks have mandated the use of this service. Further, such third-party confirmation requests processors also provide for the electronic (and manual) processing of other confirmation types (e.g. legal, accounts receivable, and accounts payable). To the extent applicable, the City of Richland Center hereby authorizes Johnson Block & Company, Inc. to participate in such confirmation processes, including through the third party's website (e.g. by entering the City of Richland Center bank account information to initiate the process and then accessing the bank's confirmation response), and agrees that Johnson Block & Company, Inc. shall have no liability in connection therewith.

Kevin Krynski, CPA is the engagement partner for the audit services specified in this letter. The engagement partner's responsibilities include supervising Johnson Block & Company, Inc.'s services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.



City of Richland Center  
Page 7

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses. Based on our preliminary estimates, the total fees and expenses should approximate the following:

Audit Fee      \$ 23,600

Additional accounting services to comply with Governmental Accounting Standard No. 34 annual reporting, preparing draft financial statements, and compliance with changes in auditing standards will also be billed at our regular hourly rates. We estimate that approximately 24-42 hours of additional time will be billed under this provision of our agreement.

Assistance related to GASB 68 will also be billed at our regular hourly rates.

This letter was prepared under the assumption that a single audit performed in accordance with the Uniform Guidance will not be required. If we are requested or required by governmental agencies to audit additional funds or programs not included in our proposal, our time performing these services would be billed at our standard hourly rates. The amount of time spent on a single audit is dependent on the type of major programs to be tested.

Our invoices for these fees will be rendered as work progresses and are payable upon presentation. In accordance with firm policies, work may be suspended if your account becomes 60 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, you will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination. Third-party confirmation providers for certain financial institutions may invoice us for responding to confirmation requests and we will pass those costs through to you.

The attached Addendums A and B, which are an integral part of this engagement letter, relate to our preparation of the Department of Revenue and TID annual reports.

During the course of the audit we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

We agree to retain our audit documentation or work papers for a period of at least seven years from the date of our report.

You agree to inform us of facts that may affect the basic financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.



City of Richland Center  
Page 8

At the conclusion of our audit engagement, we will communicate to the City Council the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

The audit documentation for this engagement is the property of Johnson Block and Company, Inc. and constitutes confidential information. However, we may be requested to make certain audit documentation available to regulators pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Johnson Block and Company Inc.'s personnel. Furthermore, upon request, we may provide copies of selected audit documentation to regulators. The regulators may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

#### **Changes in Accounting and Audit Standards**

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in this letter increases due to such changes, our fee may need to be adjusted.

City of Richland Center  
Page 9

## **Unanticipated Services**

We do not anticipate encountering the need to perform additional services beyond those described in this letter. However, below are listings of services considered to be outside the scope of our engagement. If any such service needs to be completed before the audit can proceed in an efficient manner, we will determine whether we can provide the service and maintain our independence. If appropriate, we will notify you and provide a fair and reasonable price for providing the service. We will bill you for the service at periodic dates after the additional service has been performed.

### Bookkeeping services

Bookkeeping services are not audit services. Bookkeeping services include but are not limited to the following activities:

- Preparation of a trial balance
- Account or bank statement reconciliations
- Capital asset accounting (e.g., calculating depreciation, identify capital assets for additions and deletions), unless previously agreed to as part of services to be provided
- Significant additional time spent calculating accruals
- Processing immaterial adjustments through the financial statements requested by management
- Adjusting the financial statements for new activities and new disclosures

### Additional work resulting from unanticipated changes in your organization or accounting records

If your organization undergoes significant changes in key personnel, accounting systems, and/or internal control, we are required to update our audit documentation and audit plan. The following are examples of situations that will require additional audit work:

- Deterioration in the quality of the entity's accounting records during the current-year engagement in comparison to the prior-year engagement
- Significant new accounting issues, significant changes in your volume of business or new or unusual transactions
- Changes in audit scope or requirements resulting from changes in your activities
- Erroneous or incomplete accounting records
- Implementation or adoption of new or existing accounting, reporting, regulatory, or tax requirements and any applicable financial statement disclosures

City of Richland Center  
Page 10

Please sign and return this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the basic financial statements including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,

*Johnson Block & Company, Inc.*

Johnson Block & Company, Inc.

RESPONSE:

This letter correctly sets forth our understanding.

Acknowledged and agreed on behalf of the City of Richland Center by:

Management Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Governance Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

City of Richland Center  
Page 11

## ADDENDUM A

We will perform the following services:

We will compile, from information you provide, the annual Financial Report Form to the Wisconsin Department of Revenue, for the year ended December 31, 2025. Upon completion of the compilation of the annual Financial Report Form, we will provide the City of Richland Center with our accountant's compilation report. If, for any reason caused by or relating to affairs or management of the City of Richland Center, we are unable to complete the compilation or if we determine in our professional judgement the circumstances necessitate, we may withdraw and decline to submit the annual Financial Report Forms to you as a result of this engagement.

### Our Responsibilities and Limitations

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America.

Our engagement cannot be relied upon to disclose errors, fraud, or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

### Management's Responsibilities

The City of Richland Center's management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, (ii) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements, (iii) preventing and detecting fraud, (iv) identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that the City of Richland Center complies with the laws and regulations applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making the City of Richland Center personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.

City of Richland Center  
Page 12

## ADDENDUM B

We will perform the following services:

We will compile, from information you provide the TID Annual Report(s) in accordance with requirements of the Wisconsin State Statutes for the year ended December 31, 2025. Upon completion of the compilation of the TID Annual Report(s), we will provide the City with our accountant's compilation report. If, for any reason caused by or relating to affairs or management of the City, we are unable to complete the compilation of if we determine in our professional judgement the circumstances necessitate, we may withdraw and decline to submit the TID Annual Report(s) to you as a result of this engagement.

### Our Responsibilities and Limitations

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America.

Our engagement cannot be relied upon to disclose errors, fraud, or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

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The City's management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, (ii) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements, (iii) preventing and detecting fraud, (iv) identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that the City complies with the laws and regulations applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making City personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.

# CITY OF RICHLAND CENTER

## AGENDA ITEM DATA SHEET

**Agenda Item:** HUD CPF Grant Project

**Requested & Presented by:** Econ Development Director Glasbrenner; Administrator Oliphant

**Meeting Date:** Finance Committee & Common Council - 12-02-2025

**Background:** In 2024, the City was awarded a U.S. Department of Housing and Urban Development (HUD) Community Project Funding Grant in the amount of \$2.5 million to support municipal infrastructure expansion.

- The grant was originally submitted to extend utility and roadway infrastructure on and around the future hospital site. Due to an extended project start timeline, we needed to reallocate the funds.
- Several potential reallocation projects were discussed, including Hive Drive improvements in collaboration with the High School, the Jefferson Street Redevelopment Area, and the Lamont Housing Subdivision.
- In a July Special Session, the Council approved allocating additional funding for housing infrastructure toward the Lamont project.
- Due to unforeseen delays with the Lamont Housing Subdivision, we are requesting your approval to shift our subdivision efforts to explore a collaboration with the County on developing a portion of the Old Campus site—a concept that was originally considered in 2021.
- Mayor Coppernoll and Director Glasbrenner reintroduced this concept to the County Campus Reconfiguration Committee at its November 19th meeting, where it was well received, though no official votes or decisions were made.
- A cost estimate prepared by Vierbicher Engineering indicates that the supporting infrastructure required for the Campus Subdivision would be approximately \$2.1 million.
- The Campus Reconfiguration Committee has indicated that they would like this item discussed further at their Dec. 17<sup>th</sup> meeting.
- Concept maps attached

**Department Recommendation:** Authorize City Administration and Economic Development to continue to work on the concept of a housing subdivision in collaboration with the County.

**Financial Impact:**

**Funding Source:** HUD CPF Grant B-24-CP-WI-2332

**Requested Action:**

**FINANCE:** Motion to recommend to Common Council to approve of the City Administration and Economic Development Departments collaborating with the County to explore a potential housing subdivision on a portion of the Old Campus site, and to incorporate the HUD Community Project Funding (CPF) Grant into the planning and funding strategy for this project.

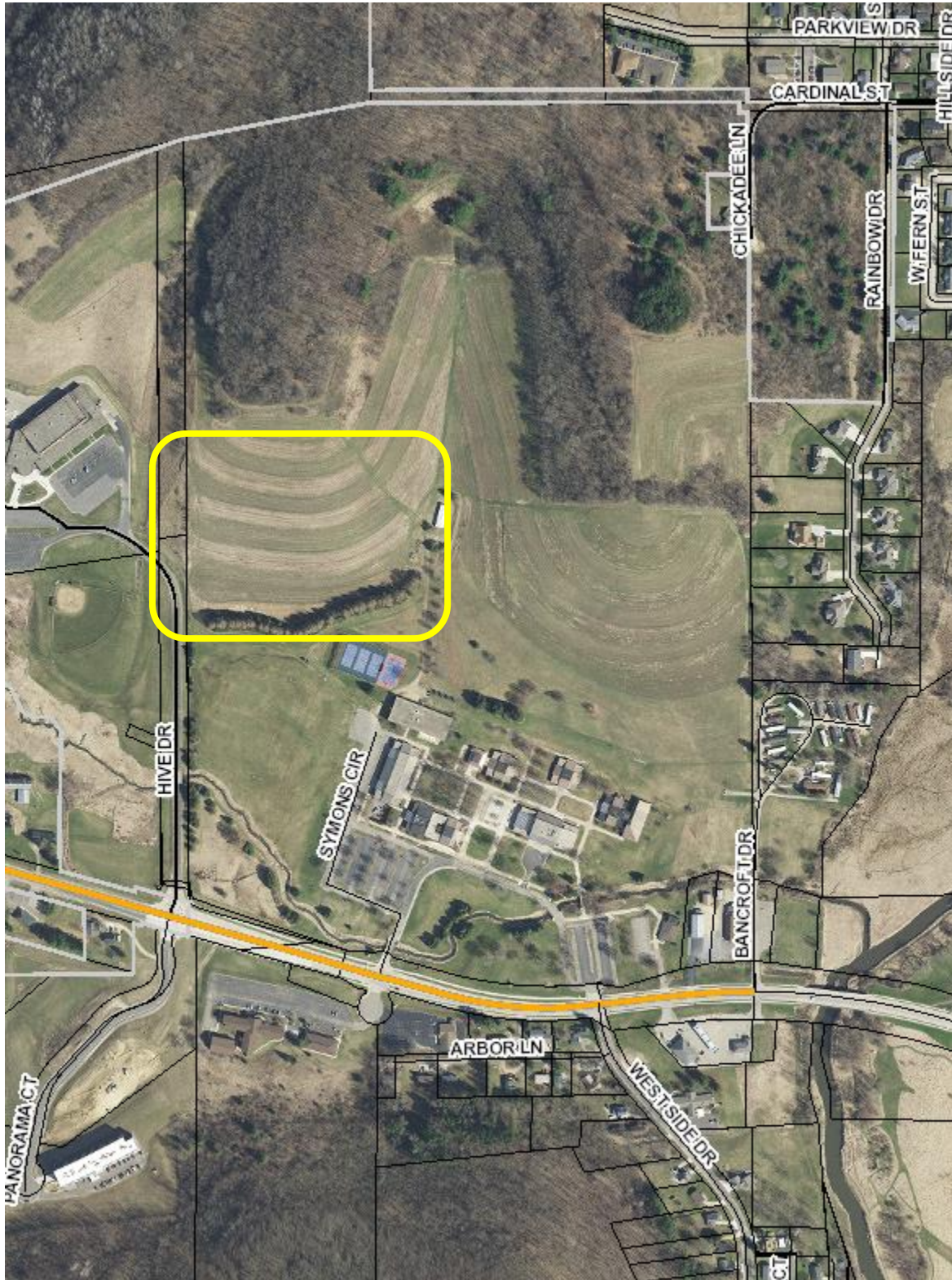
**COUNCIL:** Motion to approve of the City Administration and Economic Development Departments collaborating with the County to explore a potential housing subdivision on a portion of the Old Campus site, and to incorporate the HUD Community Project Funding (CPF) Grant into the planning and funding strategy for this project.

**Attachment(s):**

Conceptual Subdivision Map

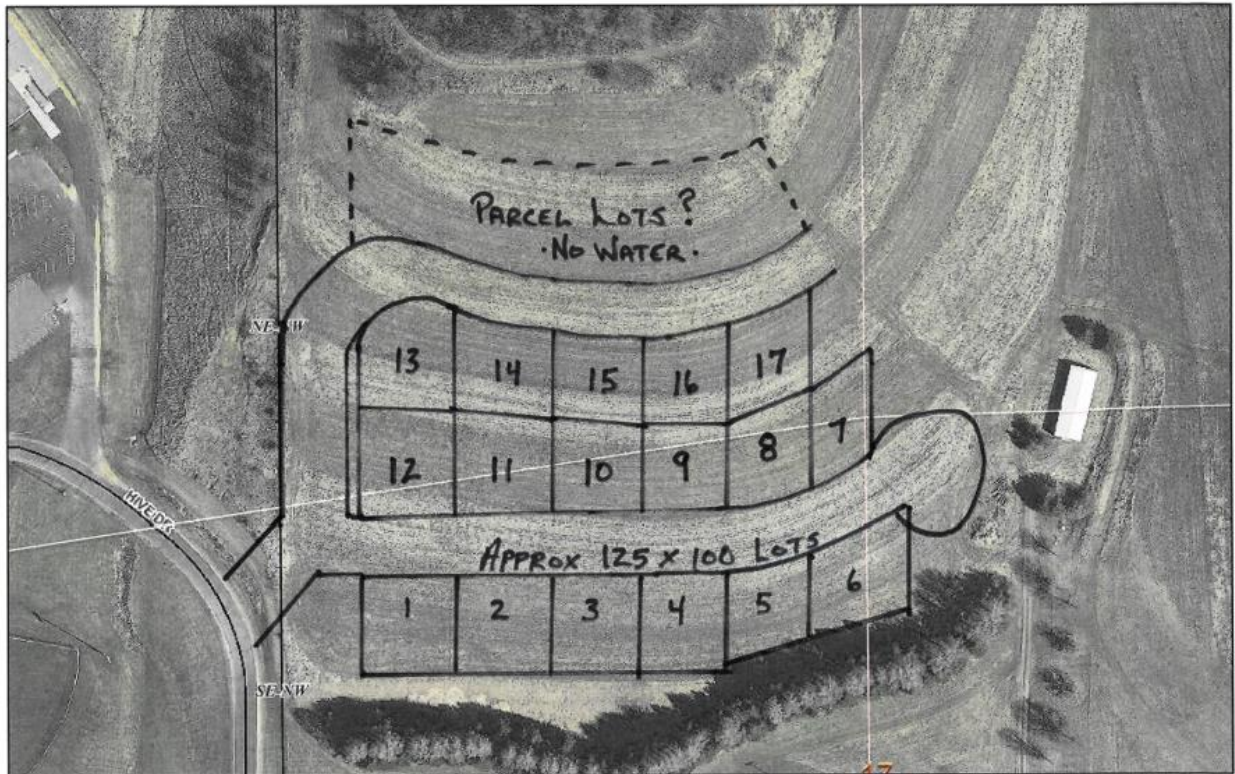
Vierbicher Estimate of Development Costs





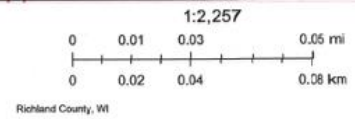


# ArcGIS Web Map



9/10/2021, 7:44:34 PM

- |                          |              |                |               |
|--------------------------|--------------|----------------|---------------|
| Municipalities           | Parcel Lines | Town Roads     | State Highway |
| Sections                 | Roads        | US Hwy         |               |
| Section Quarter Quarters | City Streets | County Highway |               |



ArcGIS Web AppBuilder  
Richland County, WI



Opinion of Probable Cost  
11/26/2025  
Housing Project on Old UW Campus

City of Richland Center

Bid Item Ref. No.	Description	Unit of Measure	Estimated Quantity	Unit Price	Item Total
<b>Street &amp; Site work</b>					
1	Mobilization	LS	1	\$ 65,000.00	\$ 65,000.00
2	Site Clearing & Grubbing	LS	1	\$ 2,000.00	\$ 2,000.00
3	Temporary Traffic Control	LS	1	\$ 1,500.00	\$ 1,500.00
4	Remove Existing Asphalt	SY	30	\$ 5.00	\$ 150.00
5	Common Excavation (Estimated 20,000 CY +/-)	LS	1	\$ 120,000.00	\$ 120,000.00
6	Strip, Salvage, & Re-Spread Topsoil (Estimated 15,000 CY +/-)(1ft deep)	LS	1	\$ 75,000.00	\$ 75,000.00
7	Excavation Below Subgrade (EBS) (Excavation Only)	CY	200	\$ 15.00	\$ 3,000.00
8	Base Aggregate Dense - 1 1/4"	TON	2700	\$ 17.00	\$ 45,900.00
9	Base Aggregate Dense - 3" (Includes Base for EBS)	TON	5500	\$ 17.00	\$ 93,500.00
10	Finish Grading In Prep. Of Stone Base	LF	1900	\$ 13.00	\$ 24,700.00
11	Sawcut Asphalt	LF	60	\$ 5.00	\$ 300.00
12	HMA Pavement - Upper Layer 1.75"	TON	675	\$ 120.00	\$ 81,000.00
13	HMA Pavement - Lower Layer 1.75"	TON	675	\$ 120.00	\$ 81,000.00
14	Asphaltic Tack Coat	SY	6700	\$ 0.60	\$ 4,020.00
15	Street Sign - Stop Sign (R1-1) and Street Name Assembly	EA	1	\$ 750.00	\$ 750.00
16	Restoration W/ Seed, Mulch, & Fertilizer	SY	38000	\$ 1.00	\$ 38,000.00
17	Inlet Protection - Type D	EA	12	\$ 200.00	\$ 2,400.00
18	Clear Stone Tracking Pad	TON	50	\$ 25.00	\$ 1,250.00
19	Silt Fence	LF	800	\$ 3.50	\$ 2,800.00
20	Concrete Sidewalk - 4"	SF	18500	\$ 5.80	\$ 107,300.00
21	Detectable Warning Fields	EA	12	\$ 375.00	\$ 4,500.00
22	Concrete Curb & Gutter - 30"	LF	3700	\$ 22.00	\$ 81,400.00
<b>Subtotal - Street &amp; Site work</b>					\$ 835,470.00
<b>Contingency (10%)</b>					\$ 83,547.00
<b>Professional Services (12%)</b>					\$ 110,282.04
<b>Total -</b>					\$ 1,029,299.04

Bid Item Ref. No.	Description	Unit of Measure	Estimated Quantity	Unit Price	Item Total
<b>Sanitary Sewer</b>					
23	Sanitary Sewer - 8" PVC	LF	2700	\$ 80.00	\$ 216,000.00
24	Sanitary Sewer - Connect to Existing	EA	1	\$ 1,500.00	\$ 1,500.00
25	Sanitary Sewer Televising	LF	2000	\$ 3.00	\$ 6,000.00
26	Sanitary Sewer - 48" Dia. Manhole	EA	8	\$ 6,000.00	\$ 48,000.00
27	Sanitary Sewer Service Lateral - 4" PVC	LF	600	\$ 60.00	\$ 36,000.00
28	Sanitary Sewer- 4" Wye Only	EA	17	\$ 400.00	\$ 6,800.00
29	Select Granular Backfill (Trucked-In)	CY	3000	\$ 15.00	\$ 45,000.00
<b>Subtotal - Sanitary Sewer</b>					\$ 359,300.00
<b>Contingency (10%)</b>					\$ 35,930.00
<b>Professional Services (12%)</b>					\$ 47,427.60
<b>Total -</b>					\$ 442,657.60

Bid Item Ref. No.	Description	Unit of Measure	Estimated Quantity	Unit Price	Item Total
<b>Water Distribution</b>					
30	Water main - 6" C-900	LF	100	\$ 80.00	\$ 8,000.00
31	Water main - 8" C-900	LF	1900	\$ 90.00	\$ 171,000.00
32	Water Main - Connect to Existing	EA	1	\$ 2,300.00	\$ 2,300.00
33	Gate Valves - 6"	EA	5	\$ 2,350.00	\$ 11,750.00
34	Gate Valves - 8"	EA	7	\$ 3,000.00	\$ 21,000.00
35	Styrofoam Insulation	EA	4	\$ 125.00	\$ 500.00
36	Water Service Lateral - 1" HDPE	LF	600	\$ 50.00	\$ 30,000.00
37	Water Service - Corporation, Curb Stop, Union, and Box	EA	17	\$ 550.00	\$ 9,350.00
38	Hydrant - New w/ Marker Flag	EA	5	\$ 6,600.00	\$ 33,000.00
39	Select Granular Backfill (Trucked-In)	CY	2350	\$ 15.00	\$ 35,250.00
<b>Subtotal - Water Distribution</b>					\$ 322,150.00
<b>Contingency (10%)</b>					\$ 32,215.00
<b>Professional Services (12%)</b>					\$ 42,523.80
<b>Total -</b>					\$ 396,888.80

Bid Item Ref. No.	Description	Unit of Measure	Estimated Quantity	Unit Price	Item Total
<b>Storm Sewer &amp; Storm Water Management</b>					
40	Storm Sewer - 12" RCP	LF	140	\$ 70.00	\$ 9,800.00
41	Storm Sewer - 15" RCP	LF	900	\$ 75.00	\$ 67,500.00
42	Storm Sewer - 18" RCP	LF	380	\$ 80.00	\$ 30,400.00
43	Storm Sewer - 24" RCP	LF	150	\$ 90.00	\$ 13,500.00
44	18" RCP Apron Endwall W/out Pipe Gate	EA	1	\$ 1,700.00	\$ 1,700.00
45	24" RCP Apron Endwall W/out Pipe Gate	LF	1	\$ 2,500.00	\$ 2,500.00
46	Storm Sewer Manhole - 48"	EA	2	\$ 4,250.00	\$ 8,500.00
47	Storm Sewer Curb Inlet - 2' x 3' Precast Box W/ Frame & Grate	EA	10	\$ 2,800.00	\$ 28,000.00
48	Stormwater Pond Outlet Structure	LS	1	\$ 10,000.00	\$ 10,000.00
49	Stormwater Management Pond	LS	1	\$ 40,000.00	\$ 40,000.00
<b>Subtotal - Storm Sewer &amp; Storm Water Mgmt</b>					\$ 202,100.00
<b>Contingency (10%)</b>					\$ 20,210.00
<b>Professional Services (12%)</b>					\$ 26,677.20
<b>Total -</b>					\$ 248,987.20
<b>Total - Housing Project</b>					\$ 1,719,020.00
<b>Contingency (10%)</b>					\$ 171,902.00
<b>Professional Services (12%)</b>					\$ 226,910.64
<b>Total -Housing Project</b>					\$ 2,117,832.64
<b>Cost Per Unit</b>					\$ 124,578.39

This Engineer's Opinion of Probable Cost is made on the basis of our experience and qualifications. It represents our best judgment as experienced and qualified design professionals based on our information available at the time the cost opinion is made. It should be recognized that Vierbicher Associates, Inc. does not have control over the cost of materials or services furnished by others, over market conditions, or contractors methods of determining their prices. Accordingly, Vierbicher Associates, Inc. cannot and does not guarantee that bids or actual costs will not vary from this opinion.

R:\Richland Center, City of\250923 - HUD Grant Administration\Admin and Marketing\2025-11-26 Housing Project on Old UW Campus OPC.xlsx\OPC

# CITY OF RICHLAND CENTER - AGENDA ITEM DATA SHEET

Item 12.

**Agenda Item:** Award Public Works Heater Replacement

**Requested & Presented by:** Darcy Perkins, Municipal Services Specialist

**Meeting Date:** Finance Committee and Common Council on 12-02-2025

**Committee Review:** Public Works Committee on 11-20-2025 – Motion by Schultz to recommend that the Finance Committee award the Public Works Heater Replacement project to Jelinek Plumbing & Heating at a cost of approximately \$5,550.00. Seconded by Walters. Motion carried unanimously by voice vote.

**Background:** The City issued a Request for Bids for replacement of the heater system at the Public Works Streets Garage. Staff contacted five local vendors directly and received one quote in response. The project is necessary to maintain safe and adequate heating for year-round operations at the facility.

Vendor	Cost
Jelinek Plumbing & Heating	\$5,550.00

**Department Recommendation:** Staff recommends award of the Public Works Heater Replacement project to the sole respondent, as outlined in the attached quote.

**Financial Impact:** Expenditure of approximately \$5,550.00.

**Funding Source:** The total cost of the heater replacement will be split between the following accounts: BLDG-PROP/BLDG REPAIR – 10-51850-460 & GARAGE/BUILDING REPAIR – 10-54100-460.

## Requested Action:

**FINANCE:** Motion to recommend that the Common Council award the Public Works Heater Replacement project to Jelinek Plumbing & Heating at a cost of approximately \$5,550.00.

**COUNCIL:** Motion to award the Public Works Heater Replacement project to Jelinek Plumbing & Heating at a cost of approximately \$5,550.00.

## Attachment(s):

- 2025 Public Works Department Heater Replacement Bid Request
- Jelinek Heater Bid Proposal\_11.13.25

*For Publication in the Richland Observer on 10/28.*

## **Request for Bids – Public Works Department Heater Replacement**

The City of Richland Center Public Works Department is requesting quotes for the replacement of one (1) tube heater at the Street Division facility located at 141 W. Robb Drive, Richland Center, WI.

The project includes:

- Remove existing nonfunctional tube heater
- Supply and install new Schwank or equivalent 155,000 BTU tube heater
- Include all necessary materials, connections, wiring, and venting
- Provide and operate lift or other required access equipment
- Complete installation in accordance with all applicable codes and standards

Contractors are encouraged to inspect the existing conditions before quoting. Access can be arranged by contacting Jason Koch at (608) 604-0563.

All other questions regarding this request should be directed to Darcy Perkins at 608-647-3466 Ext. 202 or [darcy.perkins@richlandcenterwi.gov](mailto:darcy.perkins@richlandcenterwi.gov).

**Bid Proposals must be submitted no later than 4:30 pm on October 31<sup>st</sup> and should be submitted electronically to [darcy.perkins@richlandcenterwi.gov](mailto:darcy.perkins@richlandcenterwi.gov). All proposals should be clearly labeled “2025 Public Works Department Heater Replacement.”**

The Finance Committee anticipates reviewing the bids on November 4<sup>th</sup> with final consideration by the Common Council thereafter. Work should commence promptly following City approval and be completed within two (2) weeks of award.

*The City of Richland Center reserves the right to reject any and all bids. All bids are subject to City Council approval. The City of Richland Center is an equal opportunity employer.*



105 Bowen Circle  
Richland Center, WI 53581  
(608) 649-7916  
jelinekph@gmail.com

Received via email  
11/13/25 8:30  
TP JLG  
Item 12.

November 12, 2025

Richland Center Street Department

**Bid Proposal: Install New Tube Heater**

- Schwank Tube Heater 155,000 BTU
- Lift
- Wire
- Gas
- Vent
- Labor

**Total.....\$5,550.00**

**Acceptance of Proposal:** The above price(s), specifications and conditions are satisfactory and are hereby accepted. Due to current market conditions, the above price is good for 30 days. After 30 days, Jelinek Plumbing & Heating reserves the right to re-bid this proposal. By signing below, you are authorizing Jelinek Plumbing & Heating to do the work as specified. Payment will be made as arranged by Jelinek Plumbing and Heating.

Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

# CITY OF RICHLAND CENTER

## AGENDA ITEM DATA SHEET

Item 13.

**Agenda Item:** 2026 Richland County EMS Contract

**Meeting Date:** Finance and Council on 12/2/2025

**Requested by:** Ashley Oliphant, City Administrator

**Background:** On 11/10/2025, the Council authorized the City Administrator to negotiate an EMS contract addressing the formation of a joint EMS district and the disposition of assets. The negotiated contract was to be presented to the Council for consideration at a future meeting.

Since this meeting, Attorney Hagen has been in communication with the County's attorney negotiating a revised contract. The County Attorney has provided feedback on the recommended changes. Negotiations have narrowed down to key issues:

1. **Effective Date & Joint District:** The City has requested the contract be backdated to allow for a levy limit adjustment affecting the 2026 budget. The County has reservations about backdating to 2025 but is willing to include the necessary language required by the Department of Revenue (DOR) to be considered a joint district thus allowing the City to utilize the levy adjustment. Awaiting more clarification from DOR before this matter can be finalized.
2. **Asset Commitment:** The County has expressed a willingness to include language that commits the assets to EMS services within the County beyond 2026, which fulfills the City's objective.
3. **Call Run Data:** An analysis of the 2021-2024 call run data was conducted to determine the Total Validated Calls average (used to determine municipal contributions). After adjusting for insufficient data, incorrect attributions to municipalities, county facilities, and calls with "N/A" Incident Numbers, a large discrepancy was identified. Clarification from the County was requested.

Summary of 2021-2024 Call Run Data					
	2021	2022	2023	2024	4 YR Avg
Total Calls	685	695	708	728	704
Total Validated Calls	674	688	588	725	668.75

**Recommendation:** Authorize the City Administrator to execute the final contract with the County regarding EMS services prior to January 1, 2026, subject to the following conditions being satisfied in the final version:

- Inclusion of provisions addressing joint district formation ensuring future levy adjustment eligibility.
- Commitment of EMS assets to County-wide service beyond the contract term.
- Utilization of agreed upon, accurate four-year call average in the financial calculations.

**Financial Impact:** The total 2026 using a four-year call average is expected to be \$150,468.75 to \$158,400.00.

**Funding Source:** 2026 Budget – Ambulance/Contracted Services – Acct # 10-52600-560

**Requested Action:**

**FINANCE:** Motion to recommend to the Common Council the authorization of the City Administrator to execute the final contract with Richland County regarding Emergency Medical Services (EMS).

**COUNCIL:** Motion to authorize the City Administrator to execute the final contract with Richland County for Emergency Medical Services (EMS) prior to January 1, 2026. This authorization is contingent upon the final contract incorporating the following conditions: the inclusion of provisions addressing joint district formation to ensure the City's future levy adjustment eligibility; a clear commitment of all relevant EMS assets to continuous service beyond the current contract term; and the utilization of the agreed-upon, accurate four-year call average in the final financial calculations and terms of the agreement

**Attachment(s):** None

# CITY OF RICHLAND CENTER

## AGENDA ITEM DATA SHEET

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Item 14.

**Agenda Item:** BID AWARD: Razing and Site Restoration, 695 N Chestnut St

**Meeting Date:** Finance and Council on 12/2/2025

**Requested by:** Ashley Oliphant, City Administrator

**Background:** Earlier this year, a Raze Order was issued by the Zoning Administrator for the building located at 695 N. Chestnut Street. The owner was ordered to raze the building within 90 days and failed to do so. After completing the notice requirements, the City may now raze the building and recover the associated costs through special assessments. An [invitation to bid](#) was posted and the required Class I Notice, as required for public construction projects, was published.

Due to a change in the publication schedule of the newspaper (holiday), the notice period was met as of today, allowing the Common Council to proceed with the award consideration tonight. However, the official Invitation to Bid set the submission deadline for all bids as December 4, 2025, at 4:00 PM. As a result of this timing discrepancy, not all anticipated bids have been received as of this meeting date.

The City Administrator requests authorization from the Common Council to allow the award to proceed following the December 4, 2025 deadline. The request is for authorization to award the contract to the lowest qualified bidder meeting all specifications, as soon as practicable after the final bid opening and subsequent evaluation. This will prevent unnecessary delays to the project timeline, which currently requires commencement within 15 days of the contract award.

**Financial Impact:** More than \$5,000 and less than \$25,000.

**Funding Source:** Pool 4 – Major Building Repairs (\$60,000 available balance)

**Requested Action:**

**FINANCE:** Motion to recommend to the Common Council to authorize the City Administrator to award the contract to the lowest qualified bidder meeting all specifications after the December 4, 2025 bid submission deadline.

**COUNCIL:** Motion to authorize the City Administrator to award Bid No. RAZE-2025-01 for the Razing of Structure and Site Restoration at 695 N. Chestnut Street to the lowest qualified bidder meeting all specifications, following the December 4, 2025 submission deadline.

**Attachment(s):** None



## INVITATION TO BID

### FOR RAZING OF STRUCTURE AT 695 N. CHESTNUT STREET, RICHLAND CENTER, WI

**Project Title:** Razing of Structure and Site Restoration at 695 N. Chestnut Street, Richland Center, WI 53581

**Bid Number:** RAZE-2025-01

**Date of Issue:** November 19, 2025

**Bid Due Date and Time:** December 4, 2025, at 4:00 PM

**Contact for Inquiries:**

City Administrator  
Municipal Building  
450 S. Main Street  
Richland Center, WI 53581  
Phone: (608) 647-3466  
Email: [ashley.oliphant@richlandcenterwi.gov](mailto:ashley.oliphant@richlandcenterwi.gov)



## 1. INTRODUCTION AND PROJECT DESCRIPTION

The City of Richland Center (the "City"), hereby invites sealed bids from qualified contractors for the razing and removal of the existing single-family residential structure located at 695 N. Chestnut Street, Richland Center, WI 53581 (the "Project Site"). The structure is a 708 square foot, 2-bedroom, 1-bathroom single-family home built in 1910.

This Project constitutes a public construction contract under Wis. Stat. §66.0901 and §62.15, with an estimated cost of more than \$5,000 but less than \$25,000. The contract will be awarded to the lowest responsible bidder, as determined by the City in its sole discretion, considering factors such as price, bidder qualifications, experience, financial responsibility, and compliance with all requirements. The City reserves the right to reject any or all bids, to waive irregularities, and to readvertise for bids if deemed in public interest. No bidder may withdraw their bid for at least 60 days after the bid opening.

Questions regarding the Project must be submitted in writing to the City Administrator no later than November 26, 2025; addenda will be issued if necessary and posted on the City's website.

Plans, specifications, and any other relevant documents (collectively, the "Contract Documents") are available for inspection and may be obtained at the City Clerk's Office or downloaded from the City's website at <https://www.richlandcenterwi.gov/rfps>. Bidders are solely responsible for verifying the completeness of the documents obtained.

## 2. SCOPE OF WORK

The successful bidder (the "Contractor") shall furnish all labor, materials, equipment, tools, transportation, utilities, and supervision necessary to perform the work in a good and workmanlike manner, in strict accordance with the Contract Documents, applicable laws, and industry standards. The scope includes, but is not limited to:

### 2.1 Razing



- Complete razing of the existing structure, including all above-grade and below-grade components (e.g., walls, roof, floors, foundations, footings, basement).
- No blasting or explosives shall be used; mechanical demolition methods only.
- Removal of all appurtenances, including but not limited to doors, windows, siding, plumbing, electrical fixtures, HVAC systems, and any attached structures (e.g., porches, stairways/steps).
- Contractor shall inspect for and properly abate any hazardous materials, including but not limited to asbestos-containing materials (ACM), lead-based paint, or universal wastes (e.g., mercury switches, fluorescent bulbs). If ACM is present, the Contractor must be certified by the Wisconsin Department of Health Services (DHS) under Wis. Admin. Code DHS 159 or subcontract with a certified firm. Notification to the Wisconsin Department of Natural Resources (DNR) is required at least 10 business days prior to starting demolition per Wis. Admin. Code NR 447.07.
- Compliance with federal regulations (e.g., 40 C.F.R. Part 61 NESHAP for asbestos) and Wisconsin statutes (e.g., Wis. Stat. Ch. 254 for lead).

## **2.2 Debris Removal and Disposal**

- Removal and legal disposal of all debris, rubble, and waste materials at a licensed facility.
- Separation and recycling of materials where feasible (e.g., metals, concrete) to minimize landfill use.
- No burning of debris on site.

## **2.3 Site Restoration**

- Backfilling of any basement or excavation areas with clean, compacted fill material meeting City specifications (e.g., suitable for structural support for future development).
- Removal of any private sidewalks, driveways, curbs, or utilities (e.g., capping sanitary sewer and water laterals).
- Grading the site to match adjacent elevations, ensuring positive drainage away from neighboring properties.
- Seeding and mulching the restored area per City standards.
- Installation of temporary erosion control measures (e.g., silt fences) during work, with final removal upon completion.
- Restoration of any disturbed public sidewalks, curbs, or gutters per City standards if impacted.

## **2.4 Permits and Utilities**

- Obtain all necessary permits, including raze permit from the City Zoning Administrator and any DNR approvals for environmental concerns.
- Coordinate disconnection and removal of utilities (electric, gas, water, sewer) with providers.
- Protect existing utilities and adjacent properties; repair any damage at Contractor's expense.

## **2.5 Timeline and Performance**

- Commence work within 15 days of contract award and complete within 15 days thereafter, subject to extensions for weather or unforeseen conditions.
- Work shall be performed during the hours of 7:00 A.M. to 6:00 P.M., Monday-Friday) unless otherwise approved.
- The City will provide access to the Project Site but makes no representations regarding site conditions. Bidders are responsible for conducting their own investigations, including soil tests if needed.

### **3. INSTRUCTIONS TO BIDDERS**

#### **3.1 Bid Submission**

- When submitted, Bids must be marked "Bid for Razing at 695 N. Chestnut Street – Bid No. RAZE-2025-01 and delivered to the City Clerk's Office or emailed to [Ashley.oliphant@richlandcenterwi.gov](mailto:Ashley.oliphant@richlandcenterwi.gov) by the due date and time. Late bids will not be accepted.
- Bids shall be firm for 60 days from the opening date.

#### **3.2 Bidder Qualifications**

- Bidders must have the ability to obtain necessary permits for the work and possess the capability to perform demolition/razing projects in compliance with all applicable rules and regulations.
- The City may request references or evidence of past performance for similar projects, submitted at least 5 days prior to the bid due date, at the City's discretion.
- Subcontractors must be listed in the bid; no substitutions without City approval.

#### **3.3 Examination of Site and Documents**

- Bidders are expected to examine the Project Site, relevant documents, and local conditions. Submission of a bid constitutes acknowledgment of no claim for extra compensation due to misunderstandings or site conditions.

#### **3.4 Modifications and Withdrawals**

- Bids may be modified by written addendum prior to the due date. Oral modifications are invalid.
- Bids may be withdrawn prior to the due date upon written request.

#### **3.5 Award and Execution**

- The City will evaluate bids and award the contract upon formal approval from the Common Council, as soon as practicable.
- The successful bidder must execute the contract within 10 days of award and provide evidence of compliance with Section 4.1.

### **4. GENERAL CONDITIONS**

#### **4.1 Insurance**

- Contractor shall maintain comprehensive general liability insurance (minimum \$1,000,000 per occurrence and \$2,000,000 aggregate, covering bodily injury, property damage and personal injury) and naming the City as additional insured. Certificates must be provided prior to starting work.

#### **4.2 Payments and Retainage**

- **Payment Schedule:** Given the expected completion within 15 days of commencement, the Contractor shall submit a single invoice for payment upon project completion, certified by the City's representative as meeting all contract requirements, including razing, debris removal, site restoration, and compliance with Wisconsin DNR erosion control guidelines.

#### **4.3 Changes and Disputes**

- Changes in work must be approved in writing.
- Disputes resolved by the City Administrator; appeals to the Common Council. Contractor waives claims not presented in writing within 10 days of occurrence.

#### **4.4 Safety and Environmental**

- Contractor responsible for site safety, traffic control, and protection of adjacent properties, per Wis. Stat. § 62.15(11).
- Comply with OSHA, EPA, DNR, and DHS regulations.
- Indemnification: Contractor shall indemnify and hold harmless the City from all claims arising from the work.

#### **4.6 Termination**

- City may terminate for cause (e.g., default) with 5 days' notice; Contractor compensated for work completed.
- Force majeure events excuse delays.

### **5. BIDDER ACKNOWLEDGEMENT**

Submission of a bid acknowledges that the Bidder has carefully examined the site, the Documents, and is fully familiar with all local conditions and applicable laws and regulations that may affect the cost or performance of the work. The Bidder confirms that the proposed pricing is inclusive of all costs.

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**THIS INVITATION TO BID IS ISSUED ON NOVEMBER 19, 2025.**

For any questions or clarification regarding the scope of work or bidding requirements, please contact the individual below:

Ashley Oliphant, City Administrator at (608) 647-3466 or [Ashley.oliphant@richlandcenterwi.gov](mailto:Ashley.oliphant@richlandcenterwi.gov)

**SUBMIT BIDS NO LATER THAN DECEMBER 4, 2025, AT 4:00 PM.**

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**Agenda Item:** A Resolution Adopting Updated Outdoor Recreation Plan

**Requested & Presented by:** Jodi Mieden, Parks & Recreation Director

**Meeting Date:** Common Council on 12-02-2025

**Committee Review:** Public Works Committee on 11-20-2025 – *Motion by Schultz to forward Resolution 2025-\_\_\_\_, regarding updating the Comprehensive Outdoor Recreational Plan, to the Park Board for review and recommendation to the Common Council. Seconded by Walters. Motion carried unanimously by voice vote.*

Park Board on 11-24-2025 – *Motion to recommend to the Common Council adoption of Resolution 2025-\_\_\_\_, regarding updating the Comprehensive Outdoor Recreational Plan.*

**Background:** The City of Richland Center’s Comprehensive Outdoor Recreation Plan provides the strategic framework for maintaining, improving, and expanding the City’s parks, trails, and outdoor recreation facilities. Updating the plan every five years is required to remain eligible for Wisconsin DNR Stewardship, LAWCON, and other state and federal recreation grants.

The 2026–2030 Comprehensive Outdoor Recreation Plan outlines a forward-looking strategy that responds to changing demographics, evolving recreation trends, and environmental challenges. It reaffirms the City’s commitment to:

- Equitable and ADA-accessible recreation spaces for all residents.
- Conservation and protection of environmentally sensitive areas.
- Trail connectivity within the City and to County systems to support alternative transportation and tourism.
- Strategic capital planning, maintenance scheduling, and responsible stewardship of public resources.
- Collaboration with the School District, Richland County, Southwest Partners, civic groups, and the broader community.

The plan highlights major accomplishments since 2021—including new playgrounds, athletic field upgrades, expanded pickleball facilities, refreshed branding, ADA kayak launches, and trailhead improvements—and establishes updated priorities aligned with the latest Wisconsin Statewide Comprehensive Outdoor Recreation Plan.

Overall, the updated plan provides a modern roadmap that balances recreation, environmental sustainability, tourism development, and community health while guiding policy decisions and supporting ongoing grant eligibility. It was developed in collaboration with the Park Board, Public Works Committee, and community stakeholders to reflect current needs, future growth, and priority improvement projects.

**Department Recommendation:** Staff recommends adoption of Resolution 2025-14 by the Common Council.

**Financial Impact:** No direct expenditure required; Approval maintains grant eligibility and supports future cost-sharing opportunities.

**Requested Action:**

**COUNCIL:** Motion to adopt Resolution 2025-14, regarding updating the Comprehensive Outdoor Recreational Plan, as presented.

**Attachment(s):**

- Comprehensive Outdoor Recreational Plan 2026-2030

City of Richland Center

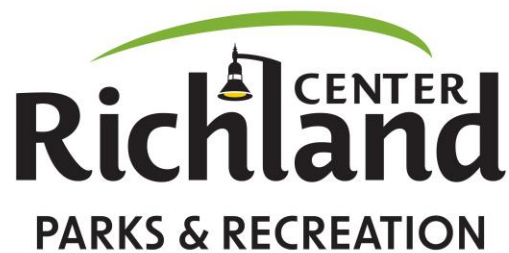
# COMPREHENSIVE OUTDOOR RECREATION PLAN

2026-2030

Prepared for Richland Center City Council by

Richland Center Park Board & Public Works Committee

DECEMBER 2, 2025



450 S. MAIN STREET,  
RICHLAND CENTER, WI 53581

**CITY OF RICHLAND CENTER  
RESOLUTION 2025-14**

**RESOLUTION ADOPTING UPDATED COMPREHENSIVE OUTDOOR RECREATIONAL PLAN**

**WHEREAS**, the City of Richland Center has historically maintained a Comprehensive Outdoor Recreation Plan to guide recreational planning and preserve eligibility for state and federal outdoor recreation funding programs; and

**WHEREAS**, to maintain the City's eligibility for Wisconsin Department of Natural Resources Stewardship, LAWCON, and other cost-sharing grant programs, this plan must be updated every five years; and

**WHEREAS**, the updated 2026–2030 Comprehensive Outdoor Recreation Plan for the City of Richland Center has been prepared through coordination with the Park Board, the Public Works Department, and community stakeholders; and

**WHEREAS**, the updated plan reflects sound planning principles, community-identified priorities, and long-range goals for the City's parks, trails, and outdoor recreation system;

**NOW, THEREFORE BE IT RESOLVED**, that the Richland Center City Council hereby goes on record to adopt the updated Comprehensive Outdoor Recreation Plan as the City's guide for future outdoor recreation improvements;

**BE IT FURTHER RESOLVED**, that the City requests the Wisconsin Department of Natural Resources to maintain the City of Richland Center's eligibility for participation in LAWCON, Stewardship, and other recreation-related grant programs for the duration of this five-year planning period.

**ADOPTED** by the Common Council of the City of Richland Center on this 2<sup>nd</sup> day of December by the following vote: AYES:\_\_\_\_\_, NOS:\_\_\_\_\_

CITY OF RICHLAND CENTER  
RICHLAND COUNTY, WISCONSIN

\_\_\_\_\_  
Todd Coppernoll, Mayor

Attest:

\_\_\_\_\_  
Misty Molzof, Deputy Clerk

# TABLE OF CONTENTS

<b>CHAPTER 1: INTRODUCTION AND PLANNING PROCESS</b>	<b>Page</b>
Plan Purpose .....	1
Summary of Past Plans and Achievements .....	2
Planning Process .....	3
Process Description .....	3
Amending the Plan .....	4
Summary .....	4
<b>CHAPTER 2: GOALS AND OBJECTIVES</b>	
Overall system .....	5
Goals and objectives .....	5-6
<b>CHAPTER 3: BACKGROUND INFORMATION</b>	
Planning Region .....	7
General Characteristics of the City .....	7
Physical characteristics of the Region .....	7-8
<b>CHAPTER 4: SERVICE STANDARDS</b>	
Recreation Open Space Standards .....	9-10
Recreation Facility Development Standards .....	10-11
Needs and Priorities Identified in SCORP .....	11
<b>CHAPTER 5: INVENTORY OF EXISTING RECREATIONAL FACILITIES</b>	
City Owned Property .....	12-15
County Owned Property .....	16-17
School Owned Property .....	17-18
Privately Owned Property .....	18
Map of City Facilities .....	19
Map of County Owned Facilities .....	20
<b>CHAPTER 6: THE ACTION PROGRAM</b>	
Service Area of Bike Routes and Community Park Facilities .....	22
Recommendations for Improving Richland Center's Park System .....	23-25
Capital Improvements Schedule .....	26
Operations and Maintenance Schedule .....	27-28
Map of Alternative Transportation for Pine River Trails .....	29-32
Map of Park Amenities .....	33

# CHAPTER 1: INTRODUCTION AND PLANNING PROCESS

## INTRODUCTION

This comprehensive outdoor recreation plan for the City of Richland Center is an expression of the community's recreation goals and objectives, as well as current and future needs and demands for recreational facilities. The intent of this document is to plan for the maintenance and improvement of Richland Center's recreational and open space resources by outlining a strategy to manage existing resources wisely and to develop new resources to meet future needs and demands.

Parks can serve a limited neighborhood area, a portion of the community, or the entire community or region and provide open space and facilities for outdoor recreation for residents and visitors. Open space can take the form of parks, greenbelts, wetlands, and floodplain. Open space can also serve many functions for a community other than recreation, such as the following:

- preservation of scenic and natural resources
- flood management
- protecting the area's water resources
- preserving prime agricultural land
- limiting development that may occur
- buffering incompatible land uses
- structuring the community environment

A well-designed park and facilities plan should incorporate private as well as public open space areas in the community. The development and continual updating of the outdoor recreation plan become an asset to a community and contributes to its stability and attractiveness.

## PLAN PURPOSE

The specific purpose of this plan is to guide the development and improvement of the City's outdoor recreation facilities over the next five years to meet the recreational needs and demands of the residents, as well as protect and enhance the City's natural and historical resources. By developing short-term plans and long-term goals, the city can identify and accommodate necessary changes to the parks, open space and outdoor recreational needs for the residents of Richland Center. The City is also able to identify areas where achievements have been made in previous plans and use these as guidelines for developing future plans.

Policy decisions made by the Richland Center Park Board, the Public Works Committee and the Richland Center City Council for park programs and improvements shall be guided by the goals, objectives, findings and recommendations of this adopted plan. Actual public policy decisions or choices are contingent on funding sources, new opportunities and ideas, changing growth patterns, budget priorities, and changing community needs and desires. For this reason, the plan should be reviewed annually, and a detailed update such as this should be completed every five years. Updating the plan every five years is also a requirement of the State of Wisconsin Department of Natural Resources for a community such as Richland Center to stay eligible for matching government funds for parkland acquisition and facility improvements. Just as importantly, the City of Richland Center needs to set a course of action for continued improvement of its parks and outdoor recreation system.



## SUMMARY OF PAST PLANS AND ACHIEVEMENTS

Most of the short-term recommendations from the 2021 Comprehensive Outdoor Plan have been completed, under the assistance of the Department of Buildings and Grounds. Additionally, several long-term recommendations identified in the previous plan have also been completed. All of city's Ash trees affected by the Emerald Ash Borer were removed from parks, boulevards and private residences, and many new varieties were planted in their place.

### **Krouskop Park**

Updated playground equipment and Generational Face-to-face swings and repainted spring toys.  
Removed failing storage sheds, upgrades to ball field lighting, new concrete for four dugouts.  
Constructed a 24-page Story walk in collaboration with the Brewer Public Library.  
Resurfaced the basketball court and added new posts, sand and nets for the volleyball courts.  
Fire rings were added to each campsite as well as refreshed gravel drive and pads.  
Installed informational signs donated by the Lions Club and a historical sign for a local resident politician.

### **North Park**

Upgrades to ball field lighting, two new dugouts and new roofs on two existing dugouts constructed in collaboration with RCYBS and RSD Building and Construction staff and students.  
Parking lot enhancements and refreshed gravel walking trails  
Cleared trees and brush away from outfield fences and footbridge

### **North Park Pond**

Tree and brush trimming and new aerators installed.

### **Lions Park**

Developed a remote-control racetrack.  
Fire rings were added to each campsite as well as refreshed gravel drive and pads.

### **Old Mill Pond Park**

Updated playground equipment, adding a Generational Face-to-face swing.  
Fire rings were added to each campsite as well as refreshed gravel drive and pads.  
Installed informational signs donated by the Lions Club.  
Trees planted in collaboration with the RSD students and teachers.

### **Wedgewood South Park**

New shelter donated by the Rotary Club.  
Installed new ADA kayak landing donated by a local family in memory of their loved one.

### **Downtown District**

Installed new garbage cans donated by the Lions Club. Established a designated bike route.

### **Pine River Recreational Trail**

Installed new trailhead signage donated by the Symons Foundation.

### **City Branding**

Installed new wayfinding signage city wide. Installed new brand signage at the entrances to the city.

### **Safe Routes to Schools**

Installed new paved and gravel trail access to schools in collaboration with Southwest Partners.

## PLANNING PROCESS

This section of the report will give a brief description of the sequence of events that will be taking place during the development of the Comprehensive Outdoor Recreation Plan. It will also describe the process that can be used to amend the plan.

## PROCESS DESCRIPTION

The City of Richland Center has had an outdoor recreation plan for many years. Department Heads will have a working session to update the inventory of city park and recreation areas. The need to update the City's goals and objectives to guide the recreation planning process will also be discussed.

Following that work session, an initial meeting will be held with the Richland Center Park Board to go over the state's planning guidelines for the outdoor recreation plan update and to discuss the recreation facility needs at each of the parks in the community. The committee will develop its goals and objectives, with input from the general public. The committee will review the inventory material prepared by the Recreation Director along with the help of the Public Works team. The committee will also review the listing of needs and priorities from the southern district of the state, identified in the State Comprehensive Outdoor Recreation Plan (SCORP), which will serve as a general guide when developing the local needs assessment. The recreation standards being used in the planning process will also be discussed, which include both the open space standards and the recreation facility standards supplied by the Southwestern Wisconsin Regional Planning Commission.

While the committee is going through the steps of assessing the recreation needs in each sector of the community, comments and suggestions from the public should be encouraged. The committee may also explore other opportunities for eliciting public comment, such as appointing a citizen advisory group or conducting a survey of recreation needs. The committee should also refer to the minutes and records of past meetings for information and ideas expressed regarding the park and recreation facilities needed.

During this public participation stage, the committee will come up with a comprehensive listing of park and recreation needs for the City and School District. The City's Recreation Director will work with school officials to identify any additional recreation facility needs the school district has identified in recent years, for inclusion in the plan. The need to acquire additional land and develop completely new facilities in areas of the community not presently served by a park will also be discussed. The various recommendations for upgrading and improving the City's park system will then be prioritized for inclusion in the "Action Program" portion of the report.

The City Recreation Director will then develop a preliminary draft of the updated comprehensive outdoor recreation plan, based on the recommendations of the Richland Center Park Board, the Southwestern Wisconsin Regional Planning Commission and citizens in the community. The Recreation Director, along with the help of the Director of Public Works will also assist with the preparation of materials pertaining to ADA requirements in each park, a capital improvements schedule for the recommended park improvements, and an operations and maintenance schedule to be included in the appendix of this report.

The updated report will then be reproduced in draft form and copies given to the members of the Richland Center Park Board and Public Works Committee for their review and approval. After suggesting any minor revisions to the report, the Parks Board will be asked to endorse the draft comprehensive outdoor recreation plan as their guide for future decisions related to park development in the City of Richland Center. They will also be taking action to recommend the draft plan, as revised, to the Richland Center City Council for adoption.

The final report will be reproduced and copies given to members of the Richland Center City Council for their review. They will also be given a copy of a proposed resolution recommending adoption of the plan as the City's official park and recreation plan for the next five-year period. Following adoption, the plan and resolution will be submitted to the Department of Natural Resources requesting re-certification for participation in the State's park and recreation cost-sharing programs.

