



## OFFICIAL PUBLIC NOTICE

### **MEETING OF THE PARK BOARD** MONDAY, FEBRUARY 12, 2024 AT 5:00 PM

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COMMUNITY CENTER MEETING ROOM, 1050 N. ORANGE ST., RICHLAND CENTER, WI 53581

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#### **AGENDA**

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

**APPROVAL OF MINUTES:** *Motion to waive the reading of the minutes of the last meeting(s) in lieu of printed copies and approve the same.*

1. Minutes from January 8th, 2024.

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

2. Update on the Rotary Lights in the Park 2023.
3. Discussion and possible approval on the following Sanctioned Recreation Group:  
A. Richland Area Rotary Youth Soccer, Inc.
4. Discussion and possible approval of Permit Renewal for OMHS Animal House Food Stand.

**APPROVAL OF BILLS:** *Approval of payment of the monthly bills.*

5. Bills from January 2024.

#### **SENIOR COORDINATOR'S REPORT**

#### **DIRECTOR'S REPORT**

#### **PARK BOARD PRESIDENT REPORT**

**REPORTS, REQUESTS, CONCERNS** *No action will be taken on any matter originating under this item.*

**SET NEXT MEETING DATE** *Second Monday of the Month. March 11th, 2024 at 5:00pm.*

#### **ADJOURNMENT**

Posted this 8th day of February, 2024 by 4:30 PM.

Copy to the official newspaper the Richland Observer.

Aaron Joyce, City Clerk/Treasurer

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

## MINUTES

Meeting was called to order at 5:00 PM. by Board President Elliott.

**Roll Call:** Present: Park Board members, Pat Elliott, Kathryn Lewandowski, Larry Hallett, Allicia Woodhouse, Brad Wegner, Gary Manning, County Board, Parks & Rec Dir. Jodi Mieden.

Absent- Mark Chambers, City Council

**1. Motion to waive the reading of the minutes of the last meeting(s) in lieu of printed copies and approve the same.**

Motion by Manning to approve the minutes. Second by Wegner. Motion carried unanimously.

**2. Discussion and possible approval on the following Sanctioned Recreation Group:**

**A. Richland Center Youth Baseball and Softball**

All members agree that there have been no issues with the group in the past and they represent a large population of kids every summer. They work well with RARYS/MAYSA Spring soccer to share fields. Motion by Lewandowski to approve the sanctioned group. Second by Hallett. Motion carried unanimously.

**3. Discussion and possible approval of a fee discount/waiver for Ocooch Mountain Humane Society's events: Spring Plant Sale, Rummage Romp, and Paws Fur the Holidays.**

The board asked what the group has paid in the past. Mieden reported that they were given the original Non-Profit discount and had provided a summer program pre-covid times. The board denied the full waiver request but decided on giving a 25% off Non-profit discount in lieu of adding in the summer programming as in the past. Mieden will notify the group of the discount and work with them to schedule a camp for the upcoming summer brochure. Motion by Hallett to approve the discounted fees in lieu of summer programming. Second by Woodhouse. Motion carried unanimously.

**4. Discussion and possible approval of a fee discount/waiver for G.R.A.C.E. events: Walk Around the World with G.R.A.C.E. kickoff potluck and the RACE for G.R.A.C.E. ¼ mile, 1 mile, 5k, 10k.**

Allen Kaszubski was on hand to talk about the events in question. It was noted that the Walk with G.R.A.C.E. has always had a standing no fee agreement due to the extent of community interest that goes along with it. Allen explained that the G.R.A.C.E. Board was working hard to educate and get the community excited about fitness by tracking it virtually throughout our National Parks. They are really trying to strengthen community health, involvement, and prevention. The group wishes to provide participants with a free healthy meal and a virtual slideshow of progress, while highlighting cancer prevention and empowering them to track their fitness in a fun and engaging way.

