



OFFICIAL PUBLIC NOTICE

MEETING OF THE COMMON COUNCIL

TUESDAY, AUGUST 05, 2025 AT 6:30 PM

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

TEAMS: 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.](#) Previous Meeting Minutes

CITY AND UTILITY DEPARTMENT HEAD REPORTS AND CONCERNS

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

TREASURER'S REPORT

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

PAYMENT OF BILLS

- [4.](#) Bills for Approval

DISCUSSION AND POSSIBLE ACTION ITEMS

- [5.](#) Council Rules Draft

FINANCE COMMITTEE RECOMMENDATIONS AND ACTION (CAIRNS)

- [6.](#) Resolution #2025-08, A Resolution Designating Public Depositories and Authorizing Withdrawal of City Monies
- [7.](#) Resolution #2025-09, A Resolution Designating Signers on City Bank Accounts
- [8.](#) Request for Additional Funding for Municipal Building Generator
- [9.](#) Contract with SWWRPC for GIS Study
- [10.](#) Streets - Request for Crane Repair
- [11.](#) Legal Services Contract Renewal
- [12.](#) Revised Agreement for Symons Recreation Complex
- [13.](#) Tourism Streaming Advertising with Gray Media

PUBLIC SAFETY COMMITTEE RECOMMENDATIONS AND ACTION (FRUIT)

- [14.](#) Premise Description Amendment for The Phoenix Center LLC dba Center Lanes "Class B" License

PERSONNEL COMMITTEE RECOMMENDATIONS AND ACTION (WALTERS)

- [15.](#) Independent Contractor Policy

PLANNING COMMISSION RECOMMENDATIONS AND ACTION (COPPERNOLL)

- [16.](#) Consider the Conditional Use Permit Application to Allow the Placement of an Accessory Structure Larger Than 120ft² at 481 E. 8th St (Tax Parcel 276-1635-3200)

APPOINTMENTS TO COMMITTEES, COMMISSIONS, BOARDS AND CONFIRM APPOINTMENTS

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

ADJOURNMENT

Reposted this 4th day of August, 2025 by 12:30 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.



MINUTES OF THE COMMON COUNCIL - SPECIAL SESSION

TUESDAY, JULY 22, 2025 AT 6:30 PM

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

CALL TO ORDER: Meeting was called to order by Mayor Coppernoll at 6:30 PM. Members present were Ron Fruit, Karin Tepley, Tom McCarthy, Rachel Schultz, Melony Walters, Douglas Martyniuk, and Ryan Cairns with Steve Downs arriving at 6:38 PM. Absent: None.

APPROVAL OF AGENDA: Motion by Alderperson Tepley to approve the agenda. Seconded by Alderperson Walters. Motion carried unanimously.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

Hotel Developer Selection & Incentive Discussion: Kayla Thorpe and Keith Dahl of Ehlers presented their analysis of two hotel development proposals submitted to the City. Thorpe emphasized the need to select a single developer before creating a Tax Increment District (TID) and explained that both proposals had been evaluated using normalized financial assumptions for fair comparison. Dahl noted that transparency and a realistic assessed value, estimated at approximately \$4 million, are essential for determining the viability of TIF assistance and protecting the City's investment. Cobblestone's proposal was more defined, featuring a four-story hotel with a formal proforma and clear financial terms, including a \$1.4 million assistance request and \$1 land purchase. In contrast, Grand Stay offered a customizable three-story option with more flexible design but less financial specificity, relying on transparent contractor discussions due to the lack of a recent comparable build. Discussion highlighted the importance of selecting a developer to initiate agreement negotiations, with staff and Council members weighing long-term involvement, financial clarity, and alignment with community goals. The Ehlers team concluded that both options could be feasible and urged the Council to choose a partner to advance the project and evaluate the potential for TID creation. Motion by Alderperson Tepley to pursue Cobblestone as the hotel development partner. Seconded by Alderperson Downs. Motion carried 7-1.

The Council discussed the potential inclusion of a Wisconsin Economic Development Corporation (WEDC) Community Development Investment (CDI) Grant in support of the proposed hotel development. It was noted that while it may be possible to begin the grant application process concurrently with project negotiations, doing so would require investor cooperation and could introduce delays or uncertainties. Attorney Windle advised that the development agreement could be structured to allow for the inclusion of a grant if one becomes available, helping to offset project costs. Administrator Ashley Oliphant noted that with a TID likely to be created to support a hotel development, it may be desirable to use the grant to support an organization already serving the community. It was determined that acceptance of CDI grant applications will resume. Motion by Alderperson Cairns to direct staff to negotiate an incentive package with Cobblestone that is financially prudent for the City. Seconded by Alderperson Tepley. Motion carried 8-0.

Lamont Residential Subdivision – Development Options & Grant Fund Allocation: Economic Development Director Jasen Glasbrenner presented development options for the Lamont Subdivision, highlighting the difference in infrastructure costs between a 9 and 19 lot development. Federal grant funds, previously allocated to Starlite Project, may be reallocated to support this project. The site, partially developed nearly two decades ago, aligns with ongoing community housing needs. Michael Lamont presented a 19-lot concept plan and inquired whether the Council wished to proceed with engineering services to address drainage and site planning. The feasibility of reallocating funds was discussed noting multiple eligible projects remain, however any additional development will require a substantial staff commitment to managing the grant requirements. Motion by Alderperson Tepley to reallocate grant funding from the Starlite Project to the development of the Lamont Subdivision upon the expiration of the previously set deadline of August 30, 2025. Seconded by Alderperson Walters. Motion carried 8-0.

ITEMS FOR DISCUSSION

Initial Review of Council Rules Draft: Alderperson Karin Tepley on behalf of the Ad Hoc Committee presented the initial review of a draft of revised Council Rules. Tepley noted that the committee had dedicated significant time to reviewing and updating the rules and encouraged Council members to thoroughly review the draft packet and submit any suggested edits prior to adoption, as the finalized rules will govern future Council operations. Attorney Windle clarified that while recommendations have been made, the ultimate authority rests with the Council to determine the rules under which it will operate. The draft incorporates Robert's Rules of Order as a default procedural guide for any matters not explicitly addressed. Discussion included consideration of the placement of public comment on the agenda, with Tepley supporting an earlier position to promote public participation, and Ryan Cairns noting the need for flexibility depending on the meeting's agenda.

ADJOURNMENT: Motion by Alderperson Downs to adjourn. Seconded by Alderperson Tepley. Motion carried 8-0 at 9:16 PM.



MINUTES OF THE COMMON COUNCIL

TUESDAY, JULY 01, 2025 AT 6:30 PM

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

CALL TO ORDER: Meeting was called to order by Mayor Coppernoll at 6:39 PM. Members present were Ron Fruit, Karin Tepley, Tom McCarthy, Rachel Schultz, Melony Walters, Steve Downs, and Ryan Cairns. Absent: Douglas Martyniuk.

APPROVAL OF AGENDA: Motion by Alderperson Walters to approve the agenda with Items #14 & #15 removed. Seconded by Alderperson Downs. Motion carried unanimously.

APPROVAL OF MINUTES: Motion by Alderperson Tepley to waive the reading and approve the minutes of the June 3, 2025 regular meeting as presented. Seconded by Alderperson Schultz. Motion carried unanimously.

CITY AND UTILITY DEPARTMENT HEAD REPORTS AND CONCERNS:

Clerk Amanda Keller reported that despite no active elections, four-year voter registration maintenance in coordination with the state is occurring. She announced her attendance at the upcoming UW Clerks Institute for continued professional development and reminded the public of licensing requirements for food trucks and peddlers operating within the City.

Financial Officer Misty Molzof reported she continues working on financial reconciliations, the annual audit, and developing standard operating procedures. She praised the dedication of City staff and reported that financial activities are proceeding as expected.

Director Jasen Glasbrenner provided updates on several economic development initiatives, including progress on congressional spending grants, the completion of the Los Amigos CDI grant, and the execution of the Wild Honey Collective CDI grant. He noted that financial review of the proposed hotel development is nearing completion. Glasbrenner also reported master planning for the airport is underway and Public Works Department continues with ongoing street maintenance, crack sealing, and stormwater work. He highlighted cooperative efforts between streets and utilities, particularly in hazard tree removal and flag installations downtown. Glasbrenner noted ongoing reviews of department procedures and equipment needs.

Utility Manager Scott Gald reported on continued AMI project implementation, recent water valve maintenance, and preparations for hydrant flushing. He noted the hiring of a new water department employee and shared updates on recent electrical outages due to storm damage and low-hanging cables. Wastewater operations continue to manage increased flows from industrial customers.

Chief Billy Jones shared department activity for June, reporting 203 calls, 19 criminal arrests, and 17 traffic citations. He highlighted a successful Cops and Bobbers event and encouraged Council members to adjust the August meeting date to allow participation in National Night Out. A potential new officer hire is progressing through the background and psychological evaluation process.

Tourism Coordinator Marty Richards highlighted the busy summer season, noting successful community events and increased activity throughout the county. He reported that the rodeo parade saw strong participation and attendance, and the dairy breakfast served over 5,000 people, drawing visitors from across the region. Richards also noted improved participation in river cleanup efforts and outdoor recreation activities.

City Administrator Ashley Oliphant reported an open position within the Buildings and Grounds crew has been posted. She also announced that a tentative timeline for the 2026 budget process has been established, with finalized meeting dates to be shared following Finance Committee review. Additionally, she informed the Council that the Park Board has approved the elimination of tent camping at the City's campgrounds, limiting the campgrounds to RV use only.

MAYOR AND ALDERPERSONS:

Aldersperson Ron Fruit reported that the Public Works Department's continued focus on operational efficiency and interdepartmental cooperation. He highlighted efforts to balance mowing, street maintenance, and community event support within staffing and budget constraints. Fruit acknowledged the challenge of prioritizing tasks across various city departments and commended City staff for their dedication and collaboration.

Aldersperson Tepley reported that the Library Board's outdoor improvement efforts continue, with volunteer landscaping projects completed and benches donated from the former UW campus now installed. She noted that the Board authorized seal coating of the parking lot, with line striping to follow in coordination with Buildings and Grounds. She also noted that while summer circulation typically decreases, the library's summer reading programs encourage continued community engagement.

Mayor Todd Coppernoll highlighted the success of recent community events, including Thunderfest, which received strong public attendance and positive feedback. He noted high visitation and regional draw to the Woodman Aquatic Center, with guests traveling from across southwest Wisconsin and neighboring states. The Mayor provided an update on the Panorama Estates project, indicating that the developers expect to break ground in August following state plan approval.

TREASURER'S REPORT: Financial Officer Misty Molzof presented the Treasurer's Report, noting that cash balances and budget performance through May were consistent with expectations, with no unusual variances identified. She highlighted continued efforts to reconcile accounts receivable and finalize audit preparations. Molzof also discussed recent improvements to the bill listing format and welcomed questions from the Council regarding financial operations.

PAYMENT OF BILLS: Motion by Aldersperson Cairns to pay the July 1, 2025 bills as presented. Seconded by Aldersperson Downs. Motion carried 7-0.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

Assignment of Parking Lot Lease: Clerk Amanda Keller presented a request to approve the reassignment of a 99-year parking lot lease originally established in 2001 between the City and Cornerstone LLC, later assigned to Yellow Heron of Reedsburg. The current request transfers the lease to Harmony Lane Holdings as part of a property sale. It was confirmed that the lease terms remain unchanged, with the lessee responsible for maintenance and an annual payment of \$25. The agreement was reviewed by the City Attorney, and approval was recommended to allow the property sale to proceed. Motion by Aldersperson Walters to accept the Assignment of Parking Lot Lease to Harmony Lane Holdings, LLC. Seconded by Aldersperson Fruit. Motion carried 7-0.

Annual Tourism Department Report: Tourism Coordinator Marty Richards presented the 2024 Tourism Report, highlighting a fourth consecutive year of increased visitor spending and steady growth in digital engagement. He reported that outdoor recreation remains a key draw for visitors, with strong attendance at community events. Richards noted expanding partnerships with area municipalities and ongoing efforts to improve tourism infrastructure, including lodging and dining options. He also highlighted the success of digital marketing campaigns, which continue to broaden the Tourism's reach and attract first-time website visitors.

FINANCE COMMITTEE RECOMMENDATIONS AND ACTION

Award Annual Leachate Line Jetting Work: Aldersperson Ryan Cairns reported that the annual maintenance of the landfill leachate lines is required by state code to ensure proper landfill operation. Following a review of the bids by the Public Works and Finance Committees it is recommended to award the annual leachate line jetting to Superior Jetting at a cost of approximately \$3,950 utilizing landfill contracted service funds. Motion by Aldersperson Cairns to award the annual leachate line jetting work to Superior Jetting at a cost of approximately \$3,950.00. Seconded by Aldersperson Schultz. Motion carried 7-0.

Award 2025 Street Overlay Project: Aldersperson Ryan Cairns reported that the 2025 street maintenance project was reviewed by the Public Works and Finance Committees and after evaluating project needs and bid results, it is recommended to proceed with chip sealing rather than traditional overlays to improve road longevity and reduce

costs. Motion by Alderperson Cairns to award the 2025 Street Overlay Project, using chip seal, to Fahrner Asphalt Sealers at a cost of \$2.56/sq yd for Single Seal and \$5.05/sq yd for Double Seal with the expenditure amount not to exceed \$105,000.00 Seconded by Alderperson Tepley. Motion carried 7-0.

Award Church & E. Court Parking Lot Repaving Project: Alderperson Ryan Cairns reported that the repaving project will complement planned improvements to the adjacent fire department lot. The sole bid for the project was reviewed and recommended by the Public Works and Finance Committees, with funding from the roadway outlay budget. Motion by Alderperson Cairns to award the Church & E. Court Parking Lot Repaving Project to D.L. Gasser Construction at a cost of approximately \$32,340.00. Seconded by Alderperson Downs. Motion carried 7-0.

Streets - Request for End Loader Repair: Alderperson Ryan Cairns reported that the repair of the City's 2010 John Deere end loader was reviewed by the Public Works and Finance Committees. Due to engine failure, repair was determined to be the most cost-effective solution to extend the equipment's service life. Motion by Alderperson Cairns to approve the engine replacement for the John Deere Model 624K end loader, at an approximate cost of \$33,000.00 utilizing cash on hand. Seconded by Alderperson Walters. Motion carried 7-0.

Buildings & Grounds - Request for Mower Repair: Motion by Alderperson Cairns to approve the repair of the Ferris mower at a cost of approximately \$4,100.00 utilizing property equipment maintenance repair funds. Seconded by Alderperson Schultz. Motion carried 7-0.

Donation of Dugouts for Krouskop Park Softball Fields: Alderperson Ryan Cairns reported that the Knights of Columbus proposed a donation valued at approximately \$12,000 for the installation of new roofed dugouts at Krouskop Park's softball fields. Rick Ermillio of the Knights of Columbus shared that over \$6,000 has been raised through concession sales and community events to support the project, which aims to enhance the fields for youth sports. The proposal was reviewed and recommended by the Public Works and Finance Committees. Motion by Alderperson Cairns to approve Resolution 2025-07 Acceptance of Non-Monetary Donation by Knights of Columbus for Ball Field Dugouts. Seconded by Alderperson Downs. Motion carried 7-0.

WEDC Community Development Investment Grant Award Update and Moratorium: Alderperson Ryan Cairns reported that the Finance Committee reviewed the status of the City's available WEDC Community Development Investment (CDI) grants. With the financial analysis of the proposed hotel development nearing completion, the Committee recommended extending the moratorium on accepting new CDI grant applications until the hotel project is fully evaluated. The extension ensures that the City maintains grant capacity for priority projects pending final review. Motion by Alderperson Cairns to extend the moratorium on accepting or processing new Community Development Investment (CDI) grant applications until the financial analysis of the proposed hotel development has been completed. Seconded by Alderperson Tepley. Motion carried 7-0.

Request for Additional Funding for Municipal Building Generator: Removed

Development Incentive Policy: Removed

PUBLIC SAFETY COMMITTEE RECOMMENDATIONS AND ACTION

Approval of Municipal License(s): Motion by Alderperson Fruit to approve the Tobacco License for Dairyland Daze LLC dba Dairyland Daze Dispensary at 130 W Court St. Seconded by Alderperson Downs. Motion carried 7-0.

APPOINTMENTS TO COMMITTEES, COMMISSIONS, BOARDS AND CONFIRM APPOINTMENTS: Mayor Todd Coppennoll reappointed citizen James Korb to the Library Board. Motion by Alderperson Walters to approve the appointment. Seconded by Schultz. Motion carried unanimously.

PUBLIC COMMENT: None

CLOSED SESSION

Closed Session for the purpose of discussing a Proposal for Land Acquisition: Motion by Alderperson Downs to enter Closed Session. Seconded by Alderperson Tepley. Motion carried unanimously at 7:51 PM.

****CLOSED SESSION****

Reconvene in open session: Motion by Alderperson Tepley to reconvene into open session. Seconded by Alderperson Downs. Motion carried unanimously at 8:29 PM.

ADJOURNMENT: Motion by Alderperson Walters to adjourn. Seconded by Alderperson Downs. Motion carried unanimously at 8:29 PM.

Meeting minutes recorded by Clerk Keller

CITY OF RICHLAND CENTER - AGENDA ITEM DATA SHEET

Item 2.

Agenda Item: City Treasurer's Report

Committee Review: N/A

Meeting Date: Finance & Council – August 5, 2025

Presented by: Misty Molzof, Treasurer

Recommended Action Items:

1. Approve Resolution #2025-08 – A Resolution Designating Public Depositories and Authorizing Withdrawal of City Monies.
 - a. This is a standard resolution that should be approved annually. With the change in Clerk and Treasurer, the bank needs this to update all of signature cards and account access information
 - b. Needs to be done to update Bank Signature Cards and Files.
2. Approve Resolution #2025-09 – A Resolution Designating Signers on City Bank Accounts.
 - a. Standard Resolution designating which office holders are signers on the account and who has account access.
 - b. Needs to be done to update Bank Signature Cards and Files.
3. Authorize the Treasurer and/or City Administrator to transfer funds among City Bank Accounts to optimize interest returns and consolidate superfluous accounts, executing these actions as necessary to advance the City's financial interests.

Items included:

1. Treasurer's Report for period ending June 30, 2025 – "Cash Balances" Report
 - a. Beginning Balance - \$10,876,597.37
 - b. Total receipts in June - \$343,567.86: includes **total interest earned of \$33,898.33**
 - c. Total Disbursements in June - \$725,939.91
 - d. Transfer between accounts in June - \$581,597.42
 - e. Ending Balance - \$10,494,225.32
 - f. Interest Rates – I contacted them to see if we could get better interest rates, or if they would be competitive with LGIP (I have worked with banks in the past who would do this to keep the money local). Local banks were not receptive to this and were unable to adjust the interest rates. Current interest rates are and amounts in each bank as of June 30, 2025:
 - i. Richland County Bank
 1. Interest Rate - 0.25%
 2. Amount - \$860,858.17
 - ii. Community First Bank
 1. Interest Rate - 0.50%
 2. Amount - \$178,410.57
 - iii. Peoples Community Bank
 1. Interest Rate - 3.48%
 2. Amount - \$994,409.24
 - iv. Royal Bank
 1. Interest Rate - 0%
 2. Amount - \$48,622.92
 - v. Local Government Investment Pool (LGIP)
 1. Interest Rate – 4.36%
 2. Amount - \$8,412,197.42
 - g. **Recommend Transferring Funds from "Low-Interest" Accounts and placing them in Higher Interest Accounts at other banks.**
 - i. Aquatic Center Account – Transfer From Richland County Bank to LGIP (Approximately \$235,000)

- ii. RLF Checking and Savings Accounts – Transfer From Community First Bank to LGIP (Approximately \$178,000)
- 2. Balance Sheet for period ending June 30, 2025 (4 pages)
 - a. City Funds
 - b. Library Fund
 - c. Greater Richland Tourism Fund
- 3. Revenue and Expenditures, Actual Versus Budget by Department for period ending June 30, 2025 (5 pages)
 - a. Each area should be about 50%, since we are ½ way through the year. Following is a list of areas where it varies and reasons why:
 - i. Administration / Office – Revenues – Most fees are collected in January through June due to license expiration dates; therefore, currently at 86%
 - ii. Airport – The taxes are billed out and collected in February, which impacts the % of revenue collected at this point in the year.
 - iii. Economic Development. The expenses appear over budget; however, that is due to grant revenues received and paid out to Mateo. The expenses show up in this category, but the revenues do not.
 - iv. Most of the other departments are close to 50% or below due to various things like: staffing shortages, time of the year, etc.
 - v. Page 4 – All other revenues – there will be an entry in August to Tax Revenues and this will correct what appears to be an overage. There is a large Receivable sitting on the balance sheet until the final tax settlement happens.
- 4. Accounts Receivable Listing as of July 31, 2025
 - a. I am confident that this is within \$1,000 of what is owed. I am working on finalizing 3 customers' account analysis and should have that done within the week.
 - b. Fire Call billings are listed at the bottom and highlighted in blue. Currently, they make up \$15,846.00 of the total = \$163,189.37 in Accounts Receivable.
- 5. Audit Update: I have a list of about 3 items to finalize with the auditors and should be getting those to them by the end of the week.
- 6. Copiers: We recently received a larger than usual invoice, and I was investigating it, I found that our usage is mismatched to the machines we currently are leasing. Through this conversation with Rhyme, we found that it may be more cost-effective and efficient to initiate two new leases with brand new equipment. I am exploring this option, will be reviewing it with Ashley, and if we decide to proceed, will bring it back for your approval at the September meeting.

CITY OF RICHLAND CENTER - TREASURER'S REPORT

6/30/2025

FUNDS	Int Rate	BEG/MO BAL	RECEIPTS	Transfers In/(Out) Between Accounts	DISBURSEMENTS	END/MO BAL
City General Unassigned:	3.48%	\$ 273,241.84	\$ 256,999.33	\$ 581,597.42	\$ 713,903.15	\$ 397,935.44
State Investments #1 Unassigned	4.36%	\$ 3,800,196.90	\$ 61,255.98			\$ 3,861,452.88
Property Tax Account (partial unassigned)	3.48%	\$ 575,525.41	\$ 491.21	\$ (555,525.41)		\$ 20,491.21
#2 Landfill long term care (for landfill issues)	4.36%	\$ 654,607.82	\$ 2,345.27			\$ 656,953.09
#3 TIF-Panorama Estates (TIF 6)	4.36%	\$ 277,582.05	\$ 994.50			\$ 278,576.55
#6 TIF 2-5 (only #4)	4.36%	\$ 151,086.59	\$ 541.30			\$ 151,627.89
RLF Business Savings	0.50%	\$ 176,670.94	\$ 70.18			\$ 176,741.12
RLF Business Checking	0%	\$ 1,669.45				\$ 1,669.45
RESTRICTED FUNDS: (by outside entity)						
CDBG Housing RLF	3.48%	\$ 165,970.13	\$ 476.63			\$ 166,446.76
Landfill Long Term Care CD to 2045	2.48%	\$ 316,352.56				\$ 316,352.56
Landfill Long Term Care CD to 2045	2.48%	\$ 308,732.96				\$ 308,732.96
Library Checking	3.48%	\$ 193,076.48	\$ 1,163.71	\$ (26,072.01)	\$ 8,171.39	\$ 159,996.79
Room Tax	3.52%	\$ 55,421.64	\$ 162.35			\$ 55,583.99
Greater Richland Tourism	3.52%	\$ 22,932.05	\$ 1,542.41		\$ 3,749.95	\$ 20,724.51
Redevelopment Authority	3.48%	\$ 73,800.29	\$ 211.94			\$ 74,012.23
#5 Renew RC Loan Program-Affordable Housi	4.39%	\$ 852,066.04	\$ 3,052.74			\$ 855,118.78
Renew RC Loan Program-Checking	3.48%	\$ 78,932.52	\$ 226.67			\$ 79,159.19
COMMITTED: (by resolution of the Council)						
#4 Projects committed	4.36%	\$ 2,599,156.20	\$ 9,312.03			\$ 2,608,468.23
ASSIGNED: (for specific use, not assigned)						
Cemetery CDs	2.34% & 3.48%	\$ 5,025.51	\$ 2.41			\$ 5,027.92
Centennial Committee	3.48%	\$ 2,904.20	\$ 8.34			\$ 2,912.54
Canine Fund	0%	\$ 44,108.94	\$ 4,629.40		\$ 115.42	\$ 48,622.92
Park/Rec/Comm Center	3.48%	\$ 12,083.96	\$ 34.70			\$ 12,118.66
Aquatic Center	0.25%	\$ 235,452.89	\$ 46.76			\$ 235,499.65
Total Interest Earned in Current Month			\$ 33,898.33	\$ 0.00		
LOANS						
		Total Debt			6/30/2025	
Loans:		4/30/2025	2025 Principle	Loan Term End	Balance	
Richland County Bank (2%)		\$ -	\$ -	Paid off 2024	\$ -	
WPPI (no interest)		\$ 11,804.96	\$ 5,059.44	10/28/2027	\$ 11,383.34	
State Trust Fund Loan - Panorama Est TIF 6 (3.5%)		\$ -	\$ -	Paid off 2021	\$ -	
Bonding - Panorama Estates TIF 6 (1.8%)		\$ 650,000.00	\$ 52,075.00	4/1/2037	\$ 650,000.00	
CFB Haseltine 389,390/Westside Dr 362,610 (2.73%)		\$ 452,000.00	\$ 67,117.10	4/1/2028	\$ 452,000.00	
Aquatic Center Bonding (20 Years)		\$ 3,345,000.00	\$ 301,600.00	8/1/2038	\$ 3,345,000.00	
		\$ 4,458,804.96	\$ 425,851.54		\$ 4,458,383.34	
Debt Capacity - WI Department of Revenue - 2024					\$ 20,792,625.00	
			% of Total Debt Capacity used		21%	
			65% Recommended Maximum		\$ 13,515,206.25	
			Amt Avail to Reach 65%		\$ 9,056,822.91	

					+		-	
	CITY OF RICHLAND CENTER - TREASURER'S REPORT							
	7/31/2025							
					Transfers In/(Out) Between Accounts			
Bank	FUNDS	Int Rate	BEH/MO BAL	RECEIPTS	DISBURSEMENTS	END/MO BAL		
PCB	City General Unassigned:	2.96%	\$ 397,935.44	\$ 261,687.78	\$ 600,000.00	\$ 872,058.48	\$ 387,564.74	
LGIP	State Investments #1 Unassigned	4.36%	\$ 3,861,452.88	\$ 404,501.29	\$ (600,000.00)		\$ 3,665,954.17	
PCB	Property Tax Account (partial unassigned)	2.96%	\$ 20,491.21	\$ 60.56			\$ 20,551.77	
LGIP	#2 Landfill long term care (for landfill issues)	4.36%	\$ 656,953.09				\$ 656,953.09	
LGIP	#3 TIF-Panorama Estates (TIF 6)	4.36%	\$ 278,576.55				\$ 278,576.55	
LGIP	#6 TIF 2-5 (only #4)	4.36%	\$ 151,627.89				\$ 151,627.89	
CFB	RLF Business Savings	0.50%	\$ 176,741.12	\$ 75.06			\$ 176,816.18	
CFB	RLF Business Checking	0%	\$ 1,669.45				\$ 1,669.45	
	RESTRICTED FUNDS: (by outside entity)							
PCB	CDBG Housing RLF	2.96%	\$ 166,446.76	\$ 491.95			\$ 166,938.71	
Richlan	Landfill Long Term Care CD to 2045	2.48%	\$ 316,352.56	\$ 3,890.53			\$ 320,243.09	
	Landfill Long Term Care CD to 2045	2.48%	\$ 308,732.96				\$ 308,732.96	
PCB	Library Checking	2.96%	\$ 159,996.79	\$ 1,142.64		\$ 33,485.33	\$ 127,654.10	
PCB	Room Tax	2.96%	\$ 55,583.99	\$ 25,077.97			\$ 80,661.96	
PCB	Greater Richland Tourism	2.96%	\$ 20,724.51	\$ 52.79		\$ 4,856.23	\$ 15,921.07	
PCB	Redevelopment Authority	2.96%	\$ 74,012.23	\$ 218.75			\$ 74,230.98	
LGIP	#5 Renew RC Loan Program-Affordable Hous	4.39%	\$ 855,118.78				\$ 855,118.78	
PCB	Renew RC Loan Program-Checking	2.96%	\$ 79,159.19	\$ 233.97			\$ 79,393.16	
	COMMITTED: (by resolution of the Council)							
LGIP	#4 Projects committed	4.36%	\$ 2,608,468.23				\$ 2,608,468.23	
	ASSIGNED: (for specific use, not assigned)							
PCB	Cemetery CDs	2.34% & 3.48%	\$ 5,027.92	\$ 2.49			\$ 5,030.41	
PCB	Centennial Committee	2.96%	\$ 2,912.54	\$ 8.61			\$ 2,921.15	
Royal	Canine Fund	0%	\$ 48,622.92				\$ 48,622.92	
PCB	Park/Rec/Comm Center	2.96%	\$ 12,118.66	\$ 35.82			\$ 12,154.48	
Richlan	Aquatic Center	0.25%	\$ 235,499.65	\$ 4,050.12			\$ 239,549.77	
	Total Interest Earned in Current Month							
				\$ 3,131.83	\$ -			
	LOANS							
			Total Debt			7/31/2025		
	Loans:		4/30/2025	2025 Principle	Loan Term End	Balance		
	Richland County Bank (2%)		\$ -	\$ -	Paid off 2024	\$ -		
	WPPI (no interest)		\$ 11,383.34	\$ 5,059.44	10/28/2027	\$ 10,961.72		
	State Trust Fund Loan - Panorama Est TIF 6 (3.5%)		\$ -	\$ -	Paid off 2021	\$ -		
Ehlers	Bonding - Panorama Estates TIF 6 (1.8%)		\$ 650,000.00	\$ 52,075.00	4/1/2037	\$ 650,000.00		
CFB	CFB Haseltine 389,390/Westside Dr 362,610 (2.73%)		\$ 452,000.00	\$ 67,117.10	4/1/2028	\$ 452,000.00		
Ehlers	Aquatic Center Bonding (20 Years)		\$ 3,345,000.00	\$ 301,600.00	8/1/2038	\$ 3,345,000.00		
			\$ 4,458,383.34	\$ 425,851.54		\$ 4,457,961.72		
	Debt Capacity - WI Department of Revenue - 2024							
						\$ 20,792,625.00		
				% of Total Debt Capacity used		21%		
	**DRAFT - Preseneted at 8/5/2025 Council Meeting - Waiting for LGIP Statement to finalize.			65% Recommended Maximum		\$ 13,515,206.25		
				Amt Avail to Reach 65%		\$ 9,057,244.53		