## AMENDING THE PLAN

Plan amendments are common and should be considered part of the planning process. They frequently represent good implementation or plan usage and should be acceptable for consideration by local decision-makers. Amendments must follow the same process as when the original plan was prepared. Amendments generally prolong the effectiveness of the original plan.

The process, then, of amending the city's comprehensive outdoor recreation plan would involve several meetings with the Recreation Director, the Public Works Committee & Park Board, depending on the extent of changes that are being proposed in the amendment. At the least, there should be an opportunity for public input in the plan amendment process, a full and open discussion of the need for the amendment by the City Park Board, the development of a draft amendment that is reviewed and acted on by the committee at an official public meeting, the referral of the recommended amendment to the City Council for action, and finally, the adoption of the plan amendment by the Council.

This City Council action on the plan amendment should be by written resolution so that a copy of the resolution can be sent to the Department of Natural Resources for re-certification of the City's comprehensive outdoor recreation plan with the new provisions incorporated therein. The plan amendment will not be effective until a letter is received back from the Department of Natural Resources indicating their receipt and approval of the amendment.

## SUMMARY

When people talk about the places they love in the city or neighborhood, parks are typically at the top of the list. They are sources of civic identity and pride, and parks and recreation are also essential to the physical, economic, environmental, and social health of cities and their residents. Quality parks, along with schools and access to transportation, are typically the top three criteria people consider when choosing a place to live.

The plan provides a road map for system revitalization and expansion, fostering strong partnerships to create safe and welcoming parks and recreation facilities for the current community as well as for the future. Strong working partnerships were formed with residents of the City and County as well as Southwest Partners, to make these plans a reality. Social trends have continued to set high demands on time spent outdoors, and to continue to adapt we must provide recreational and alternative transportation opportunities that are easily accessible and safe, that entice the user to reconnect with nature, that promote active lifestyles and are family friendly on a multi-generational level. The accomplishments of the last five years are an excellent precursor to the best laid plans for the next five years.

## CHAPTER 2: GOALS AND OBJECTIVES

### OVERALL SYSTEM

This section of the plan presents the goals and objectives that are being used to guide the park and recreation program in the City of Richland Center. There are five basic goals that address the community-wide system of parks, encourage coordinated planning in the operation and improvement of the parks to create more welcoming spaces, and promote the conservation/enhancement of natural resources for recreational purposes.

The goals are followed by a listing of objectives. While each of the goals point toward a desired outcome, the objectives are more specific in terms of listing the types of things that need to be worked on to achieve the goal. The goals and objectives serve as a guide for the preparation of plans for specific improvements, policies and programs.

*Goal #1: Maintain a community-wide system of outdoor recreation spaces to ensure all current and future residents have safe and equitable opportunities to access them.*

Objectives:

1. Provide park and recreation facilities that adequately serve all areas of the community and accommodate all user groups.
2. Evaluate existing outdoor recreation facilities, schools and industrial parks to provide safe and adequate accessibility for pedestrians and bicycles, including street crossings, adequate lighting and visibility.
3. Ensure all outdoor recreation facilities and programs are in compliance with the Americans with Disabilities Act (ADA), identify inadequacies and create a transition plan for future compliance.

*Goal #2: Continue to promote a system of community parks that focuses on the conservation, protection and enhancement of natural resources in the community and make them available for recreational use.*

Objectives:

1. Consider environmental impacts when developing all types of outdoor recreational facilities.
2. Utilize sensitive environmental areas for passive recreation. Provide for buildings, intensive and active recreation in the least environmentally sensitive areas.
3. Preserve or acquire properties that are environmentally unique or sensitive, and allow for wildlife watching, whenever feasible. Ensure planning aligns with environmental sustainability goals.
4. Enhance and protect streams for water quality and develop creative stormwater management areas as we adapt to the ever-changing climate.

***Goal #3: Operate and conduct planning, acquisition and development in a way that respects and utilizes participation from the public, the school district, various civic groups, and takes advantage of the resources available at the county, regional and state levels.***

*Objectives:*

1. Continue to work with recreational users, neighbors, civic groups, the school district and other interested parties to determine park operation, planning and development.
2. Incorporate an equity analysis into the park planning process to eliminate potential redundancies and inadequacies in our park systems.

***Goal #4: Operate and improve the community park system and recreation facilities, in an efficient and organized manner.***

*Objectives:*

1. Use the community outdoor recreation plan to develop a capital improvements schedule/budget for guiding future park acquisitions and improvement projects.
2. Use city, county, state, federal, and private resources to develop and maintain high quality park and recreation facilities.
3. Utilize the skills and energy of city, county, and regional staff in facility planning, development and operation.

***Goal #5: Establish a trail system connecting city and county parks and promote tourism to the area.***

*Objectives:*

1. Continue to collaborate and support projects proposed by Richland County and work towards connecting city & county trails and routes.
2. Continue to cooperate with Richland County to market our resources to attract non-resident visitors who value those that may not be readily available to them.
3. Identify future funding sources available.

## CHAPTER 3: BACKGROUND INFORMATION

### PLANNING REGION

This section of the report will give a brief description of some of the social and physical factors affecting future recreational development in the City of Richland Center. These factors are important to understanding the community and its recreational needs and potential.

### GENERAL CHARACTERISTICS OF THE CITY

Richland Center is located in approximately the center of Richland County and is serviced by two principal highways – U.S. Highway 14 (east/west traffic) and State Highway 80 (north/south traffic). The population of Richland Center is expected to increase, despite slight population declines elsewhere in Richland County.

#### POPULATION TRENDS

1970	1980	1990	2000	2010	2015	2020	2025	2030	2040	2050
5086	4997	5018	5114	5184	5186	5193	5016	4513	3913	3301

[https://doa.wi.gov/Pages/LocalGovtsGrants/Population\\_Projections.aspx](https://doa.wi.gov/Pages/LocalGovtsGrants/Population_Projections.aspx).

Richland Center's population is expected to decline in the coming years, but its members continue to push forward to defy the projections by adding housing and new local business as well as increasing the tourism offerings of the region. A healthy industrial community, strong collaborations between City and County as well as the ever-growing Richland School District, the ability to provide centralized service and distribution of goods, the influx of rural residents for retirement, outdoor recreation activities, raising a family, economic reasons and new growth and housing development to both the east and west are all part of the vision. It is evident that Richland Center's reputation being a good place to live has attracted people from outside the city and county. Recent top scoring schools, bountiful indoor and outdoor recreation facilities, and a stable local government provide strong evidence that Richland Center is working hard to offer its citizens the "good life."

There is a direct relationship between population and the need for parks and recreational space. Predicting how the population might grow in the future provides important information about the amount of new parkland and recreational facilities that will be needed to serve the new populations. The City of Richland Center has had a stable population over the last 50 years. Since 1970, the population has grown by only 107 people. The highest ten-year period of growth in that time frame was between the years 1990 and 2000 when the population grew by 96.

### PHYSICAL CHARACTERISTICS OF THE REGION

To better understand the recreational needs and potential of the community, it is helpful to have an analysis of the physical environment of the region in which the community is situated. This section summarizes the natural resource base information for southwestern Wisconsin as compiled by the Southwestern Wisconsin Regional Planning Commission.

**Regional Settings:** Richland Center is in the five-county area of southwestern Wisconsin. The southwestern Wisconsin region occupies an area of nearly two and one-half million acres in the extreme southwestern corner of Wisconsin and includes the five counties of Grant, Green, Iowa, Lafayette and Richland. Except for the southeastern two-thirds of Green County, the region falls entirely within the so-called "Driftless Area" of



Wisconsin. Because of the lack of glaciation, streams have continued their weathering process, uninterrupted for many thousands of years, resulting in a complete absence of any natural lakes within the region.

**Climate:** The climate of Richland Center and the surrounding Richland County is continental and typical of the central areas of a continent in the middle latitudes; winters are relatively cold and snowy with extended periods of rain during the spring and autumn and intermittent periods of hot, humid summer weather. Air temperatures within the County are subject to large seasonal change and yearly variations. Precipitation in Richland Center and Richland County for the six-month period from April through September falls largely as rainfall and may range in intensity and duration from showers to destructive thunderstorms. The average snowfall for Richland County is about 40 inches annually. Prevailing winds are westerly in winter and southerly in summer.

**Topography:** Richland Center and the surrounding Richland County are located entirely within the Western Upland, a thorough dissected highland. The average elevation in Richland County is between 900 to 1200 feet above sea level, where the area immediately adjacent to the highland averages 600 to 900 feet in elevation. Aside from the Upland itself, the strongest topographic features of the region are the trenches of the Mississippi and Wisconsin Rivers and their numerous branches. One of the most dominant topographic features of the region is Military Ridge. The Ridge is the divide between the north flowing tributaries of the Wisconsin River and the south flowing streams tributary to the Rock and Mississippi Rivers. The entire region, except for the eastern half of Green County and a small portion of southeast Lafayette County, is characterized by rugged, steep-walled valleys and high relief. As mentioned earlier, the region is generally referred to as the Driftless Area which preserves a large sample of what the rest of Wisconsin, as well as the northern and eastern United States were like before the Glacial Period.

**Soils:** Throughout the Driftless Area the work of weathering has continued since long before the Glacial Period and has produced a deep mantle of residual soil. This forms a notable contrast with the remainder of the State, where the continental glacier scraped away nearly all the residual soil and left a sheet of transported soil. Generally, the solids of the region have been classified as the Grayish-Brown Unglacialized Silt Loam, hilly or steep. Their soils were formed from parent materials reflecting native vegetation such as prairie, oak-hickory, forestry and oak savannas. Their basic materials include clay residue from weathered limestone, weathered sandstone, loess and stream-laid sand and gravel. The latter occurs in valleys of large streams, while the first three are widespread. The entire southwest Wisconsin region is covered with a thick blanket of loess (windblown silt and sand). Over most of the region the loess is largely silt and is two to three feet thick. In addition, some sandy areas along the Wisconsin River have active dunes.

**Forests:** The southwestern Wisconsin region comprising Grant, Green, Iowa, Lafayette, and Richland Counties has an area of 2,380,900 acres of which 445,300 acres are classified as forestlands. A breakdown by percentage shows 18.71 percent of the region is classed as forestland and 81.29 percent is classed as non-forest land. In addition, there are 149,700 acres of land classed as wooded pasture in the non-forest category.

**Water Resources:** Two major rivers form boundaries of counties within the region. The Wisconsin River forms the northern boundary of Iowa and Grant Counties, and the southern boundary of Richland County; and the Mississippi River forms the western boundary of Grant and Crawford Counties. In addition, the area is transverse by several smaller rivers and streams that flow to either the Wisconsin or Mississippi Rivers. As mentioned above, there are no natural lakes in the region because the area was never covered by glaciers. However, there are a few man-made lakes in the region, most of which are in the state parks or other public recreation areas.

## CHAPTER 4: SERVICE STANDARDS

### RECREATION OPEN SPACE STANDARDS

The National Recreation and Park Association (NRPA) has endorsed a park and open space classification system which will serve as a guide throughout much of this plan. These standards pertain only to parks, recreation lands, and other open spaces discussed in this plan. Standards can be a good starting point or reference when determining a community's outdoor recreation land and facility needs, however each community's needs are different based on such factors as a community's demographic profile and what types of facilities and outdoor recreation priorities the citizenry deem important.

Resident input in the form of surveys and/or public hearings are also important when recreation and park planners look at future development and/or preservation of public lands. Based on recommendations from the DNR and Southwestern Wisconsin Regional Planning Commission, the standard of 12 acres of developed park lands/open space per 1,000 population is used throughout this plan. This figure is viewed as a target number when recreation and park planners analyze a community's park, recreation land, and open space composition.

NRPA's standards have been modified to more accurately define park, recreation land, and open spaces within the City of Richland Center. For example, NRPA recommends that a Neighborhood Park/Playground have a desirable size of 15+ acres. In Richland Center, most parks of this nature are in the 1 to 10-acre range. This has been noted in the definition section below. All parks, recreation lands, and open space under the jurisdiction of either the City of Richland Center and the Richland Center School District have been assigned one primary classification or code using the following titles and abbreviations: **(M-P) Mini-Park (a.k.a. Tot Lot); (NP/P) Neighborhood Park/Playground; (C/CP) City/County Park; (LP) Linear Park; (SU) Special Use Area.**

It should be noted that a particular site may contain one or more characteristics or components of another site. A definition of each type of park, recreation land and open space used in this plan is listed below:

#### **Mini-Park (a.k.a. Tot Lot) (M-P)**

Desirable/Typical Size: 1 acre or less

Service Area: One-eighth to one-fourth mile

Acres/1,000 Population: 0.5 to 1.0 acre

Use: Specialize facilities that serve a concentration of limited population or groups such as senior citizens or tots.

Site Characteristics: Within neighborhoods and in close proximity to concentrations of family housing or housing for the elderly.

#### **Neighborhood Park/Playground (NP/P)**

Desirable/Typical Size: 1 to 10 acres

Service Area: One-fourth to one-half mile radius

Acres/1,000 Population: 2 to 3 acres

Use: Area for intense recreational activities such as field games, court games, crafts, playground apparatus area, ice skating, picnicking, volleyball, etc.

Site Characteristics: Suited for intense development; easily accessible to neighborhood population; geographically centered with safe walking and bike access. may be developed as a joint school/park facility.



### **City/Community Park (C/CP)**

Desirable/Typical Size: 10 to 25+ acres

Service Area: One to two miles

Acres/1,000 Population: 6 to 8 acres

Use: Area of diverse environmental quality. May include acres suited for intense recreational facilities such as athletic complexes or large swimming pools. May be an area of natural quality for outdoor recreation such as walking, viewing, sitting and picnicking. May be any combination of the above depending upon site suitability and community need.

Site Characteristics: May include natural features, such as water bodies and areas suited for intense development. Easy access by all modes of transportation.

### **Linear Park (LP)**

Desirable/Typical Size: Sufficient width to protect resource and provide maximum use

Service Area: No applicable standard

Acres/1,000 Population: Variable

Use: Area developed for one or more varying modes of recreational travel or activity such as hiking, biking, snowmobiling, horseback riding, fitness trails/cross-country skiing and canoeing. May include active play areas.

Site Characteristics: Built or natural corridors such as utility or railroad right-of-way, bluff lines, vegetation patterns and roads that link other components of the recreation system or community facilities such as school, libraries, commercial areas and other park areas.

### **Special Use Area (SU)**

Desirable/Typical Size: Variable depending on type of facility

Service Area: Entire community

Acres/1,000 Population: Variable

Use: Areas for specialized or single purpose recreational activities such as golf courses, nature centers, marinas, zoos, conservancies, arboreta, display gardens, arenas, outdoor theatres, gun ranges, and downhill ski areas. Plazas or squares in or near commercial centers, boulevards, or parkways as well.

Site Characteristics: Located within the community.

In summary, NRPA standards recommend the following acreages be used as guidelines when a community is trying to determine how much land should be allocated for the various types of parks:

<b>Mini-Park (a.k.a. Tot Lot) (M-P)</b>	<b>0.5 – 1.0 acres per 1,000 population</b>
<b>Neighborhood Park/Playground (NP/P)</b>	<b>2.0 – 3.0 acres per 1,000 population</b>
<b>City/Community Park (C/CP)</b>	<b>6.0 – 8.0 acres per 1,000 population</b>

## **RECREATION FACILITY DEVELOPMENT STANDARDS**

Facility standards for the development of recreation facilities are like open space standards because they are expressed in facility units per population ratio. The purpose of evaluating a recreation system from a facility viewpoint, in addition to an open space viewpoint is to determine the amount of facility development needed in each recreation area.

Problems related to using facility development standards can be seen in the assumption of desired opportunities by the resident population. For example, an examination of the facilities standards may show that a horseshoe area is needed based on the municipality's population. In reality, it is possible that very few people in the community enjoy playing horseshoes, which may eliminate the need for this type of facility. Age, income, and education all contribute to people's recreational preferences, yet facility standards sometimes ignore these variables. Another problem with using standards is that they have been developed primarily for urban communities and have limited application to rural areas. Despite these problems, facility development standards have a place in recreation planning. Community leaders can use them to approximate the adequacy of their park systems.

A listing of recreation facility development standards, prepared by the National Recreation and Park Association, can be found in the appendix to this report (Appendix A).

## NEEDS AND PRIORITIES IDENTIFIED IN THE SCORP

The Wisconsin Department of Natural Resources has prepared a State Comprehensive Outdoor Recreation Plan (SCORP) which evaluates the recreation needs of the entire state as well as the six multi-county DNR districts. The five counties in the Southwestern Wisconsin Regional Planning Commission are all included in DNR's Southern District (a fourteen-county district). A statewide assessment of outdoor recreation needs was conducted as part of the planning process in preparing this report. Each type of outdoor recreation activity was given a priority ranking-either "high" priority, "medium" priority, or "low" priority for the state as a whole as well as for each DNR district.

The procedure used by DNR to assess the need for various types of recreational activities involved various steps, including: 1) a county-by-county supply analysis, 2) statewide citizen surveys, and 3) the factoring of regional trends based on District meetings. The objectives of the recreation needs assessment were: 1) to assist sub-state jurisdictions in planning for outdoor recreation development and land acquisition, 2) to act as one of many decision-making tools in the Open Space Selection Process, which determines where funds from outdoor recreation aid programs will be directed, and 3) to combine the views and expert opinions of outdoor recreation enthusiasts with the actual supply of recreation facilities in order to synthesize perceived and actual need.

Through the needs assessment process, priorities were established for the Southern District, which includes Richland County and the City of Richland Center. The recreation activities and their priority status as outlined in the SCORP report are as follows:

**High Priority:** Hiking, walking, and running trails; public shore access to lakes, rivers and streams; kayaking, and canoeing; play equipment; historic sites; dog parks; sport courts for tennis, pickleball, basketball, etc.

**Medium Priority:** Picnicking; disc golf, soccer, baseball and softball; swimming pools and splash pads; fishing and boat launches; camping; bicycling trails and mountain biking; ATV/UTV's and snowmobiles; nature centers, activities and areas.

**Low Priority:** Interpretive trails; hunting and trapping opportunities; horseback riding.

Local officials in Richland Center referred to the SCORP report as a general guide when conducting the assessment of local needs. In particular, the priority ranking of recreation needs for DNR's Southern District was most useful. A summary of DNR's listing of priority needs for the Southern District is included in the appendices to this report, for reference purposes (refer to Appendix B). The summary provides a brief discussion of each activity as prioritized in the above listing.

To determine what courses of action City Officials must take to provide a comprehensive recreation program, it is necessary to evaluate the effectiveness of existing areas and facilities in meeting demands for recreation. This section of the report provides an inventory of Richland Center's recreational facilities. The location of all parks and recreation areas is recorded on the map following this section.

### CITY OF RICHLAND CENTER OWNED PROPERTY

#### Krouskop Park (37.5 acres)

Krouskop Park is a park of citywide importance which also plays a major role in satisfying recreational demands of people residing elsewhere in Richland County. The park with the Pine River running through its center (12 1/2 acres on the north side and 25 acres on the south) provides many excellent recreation facilities for area residents.

The park contains a new family aquatic center that offers zero depth, water play activities, a lazy river, a tube slide, a diving board and a splash pad; a lighted athletic field complex that has fields for football, baseball, softball; one tennis court and 6 pickleball courts; one basketball full court (all lighted); an 18-hole Frisbee golf course; two sand volleyball courts; four horseshoe courts, picnic area with seven shelters, and over 100 picnic tables of which several are designed for use by disabled persons, two gazebos; a variety of playground apparatus; and new story walk trail. The park is ADA accessible. The park has several access points to the Pine River Trail as well as the Prairie Trails. Camping facilities have been developed, as well as an ADA canoe/kayak ramp.

A Community/Senior Center is located in the heart of Krouskop Park. It provides a multi-use facility with a well-equipped kitchen, a multi-purpose room for various events, a meeting room along with a Senior Center. The Parks and Recreation office is also located in the building. A considerable reach of the Pine River within the park boundaries allows easy water access for canoeing, fishing, and nature observation.

The Pine River dike provides Krouskop Park and the entire community with certain outdoor recreation opportunities not realized before. The top of the dike has been surfaced and signed for use as a multi-use recreational trail extending more than two miles through the entire length of the community (north/south direction). Ramps have been constructed to make the trail accessible for all. Krouskop Park is divided into four different areas-Krouskop Park, Krouskop Park East, Krouskop Park North, & Krouskop Park West.

This park hosts several special events including the annual Independence Day celebration. This celebration includes music, games, food and traditional fireworks display. Krouskop Park is also host to the Rotary Lights during the Thanksgiving and Christmas season. **CODE: C/CP**

#### North Park (12.5 acres)

North Park is located on the north side of the Pine River which is also divided by State Highway 80. This area was used previously as the city's solid waste disposal site. This park has one large shelter building that was converted to batting cages and one double shelter with concession stand in the middle, playground equipment, and a parking lot. Development of this park has alleviated some of the congestion being experienced in Krouskop Park. Soccer fields and two little league ball fields as well as a baseball field are also available. Part of North Park (on the north side) is undeveloped and will be reserved as a conservancy area for nature study, river trails and soccer fields. **CODE: C\CP**

**North Park Pond (3.5 acres)**

One important result of the Pine River dike project has been the development of a large drainage pond just north of the river to the west of State Highway 80. A picnic shelter with parking lot and ample picnic tables are available to rent for gatherings. The park area around the pond is graded and landscaped, and the pond has aerators and fountains. An ADA accessible walkway leading to a fishing pier allows everyone the opportunity to fish the stocked pond. A free youth fishing tournament is held annually at this facility.

**CODE: NP/P**

**Old Mill Pond Park (3.5 acres)**

This was the former site of the Community Center. The building has been removed but the site remains an area for activities, due to the central location. The site is located adjacent to the Pine River so the land next to the river is utilized as a canoe launching facility as well as fishing facilities. The banks of the Pine River have been rip rapped to prevent erosion. This area also overlooks planted prairies in the millpond area. A community garden has been established. An updated ADA accessible canoe / kayak landing was installed, a large shelter was constructed, and both camping sites with electricity and without electricity were developed over the past 4 years. The area park also has new playground equipment and a basketball hoop. The park links to the Pine River Recreational Trail as well as the Prairie Trails. **CODE: SU**

**Wedgewood Park (30 acres)**

This park was developed in the summer of 2004. It is divided into two parks, Wedgewood North and Wedgewood South. This land is adjacent to the Pine River, and has about 2 miles of hiking trails, fishing areas, picnic tables, benches, a picnic shelter, and a parking lot. A large sitting area with a perennial bed, adjacent to an apartment complex for the elderly is also available. In 2020 a new picnic shelter was built by the Rotary at Wedgewood South. **CODE: SU**

**West Side Park (3 acres)**

West Side Park is a linear neighborhood park located on the west bank of the millpond. It offers brand new playground equipment for recreational use. It also contains one end of the Mapleside Walking Bridge that provides west side residents access to the schools and business enterprises located in eastern Richland Center.

This park is home to a large perennial flower garden with benches, trails, and trellis and links to the Pine River Recreational Trail, as well as the prairie trails, that run over two miles along the river. **CODE: NP/P**

**Strickland Park (0.30 acre)**

This is a small neighborhood park and playground which is surrounded by residential property. It also provides access to a hiking trail, which connects with the trail located on Miner Hill. This park could benefit from a smaller shelter with picnic tables. **CODE: NP/P**

**Miner Hill Trails Park (50 acres)**

Miner Hill bluff overlooks the city from its east side. The bluff features several trails that take hikers to five scenic overlooks, wooded areas, open meadows, and an old quarry site. Trailheads are on Court Street, County Highway N and Strickland Park, where parking area is available. All trail overlooks are railed, and the trail itself is complete with signs. Several improvements were made to this park in recent years, including the addition of picnic facilities, improved fencing, and the opening of new areas for scenic overlooks. Plans continue to be made to improve the picnic area and to promote this area for hiking and picnicking. A special point of interest is a dynamite shack, built and used in the 50's and 60's. **CODE: LP**

### Lions Park

Lions Park is located on HWY 80 North and is near the Pine River and has an easy access point with a canoe/kayak landing, along with two campsites and a remote car dirt track. A picnic shelter and volleyball court are on site. **CODE: NP/P**

### Woodman Happy Tails Dog Park

Woodman Happy Tails Dog Park is located at 151 Industrial Drive and was completed in July of 2017. The park is approximately 2 acres in size and includes shaded rest areas for dogs and their owners, benches, along with a dog friendly drinking fountain and waste receptacles. There are separate areas for large and small dogs to play safely. A shelter was constructed for gathering with friends. **CODE: SU**

### Dike Project (approximately 65 acres)

In the early 1990's, the City of Richland Center and the State of Wisconsin constructed a dike system from the very North side of the town to the South side. This dike was built to alleviate the flooding that happened almost yearly. The ground maintenance of this dike has been maintained by the Parks and Grounds Department since the fall of 2003. Maintenance involves mowing, caring for over 1000 bushes and 300 trees, over four miles of fence, lighting, as well as the walking/biking trail that is on top of the dike. Changeover to LED lighting has begun from Highway 80 N to Highway 14 W. **CODE: SU**

### Pine River Prairie Trails

A 6-mile walking trail along the Pine River beginning at County AA and ending at Bohmann Drive features 5 canoe ports and 5 fishing platforms. Plans are to enhance the Pine River by adding rip rap to increase trout habitat. Cross-country skiers, snowshoers and fat bikers use these trails for winter. **CODE: SU**

### City of Richland Center Prairie (37 acres)

A prairie restoration project was started in 2003 in the drained lakebed next to the Pine River. Half of the 37 acres on the south side were randomly planted with a variety of native prairie flowers. A wildlife scrape was added to the north part of the lakebed. A semi-prairie and wildlife watching area, with some walking trails throughout have been established that connect to the Pine River Recreational Trail. **CODE: SU**

### Ocooch Living History Center & Gardens

Through a grant, the gardens were created composed of low maintenance plants including hostas, iris, tree peonies, poppies tulips, daffodils, and daylilies, creating a long blooming season. This was created to be a botany garden of the highest aesthetic value, including two water features. Included in the center are 23 signs to interpret the natural and Native American culture of the area. **CODE: SU**

### Ocooch Mountain Recreation Trails

This area of 112 acres is located near the Armory, at 1350 Peebles Drive. There are currently several recreation trails of over three miles that are for mountain biking, running and hiking in the warmer months, then in the colder months, cross-country skiing and snowshoeing. The trails are signed and easily followed. Future development of additional trails in this hillside park is ongoing. **CODE: SU**



A gravel/partially paved trail from the Richland Middle School north property line along State Highway 80 to the intersection at US Highway 14. Easements were signed and recorded at the Richland County Register of Deeds. Construction of a gravel base in 2021. It is anticipated to apply for grant funding so the rest of the trail can be paved and a gravel-based trail extension between the Richland Middle School and Doudna Elementary can be constructed. This trail extension would cross a wooden snow mobile trail bridge over the Pine River. **CODE: SU**

**City of Richland Center Urban Forestry Department**

The City of Richland Center has adopted a very aggressive and proactive Urban Forestry Department. A tree board to oversee the activities of the forestry department was established in 1998. Their mission statement is to: coordinate community forestry issues in Richland Center, develop comprehensive forestry policy recommendations for Richland Center, develop educational efforts on proper tree management, seek public and private funding for community forestry management, coordinate demonstration projects, and integrate natural resource issues into local and regional planning efforts. Richland Center Tree Board activities are funded through the city budget. The board has also received generous grants from the Department of Natural Resources. Tree Board activities have been educational and of direct benefit to the community. The tree board is made up of three city council members, one city employee and one citizen city resident governed under City Ordinance Chapter 301. The Parks, Recreation and Grounds department is governed under City Ordinance Chapters 701, 702, 703 and 704. A copy of this ordinance is available upon request at the City Clerk's office. **CODE: SU**

**City of Richland Center Community Forest (450 acres)**

The City of Richland Center owns and manages 450 acres of forest surrounding the city. In 2008, this forest was enrolled in the State Community Forest program. This program gives the city services from the state to aid in management, technical assistance, and planting and harvesting services. **CODE: SU**

**City of Richland Center Arboretum (6 acres)**

The City Arboretum was established in 2003 with matching funds from an Urban Forestry DNR Grant. At that time, 134 trees of 71 different species were planted. Since then, the arboretum has been expanded to 200 trees and over 100 shrubs. The arboretum is designed for self-guided tours 7 days per week. Each tree is labeled with a brief explanation. **CODE: SU**

**Richland Center Cemetery (34 acres)**

Maintenance includes over 350 trees and shrubs, mowing, and approximately 75 burials a year. The cemetery contains over 12,000 stones and monuments. The department works closely with the area monument companies so that stones are erected within our guidelines. Plans are underway to begin a monument repair program, as many stones and foundations (most very old ones) are in dire need of repair. Approximately 100 American Arborvitae were planted in 2005 along the North boundary line of the new Memorial section of the cemetery. A cremation memorial garden was developed with a centralized monument. **CODE: SU**

**Stori Memorial Field (8.6 acres)**

Purchased from the Richland School District for the purpose of creating a new housing development. It had been used for mixed green space and a sledding hill. **CODE: C/CP**

**Ash Creek Community Forest**

The 360.5 acres known as Ash Creek Community Forest includes two parking lots, three miles of horse-riding trails, four miles of hiking and biking trails, and three miles of class one trout stream. It is open to hunting and fishing in season. Future developments include new signs for all trails, ADA approved pit toilets, upgraded road access, and upgraded fencing around parking areas. **CODE: SU**

**Pier Natural Bridge County Park**

The park is located 10 miles north of Richland center on Highway 80 in the town of Rockbridge. It is presently ten acres in size with plans of adding additional land by long-term lease. It has been developed for both recreational usages, and to preserve its natural beauty. The unusual geological feature of the park consists of a half mile long “finger” of blocked and layered sandstone rising about 60 feet above the flood plain of two merging valleys. The narrow finger is topped by tall pines and covered with green shrubs. It has an opening through which the West Branch of the Pine River flows, making a natural land bridge. Future developments include 10 heavy duty recycled picnic tables, flood proofing the foundation for both shelters, expansion of the walking trail, updating the playground equipment, providing an ADA accessible toilet and shower facility, campfire pits to each designated campsite in the park and finding a space to house artifacts found at the site. **CODE: CP**

**Pine River Recreational Trail**

The Pine River Recreational Trail starts in Lone Rock and follows the old railroad corridor to the intersection of County Hwy OO by Walmart. The multi-purpose trail is used by bikers, hikers, and snowmobilers. It is 14.8 miles long and includes 15 bridges. The trail passes through lowland and hardwood forests, cattail marshes, a tamarack bog, dry land prairies, and jack pine barrens. The trail has one rest area with one portable toilet at Twin Bluffs. Future Developments include new signage, repair bridges, developing another rest area in Gotham, adding crushed limestone to the trail, paving from Cty Hwy OO to Bohmann Dr. and add LED lighting to enhance safety and energy savings. **CODE: LP**

**Richland County Fairgrounds**

The Richland County Fairgrounds are located approximately one mile north of Richland Center on County Highway AA. It is 39 acres in size, with about half of it in the flood plain or flood fringe. The site has seen many improvements in the last ten years. Additions include ADA accessible bathrooms with shower facilities, over 70 acres of campsites with electrical hookups, new signage, an upgraded parking area, as well as a canoe/kayak landing and picnic shelter.