The Recreation Department will co-sponsor the event and the waived fee will be our in-kind sponsorship contribution. Allen discussed the RACE for G.R.A.C.E. details. He would like to reserve the Dr. Meyer shelter for packet pick-up on May 17<sup>th</sup> (½ day), and the race on May 18<sup>th</sup> (full day). There are many sponsorship opportunities and Mieden is on the planning committee. The Board decided to co-sponsor the event with work done in-kind, and the cost of the shelter was paid for by Brad Wegner of Brad, Kevin & Jewell's Carpet & Upholstery Cleaning as a sponsorship for his business.

Motion by waive the fee for the kickoff dinner in lieu of in-kind work done by the Recreation Department. Second by Wegner. Motion carried unanimously.

**5. Consider approval of contract with Chrome Fireworks & Displays, LLC for City Fireworks for June 29, 2024.**

The Board discussed the community event being very well attended in the past and has always been a quality fireworks show for the City. Mieden said that discussion with Chrome concluded with the fact that prices continue to go up and our show just gets shorter so raising our budget by \$2000.00 would ensure a great show again in 2024. Motion by Wegner to approve the contract as presented. Second by Manning. Motion carried unanimously.

**Approval of payment of monthly bills:**

Motion by Lewandowski to approve payment of the monthly bills. Second by Hallett. Motion carried unanimously.

**Staff Reports:**

- A. Senior Coordinator:** Heffner submitted written report stating the Senior Center received \$770.00 in donations from the Jeanette Brewer family in memory of Jeanette's love and dedication to the Woodman Senior Center. Total collected for coffee this year was \$490.00, as well as \$104.00 for two scholarship euchre tournaments held. Urban Scenic travel commissions were \$216.00 and Diamond Jo trips netted \$600.00. There will be a special bingo event sponsored by the Senior Solutions group from the Richland Hospital as well.
- B. Parks and Recreation Director:** Mieden reported that the pre-season holiday pool pass sale had been good this year with 38 total passes sold already, 33 family and 5 individual. This surpassed last year by 9 passes. The staff Christmas party was a success and plans for an employee family pool party, June 9<sup>th</sup> are in the works as well as the 2024 Christmas party. We were able to use the savings from recovering the entry furniture to purchase a new projector in the gym. The maintenance department will be using the extra fabric from the job to recover the Meyer shelter chairs and repaint, as they are in dire need of a facelift. Quotes were received to add a lock to the splash pad frog feature to keep the spray facing into the concrete area to hopefully alleviate the constant mud hole on the side. Mieden also talked about getting quotes for the pool sound system and possible alternative solutions for 2024. The maintenance department is in the process of painting the Community Center between snowfalls and have finished the meeting room and entry coat closet and have started to lower half of the main corridor. They will paint the kitchen, Senior room, and kitchenette, as well as the main offices. The top of the main corridor will remain as is until they rent a lift.

Mieden reported that the Kiwanis Club inquired about future needs/projects, and it was requested to get some quotes for shading options near the splash pad. Wegner requested extra picnic tables for the green spaces inside the pool for more seating. The hot water heater needed to be replaced this week and the maintenance department took care of it right away.

**Park Board President's report.** Elliott had nothing to report.

**Reports, requests, etc.** Hallett requested the walking trail through North Park is heavily traveled and may need updating with screenings/gravel. Woodhouse mentioned that a happy community member thanked her for the new picnic table that was placed at the top of Miner Hill Trails lookout. The table had been looking pretty neglected.

**Adjournment.**

Motion by Hallett to adjourn the meeting.

Second by Manning.

Motion carried unanimously.

Respectfully submitted by Jodi Mieden.



Application for Sanctioned Recreation Group

To be officially sanctioned by the City of Richland Center & authorized use of City grounds or facilities, or to be included in the City's Facility Use Agreement with the Richland School District, the following criteria must be met:

The organization must provide their own coaches.

Prior to the program starting, the organization must complete criminal background checks on their administration and coaches of minors. A copy of the background check shall be provided to the City. If requested, the City may agree to do a background check for an organization. A fee will be assessed for this service.

Organizations may conduct their own advertising and/or request the City do so on their behalf. A fee will be assessed to the organization if the City provides advertising services in the recreation guide.

The organization must collect all fees for their recreation programs.

All fees must be paid prior to service or use commencing.

The organization must pay the City of Richland Center for use of City grounds and facilities according to the Fee Schedule set by the City.