CITY OF RICHLAND CENTER

BALANCE SHEET

JUNE 30, 2025

CITY GENERAL FUND

ASSETS

10-11001-000	CASH ON HAND-CITY OFFICE	100.00
10-11002-000	FUND CASH - CITY GENERAL CHECK	390,446.47
10-11010-000	STATE POOL #1 - GENERAL	3,861,452.88
10-11030-000	STATE POOL #3 - PANORAMA EST	278,576.55
10-11040-000	STATE POOL #4 - PROJECTS	2,608,468.23
10-11050-000	STATE POOL #5 - AFFORDABLE HOU	855,118.78
10-11060-000	STATE POOL #6 - TID 2-5	151,627.89
10-11100-000	TAX COLLECTION	20,491.21
10-11110-000	CDBG ACCOUNT	166,446.76
10-11200-000	RLF SAVINGS	176,741.12
10-11300-000	RLF CHECKING	1,669.45
10-11400-000	RENEW RC ACCOUNT	79,159.19
10-11900-000	CASH ON HAND - AQUATIC CENTER	262.89
10-12100-000	DELINQUENT PERSONAL PROPERTY T	45,300.26
10-14100-000	A/R - OTHER A/R	137,458.14
10-14500-000	A/R - GENERAL RECEIPTS	1,691.99
10-14600-000	DUE FROM DEVELOPERS/PANORAMA	245,434.25
10-14950-000	EST UNCOLLECTIBLE RECEIVABLES	(67,069.90)
10-15000-000	CDBG FUND - ECON DEVELOPMENT	152,308.62
10-15200-000	LOAN RECEIVABLE - RERP	2,386.44
10-15325-000	RLF RECEIVABLE - KIDS STUFF #1	67,069.90
10-15370-000	RLF RECEIVABLE - BRICKHOUSE	6.10
10-15999-000	EST UNCOLLECTIBLE-LOANS	(8,262.00)
10-16100-000	ACCTS REC - ELECTRIC UTILITY	106,878.00
10-16110-000	ACCTS REC - WATER UTILITY	123,096.00
10-16120-000	ACCTS REC - SEWER UTILITY	256.00
10-16300-000	CDBG RECEIVABLE	317,155.55
10-16350-000	RENEW RC LOAN RECEIVABLE	75,138.25
10-17100-000	PREPAID INSURANCE	16,749.71
10-18000-000	STATE POOL #2 - LANDFILL L/T	656,953.09
10-18100-000	PARKS/REC/CC ACCOUNT	12,118.66
10-18115-000	AQUATIC CENTER FUND	235,499.65
10-18130-000	RDA FUND	74,012.23
10-18140-000	ROOM TAX ACCOUNT	55,583.99
10-18150-000	CC/SC GRANT	4.00
10-18160-000	CENTENNIAL COMMITTEE ACCT/CD	2,912.54
10-18700-000	CHILD SAFETY FUNDS - RC POLICE	137.35
10-18750-000	POLICE CANINE FUND	48,622.92
10-18800-000	CEMETERY PERPETUAL CARE ACCT	4,185.58
10-18850-000	BOWEN CEMETERY	842.34
10-18900-000	LANDFILL ESCROW	625,085.52
TOTAL ASSETS		11,522,116.60

LIABILITIES AND EQUITY

CITY OF RICHLAND CENTER

BALANCE SHEET

JUNE 30, 2025

CITY GENERAL FUND

LIABILITIES

10-21000-000	VOUCHERS PAYABLE-CITY GENERAL	399,442.90	
10-21100-000	ACCOUNTS PAYABLE-OTHER A/R	(31.00)	
10-22110-000	W/H TAXES-FEDERAL	(7,900.75)	
10-22120-000	W/H TAXES-STATE	(3,802.88)	
10-22130-000	W/H TAXES-FICA/MSS	(17,999.10)	
10-22200-000	EMPLOYEE SHARE-RETIREMENT	(14,387.92)	
10-22210-000	EMPLOYEE SHARE-HEALTH INS	(96,967.14)	
10-22230-000	EMPLOYEE SHARE-LIFE INS	1,587.73	
10-22240-000	EMPLOYEE SHARE-AFLAC	45.81	
10-22250-000	EMPLOYEE SHARE-COMBINED INS	1,890.90	
10-22260-000	EMPLOYEE SHARE-DENTAL INS	211.97	
10-22270-000	EMPLOYEE SHARE-VISION INS	39.58	
10-22310-000	PYRL DED-WI DEF COMP	(587.13)	
10-22320-000	PYRL DED-125 PLAN/MEDICAL	(772.38)	
10-22330-000	PYRL DED- SECTION 125/MED/DEP	8,385.63	
10-22410-000	POLICE DEPT UNION DUES	(218.25)	
10-22900-000	WAGE GARNISHMENTS	(133.85)	
10-23300-000	ACCOUNTS DUE - LEASE/RENT DEP	750.00	
10-25000-000	DUE TO OTHER GOVERNMENT	6.18	
10-25100-000	SALES TAX	21.13	
10-26000-000	DEFERRED REVENUE (PANORAMA)	320,940.50	
10-26006-000	UNAPPLIED AR	12,499.40	
10-26140-000	POSTPONED ARPA AID	287,229.43	
10-26800-000	ADVANCE TAX COLLECTIONS	(2,101,708.78)	
TOTAL LIABILITIES		(1,211,458.02)	

FUND EQUITY

10-31100-000	RESERVED FB-ADVANCE TIF DIST	1,381,265.72
10-31110-000	RESERVED FB-SPECIAL PURPOSE	624,662.23
10-32100-000	RESERVED SPECIAL FB-CDBG	602,432.42
10-32110-000	RESERVED SPECIAL FB-RERP	2,386.44
10-32120-000	RESERVED SPECIAL FB-RLF	608,090.70
10-33100-000	DESIGNATED FB - CEMETERY	3,855.80
10-33105-000	DESIGNATED FB - RECYCLING	29,257.04
10-33110-000	DESIGNATED FB - COMM CENTER	24,701.68
10-33120-000	DESIGNATED FB - POOL	5,000.00
10-33125-000	DESIGNATED FB - DATA PROC	24,139.73
10-33130-000	DESIGNATED FB - HISTORIC PRES	10,647.50
10-33200-000	DESIGNATED FB - BLDGS/PROP	38,421.00
10-33300-000	DESIGNATED FB - FUTURE PROJECT	410,922.00
10-34100-000	DESIGNATED SPECIAL FB - CDBG	62,041.04
10-34110-000	DESIGNATED SPECIAL FB - RLF	195,631.56
10-35100-000	UNDESIGNATED SPECIAL FB - TIF	(1,603,911.39)
10-36000-000	GENERAL FUND BALANCE	8,039,197.66

REVENUE OVER EXPENDITURES - YTD	2,274,833.49
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BALANCE - CURRENT DATE	2,274,833.49
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TOTAL FUND EQUITY	12,733,574.62
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TOTAL LIABILITIES AND EQUITY	11,522,116.60
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CITY OF RICHLAND CENTER
BALANCE SHEET
JUNE 30, 2025

GREATER RICHLAND TOURISM

ASSETS

15-11002-000	CASH ALLOCATED TO OTHER FUNDS	20,724.51	
	TOTAL ASSETS		20,724.51

LIABILITIES AND EQUITY

LIABILITIES

15-21000-000	TOURISM VOUCHERS PAYABLE	4,856.23	
	TOTAL LIABILITIES		4,856.23

FUND EQUITY

15-31000-000	TOURISM RETAINED EARNINGS	40,123.26	
	REVENUE OVER EXPENDITURES - YTD	(24,254.98)	
	BALANCE - CURRENT DATE	(24,254.98)	
	TOTAL FUND EQUITY		15,868.28
	TOTAL LIABILITIES AND EQUITY		20,724.51

CITY OF RICHLAND CENTER

BALANCE SHEET

JUNE 30, 2025

LIBRARY FUND

ASSETS

20-11002-000	FUND CASH	162,946.12	
20-16670-000	DUE FROM CITY GENL FUND	(8,221.16)	
	TOTAL ASSETS		154,724.96

LIABILITIES AND EQUITYLIABILITIES

20-21000-000	LIBRARY VOUCHERS PAYABLE	6,037.27	
20-22110-000	LIBRARY FEDERAL W/H TAXES	(433.42)	
20-22120-000	LIBRARY STATE W/H TAXES	(288.26)	
20-22130-000	LIBRARY FICA/MSS W/H TAXES	(372.80)	
20-22140-000	W/H VARIANCES-LIBRARY	2.95	
20-22200-000	LIB EMPLOYEE SHARE-RETIREMENT	(206.02)	
20-22210-000	LIB EMPLOYEE SHARE-HEALTH INS	(585.87)	
20-22230-000	LIB EMPLOYEE SHARE-LIFE INS	112.47	
20-22260-000	EMPLOYEE SHARE-DENTAL INS	26.30	
20-22270-000	EMPLOYEE SHARE-VISION INS	(26.30)	
20-22320-000	LIB PYRL DEDUCTION-125 PLAN/M	262.70	
20-22325-000	LIB PYRL DEDUCTION-125 PLAN/HI	3,164.25	
	TOTAL LIABILITIES		7,693.27

FUND EQUITY

20-31000-000	LIBRARY RETAINED EARNINGS	205,610.50	
	REVENUE OVER EXPENDITURES - YTD	(58,578.81)	
	BALANCE - CURRENT DATE	(58,578.81)	
	TOTAL FUND EQUITY		147,031.69
	TOTAL LIABILITIES AND EQUITY		154,724.96

	2024 Actual YTD 12/31/2024	2024 Budget Prev Year 12/31/2024	2024 Budget Less Actual	%	2025 Actual YTD 6/30/2025	2025 Budget (Current Year) 12/31/2025	2025 Budget Less Actual	% S/B 33.33%
Administration Office								
Revenues								
Total Licenses & Permits:	20,191.53	7,878.00	(12,313.53)	256.30%	8,614.94	9,303.00	688.06	92.60%
Total Public Charges for Services	21,356.00	14,006.00	(7,350.00)	152.48%	19,792.94	23,669.00	3,876.06	83.62%
Total Miscellaneous Revenues	7,650.00	2,500.00	(5,150.00)	306.00%	-	-	0.00	#DIV/0!
Administration Office Revenue Total	49,197.53	24,384.00	(24,813.53)	201.76%	28,407.88	32,972.00	4,564.12	86.16%
Expenses								
Total City Admin / Clerk / City Treasurer / Office	363,450.87	436,322.00	72,871.13	83.30%	235,580.12	506,355.00	270,774.88	46.52%
Total Elections	12,626.66	20,500.00	7,873.34	61.59%	4,502.41	14,000.00	9,497.59	32.16%
Total Data Processing	54,183.09	40,000.00	(14,183.09)	135.46%	22,013.24	54,300.00	32,286.76	40.54%
Total Municipal Building	103,516.81	105,500.00	1,983.19	98.12%	7,435.87	20,000.00	12,564.13	37.18%
Administration Office Expense Total	533,777.43	602,322.00	68,544.57	88.62%	269,531.64	594,655.00	325,123.36	45.33%
Net Total Administration Office	(484,579.90)	(577,938.00)	(93,358.10)	83.85%	(241,123.76)	(561,683.00)	(320,559.24)	42.93%
Airport								
Revenues	41,568.27	35,044.00	(6,524.27)	118.62%	26,939.40	39,044.00	12,104.60	69.00%
Expenses	34,803.01	39,500.00	4,696.99	88.11%	15,926.80	55,075.00	39,148.20	28.92%
Net Total Airport	6,765.26	(4,456.00)	(11,221.26)	-151.82%	11,012.60	(16,031.00)	(27,043.60)	-68.70%
Assessor	(26,376.36)	(174,800.00)	(11,221.26)	15.09%	(11,247.79)	(18,700.00)	(27,043.60)	60.15%
Buildings & Grounds								
Revenues								
Buildings & Grounds Revenue Total	32,171.99	23,100.00	(9,071.99)	139.27%	19,359.52	26,800.00	7,440.48	72.24%
Expenses								
Total Buildings & Grounds	104,448.62	113,475.00	9,026.38	92.05%	41,018.55	124,600.00	83,581.45	32.92%
Total Parks & Grounds	263,399.64	290,800.00	27,400.36	90.58%	144,487.08	380,500.00	236,012.92	37.97%
Total Forestry	7,038.00	11,750.00	4,712.00	59.90%	5,441.87	9,400.00	3,958.13	57.89%
Buildings & Grounds Expense Total	374,886.26	416,025.00	41,138.74	90.11%	190,947.50	514,500.00	323,552.50	37.11%
Net Total Buildings & Grounds	(342,714.27)	(392,925.00)	(50,210.73)	87.22%	(171,587.98)	(487,700.00)	(316,112.02)	35.18%
Building & Zoning								
Revenues	7,961.55	4,850.00	(3,111.55)	164.16%	10,201.34	8,050.00	(2,151.34)	126.72%
Expenses	90,621.39	101,230.00	10,608.61	89.52%	45,108.92	104,000.00	58,891.08	43.37%
Net Total Building & Zoning	(82,659.84)	(96,380.00)	(13,720.16)	85.76%	(34,907.58)	(95,950.00)	(61,042.42)	36.38%

Cemetery

	2024 Actual YTD 12/31/2024	2024 Budget Prev Year 12/31/2024	2024 Budget Less Actual	%	2025 Actual YTD 6/30/2025	2025 Budget (Current Year) 12/31/2025	2025 Budget Less Actual	% S/B 33.33%
Revenues	36,560.00	30,810.00	(5,750.00)	118.66%	12,200.00	32,810.00	20,610.00	37.18%
Expenses	2,419.89	2,750.00	330.11	88.00%	1,282.90	3,550.00	2,267.10	36.14%
Net Total Cemetery	34,140.11	28,060.00	(6,080.11)	121.67%	10,917.10	29,260.00	18,342.90	37.31%

Economic Development

Revenues								
Expenses	208,313.13	179,465.00	(28,848.13)	116.07%	118,271.73	80,770.00	(37,501.73)	146.43%
Net Total Economic Development	(208,313.13)	(179,465.00)	28,848.13	116.07%	(118,271.73)	(80,770.00)	37,501.73	146.43%

Elected / Appointed Officials

Revenues								
Expenses	80,700.17	83,265.00	2,564.83	96.92%	33,032.97	89,825.00	56,792.03	36.77%
Net Total Elected / Appointed Officials	(80,700.17)	(83,265.00)	(2,564.83)	96.92%	(33,032.97)	(89,825.00)	(56,792.03)	36.77%

Public Safety

Revenues								
Public Safety Revenue Total	118,076.25	137,578.00	19,501.75	85.82%	60,131.26	164,041.00	103,909.74	36.66%
Expenses								
Total Police Department	1,453,540.45	1,653,194.00	199,653.55	87.92%	772,425.31	1,665,179.00	892,753.69	46.39%
Total Fire & EMS	295,099.95	303,600.00	8,500.05	97.20%	132,611.73	288,685.00	156,073.27	45.94%
Total Health & Human Services	1,651.37	600.00	(1,051.37)	275.23%	4,276.39	2,000.00	(2,276.39)	213.82%
Public Safety Expense Total	1,750,291.77	1,957,394.00	207,102.23	89.42%	909,313.43	1,955,864.00	1,046,550.57	46.49%
Net Total Public Safety	(1,632,215.52)	(1,819,816.00)	(187,600.48)	89.69%	(849,182.17)	(1,791,823.00)	(942,640.83)	47.39%

Parks & Recreation

Revenues								
Total Public Charges for Services	177,070.73	134,300.00	(42,770.73)	131.85%	87,565.98	143,100.00	55,534.02	61.19%
Total Donations	75,678.00	70,200.00	(5,478.00)	107.80%	48,175.00	70,200.00	22,025.00	68.63%
Parks & Recreation Revenue Total	252,748.73	204,500.00	(48,248.73)	123.59%	135,740.98	213,300.00	77,559.02	63.64%
Expenses								
Total Community Center	258,654.05	279,800.00	21,145.95	92.44%	123,777.49	288,725.00	164,947.51	42.87%
Total Senior Center	25,536.59	24,700.00	(836.59)	103.39%	11,762.30	25,291.00	13,528.70	46.51%
Total Aquatic Center	230,787.47	250,225.00	19,437.53	92.23%	43,199.87	224,510.00	181,310.13	19.24%
Total Symons Center	54,492.06	100,000.00	45,507.94	54.49%	26,980.21	55,000.00	28,019.79	49.05%
Parks & Recreation Expense Total:	569,470.17	654,725.00	85,254.83	86.98%	205,719.87	593,526.00	387,806.13	34.66%
Net Total Parks & Recreation	(316,721.44)	(450,225.00)	(133,503.56)	70.35%	(69,978.89)	(380,226.00)	(310,247.11)	18.40%

	2024 Actual YTD 12/31/2024	2024 Budget Prev Year 12/31/2024	2024 Budget Less Actual	%		2025 Actual YTD 6/30/2025	2025 Budget (Current Year) 12/31/2025	2025 Budget Less Actual	% S/B 33.33%	
Refuse										
Revenues										
<i>Total Licenses & Permits</i>	4,090.00	4,050.00	(40.00)	100.99%		4,040.00	4,050.00	10.00	99.75%	
<i>Total Garbage & Recycling</i>	269,373.60	279,000.00	9,626.40	96.55%		143,684.74	287,000.00	143,315.26	50.06%	
<i>Total Landfill</i>	59,729.28	55,000.00	(4,729.28)	108.60%		38,827.95	65,000.00	26,172.05	59.74%	
Refuse Revenue Total	333,192.88	338,050.00	4,857.12	98.56%		186,552.69	356,050.00	169,497.31	52.40%	
Expenses										
<i>Total Landfill</i>	96,888.18	74,420.00	(22,468.18)	130.19%		31,411.03	85,770.00	54,358.97	36.62%	
<i>Total Garbage & Recycling</i>	169,884.58	256,500.00	86,615.42	66.23%		141,838.50	282,000.00	140,161.50	50.30%	
Refuse Expense Total	266,772.76	330,920.00	64,147.24	80.62%		173,249.53	367,770.00	194,520.47	47.11%	
Net Total Refuse	66,420.12	7,130.00	(59,290.12)	931.56%		13,303.16	(11,720.00)	(25,023.16)	-113.51%	
Streets										
Revenues	443,339.20	431,528.00				222,472.04	429,084.00	206,611.96	51.85%	
Expenses	739,012.22	892,050.00	153,037.78	82.84%		294,103.16	837,431.00	543,327.84	35.12%	
Net Total Streets	(295,673.02)	(460,522.00)	(153,037.78)	64.20%		(71,631.12)	(408,347.00)	(336,715.88)	17.54%	
Taxi										
Revenues	216,333.69	119,200.00				49,283.50	375,200.00	325,916.50	13.14%	
Expenses	266,245.62	160,000.00	(106,245.62)	166.40%		138,099.05	375,000.00	236,900.95	36.83%	
Net Total Streets	(49,911.93)	(40,800.00)	106,245.62	122.33%		(88,815.55)	200.00	89,015.55	-44407.78%	
Room Tax / Tourism										
Revenues	102,850.10	54,060.00				43,188.24	122,375.00	79,186.76	35.29%	
Expenses	833,894.89	159,707.00	(674,187.89)	522.14%		35,907.84	150,843.00	114,935.16	23.80%	
Net Room Tax /Tourism	(731,044.79)	(105,647.00)	674,187.89	691.97%		7,280.40	(28,468.00)	(35,748.40)	-25.57%	

	2024 Actual YTD 12/31/2024	2024 Budget Prev Year 12/31/2024	2024 Budget Less Actual	%	2025 Actual YTD 6/30/2025	2025 Budget (Current Year) 12/31/2025	2025 Budget Less Actual	% S/B 33.33%
All Other								
Revenues								
Total Tax Levy	2,375,000.13	2,375,000.00	(0.13)	100.00%	3,736,145.06	2,332,552.00	(1,403,593.06)	160.17%
Total Other Taxes (PILOT, Mobile Homes, Etc)	637,178.27	642,853.00	5,674.73	99.12%	313,831.30	544,000.00	230,168.70	57.69%
Total Intergovernmental - State & Fed Aid + Utility Pc	1,740,557.42	1,787,605.00	47,047.58	97.37%	181,156.34	1,951,709.00	1,770,552.66	9.28%
Total Franchise Fees	48,080.07	51,663.00	3,582.93	93.06%	8,725.67	36,000.00	27,274.33	24.24%
Total Interest Income	544,282.63	229,900.00	(314,382.63)	236.75%	239,177.66	248,600.00	9,422.34	96.21%
Total Miscellaneous Revenues	-	15,000.00	15,000.00	0.00%	49,315.50	15,000.00	(34,315.50)	328.77%
All Other Revenue Total	5,345,098.52	5,102,021.00	(243,077.52)	104.76%	4,528,351.53	5,127,861.00	599,509.47	88.31%
Expenses								
Total Insurance	124,781.49	205,600.00	80,818.51	60.69%	202,890.50	293,700.00	90,809.50	69.08%
Total Audit & Legal	117,051.94	146,000.00			74,480.75	152,500.00	78,019.25	48.84%
Total Celebrations	-	-	0.00	#DIV/0!	-	-	0.00	#DIV/0!
Total Debt Service	421,100.00	531,175.00	110,075.00	79.28%	358,452.90	416,384.00	57,931.10	86.09%
Total Unallocated Contingency	7,242.42	125,000.00	117,757.58	5.79%	-	42,670.00	42,670.00	0.00%
All Other Expense Total	670,175.85	1,007,775.00	337,599.15	66.50%	635,824.15	905,254.00	269,429.85	70.24%
Net Total All Other	4,674,922.67	4,094,246.00	(580,676.67)	114.18%	3,892,527.38	4,222,607.00	330,079.62	92.18%
Capital Outlay								
Revenues								
ARPA Funds	70,320.50	30,000.00	(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%	170,167.44	3,140,000.00	2,969,832.56	5.42%
Other Miscellaneous	(676.86)	1,910,000.00	1,910,676.86	-0.04%	1,856.99	5,000.00	3,143.01	37.14%
Transfers In	-	-			-	-		
Capital Outlay Revenue Total	69,643.64	6,091,590.00	6,021,946.36	1.14%	172,024.43	3,268,000.00	3,095,975.57	5.26%
Expenses								
Capital Outlay Expense Total	749,035.56	3,480,000.00	2,730,964.44	21.52%	83,237.06	3,781,250.00	3,698,012.94	2.20%
Net Total All Other	(679,391.92)	2,611,590.00	3,290,981.92	-26.01%	88,787.37	(513,250.00)	(602,037.37)	-17.30%
Revenues	\$ 7,048,742.35	\$ 12,596,715.00	\$ 5,547,972.65	55.96%	\$ 5,494,852.81	\$ 10,195,587.00	\$ 4,700,734.19	53.89%
Expenditures	\$ 7,196,796.48	\$ 10,241,928.00	\$ 3,045,131.52	70.27%	\$ 3,160,804.34	\$ 10,428,013.00	\$ 7,286,800.05	30.31%
Library Transfer Out	\$ 290,000.00	\$ 290,000.00	\$ -	100.00%	\$ -	\$ 306,969.00	\$ 306,969.00	0.00%
			\$ -					
Net Revenue Less Expenditure	\$ (438,054.13)	\$ 2,064,787.00	\$ 2,502,841.13		\$ 2,334,048.47	\$ (539,395.00)	\$ (2,893,034.86)	
Ferguson Land Purchase (Contingency Funds)	\$ 646,468.29							
Actual Net / Revenue Over Expense	\$ 208,414.16							

Library

Revenues

	2024 Actual YTD 12/31/2024	2024 Budget Prev Year 12/31/2024	2024 Budget Less Actual	%		2025 Actual YTD 6/30/2025	2025 Budget (Current Year) 12/31/2025	2025 Budget Less Actual	% S/B 33.33%	
<i>Total Levy Funds from City</i>	290,000.00	290,000.00	0.00	100.00%		-	306,969.00	306,969.00	0.00%	
<i>Total County Funds</i>	134,594.78	134,591.00	(3.78)	100.00%		136,386.10	143,836.00	7,449.90	94.82%	
<i>Total MISCELLANEOUS REVENUES:</i>	21,662.58	13,200.00	(8,462.58)	164.11%		16,306.63	16,000.00	(306.63)	101.92%	
Library Revenue Total:	446,257.36	437,791.00	(8,466.36)	101.93%		152,692.73	466,805.00	314,112.27	32.71%	
Expenses - Library	418,433.77	437,791.00	19,357.23	95.58%		211,271.54	466,805.00	255,533.46	45.26%	
Net Total Library	27,823.59	-	(27,823.59)	#DIV/0!		(58,578.81)	-	58,578.81	#DIV/0!	

City of Richland Center Accounts Receivable Listing as of July 31, 2025

Item 2.

Cust #	Customer Name	Balance	Future	Current	Over 30	Over 60	Over 90	Over 120	Over 150
7039	ADVANCED PUMP AND WELL SOLUTIONS, INC.	750.00	-	750.00	-	-	-	-	-
4100	BUENA VISTA FLYING CLUB-AV FUEL	106.08	-	106.08	-	-	-	-	-
5000	CENTER COURT MOBILE HOME PARK	1,113.99	-	679.18	434.81	-	-	-	-
5500	CLARY, TROY	8,585.00	-	-	-	-	-	-	8,585.00
5700	DAYTON TOWNSHIP	1,000.00	-	-	-	-	-	-	1,000.00
5002	EDGEWATER MOBILE HOME PARK	728.32	-	107.96	215.92	215.92	-	-	188.52
4202	EDWARDS, JASON	229.40	-	-	-	-	-	-	229.40
4203	EDWARDS, JENNY	129.60	-	-	-	-	-	-	129.60
5001	JAE MOBILE HOME PARKS	274.73	-	274.73	-	-	-	-	-
5810	JAX ENTERPRISES II	520.00	-	-	-	-	-	-	520.00
5501	JOHNSON, CHAD	39,477.00	-	-	-	-	13,159.00	-	26,318.00
5600	PANORAMA ESTATES	67,156.25	-	-	-	-	4,631.25	-	62,525.00
4001	PERKINS, BRIAN	300.00	-	150.00	150.00	-	-	-	-
7068	RCYBS	6,312.41	6,312.41	-	-	-	-	-	-
5503	RICHLAND SCHOOL DISTRICT	20,365.59	20,365.59	-	-	-	-	-	-
4006	SIMPSON, ARTHUR	(125.00)	(125.00)	-	-	-	-	-	-
7000	WELLS, JOE	20.00	-	-	-	-	-	-	20.00
4003	WERTZ, TRAVIS	125.00	-	125.00	-	-	-	-	-
4004	WILSON, ZACH	250.00	-	125.00	125.00	-	-	-	-
5800	Yellow Herron LLC	25.00	-	-	-	-	-	-	25.00
FIRE CALLS / ACCIDENTS / BILLED FROM FIRE DISTRICT:									
7003	BABINO, COURTNEY	485.00	-	-	-	-	-	-	485.00
7067	Brandon Lee Adams	600.00	-	600.00	-	-	-	-	-
7019	BRIGGS, MATTHEW	600.00	-	-	-	-	-	-	600.00
7034	BRITTANY MUNSON	600.00	-	-	-	-	-	-	600.00
7010	CALEY, CASEY	1,625.00	-	-	-	-	-	-	1,625.00
7017	DWYER, RONALD	616.00	-	-	-	-	-	-	616.00
7057	Jeffery Fontana	100.00	-	-	-	-	-	-	100.00
7055	Jennifer Sidie	400.00	-	-	-	-	-	-	400.00
7066	Jordan Markell	624.00	-	624.00	-	-	-	-	-
7061	Julio Cesar Diaz	600.00	-	-	-	-	600.00	-	-
7035	Monique Walmer	600.00	-	-	-	-	-	-	600.00
7012	NIMOCKS, RAVYN	600.00	-	-	-	-	-	-	600.00
7018	PEPE, JOANN	480.00	-	-	-	-	-	-	480.00
7049	Ralph Smalley	611.00	-	-	-	-	-	-	611.00
7005	RICHLAND COUNTY CORONER	600.00	-	-	-	-	-	-	600.00
7032	ROSSING, ERIC	190.00	-	-	-	-	-	-	190.00
7014	ROWIN, EDWARD A	600.00	-	-	-	-	-	-	600.00
7070	Sam Hendricks	600.00	600.00	-	-	-	-	-	-
7031	SORDAHL, JINITTA	800.00	-	-	-	-	-	-	800.00
7054	SW WI Community Action Program	1,200.00	-	1,200.00	-	-	-	-	-
7056	Tavarn Rosenberry	800.00	-	-	-	-	-	-	800.00
7045	Thomas Larson	622.00	-	-	-	-	-	-	622.00
7069	Tom Woodman Villa	800.00	-	-	-	-	800.00	-	-
7011	VONBEHREN, CODY	608.00	-	-	-	-	-	-	608.00
7021	WEMMER, DAWN	485.00	-	-	-	-	-	-	485.00
		\$ 163,189.37	\$ 27,153.00	\$ 4,741.95	\$ 925.73	\$ 215.92	\$ 19,190.25	\$ -	\$ 110,962.52
Fire District Incidents		15,846.00	600.00	2,424.00	-	-	1,400.00	-	11,422.00
All Others		\$ 147,343.37	\$ 26,553.00	\$ 2,317.95	\$ 925.73	\$ 215.92	\$ 17,790.25	\$ -	\$ 99,540.52

CITY OF RICHLAND CENTER					
Utility Report - Month June 30, 2025					
FUNDS	TREASURER BAL BEG OF MONTH	RECEIPTS	TOTAL	DISBURSEMENTS	TREASURER BAL END OF MONTH
GARBAGE		25,806.28			
PUBLIC BENEFIT		3,716.85			
ELECTRIC UTILITY	621,262.26	1,016,469.35	1,667,254.74	997,453.71	\$ 669,801.03
WATER UTILITY	387,587.46	187,415.04	575,002.50	125,969.18	\$ 449,033.32
SEWER UTILITY	567,605.78	334,246.20	901,851.98	244,532.27	\$ 657,319.71
Fund	Total	Location	% Interest		
Electric	190,510.30	State/LGIP	Variable 4.36		
Electric Replacement Fund	805,463.16	State/LGIP	Variable 4.36		
Electric Bond Fund	186,934.24	State/LGIP	Variable 4.36		
Electric	241,786.13	State/LGIP	Variable 4.36		
Electric - AMI	425,325.30	State/LGIP	Variable 4.36		
Total Electric	1,850,019.13				
Water	839,402.69	State/LGIP	Variable 4.36		
Water Replacement Fund	468,930.76	State/LGIP	Variable 4.36		
Water - Clean Wa Loan#8-2028	29,812.20	State/LGIP	Variable 4.36		
Water - Reservoir Loan#5-2039	36,007.97	State/LGIP	Variable 4.36		
Water - AMI	152,523.06	State/LGIP	Variable 4.36		
Water DNR Loan	10.00	Richland Co Bank			
Total Water	1,526,686.68				
WWTP Replacement Fund	1,629,350.34	State/LGIP	Variable 4.36		
WWTP	337,486.88	State/LGIP	Variable 4.36		
WWTP Bond Fund	58,801.78	State/LGIP	Variable 4.36		
USDA Reserve Acct	625,000.00	State/LGIP	Variable 4.36		
WWTP -RATE STABILIZATION	843,120.19	State/LGIP	Variable 4.36		
USDA 2015 Bond Fund	81,336.03	Peoples Bank			
Total WWTP	3,575,095.22				
	6,951,801.03				
Unrestricted					
Electric	\$ 669,801.03				
Water	449,033.32				
WWTP	657,319.71				
TOTAL UNRESTRICTED FUNDS	1,776,154.06				
Restricted - Restricted Funds are for Projects, Bond Payments and Equipment Replacement					
Electric	1,850,019.13				
Water	1,526,686.68				
WWTP	3,575,095.22				
TOTAL RESTRICTED FUNDS	6,951,801.03				

City of Richland Center - Finance Committee Council Payment Approval Report - August 5, 2025

Item 4.

Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
Accurate Appraisal LLC	6/1/2025	Assessor: June 2025 Assessment Services	\$ 3,750.00		7/17/2025		
Accurate Appraisal LLC	7/1/2025	Assessor: July 2025 Assessment Services	\$ 3,750.00		7/28/2025		
TOTAL	Accurate Appraisal LLC			\$ 7,500.00			
ABT SWAYNE LAW LLC	8/5/2025	Legal: City of/Administrator/General Legal Services	\$ 2,460.25				
ABT SWAYNE LAW LLC	8/5/2025	Legal: Common Council Legal Services	\$ 1,515.00				
ABT SWAYNE LAW LLC	8/5/2025	Legal: Ordinance / Traffic Legal Services	\$ 2,292.00				
TOTAL	ABT SWAYNE LAW LLC			\$ 6,267.25			
AFLAC	7/2/2025	Payroll Related	\$ 36.86		7/17/2025		
AFLAC	7/2/2025	Payroll Related	\$ 48.63		7/17/2025		
AFLAC	7/16/2025	Payroll Related	\$ 36.85		7/17/2025		
AFLAC	7/16/2025	Payroll Related	\$ 48.61		7/17/2025		
AFLAC	7/30/2025	Payroll Related	\$ 36.86				
AFLAC	7/30/2025	Payroll Related	\$ 48.63				
TOTAL	AFLAC			\$ 256.44			
ALL AMERICAN DO IT CENTER	6/30/2025	PW/Streets: Materials	\$ 15.98		7/28/2025		
		PW/Streets: Expansion Joints, Masonry Nails, Cement Groover, Gorilla					
		Spray	\$ 61.46		7/28/2025		
ALL AMERICAN DO IT CENTER	6/30/2025	PW/B&G: All American Late Pay Charge on Dugout Invoices	\$ 79.89		7/28/2025		
ALL AMERICAN DO IT CENTER	7/1/2025	PW/Streets: Expansion Joint	\$ 25.99		7/28/2025	Public Works	7/17/2025
ALL AMERICAN DO IT CENTER	7/8/2025	PW/Streets: Screw Bolts	\$ 29.99		7/28/2025		
ALL AMERICAN DO IT CENTER	7/8/2025	Admin/Office: Keys for Agenda Board	\$ 6.76		7/28/2025		
ALL AMERICAN DO IT CENTER	7/29/2025	PW/B&G: Lock Nuts	\$ 3.58				
TOTAL	ALL AMERICAN DO IT CENTER			\$ 223.65			
ALLIANT ENERGY/WPL	7/1/2025	Airport: Terminal bldg electric	\$ 81.60		7/17/2025	Public Works	7/17/2025
ALLIANT ENERGY/WPL	7/11/2025	Airport: Cty Hwy B Hanger	\$ 31.86		7/28/2025		
ALLIANT ENERGY/WPL	7/11/2025	Airport: Cty Hwy B Runway Lt	\$ 120.79		7/28/2025		
ALLIANT ENERGY/WPL	7/14/2025	PW/B&G: State Hwy 80 Shelter	\$ 34.86		7/28/2025		
ALLIANT ENERGY/WPL	7/17/2025	PW/Streets: Street Lts 14-Walmart	\$ 17.09		7/28/2025		
TOTAL	ALLIANT ENERGY/WPL			\$ 286.20			
ALLIED REDI-MIX LLC	7/7/2025	PW/Streets: PSI Exterior	\$ 762.50		7/28/2025	Public Works	7/17/2025
TOTAL	ALLIED REDI-MIX LLC			\$ 762.50			
AMAZON CAPITAL SERVICES	7/4/2025	PW/B&G - Returned Slow Moving Vehicle Signs	\$ (35.96)		7/28/2025	Public Works	7/17/2025
AMAZON CAPITAL SERVICES	7/14/2025	PW/CC/SC - Rec Supplies	\$ 14.84			Park	7/28/2025
AMAZON CAPITAL SERVICES	6/28/2025	PW/B&G - Vehicle Stickers - Slow Moving	\$ 17.98		7/17/2025		
AMAZON CAPITAL SERVICES	6/28/2025	PW/B&G - Spring Trimmer Head Replacement	\$ 26.98		7/17/2025	Public Works	7/17/2025
AMAZON CAPITAL SERVICES	6/30/2025	PW/B&G: Shop Supplies	\$ 27.97		7/28/2025	Public Works	7/17/2025
AMAZON CAPITAL SERVICES	7/21/2025	PW/Streets: Signs	\$ 36.93				
AMAZON CAPITAL SERVICES	7/2/2025	Admin/City Office: Printer Paper	\$ 40.96		7/28/2025		
AMAZON CAPITAL SERVICES	6/28/2025	PW/B&G: Toilet Brushes & Tags	\$ 46.65		7/17/2025	Public Works	7/17/2025
AMAZON CAPITAL SERVICES	7/25/2025	PW/CC/SC - Rec Supplies	\$ 66.25			Park	7/28/2025
AMAZON CAPITAL SERVICES	6/30/2025	PW/B&G: Replacement Trimmer Engine Cover	\$ 69.99		7/28/2025	Public Works	7/17/2025
AMAZON CAPITAL SERVICES	7/7/2025	PW/B&G - Marking Flags, Liquid Hand Soap	\$ 71.67		7/28/2025	Public Works	7/17/2025
AMAZON CAPITAL SERVICES	6/28/2025	PW/B&G - Library Furnace Filters	\$ 86.35		7/17/2025	Public Works	7/17/2025
AMAZON CAPITAL SERVICES	7/7/2025	PW/B&G - Batteries and Dog Waste Bags	\$ 109.47		7/28/2025	Public Works	7/17/2025
AMAZON CAPITAL SERVICES	7/26/2025	Police: Office Supplies - Sticky Notes, Foot Switch	\$ 111.39				

City of Richland Center - Finance Committee Council Payment Approval Report - August 5, 2025

Item 4.

Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
AMAZON CAPITAL SERVICES	6/28/2025	PW/B&G - UTV Helmets	\$ 116.98		7/17/2025	Public Works	7/17/2025
AMAZON CAPITAL SERVICES	7/2/2025	PW/CC/SC - CC Rec Supplies	\$ 122.74		7/28/2025	Park	7/28/2025
AMAZON CAPITAL SERVICES	7/28/2025	Police: Equipment- Targets	\$ 130.96				
AMAZON CAPITAL SERVICES	7/15/2025	PW/B&G: Tool Bag, Automotive Seal Covers	\$ 154.95			Public Works	7/17/2025
AMAZON CAPITAL SERVICES	7/14/2025	PW/Aquatic: WAC Supplies	\$ 209.03			Park	7/28/2025
AMAZON CAPITAL SERVICES	7/16/2025	PW/Aquatic: Main & Repair ADA Lift Battery & Charger	\$ 355.00			Park	7/28/2025
TOTAL	AMAZON CAPITAL SERVICES			\$ 1,781.13			
American Heritage Life Insurance Company	7/2/2025	Payroll Related	\$ 83.56		7/31/2025		
American Heritage Life Insurance Company	7/16/2025	Payroll Related	\$ 83.56		7/31/2025		
American Heritage Life Insurance Company	7/30/2025	Payroll Related	\$ 83.56				
TOTAL	American Heritage Life Insurance Company			\$ 250.68			
ASSURITY LIFE INSURANCE COMPANY	7/2/2025	Payroll Related	\$ 43.16		7/31/2025		
ASSURITY LIFE INSURANCE COMPANY	7/16/2025	Payroll Related	\$ 43.15		7/31/2025		
ASSURITY LIFE INSURANCE COMPANY	7/30/2025	Payroll Related	\$ 43.16				
ASSURITY LIFE INSURANCE COMPANY	7/31/2025	Payroll Related	\$ (591.43)		7/31/2025		
TOTAL	ASSURITY LIFE INSURANCE COMPANY			\$ (461.96)			
AUTO VALUE PARTS STORES	5/28/2025	PW/Streets: Battery	\$ 149.99		7/10/2025	Public Works	7/17/2025
AUTO VALUE PARTS STORES	6/6/2025	PW/B&G: Softball Fence	\$ 12.99		7/10/2025	Public Works	7/17/2025
AUTO VALUE PARTS STORES	6/9/2025	PW/B&G: Connector, Hitch Pin, Power Plug	\$ 27.97		7/10/2025	Public Works	7/17/2025
AUTO VALUE PARTS STORES	6/12/2025	PW/Streets: #56 Headlight	\$ 21.98		7/10/2025	Public Works	7/17/2025
AUTO VALUE PARTS STORES	7/21/2025	PW/Streets: Starter Solenoid	\$ 88.99				
AUTO VALUE PARTS STORES	7/14/2025	PW/Streets: 2006 Silverado Brake Rotors & Pads	\$ 223.97				
AUTO VALUE PARTS STORES	7/14/2025	PW/B&G: Oil Filters and Prime Guard - Mowers	\$ 88.14				
AUTO VALUE PARTS STORES	7/8/2025	PW/Streets: Crack Sealer	\$ 11.60				
AUTO VALUE PARTS STORES	7/14/2025	PW/Streets: Fuel Line	\$ 9.96				
TOTAL	AUTO VALUE PARTS STORES			\$ 635.59			
AUTO ZONE	7/11/2025	Police: #67 Tahoe Windshield Wipers	\$ 56.08		7/28/2025		
TOTAL	AUTO ZONE			\$ 56.08			
BADGER WELDING SUPPLY, INC	6/30/2025	PW/Streets: Monthly Cylinder Rentals	\$ 37.50		7/28/2025	Public Works	7/17/2025
TOTAL	BADGER WELDING SUPPLY, INC			\$ 37.50			
BAILEY'S PAINT & DECORAT	7/6/2025	PW/Streets: Street Painting Supplies	\$ 2,112.00		7/28/2025	Public Works	7/17/2025
TOTAL	BAILEY'S PAINT & DECORAT			\$ 2,112.00			
BENDER, DALE	7/10/2025	Utility: Insurance Refund Retiree	\$ 692.36		7/10/2025		
TOTAL	BENDER, DALE			\$ 692.36			
CAPITAL ONE	7/3/2025	PW/CC/SC - CC Rec Supplies, Glases, Streamers, Cotton, Misc.	\$ 104.22			Park	7/28/2025
CAPITAL ONE	7/3/2025	PW/Aquatic: WAC Concessions	\$ 48.43			Park	7/28/2025
CAPITAL ONE	7/10/2025	PW/Aquatic: WAC Supplies	\$ 57.33			Park	7/28/2025
CAPITAL ONE	7/9/2025	PW/CC/SC: Rec Supplies	\$ 8.30			Park	7/28/2025
CAPITAL ONE	7/11/2025	PW/CC/SC: Rec Supplies	\$ 99.36			Park	7/28/2025
CAPITAL ONE	7/14/2025	PW/Aquatic: WAC Supplies	\$ 79.90			Park	7/28/2025
CAPITAL ONE	7/14/2025	PW/CC/SC - WSRC Misc Supplies	\$ 47.91			Park	7/28/2025
CAPITAL ONE	7/14/2025	PW/CC/SC - Rec Supplies	\$ 46.99			Park	7/28/2025
CAPITAL ONE	7/18/2025	PW/CC/SC - CC Rec Supplies, Glases, Streamers, Cotton, Misc.	\$ 178.13			Park	7/28/2025
CAPITAL ONE	7/24/2025	PW/CC/SC - Supplies	\$ 15.82			Park	7/28/2025
CAPITAL ONE	7/16/2025	PW/CC/SC - Rec Supplies	\$ 23.86			Park	7/28/2025

City of Richland Center - Finance Committee Council Payment Approval Report - August 5, 2025

Item 4.

Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
CAPITAL ONE	7/24/2025	PW/CC/SC - Supplies	\$ 23.70			Park	7/28/2025
CAPITAL ONE	7/24/2025	PW/CC/SC - Supplies	\$ 3.48			Park	7/28/2025
CAPITAL ONE	7/18/2025	PW/CC/SC - Supplies	\$ 99.00			Park	7/28/2025
CAPITAL ONE	7/25/2025	PW/CC/SC - CC Rec Supplies	\$ 32.61			Park	7/28/2025
CAPITAL ONE	7/25/2025	PW/CC/SC - CC Rec Supplies	\$ 277.86			Park	7/28/2025
CAPITAL ONE	7/30/2025	PW/CC/SC: CC Rec Supplies	\$ 52.68				
CAPITAL ONE	7/31/2025	PW/CC/SC - CC Rec Supplies	\$ 32.61				
CAPITAL ONE	7/31/2025	PW/Aquatic: WAC Supplies	\$ 80.97				
CAPITAL ONE	7/31/2025	PW/Aquatic: WAC Concessions	\$ 20.94				
CAPITAL ONE	7/31/2025	PW/CC/SC - Supplies	\$ 10.21				
CAPITAL ONE	7/31/2025	PW/CC/SC - CC Rec Supplies	\$ 6.00				
CAPITAL ONE	8/1/2025	PW/CC/SC - CC Rec Supplies	\$ 173.36				
TOTAL	CAPITAL ONE			\$ 1,523.67			
CARPENTER, LARA	6/30/2025	PW/CC/SC: Yoga in the Park	\$ 105.00		7/10/2025	Park	7/28/2025
TOTAL	CARPENTER, LARA			\$ 105.00			
CINTAS CORPORATION #446	6/2/2025	PW/B&G: Supplies	\$ 113.34		7/10/2025	Public Works	7/17/2025
CINTAS CORPORATION #446	6/9/2025	PW/B&G: Supplies	\$ 159.63		7/10/2025	Public Works	7/17/2025
CINTAS CORPORATION #446	6/16/2025	PW/B&G: Supplies	\$ 336.36		7/10/2025	Public Works	7/17/2025
CINTAS CORPORATION #446	6/30/2025	PW/B&G: Supplies	\$ 184.71		7/28/2025	Public Works	7/17/2025
CINTAS CORPORATION #446	7/7/2025	PW/B&G: Supplies	\$ 87.82		7/28/2025	Public Works	7/17/2025
CINTAS CORPORATION #446	7/14/2025	PW/B&G:Towel Refills, Urinal Screens, Paper Products	\$ 257.85				
CINTAS CORPORATION #446	7/21/2025	PW/B&G: Paper Products	\$ 242.28				
TOTAL	CINTAS CORPORATION #446			\$ 1,381.99			
CITY UTILITIES	7/8/2025	Admin/City Office: GIS Mapping (Zoning, B&G, Streets, TID, Elections, Trees, Etc.)	\$ 525.00		7/28/2025		
CITY UTILITIES	7/11/2025	PW/Landfill: Leachate Hauled from Landfill	\$ 962.50		7/28/2025	Public Works	7/17/2025
CITY UTILITIES	7/29/2025	Admin/City Office: Insurance - Workman Comp Dividend Refund	\$ 2,021.49				
TOTAL	CITY UTILITIES			\$ 3,508.99			
COMMUNITY INSURANCE CORP	7/23/2025	Insurance: General Liability City Share	\$ 7,943.25		7/28/2025		
COMMUNITY INSURANCE CORP	7/23/2025	Insurance: General Liability Utility Share	\$ 11,718.25		7/28/2025		
COMMUNITY INSURANCE CORP	7/23/2025	Insurance: Auto - City Portion	\$ 5,126.96		7/28/2025		
COMMUNITY INSURANCE CORP	7/23/2025	Insurance: Auto - Utility Portion	\$ 3,979.54		7/28/2025		
COMMUNITY INSURANCE CORP	4/28/2025	Insurance: Additional Insured Endorsement CGL53233-25-ATC	\$ 25.00				
TOTAL	COMMUNITY INSURANCE CORP			\$ 28,793.00			
COMPUTER DOCTORS LLC							
COMPUTER DOCTORS LLC	7/21/2025	Admin/Office: Cisco Renewal	\$ 1,263.00				
TOTAL	COMPUTER DOCTORS LLC			\$ 1,263.00			
D & P ENTERPRISES	7/15/2025	Library: Paving Parking Lot	\$ 2,750.00				
TOTAL	D & P ENTERPRISES			\$ 2,750.00			
DECKER SUPPLY CO, INC	7/3/2025	PW/Streets: Signs & Materials for Installation	\$ 396.85		7/10/2025	Public Works	7/17/2025
TOTAL	DECKER SUPPLY CO, INC			\$ 396.85			
Delta Dental	8/1/2025	Payroll Related	\$ 253.26		7/28/2025		
Delta Dental	8/1/2025	Payroll Related	\$ 93.76		7/28/2025		
Delta Dental	8/1/2025	Payroll Related	\$ 5.72		7/28/2025		
Delta Dental	8/1/2025	Payroll Related	\$ 54.48		7/29/2025		

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Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
Delta Dental	8/1/2025	Payroll Related	\$ 39.92		7/29/2025		
Delta Dental	8/1/2025	Payroll Related	\$ 9.08		7/29/2025		
Delta Dental	8/1/2025	Payroll Related	\$ 281.94		7/30/2025		
TOTAL	Delta Dental			\$ 738.16			
DEPT OF WORKFORCE DEVELO	6/23/2025	Personnel: Unemployment Due for Emp on PR Drawing UI	\$ 504.00		7/24/2025		
DEPT OF WORKFORCE DEVELO	6/23/2025	Personnel: Unemployment Due for Emp on PR Drawing UI	\$ 0.60		7/24/2025		
TOTAL	DEPT OF WORKFORCE DEVELO			\$ 504.60			
FIRE PROTECTION SPECIALISTS INC	7/15/2025	PW/B&G: Annual Fire Extinguisher Inspections per NFPA 10	\$ 938.65			Public Works	7/17/2025
FIRE PROTECTION SPECIALISTS INC	7/24/2025	PW/B&G: Replacement of Water Mist Extinguisher	\$ 485.62				
TOTAL	FIRE PROTECTION SPECIALISTS INC			\$ 1,424.27			
FRONTIER	7/1/2025	Police: Voice Grade Channel Termination	\$ 10.70		7/17/2025		
FRONTIER	7/8/2025	Frontier - Landfill Phone Line	\$ 111.59		7/28/2025	Public Works	7/17/2025
FRONTIER	7/9/2025	Airport (608-383-0969)	\$ 122.66		7/28/2025		
FRONTIER	7/9/2025	Airport (608-647-4237)	\$ 122.66		7/28/2025		
TOTAL	FRONTIER			\$ 367.61			
Gary's Lawn Care LLC	7/1/2025	PW/B&G: Lawn care Services - Bowen Cemetery	\$ 200.00				
Gary's Lawn Care LLC	7/1/2025	PW/B&G: Lawn care Services - RC Air Strip	\$ 200.00				
Gary's Lawn Care LLC	7/1/2025	PW/B&G: Lawn care Services - Woodman Dog Park	\$ 200.00				
Gary's Lawn Care LLC	7/1/2025	PW/B&G: Lawn care Services - Lions Park	\$ 200.00				
Gary's Lawn Care LLC	7/7/2025	PW/B&G: Lawn care Services - Bowen Cemetery	\$ 200.00				
Gary's Lawn Care LLC	7/7/2025	PW/B&G: Lawn care Services - RC Air Strip	\$ 200.00				
Gary's Lawn Care LLC	7/7/2025	PW/B&G: Lawn care Services - Woodman Dog Park	\$ 200.00				
Gary's Lawn Care LLC	7/7/2025	PW/B&G: Lawn care Services - Lions Park	\$ 200.00				
Gary's Lawn Care LLC	7/17/2025	PW/B&G: Lawn care Services - Bowen Cemetery	\$ 200.00				
Gary's Lawn Care LLC	7/17/2025	PW/B&G: Lawn care Services - RC Air Strip	\$ 200.00				
Gary's Lawn Care LLC	7/17/2025	PW/B&G: Lawn care Services - Woodman Dog Park	\$ 200.00				
Gary's Lawn Care LLC	7/17/2025	PW/B&G: Lawn care Services - Lions Park	\$ 200.00				
Gary's Lawn Care LLC	7/16/2025	PW/B&G: Lawn care Services - Trimming Cemetery	\$ 975.00				
Gary's Lawn Care LLC	7/22/2025	PW/B&G: Lawn care Services - Trimming Cemetery	\$ 975.00				
Gary's Lawn Care LLC	7/22/2025	PW/B&G: Lawn care Services - Bowen Cemetery	\$ 200.00				
Gary's Lawn Care LLC	7/22/2025	PW/B&G: Lawn care Services - RC Air Strip	\$ 200.00				
Gary's Lawn Care LLC	7/22/2025	PW/B&G: Lawn care Services - Woodman Dog Park	\$ 200.00				
Gary's Lawn Care LLC	7/22/2025	PW/B&G: Lawn care Services - Lions Park	\$ 200.00				
Gary's Lawn Care LLC	7/28/2025	PW/B&G: Lawn care Services - Bowen Cemetery	\$ 200.00				
Gary's Lawn Care LLC	7/28/2025	PW/B&G: Lawn care Services - RC Air Strip	\$ 200.00				
Gary's Lawn Care LLC	7/28/2025	PW/B&G: Lawn care Services - Woodman Dog Park	\$ 200.00				
Gary's Lawn Care LLC	7/28/2025	PW/B&G: Lawn care Services - Lions Park	\$ 200.00				
TOTAL	Gary's Lawn Care LLC			\$ 5,950.00			
GENUINE TELECOM	6/1/2025	Building Insp	\$ 36.88		7/17/2025		
GENUINE TELECOM	7/1/2025	Building Insp	\$ 36.88		7/17/2025		
GENUINE TELECOM	6/1/2025	City Office	\$ 13.89		7/17/2025		
GENUINE TELECOM	6/1/2025	Clerk Fax	\$ 47.77		7/17/2025		
GENUINE TELECOM	6/1/2025	Unlimited Fiber & Static IP	\$ 140.00		7/17/2025		
GENUINE TELECOM	7/1/2025	Clerk Fax	\$ 47.85		7/17/2025		
GENUINE TELECOM	7/1/2025	Unlimited Fiber & Static IP	\$ 140.00		7/17/2025		

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GENUINE TELECOM	7/1/2025	City Office	\$ 13.89		7/17/2025		
GENUINE TELECOM	6/1/2025	Visitor	\$ 35.38		7/17/2025		
GENUINE TELECOM	7/1/2025	Visitor	\$ 35.38		7/17/2025		
GENUINE TELECOM	6/1/2025	Mayor	\$ 35.38		7/17/2025		
GENUINE TELECOM	7/1/2025	Mayor	\$ 35.38		7/17/2025		
GENUINE TELECOM	6/1/2025	Assessor	\$ 35.38		7/17/2025		
GENUINE TELECOM	7/1/2025	Assessor	\$ 35.38		7/17/2025		
GENUINE TELECOM	6/1/2025	1050 N Orange Ln 2	\$ 45.26		7/17/2025		
GENUINE TELECOM	7/1/2025	1050 N Orange Ln 2	\$ 45.45		7/17/2025		
GENUINE TELECOM	6/1/2025	1050 N Orange - Alarm	\$ 36.88		7/17/2025		
GENUINE TELECOM	7/1/2025	1050 N Orange - Alarm	\$ 36.88		7/17/2025		
GENUINE TELECOM	7/1/2025	Police: Telephone	\$ 149.02		7/17/2025		
GENUINE TELECOM	6/1/2025	450 S Main	\$ 36.88		7/17/2025		
GENUINE TELECOM	7/1/2025	450 S Main	\$ 36.88		7/17/2025		
GENUINE TELECOM	6/1/2025	608-647-3559	\$ 37.13		7/17/2025		
GENUINE TELECOM	7/1/2025	608-647-3559	\$ 37.13		7/17/2025		
GENUINE TELECOM	6/1/2025	1050 N Orange	\$ 36.88		7/17/2025	Park	7/28/2025
GENUINE TELECOM	6/1/2025	1050 N Orange	\$ 125.00		7/17/2025	Park	7/28/2025
GENUINE TELECOM	6/1/2025	1050 N Orange	\$ 35.38		7/17/2025	Park	7/28/2025
GENUINE TELECOM	7/1/2025	1050 N Orange	\$ 35.38		7/17/2025	Park	7/28/2025
GENUINE TELECOM	7/1/2025	1050 N Orange	\$ 36.88		7/17/2025	Park	7/28/2025
GENUINE TELECOM	7/1/2025	1050 N Orange	\$ 125.00		7/17/2025	Park	7/28/2025
GENUINE TELECOM	6/1/2025	1050 N Orange Ln 3	\$ 41.88		7/17/2025		
GENUINE TELECOM	7/1/2025	1050 N Orange Ln 3	\$ 41.88		7/17/2025		
TOTAL	GENUINE TELECOM			\$ 1,629.23			
HEALTH COMPASS INC	7/2/2025	Payroll Related	\$ 40.00				
HEALTH COMPASS INC	7/2/2025	Payroll Related	\$ 35.00				
HEALTH COMPASS INC	7/16/2025	Payroll Related	\$ 35.00				
HEALTH COMPASS INC	7/16/2025	Payroll Related	\$ 40.00				
HEALTH COMPASS INC	7/30/2025	Payroll Related	\$ 40.00				
HEALTH COMPASS INC	7/30/2025	Payroll Related	\$ 35.00				
TOTAL	HEALTH COMPASS INC			\$ 225.00			
HOLIDAY WHOLESale	6/10/2025	PW/Aquatic: WAC Concessions	\$ 223.15		7/10/2025	Park	7/28/2025
HOLIDAY WHOLESale	6/18/2025	PW/Aquatic: WAC Concessions	\$ 1,300.05		7/10/2025	Park	7/28/2025
HOLIDAY WHOLESale	6/24/2025	PW/Aquatic: WAC Concessions	\$ 2,281.90		7/17/2025	Park	7/28/2025
HOLIDAY WHOLESale	7/2/2025	PW/Aquatic: WAC Concessions	\$ 986.80		7/28/2025	Park	7/28/2025
HOLIDAY WHOLESale	7/9/2025	PW/B&G: Can Liners	\$ 309.80		7/28/2025	Public Works	7/17/2025
HOLIDAY WHOLESale	7/9/2025	PW/Aquatic: WAC Concessions	\$ 2,839.60		7/28/2025	Park	7/28/2025
HOLIDAY WHOLESale	7/23/2025	PW/Aquatic: WAC Concessions	\$ 73.70			Park	7/28/2025
HOLIDAY WHOLESale	7/16/2025	PW/Aquatic: WAC Concessions	\$ 1,887.30			Park	7/28/2025
HOLIDAY WHOLESale	7/23/2025	PW/Aquatic: WAC Concessions	\$ 872.55			Park	7/28/2025
HOLIDAY WHOLESale	7/23/2025	PW/B&G: Can Liners	\$ 67.60				
TOTAL	HOLIDAY WHOLESale		\$ 1,576.10	\$ 12,418.55			
INTERNAL REVENUE SERVICE	7/2/2025	Payroll Related	\$ 7,900.75		7/2/2025		

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Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
INTERNAL REVENUE SERVICE	7/2/2025	Payroll Related	\$ 6,985.77		7/2/2025		
INTERNAL REVENUE SERVICE	7/2/2025	Payroll Related	\$ 6,985.77		7/2/2025		
INTERNAL REVENUE SERVICE	7/2/2025	Payroll Related	\$ 1,633.73		7/2/2025		
INTERNAL REVENUE SERVICE	7/2/2025	Payroll Related	\$ 1,633.73		7/2/2025		
INTERNAL REVENUE SERVICE	7/16/2025	Payroll Related	\$ 7,544.88		7/18/2025		
INTERNAL REVENUE SERVICE	7/16/2025	Payroll Related	\$ 6,553.41		7/18/2025		
INTERNAL REVENUE SERVICE	7/16/2025	Payroll Related	\$ 6,553.41		7/18/2025		
INTERNAL REVENUE SERVICE	7/16/2025	Payroll Related	\$ 1,532.63		7/18/2025		
INTERNAL REVENUE SERVICE	7/16/2025	Payroll Related	\$ 1,532.63		7/18/2025		
INTERNAL REVENUE SERVICE	7/30/2025	Payroll Related	\$ 6,572.59		8/1/2025		
INTERNAL REVENUE SERVICE	7/30/2025	Payroll Related	\$ 7,061.55		8/1/2025		
INTERNAL REVENUE SERVICE	7/30/2025	Payroll Related	\$ 6,572.59		8/1/2025		
INTERNAL REVENUE SERVICE	7/30/2025	Payroll Related	\$ 1,537.12		8/1/2025		
INTERNAL REVENUE SERVICE	7/30/2025	Payroll Related	\$ 1,537.12		8/1/2025		
TOTAL	INTERNAL REVENUE SERVICE			\$ 72,137.68			
IWMTV	6/30/2025	GREATER RICHLAND TOURISM STREAMING TV ADVERTISING	\$ 1,249.97				
IWMTV	6/30/2025	GREATER RICHLAND TOURISM STREAMING TV ADVERTISING	\$ 2,499.98				
TOTAL	IWMTV			\$ 3,749.95			
JEDS Electric	7/2/2025	PW/B&G: Meyer Building Lift Station Switch Capacitor	\$ 12.50		7/10/2025	Public Works	7/17/2025
TOTAL	JEDS Electric			\$ 12.50			
JONES CHEVROLET	6/27/2025	POLICE: 2021 Chevrolet Tahoe Oil Change & Tire Rotation	\$ 82.30		7/10/2025		
TOTAL	JONES CHEVROLET			\$ 82.30			
Kargl, Malene	7/8/2025	PW/CC/SC: Park Shelter Refund	\$ 60.00		7/10/2025	Park	7/28/2025
TOTAL	Kargl, Malene			\$ 60.00			
KLINGAMAN HEATING & COOL	7/16/2025	PW/Streets: Filters	\$ 74.52			Public Works	7/17/2025
KLINGAMAN HEATING & COOL	7/14/2025	PW/B&G: AC Clean and Check	\$ 1,250.00			Public Works	7/17/2025
TOTAL	KLINGAMAN HEATING & COOL			\$ 1,324.52			
KOELSCH, BEN	7/14/2025	Elected: Sponsor of Government Mtgs on You Tube - July 2025	\$ 1,933.75				
TOTAL	KOELSCH, BEN			\$ 1,933.75			
Kraemer's Water Store	6/30/2025	PW/CC/SC - Water Softener Tank Service Mo Service	\$ 106.22		7/10/2025	Park	7/28/2025
TOTAL	Kraemer's Water Store			\$ 106.22			
KWIK TRIP	7/17/2025	Police: Robert Engebretson Restitution	\$ 13.86				
TOTAL	KWIK TRIP			\$ 13.86			
LAMAR COMPANIES	7/7/2025	Digital sign monthly charge	\$ 500.00		7/28/2025		
TOTAL	LAMAR COMPANIES			\$ 500.00			
MATEO, LLC	6/25/2025	WEDC - CDI GRANT PROGRAM FOR LOS AMIGOS 2 - BULIDING BUSINESS EXPANSION	\$ 17,888.34		7/10/2025		
TOTAL	MATEO, LLC			\$ 17,888.34			
METCO, INC	7/15/2025	PW/Airport: Monthly Inspection - July 2025	\$ 100.00		7/17/2025	Public Works	7/17/2025
TOTAL	METCO, INC			\$ 100.00			
MIDWEST POOL SUPPLY	7/10/2025	PW/Aquatic: WAC Chemicals	\$ 3,532.23		7/28/2025	Park	7/28/2025
TOTAL	MIDWEST POOL SUPPLY			\$ 3,532.23			
Milwaukee Magazine	6/30/2025	Tourism: Subscriptions	\$ 900.00				
TOTAL	Milwaukee Magazine			\$ 900.00			
NAPA AUTO PARTS	6/25/2025	PW/Streets: Mechanics Funnel & 10W30	\$ 12.86		7/17/2025	Public Works	7/17/2025