**Richland County Rifle Range**

This facility includes a covered shooting area with picnic tables, six shooting benches, and a primitive pit toilet which is not ADA accessible. The parking lot at the site has a capacity for 30 vehicles. The range is set up for shooting distances of 50 yards to 200 yards. Specialized shoots are managed by the Richland County Sheriff’s Department. **CODE: SU**

**Richland County Campus / Symons Recreation Center (135 acres)**

Three tennis courts, a basketball court, soccer fields, a backstop for field games (softball), and an area for winter sliding sports occupy this very spacious (estimated at nearly 20 acres) recreation-oriented open area.



Other outdoor features include nearly two miles of hiking trails and a mile-long aerobic exercise trail. The natatorium, an indoor facility, is an excellent community facility featuring an Olympic-Sized swimming pool, racquetball courts, and an exercise/weight room. There is also an indoor basketball court and 3 pickleball courts. **CODE: SU**

## OTHER RICHLAND COUNTY PARKS OUTSIDE CITY LIMITS

### County Parks

Akey School Wayside  
Orion Boat Landing  
Pier County Park  
Richland County Fairgrounds  
Viola County Park

### Village Parks

Boaz Community Park- Village of Boaz  
Cazenovia Memorial Park- Village of Cazenovia  
Fireman's Village Park - Village of Lone Rock  
Garrison/Battery Park - Village of Lone Rock  
Patterson Park - Village of Lone Rock  
Viola Banker Park - Village of Viola  
Yuba Community Park- Village of Yuba

### Town Parks

Gillingham Town Park- Town of Marshall  
Gotham Bicentennial Park - Town of Buena Vista

### State of Wisconsin

Highway Wayside- Highway 14  
Highway Wayside- Port Andrew

### Privately Owned

Ithaca Lions Park Ithaca - Lions Club  
Twin Bluffs Picnic Area  
Eagle Cave Natural Park  
Elephant Trunk Rock

## RICHLAND SCHOOL DISTRICT OWNED PROPERTY

Lincoln and Jefferson Elementary Schools were both sold to private owners, while Stori Memorial Field was sold to the City of Richland Center for the purpose of constructing future housing.

### St. Mary's Catholic School (0.75 acre)

Two basketball goals and a selection of standard playground apparatus make up this neighborhood playground's developed recreation facilities. The play area is enclosed by cyclone fencing to prevent children from getting involved with traffic on U.S. Highway 80. **CODE: NP/P**

**Father Mitchell Park (0.75 acre)**

This small park located on the school ground of St. Mary's Catholic School features an assortment of playground equipment. **CODE: M-P**

**Richland Center High School 9-12 (15 acres)**

Athletic facilities include a practice football field, two soccer fields, two baseball fields, and a softball field. There is a football/soccer stadium with lighting, fencing, bleachers, a concession stand, and restroom facilities. **CODE C/CP**

**Richland Intermediate School 3-6 (10 acres)**

The acreage assigned to this school site for recreation purposes is considerable. It is mostly open space but has a fenced playground area, basketball standards, youth soccer fields, a football field and a youth softball diamond. **CODE: NP/P**

**Richland Primary School 4K-2 (5 acres)**

School located on the south side of Richland Center that offers approximately five acres of open space for potential recreational development. The site offers two basketball standards, a softball diamond, a soccer field, and playground apparatus. The Richland School District will be adding other recreation facilities in the future. The site could be expanded somewhat to accommodate these plans. **CODE: NP/P**

**PRIVATELY OWNED AND MAINTAINED****Quail Run Club Golf Links (N/A)**

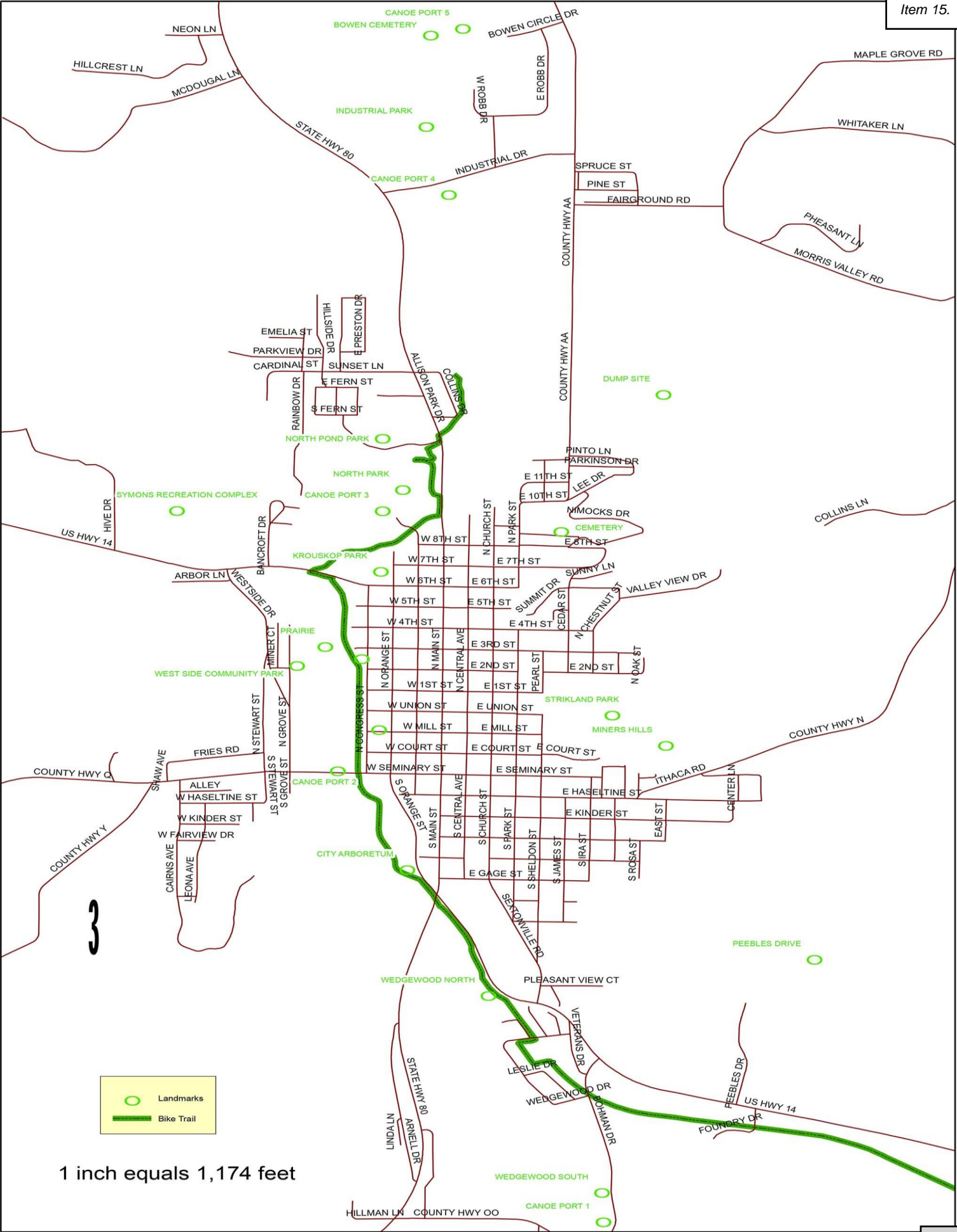
This regulation 9/18-hole, privately owned golf course is also open to the general public. The course and its attendant improvements are well maintained and in good condition. A golf course is defined as a specialized recreation area. **CODE: SU**

**ATV/UTV Trails (N/A)**

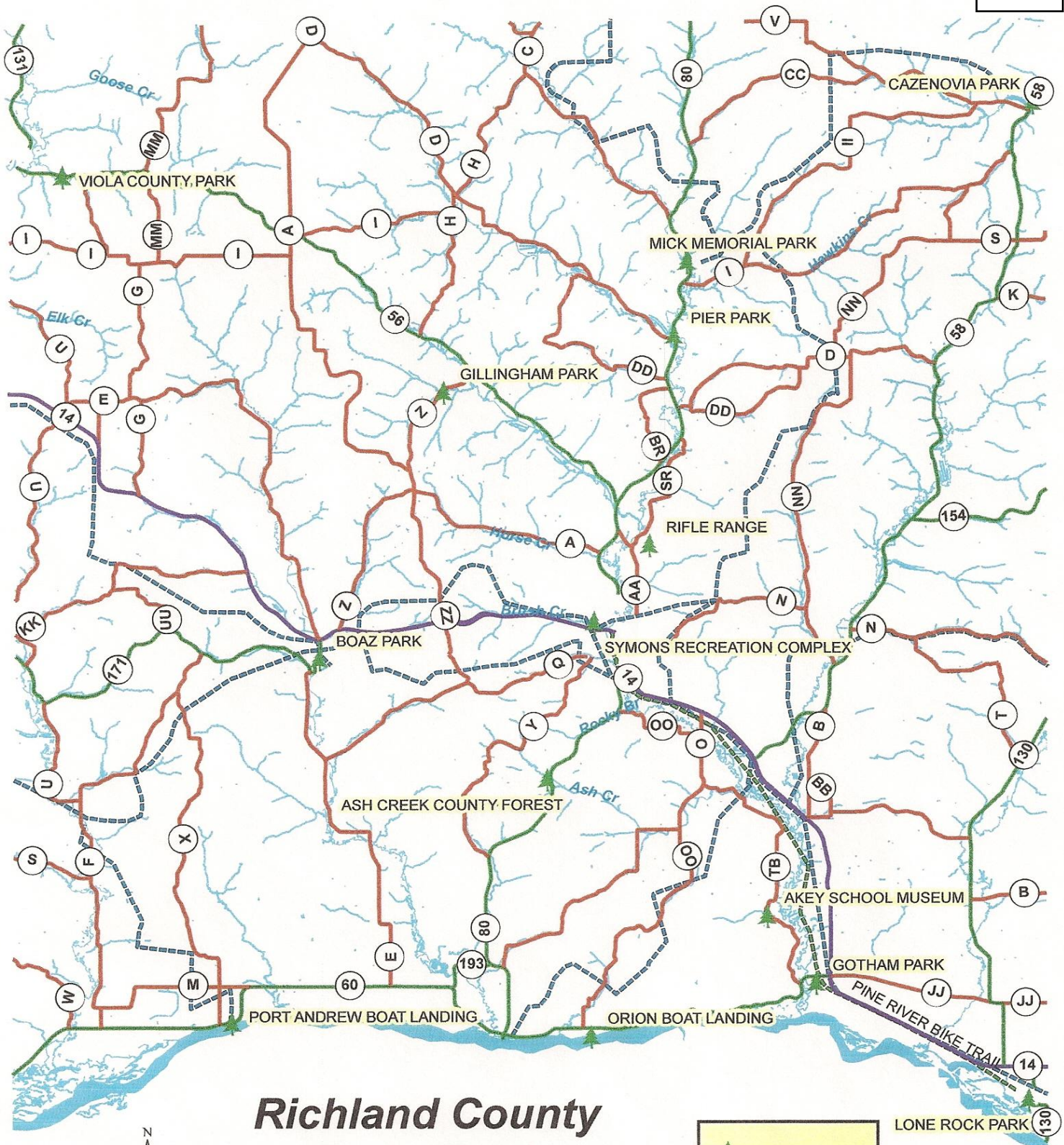
The Dayton Ridge Runners requested access throughout the city and in April of 2018 Ordinance 104 allowing one route through the city was approved. In January of 2019 the Ordinance was amended to open almost all City streets for ATV / UTV access. This private partnership with the city promotes economic growth as well as recreation. **CODE: SU**

**Snowmobile Trails (N/A)**

The Dayton Ridge Runners partner with the city for a snowmobile trail through the city. They use an existing trail on the west side of the Pine River and maintain the trails through the winter months. This private partnership with the city promotes economic growth as well as recreation. **CODE: SU**







Map Created 01-30-2009

Richland Center has over 200 acres of land (school grounds included) set aside for recreational purposes. According to a strict quantitative analysis, this is about two and one-half times the amount needed to meet the demands of its projected population. Of greater importance, however, is in the analysis of these 200 acres that evaluates the quality and quantity of facilities is their accessibility to the various age groups of potential users. The effectiveness of neighborhood and Community Park facilities need to be evaluated as to their ability to meet the demands of Richland Center residents when facility service areas and obstacles to access are considered.

The plate on the following page shows how the present supply of neighborhood park and playground facilities meet the demands of children, the primary users of these facilities. The only major deficiencies noted in neighborhood playground facilities are in the southern and southwestern areas of the city. It is interesting to note that neighborhood playground facilities at Krouskop Park service an area less than one-fourth mile in radius because of the influence of three major obstacles to easy and safe access for the primary users of neighborhood facilities, young children.

Other deficiencies noted within the neighborhood park and playground categories are associated with supply and quality of facilities and inadequate space.

Another plate (following) indicates that the southeastern and southwestern quarters of Richland Center are short of community park facilities. Other deficiencies, those associated with recreational and recreational support facilities, are found throughout the city despite the excellent community park facilities provided by Krouskop Park. Because the primary users of community parks are generally youth between the ages of 12 and 18, only the most restrictive obstacles to access need be considered relevant to the analysis. Richland Center has no obstacles considered restrictive enough to affect this age group.

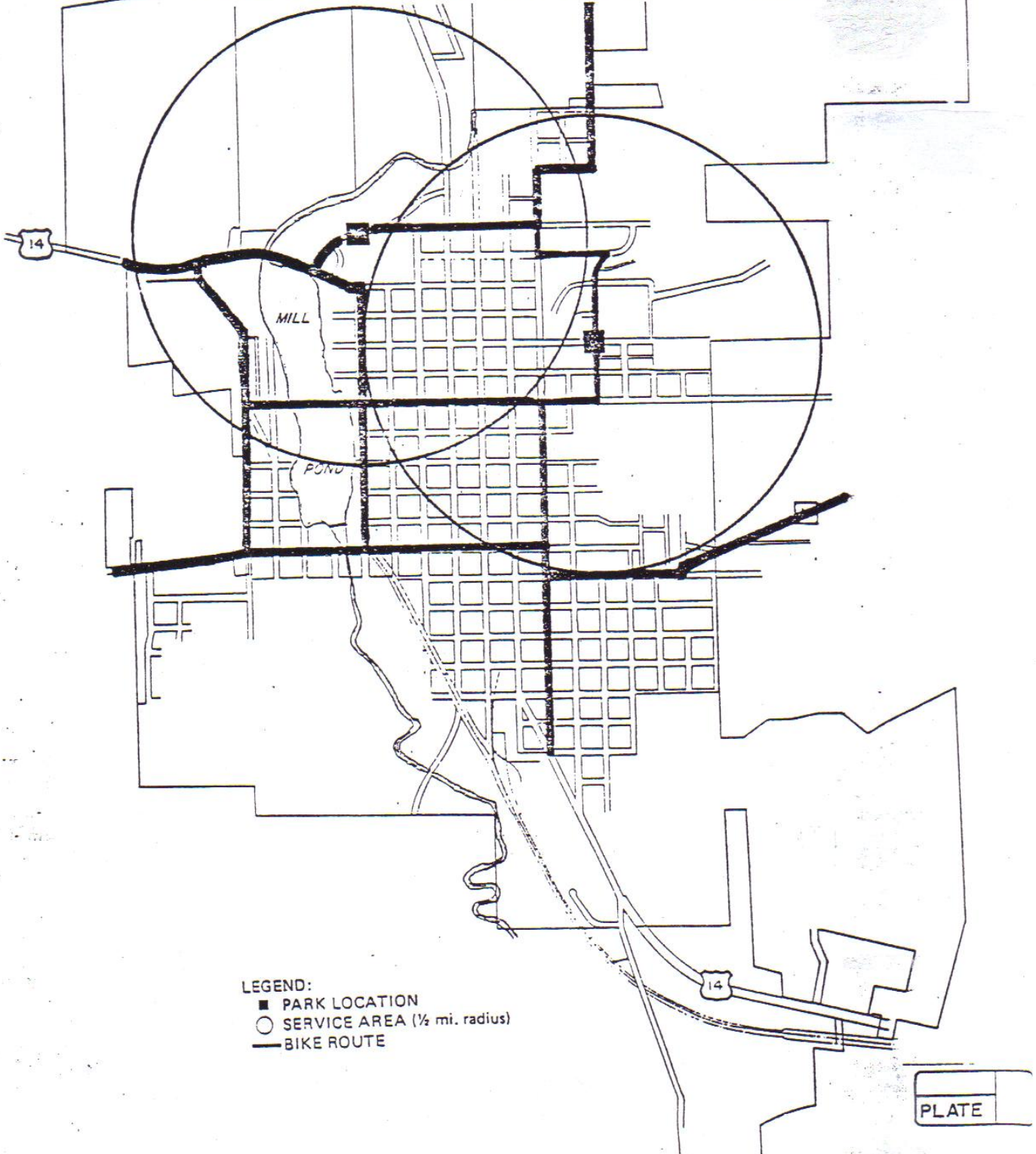
Richland Center has Krouskop Park, North Park, and North Park Pond to satisfy its total city-wide park requirements. Continued development of park property north of the Pine River, improvements to other existing facilities, and continued good maintenance will provide assurance that these parks will be able to meet the demands of recreationists for city-wide park facilities throughout and beyond the planning period.



# CITY of RICHLAND CENTER, WISCONSIN



## PROPOSED BIKE ROUTES & SERVICE AREAS OF COMMUNITY PARK FACILITIES



The recommendations that follow are based on recreation area deficiencies noted in the preceding discussion of neighborhood and community parks and on an evaluation of the quantity and quality of facilities within the park system. All future park improvements listed below are based upon the city's policy to meet and/or exceed requirements under the Americans with Disabilities Act (ADA) by removing or modifying all physical barriers that hinder accessibility to outdoor recreation facilities and equipment.

## **Proposed Improvements at Krouskop Park**

- a. Continue to update new ADA playground equipment and fix existing deficiencies.
- b. Upgrade ballpark lighting.
- c. Upgrade fencing around ballfields.
- d. Seal coat parking areas.
- e. Seal coat and/or chip seal the Pine River Recreation Trail from Highway 80 N entrance to Walmart at CTH O.
- f. Consider another park location for the pickle ball and tennis courts to remove them from the flood plain where flood waters deteriorate them considerably.
- g. Construct a multi-use area to accommodate a skate park and ice rink.
- h. Finish the Aquatic Center original design to add a body slide.
- i. Install a sail shade at the Splash Pad donated by the Rotary Club.

## **Proposed Improvements at North Park**

- a. Expand gravel parking area into the grassy field.
- b. Seal coat parking areas.
- c. Upgrade ballpark lighting.
- d. Upgrade fencing around ballfields or install new at little league diamonds 1 & 2
- e. Install scoreboards at little league diamonds 1 & 2.
- f. Construct a shelter at little league diamonds 1 & 2/soccer field for concessions.
- g. Seal coat parking areas.
- h. Update batting cages with new backstops
- i. Update storage sheds

## **Proposed Improvements at North Park Pond**

- a. Updates to ADA fishing pier.
- b. Re-evaluate and revitalize the pond.
- c. Replace the fountain and adjust the aerators.
- d. Widen and seal coat the parking lot.
- e. Construct a sidewalk from lot to shelter.
- f. Accessible access from Eldon Storer sidewalk to the entrance of the parking lot.

## **Proposed Improvements at Strickland Park**

- a. Develop better access to the park and ADA upgrades.
- b. Build a smaller shelter in the park with additional picnic tables.
- c. Improve trailhead access



### **Proposed Improvements at Old Mill Pond Park**

- a. Possible location for skate park/ice rink multi-use area.
- b. Continue to update new ADA playground equipment and fix existing deficiencies.
- c. Seal coat parking lot

### **Proposed Neighborhood Park on the Southwest Side of City**

The west side of Richland Center near Seminary Street and Cairns Avenue contains several newer homes and could possibly use a neighborhood park or playground in the next five to ten years. Presently the Town and Country Presbyterian Church parking lot is the only play area available to neighborhood children. It contains a basketball court. An appropriate playground site should be selected in the near future even though development may be delayed. The city currently owns land at the northeast corner of W. Haseltine Street at South Stewart Street that would be ideal for development of this playground park. (Bennett-Dull Property).

### **Proposed Neighborhood Park in Southeastern Section of City**

A neighborhood park, two to five acres in size, should be acquired and developed in the southeastern portion of the city. The park should contain playground facilities for small children, basketball standards, picnic facilities, restrooms, drinking water, etc. One possibility for this facility might be some vacant property left over when Highway 14 was reconstructed. The city should explore the possibility of acquiring this land from the Wisconsin Department of Transportation.

### **Other Recommendations**

a. The public access points shown on the map of existing park locations are presently undeveloped and should remain so for the duration of the planning period. In the interim, however, the city should make certain that their identity is not lost to encroachment by neighboring properties and that they are properly cared for so as not to become a nuisance or eyesore.

b. Among the city's most outstanding natural and recreational resources are the wooded and semi-wooded bluffs and hillsides that confine the city. The bluffs provide not only an attractive scenic backdrop to the city but also a sanctuary for a wide range of flora and fauna. The bluffs and hillsides should be protected against any encroachment that would detract from, or jeopardize, their natural condition. Zoning and land control by acquisition or easement are currently the best tools available to achieve this objective.

c. Some streets in the city have been designated as bike routes, however no signage has been installed. The route should be accessible to as large a segment of the population as possible. It should also carry a minimum of motorized traffic, and connect with key points in the city, like recreation areas, schools, and the central business district. Each route should be appropriately marked to guide the cyclists and to alert motorists to their presence. Heavily used routes may even contain a lane for the sole use of cyclists. The city bike trail should hook up with the county bike trail and eventually with the State 400 trail by the city working with townships and county governments to make this a reality.

d. Adding to the designated bike routes in the city, the city should continue to add safe routes to school and to the industrial park north, where the bike trails can connect with the mountain bike trail, and the southern industrial park in the form of walking or biking trails. Alternative transportation Grants should be a source of funding and should be applied for. The city should also apply for Grants each spring to develop the proposed trails as indicated on the attached maps in small projects that they can budget appropriately for.

e. Another designated route should be the extension of the Pine River dike trail at Krousko north along the dike and Highway 80 to Industrial Drive, then onto Highway AA, then back into the city cemetery. This loop would be suitable for those who wish to go to the Dog Park, to get people out to the industrial park and dance studio, as well as events at the Fairgrounds. This trail is the first step toward connecting with the State 400 trail at Hillsboro. Funds for this should be applied through the Knowles-Nelson Stewardship DNR Grant. The city should apply for DNR Grants each May 1<sup>st</sup> to develop the proposed trails as indicated on the attached maps in small projects that they can budget appropriately for.

f. The city should have a plan to maintain the current trail system and consider developing more ski / hiking / biking trails on undeveloped city properties. Much of the city land is underutilized as it is in the flood plain or flood fringe, and these trails would enhance the properties' usefulness.

g. Areas, events, and items of historic interest, are important components of a community's recreation plan. The Frank Lloyd Wright designed warehouse in Richland Center is of unusual construction and design and has been listed on the National Register of Historic Places. The downtown commercial district has also been placed on the National Register of Historic Places. Emphasis should continually be made on identifying and preserving other significant historical items and places.

h. Community appearance is an important component of a recreation program. Maintained streets and sidewalks, attractive trees and shrubs, flower plantings, well-cared for homes and commercial buildings, and neatly landscaped home lawns, public open space, and parks are principal contributors of community beautification. A program for community beautification is most rewarding to people engaged in passive recreation and should be encouraged. The city has a nuisance ordinance and should work towards creating a downtown ambassador program to keep clean and tidy.

i. As discussed in previous sections of this report, consideration should be given to a better and more equitable distribution of park lands and recreational facilities throughout the city. Consideration should be given to acquiring small parcels of land as they become available in certain locations to provide additional open space for adults as well as play areas for children.

j. A wildlife scrape has been maintained with a plentiful prairie. Plans for additional plantings and wildlife habitat could be made. Walking trails continue to be maintained and some dead trees need to be cut down to maintain safety along the trails and disc golf course.

k. Future plans could be looked at to build an Indoor/Outdoor archery range on the north end of the city where land is currently available for future mentorship programs.

l. The city should consider potential sites for a dual-purpose skateboard park/ice rink depending on the season. Possible areas are in Krouskop Park or Old Mill Pond Park.

m. Rip Rap should be considered along the Pine River on any necessary areas. This would help with erosion around many of the bridges as well as hiking/biking/snowmobile trails that could be affected.

n. Woodman Happy Tails dog park, located north of the city on Industrial Park Road was built in 2017. More play structures could be built for dog activities and interaction.

