



156 East First Street
New Richmond, WI 54017
Ph 715-246-4268 Fax 715-246-7129
www.newrichmondwi.gov

November 4, 2016

CALL OF MEETING TO THE MEMBERS OF THE COUNCIL OF THE CITY OF NEW RICHMOND

Notice is hereby given that there will be a Special Session of the Council of the City of New Richmond on Monday, November 7, 2016 at 5:30 p.m. in Lower Level Conference Room 1 of the Civic Center, 156 East First Street, New Richmond, WI 54017.

AGENDA:

1. Call to Order
2. Clerk's Roll Call
3. Pledge of Allegiance
4. Adoption of Agenda
5. 2017 Budget
6. Uncollected Delinquent Tax Roll
7. Municipal Court/Police Department Fees
8. Communications & Miscellaneous
9. Closed Session per State Statute 19.81 (1)(c) – considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – Non-Union Wages and Wis. Stat. 19.85(1)(e) – conducting specified public business, whenever competitive or bargaining reasons require a closed session.
10. Open Session – Action on Closed Session Agenda
11. Adjournment

Fred Horne, Mayor

cc: The New Richmond News
Northwest Communications
City Website



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MEMORANDUM

TO: Mayor Horne & City Council

FROM: Mike Darrow, City Administrator

DATE: November 4, 2016

SUBJECT: 2017 Budget Presentation

Attached is version 2.0 of the City's 2017 proposed budget. We'll highlight various aspects of the budget during this meeting and address questions. Below are some of the key points.

General Operating Budget

- Revised budget reflects a proposed levy of 3.53%. This will result in a decrease of approximately \$3.79/\$100K in property value since the assessed value within the City increased 4%.
- Costs associated with water bottles for Council, Commission and employees have been added (shared cost with NR Utilities). This is an initiative to support sustainability through elimination of plastic bottles, branding of New Richmond Utilities water, and promotion of the Wellness program.
- Decrease in emergency governance due to lower than expected cost of Nixle Emergency System. This is a 50/50 cost share between City and Utility.
- Painting of 7 downtown benches. Utility boxes are also budgeted for on Utilities budget.
- Re-appropriation of bonding proceeds remains proposed at \$185K
- Funding transfer from Utility to City has been removed in the amount of \$45K.
- Health insurance changes due to qualifying events have been adjusted accordingly. For example, this would be an individual categorized as single moving to single + 1, etc.

Debt Service Levy

- Debt levy reduced by \$77K as a result of a duplicated entry for the plow truck and adding in the Storm Water Utility fund repayment of principal & interest.

Capital Budget

- Capital levy for \$85K has been added to the proposed budget. There are \$150K in proposed capital projects, the remaining funds will be borrowed from the Utility.

Expenditure Restraint

- The approved expenditure restraint for 2017 is 2.20% based upon the proposed, but the City's calculated restraint remains below the expenditure ceiling at 2.11%.

The budget will need to be formally adopted on December 5, 2016.



TO: Mayor Fred Horne and City Council

FROM: Rae Ann Ailts, Utility Finance Director
Bev Langenback, Treasurer

DATE: November 4, 2016

RE: Uncollectible Delinquent Tax Roll

BACKGROUND

On an annual basis the City places delinquent special assessments/charges and utilities on the tax roll for collection. The County from 2012 thru 2015 placed several properties on tax deed including several lots in Fox Run and Whispering Prairie developments, 8 lots in the Paperjack Creek Townhome Community, 7 lots in Peninsula Heights, parcel #261-1055-95-000 (New Richmond Transport Property) and parcel #261-1196-20-000 (Edwin Berget Property). The City had placed \$31,999.98 on tax roll for charges associated with noxious weeds, delinquent water charges and sewer assessments.

In late 2015 the County sold the above mentioned properties. Earlier this year, we were informed by the County that the proceeds collected for the sale of the properties were not sufficient to cover the assessments/charges placed on the tax roll by the City.

RECOMMENDATION

Staff deems \$31,999.98 as uncollectible and recommends council approval for write off for fiscal year 2016. The City portion of uncollectible assessments is \$14,720.54 and the Utility portion of uncollectible assessment is \$17,279.44.