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NAPA AUTO PARTS	7/16/2025	PW/B&G: Spray for Loose Nuts and Bolts	\$ 19.98			Public Works	7/17/2025
NAPA AUTO PARTS	7/15/2025	PW/B&G: Dixie Belts	\$ 67.82			Public Works	7/17/2025
TOTAL	NAPA AUTO PARTS			\$ 100.66			
NATURE'S WAY PORTABLE UNITS	6/30/2025	PW/B&G: Park Portas	\$ 1,607.00		7/10/2025	Public Works	7/17/2025
NATURE'S WAY PORTABLE UNITS	6/30/2025	PW/Refuse: Landfill Porta	\$ 166.00		7/10/2025	Public Works	7/17/2025
NATURE'S WAY PORTABLE UNITS	4/30/2025	PW/B&G: Park Portas	\$ 1,420.00				
NATURE'S WAY PORTABLE UNITS	4/30/2025	PW/Refuse: Landfill Porta	\$ 200.00				
TOTAL	NATURE'S WAY PORTABLE UNITS			\$ 3,393.00			
PEPSI-COLA OF LACROSSE	7/3/2025	PW/Aquatic: Concessions	\$ 345.00		7/10/2025	Park	7/28/2025
PEPSI-COLA OF LACROSSE	7/10/2025	PW/Aquatic: Concessions	\$ 822.00		7/28/2025	Park	7/28/2025
PEPSI-COLA OF LACROSSE	7/17/2025	PW/Aquatic: Concessions	\$ 230.50		7/28/2025	Park	7/28/2025
PEPSI-COLA OF LACROSSE	7/31/2025	PW/Aquatic: Concessions	\$ 187.00				
TOTAL	PEPSI-COLA OF LACROSSE			\$ 1,584.50			
PINE RIVER LEASING, INC	7/9/2025	PW/Streets: 6610 Ford Tractor and Side Brush Hog Rental	\$ 505.00		7/28/2025	Public Works	7/17/2025
TOTAL	PINE RIVER LEASING, INC			\$ 505.00			
PREMIER CO-OP	6/30/2025	PW/B&G: Fuel	\$ 2,003.85		7/28/2025	Public Works	7/17/2025
PREMIER CO-OP	6/30/2025	PW/Streets: Fuel	\$ 2,351.88		7/28/2025	Public Works	7/17/2025
PREMIER CO-OP	6/30/2025	PW/Streets: Cornerstone Plus	\$ 194.10		7/28/2025	Public Works	7/17/2025
TOTAL	PREMIER CO-OP			\$ 4,549.83			
RHYME BUSINESS PRODUCTS-DALLAS	6/4/2025	Admin/City Office: Copier Lease	\$ 445.07		7/10/2025		
RHYME BUSINESS PRODUCTS-DALLAS	6/30/2025	Police: Copier Lease	\$ 199.00		7/17/2025		
RHYME BUSINESS PRODUCTS-DALLAS	7/4/2025	Admin/City Office: Copier Lease	\$ 445.07		7/28/2025		
RHYME BUSINESS PRODUCTS-DALLAS	7/4/2025	Admin/City Office: Copier Lease - Late Payment	\$ 44.51		7/28/2025		
RHYME BUSINESS PRODUCTS-DALLAS	7/4/2025	Admin/City Office: Copier Color Image Overage	\$ 348.36		7/28/2025		
RHYME BUSINESS PRODUCTS-DALLAS	8/4/2025	City Admin/Clerks Office: Copier Lease #018-1709590-000	\$ 445.07				
RHYME BUSINESS PRODUCTS-DALLAS	7/28/2025	PW/CC/SC: Copier Lease Agreement #019-1815864-000	\$ 171.89				
RHYME BUSINESS PRODUCTS-DALLAS	7/22/2025	Tourism: Copier Lease	\$ 40.00				
TOTAL	RHYME BUSINESS PRODUCTS-DALLAS			\$ 2,138.97			
RICHLAND CENTER POLICE PROFESSIONAL	7/2/2025	Payroll Related	\$ 218.25		7/17/2025		
RICHLAND CENTER POLICE PROFESSIONAL	7/16/2025	Payroll Related	\$ 218.25		7/17/2025		
RICHLAND CENTER POLICE PROFESSIONAL	7/30/2025	Payroll Related	\$ 218.25				
TOTAL	RICHLAND CENTER POLICE PROFESSIONAL			\$ 654.75			
RICHLAND CENTER UTILITIE	7/15/2025	Taxes: Utility Del Bills Spec Assessed - 2024 Tax Roll - 2025 Budget	\$ 36,084.03				
RICHLAND CENTER UTILITIE	7/10/2025	450 S Main St	\$ 202.18				
RICHLAND CENTER UTILITIE	7/10/2025	450 S Main St	\$ 927.00				
RICHLAND CENTER UTILITIE	7/10/2025	EV Charging Station	\$ 108.74				
RICHLAND CENTER UTILITIE	7/10/2025	397 W Seminary St	\$ 104.50				
RICHLAND CENTER UTILITIE	7/10/2025	Park Dept Garage	\$ 90.90			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Aud City Parking Lot	\$ 87.10			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Park Dept Garage	\$ 108.41			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Cemetary Bldg	\$ 21.70			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Cemetery-10th Street	\$ 39.60			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Cemetery-Saloutus/Park	\$ 39.60			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Cemetery-Parkinson/AA	\$ 39.60			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Cemetary Garage	\$ 46.07			Public Works	7/17/2025

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RICHLAND CENTER UTILITIE	7/10/2025	141 W Robb Rd Street Dep	\$ 140.70			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	141 W Robb Rd Street Dep	\$ 8.59			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	141 W Robb Rd Street Dep	\$ 175.48			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	14 Intersection HWY & 8	\$ 217.82			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Intersection First &	\$ 314.11			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	133 W Robb Rd	\$ 199.97			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Flashers Main & Second	\$ 12.50			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	80 HWY North Bridge	\$ 174.15			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	E Robb Rd	\$ 807.14			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	14 US HWY W	\$ 376.60			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	W Robb Rd	\$ 797.06			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Krouskop Park	\$ 120.56			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	80 HIGHWAY & 14	\$ 105.24			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Main & Sixth	\$ 348.31			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Court & Church St	\$ 482.48			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	North End of Central	\$ 23.48			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Park & Tenth Sts	\$ 30.27			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	US HWY 80 N & Ind	\$ 45.09			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	US HWY 14 W	\$ 308.11			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Mill & Main	\$ 802.80			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Burton & Main St	\$ 125.06			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	West End of Foot Bridge	\$ 9.09			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	5TH & Main	\$ 227.74			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	14 New Highway East	\$ 168.40			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Foundry Dr	\$ 807.14			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Tenth & Cedar	\$ 837.41			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	3 RT Landfill	\$ 103.60				
RICHLAND CENTER UTILITIE	7/10/2025	1050 N Orange St	\$ 1,726.58			Park	7/28/2025
RICHLAND CENTER UTILITIE	7/10/2025	N Park Ballfields	\$ 746.74			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	151 Ind Drive-Dog Park	\$ 53.63			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	US HWY 14 W-B.Fields	\$ 264.85			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	1100 Block N Main Parking	\$ 12.39			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Mill Pond Campground	\$ 153.80			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	North Park Pond	\$ 160.56			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Dump Station-Old WWTP	\$ 28.60			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Footbridge Congress	\$ 66.18			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	N Park Access Rd by Flag	\$ 12.50			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	HI-Caster Booth	\$ 12.50			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Tennis Court (Fountain)	\$ 28.60			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Industrial Park Sign	\$ 102.88			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Krouskop Park Footbr	\$ 13.39			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Bike Path	\$ 20.81			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	North Park Footbridge	\$ 25.79			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	W Mill-Linear Park	\$ 25.89			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Tennis Court Lights	\$ 73.14			Public Works	7/17/2025

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Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
RICHLAND CENTER UTILITIE	7/10/2025	Westside Park-Footbridge	\$ 28.60			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Event Meter	\$ 21.52			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Between Dike & Scorebd	\$ 12.50			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Cold Storage Bldg	\$ 31.45			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	N Orange-Meyer Bldg	\$ 991.32			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Anderson (Fountain)	\$ 28.60			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	WA Fountain-Keepers	\$ 41.10			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Ferguson (Fountain)	\$ 28.60			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Pond- Klingaman Shelter	\$ 13.33			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Lions/Conc(Fountain)	\$ 28.60			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	N Orange-Meyer Bldg	\$ 157.96			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	8TH & Jefferson (Keepers)	\$ 17.75			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Pippin (Fountain)	\$ 28.60			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Williams Shelter	\$ 13.22			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Bohmann Dr	\$ 12.88			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Anderson Shelter	\$ 13.46			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Klingaman (Fountain)	\$ 10.50			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Lions Shelter/Conc	\$ 50.44			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	Pavilion	\$ 16.81			Public Works	7/17/2025
RICHLAND CENTER UTILITIE	7/10/2025	1055 N Orange-Bath House	\$ 667.92			Park	7/28/2025
RICHLAND CENTER UTILITIE	7/10/2025	Pool transformer	\$ 115.85			Park	7/28/2025
RICHLAND CENTER UTILITIE	7/10/2025	1055 N Orange-Park Pool	\$ 7,353.59			Park	7/28/2025
RICHLAND CENTER UTILITIE	7/10/2025	Rotary Meter Lights	\$ 12.88				
RICHLAND CENTER UTILITIE	7/10/2025	For Dike Alarm City	\$ 13.40				
TOTAL	RICHLAND CENTER UTILITIE			\$ 58,908.04			
RICHLAND COUNTY AMBULANCE	7/3/2025	Admin/city office: June ambulance service	\$ 9,590.00		7/28/2025		
TOTAL	RICHLAND COUNTY AMBULANCE			\$ 9,590.00			
RICHLAND COUNTY SHERIFF	7/24/2025	Police: Citation Pd By CC To City - Should have been paid to County	\$ 175.30		7/28/2025		
TOTAL	RICHLAND COUNTY SHERIFF			\$ 175.30			
RICHLAND ELECTRIC CO-OP	7/2/2025	PW/Parks: RC Flood Control	\$ 45.70		7/17/2025	Public Works	7/17/2025
TOTAL	RICHLAND ELECTRIC CO-OP			\$ 45.70			
RICHLAND FIRE DISTRICT	7/11/2025	Public Safety: 2% Fire Dues - 2025	\$ 19,118.84				
RICHLAND FIRE DISTRICT	7/18/2025	Public Safety: 2025 2nd 1/2 Assessment	\$ 74,079.73				
RICHLAND FIRE DISTRICT	6/17/2025	Incident #225122,06/17/2025, Sam Hendricks, Accident US 14/Sextonville Rd	\$ 600.00		7/28/2025		
TOTAL	RICHLAND FIRE DISTRICT			\$ 93,798.57			
RICHLAND OBSERVER	3/6/2025	PW/CC/SC - Job Ad	\$ 93.75		7/10/2025	Park	7/28/2025
RICHLAND OBSERVER	6/30/2025	May 6 council meeting minutes posted 06/19/25	\$ 255.03		7/28/2025		
TOTAL	RICHLAND OBSERVER			\$ 348.78			
RICHLAND TOWNSHIP	7/2/2025	Admin/City Office_022-2723-4100 Annexation_Tax Due 2nd Yr of 5	\$ 44.70		7/2/2025		
TOTAL	RICHLAND TOWNSHIP			\$ 44.70			
RJB VIDEO LLC	8/1/2025	GREATER RICHLAND TOURISM - VIDEO PRODUCTION	\$ 450.00		7/28/2025		
TOTAL	RJB VIDEO LLC			\$ 450.00			
RODRIGUEZ, JOEL M	7/9/2025	Police: Interpreter Services	\$ 125.00		7/17/2025		
RODRIGUEZ, JOEL M	7/6/2025	Police: Interpreter Services	\$ 50.00		7/17/2025		

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Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
TOTAL	RODRIGUEZ, JOEL M			\$ 175.00			
RUNNING, INC	7/15/2025	Taxi: Shared Ride Taxi Service - June 2025	\$ 29,084.69		7/28/2025		
RUNNING, INC	7/15/2025	Taxi: Shared Ride Taxi Service - June 2025 Revenues	\$ (8,493.50)		7/28/2025		
TOTAL	RUNNING, INC			\$ 20,591.19			
Schwartz, Kelsey	6/19/2025	Police: Parking Ticket Overpay Refund	\$ 17.00		7/2/2025		
TOTAL	Schwartz, Kelsey			\$ 17.00			
SCOTT CONSTRUCTION, INC	7/2/2025	PW/Streets: Cold Mix Patch	\$ 876.48		7/28/2025	Public Works	7/17/2025
SCOTT CONSTRUCTION, INC	7/25/2025	PW/Streets: Cold Mix Patch	\$ 1,785.52				
TOTAL	SCOTT CONSTRUCTION, INC			\$ 2,662.00			
SECURIAN FINANCIAL GROUP, INC	7/4/2025	Payroll Related - Aug Life Insurance	\$ 777.22		7/17/2025		
SECURIAN FINANCIAL GROUP, INC	7/4/2025	Payroll Related - Aug Life Insurance	\$ 496.44		7/17/2025		
SECURIAN FINANCIAL GROUP, INC	7/4/2025	Payroll Related - Aug Life Insurance	\$ 438.45		7/17/2025		
SECURIAN FINANCIAL GROUP, INC	8/4/2025	Payroll Related - Sept Life Insurance	\$ 781.00				
SECURIAN FINANCIAL GROUP, INC	8/4/2025	Payroll Related - Sept Life Insurance	\$ 456.04				
SECURIAN FINANCIAL GROUP, INC	8/4/2025	Payroll Related - Sept Life Insurance	\$ 360.05				
TOTAL	SECURIAN FINANCIAL GROUP, INC			\$ 3,309.20			
Sewah Studios Inc	7/28/2025	Designated Funds: Historical Preservation	\$ 2,810.00				
TOTAL	Sewah Studios Inc			\$ 2,810.00			
SEXTONVILLE WATERWORKS	7/7/2025	PW/Airport: Water and Sewer Charges	\$ 158.59		7/28/2025	Public Works	7/17/2025
TOTAL	SEXTONVILLE WATERWORKS			\$ 158.59			
SHERWIN INDUSTRIES, INC	7/19/2025	PW/B&G: Paint	\$ 924.00		7/28/2025		
TOTAL	SHERWIN INDUSTRIES, INC			\$ 924.00			
SIMPSON'S TRACTOR, INC	7/9/2025	PW/B&G: Deflectors	\$ 247.02		7/10/2025	Public Works	7/17/2025
TOTAL	SIMPSON'S TRACTOR, INC			\$ 247.02			
SIRCHIE ACQUISITION COMP	7/23/2025	POLICE: Enforcement & Investigation - Integrity Bags	\$ 149.02				
TOTAL	SIRCHIE ACQUISITION COMP			\$ 149.02			
Superior Jetting Inc	7/25/2025	PW/Landfill: Jet Leachate Collection System	\$ 3,950.00				
TOTAL	Superior Jetting Inc			\$ 3,950.00			
TC AUTOWORKS LLC	7/15/2025	PW/Streets: 2019 Ford F-250 Brakes	\$ 570.39			Public Works	7/17/2025
TOTAL	TC AUTOWORKS LLC			\$ 570.39			
TOWN & COUNTRY SANITATION, INC	7/1/2025	PW/Refuse: 8735 garbage service	\$ 16,808.60		7/28/2025	Public Works	7/17/2025
TOWN & COUNTRY SANITATION, INC	7/1/2025	PW/Refuse: 8735 operator	\$ 889.92		7/28/2025	Public Works	7/17/2025
TOWN & COUNTRY SANITATION, INC	7/1/2025	PW/Refuse: 8783 recycling	\$ 5,706.85		7/28/2025	Public Works	7/17/2025
TOWN & COUNTRY SANITATION, INC	7/1/2025	PW/Refuse: 8784 landfill	\$ 5,681.61		7/28/2025	Public Works	7/17/2025
TOWN & COUNTRY SANITATION, INC	7/1/2025	PW/Refuse: 8783 recycling	\$ 1,434.60		7/28/2025		
TOTAL	TOWN & COUNTRY SANITATION, INC			\$ 30,521.58			
U S CELLULAR	7/10/2025	PW/Streets: 304-608-7179 Flood Warning Signals	\$ 40.81			Public Works	7/17/2025
U S CELLULAR	6/18/2025	PW/office: DPW Cell	\$ 56.20		7/23/2025	Public Works	7/17/2025
U S CELLULAR	6/18/2025	PW/Parks: Parks Cell	\$ 56.20		7/23/2025		
U S CELLULAR	6/18/2025	PW/Streets: Streets Cell	\$ 72.28		7/23/2025	Public Works	7/17/2025
U S CELLULAR	6/18/2025	Admin/city office: Clerk/Treas Cell	\$ 59.11		7/23/2025	Public Works	7/17/2025
U S CELLULAR	6/18/2025	Admin/city office: Mayor Cell	\$ 56.20		7/23/2025		
U S CELLULAR	6/18/2025	PW/Cemetery: Tess Cell	\$ 59.11		7/23/2025		
U S CELLULAR	6/18/2025	PW/Cemetery: Tess Cell	\$ (9.25)		7/23/2025		

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Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
U S CELLULAR	6/18/2025	PW/CC/SC: Mieden Cell	\$ (9.25)		7/23/2025		
U S CELLULAR	6/18/2025	PW/CC/SC: Mieden Cell	\$ 56.20		7/23/2025		
U S CELLULAR	6/18/2025	Admin/city office: DPW Cell	\$ (9.25)		7/23/2025		
U S CELLULAR	6/18/2025	PW/Parks: Parks Cell	\$ (9.25)		7/23/2025		
U S CELLULAR	6/18/2025	PW/Streets: Streets Cell	\$ (9.25)		7/23/2025		
U S CELLULAR	6/18/2025	Admin/city office: Clerk/Treas Cell	\$ (9.25)		7/23/2025		
U S CELLULAR	6/18/2025	Admin/city office: Mayor Cell	\$ (9.25)		7/23/2025		
U S CELLULAR	7/18/2025	Admin/city office: Mayor Cell	\$ 56.20				
U S CELLULAR	7/18/2025	Admin/city office: Clerk/Treas Cell	\$ (9.25)				
U S CELLULAR	7/18/2025	Admin/city office: DPW Cell	\$ (9.25)			Public Works	7/17/2025
U S CELLULAR	7/18/2025	PW/Parks: Parks Cell	\$ 56.20			Public Works	7/17/2025
U S CELLULAR	7/18/2025	PW/Cemetery: Tess Cell	\$ (9.25)			Public Works	7/17/2025
U S CELLULAR	7/18/2025	PW/CC/SC: Mieden Cell	\$ 56.20				
U S CELLULAR	7/18/2025	PW/Streets: Streets Cell	\$ (9.25)			Public Works	7/17/2025
U S CELLULAR	7/18/2025	Admin/city office: Clerk/Treas Cell	\$ 59.11				
U S CELLULAR	7/18/2025	PW/office: DPW Cell	\$ 56.20				
U S CELLULAR	7/18/2025	PW/Parks: Parks Cell	\$ (9.25)				
U S CELLULAR	7/18/2025	Admin/city office: Mayor Cell	\$ (9.25)				
U S CELLULAR	7/18/2025	PW/Streets: Streets Cell	\$ 72.28				
U S CELLULAR	7/18/2025	PW/Cemetery: Tess Cell	\$ 59.11				
U S CELLULAR	7/18/2025	PW/CC/SC: Mieden Cell	\$ (9.25)				
TOTAL	U S CELLULAR			\$ 741.91			
ULINE	7/17/2025	PW/B&G: Trash Can	\$ 656.22				
TOTAL	ULINE			\$ 656.22			
UNITED STATES ALLIANCE F	7/24/2025	PW/B&G: Annual Inspection - Wet Sprinkler, Backflow, Anit-Freeze Loop	\$ 1,465.00				
TOTAL	UNITED STATES ALLIANCE F			\$ 1,465.00			
US BANK	6/11/2025	Police: K9 Collar - To be Reimbursed from K9 Account	\$ 114.42		7/9/2025		
US BANK	7/17/2025	PW/CC/SC: Rec Program pd by fees	\$ 409.94			Park	7/28/2025
US BANK	5/29/2025	Admin/City Office: Phone App for Admin/DPW/Elected Officials	\$ 185.59		7/9/2025		
US BANK	6/17/2025	Admin/City Office: Phone App for Admin/DPW/Elected Officials	\$ 17.08		7/9/2025		
US BANK	7/21/2025	Admin/City Office: Phone App for Admin/DPW/Elected Officials	\$ (5.59)				
US BANK	6/25/2025	PW/B&G: 2019 Ford Title Fee	\$ 2.05		7/9/2025	Public Works	7/17/2025
US BANK	7/24/2025	PWB&G: Chnsaw Btry Tool & Chain	\$ 359.98				
US BANK	6/5/2025	PW/B&G: Mower Belts, Blades, Etc	\$ 432.81		7/9/2025	Public Works	7/17/2025
US BANK	7/11/2025	PW/B&G: New Holland Tractors Deck Guard Knobs	\$ 19.69			Public Works	7/17/2025
US BANK	7/10/2025	PW/B&G: Krouskop Campsite #2 Hose Splitter	\$ 13.94			Public Works	7/17/2025
US BANK	7/11/2025	PW/B&G: Dry Erase Markers and Bleach	\$ 21.41			Public Works	7/17/2025
US BANK	7/16/2025	PW/B&G: TV & Mount for Breakroom	\$ 249.12			Public Works	7/17/2025
US BANK	7/16/2025	PW/B&G: Handsoap and Cleanser	\$ 47.49				
US BANK	7/15/2025	PW/B&G: Weed Killer, Sprayer, Harness	\$ 67.87			Public Works	7/17/2025
US BANK	7/21/2025	Admin/City Office: Civic Annual Symposium Training - Misty	\$ 270.00				
US BANK	6/13/2025	Police: Training - Coleman First Line - 6/8 - 6/13/2025	\$ 490.00		7/9/2025		
US BANK	6/23/2025	Police: Training - Coleman First Line	\$ 15.02		7/9/2025		
US BANK	6/23/2025	Police: Training - Coleman First Line	\$ 21.35		7/9/2025		

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Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
US BANK	6/24/2025	Police: Training - Coleman First Line	\$ 17.02		7/9/2025		
US BANK	6/24/2025	Police: Training - Coleman First Line	\$ 28.24		7/9/2025		
US BANK	6/25/2025	Police: Training - Coleman First Line	\$ 11.22				
US BANK	6/25/2025	Police: Training - Coleman First Line	\$ 17.07				
US BANK	6/26/2025	Police: Training - Coleman First Line	\$ 16.61				
US BANK	6/26/2025	Police: Training - Coleman First Line	\$ 7.79				
US BANK	6/27/2025	Police: Training - Coleman First Line - 6/22 - 6/27/2025	\$ 490.00				
US BANK	7/10/2025	Police: Traing - Mid States Organized Crime - Pilla	\$ 195.00		7/9/2025		
US BANK	7/10/2025	Police: WI Criminal Code-Priority Equipment	\$ 109.89				
US BANK	7/3/2025	PW/CC/REC: Bingo Prizes for Senior Center	\$ 137.25			Park	7/28/2025
US BANK	6/26/2025	PW/B&G: Rockbridge Flood Alarm System Renewal - 7/3/2025 - 7/2/2026	\$ 213.00			Public Works	7/17/2025
US BANK	7/31/2025	PW/CC/SC: WSRC Supplies	\$ 116.50				
US BANK	7/31/2025	City Admin/Office: Personnel Hiring/Retention	\$ 796.00				
TOTAL	US BANK			\$ 4,887.76			
UTILITIES	7/2/2025	PW/Capital Outlay: Generator - Wallace Electric	\$ 2,366.47		7/2/2025		
TOTAL	UTILITIES			\$ 2,366.47			
VERIZON WIRELESS	6/21/2025	POLICE: Cell Phones	\$ 592.82		7/17/2025		
TOTAL	VERIZON WIRELESS			\$ 592.82			
WALLACE ELECTRIC LLC	6/27/2025	PW/Airport: Repaired Broken Lights	\$ 200.00		7/10/2025	Public Works	7/17/2025
WALLACE ELECTRIC LLC	7/2/2025	PW/B&G: Myer Building Pit Pump Troubleshoot	\$ 100.00		7/10/2025	Public Works	7/17/2025
TOTAL	WALLACE ELECTRIC LLC			\$ 300.00			
WALLACE, COOPER & ELLIOTT INSURANCE	7/14/2025	Admin/City Office: Treasurer Bond Insurance_Required for Tax Collection	\$ 350.00		7/17/2025		
TOTAL	WALLACE, COOPER & ELLIOTT INSURANCE			\$ 350.00			
WALSH'S ACE HARDWARE	6/6/2025	PW/B&G: return valves	\$ 34.58		7/10/2025	Public Works	7/17/2025
WALSH'S ACE HARDWARE	6/12/2025	PW/B&G: Single Cut Key	\$ 1.99		7/10/2025	Public Works	7/17/2025
WALSH'S ACE HARDWARE	6/24/2025	PW/B&G: Leaf Blower Primer Bulb	\$ 9.18		7/10/2025	Public Works	7/17/2025
WALSH'S ACE HARDWARE	6/26/2025	PW/Streets: Woodcutter and Chains	\$ 42.48		7/10/2025	Public Works	7/17/2025
WALSH'S ACE HARDWARE	6/26/2025	PW/B&G: Trimmer Parts	\$ 278.03		7/10/2025	Public Works	7/17/2025
WALSH'S ACE HARDWARE	6/26/2025	PW/B&G: Zip Ties for Thunder Shower Fence Install	\$ 13.02		7/10/2025	Public Works	7/17/2025
WALSH'S ACE HARDWARE	6/30/2025	PW/B&G: Handheld Sprayer and Bathroom Repair Supplies	\$ 74.94		7/10/2025	Public Works	7/17/2025
WALSH'S ACE HARDWARE	6/24/2025	PW/B&G: Fire Alarm System & Gas And Oil	\$ 40.90		7/10/2025	Public Works	7/17/2025
WALSH'S ACE HARDWARE	6/24/2025	PW/B&G: Fire Alarm System & Gas And Oil	\$ 34.07		7/10/2025	Public Works	7/17/2025
WALSH'S ACE HARDWARE	7/1/2025	PW/B&G: CC Womens Toilet Repair Supplies	\$ 13.98		7/10/2025	Public Works	7/17/2025
WALSH'S ACE HARDWARE	7/3/2025	PW/B&G: Shop Water Hose	\$ 9.28		7/10/2025	Public Works	7/17/2025
WALSH'S ACE HARDWARE	7/8/2025	PW/B&G: Leaf Blowers	\$ 453.81		7/28/2025	Public Works	7/17/2025
WALSH'S ACE HARDWARE	7/1/2025	PW/Streets: Hammer Drill Bits	\$ 9.29		7/17/2025	Public Works	7/17/2025
WALSH'S ACE HARDWARE	7/3/2025	PW/Streets: Grass Seed	\$ 37.19		7/17/2025	Public Works	7/17/2025
WALSH'S ACE HARDWARE	7/18/2025	PW/ B&G: Pool Rope Repair Materials	\$ 2.56		7/28/2025		
WALSH'S ACE HARDWARE	7/23/2025	PW/B&G: Paper Towels for Shop	\$ 44.68				
WALSH'S ACE HARDWARE	7/28/2025	PW/B&G: Post Pulling Clip	\$ 2.78				
WALSH'S ACE HARDWARE	7/21/2025	PW/Streets: Hitch Pin & clip	\$ 11.14				
WALSH'S ACE HARDWARE	7/29/2025	PW/B&G: Fasteners	\$ 1.00				
WALSH'S ACE HARDWARE	7/23/2025	PW/B&G: Hitch Pin, Black Oxide, Fastners, Nuts, Washers	\$ 22.27				

City of Richland Center - Finance Committee Council Payment Approval Report - August 5, 2025

Item 4.

Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
WALSH'S ACE HARDWARE	7/18/2025	PW/B&G: Gloves, Fasteners	\$ 7.79				
WALSH'S ACE HARDWARE	7/25/2025	PW/B&G: Voltage Tester	\$ 6.90				
WALSH'S ACE HARDWARE	7/23/2025	PW/B&G: Pruning Saw & Scissors	\$ 56.98				
WALSH'S ACE HARDWARE	7/28/2025	PW/Streets: Duct Tape	\$ 9.29				
WALSH'S ACE HARDWARE	7/25/2025	PW/B&G: Fasteners Returned	\$ (23.26)				
WALSH'S ACE HARDWARE	7/25/2025	Aquatic: Fasteners for Repairs	\$ 23.25				
TOTAL	WALSH'S ACE HARDWARE			\$ 1,218.12			
WARCO	7/3/2025	PW/CC?SC - Senior Bus Trips - Diamond Jo 8/14/2025	\$ 1,325.00		7/10/2025	Park	7/28/2025
TOTAL	WARCO			\$ 1,325.00			
WE ENERGIES	7/10/2025	BLDG POOL HEAT	\$ 1,932.86		7/28/2025	Park	7/28/2025
WE ENERGIES	7/10/2025	RR MUSEUM HEAT	\$ 163.93		7/28/2025		
WE ENERGIES	7/10/2025	PW/CC/SC: COMMUNIT/SENIOR CENTER HEAT	\$ 50.72		7/28/2025	Park	7/28/2025
WE ENERGIES	7/11/2025	ADMIN/CITY OFFICE: MUNICIPAL BLDG HEAT	\$ 10.96		7/28/2025		
WE ENERGIES	7/11/2025	PW/Streets: STREETS SHOP HEAT	\$ 10.96		7/28/2025		
WE ENERGIES	7/11/2025	PW/Parks: PARKS GARAGE HEAT	\$ 10.92		7/28/2025		
WE ENERGIES	7/11/2025	PW/B&G: KROUSKOP PARK WARMING HOUSE HEAT	\$ 10.91		7/28/2025		
WE ENERGIES	7/11/2025	PW/CEMETERY: CEMETERY GARAGE HEAT	\$ 10.91		7/28/2025		
TOTAL	WE ENERGIES			\$ 2,202.17			
WERTZ PLUMBING & HEATING	6/30/2025	PW/B&G: Replace Outdoor AC for Police Station	\$ 3,723.00		7/10/2025	Public Works	7/17/2025
WERTZ PLUMBING & HEATING	7/10/2025	PW / B&G: Killian Meyer Bldng Mens Bathroom Handicap Stall Repairs	\$ 128.58		7/28/2025		
TOTAL	WERTZ PLUMBING & HEATING			\$ 3,851.58			
WEX BANK	6/30/2025	POLICE: Vehicle Fuel	\$ 2,197.68		7/10/2025		
TOTAL	WEX BANK			\$ 2,197.68			
WI Deferred Compensation	7/2/2025	Payroll Related	\$ 92.13		7/2/2025		
WI Deferred Compensation	7/2/2025	Payroll Related	\$ 395.00		7/2/2025		
WI Deferred Compensation	7/2/2025	Payroll Related	\$ 100.00		7/2/2025		
WI Deferred Compensation	7/16/2025	Payroll Related	\$ 95.05		7/18/2025		
WI Deferred Compensation	7/16/2025	Payroll Related	\$ 395.00		7/18/2025		
WI Deferred Compensation	7/16/2025	Payroll Related	\$ 100.00		7/18/2025		
WI Deferred Compensation	7/30/2025	Payroll Related	\$ 78.75		8/1/2025		
WI Deferred Compensation	7/30/2025	Payroll Related	\$ 395.00		8/1/2025		
WI Deferred Compensation	7/30/2025	Payroll Related	\$ 100.00		8/1/2025		
TOTAL	WI Deferred Compensation			\$ 1,750.93			
WI Dept of EE Trust Funds	7/2/2025	Payroll Related	\$ 3,040.75				
WI Dept of EE Trust Funds	7/2/2025	Payroll Related	\$ 70.00				
WI Dept of EE Trust Funds	7/2/2025	Payroll Related	\$ 5,629.76				
WI Dept of EE Trust Funds	7/2/2025	Payroll Related	\$ 3,040.75				
WI Dept of EE Trust Funds	7/2/2025	Payroll Related	\$ 2,606.72				
WI Dept of EE Trust Funds	7/10/2025	Payroll Related	\$ 31,679.62		7/18/2025		
WI Dept of EE Trust Funds	7/10/2025	Payroll Related	\$ 4,829.03		7/18/2025		
WI Dept of EE Trust Funds	7/10/2025	Payroll Related	\$ 52,042.75		7/18/2025		
WI Dept of EE Trust Funds	7/10/2025	Payroll Related	\$ 4,153.14		7/18/2025		
WI Dept of EE Trust Funds	6/30/2025	Payroll Related	\$ 14,872.76		7/31/2025		
WI Dept of EE Trust Funds	6/30/2025	Payroll Related	\$ (0.03)		7/31/2025		
WI Dept of EE Trust Funds	7/16/2025	Payroll Related	\$ 5,503.06				

City of Richland Center - Finance Committee Council Payment Approval Report - August 5, 2025

Item 4.

Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
WI Dept of EE Trust Funds	7/16/2025	Payroll Related	\$ 3,064.45				
WI Dept of EE Trust Funds	7/16/2025	Payroll Related	\$ 70.00				
WI Dept of EE Trust Funds	7/16/2025	Payroll Related	\$ 2,548.04				
WI Dept of EE Trust Funds	7/16/2025	Payroll Related	\$ 3,064.45				
WI Dept of EE Trust Funds	7/30/2025	Payroll Related	\$ 4,976.71				
WI Dept of EE Trust Funds	7/30/2025	Payroll Related	\$ 70.00				
WI Dept of EE Trust Funds	7/30/2025	Payroll Related	\$ 3,053.78				
WI Dept of EE Trust Funds	7/30/2025	Payroll Related	\$ 2,304.36				
WI Dept of EE Trust Funds	7/30/2025	Payroll Related	\$ 3,053.78				
TOTAL	WI Dept of EE Trust Funds			\$ 149,673.88			
WI DEPT OF JUSTICE-CRIME	7/24/2025	POLICE: Background Checks	\$ 98.00				
TOTAL	WI DEPT OF JUSTICE-CRIME			\$ 98.00			
WI DEPT OF REVENUE	7/2/2025	Payroll Related	\$ 3,802.88		7/31/2025		
WI DEPT OF REVENUE	7/16/2025	Payroll Related	\$ 3,699.01		8/15/2025		
WI DEPT OF REVENUE	7/30/2025	Payroll Related	\$ 3,594.61				
WI DEPT OF REVENUE	6/30/2025	Airport: Aviation Fuel Tax	\$ 13.92		7/18/2025	Public Works	7/17/2025
TOTAL	WI DEPT OF REVENUE			\$ 11,110.42			
WICONNECT WIRELESS LLC	7/1/2025	Airport Internet Service 3Mb/s Download	\$ 59.99				
WICONNECT WIRELESS LLC	8/1/2025	Airport Internet Service 3Mb/s Download	\$ 59.99				
TOTAL	WICONNECT WIRELESS LLC			\$ 119.98			
WIL-KIL PEST CONTROL	6/30/2025	Admin/city office: pest control municipal bldg	\$ 67.38		7/28/2025	Public Works	7/17/2025
WIL-KIL PEST CONTROL	6/30/2025	PW/Refuse: pest control landfill	\$ 67.38		7/28/2025	Public Works	7/17/2025
WIL-KIL PEST CONTROL	6/30/2025	PW/CC/SC: pest control Meyer Shelter	\$ 67.38		7/28/2025		
WIL-KIL PEST CONTROL	6/30/2025	PW/CC/SC: pest control community center	\$ 81.56		7/28/2025		
TOTAL	WIL-KIL PEST CONTROL			\$ 283.70			
WISCONSIN SUPPORT COLLEC	7/2/2025	Payroll Related	\$ 133.85		7/2/2025		
WISCONSIN SUPPORT COLLEC	7/18/2025	Payroll Related	\$ 65.00		7/18/2025		
WISCONSIN SUPPORT COLLEC	7/16/2025	Payroll Related	\$ 133.85		7/18/2025		
TOTAL	WISCONSIN SUPPORT COLLEC			\$ 332.70			
WORKSITE SOLUTIONS	7/2/2025	Payroll Related	\$ 23.35		7/2/2025		
WORKSITE SOLUTIONS	7/16/2025	Payroll Related	\$ 23.35		7/31/2025		
WORKSITE SOLUTIONS	7/30/2025	Payroll Related	\$ 23.35				
TOTAL	WORKSITE SOLUTIONS			\$ 70.05			
WPPI ENERGY	7/1/2025	LED Street Light Loan Payment 0% Int	\$ 421.62		7/28/2025		
WPPI ENERGY	8/1/2025	LED Street Light Loan Payment 0% Int	\$ 421.62				
TOTAL	WPPI ENERGY			\$ 843.24			

TOTAL BILLS PRESENTED FOR APPROVAL:

\$ 614,531.11

Tourism Fund \$ 5,139.95

General Fund \$ 609,391.16

The bills presented on this day (excluding any Library Fund invoices) having been referred to the Finance and Budget Committee

Vendor Name	Inv Date	Description	Amount	Vendor Total	Date Paid	Comm/Board	Date Approved
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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: _____

Finance: _____

Filed in the office of the City Clerk/Treasurer

RULES OF THE COMMON COUNCIL

[DATE]

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SECTION 1: PURPOSE AND DEFINITIONS

1.01 Purpose

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

1.02 Interpretation

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

1.03 Committees, Commissions and Boards

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

SECTION 2 CITY COUNCIL ORGANIZATION

2.01 Constitution of the Common Council and Quorum

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

2.02 City Council Meetings

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

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

1. Organize and transact general business;
2. Elect a Council President, by majority vote of all Council Members, to perform the duties set forth in Section 3.03;

3. Conduct appointments to Standing Committees, such appointments being made by the Mayor and subject to confirmation of the Council;

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

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

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

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

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

2.03 Agenda Responsibilities for the Council, Committees, Commissions and Boards ("Committees")

(A) The City Clerk is responsible for the contents of the agenda for any City Council meeting except for a special meeting called by the alderpersons pursuant to Section 2.02(C). The Clerk shall add to the agenda all items recommended for consideration by the various committees, commissions and boards as well as those recommended by the Mayor. If circumstances preclude an item from being considered by a committee prior to its consideration at a Council meeting, the Mayor, Council President or the Chair of the relevant committee may authorize its inclusion on the agenda.

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

(C) The Committee Chair shall serve as the presiding of their Committee

meeting. Department heads, in consultation with the City Clerk and the Chair, are responsible for the preparation of all Committee meeting agendas. In the event there is no department head, the Clerk or designated member of the body will be assigned this responsibility.

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

(F) In the first meeting of a Committee following the Organizational Meeting, the Committee shall adopt dates and times for regular Committee meetings and shall make every attempt to schedule such meetings prior to the regular City Council meetings and with due regard to the meeting dates and times of other Committees.

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

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

2.04 Electronic Communications

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

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

(A) Standing Committees. The City Council has established the standing committees (referred to as "Standing Committees") as designated on Appendix A to these Council Rules. Standing Committees are regular committees of the City

Council, shall have the authority, power, duties and responsibilities as set forth in Appendix A and shall operate according to the procedures set forth in Appendix A.

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

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

(D) Pursuant to Section 3.03 of these Rules, the Council President may serve as a member, with full rights and privileges, of any Committee, Commission, or Board if there is not otherwise a quorum present at a given meeting.

2.06 Committee and Other Boards and Commissions Appointments and Removals

(A) At the time of the Organizational Meeting, or as otherwise required by law or circumstances, the Mayor shall appoint members of committees, subject to confirmation by the City Council.

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

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

2.07 City Council Member Compensation

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

session in which it is passed.

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

2.08 Meeting Minutes

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

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

2.9 City Council Meeting Seating Arrangements

Except as provided herein, City Council Members shall be seated in order by district number. The Mayor shall sit at the designated head of the room. The City Administrator, City Clerk and City Attorney shall each be seated as designated by the Mayor. There shall be a designated area for members of the public and members of the press. The Mayor may alter the seating arrangements to meet the needs of individual Council Members or members of the public.

2.10 Post-Election Procedures

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

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

- *Why do you want to serve as Council President?*

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

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

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

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

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

2.12 Vacancies in Office of City Council Member

- (A) Vacancies – How Caused. Vacancies in the office of alderperson or Mayor shall be determined according to Wis. Stat. § 17.03.

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

2.14 Official Statements by Council Members

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

2.15 Closed Session at Committee Meetings – Attendance

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

SECTION 3 CITY COUNCIL OFFICERS

3.01 Presiding Officer

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

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

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

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

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

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

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

3.02 Mayor

(A) The Mayor shall have all the powers, duties and responsibilities granted to the position pursuant to Wis. Stat. § 62.09(8).

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

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

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

(E) The Mayor may not serve as a member of a Committee for the purposes of creating a quorum as described in Section 3.03(A) below.

3.03 Council President

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

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

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

3.03 Chairs of Committees.

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

SECTION 4 RULES OF PROCEDURE

4.01 Parliamentary Authority

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

4.02 Committee of the Whole

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

4.03 Remote Attendance at Meetings

(A) Remote Attendance at Meetings. Council Members shall make every attempt to attend City Council and Committee meetings in-person. A Council Member authorized under these Council Rules to attend a meeting by remote communication (telephonic or videoconference technology) shall be considered present for a meeting with full rights to participate and vote. Any Council Member attending a Council or Committee meeting remotely shall be encouraged to keep their camera on for the entirety of their attendance if attending by video, and shall be excused from any closed session part of a meeting unless granted permission to remain in the meeting by the presiding officer or Committee Chair. No person may serve as presiding officer of a City Council meeting if the person is attending the meeting by remote communication unless the entire meeting is held by remote communication as provided in Section 4.03(B).

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

4.04 Order of Business

(A) City Council Meetings.

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

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

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

(B) Committee Meetings.

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

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

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

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

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

4.05 Personal Electronic Devices

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

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

4.06 Recognition, Debate and Voting at City Council Meetings

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

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

(C) Voting. Unless roll call or secret ballot voting is required by the Wisconsin Statutes or these Council Rules, when a question is put to the City Council, the

presiding officer shall conduct a voice vote by asking for those in favor and those opposed. When conducting roll call votes, the City Clerk shall call the roll in numeric order according to supervisory district and each succeeding roll call vote at the same meeting shall start with the next succeeding name that completed the last preceding roll call vote.

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

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

4.07 Public Decorum and Comment

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

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

1. Any person who wishes to address the City Council during the “Public Comment” portion of the agenda must provide their name and address prior to beginning comment. A form may be provided by the Council for this purpose.
2. A commenter may not speak longer than three (3) minutes and may only speak once per meeting. Time may not be transferred from one speaker to another.
4. Comments should be directed to the Council as a whole and not addressed to individual Council Members.
5. Commenters shall refrain from asking questions of the Council or

any individual Council Member.

6. Commenters should be courteous in their language, avoid personalized remarks and refrain from comments that are rude, obscene, profane, personally attacking, and which demonstrate a lack of respect for others.
7. The presiding officer reserves the right to terminate an individual's public comments if these rules are violated. As well, the presiding officer has the authority to rule speakers out of order and may call a short recess in disorderly situations.

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

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

4.08 Reconsideration

Any City Council Member on the prevailing side of any question determined by the City Council may make a motion to reconsider the question at the same or next succeeding meeting. When the City Council is equally divided on any question before it, the question shall be considered lost, but in that case any City Council Member present at the meeting where the question was considered may move for reconsideration at the same or next succeeding meeting.

4.09 Resolutions – Form and Introduction

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

1. A space for a fiscal note. The City Administrator or designee is responsible for reviewing the financial impact of any proposed Resolution and providing any comments relating to such financial impact, if requested to do so.

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

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

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

4.10 Suspension of and Amendment to Rules

(A) Suspension of Rules. Any rule in these Rules may be suspended by two-thirds (2/3) vote provided any such suspension does not cause a violation of the Wisconsin Statutes.

(B) Amendment to Rules. The City Council may amend these Rules by two-thirds (2/3) vote of the Council Members provided any proposed amendment is provided in writing to

all Council Members in the meeting packet distributed by the City Clerk under Rule 2.03(D). Appendix A relating to committees may be amended at any time by majority vote.

**CITY OF RICHLAND CENTER
RESOLUTION 2025-08**

Item 6.

**A RESOLUTION DESIGNATING PUBLIC DEPOSITORIES AND AUTHORIZING WITHDRAWAL OF CITY
MONIES**

WHEREAS, in the course of the City of Richland Center's ("City") business, it establishes relationships with various banks for the purposes including, but not limited to depository of City funds, borrowing money, or making payments on bonds issued by the City; and

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Richland Center, Richland County, Wisconsin, that the following qualified public depositories under Chapter 34 of the Wisconsin Statutes shall be and are hereby designated as public depositories for all public moneys coming into the hands of the City Treasurer:

The Peoples Community Bank
Local Government Investment Pool
Community First Bank
Richland County Bank
Royal Bank
Westby Coop Credit Union

BE IT FURTHER RESOLVED, that the withdrawal or disbursement from any one of the above shall be made in accordance with Section 66.0607 of the Wisconsin Statutes; with all order checks signed by two people as designated in A Resolution Designating Signers on City Bank Accounts; and

BE IT FURTHER RESOLVED, that in lieu of one personal signature, one facsimile signature may be affixed on such order checks; and

BE IT FURTHER RESOLVED, that the Common Council authorizes the investment of public moneys, within the terms established by law acting to the best of his ability to ensure the safety of these funds; and

ADOPTED by the Common Council of the City of Richland Center on this 5th day of August, 2025, by the following vote: AYES:_____, NOS:_____

CITY OF RICHLAND CENTER
RICHLAND COUNTY, WISCONSIN

Todd Coppernoll, Mayor

Attest:

Amanda Keller, City Clerk

**CITY OF RICHLAND CENTER
RESOLUTION 2025-09**

Item 7.

A RESOLUTION DESIGNATING SIGNERS ON CITY BANK ACCOUNTS

WHEREAS, in the course of the City of Richland Center's ("City") business, it establishes relationships with various banks for the purposes including, but not limited to depository of City funds, borrowing money, or making payments on bonds issued by the City; and

WHEREAS, banks with whom the City does business normally require a City Resolution designating which City officials are authorized to open bank accounts and to execute checks and other orders for payments of City funds; and

WHEREAS, the City desires to designate certain City Officials to open bank accounts and execute checks and other orders for payment of City funds; and

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

1. As used in this Resolution, the term "Bank" shall mean any financial institution with whom, pursuant to this Resolution, the City establishes a banking relationship.
2. The City's Administrator and Financial Officer are hereby authorized to open or cause to be opened one or more accounts with a Bank on such terms, conditions, and agreements as the Bank may now or hereafter require and to make any other agreements deemed advisable in regard to any of the foregoing.
3. That checks, or other orders for payment, transfer, or withdrawal of any of the funds or other property of the City on deposit with a Bank shall be binding on the City when signed, manually or by use of a facsimile or mechanical signature or otherwise authorized, by any two of the of the individuals listed below as Authorized Signers, and the Bank is hereby authorized to pay and charge to the account of the City any such checks, drafts, or other orders so signed or otherwise authorized, including those payable to the individual order of the same person or persons signing otherwise authorizing the same and including also those payable to the Bank or to any other person for application, or which are actually applied to the payment of any such indebtedness owing the Bank from the persons who signed such checks, drafts, or other withdrawal orders or otherwise authorized such withdrawals. In particular, and not in limitation of foregoing, such persons may authorize payment, transfer, or withdrawal by oral or telephonic directions to the Bank complying with such rules and regulations relating to such authorization as the Bank may communicate to the City from time to time.
4. That City's Mayor or Administrator will certify to a Bank the names and signatures (either actual or any form or forms of facsimile or mechanical signatures adopted by the person authorized to sign) of the Authorized Signers listed below and shall from time to time hereafter, upon a change in the facts so certified, immediately certify to the Bank the names and signatures (actual or facsimile) of the persons then authorized to sign or act. The Bank shall be fully protected in relying on such certificates and on the obligation of the certifying officer (set forth above) to immediately certify

**CITY OF RICHLAND CENTER
RESOLUTION 2025-09**

Item 7.

the Bank any change in any facts so certified, and the Bank shall be indemnified and saved harmless by the City from any claims, demands, expenses, loss or damage resulting from or growing out of honoring or relying on the signature of other authority (whether or not properly used and, in the case of any facsimile signature, regardless of when or by whom or by what means such signature may have been made or affixed) of any officer or person whose name and signature was so certified, or refusing to honor any signature or authority not so certified.

5. That the holders of the following positions with the City are authorized to sign or act on behalf of the City ("Authorized Signers"):

Mayor (Highest Elected Official)
City Administrator
Financial Officer
Treasurer
Clerk

ADOPTED by the Common Council of the City of Richland Center on this 5th day of August, 2025, by the following vote: AYES:_____, NOS:_____

CITY OF RICHLAND CENTER
RICHLAND COUNTY, WISCONSIN

Todd Coppernoll, Mayor

Attest:

Amanda Keller, City Clerk

CITY OF RICHLAND CENTER

AGENDA ITEM DATA SHEET

Agenda Item: Request for Additional Funding for Municipal Building Generator

Requested & Presented by: Ashley Oliphant

Meeting Date: Finance Committee and Common Council on July 1, 2025

Background: On June 4, 2025, Electric Superintendent Gald requested the City jointly purchase a generator with City Utilities. At that time, the Municipal Building had one generator serving only the Police Department. The purchase of a new generator would ensure the entire building would have a secondary power source in the event of an outage. Superintendent Gald obtained estimates from Miller Electric and Wallace Electric ranging from \$19,732.95 to \$50,122.72. The Common Council approved the purchase and installation of a Kohler generator from Wallace Electric, the lowest bidder.

Following the completed installation in June 2025, Wallace Electric notified Mayor Coppernoll of additional costs and requested additional payment. It was reported that upon consultation with the Building Inspector, a larger unit than previously believed was necessary. This change was the primary cause of additional costs. It was also verified that this change was not communicated to City or Utility personnel and no authorizations were provided to Wallace Electric allowing the additional expenditure.

Approved Expenditure: \$19,732.95 (City's portion \$9,866.47)

Actual Cost: \$27,900.00 (including \$1,500 credit for the purchase of the old RCPD generator)

Amount Paid to Date: \$15,000 jointly between the City and Utility

Remaining Balance: \$12,900 (City's portion of \$6,450)

Department Request: Authorize the additional expenditure of \$6,450

Financial Impact: \$6,450 unbudgeted expenditure

Funding Source(s): Unallocated Contingency 10-59100-390

Requested Action:

Finance Committee: Motion to recommend to the Common Council to approve the additional expenditure of \$6,450 for the purchase and installation of a generator for the Municipal Building.

Council: Motion to approve the additional expenditure of \$6,450 for the purchase and installation of a generator for the Municipal Building.

Attachments: Original Estimate from April 2024, Invoice from June 2025, All Estimates Recieved

ESTIMATE

Wallace Electric LLC
26570 Pleasant Valley DR
Richland Center, WI 53581

wallaceelectric@charter.net
+1 (608) 604-6479



Bill to

Richland Utilities
City Utilities
450 S Main St
Richland Center,
Richland Center, WI 53581

Estimate details

P.O. Number: 26 KW Generator

Estimate no.: 1584
Estimate date: 04/29/2024
Expiration date: 05/31/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.			KOHLER			
2.		Generator	26 KW 3 Phase 240 Volt Kohler	1	\$8,400.00	\$8,400.00
3.		Transfer Switch	400 Amp RXT-JFNC-400ASE	1	\$2,280.00	\$2,280.00
4.		Circuit Breakers	Breaker Kit	1	\$150.00	\$150.00
5.		Yard Structure	Treat Lumber and Hardware	1	\$200.00	\$200.00
6.		2" PVC	2" PVC	30	\$3.12	\$93.60
7.		2" Pvc Fittings	2" Pvc Fittings	1	\$150.00	\$150.00
8.		3/4" Pvc	3/4" PVC Conduit	100	\$1.04	\$104.00
9.		3/4" Pvc	3/4" PVC Fittings	1	\$150.00	\$150.00
10.		3/4" Emt Conduit (deleted)	3/4" Emt conduit	50	\$1.59	\$79.50
11.		3/4" Emt	3/4" EMT Fittings	1	\$150.00	\$150.00
12.		4/0 Thhn Wire	4/0 Awg Thhn / Thwn Stranded Wire	160	\$6.90	\$1,104.00
13.		6 AWG Thhn Wire (deleted)	6 Awg Thhn / Thwn Stranded Wire	80	\$1.10	\$88.00

14.	12 AWG THNN Wire	12 Awg Thhn / Thwn Stranded Wire	500	\$0.25	\$125.00	Item 8.
15.	Shielded Cable	18 Awg 4 Conductor Shielded Cable	25	\$0.52	\$13.00	
16.	Shunt Trip	40 Amp Shunt Trip Breaker	1	\$100.00	\$100.00	
17.	Miscellaneous_ (deleted)		1	\$545.85	\$545.85	
18.	Labor One Electrician		24	\$250.00	\$6,000.00	
Total					\$19,732.95	
				Expiry date	05/31/2024	

Accepted date 06/04/2024

Accepted by City Council

Miller Electric of Southwest WI, LLC

29125 US Hwy 14
Lone Rock, WI 53556

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

P.O. No.

Estimate

**We hereby propose to furnish the materials and perform the labor necessary
for the completion of:**

Estimate #	Date	Rep
72703186	5/9/2024	MLM

Description	Qty	Cost	Total
Electrical estimate for the installation of new 25 KW natural gas generator at Richland Center city Hall building.		0.00	0.00
Generac 25 KW 120/208 three phase NG generator with sound attenuating corrosion resistant enclosure 400 amp service rated auto transfer switch.	1	31,970.72	31,970.72
Interlock contactors for solar inverter lock out during generator back up.	1	3,000.00	3,000.00
labor and installation materials.	1	15,152.00	15,152.00
Inspection, permit and utility fees by others if necessary.		0.00	0.00
Please call with any questions or email to schedule. Shop # 608-583-2746. millerelec@charter.net		0.00	0.00
Wisconsin Certified Master Electrician #694811 Wisconsin Licensed Electrical Contractor # 1159820.		0.00	0.00

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum listed.

Payments: 1/2 to start, 1/4 after rough in, & remainder upon completion.

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Note: This proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications & conditions are satisfactory & are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above, a 2% finance charge may be assessed per month. After 60 days, liens could be initiated with additional fees assessed.

Subtotal	\$50,122.72
Sales Tax (5.5%)	\$0.00
Total	\$50,122.72

Wallace Electric LLC
 1070 W. Kinder St.
 Richland Center, WI 53581 US
 608-604-6479
 wallaceelectric@charter.net



Item 8.

ADDRESS

Richland Utilities
 City Utilities
 450 S Main St
 Richland Center,
 Richland Center, WI 53581

Estimate 1584

DATE 04/29/2024

EXPIRATION DATE 05/31/2024

P.O. NUMBER

26 KW Generator

DATE	ACTIVITY	DESCRIPTION	QTY
		KOHLER	
	Generator	26 KW 3 Phase 240 Volt Kohler	1
	Transfer Switch	400 Amp RXT-JFNC-400ASE	1
	Circuit Breakers	Breaker Kit	1
	Yard Structure	Treat Lumber and Hardware	1
	2" PVC	2" PVC	30
	2" Pvc Fittings	2" Pvc Fittings	1
	3/4" Pvc	3/4" PVC Conduit	100
	3/4" Pvc	3/4" PVC Fittings	1
	3/4" Emt Conduit	3/4" Emt conduit	50
	3/4" Emt	3/4" EMT Fittings	1
	4/0 Thhn Wire	4/0 Awg Thhn / Thwn Stranded Wire	160
	6 AWG Thhn Wire	6 Awg Thhn / Thwn Stranded Wire	80
	12 AWG THNN Wire	12 Awg Thhn / Thwn Stranded Wire	500
	Shielded Cable	18 Awg 4 Conductor Shielded Cable	25
	Shunt Trip	40 Amp Shunt Trip Breaker	1
	Miscellaneous		1
	labor		24
SUBTOTAL			19,732.95
TAX			0.00

Wallace Electric LLC
 1070 W. Kinder St.
 Richland Center, WI 53581 US
 608-604-6479
 wallaceelectric@charter.net



Item 8.

ADDRESS

Richland Utilities
 City Utilities
 450 S Main St
 Richland Center,
 Richland Center, WI 53581

Estimate 1679

DATE 04/29/2024

EXPIRATION DATE 05/31/2024

P.O. NUMBER

30 KW Generator

DATE	ACTIVITY	DESCRIPTION	QTY
		GENERAC	
	Generator	30 KW Generac	1
	Transfer Switch	400 Amp RXT-JFNC-400ASE	1
	Circuit Breakers	Breaker Kit	1
	Yard Structure	Treat Lumber and Hardware	1
	2" PVC	2" PVC Conduit	30
	2" Pvc Fittings	2" Pvc Fittings	1
	3/4" Pvc	3/4 PVC Conduit	100
	3/4" Pvc	3/4 PVC Fittings	1
	3/4" Emt	3/4" EMT Conduit	50
	3/4" Emt	3/4" EMT Fitting	1
	4/0 Thhn Wire	4/0 Thhn / Thwn Stranded Wire	160
	6 Awg Thhn	6 Awg Thhn	80
	12 AWG THHN Wire	12 AWG THHN Wire	500
	Shielded Cable	18 Awg 4 Conductor Shielded Cable	25
	Shunt Trip	QO2401021	1
	Miscellaneous	Hardware screws/nuts	1
	labor		24
		SUBTOTAL	31,180.45
		TAX	0.00

Wallace Electric LLC
 1070 W. Kinder St.
 Richland Center, WI 53581 US
 608-604-6479
 wallaceelectric@charter.net



Item 8.

ADDRESS

Richland Utilities
 City Utilities
 450 S Main St
 Richland Center,
 Richland Center, WI 53581

Estimate 1680

DATE 04/29/2024

P.O. NUMBER

30 KW Generator

DATE	ACTIVITY	DESCRIPTION	QTY
		GENERAC VIKING ELECTRIC	
	Generator	30 KW Generac	1
	Transfer Switch	400 Amp RXT-JFNC-400ASE	1
	Circuit Breakers	Breaker Kit	1
	Yard Structure	Treat Lumber and Hardware	1
	2" PVC	2" PVC Conduit	30
	2" Pvc Fittings	2" Pvc Fittings	1
	3/4" Pvc	3/4" PVC Conduit	100
	3/4" Pvc	3/4" PVC Fittings	1
	3/4" Emt	3/4" EMT Conduit	50
	3/4" Emt	3/4" EMT Fittings	1
	4/0 Thhn Wire	4/0 Thhn / Thwn Stranded Wire	160
	6 Awg Thhn	6 Awg Thhn Wire	80
	12 AWG THHN Wire	12 AWG THHN Wire	500
	Shielded Cable	18 Awg 4 Conductor Shielded Cable	25
	Shunt Trip	QO2401021	1
	Miscellaneous	Hardware screws/nuts	1
	labor		24
		SUBTOTAL	32,330.31
		TAX	0.00

INVOICE

Wallace Electric LLC
26570 Pleasant Valley DR
Richland Center, WI 53581

wallaceelectric@charter.net
+1 (608) 604-6479



Bill to
Richland Utilities
City Utilities
450 S Main St
Richland Center,
Richland Center, WI 53581

Invoice details

Invoice no.: 4004
Terms: Due on receipt
Invoice date: 06/03/2025
Due date: 06/10/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Generator	38 KW Kohler	1	\$16,365.00	\$16,365.00
2.		Transfer Switch	400 Amp RXT-JFNC-400ASE	1	\$2,300.00	\$2,300.00
3.		Disconnect	CHDG32NRK	1	\$1,587.28	\$1,587.28
4.		Fuse	FLNR400	3	\$103.54	\$310.62
5.		2" PVC	2" PVC	30	\$2.69	\$80.70
6.		2" Pvc Fittings	2" Pvc Fittings	1	\$150.00	\$150.00
7.		3/4" Pvc	3/4 PVC Conduit	100	\$0.90	\$90.00
8.		3/4" Fittings	3/4" Fittings	1	\$150.00	\$150.00
9.		3/4" Emt	EMT Conduit	50	\$1.59	\$79.50
10.		3/4" Fittings	3/4" EMT Fittings	1	\$150.00	\$150.00
11.		4/0 Thhn Wire	4/0 Thhn / Thwn Stranded Wire	200	\$4.29	\$858.00
12.		1/0 THHN wire	1/0 THNN Wire	300	\$2.76	\$828.00
13.		12 AWG THHN Wire	12 AWG THHN Wire	500	\$0.25	\$125.00

14.	Shielded Cable	18 Awg 4 Conductor Shielded Cable	75	\$0.52	\$	Item 8.
15.	Shunt Trip	QO2401021	2	\$64.48	\$128.96	
16.	Miscellaneous	Hardware screws/nuts	1	\$157.94	\$157.94	
17.	Labor One Electrician	Labor One Electrician	24	\$250.00	\$6,000.00	
18.	Purchase of used Generator	Purchase of used Generator	1	-\$1,500.00	-\$1,500.00	

Ways to pay



Note to customer

Purchase of old generator for \$1500 is subtracted from the amount.

Total \$27,900.00

Payment -\$15,000.00

Balance due \$12,900.00

Overdue 06/10/2025

View and pay

CITY OF RICHLAND CENTER

AGENDA ITEM DATA SHEET

Agenda Item: Contract with SWWRPC for GIS Study

Requested by: Ashley Oliphant

Meeting Date: Finance Committee and Common Council on 8/5/2025

Background: The City of Richland Center was awarded \$34,559.73 through an Innovation Planning Grant for the purpose of evaluating the feasibility of sharing Geographic Information System (GIS) services between the City of Richland Center and Richland County, with the overarching goal of enhancing GIS capabilities and functionality to improve public safety, infrastructure management, and transparency.

Facing challenges such as limited funding, staffing shortages, and the need to integrate with Next Generation 9-1-1 systems, the study will assess opportunities to consolidate resources, identify sustainable funding streams, and develop an effective governance model. By exploring economies of scale, shared software, and specialized expertise, the initiative aims to support data-driven decision-making, modernize land records, and enhance community engagement.

Requesting to contract with Southwestern Wisconsin Regional Planning Commission (SWWRPC) to perform the outlined scope of work, as detailed in the provided contract and scope documents, to evaluate these opportunities and strengthen GIS capabilities.

Financial Impact: \$34,559.73

Funding Source(s): Fully funded by the Innovation Planning Grant

Requested Action:

Finance Committee: Motion to recommend to the Common Council to approve the execution of a contract with Southwestern Wisconsin Regional Planning Commission for a GIS study fully funded by an Innovation Planning Grant.

Council: Motion to authorize the execution of a contract with Southwestern Wisconsin Regional Planning Commission for a GIS study fully funded by an Innovation Planning Grant.