Approvals for Sanctioned Recreation Groups are valid from the date of approval to December 31<sup>st</sup> at midnight of the approval year. Organizations must seek renewal of approval on an annual basis.

*By signing this application, the applicant/organization agrees to comply with the policies and procedures governing Sanctioned Recreation Groups. The applicant/organization understands that to falsify information or failure to comply with the policies and procedures governing sanctioned recreation groups is grounds for terminating approval.*

**Applicant Signature:** \_\_\_\_\_

**Date:** 01/08/2024

*The Park Board reserves the right to decline to accept/approve any application for Sanctioned Recreation Group, and/or deny any proposed use and/or event of a Sanctioned Recreation Group, if the Park Board determines that a proposed group or use would not be in the best interest of the City of Richland Center.*

ORGANIZATION NAME: **Richland Area Rotary Youth Soccer, Inc.**

CONTACT NAME: **Sarah Anderson**

EMAIL: **RARYSoccer@gmail.com**

PHONE: **608-475-4434**

ADDRESS: **933 N Central Ave  
Richland Center, WI 53581**

ESTIMATED # OF PARTICIPANTS: **250**

FACILITIES TO BE USED: **North Park Soccer Fields**

Action by Park Board: ☒ Approved ☐ Denied



7 February 2024

Parks and Grounds Board  
City of Richland Center  
450 Main Street  
Richland Center WI 53581

Dear President Elliott,

On behalf of the Ocooch Mountain Humane Society, Inc., and the Animal House food stand team, I ask that the Parks and Grounds Board renew the permit for the OMHS food stand for the 2024 warm weather season. The setting up in the parking area at the Community Center has been excellent for the crew working at the stand and convenient for the customers. We have been granted the permit beginning in 2016 and have completed 8 seasons and we thank the Board for giving OMHS this excellent opportunity.

Therefore, I ask that the Board to consider granting the OMHS Animal House a renewal of the permit at the price of \$50.00, for the food trailer to be set up in the parking area once per month beginning in May 2024 through October 2024. A schedule of the monthly dates is not yet created; we will send the list of scheduled dates to the Board and the Community Center staff, following the meeting of our volunteers.

Be assured that the money we raise is used 100% for the comfort, medicines, veterinary exams, and needs of the pets in our care. Our proceeds from sandwich sales has been immensely helpful as we work day after day and week after week to find home for the animals under the care of OMHS.

We assure you that we plan to continue to be good stewards of the space permitted for our use. The food stand crew is very appreciative of the use of electrical power close to the set up site and the help and cooperation from Community Center and City personnel has been exceptional.

Permit payment will be forthcoming within a few days of notification of approval of the renewal.

Thank you.

Sincerely,

Marilyn Loft Houck, co-chair, Animal House  
cc. Jodi Mieden

## **Animal House schedule, 2019**

~~April 17, 18, 19~~

May 15, 16, 17

June 12, 13, 14

July 17, 18, 19

August 14, 15, 16

September 18, 19, 20

October 16, 17, 18

Submitted by Marilyn Loft Houck, co-chair  
OMHS Animal House  
647-4653

# 2024 ACCOUNT PAYABLE LISTING

Item 5.

**PARK BOARD**

**Meeting Date: 02/12/24**

VENDOR NAME (Alphabetical)	ACCT #	DESCRIPTION	AMOUNT
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Monthly Bills:

1/19/2024

Chrome Fireworks	10-55200-220	2024 show deposit	\$ 7,500.00
Richland Center Shopping News	10-55200-520	Receipt books CC main office	\$ 138.47
Walmart	10-55250-520	WSRC bingo supplies	\$ 121.01

1/26/2024

WPRA	10-55200-410	Annual Recreation/Aquatics Conference 3 days	\$ 325.00
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2/2/2024

Jodi Mieden- reimbursement	10-55200-410	Annual Rec/Aq Conference 2 nights hotel	\$ 110.86
Kylea Kaye	10-46500-000	CC rental refund due to death in the family	\$ 260.00
Wil-Kil Pest Control	10-55200-560	CC contracted work- CC only	\$ 76.55