## CAPITAL IMPROVEMENT SCHEDULE

It is important to realize that the CIS is only a summary of estimated costs based on recent figures. Project costs will be examined more closely when a particular improvement plan is being developed. It is recommended that this portion of the plan be updated on an annual basis by Public Works personnel with input from the Parks Board and Public Works Commission. Changes will be made that reflect changing user trends, citizen interest, and city budget considerations. Before capital improvement projects are undertaken, park board members, recreation and park staff, with citizen input, should:

- 1) Analyze all proposed projects and determine priorities each year.
- 2) Determine cost estimates for each development project.
- 3) Determine project budgetary limitations and potential funding sources.

The Parks Board is hopeful that several of the recommended improvements to the city parks can be carried out with financial assistance from the Department of Natural Resources cost-sharing programs. At the same time, however, the city recognizes that considerable investment will also be required at the community level if the recommendations discussed in this plan are going to be carried out. The CIS provides a good indication of what level of assistance is going to be required during any particular year in the planning period.

## ESTIMATED CAPITAL IMPROVEMENTS PROJECTS FOR THE YEAR 2026 AND BEYOND:

Name / Description of Project	Total Est. Cost
1. ADA Playground Equipment	\$25,000
2. Replace Ball Fence @ K. Park	\$25,000
3. Replace Ball Fence @ N. Park	\$30,000
4. Construct Shelter- N. Park Kiwanis Fields	\$10,000
5. Restrooms @ N. Park	\$125,000
6. Restrooms @ Old Mill Pond Park	\$125,000
7. Resurface Bike Trail- Walsh's to North Park	\$7,000
8. Resurface Krouskop Park Parking Lots	\$20,000
9. Resurface North Park Parking Lot	\$20,000
10. Resurface Community/Senior Ctr. Parking Lot	\$35,000
11. Resurface Old Mill Pond Park Parking Lot	\$35,000
12. Update Trail up to Tower Hill - Strickland Park	\$25,000
13. Enlarge and Resurface N. Park Pond parking	\$25,000
14. Updates to Safe Routes to School Trails	\$200,000
15. Construct Permanent Outdoor Ice Rick / Warming Shelter	\$150,000
16. Construct Skateboard Park	\$300,000
17. Update Lights @ Krouskop Park Ball Fields	\$200,000
18. Install Rip Rap by Maple Side Footbridge	\$22,000
<b>TOTAL FROM ALL PROJECTS:</b>	<b>\$1,379,000.00</b>

## MAINTENANCE AND OPERATIONS SCHEDULE

### OPERATION AND MAINTENANCE

The following is the City of Richland Center Parks & Grounds Department annual operation and maintenance schedule. This includes personnel, tasks performed and budget amounts.

#### Park Maintenance Areas

- |  |   |
|--|---|
| 1. Krouskop Park                           | 12. Pine River Trails and Canoe/Kayak Ports |
| 2. Woodman Aquatic Center                  | 13. Urban Forests                           |
| 3. North Park                              | 14. Airport                                 |
| 4. North Park Pond                         | 15. Prairie, wildlife scrape and trails     |
| 5. Strickland Park                         | 16. Cemetery                                |
| 6. Miner Hill Trails                       | 17. Community Center                        |
| 7. West Side Park                          | 18. Library                                 |
| 8. Arboretum                               | 19. Depot                                   |
| 9. Wedgewood North and South               | 20. Dike System                             |
| 10. Ocooch Living History Center & Gardens | 21. Lions Park                              |
| 11. Ocooch Mountain Recreation Trail       | 22. Woodman Happy Tails Dog Park            |

#### Parks & Grounds Annual Maintenance

All maintenance is performed by the Parks and Grounds Department which includes 6 full-time and 9 seasonal part-time personnel.

#### January, February, March

TASKS PERFORMED  
and skating rinks, as needed

- Snow plowing of Park streets, city sidewalks, parking lots
- Maintaining Hockey rink and skating rink
- Repair and paint picnic tables, and park equipment
- Open and close graves as needed all year

#### April

TASKS PERFORMED

- Make ready six diamonds and ten soccer fields
- Open all restrooms which includes repair and painting
- Get all playground equipment back in place
- Make ready the outdoor swimming pool
- Put out all picnic tables, benches, and garbage receptacles
- Inspect all equipment
- Clean up all park grounds
- Resilient material to all playgrounds

#### May, June, July, August, September

TASKS PERFORMED

- Mowing and trimming of all Parks and Cemetery
- Playgrounds inspected weekly
- Trash pick-up and removal daily
- Add lime to all diamonds and drag daily
- Hockey and skating rinks will be painted and cleaned
- Daily cleaning of restrooms, parks, shelters
- Park repairs – done as needed
- Playground equipment painted as needed

- All trails are opened, repairs are done
- Weed trim around 13,000 stones in cemetery 4 times during the summer

October, November  
TASKS PERFORMED

- Swimming pool cleaned and winterized
- All restrooms cleaned, winterized, and closed for the season
- Skating rink setup
- Picnic tables are put away and tables that need repair are separated to be repaired
- Leaf pick-up is done, also mulching of the leaves
- All Park equipment is inspected and then stored for the winter.
- Tennis and outdoor volleyball equipment is stored
- Playground equipment painted as needed
- Fields are made ready for soccer and football
- Mowers are removed and blowers and plows are installed for the winter

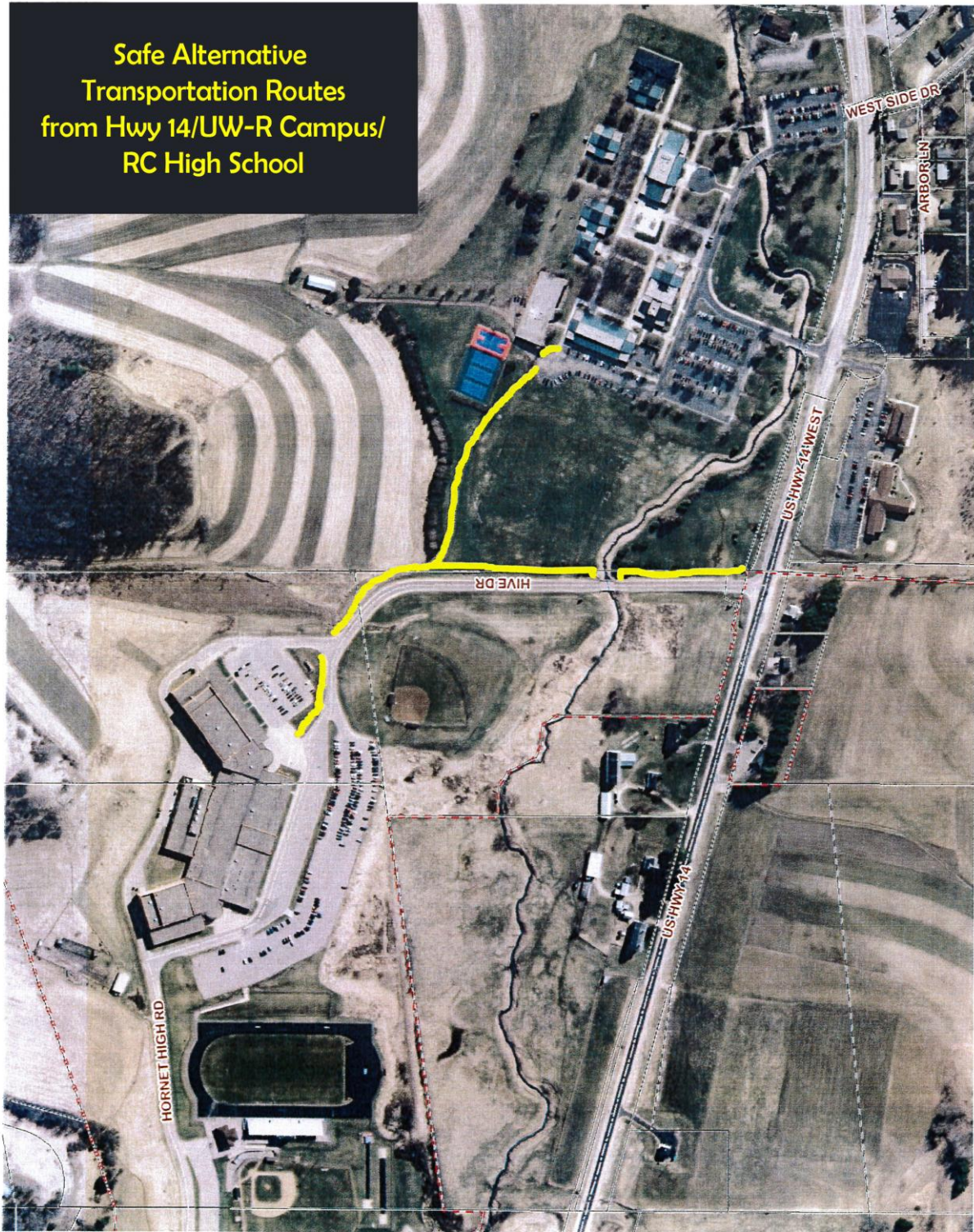
December  
TASKS PERFORMED

- Maintenance of equipment is started
- Plowing of sidewalks, roadways and parking lots
- Maintenance and janitorial of all city building
- City Forestry activities throughout the year

Park employees may help the City Street Department in occasional needs.



**Safe Alternative  
Transportation Routes  
from Hwy 14/UW-R Campus/  
RC High School**









## Pine River Trails- Business Connections from the Bike Trail/ School Connections

Safe Alternative  
Transportation Routes  
Connecting Existing Bike Trail/  
Hwy 14/RMS/Doudna/Eagle





**Safe Alternative  
Transportation Routes  
Connecting Existing Bike Trail/  
Hwy 14/RMS/Doudna/Eagle**

**Pine River Trails-  
Mountain Bike/Hike Trail  
Business Connections  
from the Bike Trail**





## Park Amenities

	Krouskop Park	North Park	North Lake Park	West Side Park	Strickland Park	Minor Hills Trail Park	Wedge Wood North Park	Wedge Wood South Park	Old Mill Pond Park	Lions Park
ADA Accessible	X	X	X	X	X		X	X	X	X
Basketball Court	X								Future	
Grills	X								X	
Lake/Pond/River	X	X	X	X			X	X	X	X
Picnic Area	X	X	X	X	X		X	X	X	X
Play Equipment	X	X	X	X	X				X	
Restrooms	X	X						X	X	X
Shelter/Pavillion/Gazebo	X	X	X	X			X	Future	X	X
Sports Field/Area	X	X								
Swimming Pool	X									
Tennis/Pickleball	X									
Trails	X	X		X	X	X	X	X	X	X
Volleyball Court	X									X
Open Area	X	X	X	X		X	X	X	X	X
Frisbee Golf	X									
Other Features	Ice Skating rink Camping	Batting Cages				Scenic overview			Camping Comm. Garden	Camping Pine River Raceway

	Community/Senior Center	Pine River Bike Trail	Petit Roche Prairie	Arboretum	Ocooch Living History Center	Pine River Walking Trail	Ocooch Mtn Bike Trails
ADA Accessible	X	X			X		
Lake/Pond/River		X	X	X		X	
Picnic Area		X	X	X		X	Future
Play Equipment		X					
Restrooms	X	X				X	Seasonal
Shelter/Pavillion		X					Future
Trail		X	X	X		X	X
Basketball/Volleyball Court	X					X	
Frisbee Golf			X				
Other Features	Multi-purpose Facility	Connects with County Bike Trail				Cross-country Ski Trail	Bike, hike, Ski or Snowshoe trails



## ***City of Richland Center***

450 S Main  
Richland Center, WI 53581

### ***Ryan Burns***

Baer Insurance Services, Inc.  
9701 Brader Way, Suite 101  
Middleton, WI 53562

*Information contained in this proposal is intended to provide you with a brief overview of the coverages provided for reference purposes only. It is not intended to provide you with all policy exclusions, limitations, and conditions. The precise coverage afforded is subject to the terms, conditions, and exclusions of the policies issued.*

## YOUR LEAGUE INSURANCE TEAM

### LEAGUE INSURANCE

316 W. Washington Avenue  
Suite 600  
Madison, WI 53703  
(608) 833-9595

Matt Becker  
Chief Executive Officer  
[matt@lwwmi.org](mailto:matt@lwwmi.org)

Craig Sherven  
Public Safety Specialist  
[csherven@lwwmi.org](mailto:csherven@lwwmi.org)

### BAER INSURANCE SERVICES

PO Box 46490  
Madison, WI 53744  
(608) 830-5800

Ryan Burns  
[ryanb@baerinsurance.com](mailto:ryanb@baerinsurance.com)  
(608) 830-5833

Municipalities  
[Municipalities@baerinsurance.com](mailto:Municipalities@baerinsurance.com)  
(608) 830-5800

### WORKERS COMPENSATION CLAIMS ADMINISTATOR

United Heartland  
PO Box 3026  
Milwaukee, WI 53201-3026  
(800) 258-2667  
[UHAdminSVC@unitedheartland.com](mailto:UHAdminSVC@unitedheartland.com)

Denise Kawczynski  
Senior Claims Representative  
[denise.kawczynski@unitedheartland.com](mailto:denise.kawczynski@unitedheartland.com)  
(262) 787-7646

### LIABILITY CLAIMS ADMINISTRATOR

Statewide Services, Inc.  
PO Box 5555  
Madison, WI 53705  
(800) 858-1536  
[StatewideClaimsReporting@Statewidesvcs.com](mailto:StatewideClaimsReporting@Statewidesvcs.com)

Dan Lowndes  
Managing Attorney  
[dlowndes@statewidesvcs.com](mailto:dlowndes@statewidesvcs.com)  
(608) 828-5687

### MUNICIPAL PROPERTY INSURANCE COMPANY

9701 Brader Way, Suite 301  
Middleton, WI 53562  
(608) 821-6303  
[brogacki@mpicwi.com](mailto:brogacki@mpicwi.com)

[Claims@mpicwi.com](mailto:Claims@mpicwi.com)  
[policy@mpicwi.com](mailto:policy@mpicwi.com)

## LEAGUE INSURANCE – COVERAGE HIGHLIGHTS

### COVERAGE PROVIDED FOR:

- Elected/Appointed Officials
- Departments
- Mutual Aid Assistance
- Commissions
- Employees
- Volunteers

### COMPREHENSIVE COVERAGE INCLUDES:

- Auto Liability
- Crime
- Employee Benefits Liability
- General Liability
- Public Officials
- Self-Insured Retention Workers' Compensation
- Auto Physical Damage
- Cyber Liability
- Employment Practices Liability
- Law Enforcement
- Workers' Compensation

### ADDITIONAL COVERAGE ENHANCEMENTS:

#### Liability:

- Airports
- Back Wages in Employment Claims
- Breach of Contract
- Care, Custody, & Control
- Communicable Disease
- Contractual Liability
- Cyber
- Damages to Rented Premises
- Dams
- Defense Costs in Addition to Limit
- Discrimination
- Drones
- EEOC actions
- Failure to Supply
- Land Use, Permits, & Zoning Claims
- Medical Payments
- No Fault Sewer Backup Optional Coverage
- Non-monetary Claims
- Occurrence Based
  - Pollution
- Sexual Harassment/Abuse Coverage
- Special Events Included
- Tax Assessment Claims
- Volunteers
- Watercraft
- Wrongful Termination

#### Auto:

- Automatic New Auto Coverage
- Autos of Others in Your Care, Custody, or Control
- Commandeered Autos
- Hired Auto Physical Damage
- Hired/Non-owned
- Lease Gap
- Personal Auto Physical Damage Deductible Reimbursement
- Temporary Transportation Expense
- Towing Expense
- Uninsured/Underinsured

## Member Services

### HUMAN RESOURCES ASSISTANCE

League Insurance has partnered with *Stafford Rosenbaum LLP* to provide the following human resources services:

- HR Hotline – phone assistance with HR-related issues.
- Talent Management – support with recruitment, hiring, background screening, onboarding, performance management, coaching, feedback, disciplinary counseling, termination management, and organizational and staff development.
- Employment Law Compliance – WI and Federal Fair Employment, wage & hour, safety, FMLA, I-9 Employment Verification, and more.
- Documents – development/review of job descriptions, handbooks, policies, procedures, and forms customized for the municipality.
- Compliance and HR practices assessments and development of remedial plans.
- Workplace Training – related to compliance and HR-related topics for supervisors and/or employees.
- Workplace investigations.
- Sample handbooks, toolkits addressing various HR subjects and best practices, and online harassment and discrimination training webinars.

### EMPLOYEE SAFETY & RISK MANAGEMENT

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- |   |                                       |
|---|---------------------------------------|
| • Confined Space                                | • Power Platforms/Aerial Lifts        |
| • Excavating/Trenching                          | • Respiratory Protection              |
| • Hearing Conservation                          | • Rigging/Slings/Hoists               |
| • Ladder Safety/Fall Protection                 | • Tools – Hand Tools/Power Tools      |
| • Lawn Care/Mowers/Trimming/Landscaping         | • Tree Trimming/Chainsaw Safety       |
| • Lockout Tagout/Electrical Arc Flash           | • Water Hazards – Pools, Ponds, Lakes |
| • Motor Vehicle & Construction Equipment Safety | • Welding, Cutting, or Brazing        |
| • Outside Contractor Qualification              | • Work Zone Safety/Traffic Control    |

### LAW ENFORCEMENT POLICIES/PROCEDURES ASSISTANCE

League Insurance members are **eligible to receive reimbursement** for updating law enforcement and fire department manuals through an accredited policy manual service provider, as well as reimbursement for law enforcement accreditation.



## LEAGUE INSURANCE UNIVERSITY

League Insurance has partnered with *Lexipol* to provide self-paced online courses *written specifically* for local government and public safety professionals. Courses are available on demand from any computer or mobile device with internet access, 24/7.

- League Insurance University offers all employees access to over **200 online training topics** including HR & Management, Safety, Public Works, Law Enforcement, and much more.
- For Water and Wastewater, League Insurance University courses can be used to fulfill annual training hours requirements. Wastewater professionals will simply need to submit their certificate of course completion directly to the DNR for training approval.
- For law enforcement, League Insurance Police University can be used to fulfill 8 of the 24 hours of annual training requirements with Department level approval.

## CYBER UNIVERSITY

League Insurance is partnered with leading cyber insurance provider, *Tokio Marine HCC*. With cyber liability coverage from League Insurance, you have **access to state-of-the-art cyber coverage and resources** including:

- Training courses on many topics including ransomware, phishing emails, network security, and more.
- Sample policies and procedures for best practices and breach response plans.
- Cyber security advisors for technical information and scenario planning.

## REBOUND RETURN TO WORK PROGRAM

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## NURSE TRIAGE & TELEHEALTH

League Insurance is partnered with *CorVel* to provide nurse triage and telehealth services. CorVel's proactive healthcare solution offers injured workers the following medical services:

- Nurse Triage – **24-7 access to registered nurse hotline** to evaluate injuries to determine immediate medical needs.
- Telehealth – Provides immediate referral to medical physicians when needed via computer, tablet, or phone.

# Proposal

## LWMMI Liability - Coverage/Limits Summary

Coverage	Limit
Bodily Injury and Property Damage Liability – Subject to \$2,500 Ded.	\$10,000,000
Personal and Advertising Injury and Law Enforcement Liability - Subject to \$2,500 Deductible	\$10,000,000
Premises Medical Payments	\$10,000
Public Officials Errors & Omissions - Subject to \$2,500 Deductible	\$10,000,000
Employee Benefits Liability - Subject to \$2,500 Deductible	\$10,000,000
Automobile Liability – Symbol 1 – Any Auto - Subject to \$2,500 Deductible	\$10,000,000
Automobile Medical Payments Coverage – Symbol 2 - Owned Autos Only	\$10,000
Damage to Premises Rented to You	\$500,000
Wisconsin Uninsured Motorists Coverage – Symbol 2 – Owned Autos Only – Per Person	\$25,000
Wisconsin Uninsured Motorists Coverage – Symbol 2 – Owned Autos Only – Per Occurrence	\$50,000
Wisconsin Underinsured Motorists Coverage – Symbol 2 – Owned Autos Only – Per Person	\$50,000
Wisconsin Underinsured Motorists Coverage – Symbol 2 – Owned Autos Only – Per Occurrence	\$100,000
Workers Compensation / Employers Liability Part B Increased Limits	\$2,000,000
Prior Acts Coverage (Employee Benefits Liability)	Included
Prior Errors & Omissions Coverage (Public Officials E&O)	Included
Auto Physical Damage Deductible	\$1,000
Cyber Liability – Subject to a \$2,500 deductible	\$25,000
Sewer Backup Extended Coverage – Per Occurrence/Annual Aggregate	Optional Coverage

## City of Richland Center

## Workers Compensation – Coverage/Payroll Information

Description	Limit
Employers Liability: Each Accident	\$100,000
Employers Liability: Disease – Policy Limit	\$500,000
Employers Liability: Disease – Each Employee	\$100,000
Workers Compensation: Statutory Benefit	Included
Part 1 States	WI
Part 3 Other States	All non-monopolistic States

## Class Codes

Loc	St	Code	Description	Estimated Annual Payroll	Base Rate	Estimated Annual Premium
1	450 S Main St, Richland Center, WI 53581-2545 1/1/26-6/30/26					
	WI	7520	Waterworks Operation	\$140,337	2.59	\$3,635
	WI	7539	Electric Power Co	\$354,562	1.19	\$4,219
	WI	7720	Police Officer	\$732,612	2.14	\$15,678
	WI	8810	Clerical-Noc	\$622,325	0.16	\$996
	WI	9412	Municipal Ops-City	\$846,035	2.50	\$21,151
2	450 S Main St, Richland Center, WI 53581-2545 7/1/26-12/31/26					
	WI	7520	Waterwork Operation	\$142,663	2.59	\$3,695
	WI	7539	Electric Power Co	\$360,438	1.19	\$4,289
	WI	7720	Police Officers	\$744,754	2.14	\$15,938
	WI	8810	Clerical Noc	\$632,640	0.16	\$1,012
	WI	9412	Municipal Ops-City	\$860,057	2.50	\$21,501

City of Richland Center  
Premium Calculations

Description	Factor	Factored Premium
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State of Wisconsin		
Total Factored Premium		\$92,114
Experience or Merit Modification	0.72	-\$25,792
Premium Discount		-\$5,125
Expense Constant		\$220
<b>Total Estimated Annual Premium for Wisconsin</b>		<b>\$61,417</b>

## City of Richland Center

## MPIC Property – Coverage/Limits Summary

Coverage	Deductible	Proposed Insured Value
<b>Buildings, Personal Property &amp; Property in the Open – Replacement Cost</b>	\$2,500	\$80,474,052
<b>Contractors Equipment – New Replacement Cost</b>	\$500	\$2,417,368
<b>Contractors Equipment valued under \$25,000</b>	\$500	\$810,787
<b>Equipment Breakdown with Sewer, Water for Municipality or Other Entity</b>	\$1,000	\$80,474,052
<b>Business Income</b>	\$1,000	\$250,000
<b>Utility Meter</b>	\$1,000	\$337,631
<b>Pedestrian Bridges</b>	\$2,500	\$410,976
<b>Inland Lakes and Rivers Pier and Wharf - Limited Coverage</b>	\$2,500/10%	\$53,700

## Crime - Coverage/Limits Summary

Coverage	Deductible	Single Loss Limit of Insurance
<b>Employee Theft</b>	\$10,000	\$1,000,000
<b>Forgery or Alteration</b>	\$10,000	\$1,000,000
<b>On Premises</b>	\$10,000	\$1,000,000
<b>In Transit</b>	\$10,000	\$1,000,000
<b>Computer Fraud</b>	\$10,000	\$1,000,000
<b>Funds Transfer Fraud</b>	\$10,000	\$1,000,000

## PREMIUM SUMMARY

Coverage	Company	Estimated Premium
<b>General Liability</b>	League Mutual Insurance	\$14,621
<b>Governmental &amp; Police Professional Liability</b>	League Mutual Insurance	\$14,461
Police FTE		14.50
<b>Public Official Liability</b>	League Mutual Insurance	\$17,519
<b>Automobile Liability</b>	League Mutual Insurance	\$9,701
<b>Auto Physical Damage</b>	League Mutual Insurance	\$13,912
Number of Autos		45
<b>No-fault Sewer Backup Coverage</b>	League Mutual Insurance	Optional Coverage
<b>Dam</b>	League Mutual Insurance	\$250
<b>Crime</b>	League Mutual Insurance	\$1,050
<b>Liability &amp; Auto Total</b>		<b>\$71,514</b>
<b>Workers Compensation</b>	League Mutual Insurance	<b>\$61,417</b>
Experience Modification Factor		.72
<b>Property</b>	Municipal Property Insurance Company	<b>\$81,504</b>
<b>Total Premium</b>		<b>\$214,435</b>
<b>Increased Cyber Liability Option - \$1,000,000 subject to a \$5,000 deductible</b>	League Mutual Insurance	<b>\$10,198</b>

### Cyber Liability Increased Limits Quote is subject to:

1. Confirmation of implementation of MFA on all remote access to network, email and privileged user accounts within 90 days.
2. Confirmation of implementation of social engineering training for employees with financial and/or accounting responsibilities within 90 days.