Attachments:

- Proposed Contract
- Innovation Planning Grant Submission
- Notice of Award

CONTRACT
 between
THE CITY OF RICHLAND CENTER
 and the
SOUTHWESTERN WISCONSIN REGIONAL PLANNING COMMISSION
 for services relating to the
CITY/COUNTY GIS STUDY

The Southwestern Wisconsin Regional Planning Commission (SWWRPC) agrees to provide planning services to the City of Richland Center (the City) to analyze the feasibility of a GIS partnership with Richland County. SWWRPC agrees to conduct the following tasks required to deliver the services outlined below.

Purpose

GIS services are provided to the City in as outlined in the attached Department of Revenue Innovation Planning Grant Scope of Work.

SWWRPC shall ensure that work conducted in compliance with all applicable federal, state, and local laws, rules, and regulation.

Term of Contract

The term of this Contract is the period within which the services shall be provided. The term will commence on July 1, 2025 and terminate on December 31, 2025.

Project Cost and Schedule

SWWRPC's Scope of Work is outlined on the attached Scope of Work. The total cost for this project is \$34,559.73. SWWRPC will bill the City quarterly for work performed.

SWWRPC Responsibilities

SWWRPC shall undertake the following activities during the duration of the Contract period:

1. Provide staff required to implement the project throughout the Contract period, including any reporting required of the City by the terms of the Innovation Planning Grant.

The City's Responsibilities

The City shall undertake the following activities during the duration of the Contract period:

1. Provide administrative support for data collection and point of contact for SWWRPC throughout the Contract period. The role of this individual will include the following duties:
 - I. Provide any data, written or electronic, necessary for completion of the project to SWWRPC;
 - II. Coordinate engagement with City staff as requested by SWWRPC;
 - III. Provide Innovation Planning Grant reporting requirements.

Data Sharing

All data collected for the cemeteries shall be shared equally between SWWRPC and the City for planning purposes. Distribution of data to parties other than SWWRPC and the City shall only occur with approval of both parties and in accordance with all applicable state and national laws.

Modification and Termination

This agreement may be cancelled or terminated without cause by either SWWRPC or the City by giving sixty (60) calendar days advance written notice to the other party. Such notification shall state the effective date of termination or cancellation.

Any and all addenda must be made in writing and must be agreed to in writing and executed by both parties before becoming effective.

Effective Date and Signature

This Contract shall be effective upon the signature of SWWRPC and the City's authorized officials and shall be in force until terminated by the terms of this contract. SWWRPC and the City indicate agreement with this Contract by their signatures.

Title VI Non-Discrimination

During the performance of this contract, the contractor assures that no person shall on the grounds of race, color, religion, national origin, sex, disability, or veteran status as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 (P.L. 100.259), and the U.S. Department of Transportation implementing regulations be excluded from participation, be denied the benefits of, or be otherwise subjected to discrimination in the execution of this contract. The Commission's services will also be performed in accordance with the *Southwestern Wisconsin Regional Planning Commission Title VI Map—Language Assistance Map and Public Participation Map* adopted February 27, 2018.

CITY OF RICHLAND CENTER:

Ashley Oliphant
Administrator, City of Richland Center

Dated: _____

SOUTHWESTERN WISCONSIN REGIONAL PLANNING COMMISSION:



Troy Maggied
Executive Director

Dated: 07/16/2025

Proposed Scope of Work – DOR Innovation Planning Grant Application

Applicant: City of Richland Center

Application deadline: April 30, 2025

Project Name: Regional GIS Efficiency for Public Safety and Infrastructure Management

Type of service we plan to transfer: Public Safety & Infrastructure

Entity type where you plan to transfer the service: To be determined. Options include the City of Richland Center, Richland County, or a new regional entity

Budget:

- Contracting: \$33,047.73 for planning consultation
- Travel: \$1,512.00
- Total: \$34,559.73

Executive Summary

The Regional GIS Efficiency for Public Safety and Infrastructure Management project seeks to create a unified GIS service for Richland Center and Richland County to improve public safety, infrastructure, and transparency. Limited funding and staffing hinder the city and county's ability to utilize GIS effectively for essential needs.

Scope of work:

Problem Statement: Rural county GIS staff rely on limited funding from county general funds and a \$30 per-document fee from the Register of Deeds, both constrained by levy limits and low real estate transaction volumes in rural areas. This funding shortfall, coupled with a statewide shortage of GIS professionals, makes it difficult to attract and retain talent, as urban areas and private sectors offer higher salaries. Municipalities, meanwhile, either have no in-house GIS access or have GIS services that are narrowly focused on utilities, neglecting and ignoring other vital uses of GIS such as public safety and communication with residents. Although municipalities have unique revenue streams that are not subject to levy limits, such as utility funds or Tax Increment Finance revenue, they lack dedicated GIS funding. Richland Center suffers from not being able to afford quality GIS staff in-house and not having access to county GIS services due to the county's inability to attract and retain quality staff. These conditions, including a lack of sustainable and capable workforce, all come at a time when the Next Gen 9-11 system is rolling out statewide and in need of incorporation with county GIS service. Richland Center and Richland County need immediate support to coordinate their available funding and service needs to enable public safety staff to effectively serve their residents.

Anticipated outcome: The scope is designed to create one unified city and county GIS service that supports critical emergency response functions, enables data-driven decision-making, manages city and county infrastructure assets for capital improvements planning, and modernizes land records to support private businesses (surveyors, real estate agencies, engineers, etc.). The study will identify balanced and sustainable funding streams across the city and county that reduces GIS reliance on levy-limited general funds and enables greater efficiency through new partnerships. The project will also identify a governance model that ensures revenue and performance oversight.

Opportunities: A systems-view of the GIS needs of the city and county will be driven by the needs of those relying on the GIS service, not the preference of any one historical GIS provider. The county residents and businesses will be the focus of service delivery. This systems approach allows for a variety of data-driven decisions not available in the current fractured, under-funded system.

1. Next-Gen 911 will be fully incorporated into the GIS and dispatch systems. This will allow for an annual review of call volume by type and geography to identify areas of need and continual improvement.
2. Mapping historic and projected impacts from natural disasters, including frequent flooding on the Pine and Kickapoo Rivers and Mill Creek. The project will also map repetitive loss structures at current and projected risk from flood events, and identify areas for critical response functions.
3. County-wide mapping of city, county, village, and township infrastructure, including relevant data such as type, age, and replacement cost of each asset. This data will be used to coordinate CIP planning and to enable joint-bidding of projects across jurisdictions.
4. Public information will be coordinated at the city and county levels to enhance transparency by mapping voting wards and polling locations, educating new residents, and promoting government openness. Zoning districts, future land use, and constructability conditions will be mapped to foster local economic development.

Work Plan:

1. Coordination meetings with city and county departments: The project leaders will meet with current GIS users in the city and county and create a database of all GIS data used by each organization as well as those used by the public and private business. A set of best practices for regional GIS will be developed from input across the state. We will identify options for the GIS platform and user engagement, including privacy issues.
2. Funding analysis: Identification of overall funding available for GIS, by source. Funding will be analyzed to determine if it is restricted or unrestricted, subject to levy limits or other controls, and for any other required uses. A draft budget will be created for a regional GIS structure. This will also include a cost-benefit comparing current GIS funding and service quality with a future regional structure.
3. Governance plan: Development of a shared model of GIS governance to ensure city and county funding has proper oversight, confirm performance metrics and deliverables for implementation, and meet any required GIS state requirements such those associated with land records management.

Conclusion

The Regional GIS Efficiency project offers a transformative opportunity to address the funding and staffing challenges facing Richland Center and Richland County's GIS capabilities. By coordinating resources and leveraging a systems-driven approach, the project will ensure a sustainable, high-quality GIS service that meets the urgent needs of public safety, infrastructure management, and community engagement. Through stakeholder collaboration, a thorough funding analysis, and a clear governance plan, this initiative will position the region to effectively serve residents and support long-term economic growth.

Proposal for Regional GIS Efficiency for Public Safety and Infrastructure Management, Richland Center, WI

Executive Summary: The Regional GIS Efficiency for Public Safety and Infrastructure Management project seeks to create a unified GIS service for the City of Richland Center and Richland County to improve public safety, infrastructure, and transparency. Limited funding and staffing hinder the city and county's ability to utilize GIS effectively for essential needs.

Background: A Geographic Information System (GIS) is a digital tool used by municipal and county governments to collect, manage, and visualize location-based information. It allows staff, elected officials, and the public to view detailed maps that are connected to important data.

In Wisconsin, state law (Wis. Stat. § 59.72) mandates counties to maintain digital parcel maps within a GIS framework, ensuring accurate, accessible land information for property assessment, taxation, and planning. Additionally, GIS plays a critical role in Next Generation 9-1-1 (NG9-1-1) by facilitating accurate call routing and location verification through standardized geospatial data. This technology helps emergency services identify caller locations, direct calls to appropriate Public Safety Answering Points (PSAPs), and incorporate multimedia such as texts and videos, improving response efficiency and coordination.

As a foundation for effective governance, GIS improves decision-making, streamlines service delivery, bolsters public safety with accurate emergency response and resource management, fosters openness, and enables forward-thinking planning for sustainable, adaptable communities.

Some of the ways GIS is used by local governments:

- **Property Information:** Easily retrieve parcel boundaries, ownership records, and tax information.
- **Land Use and Planning:** View land use districts, development restrictions, and floodplain maps to support planning decisions.
- **Infrastructure Management:** Tracks locations and details of roads, utility infrastructure, and other public assets.
- **Public Safety and Emergency Response:** Enhances fire, police, and EMS operations with precise address and location data.
- **Public Access and Transparency:** Provides residents, developers, and professionals with 24/7/365 self-service tools to explore interactive maps and data.
- **Cross-Departmental Coordination:** Ensures consistent, up-to-date information is available across municipal departments for effective and efficient capital improvement planning.
- **Election Management:** Visualizes voter districts to support election management.

The City of Richland Center and Richland County each utilize Geographic Information Systems (GIS) to manage and share land and property information. Here's an overview of their current GIS systems:

1. City of Richland Center GIS System

GIS services are provided through contracted providers with city staff collecting field data and engaging in limited internal mapping updates.

Currently, the City's function/layers listed are not publicly accessible with the exception of cemetery data (city [GIS Map](#)), and ward data (available on county [GIS map](#)).

DATA LAYER	DATA AVAILABLE	MAINTAINED BY	DATA UP-TO-DATE
Zoning	District boundaries and types, rezones, annexations	Contracted Service	No
Infrastructure	Locations, conditions, reports, plans, images of roads, stormwater, electric, water, sewer, public assets	Contracted Service & city staff	No
Cemetery	Plot boundaries and decedent data	Contracted Service	Updated quarterly
Ward	Boundaries of voting wards	Contracted Service	No
Capital Projects	Location and details of projects	Contracted Service & city staff	No
Tax Incremental Districts (TID)	Boundaries of TIDs	Contracted Service	No
Sidewalks	Inventory and condition	Contracted Service	No
Trees	Inventory of the location, type, and condition	Contracted Service	No

2. Richland County Public GIS System

GIS services are provided through contracted providers and county staff outside. The following GIS layers are available for public viewing:

- Parcel and Address Data
- Tax Data
- Municipal Boundaries
- Certified Survey Maps
- Supervisory Districts
- Wards
- Extraterritorial Zoning Boundary
- Floodplain
- Lakes

Current Situation Analysis: Rural county GIS staff rely on limited funding from county general funds and a \$30 per-document fee from the Register of Deeds, both constrained by levy limits and low real estate transaction volumes in rural areas. This funding shortfall, coupled with a statewide shortage of GIS professionals, makes it difficult to attract and retain talent, as urban areas and private sectors offer higher salaries.

Municipalities, meanwhile, either have no in-house GIS access or have GIS services that are narrowly focused on utilities, neglecting and ignoring other vital uses of GIS such as public safety and communication with residents. Although municipalities have unique revenue streams that are not subject to levy limits, such as utility funds or Tax Increment Finance revenue, they lack dedicated GIS funding.

Richland Center is unable to afford quality GIS staff in-house and does not have access to county GIS services due to the county's inability to attract and retain quality staff. These conditions, including a lack of sustainable and capable workforce, all come at a time when the Next Gen 9-11 system is rolling out statewide and in need of incorporation with county GIS service. Richland Center and Richland County need immediate support to coordinate their available funding and service needs to enable public safety staff to effectively serve their residents.

Potential GIS Management Models:

1. Continued Public Management (City/County):

- Advantages: Maintains community control, potential for tax support, existing staff familiarity of local conditions.
- Disadvantages: Funding constraints, staffing challenges, and duplication of efforts.

2. Management by Other Regional Entity:

- Advantages: Stabilization of funding, increased efficiency, potential for improved public transparency.
- Disadvantages: Governance complexity, initial costs and coordination, potential resistance from those accustomed to operating independently.

Anticipated Outcome: The scope is designed to create one unified city and county GIS service that supports critical emergency response functions, enables data-driven decision-making, manages city and county infrastructure assets for capital improvements planning, and modernizes land records to support private businesses (surveyors, real estate agencies, engineers, etc.) and the public at large. The study will identify balanced and sustainable funding streams across the city and county that reduces GIS reliance on levy-limited general funds and enables greater efficiency through new partnerships. The project will also identify a governance model that ensures revenue and performance oversight.

Potential Areas for Cost Savings: Through the combination of GIS resources, cost savings in the following key areas are expected:

1. Economies of Scale in Contracting

- A joint contract may leverage combined purchasing power, which may secure a better rate from a GIS provider than individual contracts.

2. Shared Software and Licensing

- Sharing these costs would reduce each entity's individual expense for software, licensing, and data maintenance.

3. Staff Time Management & Access to Up-to-Date Data

- A shared GIS coordinator with technical expertise would efficiently manage daily maintenance and updates, reducing the need for hiring additional staff or filling county GIS vacancies.
- A shared GIS coordinator would also provide routine and regular data updates ensuring accurate and up-to-date data is accessible to the public. With reliable data available online, service delivery to the public will be improved while allowing staff to address other key duties.

4. Elimination of Duplicative Services

- Centralizing management would consolidate overlapping city and county datasets, reducing redundancies, simplifying updates, and improving public access to information. It also creates a single point of contact for data update requests, streamlining the process for both city and county.

4. Greater Pursuit of Grant Funding

- GIS providers may have greater knowledge of and experience applying for GIS related grants, which the city and county may not be aware of or have the capacity to pursue in the current structure. Sharing GIS services may allow either the service provider or the contracting entities to pursue new grant opportunities which would have the potential to offset costs related to system upgrades, aerial imagery and asset mapping.

5. Access to Specialized Tools and Expertise

- GIS providers have staff with advanced GIS skills and capabilities (e.g., modeling, infrastructure asset management), which may allow the city and county to forego hiring outside consultants for occasional projects.

Opportunities: A systems-view of the GIS needs of the city and county will be driven by the needs of those relying on the GIS service, not the preference of any one historical GIS provider. All city and county residents and businesses will be the focus of service delivery. This systems approach allows for a variety of data-driven decisions not available in the current disjointed and under-funded system.

1. Next-Gen 911 will be fully incorporated into the GIS and dispatch systems. This will allow for an annual review of call volume by type and geography to identify areas of need and continual improvement.
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4. Public information will be coordinated at the city and county levels to enhance transparency by mapping voting wards and polling locations, educating new residents, and promoting government openness. Zoning districts, future land use, and constructability conditions will be mapped to foster local economic development.

Next Steps:

- Coordination meetings with city and county departments: The project leaders will meet with current GIS users in the city and county and create a database of all GIS data used by each organization as well as those used by the public and private business. A set of best practices for regional GIS will be developed from input across the state. We will identify options for the GIS platform and user engagement, including privacy issues.
- Funding analysis: Identification of overall funding available for GIS, by source. Funding will be analyzed to determine if it is restricted or unrestricted, subject to levy limits or other controls, and

for any other required uses. A draft budget will be created for a regional GIS structure. This will also include a cost-benefit comparing current GIS funding and service quality with a future regional structure.

- Governance plan: Development of a shared model of GIS governance to ensure city and county funding has proper oversight, confirm performance metrics and deliverables for implementation, and meet any required GIS state requirements such those associated with land records management.

Conclusion: The Regional GIS Efficiency project offers a transformative opportunity to address the funding and staffing challenges facing Richland Center and Richland County's GIS capabilities. By coordinating resources and leveraging a systems-driven approach, the project will ensure a sustainable, high-quality GIS service that meets the urgent needs of public safety, infrastructure management, and community engagement. Through stakeholder collaboration, a thorough funding analysis, and a clear governance plan, this initiative will position the region to effectively serve residents and support long-term economic growth.



State of Wisconsin • DEPARTMENT OF REVENUE

DIVISION OF STATE AND LOCAL FINANCE • BUREAU OF LOCAL GOVERNMENT SERVICES • 2135 RIMROCK RD MADISON, WI 53713

June 2, 2025

Mailing Address:
PO Box 8971 #6-97
Madison WI 53708-8971
Fax: (608) 264-6887
lgs@wisconsin.gov

AMANDA KELLER
CITY OF RICHLAND CENTER
450 S. MAIN STREET
RICHLAND CENTER WI 53581

Notice of Determination – Innovation Planning Grant Approval

Notice Information

The Wisconsin Department of Revenue (DOR) appreciates your interest in the Innovation Planning Grant and is pleased to inform you that we approved your application for funding under sec. [79.038\(2\)](#), Wis. Stats.

District	CITY OF RICHLAND CENTER	County	RICHLAND	District code	52276
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Grant Information

Project name	Regional GIS Efficiency for Public Safety and Infrastructure Management
Service category	Information technology
Approved amount	\$34,559.73

Details:

- DOR will distribute the approved amount listed above within 30 days of this notice
- The distributed funds must be used for staffing and/or consultant expenses to develop an innovation plan under sec. [79.038\(1\)](#), Wis. Stats., that will transfer a service or duty to another governmental unit, non-profit organization, or private entity
- DOR expects the application for the Innovation Grant under sec. [79.038\(1\)](#), Wis. Stats., to be available in July 2025. We recommend you work to complete the development of your innovation plan by July 2025 to timely apply.
- If your district no longer wants to receive the approved grant amount listed above – contact lgs@wisconsin.gov immediately

Questions?

If you have questions, contact us at lgs@wisconsin.gov, (608) 266-5815 or (608) 266-1932.

Agenda Item: Streets - Request for Crane Repair

Requested & Presented by: Jasen Glasbrenner

Meeting Date: Finance Committee and City Council – 8-05-2025

Committee Review: PW Committee Chair approved to bring straight to Finance/Council due to time sensitivity.

Background: Following routine equipment inspection, Konecranes identified the need to replace the wire rope on the overhead crane located at the Public Works Streets garage. This repair is classified as urgent and should be completed as soon as possible due to safety and operational concerns. The crane is a critical asset for handling materials and equipment, and its current condition limits safe operation.

Konecranes Crane Repair Quote – Total Cost: \$3,398.38

Department Recommendation: Staff recommend approval of the Konecranes quote for wire rope replacement in the amount of \$3,398.38 to restore safe and reliable operation of the Streets Division overhead crane.

Financial Impact: Expenditure of approximately \$4,000.00 – Repair, labor & lift rental.

Funding Source: 10-54200-440 – ROADWAYS/EQUIPMENT REPAIR

Requested Action:

FINANCE: Motion to recommend to City Council the approval of the repair of the crane at the Public Works Streets garage, at a cost not to exceed \$4,000.00.

COUNCIL: Motion to approve the repair of the crane at the Public Works Streets garage, at a cost not to exceed \$4,000.00.

Attachment(s):

Konecranes Crane Repair Quote

Customer:	Richland Center Street Department	Subject:	Wire Rope Replacement
Address:	141 W Robb St Richland Center, Wisconsin 53581-2545	Reference:	1-1B3O1EIC
Contact:	Jason Koch	Konecranes Contact:	Eric LeGant
Phone:	608-647-3559	Inquiry Date:	7/28/2025
Email:	publicworks@richlandcenterwi.gov	Offer Date:	7/28/2025
		Offer Valid Until:	8/8/2025

Dear Jason Koch,

We appreciate your consideration of our products and the opportunity to be of service. Konecranes is the leading provider of comprehensive maintenance services for overhead cranes, port equipment and machine tools and a global manufacturer of material handling equipment.

Based on our discussions and assessment of your equipment and operations, we recommend the following products. Please refer to the attached offer for details.

Best regards,

Eric LeGant

This cover page is not part of the offer and is not legally binding in any manner. The offer begins from the following page. No statement of this cover letter shall be construed as condition or warranty of the offer.

Based on our discussion and your inputs, we are offering the following products.

Pricing Summary

Customer Asset	Description
001 / A15990	Planned Repairs
	Provide and install a new wire rope.
Total Price: \$3,398.38	

Prices quoted herein are exclusive of all taxes, charges and duties (including but not limited to value added tax and bank charges), and any such items shall be paid by you or reimbursed by you in case paid by us.

The scope of this offer includes the following Service Products:

* Scope for Service Products is determined in more detail in the description(s) attached hereto.

Commercial Terms

Konecranes shall deliver the Service on the delivery terms set forth in Konecranes General Terms and Conditions for Services and industrial service data act clause.

OT/Weekend/Offshift Adder.....TBD

Price does not include prior service call(s). Standard straight time quote/installation. Scope of work is based on the service/customer request only. Other items may need replacement/repairs at this time but are unknown. Only a complete teardown and inspection can determine other items potentially needed. All other parts and components to remain as is. All other parts and components show wear commensurate with age and use. The above repairs do not include any additional labor, repair items, or parts that may be found during the repairs to require repair or replacement. Any additional items that might be found to require repair or replacement would be brought to your attention. Customer to provide all necessary equipment, manlifts and/or scaffolds.

Delivery Time

At the present time, the estimated delivery time of this product or the start of the service is 1 Week(s), from the moment of ordering. The specific timing of service is subject to confirmation by our office at the time of your acceptance.

Test Weights and Manlift

Test weight is not required.

Manlift for work will be provided by **Richland Center Street Department**

Aerial platform including transport and insurance. If you provide an aerial platform yourself, it must be sufficiently clean and inspected in connection with safety. Our staff can therefore refuse the machine with proper substantiation.

Terms of Payment

All payments in 30 Days net from date of invoice.

Validity of Offer

This offer is valid until 8/8/2025. Please accept this offer by placing your signature at the end of this document and returning it to us.

This quotation, proposal or offer is subject to and incorporates as if fully rewritten herein the Seller's Standard Terms and Conditions of Sale (Revision 06.01.2021), a copy of which is attached hereto or is available at www.konecranesUSA.com or upon request of Buyer.

Any of the following actions will also constitute your unqualified acceptance of this offer: we receive a verbal or written purchase order, work order, or other similar order for the services contemplated herein from you; you remain silent and we perform the services under this offer and you are aware of such performance; we receive full or partial payment for the services contemplated herein; or any other conduct by you that recognizes the existence of a contract with respect to the subject matter of this offer.

We sincerely appreciate the opportunity to be of service. Should you have any question, please contact us at any time.

Thank you

Konecranes, Inc.

Eric LeGant

Tel: 262-785-4430

Mobile:

eric.legant@konecranes.com

Accepted:

Richland Center Street Department

PO number:

ATTACHMENTS

Scope:

STANDARD TERMS AND CONDITIONS OF SALE (DIRECT)

1. APPLICABILITY. The sale by Seller of any and all services ("Services") and/or goods ("Goods"), whether such Goods and Services are purchased and sold together, independent from, or in combination with one another, shall be conditioned upon, and subject to the following terms and conditions ("Terms and Conditions") which shall form an integral part of any agreement between Buyer and Seller. Buyer's acceptance of any quotation, proposal or offer made by Seller for the sale of Goods and Services (collectively, "Quotation") is expressly made subject to these Terms and Conditions and none of the Terms and Conditions may be added to, modified, superseded or otherwise altered except as revised in writing by Seller. Unless otherwise agreed in a writing signed by both Buyer and Seller, all orders for Goods and Services received by Seller shall be governed only by these Terms and Conditions, notwithstanding any terms and conditions in any purchase order, release order, or any other form issued by Buyer (collectively, a "Purchase Order"). Seller hereby objects to any terms and conditions which may be set forth, found in, or incorporated into any Purchase Order and hereby notifies Buyer that they are rejected.

2. PRICE. Prices quoted by Seller shall remain firm for a period of thirty (30) days from the date of a Quotation; provided, however, that Seller reserves the right, at any time prior to the acceptance of a Quotation by Buyer to adjust said prices by providing written notice to Buyer regarding any such adjustment. Quotations provided are priced based on Buyer's purchase of the entire scope of Goods and Services identified in a Quotation. If less than the entire scope of Goods and Services identified in a Quotation is ordered by Buyer, prices may vary. Unless otherwise stated in a Quotation, installation, commissioning, supervision and/or start-up services are not included in the price of Goods and Services to be provided by Seller. Buyer shall pay Seller to the extent of Services provided or for the quantity of Goods shipped should Seller be unable for any reason to provide and/or ship the entire scope of Goods and Services identified in a Quotation. Prices quoted by Seller are exclusive of all taxes (except taxes levied on Seller's income) including federal, state, provincial and local use, sales, property or similar taxes, and Buyer shall pay all such amounts and taxes in full or shall reimburse Seller for any such amounts and taxes paid by Seller.

3. SCOPE OF GOODS AND SERVICES. Goods and Services provided by Seller pursuant to a Quotation or a Purchase Order are limited exclusively, at the express request of Buyer, to the Goods and Services expressly identified in such Quotation and, to the extent applicable, further limited by the terms, conditions, limitations and disclaimers set forth in any report derived from Seller's provision of Services. As a result, Seller does not assume responsibility and/or liability for the failure to provide any other Goods and Services. Unless specifically agreed in writing signed by both Buyer and Seller or otherwise set forth in a Quotation, inspection services provided by Seller are limited to the visual observation of readily observable items that are safely and conveniently accessible without dismantling, in whole or in part, the object under inspection. Modifications, additions or deletions to or from the scope referenced in a Quotation whether set forth in a Purchase Order or otherwise shall only be effective if evidenced in writing signed by Seller and the sale of any and all Goods and Services affected by such modification, addition or deletion shall be subject to these Terms and Conditions whether or not referenced therein. All sales Goods and Services are final.

4. PAYMENT TERMS. Unless otherwise provided in the Quotation or agreed in a writing signed by both Buyer and Seller, all Seller invoices shall be paid by Buyer within fifteen (15) days of the date of invoice. If Buyer fails to timely pay invoices, Seller shall be entitled to suspend performance of all Services and deliveries of Goods and issue a late charge equivalent to the lesser of one and one half percent (1 1/2%) per month (eighteen percent (18%) per annum) or the maximum rate allowed by law on all unpaid invoices or invoices not paid in accordance with these Terms and Conditions. Buyer shall reimburse Seller for all expenses, regardless of their nature or type (including attorneys' fees), related in any way to Seller's collection of invoices not paid in accordance with these Terms and Conditions or otherwise incurred by Seller in the enforcement of these Terms and Conditions. Buyer shall make progress payments as stated in the applicable Quotation, Purchase Order or otherwise agreed to in a writing signed by Buyer and Seller. Buyer shall have no right to offset any amounts due Seller by any payment or other obligation which Seller or any of its affiliates may owe to Buyer.

5. CANCELLATION. Any agreement for the purchase and sale of Goods and/or Services may be cancelled by Seller (in whole or in part) at any time if (a) Buyer fails to strictly comply with the terms governing the agreement, (b) Buyer becomes insolvent, appoints or has appointed a receiver, or makes an assignment for the benefit of creditors, (c) to the extent permitted by law, a petition in bankruptcy or insolvency is filed by or against Buyer, or (d) Seller requests and is unable to secure acceptable payment assurances from Buyer for the Goods and Services identified in such agreement, or (e) amounts due Seller by Buyer are unpaid past the due date thereof. Upon cancellation of an agreement, Buyer shall be obligated to pay to Seller the price for all Services performed to date and all Goods that are or can be completed and shipped within thirty (30) days of the date of cancellation, all special tooling for which commitments have been made by Seller, and all of Seller's costs, expenses and reasonable profit for work in process as of the date of cancellation.

6. CREDIT APPROVAL. All sales of Goods and Services are subject to Buyer credit approval by Seller. Seller reserves the right to refuse shipment or provision of any and all Goods and Services identified in any Quotation, Purchase Order or other agreement between Buyer and Seller and/or modify the payment terms identified therein or in Section 4 hereof.

7. DELIVERY TERMS AND DELAYS.

a. Risk of Loss/Title. Unless otherwise identified in a Quotation, all shipments of Goods are F.C.A. Seller's plant, warehouse or dock, as defined by Incoterms® 2020, and all risk of loss with respect to any Goods shipped shall pass to Buyer when such Goods are delivered to the carrier at such plant, warehouse or dock. Title to Goods shall transfer to Buyer upon Seller's receipt of payment in full for all Goods and Services provided pursuant to a Quotation, Purchase Order or other agreement between Buyer and Seller.

b. Delivery. All dates for the shipment and/or delivery or provision of Goods and Services are approximate. Delivery and shipping schedules shall be computed no earlier than from the later date that Buyer accepts a Quotation or Seller accepts a Purchase Order from Buyer, or in the case of special items, from the date Seller receives all information necessary to proceed. Delivery and shipping schedules will be confirmed by Seller following Seller's acceptance of a Purchase Order. Seller shall not be liable for delay in or failure to make shipment and/or delivery of Goods or commencement, performance or completion of Services by any identified date for any reason whatsoever. In the event of any delay, regardless of the cause, the parties shall agree upon a new date for the shipment and/or delivery of Goods and/or commencement, performance or completion of Services. In the event of any delay caused by Buyer, Buyer shall pay Seller for all costs and expenses incurred by Seller related to such delay. Buyer hereby acknowledges and agrees that (i) Seller and its personnel may, at its and their sole discretion, use a portable/handheld/cellular electronic device and software in connection with the Services, and (ii) any signature of Buyer and/or its employee or representative using, applied to, or on such device shall be deemed to be Buyer's written signature acknowledging Buyer's acceptance and Seller's delivery of the Services.

c. Freight Charges. Any reference to freight charges contained in a Quotation is an estimate. Seller is not responsible for any differences that may occur between freight estimates contained in a Quotation and actual freight charges applicable at the time of shipment, and Buyer shall incur and be responsible for all costs associated therewith.

d. Export/Packaging. Goods shall be packaged in accordance with Seller's standard procedures for transportation under normal conditions. Unless otherwise identified in a Quotation, quoted prices do not include the cost for export or special packaging of Goods, and Buyer shall assume and be responsible for those extra costs associated with such export and packaging.

e. Cost of Goods. Unless otherwise stated in a Quotation, Buyer shall pay all cost increases Seller is assessed for materials incorporated into Goods and Services, including but not limited to steel, copper, and fuel surcharges, to the extent such increases exceed any estimated costs used by Seller to develop a Quotation by ten percent (10%) and which occurs after the issuance of a Quotation, but prior to the provision of the Services and/or delivery of the Goods.

f. Site Condition. Buyer warrants that the site where Goods are to be delivered and/or installed and/or where Services are to be performed shall be ready and adequate for Seller's delivery and/or installation of the Goods and/or performance of Services. Buyer's obligations in this regard include but are not limited to the removal of all obstructions and institution of adequate safety measures to protect Seller's property, employees, agents and contractors. Buyer shall be responsible for all costs and expenses associated with Seller's delay and/or inability to deliver and/or install the Goods or perform any Services related to Buyer's failure to comply with this Section 7.f. Seller in no way warrants the sufficiency of the site, in whole or in part, where the Services are performed and/or Goods are to be delivered, installed and/or used.

g. Returns. Goods that are spare or replacement parts ("Spare Parts") may only be returned (i) within thirty (30) days of purchase, (ii) after authorization of Seller, and (iii) in "as new" condition. Returned Spare Parts must be shipped prepaid by Buyer. Buyer will be charged a restocking charge of twenty-five percent (25%) for all returned Spare Parts. Goods and Spare Parts that are custom made for Buyer and/or ordered specifically for Buyer and are not stocked by Seller and any Goods that do not constitute Spare Parts may not be returned by Buyer.