2/9/2024

Commercial Recreation Specialist	10-55410-470	Stopper kit for frog feature to stop from turning	\$ 297.25
ASCAP	55200-395	Basic music license fee for Pool/CC/Events	\$ 434.00

<b>TOTAL BILLS TO BE PAID FROM THIS MEETING</b>	<b>\$ 9,263.14</b>
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Bills Paid Between Meetings:

<b>TOTAL BILLS PAID ALREADY</b>	<b>\$ -</b>
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By signing below, I certify I have reviewed the bills listed above and approve them for payment:

Jodi Mieden

Park/Rec Director

Pat Elliott

Park Board President



## INVOICE

Date: January 16, 2024  
Invoice # 2704

Chrome Fireworks  
PO Box 44186  
Madison, WI 53744

SOLD TO: City of Richland Center

Phone: (608) 732-4545  
chrome fireworks@gmail.com  
www.chrome fireworks.com

## PAYMENT METHOD

TERMS: DUE UPON RECEIPT

Make checks payable to Chrome  
Fireworks

QUANTITY	ITEM #	DESCRIPTION	PRICE	LINE TOTAL
		6/29/24 firework show- deposit		7,500

*Jodi Muehlen 1/19/24  
Fireworks deposit  
10-55200-220*

Subtotal	
Sales Tax	0.00
Total	7,500



THANK YOU FOR  
YOUR BUSINESS!

*Submitted to City Hall  
1/19/24*

# Shopping News

RICHLAND CENTER  
PO Box 446  
Dubuque, Iowa 52004-446  
billing@wcinet.com

Advertising Invoice

Billing Period 12/2023		Advertiser/Client Name RICHLAND CENTER PARKS & REC	
Total Amount Due 138.47		Terms of Payment Net 25	
Current Net Amount Due 138.47	30 Days .00	60 Days .00	Over 90 Days .00
Page Number 1	Billing Date 12/31/23	Billed Account Number MELISSA BOMKAMP 608-647-2911	Advertiser/Client Number 22251

Item 5.

Billed Account Name and Address RICHLAND CENTER PARKS & RECREATION ACCOUNTS PAYABLE 450 S. MAIN ST. RICHLAND CENTER WI 53581-2225	Amount Paid:  Comments:
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Please Remit to Woodward Community Media  
PO Box 446 Dubuque, Iowa 52004-446

Please Return Upper Portion With Payment

10 Date	11 Reference	12 Description-Other Comments/Charges	15 SAU Size Billed Units	17 Times Run Rate	19 Gross Amount	20 Net Amount
12/26/23	374103 WPO	GENERAL RECEIPT BOOKS RCPO P# 60833	2	1 0.00	138.47	138.47

*John Wieden 1/19/24  
JCC Supplies  
10-55200-520*

Invoice

## Statement of Account - Aging of Past Due Amounts

Due date: 01/25/24

21 Current Net Amount Due	22 30 Days	60 Days	Over 90 Days	Unapplied Amount	23 Total Amount Due
138.47	0.00	0.00	0.00		138.47

## WOODWARD COMMUNITY MEDIA

(808) 647-2911

\* UNAPPLIED AMOUNTS ARE INCLUDED IN TOTAL AMOUNT DUE

24 Invoice Number	25 Billing Period	26 Billed Account Number	27 Advertiser/Client Number	28 Advertiser/Client Name
122322251	12/2023	22251	22251	RICHLAND CENTER PARKS &