## City of Richland Center

### Custom Resources Just For You

#### HUMAN RESOURCES ASSISTANCE

League Insurance has partnered with *Stafford Rosenbaum LLP* to provide the following human resources services:

- ☑ HR Hotline – phone assistance with HR-related issues.
- ☑ Talent Management – support with recruitment, hiring, background screening, onboarding, performance management, coaching, feedback, disciplinary counseling, termination management, and organizational and staff development.
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- |   |   |
|---|---|
| ☑ Confined Space                                | ☑ Power Platforms/Aerial Lifts            |
| ☑ Excavating/Trenching                          | ☑ Respiratory Protection                  |
| ☑ Hearing Conservation                          | ☑ Rigging/Slings/Hoists                   |
| ☑ Ladder Safety/Fall Protection                 | ☑ Tools – Hand Tools/Power Tools          |
| ☑ Lawn Care/Mowers/Trimming/Landscaping         | ☑ Tree Trimming/Chainsaw & Chipper Safety |
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### Cyber Quote for the City of Richland Center

<b>Cyber Limit:</b>	<b>\$1,000,000</b>
<b>Deductible:</b>	<b>\$5,000</b>
<b>Effective Date:</b>	<b>1/1/2026</b>
<b>Operating Expenditures:</b>	<b>\$21,951,663</b>

<b>Premium:</b>	<b>\$10,198</b>
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#### Third Party Liability Insuring Agreements:

Multimedia Liability	\$1,000,000
Security and Privacy Liability	\$1,000,000
Privacy Regulatory Defense & Penalties	\$1,000,000
PCI DSS Liability	\$1,000,000
TCPA Defense	\$100,000

#### First Party Insuring Agreements:

Breach Events Costs	\$1,000,000
BrandGuard®	\$1,000,000
System Failure	\$1,000,000
Cyber Extortion	\$1,000,000
Cyber Crime	\$250,000
Reward Expenses	\$100,000
Court Attendance Costs	\$100,000
Aggregate Limit of Liability	\$1,000,000

#### Terms are subject to:

- 1. Confirmation of implementation of MFA on all remote access to network, email and privileged user accounts within 90 days.**
- 2. Confirmation of implementation of social engineering training for employees with financial and/or accounting responsibilities within 90 days.**

Thank you for your continued support of the League of Wisconsin Municipalities Mutual Insurance!

Strohm Ballweg, LLP

## League Insurance – Auto Schedule

Municipality: Richland Center, City ofEffective Date: 1/1/2026Expiration Date: 1/1/2027Auto Liability Deductible: 2,500

Year	Make	Model	Vehicle Type	VIN #	Dept. (optional)	Zip Code (Garaged at Night)	Parked Inside (i) or Outside (o)	Is Garage Location in a Flood Zone?	Original Cost New	Is APD Coverage Requested?	APD Deductible	Coverage Type (Replacement Cost or Actual Cash Value)
1991	Chevy	Kodiak Digger PKP	Dump Truck	1GBL7HIM3MJ110229	Electric	53581	Inside	No	\$111,829	Yes	\$1,000	Actual Cash Value
1995	IHC	Truc	Dump Truck	1HTSDAAR25H684623	Streets	53581	Inside	No	\$50,220	Yes	\$1,000	Actual Cash Value
1995	Chevy	Cheyenne PKP	Police	1GBJK34F0SE207075	Police	53581	Inside	No	\$29,000	Yes	\$1,000	Actual Cash Value
1999	International	4900	Dump Truck	1HTSDAAR2XH686931	Streets	53581	Inside	No	\$61,970	Yes	\$1,000	Actual Cash Value
2006	IHC	Line truck w/digger	Dump Truck	1HTMMAAN26H264047	Electric	53581	Inside	No	\$155,838	Yes	\$1,000	Actual Cash Value
2006	Chevy	Truck 3500 4x4	Pickup	1GCHK34U96E275938	Streets	53581	Inside	No	\$22,000	Yes	\$1,000	Actual Cash Value
2007	Chevy	1500 pkp DTF	Police	2GCEK13M971696005	Police	53581	Inside	No	\$33,928	Yes	\$1,000	Actual Cash Value
2008	Ford	High Cube Van	Pickup	1FDXE45S48DB44264	Wastewater	53581	Inside	No	\$100,557	Yes	\$1,000	Actual Cash Value
2012	Dueco	Hybrid bucket truck	Dump Truck	1HTZZAAR9CH549415	Electric	53581	Inside	No	\$284,014	Yes	\$1,000	Actual Cash Value
2014	Peterbuilt	Truck	Dump Truck	2NP3HJ8X1EM227021	Streets	53581	Inside	No	\$115,903	Yes	\$1,000	Actual Cash Value
2016	Ford	F250 SD Supercab	Pickup	1FT7X2869GEB62133	Wastewater	53581	Inside	No	\$34,711	Yes	\$1,000	Actual Cash Value
2016	Ford	Police Interceptor	Police	1FM5K8AR0GGC91656	Parks & Rec	53581	Inside	No	\$27,228	Yes	\$1,000	Actual Cash Value
2016	Ford	Explorer	Police	1FM5K8AR6GGA71972	Police	53581	Inside	No	\$35,184	Yes	\$1,000	Actual Cash Value
2016	Dodge	Caravan DTF	Police	2C4RDGEG9GR275330	Police	53581	Inside	No	\$10,490	Yes	\$1,000	Actual Cash Value
2017	Ford	F150 Supercab	Pickup	1FTEW1C80HKD90500	Water	53581	Inside	No	\$36,910	Yes	\$1,000	Actual Cash Value
2017	Chevy	3500 Cube Van	Pickup	1GB0GRFGXH1270156	Water	53581	Inside	No	\$38,775	Yes	\$1,000	Actual Cash Value
2017	Ford	F150	Pickup	1FTEW1EF0HKD01407	Wastewater	53581	Inside	No	\$33,851	Yes	\$1,000	Actual Cash Value
2017	Freightliner	108 SC Vcall Model AJV1015 jetvac	Dump Truck	1FVHG5CY7GHHF4699	Wastewater	53581	Inside	No	\$320,000	Yes	\$1,000	Replacement Cost
2017	Ford	F450 w/dump box	Pickup	1FDUF4HY7HDA06007	Streets	53581	Inside	No	\$56,799	Yes	\$1,000	Actual Cash Value
2017	Dodge	Ram 3500	Pickup	3C7WRTAJ5HG698284	Streets	53581	Inside	No	\$38,259	Yes	\$1,000	Actual Cash Value
2017	Ford	Taurus	Police	1FAHP2MK4HG118907	Police	53581	Inside	No	\$45,054	Yes	\$1,000	Actual Cash Value
2018	Ford	F550 Bucket PKP	Dump Truck	1FDUFS4Y6JEB75652	Electric	53581	Inside	No	\$140,000	Yes	\$1,000	Replacement Cost
2018	Freightliner	114SD Tamdem Cab & Chassis	Dump Truck	3ALHG3DV7JDJR7798	Wastewater	53581	Inside	No	\$107,745	Yes	\$1,000	Replacement Cost
2018	Peterbuilt	Truck	Dump Truck	2NP3HJ8X5JM462225	Streets	53581	Inside	No	\$126,353	Yes	\$1,000	Replacement Cost
2018	Chevy	Silverado K250 HD	Pickup	1GC0KUEGXJZ159287	Streets	53581	Inside	No	\$36,526	Yes	\$1,000	Actual Cash Value
2018	Chevrolet	Silverado K350	Pickup	1GB3KYCG6JZ191066	Streets	53581	Inside	No	\$40,295	Yes	\$1,000	Actual Cash Value

2019	Peterbilt	Model 348 Dump Truck	Dump Truck	2NP3LJ0X0KM665177	Water	53581	Inside	No	\$131,300	Yes	\$1,000	Replacement Cost
2019	Ford	Edge	Passenger	2FMPK4J92KBC16927	Wastewater	53581	Inside	No	\$38,670	Yes	\$1,000	Actual Cash Value
2019	Ford	F250SD XL	Pickup	1FTBF2B63 KEE67035	Bldg & Grounds	53581	Inside	No	\$28,100	Yes	\$1,000	Actual Cash Value
2019	Ford	Explorer	Police	1FM5K8AR3KGA79410	Police	53581	Inside	No	\$53,535	Yes	\$1,000	Actual Cash Value
2020	Chevy	2500	Pickup	1GB3YLE79L210891	Electric	53581	Inside	No	\$33,055	Yes	\$1,000	Actual Cash Value
2020	Chevrolet	Silverado K3500	Pickup	1GB3YSE77LF284871	Bldg & Grounds	53581	Inside	No	\$44,822	Yes	\$1,000	Actual Cash Value
2020	Ford	Explorer	Police	1FM5K8AB0LGA55411	Police	53581	Inside	No	\$68,765	Yes	\$1,000	Actual Cash Value
2020	Dodge	Durango	Police	1C4RDJFG2LC369709	Police	53581	Inside	No	\$66,000	Yes	\$1,000	Actual Cash Value
2021	Chevy	1500	Pickup	1GCUYAEF2MZ267445	Electric	53581	Inside	No	\$46,455	Yes	\$1,000	Replacement Cost
2021	Peterbilt	Truck	Dump Truck	2NP3HJ8X1MM742504	Streets	53581	Inside	No	\$91,236	Yes	\$1,000	Replacement Cost
2021	Chevy	Tahoe	Police	1GNSKLED9MR345066	Police	53581	Inside	No	\$63,553	Yes	\$1,000	Replacement Cost
2022	Chevy	Volt EV	Pickup	1G1FZ6S07N4105434	Electric	53581	Inside	No	\$34,847	Yes	\$1,000	Replacement Cost
2022	Ford	F250 PKP w/Utility Body	Pickup	1FT7X2B62NEC35291	Water	53581	Inside	No	\$48,340	Yes	\$1,000	Replacement Cost
2022	Dodge Ram	1500	Police	1C6RR7XT8NS182216	Police	53581	Inside	No	\$64,655	Yes	\$1,000	Replacement Cost
2023	Chevrolet Silverado	2500HD Reg Cab 4WD	Pickup	1GCOYLE70PF239992	Bldg & Grounds	53581	Inside	No	\$64,245	Yes	\$1,000	Replacement Cost
2024	Chevy Silverado	1500	Police	1GCPDBEK9RZ134944	Police	53581	Inside	No	\$55,498	Yes	\$1,000	Replacement Cost
2024	Chevy	Equinox	Passenger	GNAXUEG8RL113554	Wastewater	53581	Inside	No	\$28,000	Yes	\$1,000	Replacement Cost
2025	Chevy Silverado	K3500 Dump	Pickup	1GB3KSE76SF120074	Electric	53581	Inside	No	\$66,235	Yes	\$1,000	Replacement Cost
2025	Dodge	SUV Pursuit	Police	1C4RDJFG8SC508515	Police	53581	Inside	No	\$48,586	Yes	\$1,000	Replacement Cost

Number of Vehicles with Auto Liability: 45Original Cost Total: \$3,169,336Number of Vehicles with APD: 45

(1) APD Value is determined by Original Cost New (OCN - retail cost the original purchaser paid for the vehicle) or by Appraisal Value for Fire/Rescue vehicles.

(2) APD Coverage Type is determined by underwriting and is based on the vehicle age and value

# DECLARATIONS

## MUNICIPAL PROPERTY INSURANCE COMPANY

### Variable Coverage Schedules

#### Business Income

Blanket	\$250,000
<b>Total</b>	<b>\$250,000</b>

#### Pedestrian Bridge

Krouskop Park - Footbridge-North Park	\$144,302
Krouskop Park - Footbridge-Old Mill Pond	\$257,717
Parks PITO Throughout City - 6 Barcboard walk thru cedar tables	\$5,400
PITO Throughout City - Mountain Bike Trail Bridge (Rockwell)	\$3,557
<b>Total</b>	<b>\$410,976</b>

#### Pier and Wharf

Krouskop Park - Kayak Launch-1050 N Orange St	\$13,295
North Park - 280 ft Fishing Pier North Lake Park	\$5,502
Old Mill Pond Park - Kayak Launch-600 W Seminary	\$16,903
Parks PITO Throughout City - Kayak Dock/Launch (S Wedgewood Park)	\$18,000
<b>Total</b>	<b>\$53,700</b>

#### Utility Meter

Meters (2,200)	\$337,631
<b>Total</b>	<b>\$337,631</b>



Item 16.

STATEMENT OF VALUES  
MUNICIPAL PROPERTY INSURANCE COMPANY

Coverage Amount - \$80,474,052

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
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# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Coverage Amount - \$80,474,052

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
<b>001</b>	<b>Krouskop Park</b>						
	005	PARK PAVILION/GAZEBO 1050 N ORANGE, RICHLAND CENTER,WI 53581	2019	1.0	620	\$13,520	\$3,163
	006	COMMUNITY/SENIOR CENTER 1050 N ORANGE, RICHLAND CENTER,WI 53581	2012	1.0	14,140	\$3,151,885	\$312,000
	007	HIGHCASTER BOOTH 1050 N ORANGE, RICHLAND CENTER,WI 53581	1980	1.0	700	\$77,803	\$0
	008	MONUMENT (MIA) 1050 N ORANGE, RICHLAND CENTER,WI 53581		1.0		\$3,415	\$0
	009	600 sq ft Picnic Shelter #1 Ferguson 1050 N ORANGE, RICHLAND CENTER,WI 53581				\$14,788	\$0
	010	600 sq ft Picnic Shelter #2 B.I. 1050 N ORANGE, RICHLAND CENTER,WI 53581				\$14,788	\$0
	011	600 sq ft Picnic Shelter #3 Anderson 1050 N ORANGE, RICHLAND CENTER,WI 53581				\$14,788	\$0
	012	Picnic Shelter #5 Robert Retrum 1050 N ORANGE, RICHLAND CENTER,WI 53581				\$12,302	\$0
	013	Picnic Shelter #6 Chas Lawrence 1050 N ORANGE, RICHLAND CENTER,WI 53581				\$12,302	\$0
	014	Gazebo #1 1050 N ORANGE, RICHLAND CENTER,WI 53581				\$1,538	\$0
	015	Gazebo #2 1050 N ORANGE, RICHLAND CENTER,WI 53581				\$1,538	\$0
		Property in the Open					\$733,726
		<b>Krouskop Park (001) Total</b>				<b>\$3,318,667</b>	<b>\$1,048,889</b>

# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Coverage Amount - \$80,474,052

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
<b>002</b>	<b>Woodman Aquatic Center</b>						
	005	BATHHOUSE 1055 N ORANGE STREET, RICHLAND CENTER,WI 53581	2020	1.0	5,000	\$1,387,725	\$35,096
	006	POOL 1055 N ORANGE STREET, RICHLAND CENTER,WI 53581	2020	1.0		\$509,712	\$0
	007	POOL SLIDE 1055 N ORANGE STREET, RICHLAND CENTER,WI 53581	2020	2.0		\$250,000	\$0
	008	PUMPHOUSE EQUIPMENT 1055 N ORANGE STREET, RICHLAND CENTER,WI 53581	2020	1.0	1,200	\$3,242,322	\$0
		<b>Woodman Aquatic Center (002) Total</b>				<b>\$5,389,759</b>	<b>\$35,096</b>
<b>003</b>	<b>Parks &amp; Grounds Department</b>						
	003	PUMPS AND MATERIALS BLDG 1100 N JEFFERSON ST, RICHLAND CENTER,WI 53581	2019	1.0	1,100	\$46,800	\$0
	004	PARKS & GROUNDS BLDG 1100 N JEFFERSON ST, RICHLAND CENTER,WI 53581	2005	1.0	4,400	\$706,159	\$113,038
		<b>Parks &amp; Grounds Department (003) Total</b>				<b>\$752,959</b>	<b>\$113,038</b>
<b>004</b>	<b>CEMETERY</b>						
	003	CEMETERY GARAGE 1300 NORTH PARK STREET, RICHLAND CENTER,WI 53581	1963	1.0	930	\$119,657	\$5,200
	004	STORAGE BLDG 1300 NORTH PARK STREET, RICHLAND CENTER,WI 53581	1990	1.0	250	\$14,198	\$5,200
		<b>CEMETERY (004) Total</b>				<b>\$133,855</b>	<b>\$10,400</b>

# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Coverage Amount - \$80,474,052

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
<b>005</b>		<b>UTILITY BLDG</b>					
	005	BULK WATER FILL STATION 131 - 133 W ROBB RD, RICHLAND CENTER, WI 53581	2013	1.0	144	\$33,458	\$0
	006	UTILITY BLDG 131 - 133 W ROBB RD, RICHLAND CENTER, WI 53581	2001	1.0	12,000	\$1,424,752	\$432,118
	007	ELECTRIC UTILITY COLD STORAGE 131 W ROBB RD, RICHLAND CENTER, WI 53581	2015	1.0	4,800	\$133,502	\$645,871
	008	COLD STORAGE 133 W ROBB RD, RICHLAND CENTER, WI 53581	2001	1.0	5,600	\$394,833	\$78,000
		Property in the Open					\$35,881
		<b>UTILITY BLDG (005) Total</b>				<b>\$1,986,545</b>	<b>\$1,191,870</b>
<b>006</b>		<b>STREET GARAGE</b>					
	001	STREET GARAGE 141 W ROBB RD, RICHLAND CENTER, WI 53581	2001	1.0	12,000	\$1,135,141	\$143,823
		<b>STREET GARAGE (006) Total</b>				<b>\$1,135,141</b>	<b>\$143,823</b>

# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Coverage Amount - \$80,474,052

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
<b>007</b>	<b>North Park</b>						
	005	CONCESSION STAND W/SHELTER 1550 ALLISON PK DR, RICHLAND CENTER, WI 53581	1991	1.0	1,700	\$46,913	\$3,554
	006	HIGHCASTER BOOTH - NORTH PARK 1550 ALLISON PK DR, RICHLAND CENTER, WI 53581	1984	1.0	100	\$21,290	\$1,040
	007	ROTARY BLDG/BASEBALL/SOFTBALL 1550 ALLISON PK DR, RICHLAND CENTER, WI 53581	2001	1.0	225	\$5,200	\$0
	008	ROTARY BLDG/SOCCER 1550 ALLISON PK DR, RICHLAND CENTER, WI 53581	2001	1.0	225	\$5,200	\$0
	009	Picnic Shelter 1200 sq ft 1550 ALLISON PK DR, RICHLAND CENTER, WI 53581				\$24,912	\$0
	010	Shelter Klingaman 1550 ALLISON PK DR, RICHLAND CENTER, WI 53581				\$4,898	\$0
	011	Gazebo #3 1550 ALLISON PK DR, RICHLAND CENTER, WI 53581				\$1,509	\$0
		Property in the Open					\$205,235
		<b>North Park (007) Total</b>				<b>\$109,922</b>	<b>\$209,829</b>
<b>008</b>	<b>COMMUNICATION RADIO TOWER</b>						
	003	COMMUNICATION RADIO TOWER 200 TOWER HILL RD, RICHLAND CENTER, WI 53581	1980	1.0		\$10,400	\$0
	004	CONCRETE WATER TANK 200 TOWER HILL RD, RICHLAND CENTER, WI 53581	1957	1.0	2,000	\$1,231,591	\$0
		<b>COMMUNICATION RADIO TOWER (008) Total</b>				<b>\$1,241,991</b>	<b>\$0</b>

# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Coverage Amount - \$80,474,052

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
<b>009</b>	<b>WELL SITE 8</b>						
	001	WELL SITE 8 23155 US HWY 14 WEST, RICHLAND CENTER,WI 53581	2009	1.0	850	\$940,898	\$0
		Property in the Open					\$26,782
		<b>WELL SITE 8 (009) Total</b>				<b>\$940,898</b>	<b>\$26,782</b>
<b>010</b>	<b>LANDFILL</b>						
	004	POLE SHED STORAGE 24147 HWY AA, RICHLAND CENTER,WI 53581	1982	1.0	480	\$32,810	\$3,456
	005	RECYCLING SHED 24147 HWY AA, RICHLAND CENTER,WI 53581	1982	1.0	1,000	\$60,380	\$1,734
	006	SCALE HOUSE 24147 HWY AA, RICHLAND CENTER,WI 53581	1987	1.0	120	\$10,400	\$78,000
		<b>LANDFILL (010) Total</b>				<b>\$103,590</b>	<b>\$83,190</b>
<b>011</b>	<b>WATER TOWER</b>						
	001	WATER TOWER 26142 PLEASANT VALLEY DRI, RICHLAND CENTER,WI 53581	2019	1.0		\$1,549,215	\$0
		<b>WATER TOWER (011) Total</b>				<b>\$1,549,215</b>	<b>\$0</b>
<b>012</b>	<b>ENTRANCE SIGN</b>						
		Property in the Open					\$12,382
		<b>ENTRANCE SIGN (012) Total</b>				<b>\$0</b>	<b>\$12,382</b>
<b>013</b>	<b>WELL SITE 3</b>						
	001	WELL SITE 26500 PLEASANT VALLEY DR, RICHLAND CENTER,WI 53581	2000	1.0	1,000	\$544,307	\$0
		Property in the Open					\$25,177
		<b>WELL SITE 3 (013) Total</b>				<b>\$544,307</b>	<b>\$25,177</b>



# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Coverage Amount - \$80,474,052

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
<b>014</b>		<b>AIRPORT</b>					
	005	AIRPORT HANGERS 28929 COUNTY ROAD B, SEXTONVILLE,WI 53581	2000	1.0	11,000	\$1,146,484	\$0
	006	AIRPORT REPAIR SHOP/HANGER 28929 COUNTY ROAD B, SEXTONVILLE,WI 53581	2000	1.0	2,800	\$198,447	\$1,040
	007	AIRPORT TERMINAL 28929 COUNTY ROAD B, SEXTONVILLE,WI 53581	2020	1.0	2,400	\$1,010,960	\$17,548
	008	Control Building 28929 COUNTY ROAD B, SEXTONVILLE,WI 53581	1980	1.0	200	\$250,000	\$0
	009	10,000 GAL AVIATION TANK & Fuel Farm 28929 COUNTY ROAD B, LONE ROCK,WI 53581	2018	1.0		\$325,187	\$0
		Property in the Open					\$106,062
		<b>AIRPORT (014) Total</b>				<b>\$2,931,078</b>	<b>\$124,650</b>

# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Coverage Amount - \$80,474,052

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
<b>015</b>		<b>WASTE WATER RECYCLING FACILITY</b>					
	015	ADMINISTRATION/GARAGE BUILDING 29847 CTY HWY - TB, RICHLAND CENTER,WI 53581	2015	1.0	10,000	\$3,598,132	\$37,007
	016	ANAEROBIC DIGESTER 29847 CTY HWY - TB, RICHLAND CENTER,WI 53581	2015	1.0	2,000	\$1,214,086	\$0
	017	CAKE SLUDGE STORAGE 29847 CTY HWY - TB, RICHLAND CENTER,WI 53581	2015	1.0	12,500	\$1,027,631	\$0
	018	FINAL CLARIFIERS 29847 CTY HWY - TB, RICHLAND CENTER,WI 53581	2015	1.0	5,100	\$1,594,110	\$0
	019	HEADWORKS BLDG 29847 CTY HWY - TB, RICHLAND CENTER,WI 53581	2015	1.0	2,500	\$3,331,973	\$0
	020	LIFT STATION 29847 CTY HWY - TB, RICHLAND CENTER,WI 53581	2015	1.0		\$311,706	\$0
	021	PRIMARY CLARIFIERS 29847 CTY HWY - TB, RICHLAND CENTER,WI 53581	2015	1.0	2,264	\$1,016,243	\$0
	022	PROCESS CONTROL BLDG 29847 CTY HWY - TB, RICHLAND CENTER,WI 53581	2015	1.0	3,100	\$2,828,121	\$0
	023	SELECTOR BASINS/AERATION BASINS 29847 CTY HWY - TB, RICHLAND CENTER,WI 53581	2015	1.0	7,600	\$1,769,176	\$0
	024	SLUDGE HOLDING TANK 29847 CTY HWY - TB, RICHLAND CENTER,WI 53581	2015	1.0	1,250	\$381,449	\$0
	025	SLUDGE PROCESSING BLDG 29847 CTY HWY - TB, RICHLAND CENTER,WI 53581	2015	1.0	3,700	\$5,132,462	\$0
	026	UV DISINFECTION 29847 CTY HWY - TB, RICHLAND CENTER,WI 53581	2015	1.0	680	\$538,013	\$0

# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Coverage Amount - \$80,474,052

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
	027	WASTE RECEIVING STATION 29847 CTY HWY - TB, RICHLAND CENTER, WI 53581	2015	1.0	700	\$1,105,913	\$0
	028	WELL SITE 29847 CTY HWY - TB, RICHLAND CENTER, WI 53581	2015	1.0		\$251,926	\$0
		Property in the Open					\$172,221
		<b>WASTE WATER RECYCLING FACILITY (015) Total</b>				<b>\$24,100,941</b>	<b>\$209,228</b>
<b>016</b>	<b>BREWER LIBRARY</b>						
	001	BREWER LIBRARY 325 N CENTRAL, RICHLAND CENTER, WI 53581	1969	2.0	16,000	\$4,554,997	\$3,471,343
		<b>BREWER LIBRARY (016) Total</b>				<b>\$4,554,997</b>	<b>\$3,471,343</b>
<b>017</b>	<b>RAILROAD DEPOT</b>						
	001	RAILROAD DEPOT 397 W SEMINARY ST, RICHLAND CENTER, WI 53581	1909	1.0	2,950	\$742,107	\$18,250
	002	THE MILWAUKEE ROAD CABOOSE 397 W SEMINARY ST, RICHLAND CENTER, WI 53581		1.0	360	\$30,417	\$0
		Property in the Open					\$24,496
		<b>RAILROAD DEPOT (017) Total</b>				<b>\$772,524</b>	<b>\$42,746</b>

# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Coverage Amount - \$80,474,052

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
<b>018</b>	<b>MUNICIPAL BUILDING</b>						
	004	MUNICIPAL BUILDING 450 S MAIN ST, RICHLAND CENTER,WI 53581	1999	1.0	13,000	\$2,777,761	\$900,244
	005	SOLAR PANELS 450 S MAIN ST, RICHLAND CENTER,WI 53581	2008	1.0		\$125,707	\$0
	006	VETERANS MEMORIAL 450 S MAIN ST, RICHLAND CENTER,WI 53581	2015	1.0		\$804,171	\$0
		<b>MUNICIPAL BUILDING (018) Total</b>				<b>\$3,707,639</b>	<b>\$900,244</b>
<b>019</b>	<b>WASTEWATER TREATMENT PLANT</b>						
	006	LIFT STATION 590 S ORANGE ST, RICHLAND CENTER,WI 53581	2015	1.0	1,300	\$2,243,140	\$0
	007	RC PARKS DEPT SHED 590 S ORANGE ST, RICHLAND CENTER,WI 53581	2021	1.0	5,000	\$234,000	\$15,600
	008	WWTP - DAF BLDG 590 S ORANGE ST, RICHLAND CENTER,WI 53581	1980	1.0	2,400	\$771,168	\$0
	009	WWTP - EQUALIZATION BASIN 590 S ORANGE ST, RICHLAND CENTER,WI 53581	1980	1.0	7,000	\$1,829,067	\$352,731
	010	WWTP - OFFICE/GARAGE 590 S ORANGE ST, RICHLAND CENTER,WI 53581	1980	1.0	8,200	\$2,253,730	\$78,000
		<b>WASTEWATER TREATMENT PLANT (019) Total</b>				<b>\$7,331,105</b>	<b>\$446,331</b>

# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Coverage Amount - \$80,474,052