8. SECURITY INTEREST. Buyer hereby grants Seller a security interest in the Goods to secure the unpaid balance of the price and all other obligations of Buyer to Seller however arising. Buyer authorizes Seller to file all necessary financing statements and other similar documents required to perfect the security interest granted herein and irrevocably grants Seller a power of attorney to execute any documents on behalf of Buyer relating thereto.

9. WARRANTIES.

a. Goods/Spare Parts manufactured by Seller and/or its affiliates ("Seller Products") and Goods/Spare Parts manufactured by parties other than Seller and/or its affiliates ("Third Party Products"). Unless otherwise agreed in a writing signed by Buyer and Seller, the sale and provision of any and all Seller Products, either as a result of Seller Products that are incorporated into Services provided pursuant to a Quotation, Purchase Order, or other agreement between Buyer and Seller, or are purchased independently from the provision of any Services, are conditioned upon, and subject to Seller's Standard Warranty for such Seller Product in effect on the date of sale (incorporated by reference as if fully rewritten herein and a copy of which is attached to the Quotation or is available at www.konecranesUSA.com or upon request of Buyer). Repair and replacement of Seller Products provided pursuant to the Standard Warranty does not extend the original warranty provided with any Seller Products at the time of sale. Notwithstanding anything to the contrary in any verbal order or Purchase Order, any verbal order or Purchase Order issued by Buyer to confirm any purchase of Goods and/or Services or receipt of any of the Goods identified in a Quotation shall serve as conclusive proof that Buyer has reviewed and agrees to be bound by the terms of Seller's Standard Warranty. Third Party Products are not warranted by Seller. Third Party Products may be warranted separately by their respective manufacturers and Seller shall, to the extent possible, assign to Buyer whatever rights Seller may obtain under any such warranties.

b. Services. Seller warrants that all Services performed by Seller will conform in all material respects to the description of Services identified in a Quotation and will be performed in a good, workmanlike manner. All claims for breach of this warranty for Services performed by Seller must be brought by Buyer within six (6) months of the date of Seller's performance of such Services; provided, however, Buyer shall notify Seller of any alleged warranty claims within seventy two (72) hours of Buyer's discovery thereof. Buyer's failure to comply with the terms of this procedure shall void the warranty in this Section 9.b.

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Seller does not warrant services provided by any third party. Buyer's sole and exclusive remedy for Seller's breach of the warranty in this Section 9.b. for Services performed by Seller shall be the reperformance of such Services by Seller. Buyer acknowledges and agrees that Seller shall have no liability for loss of use or downtime, lost profits, or any indirect, incidental, or consequential damages arising from Seller's breach of this warranty for Services.

c. Inherent Defects. To the extent remanufacturing, refurbishment, modernization, and/or modification services are included within the scope of Services identified in a Quotation, Purchase Order, or any agreement between Buyer and Seller, any defect in Buyer's equipment to which Seller performs such remanufacturing, refurbishment, modernization, and/or modification services that is attributable in whole or in part to engineering, design specifications, latent defects, corrosion, or fatigue that are inherent to and/or present in or on the equipment is not covered by any warranty of Seller, and Seller shall not be liable for any costs, expenses, losses, or damages of any nature whatsoever that are caused in whole or in part by any such defect.

d. Non-Transferable. The express warranties of Seller set forth herein are limited to and only for the benefit of Buyer and are not transferable or assignable by Buyer without the prior written consent of Seller.

THE FOREGOING WARRANTIES REPRESENT THE SOLE AND EXCLUSIVE WARRANTIES GIVEN BY SELLER TO BUYER WITH RESPECT TO THE GOODS AND SERVICES AND IS IN LIEU OF AND EXCLUDES ALL OTHER WARRANTIES, EXPRESS OR IMPLIED ARISING BY OPERATION OF LAW OR OTHERWISE, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. BUYER HEREBY WAIVES ANY CLAIM THAT ANY EXCLUSIONS OR LIMITATIONS OF ANY WARRANTY PROVIDED BY SELLER DEPRIVE IT OF AN ADEQUATE REMEDY OR CAUSE ITS AGREEMENT WITH SELLER TO FAIL OF ITS ESSENTIAL PURPOSE. BUYER SHALL BE ENTITLED TO NO OTHER REMEDY REGARDLESS OF THE FORM OF CLAIM OR CAUSE OF ACTION, WHETHER BASED IN AGREEMENT, NEGLIGENCE, STRICT LIABILITY OR OTHERWISE.

10. LIMITATION OF DAMAGES. SELLER SHALL HAVE NO LIABILITY TO BUYER OR ANY END USER OF GOODS OR SERVICES PROVIDED UNDER A QUOTATION, PURCHASE ORDER, OR ANY OTHER AGREEMENT BETWEEN BUYER AND SELLER WITH RESPECT TO THE SALE OF GOODS OR PROVISION OF SERVICES FOR LOST PROFITS, LOSS OF USE OR DOWNTIME, OR FOR SPECIAL, INDIRECT, CONSEQUENTIAL, EXEMPLARY, OR INCIDENTAL DAMAGES OF ANY KIND WHETHER ARISING IN CONTRACT, TORT, PRODUCT LIABILITY OR OTHERWISE, EVEN IF SELLER WAS ADVISED OF THE POSSIBILITY OF SUCH LOST PROFITS, LOSS OF USE OR DOWNTIME, OR DAMAGES. SELLER'S AGGREGATE AND TOTAL LIABILITY FOR ALL DAMAGES OF ANY NATURE WHATSOEVER TO BUYER AND/OR ANY END USER OF GOODS OR SERVICES PROVIDED UNDER A QUOTATION, PURCHASE ORDER OR ANY OTHER AGREEMENT BETWEEN BUYER AND SELLER SHALL BE LIMITED TO AND IN NO EVENT SHALL EXCEED THE TOTAL PRICE PAID BY BUYER FOR SUCH GOODS AND SERVICES. BUYER HEREBY EXPRESSLY WAIVES ITS RIGHT TO ASSERT A CLAIM OR DEFENSE FOR RECOUPMENT AND/OR SETOFF, EQUITABLE OR OTHERWISE, WHEN BUYER'S UNDERLYING CLAIM WOULD BE BARRED BY THE APPLICABLE STATUTE OF LIMITATIONS PERIOD.

11. CONFIDENTIALITY; LICENSE. Without limitation, Buyer shall not, at any time disclose to any other person or entity any information provided to Buyer relating to the business of Seller including without limitation, plans and specifications and any other inventions, devices, formulas, processes, programs, software, listings, print-outs, documentation, notes, charts, manuals, programming aids, source codes, object codes, compilations, technology, know-how, price lists, costs, policies, techniques, trade practices, accounting methods, methods of operation or other data that Seller considers confidential, and trade secrets of every kind relating to Seller's business, whether or not patentable or copyrightable. Such information shall remain the exclusive property of Seller and shall be destroyed or returned to Seller upon request at any time. Further, these Terms and Conditions do not constitute a license or authorization of any kind for Buyer to use any of the trademarks or trade names owned or licensed by Seller. Buyer hereby grants to Seller a worldwide, irrevocable, royalty-free, non-exclusive license to collect, store and use any data collected by Seller during the performance of any inspection and/or other Services or through a Data Connection (as defined below) for any internal purposes of Seller, including but not limited to research and development.

12. INDEMNIFICATION; WAIVER OF IMMUNITY. SELLER SHALL NOT BE LIABLE FOR AND BUYER SHALL RELEASE, INDEMNIFY, DEFEND AND HOLD HARMLESS SELLER AND ANY ENTITY AFFILIATED IN ANY WAY THEREWITH FROM ANY CLAIMS, DEMANDS, DAMAGES (REGARDLESS OF THEIR TYPE, INCLUDING, BUT NOT LIMITED TO DIRECT, INDIRECT, CONSEQUENTIAL, INCIDENTAL, PUNITIVE OR SPECIAL), LIABILITIES, LOSSES AND EXPENSES (WHETHER KNOWN OR UNKNOWN, PRESENT OR FUTURE), AND ANY AND ALL LIABILITY, OF AND FROM ANY AND ALL MANNER OF SUITS, ACTIONS OR CAUSE(S) OF ACTION (INCLUDING BUT NOT LIMITED TO SUITS FOR CONTRIBUTION AND/OR INDEMNITY AND ALL SUITS IN LAW, IN EQUITY, OR UNDER STATUTE, OF WHATEVER KIND OR NATURE) ON ACCOUNT OF OR IN ANY WAY ARISING OUT OF ACTS OR OMISSIONS OF BUYER, ITS AGENTS, CONTRACTORS, EMPLOYEES OR ANY PERSON UNDER THEIR CONTROL (OTHER THAN SELLER) OR RELATING IN ANY WAY TO GOODS AND SERVICES PROVIDED UNDER A QUOTATION, A PURCHASE ORDER OR ANY OTHER AGREEMENT BETWEEN BUYER AND SELLER OR THE EQUIPMENT RELATED THERETO, INCLUDING, BUT NOT LIMITED TO BUYER'S USE, INSTALLATION, INCORPORATION OR SELECTION THEREOF. BUYER HEREBY WAIVES ANY IMMUNITY OR DEFENSE UNDER APPLICABLE WORKERS' COMPENSATION LAWS OR OTHER LAWS THAT WOULD OTHERWISE LIMIT BUYER'S OBLIGATIONS HEREUNDER. MOREOVER, BUYER WAIVES ANY REQUIREMENT SET FORTH BY THE STATUTE OF FRAUDS OR OTHERWISE, THAT THESE INDEMNIFICATION OBLIGATIONS MUST BE SIGNED BY BUYER AND/OR SELLER AND REPRESENTS THAT BY ISSUING A PURCHASE ORDER, SIGNED OR OTHERWISE, AND/OR ACCEPTING THE GOODS OR SERVICES, BUYER EXPRESSLY CONSENTS TO THE INDEMNIFICATION OBLIGATIONS SET FORTH HEREIN.

13. MANUALS. To the extent a manual is to be delivered to Buyer for Goods (applicable exclusively to those Goods where such a manual is produced) Seller will provide one digital or paper copy of such Manual to Buyer at no additional cost and for each additional manual requested by Buyer, Seller reserves the right to assess an additional charge, per manual. Each manual produced by Seller is a confidential, proprietary, and copyrighted document and may not be copied, published, or reproduced in any manner or form without prior written agreement of Seller. Such agreement is at the sole discretion of Seller and Seller may revoke the same at its discretion at any time.

14. DATA COLLECTION. The Goods purchased by Buyer may have functionality through an included monitoring unit that monitors and records data related to certain aspects of equipment usage ("Monitoring Unit") and a data connection that transmits such data related to certain aspects of equipment usage ("Data Connection"). Buyer acknowledges and agrees that the Monitoring Unit and Data Connection may be activated by Seller, Buyer, or another party immediately upon or at any time following installation of Goods and the data collected will be transmitted to and collected by Seller or its affiliates through the Data Connection. Buyer, on behalf of itself, any end user of Goods ("End User") and any individual identified or identifiable by Goods usage data, hereby consents to the collection, storage and use by Seller of such information and agrees that Seller's collection of such information may continue until such time that Buyer or End User (a) if applicable, terminate its agreement to receive and/or purchase remote monitoring services from Seller or its affiliates, or (b) otherwise directs Seller in writing to deactivate the Data Connection (provided, however, Buyer hereby acknowledges and agrees that deactivation of the Data Connection may not be immediate and Seller will use its commercially reasonable best efforts to deactivate the Data Connection as promptly as possible). Buyer further accepts and agrees that Seller shall not actively monitor or inspect any Goods or Goods usage data or other information that is generated, collected or stored by a Monitoring Unit incorporated into any Goods and/or transmitted through the Data Connection. Regardless of the nature of information collected by Seller, Buyer acknowledges and agrees that Seller shall have no obligation to alert or notify Buyer of any information collected by Seller except as specifically set forth in a separate agreement between Seller and Buyer and, unless and until Buyer has agreed to purchase or receive remote monitoring services offered by Seller, Seller shall be under no obligation to provide any Goods data to Buyer.

15. SELLER PORTAL AND APP. Seller may provide Buyer with access to an internet-based portal and/or software application(s) that may be accessed and/or downloaded and installed from the relevant application stores (collectively, "Seller Portal and App"). Buyer shall act in strict compliance with the applicable terms of use of the Seller Portal and App which shall be available in the Seller Portal and App and/or provided to Buyer upon request. Buyer expressly accepts and agrees that the Seller Portal and App shall be provided "as is" and on an as-available basis, without warranties of any kind, either express or implied, made in relation to the correctness, accuracy or reliability of the Seller Portal and App. Seller does not warrant that (i) the Seller Portal and App or any related data transfers or servers that makes the service available are free from viruses or other harmful components or will be uninterrupted, undisrupted, or error-free, or (ii) the Seller Portal and App will detect any particular failure, fault, or condition or provide any particular degree of advance warning of an impending failure, fault or condition of any Goods. Seller reserves the right to revise or modify the Seller Portal and App and the contents and features thereof or deny access to them at any time. The provisions of this Section 15 are in addition to and not in lieu of any terms of use associated with Buyer's use of the Seller Portal and App.

16. NON-DESTRUCTIVE TESTING. To the extent applicable, the scope and performance of any inspection by Seller as all or part of the Services utilizing Magnetic Particle Testing (MT), Magnetic Rubber Testing (MRI) and/or Liquid Penetrant Testing (PT), and the preparation of the report derived therefrom, are limited to the detection of exposed surface flaws no less than 150 nanometers in diameter. MT, MRI, and PT are highly sensitive to external conditions and to the characteristics of the inspected material, component, or assembly and Contaminations on inspected surfaces may mask actual defects. As such, notwithstanding the performance of any such inspection by Seller and regardless of any representation made to the contrary, including the inspection report prepared by Seller, latent, sub-surface, and/or covered surface flaws may exist on the subject material on the date of inspection, and Buyer is hereby notified of the potential existence thereof.

17. DISCLAIMER (Inspection Services and/or Preventive Maintenance Programs). Notwithstanding any representation made by any party to the contrary in any other verbal or written communication, the performance by Seller of any equipment (or component) inspection as all or part of the Services under a Quotation, Purchase Order or any agreement between Buyer and Seller and the preparation of the report derived therefrom are conditioned upon and evidence of Buyer's acknowledgment and acceptance of the following additional terms, conditions, and disclaimers:

a. At the request of Buyer, the scope of any equipment (or component) inspection performed by Seller is limited exclusively to a search for readily observable defects apparent on the equipment and on those equipment component parts identified in the inspection scope accompanying a Quotation that are safely and conveniently accessible to the inspecting personnel. Seller shall not dismantle the equipment or the equipment components to be inspected, nor shall it use any other means to inspect and detect latent or non-observable defective conditions in the equipment or its components. Notwithstanding the performance of this inspection and regardless of any representation made in any report to the contrary, including the inspection report prepared by Seller, latent or non-observable defects may exist or develop on or in the subject equipment or its components on or following the moment of inspection and Buyer is hereby notified of the potential existence thereof. The use of equipment possessing any defect, including latent or non-observable defects, may result in catastrophic equipment failure potentially causing damage to property or injury or death to persons in, on or around the subject equipment.

b. The conditions identified during the equipment (or component) inspection and reported by Seller orally or in writing are representative of the condition of the subject equipment and its components as they appeared during the inspection. These conditions can and will change immediately following inspection due to the use or non-use of the subject equipment (and its components). The information provided to Buyer as a result of and following an inspection does not reflect any changes in the condition of the subject equipment and/or its components following inspection by Seller and Buyer retains and/or assumes all risk for such changes in condition. Buyer is hereby notified and acknowledges and agrees that delivery by email or other electronic means of any report prepared by

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Seller setting forth the results of an inspection or the making available of such report to Buyer in any electronic portal or platform that is accessible to Buyer constitutes delivery to and acknowledgment of receipt by Buyer of such report.

c. The decision following an inspection concerning whether or not to repair or replace the equipment or any deficient component of the subject equipment lies exclusively with Buyer. By completing the inspection and preparing the inspection report, Seller expressly recommends that Buyer authorize the repair and/or replacement of the equipment or any component identified during the inspection or listed in the report derived therefrom as deficient in any manner or degree prior to operating the subject equipment. Seller hereby notifies Buyer that any inspection report may contain information regarding deficient equipment and/or components thereof that require the immediate attention of Buyer and that any failure to repair and/or replace such deficient equipment and components thereof may result in catastrophic equipment failure causing damage to property or injury or death to persons in, on or around the subject equipment.

d. SELLER IS NOT LIABLE FOR CLAIMS, DEMANDS, DAMAGES, OR LIABILITY ARISING FROM (I) CAUSES OUTSIDE THE SCOPE OF THE INSPECTION AS IDENTIFIED IN SECTION 17.A., (II) ANY CONDITION THAT OCCURS FOLLOWING THE INSPECTION AS IDENTIFIED IN SECTION 17.B., (III) FAILURE OF BUYER TO REPAIR OR REPLACE ANY EQUIPMENT OR COMPONENT AS IDENTIFIED IN SECTION 17.C., OR (IV) FLAWS THAT ARE NOT DETECTABLE BY OR WHOSE DETECTION IS LIMITED WHEN UTILIZING THE INSPECTION METHODS DESCRIBED IN SECTION 16.

18. NON-SOLICITATION. Buyer agrees, on behalf of itself and its parents, subsidiaries, affiliates, successors and assigns, that during Seller's performance of any Services and for a period of one (1) year thereafter, Buyer shall not directly or indirectly solicit, entice, approach, offer employment to, or employ in any capacity any employee of Seller. For purposes of this section the term "employee" means any individual actively employed by Seller at the later of the time a Quotation for the Services is accepted by Buyer, a Purchase Order for the Services is accepted Seller, or a separate agreement for such Services is entered into by Buyer and Seller.

19. APPROVAL DRAWINGS. Approval drawings, if provided to Buyer by Seller and either signed by a representative of Buyer with apparent authority to do so or not objected to by Buyer in writing within a reasonable time or, if required, the time required by Seller, shall constitute exclusive proof regarding Buyer's verification and acceptance of the dimensions and other information relating to the goods described therein, and Seller shall be entitled to rely on such approval drawings to provide the Goods and Services referenced therein. Buyer hereby assumes any and all responsibility for any inaccurate or incomplete information contained therein. **TO THE EXTENT THAT BUYER PROVIDES THE DESIGN AND/OR SPECIFICATIONS FOR ANY GOODS OR SERVICES TO BE PROVIDED OR PERFORMED BY SELLER, BUYER SHALL INDEMNIFY, DEFEND, AND HOLD HARMLESS SELLER AGAINST ALL CLAIMS, SUITS, AND CAUSES OF ACTION AND FROM ALL COSTS, EXPENSES, DAMAGES AND LIABILITIES (INCLUDING BUT NOT LIMITED TO ATTORNEYS' AND CONSULTANTS' FEES) FROM IMPROPER OR DEFECTIVE DESIGN AND FOR ACTUAL OR ALLEGED INFRINGEMENT OF ANY UNITED STATES OR FOREIGN PATENT, COPYRIGHT, TRADEMARK, INTELLECTUAL PROPERTY RIGHTS, OR PROPRIETARY RIGHTS OF THIRD PARTIES BY REASON OF THE USE, SALE, MANUFACTURE, OR DESIGN OF SUCH GOODS AND/OR SERVICES.**

20. COMPLIANCE WITH LAWS; EMBARGOES AND ECONOMIC SANCTIONS COMPLIANCE. Buyer shall at all times comply with all federal, state, local and provincial laws, ordinances, regulations, and orders that are applicable to the Goods and Services provided by Seller and its performance hereunder, except to the extent that failure to comply therewith could not or would not, in the aggregate, reasonably be expected to have a material adverse effect on its business or its ability to comply with its obligations under these Terms and Conditions.

Buyer represents and warrants that Buyer: (i) is and shall remain in compliance with all laws administered by the United States Office of Foreign Assets Control or any other applicable governmental entity imposing economic sanctions and trade embargoes ("Economic Sanctions Laws") against designated countries, entities and persons (collectively, "Embargoed Targets"); (ii) is not an Embargoed Target or otherwise subject to any Economic Sanctions Law; and (iii) shall comply with all Economic Sanctions Laws. Without limiting the generality of the foregoing, Buyer shall not (a) directly or indirectly export, re-export, transship or otherwise deliver any Goods and Services provided by Seller or any portion of such Goods and Services to an Embargoed Target, or (b) broker, finance or otherwise facilitate any transaction in violation of any Economic Sanctions Law.

BUYER SHALL RELEASE, INDEMNIFY, DEFEND AND HOLD HARMLESS SELLER OR ANY ENTITY AFFILIATED IN ANY WAY THEREWITH FROM ANY CLAIMS, DEMANDS,

DAMAGES, LIABILITIES, FINES, INVESTIGATIONS, PENALTIES, LOSSES, AND EXPENSES OF AND FROM ANY AND ALL MANNER OF SUITS, ACTIONS OR CAUSE(S) OF ACTION (INCLUDING BUT NOT LIMITED TO SUITS FOR CONTRIBUTION AND/OR INDEMNITY AND ALL GOVERNMENTAL ACTIONS AND/OR SUITS IN LAW, IN EQUITY, OR UNDER STATUTE, OF WHATEVER KIND OR NATURE) ON ACCOUNT OF OR IN ANY WAY ARISING OUT OF BUYER'S BREACH OF THIS SECTION 20.

21. SURVIVAL. Each section hereof intended for the benefit of Seller shall survive the delivery of the Goods and/or expiration, termination or completion of the Services.

22. ENTIRE AGREEMENT. Unless otherwise specifically agreed in writing signed by both Buyer and Seller, these Terms and Conditions together with Seller's Standard Warranty incorporated herein by reference, represent the entire agreement between Seller and Buyer with respect to Goods and Services purchased and sold pursuant to a Quotation, Purchase Order or other agreement between Buyer and Seller. **THESE TERMS AND CONDITIONS AND THE PRICES SET OUT IN A QUOTATION SPECIFICALLY RECOGNIZE THE ALLOCATION OF THE RISKS OF PERFORMANCE OF THE PARTIES AS WELL AS THE LIMITATION OF LIABILITY AND DAMAGES AND THE RECOVERY OF COLLECTION COSTS, AND THE PARTIES EXPRESSLY AGREE THAT THESE LIMITATIONS ON REMEDIES, RESPONSIBILITY FOR COLLECTION COSTS, AND OBLIGATIONS TO INDEMNIFY ARE ESSENTIAL PARTS OF THE AGREEMENT BETWEEN THEM AND ARE SPECIFICALLY BARGAINED FOR.** Any Purchase Order or other document issued by Buyer shall be deemed to (i) be solely for the record keeping convenience of Buyer, and (ii) confirm these Terms and Conditions and not add to, delete from, or otherwise change or modify these Terms and Conditions or those contained in a Quotation.

23. SEVERABILITY. The partial or complete invalidity of any one or more provisions of these Terms and Conditions shall not affect the validity or continuing force and effect of any other provision. If any portion of these Terms and Conditions shall be determined to be invalid or unenforceable, that portion shall automatically be modified to the extent necessary to make it valid. Notwithstanding the foregoing, such determination of invalidity or unenforceability shall not affect any other portion of these Terms and Conditions and such other portions shall remain in full force and effect.

24. GOVERNING LAW; JURISDICTION. Any controversy or dispute of any nature arising out of or related to these Terms and Conditions, a Quotation, a Purchase Order or any other agreement between Buyer and Seller and the provision of Goods and Services thereunder, shall be construed and governed by the laws of the State of Ohio, including Article 2 of the Uniform Commercial Code as codified in Ohio Revised Code Chapter 1302, notwithstanding conflicts of law principles. Any action arising from or related to these Terms and Conditions, a Quotation, a Purchase Order or any other agreement between Buyer and Seller and the provision of Goods and Services thereunder, shall be instituted and litigated in any state court located in Clark County, Ohio, or in any federal court with jurisdiction over Clark County, Ohio. Seller and Buyer hereby irrevocably consent to the jurisdiction of the courts of Clark County, Ohio. The rights and obligations of Seller and Buyer will not be governed by the provisions of the 1980 United Nations Convention on Contracts for the International Sale of Goods; rather these rights and obligations will be governed by the laws of the State of Ohio.

25. WAIVER. Except as may be otherwise provided herein, no waiver by either party of any breach of any term or condition of these Terms and Conditions shall be deemed a waiver of any other breach and no delay in enforcement of rights by either party will be deemed a waiver, and either party's failure to object to any provision contained in any communication from the other party shall not be deemed an acceptance thereof or a waiver of any of these Terms and Conditions.

26. NUCLEAR LIABILITY. In the event that the Goods and Services provided by Seller and/or otherwise identified in these Terms and Conditions or in a Quotation, Purchase Order or any other agreement between Buyer and Seller are provided, used, or otherwise employed in, on or around a facility generating and/or otherwise employing in any manner nuclear, radioactive or ionizing radiation whether as a fuel, product or any other substance, the terms and conditions of the Seller Nuclear Liability Addendum (Revision 12.31.2012) incorporated by reference as if fully rewritten herein and a copy of which is attached to the Quotation or is available at www.konecranesUSA.com or upon request of Buyer.

27. ENGLISH LANGUAGE. Buyer and Seller confirm that it is their wish that these Terms and Conditions and each Quotation, Purchase Order or any other agreement between Buyer and Seller as well as all other documents relating to these Terms and Conditions and each Quotation, Purchase Order or any other agreement between Buyer and Seller, including notices, be drawn up in English only.

Rev. 06.01.2021 US

CITY OF RICHLAND CENTER

AGENDA ITEM DATA SHEET

Item 11.

Agenda Item: Legal Services Agreement

Meeting Date: Personnel Committee on July 21, 2025
Finance Committee and Common Council on August 5, 2025

Requested by: Ashley Oliphant, City Administrator

Background: The City of Richland Center has utilized Abt Swayne Law, LLC for general legal services since 2023 under an agreement expiring September 5, 2025, with an option to renew annually. The current agreement stipulates attorney fees at \$150/hour and legal assistant fees at \$80/hour, with billing in 1/10th-hour increments. Abt Swayne handles costs, disbursements, and travel expenses, with the City reimbursing litigation-related costs. The proposed renewal maintains existing terms, updating the attorney hourly rate to \$175/hour to reflect current market conditions and ensure continued quality legal support. The Common Council must decide whether to approve the renewal with the updated rate.

Financial Impact: The estimated annual increase of approximately \$5,000-\$10,000 based on current usage, subject to actual hours billed.

Funding Source: Annual Budget Line Item

Requested Action: Recommend renewal of the contract with the new hourly cost of \$175.

Recommendation: Approve the renewal of the Legal Services Agreement with Abt Swayne Law, LLC, including the updated attorney hourly rate of \$175/hour, effective September 5, 2025, to maintain consistent legal representation.

Requested Action:

PERESONNEL: Motion to recommend renewal of the Legal Services Agreement to the Finance Committee.

Finance Committee: Motion to recommend to the Council the renewal of the Legal Services Agreement with Abt Swayne Law, LLC, with an updated attorney hourly rate of \$175/hour, effective September 5, 2025.

Council: Motion to approve the renewal of the Legal Services Agreement with Abt Swayne Law, LLC, with an updated attorney hourly rate of \$175/hour, effective September 5, 2025.

Attachment(s):

- Current Legal Services Agreement (2024-2025)

AGREEMENT FOR LEGAL SERVICES

The City of Richland Center, in Richland County, hereby retains Abt Swayne Law, LLC (hereinafter "Abt Swayne"), to represent the City of Richland Center (hereinafter "City"), and to provide general legal services as requested by the City.

FEES: Fees for legal services shall be at the rate of \$150 per hour for attorneys and \$80 per hour for legal assistants. Billing will be at a rate of 1/10th of an hour.

COSTS: The City will be responsible for costs related to legal actions including filing fees and service costs, witness costs, deposition expenses and other litigation-related expenses. Abt Swayne will assume all in-county travel costs; should travel outside of the county be required, travel time will be charged at half of the hourly rate of legal services. At no time will mileage be charged to the City.

DISBURSEMENTS: The City will reimburse Abt Swayne for costs such as filing fees, service of process expenses, expert witness expenses, witness fees, deposition expense and other litigation-related expense.

MONTHLY BILLS: The City understands and agrees that Abt Swayne shall bill the City on a monthly basis for legal services and well as disbursements. The City understands and agrees that the monthly bills are payable upon receiving the statement. The City will make good faith effort to remit payment within thirty days of receiving a statement; however, Abt Swayne understands and agrees that the City may from time to time take up to two months to remit payment. The City should communicate to Abt Swayne as soon as reasonably possible any mistakes in statements or questions related to statements.

TERM: The term of this Agreement shall be the date of signing through September 5, 2025. This Agreement shall continue annually thereon unless either party provides written notice of intentions to not renew.

TERMINATION: Either party may terminate this agreement at any time upon written notification. Notwithstanding, Abt Swayne would provide the City a minimum of thirty days' written notice.

ENTIRE AGREEMENT: This Agreement constitutes the entire agreement between the parties and any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding on either party except to the extent incorporated in this Agreement. This Agreement does not bind the City to the use of Abt Swayne for legal services. The parties understand and agree that the City may, during the term of this Agreement, employ other attorneys as the City sees fit.

MODIFICATION OF AGREEMENT: Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if in writing signed by each party or an authorized representative of each party.

GOVERNING LAW: This Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Wisconsin.

Abt Swayne Law, LLC is a registered limited liability company. The Wisconsin Supreme Court Rules require that attorneys practicing as a limited liability entity must register annually with the State Bar of Wisconsin and must maintain professional liability insurance with minimum levels mandated by the applicable Wisconsin Supreme Court Rules.

DATED this 3rd day of September, 2024.