*Submitted to City Hall  
1/19/24*

Give us feedback @ survey.walmart.com  
Thank you! ID #: 77KF2NBXJN3

**Walmart** \*

600-647-7141 Mr: DONALD  
2401 US HWY 14 E

RICHMOND CENTER NJ 08851

ST# 01007 OP# 001030 TEN 04 TR# 03825

N ITEMS SOLD 69

TCA 2522 0002 8414 7324 4322 4



20Z ROSE II	004176110595 F	1.24 0
20Z ROSE II	004176110595 F	1.24 0
20Z ROSE II	004176110595 F	1.24 0
20Z ROSE II	004176110595 F	1.24 0
LION	004299318356	2.97 0
6P COZY SOCK	004755638799	4.00 0
PEANUT BUTTR	019434611660 F	1.84 0
QU HNY PB 16	007874205350 F	1.90 0
QU HNY PB 16	007874205350 F	1.90 0
PEANUT BUTTR	019434611660 F	1.84 0
QU KETCHUP	019434611446 F	0.98 0
JEFFY CORN	007248600220 F	0.62 0
CHKM NDL SCE	004100002246 F	1.28 0
ALF BROCC NDL	004100002243 F	1.28 0
PARM NDL SCE	004100002255 F	1.28 0
ALFREDO NDL	004100002253 F	1.28 0
TUNA RANCH	007874212834 F	0.96 0
TUNA RANCH	007874212834 F	0.96 0
LHS	007416226800	1.24 0
SPK 3CMP HP	080657421916	3.97 0
601131403016	068113140301	0.97 0
601131403016	068113140301	0.97 0
601131403016	068113140301	0.97 0
601131403016	068113140301	0.97 0
LHS	007416226800	1.24 0
DOVESOAP	001111111073	1.47 0
JERG UN 20Z	001910018169	1.47 0
JERG UN 20Z	001910018169	1.47 0
GBLTN	004116706629	0.97 0
GBLTN	004116706629	0.97 0
PURELL	007305203375H	0.97 0
ST LL SANI	084003825763	1.47 0
GBLTN	004116706629	0.97 0
BOWL	084943401856	0.50 0
BOWL	084943401856	0.50 0
QU LEM KING	019434610891 F	3.69 0
CANDY	003400001870 F	4.84 0
V HSY KISS	003400001249 F	3.96 0
HSY CNC HRTS	003400003641 F	3.96 0
CHOC	003400014058 F	4.84 0
SUBTOTAL		121.01
TOTAL		121.01
WALMART CREDIT TEND		121.01

WALMART CREDIT \*\*\*\* \*\*\*\*\* 0549 I 1

APPROVAL # 435509

REF # 1042000314

TRANS ID - 704011543435509

VALIDATION -

PAYMENT SERVICE -

AID 8000000817001001

TC FICB797242005079

TERMINAL # SC011023

\*NO SIGNATURE REQUIRED

01/11/24 09:05:47

CHANGE DUE 0.00

Low Prices You Can Trust. Every Day.

01/11/24 09:05:59

\*\*\*CUSTOMER COPY\*\*\*

**Walmart** \*

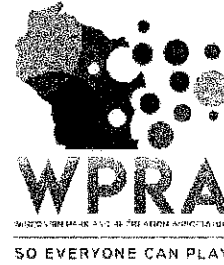
Become a member

Scan for free 30-day trial

Submitted to city hall 1/19/24



WPRA  
6737 W. Washington St.  
Suite 4210  
Milwaukee, WI 53214  
United States  
414-423-1210

**INVOICE 7380**

Richland Center Parks, Recreation & Grounds  
Department  
Jodi Mieden  
1050 N. Orange Street  
Richland Center, WI 53581  
United States

Invoice # 7380  
Invoice Date 01/19/2024  
Invoice Due Due Upon Receipt

<b>Amount Due</b>	<b>\$ 325.00</b>
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**Transactions**

Description	Amount
Jodi Mieden: 2024 Annual Conference Professional Registration 1 Day - Wednesday - \$150.00	\$ 150.00
Jodi Mieden: 2024 Annual Conference Professional Registration 1 Day - Thursday - \$150.00	\$ 150.00
Jodi Mieden: 2024 Annual Conference Pre-Conference Registration - Parks & Reconomics with 110% - \$25.00	\$ 25.00

*Copy*

<b>Total Amount</b>	<b>\$ 325.00</b>
<b>Amount Paid</b>	<b>-\$ 0.00</b>
<b>Amount Due</b>	<b>\$ 325.00</b>

*Jodi Mieden  
1/19/24  
10-55200-4110  
CC Training*

*Submitted to City Hall 1/26/24*

**2024 BUSINESS EXPENSE REIMBURSEMENT**

(To be filled out by employee)

EMPLOYEE NAME:

Jodi Mieden

DATE:

2/2/24

## EXPLANATION OF REIMBURSEMENT REQUEST:

Hotel stay for 3 days WPKA Conference  
@ Super 8 by Wyndham La CrosseUsed Park car

MILES TRAVELED

@ 62.5 cents/mile

=

\$

## EXPENSE ITEMS:

Jan 30, Jan 31 Hotel stay\$ 110.86

\$

\$

\$

\$

\$

\$

Expense total

\$ 110.86TOTAL \$ 110.86

Employee Signature

Jodi Mieden

Department Head Signature

Jodi Mieden

Charge to account

107 55200-410CC Training

NOTE: Contact Shawn if you need additional forms



Super 8 by Wyndham La Crosse Item 5.

1625 Rose Street  
La Crosse  
Wisconsin, 54603-2205, United States  
Phone: 608-7818880  
Email: super8lacrosse@gmail.com

## Folio

Name: Mieden, Jodi

Confirmation Number:

86343EE018972

Phone #: +1 602 828 2776

Email: jmiede.518727@guest.booking.com

Loyalty Level: N/A

Guest 25751 Morris Valley Rd Company N/A

Guests: 1/0

Address: Richland Center, WI 53581

Nights: 2

Room Type: PNQ1

GTD: VI 7716

Room: 119

Daily Rate: USD 48.20

Rate Plan: SBKPD3

Departure: Feb 01, 2024 (Thu)

Arrival: Jan 30, 2024 (Tue)

Room Rate:

Jan 30, 2024 (Tue)

USD 48.20 per night

Jan 31, 2024 (Wed)

USD 48.20 per night

Total Estimated Stay Amount: USD 96.40 + USD 14.46 Taxes and Fees = USD 110.86

10-55200-410  
CC Training WPA Conference  
Jodi Mieden 2/1/24

Date	Code	Description	Amount	Balance
Jan 30, 2024 (Tue)	RM	ROOM CHARGE	USD 48.20	USD 48.20
Jan 30, 2024 (Tue)	1000	State Tax 5.5%	USD 2.65	USD 50.85
Jan 30, 2024 (Tue)	1001	City Tax 9.5%	USD 4.58	USD 55.43
Jan 31, 2024 (Wed)	RM	ROOM CHARGE	USD 48.20	USD 103.63
Jan 31, 2024 (Wed)	1000	State Tax 5.5%	USD 2.65	USD 106.28
Jan 31, 2024 (Wed)	1001	City Tax 9.5%	USD 4.58	USD 110.86
Feb 01, 2024 (Thu)	VI	VI 7716	USD (110.86)	USD 0.00

## Summary

Room	Taxes and Fees	F&B	Other	Payments	Balance Due
USD 96.40	USD 14.46	USD 0.00	USD 0.00	USD (110.86)	USD 0.00

Guest Signature: \_\_\_\_\_

By signing above, I agree to these terms and conditions



City of Richland Center  
Parks & Recreation Department  
1050 N. Orange Street  
Mailing Address: 450 S. Main Street  
Richland Center, WI 53581  
Phone: 608-647-8108 ext. 1  
Email: [parksandrecreation@richlandcenterwi.gov](mailto:parksandrecreation@richlandcenterwi.gov)

Item 5.

January 29, 2024

Reason: Refund for Gym and Kitchen Rental - Cancelled

Please Refund a check in the amount of \$260.00 to:

Kylea Kaye  
1055 E. Kinder St. Apt A  
Richland Center, WI 53581

Funds will be taken from the City General Account: Community Center Building Rental Fund.

Thank you-

A handwritten signature in black ink, appearing to read "Joel Mueller". The signature is written in a cursive style.

City of Richland Center, Parks and Recreation Department

Comes out of 46500-000 CC Rental Revenues  
Family Death caused them to cancel



010000002103630000004812158000000000000000000000000007655





COMMERCIAL  
RECREATION  
SPECIALISTS

Commercial Recreation Specialists  
807 Liberty Dr., Ste 101  
Verona, WI 53593-9160  
(877) 896-8442 Fx: (608) 848-8782  
43-2046045

Page: Item 5.