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
<b>020</b>		<b>WARMING HOUSE-MEYERS BLDG</b>					
	001	WARMING HOUSE-MEYERS BLDG 950 NORTH ORANGE ST, RICHLAND CENTER,WI 53581	1982	1.0	2,400	\$438,058	\$26,000
		<b>WARMING HOUSE-MEYERS BLDG (020) Total</b>				<b>\$438,058</b>	<b>\$26,000</b>
<b>021</b>		<b>DIKE LIGHTS</b>					
		Property in the Open					\$156,000
		<b>DIKE LIGHTS (021) Total</b>				<b>\$0</b>	<b>\$156,000</b>
<b>022</b>		<b>EUNICE KEEPERS PAVILION</b>					
	001	EUNICE KEEPERS PAVILION W 8TH & 113TH N JEFFERSON, RICHLAND CENTER,WI 53581	1980	1.0	1,900	\$140,614	\$5,200
		<b>EUNICE KEEPERS PAVILION (022) Total</b>				<b>\$140,614</b>	<b>\$5,200</b>
<b>023</b>		<b>LIFT STATION - N GROVE ST</b>					
	001	LIFT STATION 500 N GROVE ST, RICHLAND CENTER,WI 53581	1980	1.0	100	\$200,968	\$0
		<b>LIFT STATION - N GROVE ST (023) Total</b>				<b>\$200,968</b>	<b>\$0</b>
<b>024</b>		<b>LIFT STATION - 80 SOUTH</b>					
	001	LIFT STATION 80 SOUTH, RICHLAND CENTER,WI 53581	1980	1.0		\$124,494	\$0
		<b>LIFT STATION - 80 SOUTH (024) Total</b>				<b>\$124,494</b>	<b>\$0</b>

# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Coverage Amount - \$80,474,052

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
<b>025</b>		<b>LIFT STATION - INDUSTRIAL PARK</b>					
	001	LIFT STATION 350 INDUSTRIAL PARK, RICHLAND CENTER, WI 53581	1994	1.0		\$124,494	\$0
		<b>LIFT STATION - INDUSTRIAL PARK (025) Total</b>				<b>\$124,494</b>	<b>\$0</b>
<b>026</b>		<b>LIFT STATION - BOHMANN DR</b>					
	001	LIFT STATION 2111 BOHMANN DR, RICHLAND CENTER, WI 53581	1980	1.0	100	\$200,968	\$0
		<b>LIFT STATION - BOHMANN DR (026) Total</b>				<b>\$200,968</b>	<b>\$0</b>
<b>027</b>		<b>LIFT STATION - FOUNDRY DR</b>					
	001	LIFT STATION 1870 FOUNDRY DR, RICHLAND CENTER, WI 53581	1980	1.0		\$124,494	\$0
		<b>LIFT STATION - FOUNDRY DR (027) Total</b>				<b>\$124,494</b>	<b>\$0</b>
<b>028</b>		<b>LIFT STATION - RICHLAND SQUARE</b>					
	001	LIFT STATION 195 RICHLAND SQUARE, RICHLAND CENTER, WI 53581	1980	1.0		\$124,494	\$0
		<b>LIFT STATION - RICHLAND SQUARE (028) Total</b>				<b>\$124,494</b>	<b>\$0</b>
<b>029</b>		<b>LIFT STATION - ALLISON PARK DR</b>					
	001	LIFT STATION 1600 ALLISON PARK DR, RICHLAND CENTER, WI 53581	1980	1.0	100	\$200,968	\$0
		<b>LIFT STATION - ALLISON PARK DR (029) Total</b>				<b>\$200,968</b>	<b>\$0</b>



# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Coverage Amount - \$80,474,052

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
<b>030</b>		<b>LIFT STATION - US HWY 14 W</b>					
	001	LIFT STATION 1100 US HWY 14 W, RICHLAND CENTER,WI 53581	1980	1.0		\$124,494	\$0
		<b>LIFT STATION - US HWY 14 W (030) Total</b>				<b>\$124,494</b>	<b>\$0</b>
<b>031</b>		<b>LIFT STATION - VETERANS DR</b>					
	001	LIFT STATION 1300 VETERANS DR, RICHLAND CENTER,WI 53581	1980	1.0		\$124,494	\$0
		<b>LIFT STATION - VETERANS DR (031) Total</b>				<b>\$124,494</b>	<b>\$0</b>
<b>032</b>		<b>WARNING SIREN - W SEMINARY</b>					
		Property in the Open					\$23,452
		<b>WARNING SIREN - W SEMINARY (032) Total</b>				<b>\$0</b>	<b>\$23,452</b>
<b>033</b>		<b>WARNING SIREN - FOUNDRY DR</b>					
		Property in the Open					\$24,288
		<b>WARNING SIREN - FOUNDRY DR (033) Total</b>				<b>\$0</b>	<b>\$24,288</b>
<b>034</b>		<b>STEEL WATER TANK</b>					
	001	STEEL WATER TANK 200 N STEWART ST, RICHLAND CENTER,WI 53581	1978	1.0	2,000	\$1,143,621	\$0
		<b>STEEL WATER TANK (034) Total</b>				<b>\$1,143,621</b>	<b>\$0</b>
<b>035</b>		<b>WELL SITE 6</b>					
	001	WELL SITE 6 43 E ROBB RD, RICHLAND CENTER,WI 53581	1992	1.0	1,000	\$377,717	\$0
		<b>WELL SITE 6 (035) Total</b>				<b>\$377,717</b>	<b>\$0</b>

# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Coverage Amount - \$80,474,052

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
<b>036</b>		<b>BOOSTER STATION</b>					
	001	BOOSTER STATION 761 CEDAR ST, RICHLAND CENTER,WI 53581	1980	1.0	550	\$182,599	\$0
		<b>BOOSTER STATION (036) Total</b>				<b>\$182,599</b>	<b>\$0</b>
<b>037</b>		<b>Bike Repair Stations</b>					
		Property in the Open					\$2,400
		<b>Bike Repair Stations (037) Total</b>				<b>\$0</b>	<b>\$2,400</b>
<b>038</b>		<b>Dog Park</b>					
	001	Shelter 4,000 sq feet 287 Industrial Dr., RICHLAND CENTER,WI 53581				\$8,000	\$0
		Property in the Open					\$8,500
		<b>Dog Park (038) Total</b>				<b>\$8,000</b>	<b>\$8,500</b>
<b>039</b>		<b>Flood Warning Sirens</b>					
		Property in the Open					\$110,000
		<b>Flood Warning Sirens (039) Total</b>				<b>\$0</b>	<b>\$110,000</b>
<b>040</b>		<b>Old Mill Pond Park</b>					
	001	Shelter 600 W. Seminary St., RICHLAND CENTER,WI 53581				\$5,408	\$0
		Property in the Open					\$84,203
		<b>Old Mill Pond Park (040) Total</b>				<b>\$5,408</b>	<b>\$84,203</b>

# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Coverage Amount - \$80,474,052

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
<b>041</b>		<b><i>Parks PITO Throughout City</i></b>					
	001	Hwy 80 North Chellevoid Shelter 600 sf N/A, RICHLAND CENTER,WI 53581				\$22,624	\$0
		Property in the Open					\$57,744
		<b>Parks PITO Throughout City (041) Total</b>				<b>\$22,624</b>	<b>\$57,744</b>
<b>042</b>		<b><i>PITO Throughout City</i></b>					
		Property in the Open					\$7,561,603
		<b>PITO Throughout City (042) Total</b>				<b>\$0</b>	<b>\$7,561,603</b>
<b>043</b>		<b><i>Strickland Park</i></b>					
	001	Pavillion 391 N. Pearl St., RICHLAND CENTER,WI 53581				\$1,200	\$0
		Property in the Open					\$10,722
		<b>Strickland Park (043) Total</b>				<b>\$1,200</b>	<b>\$10,722</b>
<b>044</b>		<b><i>Wedgewood North</i></b>					
	001	John Fleming Shelter 1184 Frank Lloyd Wright Mem Hwy., RICHLAND CENTER,WI 53581				\$2,465	\$0
		<b>Wedgewood North (044) Total</b>				<b>\$2,465</b>	<b>\$0</b>
<b>045</b>		<b><i>Wedgewood South</i></b>					
	001	20x30 Frame Bldg w Steel Roof Bohmann Dr., RICHLAND CENTER,WI 53581				\$8,000	\$0
		<b>Wedgewood South (045) Total</b>				<b>\$8,000</b>	<b>\$0</b>

# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Coverage Amount - \$80,474,052

Site	Bldg	Description	Year Built	Floors	Square Footage	Building RC	Personal Property RC
<b>046</b>		<b>West Side Park</b>					
	001	Gazebo 144 sq ft 515 N. Grove St., RICHLAND CENTER, WI 53581				\$7,044	\$0
		Property in the Open					\$16,571
		<b>West Side Park (046) Total</b>				<b>\$7,044</b>	<b>\$16,571</b>
<b>Building Subtotal</b>							\$64,292,351
<b>Contents Subtotal</b>							\$6,784,256
<b>Property in the Open Subtotal</b>							\$9,397,445
<b>Building, Contents and PITO Total</b>							<b>\$80,474,052</b>

# PROPERTY IN THE OPEN

## MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Site	Description	Quantity	Replacement Cost
<b>001</b>	<b>Krouskop Park</b>		
	19 Holes Innova Disc Golf Baskets		\$6,500
	3 SIGNS		\$3,163
	4 Aluminum Bleachers		\$75,000
	4 Dugouts		\$5,879
	5 KPW Spring Toys		\$1,500
	5950 CHAINLINK FENCE		\$76,432
	6 Metal Bench/Trash Containers		\$13,498
	Backstop		\$11,001
	Double Spring Toy		\$1,000
	FLAG POLES		\$4,445
	Flag Poles		\$3,800
	Footbridge-North Park		\$144,302
	Footbridge-Old Mill Pond		\$257,717
	Frog Spring Toy		\$750
	Kayak Launch-1050 N Orange St		\$13,295
	KPE 4 Belt Swing		\$2,428
	KPE Large Playstructure		\$18,615
	KPE Metal Climber		\$1,814
	KPE Plastic Slide		\$3,578
	KPN 4 Bay Swings		\$1,555
	KPN Comet Spinner		\$1,800
	KPN Wavy Plastic Slide		\$3,629
	KPW 3 Bay Swing		\$1,348
	KPW 4 Bay Swing		\$1,555
	KPW 4 Bay Swing		\$1,555
	KPW 4 Teeter Totter		\$1,244
	KPW 6 Bay Swing		\$1,867

# PROPERTY IN THE OPEN

Item 16.

## MUNICIPAL PROPERTY INSURANCE COMPANY

Site	Description	Quantity	Replacement Cost
	KPW Dome Climber		\$1,814
	KPW Merry Go Round		\$2,592
	Merry Go Round		\$6,000
	Mom Swing		\$6,500
	OUTDOOR LIGHTS		\$46,800
	PAVILLION Concrete Benches		\$2,000
	Story Book Walk		\$8,000
	Whale Spring Toy		\$750
	<b>Krouskop Park (001) Total</b>		<b>\$733,726</b>
<b>005</b>	<b>UTILITY BLDG</b>		
	SIGN		\$21,124
	SIREN		\$14,757
	<b>UTILITY BLDG (005) Total</b>		<b>\$35,881</b>
<b>007</b>	<b>North Park</b>		
	2 Backstops In North Park West		\$11,001
	2 Scoreboard		\$9,048
	280 ft Fishing Pier North Lake Park		\$5,502
	6 Dugouts		\$21,246
	Aluminum Bleachers		\$53,135
	Batting Cage		\$3,015
	FENCING		\$31,200
	OUTDOOR LIGHTING		\$46,800
	SIREN		\$24,288
	<b>North Park (007) Total</b>		<b>\$205,235</b>
<b>009</b>	<b>WELL SITE 8</b>		
	ENTRANCE SIGN		\$12,382
	SIREN		\$14,400
	<b>WELL SITE 8 (009) Total</b>		<b>\$26,782</b>
<b>012</b>	<b>ENTRANCE SIGN</b>		
	ENTRANCE SIGN		\$12,382



# PROPERTY IN THE OPEN

Item 16.

## MUNICIPAL PROPERTY INSURANCE COMPANY

Site	Description	Quantity	Replacement Cost
	<b>ENTRANCE SIGN (012) Total</b>		<b>\$12,382</b>
<b>013</b>	<b>WELL SITE 3</b>		
	SIREN		\$25,177
	<b>WELL SITE 3 (013) Total</b>		<b>\$25,177</b>
<b>014</b>	<b>AIRPORT</b>		
	5 KVA Dry Type Transformers		\$7,962
	6" Airport Spot Lights		\$2,095
	Beacon Light		\$5,405
	Constant Current Regulator		\$10,477
	Electronic Runway Lights Controller		\$10,058
	Interface Control Panel		\$8,905
	Luma Curve Runway Sign		\$6,810
	Precision Approach Path Indicator		\$10,477
	Runway Lights		\$34,653
	Windsock Pole & Light Assembly		\$9,220
	<b>AIRPORT (014) Total</b>		<b>\$106,062</b>
<b>015</b>	<b>WASTE WATER RECYCLING FACILITY</b>		
	FENCING		\$142,330
	HYDRANTS		\$29,891
	<b>WASTE WATER RECYCLING FACILITY (015) Total</b>		<b>\$172,221</b>
<b>017</b>	<b>RAILROAD DEPOT</b>		
	SIREN		\$24,496
	<b>RAILROAD DEPOT (017) Total</b>		<b>\$24,496</b>
<b>021</b>	<b>DIKE LIGHTS</b>		
	DIKE LIGHTS		\$156,000
	<b>DIKE LIGHTS (021) Total</b>		<b>\$156,000</b>
<b>032</b>	<b>WARNING SIREN - W SEMINARY</b>		
	WARNING SIREN		\$23,452
	<b>WARNING SIREN - W SEMINARY (032) Total</b>		<b>\$23,452</b>
<b>033</b>	<b>WARNING SIREN - FOUNDRY DR</b>		
	WARNING SIREN		\$24,288

# PROPERTY IN THE OPEN

Item 16.

## MUNICIPAL PROPERTY INSURANCE COMPANY

Site	Description	Quantity	Replacement Cost
	<b>WARNING SIREN - FOUNDRY DR (033) Total</b>		<b>\$24,288</b>
<b>037</b>	<b><i>Bike Repair Stations</i></b>		
	Foundry Bike Trail		\$1,200
	Sewer Plant Parking Lot		\$1,200
	<b>Bike Repair Stations (037) Total</b>		<b>\$2,400</b>
<b>038</b>	<b><i>Dog Park</i></b>		
	Fencing		\$6,000
	Water Fountain		\$2,500
	<b>Dog Park (038) Total</b>		<b>\$8,500</b>
<b>039</b>	<b><i>Flood Warning Sirens</i></b>		
	Allison Park w/ Pumps		\$70,000
	College Drive		\$20,000
	Rockbridge		\$20,000
	<b>Flood Warning Sirens (039) Total</b>		<b>\$110,000</b>
<b>040</b>	<b><i>Old Mill Pond Park</i></b>		
	Basketball Hoop		\$2,800
	Comet Spinner		\$1,683
	Kayak Launch-600 W Seminary		\$16,903
	Mom Swing		\$6,500
	Playground Equipment		\$42,542
	Spiral Slide		\$6,500
	Spring Frog		\$750
	Spring Whale		\$750
	Volta Inclusive Spinner		\$5,775
	<b>Old Mill Pond Park (040) Total</b>		<b>\$84,203</b>
<b>041</b>	<b><i>Parks PITO Throughout City</i></b>		
	1 Disabled Barcoboard cedar table		\$950
	12 Standard Benches		\$7,200
	2 32 Gal Dome Lid Garbage Can		\$2,015
	3 Fountains @ \$4k each		\$12,000

# PROPERTY IN THE OPEN

## MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Site	Description	Quantity	Replacement Cost
	4 32 Gal Dome Lid Garbage Can		\$1,200
	6 Barcoboard walk thru cedar tables		\$5,400
	6 Bike Racks		\$887
	7 Canoe Ports		\$10,092
	Kayak Dock/Launch (S Wedgewood Park)		\$18,000
	<b>Parks PITO Throughout City (041) Total</b>		<b>\$57,744</b>
<b>042</b>	<b><i>PITO Throughout City</i></b>		
	72 LED Street Lights(decorative poles on Court St & 100 Blocks of Central)		\$98,988
	Hydrants (400)		\$468,050
	Mountain Bike Trail Bridge (Rockwell)		\$3,557
	Outdoor Lights		\$22,855
	Power Poles		\$1,034,240
	Robert Brewer Substation		\$2,112,810
	Street Lights		\$273,337
	Transformers		\$1,047,766
	Transformers (753)-Olson Substation		\$2,500,000
	<b>PITO Throughout City (042) Total</b>		<b>\$7,561,603</b>
<b>043</b>	<b><i>Strickland Park</i></b>		
	2 Spinner Seats		\$1,659
	4 Bay Swing		\$1,555
	Balance Beam		\$354
	Climbing Apparatus		\$3,110
	Slide Plastic		\$3,629
	Spring Toy Frog		\$415
	<b>Strickland Park (043) Total</b>		<b>\$10,722</b>
<b>046</b>	<b><i>West Side Park</i></b>		
	Climbing Gym		\$3,000
	Swing Slide 3 Spinn		\$13,571
	<b>West Side Park (046) Total</b>		<b>\$16,571</b>

PROPERTY IN THE OPEN

MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Site	Description	Quantity	Replacement Cost
PROPERTY IN THE OPEN TOTAL			\$9,397,445

# CONTRACTORS EQUIPMENT

## MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Description (Year/Make/Model/Serial #)	Department	Replacement Cost
1987 FELING TRAILER S/N:89-24-15612	STREETS	\$19,553
1989 CATERPILLAR 8EBO7714 FORKLIFT T50D	WATER	\$4,366
1991 1-520981 ROUTER 20 HP	STREETS	\$10,590
1993 ROSCOE 62640 ROLLER	STREETS	\$24,438
1995 CHEVY SRT EQUIPMENT	POLICE	\$0
1995 KIEFER IGU 16FT 8-16 TRAILER - 12,000#	WATER	\$3,350
S/N:1DVDU1621TA003488		
1996 SINGLE AXLE TRAILER 12' - 4400# S/N:1U9AB3240TA001290	ELECTRIC	\$1,500
1996 THOMPSON 8V-72 VACUUM ASSISTED PUMP	STREETS	\$50,582
1996 UTILITY TOOL SINGLE WIRE TRAILER - 6000#	ELECTRIC	\$6,404
S/N:109AB3240TA001290		
1998 OLYMPIC TRAILER - 10,000# S/N:DJHW820208H100986	PARKS & REC	\$15,000
1999 FAIR SNOW CRETE 824SI SNOWBLOWER	STREETS	\$51,884
1999 JOHN DEERE 624H LOADER	STREETS	\$164,113
1999 UNIVERSAL 274 71-43HTE END LOADER PLOW	STREETS	\$15,195
2000 8' RUGGED ROAD TRAILER - 2,000# S/N:5AWSU0819YL001274	WATER	\$825
2000 BANDIT TRAILER CHIPPER S/N:00459123651J560739	STREETS	\$15,000
2000 CASE 560 TRENCHER AND BUCKET COMBO	ELECTRIC	\$67,166
2000 CASE 60 WALK BEHIND TRENCHER S/N:JAF0295698	ELECTRIC	\$9,321
2002 7-J MINI EXCAVATOR IHI	ELECTRIC	\$21,554
2005 FAIR 848AC SNOWBLOWER	AIRPORT	\$20,820
2005 KUSTOM SIGNAL INC SMART TRAILER 5705	POLICE	\$12,987
S/N:1K98S08165K118010		
2005 MB 3614 RUNWAY BROOM	AIRPORT	\$7,960
2005 NEW HOLLAND 84LB LOADER	AIRPORT	\$41,641
2005 NEW HOLLAND TV145 TRACTOR	AIRPORT	\$84,505
2005 WAUSAU R3612H BLADE	AIRPORT	\$10,412
2005 WESTERN PRO PLUS PLOW 8 1/2'	STREETS	\$6,345
2006 CASE IH DX25E TRACTOR	AIRPORT	\$21,300
2007 CARRY ON 16FT TRAILER - 7,000# S/N:4YMUL16237G052132	WATER	\$2,227
2007 CHEVY 1500 PKP	POLICE	\$0
2007 KENT KF6 HAMMER- BREAKER S/N:F67237	WATER	\$6,000
2007 KENT KHP65 COMPACTOR S/N:650680	WATER	\$5,400
2007 NEW HOLLAND TC45A TRACTOR W CAB S/N:Z7DB11969	BLDG & GROUNDS	\$30,000
2008 SELF MADE DOUBLE WIRE TRAILER	ELECTRIC	\$6,404
2008 SWENSON SLIDE IN SANDER	STREETS	\$6,457
2010 JOHN DEERE 624 LOADER #125 W GRAPPLE BUCKET	STREETS	\$185,800
S/N:1DW624KZAA0630171		
2010 M-ATV ARMORED VEHICLE (ACV) S/N:0312107048-00	POLICE	\$767,360
2011 CRAFTCO SUPERSHOT 125 TAR MACHINE	STREETS	\$33,000
S/N:1C9SV1222F1418507		
2011 EDGE 500386 10' SNOW PUSHER	WATER	\$3,500
2011 GEHL MINI EXCAVATOR S/N:GE353SNAG03678	STREETS	\$48,225
2011 GENERAC 40 KW GENERATOR S/N:12852780100 ENGINE OG6042	ELECTRIC	\$22,505
2011 JOHN DEERE 310SJ TRACTOR BACKHOE	WATER	\$80,950
S/N:1T0310SJPB01986966		
2011 ZAMBONI ICE RESURFACER S/N:200	BLDG & GROUNDS	\$15,195
2012 BOBCAT TOOLCAT BLOWER	BLDG & GROUNDS	\$6,000
2012 BOBCAT TOOLCAT BRUSH	BLDG & GROUNDS	\$6,000

# CONTRACTORS EQUIPMENT

## MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Description (Year/Make/Model/Serial #)	Department	Replacement Cost
2012 BOBCAT TOOLCAT SALT SPREADER	BLDG & GROUND	\$2,087
2012 TRAILIER SINGLE AXLE, 7X12, 2,000# RATED	BLDG & GROUND	\$8,000
2013 GEHL BACKHOE ATTACHMENT S/N:407	BLDG & GROUND	\$20,000
2013 UNIVERSAL 305013 SNOW PLOW S/N:UTA-11-43L HDP	STREETS	\$11,143
2014 SWENSON 0312-6450 TAILGATE SANDER	STREETS	\$10,300
2014 SWENSON 1156674 SANDER SADS-52	STREETS	\$2,950
2014 UNIVERSAL SNOW PLOW S/N:UTA 11 HDP MBT TE	STREETS	\$9,117
2014 UNIVERSAL SNOW PLOW S/N:UTA AA 43HDP	STREETS	\$11,143
2015 POLARIS RANGER EXT UTV S/N:3NSRMA576FE375414	BLDG & GROUND	\$9,999
2015 SWENSON 11159138 SANDER SADS-52	STREETS	\$2,950
2015 SWENSON 1161125 SANDER SADS-52	STREETS	\$3,200
2016 BOBCAT B3C312199 UTV WITH ATTACHMENTS - MODEL 3650	WATER	\$28,167
2016 FORD EXPLORER - SQUAD 6 EQUIPMENT	POLICE	\$0
2016 SWENSON 4161906 VBOX SANDER	STREETS	\$0
2017 BOSS 274141BC189305 9' SNOWPLOW W/DEFLECTOR	STREETS	\$5,750
2017 DIXIE CHOPPER BLACKHAWK 2560 S/N:435617425	BLDG & GROUND	\$7,949
2017 FERRIS IS3200 S/N:2017762875	BLDG & GROUND	\$9,495
2017 FORD TAURUS EQUIPMENT	POLICE	\$0
2017 SALT DOGG 10972 SAINLESS SPREADER	STREETS	\$5,775
2018 JOHNSTON VT651 STREET SWEEPER S/N:1FVACXFC6JHHW2362	STREETS	\$256,000
2018 KUBOTA BX2680 ROTARY MOWER S/N:89154 RCK60B23BX	BLDG & GROUND	\$12,500
2018 LARUE D30123 SNOW BLOWER	STREETS	\$100,000
2018 POLARIS RANGER 1000 XP UTV S/N:4XARVU998J8053315	WASTEWATER	\$27,960
2018 UNIVERSAL 313617 SNOW PLOW MODEL UTA-11-43L	STREETS	\$9,853
2018 UTS H9/H11 HYDRAULIC UNIT S/N:17030710338175700-1	STREETS	\$0
2018 V270 SKID STEER WITH ATTACHMENTS	WASTEWATER	\$54,000
2018 WESTER PRO PLOW PLUS 9' PRO PLUS 9' PLOW	STREETS	\$5,500
2018 WESTERN PRO PLUS CONTRACTOR GRADE 8 1/2' PLOW S/N:1.70314101545769E+16	STREETS	\$6,345
2018 WESTERN PRO PLUS PLOW 8 1/2'	STREETS	\$5,500
2019 14' DUMP TRAILER - LOW PRO DUMP - 14000# S/N:4P5DL1424L3039578	WASTEWATER	\$8,700
2019 FORD EXPLORER - SQUAD 1 EQUIPMENT	POLICE	\$0
2019 FRIESEN SKID STEER TRAILER-CT-22-4 - 14,000# S/N:4WFCF2220K1015275	STREETS	\$5,900
2019 GEHL KOD177009 R220 SKID STEER	STREETS	\$42,250
2019 GEHL R190 SKID STEER S/N:GHL0R190OED175094	WATER	\$37,559
2019 POLARIS RANGER 500 UTV S/N:3NSRMA50XKE384999	BLDG & GROUND	\$10,000
2019 TRAFFIC LOGIX RADAR SIGN	POLICE	\$2,301
2019 VIRNIG VBWB-25 SNOW BLOWER S/N:148985 (SN 124000-CURRENT)	BLDG & GROUND	\$8,000
2020 BOBCAT 5600 UTILITY VEHICLE S/N:AHG816876	BLDG & GROUND	\$47,050
2020 BOBCAT UVAB70 ANGLE BROOM S/N:B1CZ01341	WATER	\$4,243



# CONTRACTORS EQUIPMENT

## MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Description (Year/Make/Model/Serial #)	Department	Replacement Cost
2020 FORD EXPLORER - SQUAD 2 EQUIPMENT	POLICE	\$0
2020 HENDERSON 11X30XMKEX55 DUMP BOX AND ALL HYDRALICS S/N:MKE-33513	STREETS	\$40,892
2020 HENDERSON TGSX6X96XDDX55 SANDER S/N:TGS-11023	STREETS	\$4,000
2020 UNIVERSAL UTA-11-43L HDP MBT TE PLOW S/N:3175-20	STREETS	\$11,700
2021 BOBCAT E35 MINI EXCAVATOR WITH ATTACHMENTS S/N:B3WZ15082	WATER	\$0
2021 DIXIE CHOPPER MOWER CLASSIC 3560KW S/N:CL3560KW- 20001982	BLDG & GROUNDS	\$9,424
2021 NEW HOLLAND WORKMASTER 25S TRACTOR S/N:LSMOW25SEL0015300	BLDG & GROUNDS	\$15,000
2021 POLARIS RANGER 500 UTV S/N:3NSMAA503ME530004	BLDG & GROUNDS	\$10,055
2021 RING 'O MATIC 275 VX VACUUM EXCAVATOR S/N:1R9J21615MP303059	WATER	\$55,344
2021 SURE TRAC TILT BED TRAILER S/N:5JW1U182M2341173	ELECTRIC	\$7,295
2022 BEHNKE B-B TRAILER TBCT2216ET - 16000# S/N:4L5ST2728NF060495	WATER	\$13,500
2022 DIXIE CHOPPER-CLASSIC	BLDG & GROUNDS	\$13,000
2022 DODGE RAM EQUIPMENT - SSV SQUAD	POLICE	\$0
2022 FERRIS ISX3300 MOWER S/N:4002123204	BLDG & GROUNDS	\$13,328
2022 GENERAC 60071280 POWER WASHER	BLDG & GROUNDS	\$400
2022 LS TRACTOR S/N:200814548	BLDG & GROUNDS	\$13,000
2023 BOBCAT CT1025 TRACTOR S/N:B54914661	BLDG & GROUNDS	\$16,000
2023 BOBCAT CT1025 TRACTOR W/60" DECK & LOADER ATTACHMENTS S/N:B4TW05791	BLDG & GROUNDS	\$18,600
2023 BOBCAT M60 BELLY MOWER S/N:B4U201469	BLDG & GROUNDS	\$5,000
2023 BUSH HOG 2810 10.5FT MOWER S/N:6520922	STREETS	\$21,443
2023 CID XTHF72 SKID STEER TILLER S/N:284010	WATER	\$5,400
2023 DUMPER DOGG DUMP BOX S/N:5531001	BLDG & GROUNDS	\$4,000
2023 FERRIS ISX2200 54" ZERO TURN MOWER S/N:4002267382	WATER	\$7,500
2023 JOHN DEERE Z950R ZERO TURN LAWN MOWER	WASTEWA TER	\$10,500
2024 TORO TX1000 TURBO DINGO W/ATTACHMENTS S/N:22587- 416698654	ELECTRIC	\$47,000
2025 DODGE SUV PURSUIT EQUIPMENT	POLICE	\$0
2025 ROBOTIC MOWER	BLDG & GROUNDS	\$4,000
50225 EDGE SNOW BRUSH S/N:725033	BLDG & GROUNDS	\$8,000
BOBCAT 24" MX3 SMOOTH BUCKET S/N:141348	WATER	\$700
BOBCAT 36" GRADING BUCKET S/N:144744	WATER	\$695
BOBCAT HYDRAULIC BREAKER S/N:144695 / A00Y27820	WATER	\$6,250
BOBCAT MINI EXCAVATOR S/N:144708 / B3WZ15082	WATER	\$46,591
BOBCAT PLATE COMPACTOR S/N:144649 / AW3H02586	WATER	\$3,695
BOBCAT POWER TILT S/N:144683 / B4C600226	WATER	\$3,250
BOBCAT RIPPER TOOTH S/N:139572	WATER	\$655
BODY CAMERAS	POLICE	\$0

# CONTRACTORS EQUIPMENT

## MUNICIPAL PROPERTY INSURANCE COMPANY

Item 16.