CITY OF RICHLAND CENTER

By: 
City Administrator

Attest:

By: 
City Clerk

ABT SWAYNE LAW, LLC

By: _____
Nikki C. Swayne
Owner/Managing Attorney

COUNTY/CITY SWIMMING POOL AGREEMENT

NOW COMES Richland County, a municipal corporation of the State of Wisconsin, by its duly-elected Board of Supervisors, c/o County Clerk, Courthouse, Richland Center, WI 53581 (hereinafter "COUNTY") and the City of Richland Center, a municipal corporation of the State of Wisconsin, c/o City Clerk, City Auditorium, Richland Center, WI 53581 (hereinafter "CITY") and agree to the following intergovernmental, cooperative Memorandum Agreement in accordance with section 66.30, Wisconsin Statutes, as follows:

1. That the subject of this Memorandum Agreement is that natatorium/swimming and recreational facility which COUNTY is in the process of building on the campus of the University of Wisconsin Center-Richland and which facility is slated to be open sometime in 1987 (hereinafter "the facility");
2. That CITY shall pay to COUNTY each year an amount equal to 25% of the total cost of floating a bond issue, including but not limited to bond issue costs, interest costs and annual paying agent's charge, relative to the bond issue which COUNTY floated in 1986 in order to pay for the construction of the facility;
3. That CITY shall pay to COUNTY an amount equal to 50% of all costs of any nature whatsoever, except those costs described in paragraph 2 herein, incurred relative to the facility, with this payment to be effective on the day that the facility is opened to public use; payments under this paragraph shall be made by CITY to COUNTY no less often than semi-annually, with the first one-half calendar year's payment to be made not later

than August 1st of the year and the second half calendar year's payment to be made not later than February 1st of the following year;

4. There is hereby created a joint COUNTY/CITY governing board for the purpose of administering the facility in accordance with this Memorandum Agreement, with said Board to be called The Joint Swimming Pool Board, the composition and powers and duties of which are determined solely by this Memorandum Agreement (hereinafter "the Board");

5. The Board shall consist of 9 members, as follows:

One member of the County Board of Supervisors, whose initial term shall be 3 years;

One member of the County Board of Supervisors, whose initial term shall be 1 year;

One member of the City Council, whose initial term shall be 3 years;

One member of the City Council, whose initial term shall be 1 year;

One member who is either an officer or on the Board of Directors of the Richland County Campus Foundation, Limited, whose initial term shall be 3 years;

One administrative staff employee of the University of Wisconsin System, whose job is located at the U.W. Center-Richland, whose initial term shall be 2 years;

One member-at-large, who shall be a resident of Richland County, whose initial term shall be 1 year;

The Chairperson of the Richland County Board of Supervisors;

The Mayor of the City.

6. All terms of Board members after the above-described initial term shall be 3 year terms; the County Board, City Council, Richland County Campus Foundation, Ltd. shall select their respective representatives on the Board; that the U.W. Center-Richland campus representative shall be the last member of the Board to

be appointed. That representative shall be appointed by the Dean of the campus, subject to confirmation by the other 8 members of the Board. In the event of a tie vote on the motion for confirmation, the motion shall fail; the City and the County shall decide by a single coin toss as to which body shall first select the member-at-large; after the expiration of the initial term of the member-at-large, the body losing the coin toss shall select the first 3 year term for the member-at-large and, thereafter, selection of said member shall alternate between the CITY and COUNTY; members of the Board who cease to be members of the bodies which they represent on the Board shall simultaneously cease to be members of the Board; members of the Board who cease to be County Board Chairperson or Mayor shall simultaneously cease to be members of the Board; the Board shall select its own Chairperson; persons shall not serve more than 2 consecutive 3-year terms on the Board; the Mayor and the County Board Chairperson can designate persons to attend meetings of the Board if they are unable to attend and such designee shall have the same authority at Board meetings as the officer who designated them to attend would have if present at the meeting; the Board shall only conduct business if a quorum is present and, furthermore, only if a representative from the City (meaning a member of the City Council, the Mayor or the Mayor's designee) is present and a member from the County (meaning a member of the County Board of Supervisors, the Chairperson of the County Board or the Chairperson's designee) is present;

7. The Board shall have the following powers and duties and none other:

(a) Budget. The Board shall annually submit a proposed budget to the County Board and to the City Council for the operation of the facility; said budget shall be submitted under the same deadline as CITY and COUNTY departments; said budget must be approved by both the County Board and the City Council before it is effective;

(b) Spending Authority. The Board shall not make any expenditure which has not been expressly and clearly budgeted for in excess of \$1,000.00 for a one-time cost, or a cumulative cost of \$5,000.00 in one year, without express approval of such expenditure by the County Board and the City Council, except in the case of an emergency, as determined by the Board; the Board shall not make any building additions, modifications or improvements or equipment purchases in excess of \$5,000.00 without the express approval of both the County Board and the City Council;

(c) Personnel. The Board shall only hire full-time or part-time employees for positions which have been expressly created and approved by the County Board and the City Council; the expenses of consultants and contractors shall be governed by paragraph 6b herein; the actual hiring of persons to fill duly-approved positions shall be undertaken solely by the Board; all employees of the Board shall, for personnel, compensation and fringe benefit purposes, be County employees, subject to the same rules and regulations as other non-unionized County employees and subject to County job classification and salary provisions for non-unionized County employees and subject to the County's Handbook of Personnel Policies; all personnel and financial records of employess of the Board shall be maintained by COUNTY;

(d) Suits. The Board does not have the authority to sue or be sued; COUNTY shall be liable for the actions of the Board and for the operation of the facility; COUNTY shall carry appropriate insurance to cover this risk, the cost of which shall be a cost item which is subject to paragraph 3 herein; the Board shall not bring any suit without the express approval of the County Board and the City Council;

(e) Rules and Regulations. The Board shall have sole and exclusive authority concerning the maintenance and operation of the facility and the manner and method of operation of the facility, including the issuance of written rules and regulations governing the operation of the facility, except as noted herein; all policies concerning public use of the facility shall be issued in writing by the Board and shall be prominently posted in a public place in the facility and a current copy of all such rules and regulations shall at all times be filed with the County Clerk and the City Clerk; these rules and regulations governing the operation of the facility may at any time be amended, rescinded, modified or repealed by joint action of both the County Board and the City Council;

(f) Director. The Board shall, in the manner set forth in this Memorandum Agreement, hire a full-time or part-time Director of the facility, which person shall have the responsibility for the day-to-day operations of the facility and for the scheduling of events at the facility and the exclusive use of the facility, in accordance with the rules and regulations of the Board; the Director shall serve at the pleasure of the Board and all actions of said Director shall be subject to approval, rescission,

or amendment by the Board and by the County Board and the City Council, as set forth herein;

8. That the Board shall receive all the income earned by the facility and may receive gifts relating to the facility and all such receipts shall be used to offset the costs described in paragraph 3 herein, unless the donor of a gift specifies otherwise;

9. That this Memorandum Agreement constitutes the sole agreement between COUNTY and CITY and the Board created herein shall have no powers except those which are expressly conferred or which can be clearly inferred from this Memorandum Agreement.

BY COUNTY:

Merlyn Merry 4-2-87
Merlyn Merry, County Board Chair- date signed
man; signature authorized by County
Board Resolution #87-19. adopt-
ed on March 17, 1987.

BY CITY:

Raymond Lawton 4-3-87
Raymond Lawton, City Clerk; signa- date signed
ture authorized by City Council
Resolution # MOTION, adopted
on MAR. 3, 1987.

Approved:

Darlo Wentz 4-3-87
Hon. Darlo Wentz, Mayor date signed
City of Richland Center

CITY OF RICHLAND CENTER

AGENDA ITEM DATA SHEET

Item 12.

Agenda Item: Revised Agreement for Symons Recreation Complex

Meeting Date: Natatorium Board on 7/14/2025, Finance and Common Council on 8/5/2025

Requested by: County Administrator

Background: The Natatorium Board has recommended a revised agreement between the City and County for the operation of the Symons Recreation Complex. Attorney Windle drafted the attached agreement for consideration. Feedback or requests for modifications of the revised agreement will be submitted to the Natatorium Board and County for consideration.

Requested Action: Review revised agreement and provide suggested changes.

Attachment(s):

- Proposed Independent Contractor Policy Draft
- 1987 Agreement

**INTERGOVERNMENTAL AGREEMENT FOR THE
OPERATION OF THE SYMONS RECREATION COMPLEX**

NOW COMES Richland County, a municipal corporation of the State of Wisconsin, by its duly-elected Board of Supervisors (herein after "COUNTY") and the City of Richland Center, a municipal corporation of the State of Wisconsin (hereinafter "CITY") and agree to the following intergovernmental, cooperative Memorandum Agreement in accordance with section 66.30, Wisconsin Statutes, as follows:

- 1.) That the subject of this Memorandum Agreement is that natatorium/swimming and recreational facility, and the associated real property, known as the Symons Recreation Complex ("Symons");
- 2.) That CITY shall pay COUNTY an amount equal to 50% of all costs incurred, of any nature whatsoever, due to the operation of Symons. Payments under this paragraph shall be made by CITY to COUNTY no less than semi-annually, with the first one-half calendar year's payment to be made not later than August 1st of the year and the second half calendar year's payment to be made not later than February 1st of the following year.
- 3.) There is hereby created a joint COUNTY / CITY governing board for the purpose of overseeing the facility in accordance with this Memorandum Agreement, known as the Symons Recreation Complex Board, the composition, powers and duties of which are determined solely by this Memorandum Agreement (hereinafter "the Board") ;
- 4.) The Board shall consist of 9 members, as follows:
 - 4.1 The Chairperson of the Richland County Board of Supervisors, or designee;
 - 4.2 The Mayor of the City of Richland Center, or designee;
 - 4.3 Two County Board Supervisors, appointed by the Richland County Board;
 - 4.4 Two Alderpersons of the City Council, appointed by the City Council;
 - 4.5 One member of the Board of the Symons Foundation, appointed by the Foundation Board;
 - 4.6 Two members-at-large, each of whom shall be a resident of Richland County and a member of Symons; one shall be appointed by the CITY and one shall be appointed by the COUNTY, each according to that body's usual practices;
 - 4.7 All terms of Board members shall be for three (3) years. Board members appointed by an elected body shall only be eligible to serve on the Board so long as they remain members of their respective appointing bodies;

- 4.8 The Board shall only conduct business if a quorum is present and, furthermore, only if a representative from the CITY (meaning a member of the City Council, the Mayor, or the Mayor's designee) is present and a member from the COUNTY (meaning a member of the County Board or the Chairperson of the County Board, or the Chairperson's designee) is present;
- 5.) The Board shall have the following powers, duties and obligations, and none other:
- 5.1 Scope of Authority. The Board shall have advisory responsibility concerning the maintenance and operation of the facility and the manner and method of operation of the facility, and may issue written rules and regulations governing the operation and use of the facility, except as noted herein; all policies concerning public use of the facility shall be issued in writing by the Board and shall be prominently posted in a public place in the facility and a current copy of all such rules and regulations shall at all times be filed with the County Clerk and the City Clerk; these rules and regulations governing the operation of the facility may at any time be amended, rescinded, modified or repealed by joint action of both the County Board and the City Council;
- 5.2 Budget. The Board shall annually submit a proposed budget to the County Board and to the City Council for the operation of the facility; said budget shall be submitted under the same deadline as CITY and COUNTY departments; said budget must be approved by both the County Board and the City Council before it is effective. Failure by the CITY or COUNTY to act on a proposed budget shall be considered an approval. The Board shall work with the City and/or County Administrator (or equivalent office) in the development of said budget;
- 5.3 Spending Authority. Symons shall not make any expenditure which has not been expressly and clearly budgeted for in excess of \$1,000.00 for a one-time cost, or a cumulative cost of \$5,000.00 in one year, without express prior approval of such expenditure by the County Board and the City Council, except in the case of an emergency, as determined by the Board;
- 5.4 Personnel. The Board shall have advisory responsibility for Symons personnel and review authority of personnel actions as is necessary for proper oversight. All Symons employees shall, for personnel, compensation and fringe benefit purposes be County employees, subject to the same rules and regulations as other non-unionized County employees and subject to County job classification and salary provisions for non-unionized County employees and subject to the County's Handbook of Personnel policies; all personnel and financial records of employees of the Board shall be maintained by COUNTY;
- 5.5 Suits. The Board does not have the authority to sue or be sued; COUNTY shall be liable for all such actions of the Board and the facility; COUNTY shall carry appropriate insurance to cover this risk, the cost of which shall be a cost item which is subject to Paragraph 3 herein;

5.6 Director. The Symons Director shall be considered a Department Head of the COUNTY, subject to hiring and/or appointment as dictated by the COUNTY. COUNTY shall solicit the input and advice of the Board in making such an appointment. The Director shall have the responsibility for the day-to-day operations and the use of the facility, in accordance with the policy, rules, and regulations of the Board;

6.) That the Board shall receive all the income earned by the facility and may receive gifts relating to the facility and all such receipts shall be used to offset the costs described in Paragraph 3 herein; unless the donor of a gift specifies otherwise. The Board may accept donations unless doing so would create an additional expense or obligation which would be borne by the CITY and/or COUNTY. Such donations shall require approval by both the CITY and COUNTY pursuant to their respective policies on donations;

7.) That this Memorandum Agreement constitutes the sole agreement between COUNTY and CITY and the Board created herein shall have no powers except those which can be clearly inferred from this Memorandum Agreement.

[SIGNATURE PAGE TO FOLLOW]

Agenda Item: Tourism Streaming Advertising with Gray Media

Committee Review: Tourism Commission-07/07/25

Meeting Date: Finance – 08/05/25 and Council – 08/05/25

Requested by: Tourism Coordinator- Marty Richards

Presented by: Marty Richards/Karin Tepley

Background: During the 2025 budget preparation process, streaming advertising with Gray Media for the Chicagoland and Milwaukee areas was approved through August of 2025. Streaming advertising has continued to be a huge driver of visitors to our website and our area. Since we have utilized streaming advertising beginning in early 2022, visitors to the Greater Richland Tourism website have increased from 20,223 in the full year of 2021, to 80,981 in 2024. It is also one of the major reasons we have seen Direct Visitor spending increase significantly in the Greater Richland Area every year over the past 4 years.

The Tourism Commission has taken a conservative approach when increasing expenditures such as this as we are still getting a read on how much financial resource we have available, as some of the townships have just begun to collect and remit room tax, thus why the original decision was to only approve this expenditure for the first 8 months of the year.

Now that we have reached the halfway point of the year, we are getting a better understanding of our revenue from the new municipalities. Additionally, we know we started the year with an unallocated amount of funds of \$53,722.00. Therefore, understanding the value of streaming advertising to our efforts, and the availability of the funds to continue this effort through the month of September, the Richland Center Tourism Commission has recommended the expenditure of an additional \$5,000 to continue streaming advertising with Gray Media that will run this effort through the full month of September. These funds come from the Greater Richland Tourism account that is made up of room tax revenue from the City of Richland Center, and Richland, Ithaca, Eagle, Forest, and Henrietta Townships.

Department Recommendation: Tourism Coordinator, Marty Richards, strongly recommends this expenditure.

Committee Recommendation: On 07/07/2025 the Tourism Commission has recommended the following:

“Toni McCarvel made the motion to recommend to the Richland Center Finance Committee, to allocate another \$5,000 to continue streaming advertising with Gray Media through the end of September. Karen Tepley seconded that motion, and a roll-call vote was held. McCarvel-yes, Walsh-yes, Fruit-yes, Tepley-yes. Motion passed unanimously.”

Financial Impact: \$5,000

Funding Source: Unallocated room tax revenue

Requested Action:

FINANCE: Motion to recommend to the Council to approve an additional \$5,000 expenditure above the approved 2025 Tourism Annual Budget amount to continue streaming advertising with Gray Media.

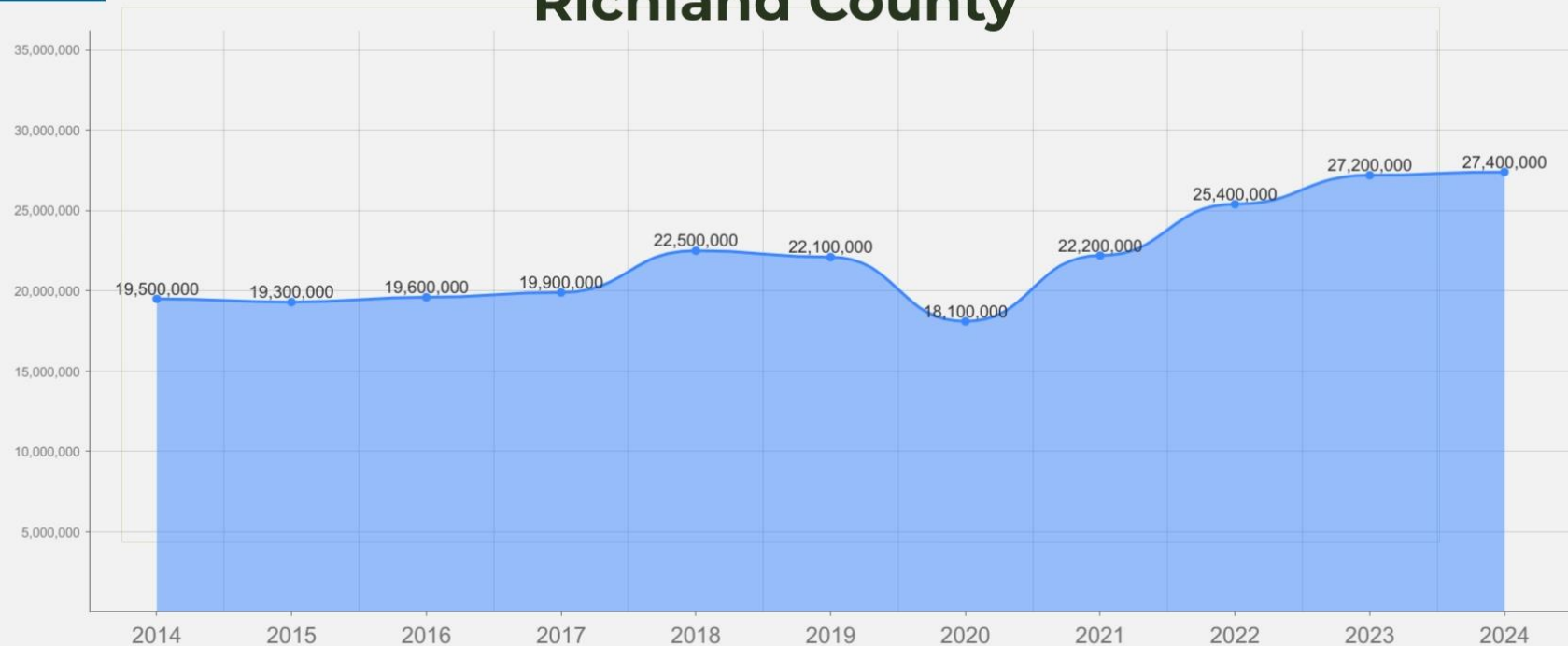
COUNCIL: Motion to approve an additional \$5,000 expenditure above the approved 2025 Tourism Annual Budget amount to continue streaming advertising with Gray Media.

Attachment(s):

- Greater Richland Tourism Website Traffic since 2018
- Direct Visitor Spending Chart by Wisconsin Department of Tourism from 2014 to current.



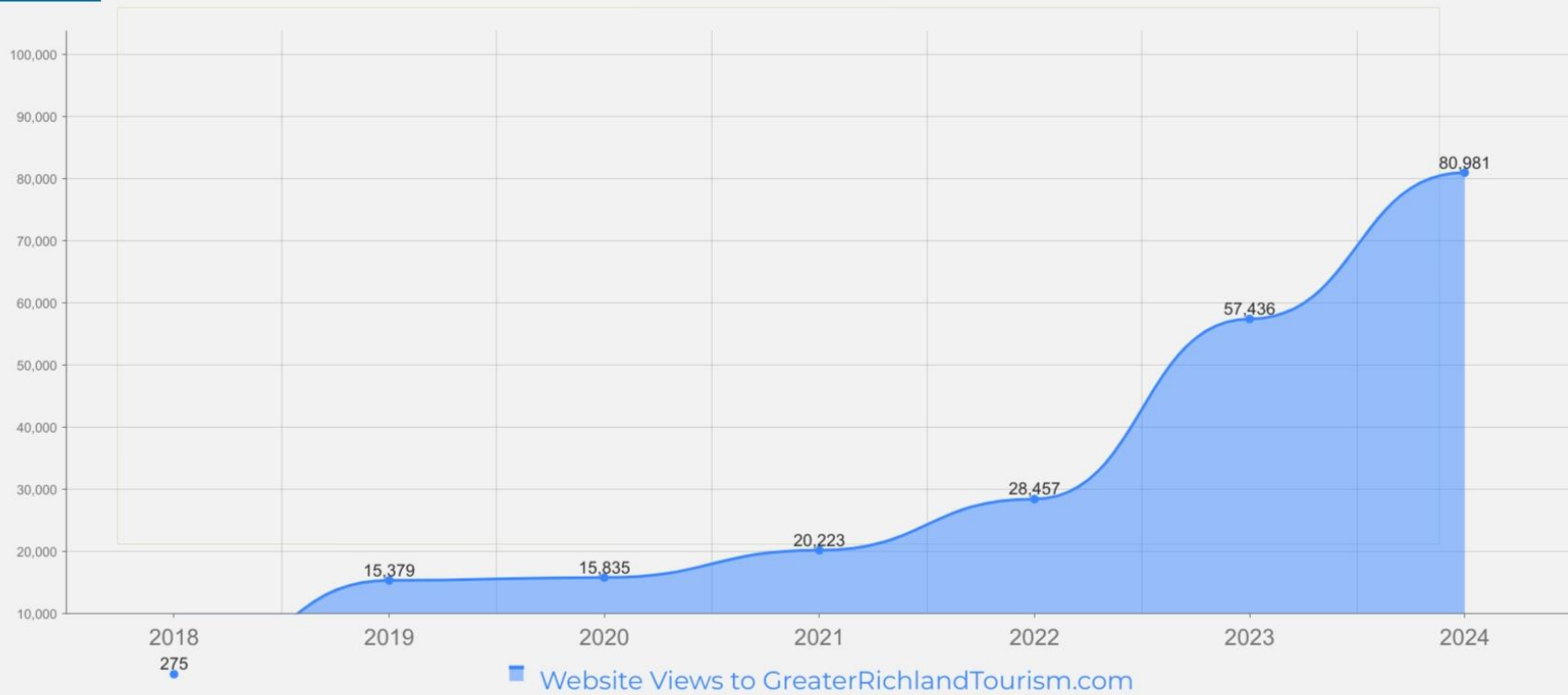
2014 to 2024 Direct Visitor Spending in Richland County



■ This data is compiled by Wisconsin Tourism and is a measurement of sales tax received in the years indicated.



Greater Richland Tourism Website Views



CITY OF RICHLAND CENTER - AGENDA ITEM DATA SHEET

Item 14.

Agenda Item: Premise Description Amendment for The Phoenix Center LLC dba Center Lanes "Class B" Beer and Liquor License

Committee Review: Safety Committee reviewed all annual alcohol license applications on June 3, 2025

Meeting Date: Recommended by Safety Committee and approved by Common Council on June 3, 2025

Requested by: Greg Schoepp, owner of The Phoenix Center

Presented by: Clerk Keller

Background: Center Lanes LLC, doing business as The Phoenix Center, was issued a Combination "Class B" Beer and Liquor License for the licensing period of July 1, 2025, through June 30, 2026. The original premise description read: *"Steel building with 12 bowling lanes, bar, dining room, banquet hall, and patio."*

On July 16, 2025, Greg Schoepp, owner of The Phoenix Center, submitted a written request to the City Clerk seeking to amend the premise description to include the adjacent parking lot for the purpose of permitting alcohol sales during outdoor summer concert events.

Department Recommendation: Approve the amendment to the premise description for Center Lanes LLC's "Class B" Beer and Liquor License at 100 S Orange Street to read:

"Steel building with 12 bowling lanes, bar, dining room, banquet hall, commercial kitchen, outdoor patio, and adjacent parking lot within parcel #276-2100-3010."

Financial Impact: All fees have been paid for the annual license

Requested Action:

COUNCIL: Motion to approve the amended Premise Description for Center Lanes LLC dba The Phoenix Center for their "Class B" Beer and Liquor License, as presented.

Attachment(s):

- Written request by business owner, Greg Schoepp



Liquor license amendment

From Greg Schoepp <gregsautoworld@gmail.com>

Date Wed 7/16/2025 3:03 PM

To Clerk <clerk@richlandcenterwi.gov>; Jeanie Parker <jeanie.parker@richlandcenterwi.gov>

Hi, this is Greg Schoepp from the Phoenix Center, I spoke with Jeanie the other day on the phone in regards to wanting to have a parking lot dance at our location. She mentioned that as of now our license only covers the inside of the building and the patio area outside. Jeanie said there would be an option for us to amend our current license and change it to include our entire parking lot area for future purposes.

I would like to go ahead and amend our current license to now include the building and our parking lot if possible. Thank you.

--

Greg Schoepp

The Phoenix Center Bowling and Banquet Facility

(608)649-7469 cell (608)963-3837

INDEPENDENT CONTRACTORS

SECTION 1. PURPOSE

This policy establishes guidelines for the engagement, management, and oversight of independent contractors by the City of Richland Center to ensure compliance with legal, financial, and operational standards while maintaining the integrity of city services.

SECTION 2. SCOPE

This policy applies to all city departments, employees, and contractors involved in the selection, supervision, and termination of independent contractors performing work on behalf of the City of Richland Center.

SECTION 3. DEFINITIONS

1. **Definition of Independent Contractors:** An independent contractor is an individual or entity contracted directly by the City to perform specific tasks or services under a city project or service agreement, operating independently and not as an employee.

SECTION 4. SELECTION PROCESS

1. Independent contractors must be selected through a bidding process or sole-source justification, adhering to the City's procurement policies.
2. All independent contractors must provide proof of insurance, including general liability and workers' compensation, and meet any applicable licensing or certification requirements. The following minimum coverage limits are required unless otherwise specified by the City Administrator based on the nature and scope of the project:
 - General Liability Insurance: \$1,000,000 per occurrence and \$2,000,000 aggregate, covering bodily injury, property damage, and personal injury.
 - Workers' Compensation Insurance: Statutory limits as required by State law, with Employer's coverage of at least \$500,000 per accident for bodily injury or disease.
 - Additional Requirements: Certificates of insurance must name the City of Richland Center as an additional insured and include a waiver of subrogation in the favor of the City, as specified in Section 5.4. The City Administrator may require higher limits or additional coverage (e.g., professional liability or automobile liability) for high-risk or specialized projects.
3. Background checks may be required for independent contractors involved in sensitive or public-facing roles, at the discretion of the department head.

SECTION 5. CONTRACTUAL AGREEMENTS

1. Independent contractor agreements must be in writing, reviewed by the City Attorney, and approved by the Common Council if unbudgeted or at a cost of \$3,000 or more; agreements that are budgeted and less than \$3,000 may be approved by the City Administrator after City Attorney

review. Agreements shall specify scope of work, payment terms, performance standards, and termination clauses.

2. Independent contractors are required to comply with all applicable federal, state, and local laws, including non-discrimination and tax regulations (e.g., IRS Form 1099 reporting).
3. Mutual indemnification clauses must be included in contractual agreements.
4. All independent contractor agreements shall include a waiver of subrogation clause, whereby the Contractor agrees that their insurance company shall have no right to seek recovery from the City, its agents, employees, or insurers for any loss or damage arising from the performance of this agreement, to the extent such loss or damage is covered by the Contractor's insurance policies. The Contractor shall ensure that their insurance policies include a waiver of subrogation consistent with this provision.

SECTION 6. SUPERVISION AND OVERSIGHT

1. City department heads are responsible for supervising independent contractor performance, with contractors maintaining control over their methods and means of work.
2. Any issues regarding performance, safety, or compliance must be reported to the City Administrator within 48 hours.

SECTION 7. PAYMENT AND FINANCIAL MANAGEMENT

1. Payments to independent contractors shall be processed only after verification of completed work and approval by the department head responsible.
2. All payments must be recorded in the appropriate account and reported for tax purposes.

SECTION 8. TERMINATION OF AGREEMENTS

The City shall reserve the right to terminate independent contractor agreements.

1. **Termination for Convenience:** The City may terminate agreements without cause by providing written notice to the other party.
2. **Termination for Cause:** Agreements may be terminated immediately by either party upon written notice if the other party breaches a material term, becomes insolvent, or engages in unlawful, unethical, or damaging conduct.
3. **Completion of Services:** Agreements will automatically terminate upon the satisfactory completion of the services as defined in the Scope of Work, unless otherwise extended by mutual written agreement.

SECTION 9. DISPUTE RESOLUTION

Disputes with independent contractors shall be resolved through mediation before legal action, with costs shared equally by both parties, unless otherwise agreed upon during mediation.

SECTION 10. CONFIDENTIALITY AND DATA SECURITY

1. Independent contractors must adhere to the City's confidentiality policies and protect sensitive data, including personal information of residents.
2. Any breach of data security must be reported immediately to the City Administrator.

SECTION 11. COMPLIANCE

Non-compliance with this policy may result in suspension or termination of the independent contractor agreement.

SECTION 12. RESPONSIBILITIES

- **City Administrator:** Oversees policy implementation and resolves escalated issues.
- **Department Heads:** Ensure compliance within their departments and report issues to the City Administrator.
- **Employees:** Report concerns about independent contractor performance to their supervisors promptly.

SECTION 13. REVIEW AND AMENDMENT

This policy shall be reviewed and amended by the Personnel Committee as needed.

SECTION 14. EFFECTIVE DATE

This policy takes effect on 8/05/2025. Any engagements with independent contractors initiated prior to this date shall be governed by existing policies until completion or renewal, unless otherwise specified by the City Administrator.

ADOPTED by the Common Council of the City of Richland Center on this 5th day of August by the following votes: AYES _____, NOS _____.

Todd Coppernoll, Mayor

Attest:

Amanda Keller, Clerk

CITY OF RICHLAND CENTER

AGENDA ITEM DATA SHEET

Item 15.

Agenda Item: Independent Contractor Policy

Meeting Date: Personnel Committee on 7/21/2025 and Common Council on 8/5/2025

Requested by: Ashley Oliphant, City Administrator

Background: The proposed policy standardizes the engagement, management, and oversight of independent contractors. This policy defines independent contractors, establishes a selection process (including bidding, insurance, and licensing), and sets clear approval thresholds for agreements (Common Council for unbudgeted or \$3,000+, City Administrator for smaller budgeted ones after City Attorney review). It also details guidelines for supervision, payment, termination, dispute resolution, confidentiality, and compliance. Adopting this policy will enhance transparency, ensure legal and financial accountability, and mitigate risks exposure.

Personnel Committee Recommendation: Motion by Walters to recommend the Independent Contractor Policy to the Council for approval. This recommendation is contingent on the inclusion of specific insurance limits and a waiver of subrogation, and subject to attorney review.

Requested Action: Motion to adopt the Independent Contractor Policy as presented.

Attachment(s):

- Proposed Independent Contractor Policy Draft

STAFF REPORT

Request Conditional Use

APPLICANT:	Todd and Kim Coppernoll	BUSINESS NAME:	N/A
SITE ADDRESS:	481 E. 8 th St.	ZONING DISTRICT:	R-1
TAX PARCEL:	276-1635-3200	REQUEST:	Conditional Use Permit
DESCRIPTION:	Placing an accessory structure larger than 120 Sq Ft		
MEETINGS:	Plan Commission Meeting 07/23/25		
	Common Council Meeting on 08/05/25		

Ordinance Language:

402.04 CONDITIONAL USES IN AN "R-1" DISTRICT.

(11) Accessory building other than a private garage which exceeds 120 square feet of floor area.

CRITERIA FOR CONSIDERATION	Yes	No
Is the project consistent with the Comprehensive Plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Can the request demonstrate adequate public facilities, including roads & drainage, & utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will the request minimize adverse effects on the natural environment?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The request will not create undue traffic congestion.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The request will not affect public health, safety, and welfare.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The request conforms to all applicable provisions of the code.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

CONDITIONS FOR APPROVAL

The completed project must be consistent with the plans and specifications submitted at time of application and at the public hearing of the Plan Commission.

The applicant shall allow the Building Inspector and City Zoning Staff to have access to the project site for inspection purposes to verify compliance with City Code, Ordinances and State Code.

The conditional use permit, if approved, shall not expire.

Staff Recommendation: Approval

It is recommended that the conditional use permit be approved with conditions as presented and forwarded to the Common Council for final approval.

STAFF REPORT

Request Conditional Use