# Invoice

Invoice Number: 0024496  
Invoice Date: 2/1/2024  
Order Number: 0024496  
Order Date: 1/22/2024

**Sold To:**

Richland Center Parks & Rec  
450 S. Main Street  
Richland Center, WI 53581

**Ship To:**

Richland Center Parks & Rec  
City of Richland Center  
c/o Woodman Aquatic Center  
450 S. Main St.  
Richland Center, WI 53581

Customer ID	Customer PO Number	Payment Terms
RICHLAND CENTER PARK	Signed Quote	Per Purchase Order
Sales Rep Name:	Shipping Method	Ship Date
CRS Outside Team	BEST WAY	1/23/2024
		2/1/2024

Item	Description	Quantity	Unit Price	Amount
/99999 SPLSHPD	SNAIL No 4 STOPPER KIT	1.00	237.25	237.25
<p>10-55410-470 WAC maintenance c/Repair Jed Mieda 2/8/24</p>				

This invoice may reflect additional surcharges depending on final delivery address, actual delivery requirements and/or payment method.

Overdue invoices are subject to finance charges of 18% APR.

Net Invoice: 237.25

Freight: 60.00

Sales Tax: 0.00

Invoice Total: 297.25

Less Deposit: 0.00

Invoice Balance: 297.25

**THANK YOU! WE APPRECIATE YOUR BUSINESS!!!**



PO BOX 331608 Attn: Account Services  
Nashville, TN 37203-7515  
Attn: Account Services  
Phone: 1-800-505-4052  
Fax: 1-615-691-7795

Item 5.

December 20, 2023

GJ594Q00301258 -

Shawn Walsh  
City Accountant  
City of Richland Center, WI  
City of Richland Center, WI  
1050 N Orange St  
Richland Center, WI 53581

Re: Account No. - 500726091  
City of Richland Center, WI  
City of Richland Center, WI  
450 S Main St  
Richland Center, WI 53581-2545

Dear Ms. Walsh:

Thank you for being an ASCAP licensee, and appreciating the value that music brings to your community.

Your ASCAP agreement calls for an annual license fee adjustment, based on the year-over-year change in the Consumer Price Index (CPI). This year's measurement of inflation between October 2022 and October 2023 resulted in an overall increase of 3.24114% to your license fee.

The 2024 fee schedule reflecting the increase is enclosed. If there have been any changes to your population or if you have a special event to report, please complete and return the report form by mail to:

ASCAP  
Customer Care  
PO Box 331608  
Nashville, TN 37203

If an ASCAP billing statement is enclosed, your license fee is now due. To ensure that your ASCAP license remains current, please submit payment for your 2024 license today online by credit card or echeck.

Sign in to your account at [www.ascap.com/mylicense](http://www.ascap.com/mylicense) with your UserID and Password. If you do not have sign-on credentials, please "Register as a New User" using your 9-digit account number and zip code.

With your online account you can:

- Pay your balance - with a credit card or e-check.
- Go Paperless - change your billing statement preference to paperless delivery and receive your monthly billing statements electronically. Select "Change Paperless Statements Option" on the Main Menu and select "Enroll for Estatements".

If you do not have a billing statement enclosed, you will receive one 30 days before your annual renewal date.

If you wish to pay by mail, please send to the remittance address on your billing statement.

For any questions about your license, reporting or payment, please call us at 1-800-505-4052 or send us an email at [glcs@ascap.com](mailto:glcs@ascap.com).

Sincerely,


*Account Services*

Account Services

Enclosures:

Rate Schedule  
Report Form  
Return Envelope

F0166\_0124  
IMLA

	<b>LOCAL GOVERNMENT ENTITIES</b> <b>2024 Rate Schedule and Report Form</b>
<b>Account No.:</b> 500726091	<b>Premise Name:</b> City of Richland Center, WI; Richland Center, WI
<b>Report Due:</b> 12/30/2024	