Description (Year/Make/Model/Serial #)	Department	Replacement Cost
CH & E TRAILER MOUNTED PUMP	WASTEWATER	\$9,776
CHEVY TAHOE - K-9 SQUAD EQUIPMENT	POLICE	\$0
DODGE DURANGO - SQUAD 3 EQUIPMENT	POLICE	\$0
FERRIS IND ISX3300 60" ZERO TURN MOWER S/N:4002303529	BLDG & GROUND	\$18,300
FORK MOUNTED CRANE-FOR TOOLCAT, TRACTOR OR SKID STEER S/N:FMJ2.5	BLDG & GROUND	\$800
FREIGHT & DELIVERY FOR ATTACHMENT	WATER	\$2,689
GIANT VAC TM6600D LEAFER	STREETS	\$18,799
JOY 1505 AIR COMPRESSOR	STREETS	\$29,329
SPARE BRUSHES FOR BOBCAT	WATER	\$725
TRAILER, DUAL AXLE, 7X16, 5 TON RATED (FROM PW)	BLDG & GROUND	\$20,000
VARIOUS ATTACHMENTS	WASTEWATER	\$8,000
<b>CONTRACTOR'S EQUIPMENT ≥ \$25,000</b>		<b>\$2,417,368</b>
<b>CONTRACTOR'S EQUIPMENT &lt; \$25,000</b>		<b>\$810,787</b>
<b>CONTRACTOR'S EQUIPMENT TOTAL</b>		<b>\$3,228,155</b>



## PROPERTY IN THE OPEN - WHAT DOES IT MEAN?

By Mike Zagrodnik, CPCU, Baer Insurance

As we look through our schedules of coverage, buildings, contents, and contractor's equipment all seem pretty obvious and self-explanatory as to what these things are. But what the heck is "Property in the Open" and why should I care?

By MPIC policy definition Property in the Open means "Mobile or permanently fixed personal property designed to be left exposed to the elements and outside of any covered building." The mystery is solved, and everything is now clear – right?

One thing we've come to know about insurance is that the obvious is never obvious. Property in the Open covers a wide array of owned property that often is overlooked. In our parks, playground equipment, picnic tables, ball diamond fencing, backstops, and lighting all seem to be common items that receive scrutiny and scheduling. All well and good. However, there is so much more. Street signal lights, street signs, streetlights and poles, emergency sirens and poles, decorative lighting, planters, benches, monuments, flags, and poles, etc.



Individually many of these items may be valued at less than a \$1,000 deductible, but collectively? What happens when a serious windstorm destroys 10 streetlights, several signal lights, and street signs? A \$2,500 streetlight or pole might be manageable, but times 10 and throw in some signals and road signs, not so much. Who would think a concrete commemorative bench might be a \$6,000 event? So what do we do?

MPIC provides some measure of protection with \$10,000 for unscheduled property in the open. In a disaster under Section IV "Covered Property" should we be able to show we only

discovered we had the property or inadvertently left it unscheduled, there is a provision that might allow for scheduling the item back to inception and paying the associated premium to buy back up to \$250,000 of coverage. However, it's hard to argue you didn't know about your traffic lights and then inadvertently failed to schedule coverage. When buying coverage for a combined \$400,000, \$500,000, or less might result in an increase in premium of \$300–\$600 a year, why not spend a few minutes to think about those things we have that often are overlooked or marginalized to have the confidence we aren't going to be caught with a significant uncovered loss? MPIC and your agents are always available to assist with this or any other property insurance related questions.

*Mike has almost 50 years of insurance industry experience, both on the agent and underwriting sides. This includes over a decade working with municipalities in Wisconsin.*

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**BAER**  
INSURANCE

### City of Richland Center

#### CIC/Glatfelter

#### League Mutual

Property	Limit	Valuation	Deductible	Limit	Valuation	Deductible
Blanket Buildings	\$ 64,868,054	RC	\$ 2,500	\$ 80,474,052	RC	\$ 2,500
Blanket Personal Property	\$ 6,784,256	RC	\$ 2,500	included in above	RC	\$ 2,500
Blanket Outdoor Property	\$ 11,813,586	RC	\$ 2,500	included in above	RC	\$ 2,500
Contractors Equipment over \$25,000 per item	\$ 2,049,711	ACV	\$ 2,500	\$ 2,417,368	RC	\$ 500
Contractors Equipment under \$25,000 per item	included in above	ACV	\$ 2,500	\$ 810,787	RC	\$ 500
Business Income	unknown		\$ 2,500	\$ 250,000		\$ 1,000
Equipment Breakdown (Hartford Steam Boiler)	\$ 100,000,000		\$ 1,000			\$ 1,000
Pedestrian Bridges				\$ 410,976		\$ 2,500
Pier and Wharf				\$ 53,700		\$ 2,500
Utility Meter				\$ 337,631		\$ 1,000


Note: MPIC policy includes Equipment Breakdown Coverage

General Liability	Limit	Deductible	Limit	Deductible
Each Occurrence	\$ 10,000,000	\$ 2,500	\$ 10,000,000	\$ 2,500
General Aggregate	No Aggregate		No Aggregate	
Umbrella				
Damage to Premises Rented to You	Included		\$ 500,000	
Employee Benefits Liability - Occurrence	unknown		\$ 10,000,000	\$ 2,500
Employee Benefits Liability - Aggregate	unknown		No Aggregate	
Public Official Liability - Occurrence	\$ 10,000,000	\$ 2,500	\$ 10,000,000	\$ 2,500
Public Official Liability - Aggregate	No Aggregate		No Aggregate	

Note: The full occurrence limit is available for all claims. There is no policy term aggregate

Auto	Limit	#	Deductible	Limit	#	Deductible
Bodily Injury & Property Damage Liability	\$ 10,000,000		\$ 2,500	\$ 10,000,000		\$ 2,500
Umbrella						
Medical Payments	None			\$ 10,000		
Uninsured Motorists Coverage	\$ 50,000			\$ 50,000		
Underinsured Motorists Coverage	\$ 100,000			\$ 100,000		
Auto Physical Damage						
# of vehicles		57			45	
Deductible			\$1,000			\$ 1,000

The following are on the Property policy with the League: 13 Trailers; M-ATV Armored Vehicle; Johnston VT651 Street Sweeper

							
City of Richland Center							
	CIC/Glatfelter				League Mutual		
Crime	Limit		Deductible		Limit		Deductible
Employee Dishonesty	\$ 1,000,000		\$ 10,000		\$ 1,000,000		\$ 10,000
Forgery or Alteration	\$ 50,000		\$ 500		\$ 1,000,000		\$ 10,000
Inside the Premises - Money & Securities	\$ 50,000		\$ 500		\$ 1,000,000		\$ 10,000
Outside the Premises - Money & Securities	\$ 50,000		\$ 500		\$ 1,000,000		\$ 10,000
Money Orders & Counterfeit Currency	\$ 25,000		\$ 500		\$ 1,000,000		\$ 10,000
Computer Fraud	\$ 50,000		\$ 500		\$ 1,000,000		\$ 10,000
Funds Transfer Fraud	\$ 50,000		\$ 500		\$ 1,000,000		\$ 10,000
Workers Compensation	Code	Rate	Payroll		Code	Rate	Payroll
Electric Power Co	7539	1.34	\$ 745,000		7539	1.19	\$ 715,000
Waterwork Operation	7520	3.07	\$ 230,000		7520	2.59	\$ 283,000
Police Officers	7720	2.42	\$ 841,000		7720	2.14	\$ 1,477,366
Clerical	8810	0.17	\$ 940,000		8810	0.16	\$ 1,254,965
Municipal Operations - City	9412	2.98	\$ 1,560,000		9412	2.5	\$ 1,706,092
Cyber Liability - Option	Limit		Deductible		Limit	Deductible	Premium
League Mutual - Included limit					\$ 25,000	\$ 2,500	Included
Optional Limits Available					\$ 1,000,000	\$ 5,000	\$ 10,198
(see proposal for contingencies)							
CIC	\$ 1,000,000		\$ 1,000				
Premium	\$264,244				\$224,633		
The CIC/Glatfelter premiums are from the expiring policies provided to Baer Ins.							

# CITY OF RICHLAND CENTER - AGENDA ITEM DATA SHEET

Item 17.

**Agenda Item:** An Ordinance Amending Chapter 42 of the Code of Ordinances of the City of Richland Center, Wisconsin Related to the City Treasurer Bonding Requirements

**Committee Review:** Personnel & Insurance on 11/17/2025

**Council Meeting Date:** 12/2/2025

**Requested by:** Ashley Oliphant, City Administrator

**Background:** This proposed ordinance amends Chapter 42 of the Code of Ordinances to formally elect the option provided under Wisconsin Statute § 70.67(2). This section permits the City to legally waive the requirement that the City Treasurer execute and deliver a specific tax collection surety bond to the County Treasurer. In adopting this ordinance, the City of Richland Center is officially assuming direct liability for the statutory function of the Treasurer's office regarding the remittance of taxes.

Rationale for request:

1. By waiving the bond, the City eliminates the recurring annual cost associated with purchasing and renewing the external surety bond.
2. While a minor expense, the cost of surety bond premiums can fluctuate annually based on market conditions and/or the Treasurer's personal credit history. Electing the ordinance provides fixed cost savings and eliminates this variable budget expense.
3. This waiver eliminates the need for the Treasurer and staff to handle annual bond applications, renewals, and external underwriting paperwork, freeing up administrative time.
4. Wis. Stat. § 70.67 is explicitly designed to allow municipalities to make this election, recognizing that internal financial controls and other insurance coverage provide sufficient protection.

While the City assumes the risk of non-payment of taxes, this decision is made with the understanding that:

- The City's existing internal financial controls (including annual audits, cash reconciliation procedures, and segregation of duties) serve as the primary defense against financial loss.
- The City Treasurer is still required to hold a general official bond (under Wis. Stat. § 19.01), which, according to statute, will extend to and include the liability assumed by the City under this waiver.
- The City also maintains Crime/Fidelity insurance policies to protect against loss due to employee dishonesty or fraud.

**Financial Impact:** Annual savings of \$350 or more

**Funding Source:** Not Applicable

**Requested Action:**

**Personnel & Insurance Committee:** Motion to recommend to the Common Council the adoption of Ordinance No. 2025-TBD, an ordinance amending Chapter 42 of the Code of Ordinances to create Section 42.11(6) relating to the City Treasurer's bonding requirements, thereby formally electing to waive the bond provided for by Wis. Stat. § 70.67(1) in favor of the City of Richland Center assuming direct liability for the payment of all taxes required to be remitted to the County Treasurer.

**Council:** Motion to adopt Ordinance No. 2025-TBD, entitled, "AN ORDINANCE AMENDING CHAPTER 42 OF THE CODE OF ORDINANCES OF THE CITY OF RICHLAND CENTER, WISCONSIN, RELATED TO THE CITY TREASURER BONDING REQUIREMENTS," thereby waiving the statutory bond requirement under Wis. Stat. § 70.67(1) and directing the City Clerk to file a certified copy of the adopted ordinance with the County Treasurer as required by law.

**Attachment(s):** Ordinance 2025-TBD



**AN ORDINANCE AMENDING CHAPTER 42 OF THE CODE OF ORDINANCES OF THE CITY OF RICHLAND CENTER,  
WISCONSIN RELATED TO THE CITY TREASURER BONDING REQUIREMENTS**

**WHEREAS**, Section 70.67(1) of the Wisconsin Statutes requires the City Treasurer to execute and deliver a bond to the County Treasurer conditioned for the faithful performance of the duties of the office regarding tax collection and remittance; and

**WHEREAS**, Section 70.67(2) of the Wisconsin Statutes permits the governing body of a municipality to adopt an ordinance obligating the municipality to pay, in case the Treasurer shall fail to do so, all taxes of any kind required by law to be paid by such Treasurer to the County Treasurer, thereby waiving the bond requirement under Wis. Stat. s. 70.67(1); and

**WHEREAS**, the Common Council of the City of Richland Center finds that it is in the best interest of the City to assume this limited financial obligation to avoid the recurring cost of an external surety bond, relying on the City's existing internal controls and financial stability; and

**NOW, THEREFORE, BE IT ORDAINED** by the Common Council of the City of Richland Center, Wisconsin, that Chapter 42, City Officers, of the Code of Ordinances is hereby amended to create Section 42.11(6), as follows:

**SECTION 42.11 SPECIFIC POWERS AND DUTIES OF THE TREASURER.**

**(6) WAIVER OF TAX COLLECTION BOND (WIS. STAT. §70.67).** The City of Richland Center hereby elects not to give the bond on the City Treasurer pursuant to Wis. Stat. §70.67(1), the City of Richland Center shall pay, in case the Treasurer thereof shall fail to do so, all taxes of any kind required by law to be paid by such Treasurer to the County Treasurer.

**BE IT FURTHER ORDAINED** that this ordinance shall take effect upon passage and publication.

**ADOPTED** by the Common Council of the City of Richland Center this 2<sup>nd</sup> day of December 2025.

**APPROVED:**

\_\_\_\_\_  
Todd Coppernoll, Mayor

**ATTEST:**

\_\_\_\_\_  
Misty Molzof, Deputy Clerk

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

Publication Date: \_\_\_\_\_

Effective Date: \_\_\_\_\_

## MEMORANDUM OF UNDERSTANDING

### Radio Building Space and Repeater Usage Agreement

This Memorandum of Understanding ("MOU") is entered into effective \_\_\_\_\_, 2025, by and between the Richland Center Police Department ("RCPD"), a municipal law enforcement agency located at 470 S. Main Street, Richland Center, WI 53581, on behalf of the City of Richland Center ("City"), a Wisconsin municipal corporation located at 450 S. Main Street, Richland Center, WI 53581; and the Richland County Sheriff's Office ("RCSO"), a county law enforcement agency located at 181 W. Seminary Street, Richland Center, WI 53581, on behalf of Richland County ("County"), a Wisconsin county government located at 181 W. Seminary Street, Richland Center, WI 53581 (collectively, the "Parties" and individually, a "Party").

**WHEREAS**, the RCPD currently occupies space in a radio building and operates communications equipment at said facility; and

**WHEREAS**, the Parties desire to establish terms governing the potential vacation of RCPD space, repeater usage rights, utility responsibilities, and site access; and

**WHEREAS**, the Parties seek to ensure continued effective public safety communications while clarifying respective rights and obligations.

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements contained herein, the Parties agree as follows:

#### ARTICLE I: RADIO BUILDING SPACE

**1.1 Conditions for RCPD Vacation of Space.** The RCPD shall vacate and surrender its space in the radio building only upon satisfaction of all the following conditions:

- (a) **Advance Notice.** The RCSO shall provide the RCPD with sixty (60) days' advance written notice of the request for space vacation.
- (b) **County Board Resolution.** The RCSO shall present a Resolution adopted by the Richland County Board of Supervisors or designated committee declaring the space mission-critical and essential for a new equipment and that the equipment cannot be reasonably accommodated in any other facility or space.

**1.2 RCPD Right to Remain.** Absent satisfaction of all conditions in Section 1.1, the RCPD shall retain the right to occupy its space in the radio building.

#### ARTICLE II: REPEATER USAGE RIGHTS

**2.1 Grant of Non-Exclusive Use.** The RCPD, on behalf of the City, grants the RCSO a non-exclusive right to utilize the RCPD-owned repeater under the following terms:

- (a) **Authorized Uses.** RCSO may use the repeater strictly as a contingency backup channel or as a secondary, non-emergency communication channel.

(b) **Priority of Use.** RCSO's use shall not interfere with the RCPD's primary operational requirements. The RCPD retains priority use of the repeater system at all times.

(c) **Operational Standards.** The RCSO shall operate the repeater in accordance with all applicable Federal Communications Commission (FCC) regulations and industry best practices.

**2.2 Utility Costs.** The RCSO shall be solely responsible for and shall promptly remit payment for all utility costs directly attributable to the operation of the repeater unit, commencing immediately upon completion of its installation.

### ARTICLE III: SITE ACCESS AND MAINTENANCE

**3.1 City Maintenance Obligations.** The City agrees to maintain the access road leading to the radio building and tower site in a condition that ensures year-round vehicular access for emergency and maintenance vehicles.

**3.2 County Access Rights.** The City grants the County and its authorized contractors reasonable access to the site for the purpose of inspecting, repairing, maintaining, and replacing all County-owned equipment located within the radio building and affixed to the communication tower, subject to the following:

(a) **Safety Compliance.** All County personnel and contractors shall comply with applicable safety standards and RCPD site security protocols.

### ARTICLE IV: INSURANCE AND LIABILITY

**4.1 Insurance Coverage.** The City shall maintain insurance coverage for the RCPD repeater equipment in amounts reasonably sufficient to cover repair or replacement costs.

**4.2 City Responsibility for Damage.** The RCPD, on behalf of the City, shall be responsible for repairing or replacing the repeater equipment in the event of damage, malfunction, or loss, subject to applicable insurance coverage.

**4.3 County Equipment.** The County shall maintain insurance coverage for all County-owned equipment located at the site and shall be responsible for any damage to City property caused by County equipment, personnel, or contractors.

### ARTICLE V: TERM AND TERMINATION

**5.1 Initial Term.** This MOU shall remain in effect for an initial period of one (1) year from the date of execution.

**5.2 Automatic Renewal.** Following the initial term, this Agreement shall automatically renew for successive one-year periods unless terminated as provided herein.

**5.3 Termination by Notice.** Any Party may terminate this MOU by providing sixty (60) days' advance written notice to all other Parties. Notice shall be delivered in accordance with Section 6.4.

**5.4 Obligations Upon Termination.** Termination shall not affect any financial obligations or liabilities accrued prior to the effective date of termination. All outstanding payments shall be settled within thirty (30) days of termination.

## ARTICLE VI: GENERAL PROVISIONS

**6.1 Amendment.** This MOU may be amended or modified only by a written instrument signed by authorized representatives of all Parties.

**6.2 Entire Agreement.** This MOU constitutes the entire agreement between the Parties regarding the subject matter herein and supersedes all prior negotiations, understandings, and agreements, whether written or oral.

**6.3 Severability.** If any provision of this MOU is held to be invalid or unenforceable, the remaining provisions shall continue in full force and effect.

**6.4 Notice.** All notices required under this MOU shall be in writing and delivered by personal delivery, certified mail (return receipt requested), or email with confirmation of receipt to the addresses listed in the preamble of this Agreement.

**6.5 Governing Law.** This MOU shall be governed by and construed in accordance with the laws of the State of Wisconsin.

**6.6 Authority.** Each signatory represents and warrants that they have the full authority to execute this MOU on behalf of their respective entity.

**6.7 No Third-Party Beneficiaries.** This MOU is intended solely for the benefit of the Parties and creates no rights in any third party.

**IN WITNESS WHEREOF,** the Parties have executed this Memorandum of Understanding as of the date first written above.

### CITY OF RICHLAND CENTER

By: \_\_\_\_\_  
 Name: Billy Jones  
 Title: Chief of Police  
 Date: \_\_\_\_\_

By: \_\_\_\_\_  
 Name: Ashley Oliphant  
 Title: City Administrator  
 Date: \_\_\_\_\_

### RICHLAND COUNTY

By: \_\_\_\_\_  
 Name: Clay Porter  
 Title: Sheriff  
 Date: \_\_\_\_\_

By: \_\_\_\_\_  
 Name: Tricia Clements  
 Title: County Administrator  
 Date: \_\_\_\_\_

**Agenda Item:** An Ordinance Amending Chapter 101 Relating to Prohibiting Parking on Portions of N Cedar, E 8th and N Pearl Streets

**Requested & Presented by:** Police Chief Billy Jones in consultation with DPW Jasen Glasbrenner

**Meeting Date:** Public Safety Committee on 12-01-2025

Common Council on 12-02-2025

**Committee Review:** Public Works Committee on 11-20-2025 – *Motion by Walters to forward Ordinance No. 2025-\_\_\_\_, establishing prohibited parking on portions of N. Cedar Street, E. 8th Street, and N. Pearl Street to the Public Safety Committee for consideration. Seconded by Schultz. Motion carried unanimously by voice vote.*

Public Safety Committee on 12-01-2025 – *Motion to recommend to the Common Council adoption of Ordinance No. 2025-\_\_\_\_, establishing prohibited parking on portions of N. Cedar Street, E. 8th Street, and N. Pearl Street.*

**Background:**

Certain segments of N. Cedar Street (E. 7th St. to E. 8th St.), E. 8th Street (N. Cedar St. to Nimocks Dr.), and N. Pearl Street (E. 1st St. traveling south to the dead end) are only 26 feet wide. When vehicles park on both sides, the clear travel lane can drop below ten feet, which is insufficient for safe passage of emergency, maintenance, and general traffic.

The Director of Public Works and Chief of Police have reviewed these hazards and recommend restricting parking to one side of each street to maintain adequate clearance.

**Department Recommendation:** Staff recommends adoption of the amended ordinance by the Common Council.

**Financial Impact:** Cost of installing required “No Parking” signage is included in the adopted budget.

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

**Requested Action:**

**COUNCIL:** Motion to adopt Ordinance No. 2025-12, establishing prohibited parking on portions of N. Cedar Street, E. 8th Street, and N. Pearl Street, as presented.

**Attachment(s):**

- N Cedar & E 8th St Parking Change Map - 11-13-2025
- N Pearl St Parking Change Map - 11-13-2025
- Ch 101 Ord Amendment Relating to Prohibiting Parking on Portions of N Cedar, E 8th and N Pearl Streets





11/13/2025, 8:36:29 AM

Roads

Parcel Lines

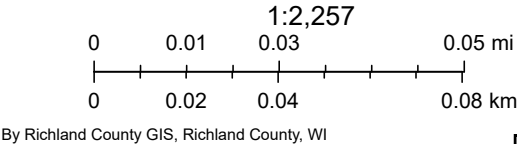
Sections

City Streets

Section Quarter Quarters

Municipalities

Parcel Numbers

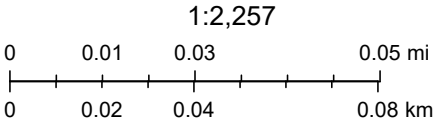






11/13/2025, 8:23:36 AM

- Roads
- City Streets
- Parcel Numbers
- Parcel Lines
- Section Quarter Quarters
- Sections
- Municipalities



By Richland County GIS, Richland County, WI

**ORDINANCE NO. 2025-12**

**AN ORDINANCE AMENDING CHAPTER 101 OF THE CODE OF ORDINANCES OF THE CITY OF  
RICHLAND CENTER RELATING TO PROHIBITING PARKING ON PORTIONS OF NORTH CEDAR  
STREET, EAST 8TH STREET, AND NORTH PEARL STREET**

**WHEREAS**, certain segments of N. Cedar Street, E. 8<sup>th</sup> Street, and N. Pearl Street are only approximately 26 feet wide, and parking on both sides can reduce the travel lane to below ten feet in width, creating safety hazards for emergency vehicles, maintenance vehicles, and general traffic; and

**WHEREAS**, after review, the Director of Public Works and Chief of Police recommend prohibiting parking on one side of each segment of road to maintain clearance and safe vehicle passage; and

**WHEREAS**, the Public Works Committee and the Public Safety Committee have reviewed and recommended approval of these proposed parking restrictions;

**NOW THEREFORE BE IT ORDAINED**, by the Common Council of the City of Richland Center, Richland County, Wisconsin, as follows:

**SECTION 1.**

Subparagraph 101.09(1)(vv) of the Code of Ordinances of the City of Richland Center is created to read as follows:

(vv) On the southeast side of N. Cedar Street between E. 7th Street and E. 8th Street.

**SECTION 2.**

Subparagraph 101.09(1)(ww) of the Code of Ordinances of the City of Richland Center relating to prohibiting parking on portions of East 8<sup>th</sup> Street:

(ww) On the north side of E. 8th Street between N. Cedar Street and Nimocks Drive.

**SECTION 3.**

Subparagraph 101.09(1)(xx) of the Code of Ordinances of the City of Richland Center relating to prohibiting parking on portions of North Pearl Street:

(xx) On the west side of N. Pearl Street between E. 1st Street and traveling south to the dead end of N. Pearl Street.

**SECTION 4.**

This ordinance shall take effect upon passage and publication as provided by law.

**ADOPTED** by the Common Council of the City of Richland Center on this 2<sup>nd</sup> day of December, 2025 by the following votes: AYES \_\_\_\_\_, NOS \_\_\_\_\_.

\_\_\_\_\_  
Todd Coppernoll, Mayor

Attest:

\_\_\_\_\_  
Misty Molzof, Deputy Clerk