**SCHEDULE A: Base License Fee**

55200-395  
*[Handwritten signature]*

Population Size			Base License Fee
to 50,000			\$434.00
50,001	to	75,000	\$867.00
75,001	to	100,000	\$1,041.00
100,001	to	125,000	\$1,389.00
125,001	to	150,000	\$1,734.00
150,001	to	200,000	\$2,256.00
200,001	to	250,000	\$2,773.00
250,001	to	300,000	\$3,299.00
300,001	to	350,000	\$3,817.00
350,001	to	400,000	\$4,338.00
400,001	to	450,000	\$4,854.00
450,001	to	500,000	\$5,378.00
500,001	Plus***		\$6,591.00

American Society  
 of Comp  
 # 2961

Allows us to  
 play music @ CC/Pool

\*\*\* \$6,591.00 plus \$500 for each 100,000 of population above 500,000  
 to a maximum fee of \$86,727.00

**SCHEDULE B: Special Events**

The rate for Special Events shall be 1% of Gross Revenue.

"Special Events" means musical events, concerts, shows, pageants, sporting events, festivals, competitions, and other events of limited duration presented by LICENSEE for which the "Gross Revenue" of such Special Event exceeds \$25,000.


"Gross Revenue" means all monies received by LICENSEE or on LICENSEE'S behalf from the sale of tickets for each Special Event. If there are no monies from the sale of tickets, "Gross Revenue" shall mean contributions from sponsors or other payments received by LICENSEE for each Special Event.

**SCHEDULE C: State Municipal and/or County Leagues or State Associations of Attorneys**

The annual license fee for LICENSEES who are legally organized as state municipal and/or county leagues or state associations of municipal and/or county attorneys shall be \$500.00.

**License Fee for Year 2025 and Thereafter**

For each calendar year commencing 2025, all dollar figures set forth in Schedules A, B and C above (except for \$500.00 add-on for populations of 500,001 or more) shall be the license fee for the preceding calendar year, adjusted in accordance with the increase in the Consumer Price Index - All Urban Consumers (CPI-U) between the preceding October and the next preceding October. Any additional license fees due resulting from the CPI adjustment shall be payable upon billing by ASCAP.

	<b>LOCAL GOVERNMENT ENTITIES</b> <b>2024 Rate Schedule and Report Form</b>
<b>Account No.:</b> 500726091	<b>Premise Name:</b> City of Richland Center, WI; Richland Center, WI
<b>Report Due:</b> 12/30/2024	

**SCHEDULE A: Base License Fee** (Due upon execution of Agreement and within 30 days of the Agreement's Renewal Date.)

Population Size: ---- 4,972 Base License Fee: \$434.00  
 (Per current U.S. Census Data) (Please refer to attached Rate Schedule)

**SCHEDULE B: Special Events\*** (Report and Payment due 90 days after the conclusion of each Special Event)

Event Date (mm/dd/yyyy) If More than 1 Event Per Day, Please Report As Separate Entries	Performer(s) or Group(s) Appearing	Gross Revenue of Event (Must Exceed \$25,000)	% Applies to Gross Revenue	Event Fee	Is a Program of Musical Works Attached? (Yes/No)	If the Event is Co-Sponsored (Please Identify The Co-sponsor's Name, Address, Phone Number and ASCAP Account Number)
			x .01	\$		Name: _____ Address: _____ Phone No: _____ Account No: _____
			x .01	\$		Name: _____ Address: _____ Phone No: _____ Account No: _____
			x .01	\$		Name: _____ Address: _____ Phone No: _____ Account No: _____
			x .01	\$		Name: _____ Address: _____ Phone No: _____ Account No: _____

**\*\*Special Events\*** means musical events, concerts, shows, pageants, sporting events, festivals, competitions, and other events of limited duration presented by LICENSEE for which the "Gross Revenue" of such Special Event exceeds \$25,000.

**\*\*\*Gross Revenue\*** means all monies received by LICENSEE or on LICENSEE'S behalf from the sale of tickets for each Special Event. If there are no monies from the sale of tickets, "Gross Revenue" shall mean contributions from sponsors or other payments received by LICENSEE for each Special Event.

GLCS@ascap.com 1-800-505-4052 1-615-691-7795 (FAX)  
 Epayment Websites: <http://www.ascap.com/mylicense> or <http://www.ascap.com>