Dated From: 10/01/2016
Thru: 10/31/2016

From Account: 100-00-12402-000-000
Thru Account: 100-00-12408-000-000

Fund # 100 - GENERAL FUND					Debit	Credit
100-00-12402-000-000						
2007 DELQ SP ASSESS-TAX ROLL						
Posting	Transaction					
Date	Type	Number	Date	Beginning Balance:	824.79	
				Ending Balance:	824.79	
100-00-12403-000-000						
2008 DELQ SP ASSESS-TAX ROLL						
Posting	Transaction					
Date	Type	Number	Date	Beginning Balance:	6,029.48	
				Ending Balance:	6,029.48	
100-00-12404-000-000						
2009 DELQ SP ASSESS-TAX ROLL						
Posting	Transaction					
Date	Type	Number	Date	Beginning Balance:	2,373.34	
				Ending Balance:	2,373.34	
100-00-12405-000-000						
2010 DELQ SP ASSESS-TAX ROLL						
Posting	Transaction					
Date	Type	Number	Date	Beginning Balance:	18,634.76	
				Ending Balance:	18,634.76	
100-00-12406-000-000						
2011 DELQ SP ASSESS-TAX ROLL						
Posting	Transaction					
Date	Type	Number	Date	Beginning Balance:	3,022.84	
				Ending Balance:	3,022.84	
100-00-12407-000-000						
2012 DELQ SP ASSESS-TAX ROLL						
Posting	Transaction					
Date	Type	Number	Date	Beginning Balance:	984.27	
				Ending Balance:	984.27	
100-00-12408-000-000						
2013 DELQ SP ASSESS-TAX ROLL						
Posting	Transaction					
Date	Type	Number	Date	Beginning Balance:	130.50	
				Ending Balance:	130.50	
Fund Totals:						
				Beginning	31,999.98	0.00
					0.00	0.00
				Ending	31,999.98	0.00



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MEMORANDUM

TO: Mayor Horne & City Council
FROM: Craig Yehlik, Chief of Police
DATE: November 3, 2016
SUBJECT: review of Police department fees

Background:

At the September council meeting Clerk Jackie Butler presented a proposal on Municipal Court Fee increases and the City Council requested a review of police department fees as well.

Fees were reviewed from area Counties and Municipalities and found to be close to other fees. The new Richmond Police Department was very low in parking citation fees compared to other municipalities. It was also discovered that the annual Alarm Permit fee has apparently not been raised in over 20 years.

Below is a table for the current fees charged by the New Richmond Police Department.

Fee Schedule for the New Richmond Police Department

Description	Current Fee	Proposed Fee
Fingerprints per card	\$6.00	\$ 6.00
Civil Process per person	\$30.00	\$ 30.00
Preliminary Breath Test (PBT)	\$10.00	\$10.00
Parking citation*	\$10.00	\$20.00
Parking in Handicap spot	\$50.00	\$50.00
Bicycle Registration for bike/life	\$2.00	\$2.00
Open records	Per statute	

Copy service black and white	\$.25/page side	\$.25/page side
Copy service Color page	\$.30/page side	\$.30/page side
copy of DVD/Disk	\$3.00	\$3.00
photographs	\$1.50/picture	\$1.50/picture
<i>Alarm Police Response</i>		
Alarm registration**	\$10.00/year	\$15.00 /year
Third Violation	\$75.00	\$75.00
Fourth Violation	\$100.00	\$100.00
Fifth Violation	\$150.00	\$150.00
Sixth Violation	\$200.00	\$200.00
Seventh Violation and subsequent	\$250.00	\$250.00
<i>Alarm Police and Fire response</i>		
Third violation	\$150.00	\$150.00
Fourth Violation	\$200.00	\$200.00
Fifth Violation	\$250.00	\$250.00
Sixth violation and subsequent	\$300.00	\$300.00

*Currently If a citation is not paid within five days, the first notice parking penalty = \$30, If not paid within seven more days the second notice penalty = \$20, If not paid within seven more days a suspension request is sent to the state with the total fine amount increasing to \$100.

** There are approximately 115 alarm permits in the City of New Richmond

Alarm violations to date in 2016: There were 29, first violation notices sent out with no charge. There were 11 second violations sent out with no charge. There were three, third violation notices sent out with a \$75.00 fee. There are no fourth and subsequent violations.

Staff Recommendation:

It is the recommendation of staff that by proposal the City adopt the above proposed fee schedule which includes a \$5 per year fee increase for alarm permits from \$10 to \$15 per year with no increase in false alarm fees.

It is also recommended that the council approve an increase in the general parking citation fine amount to increase from \$10 per violation to \$20 per violation and increase the time to pay from 5 days to 10 days with the first, second and third notice penalties to remain the same.

No 29487

Location _____

License _____

Date _____ Time _____

Officer No. _____

- 1. 2 HOUR PARKING\$10.00
- 2. OVERNIGHT\$10.00
- 3. 2 A.M. TO 6 A.M.\$10.00
- 4. BLOCKING DRIVEWAY\$10.00
- 5. LOADING ZONE\$10.00
- 6. YELLOW LINE\$10.00
- 7. CROSSWALK\$10.00
- 8. FIRE HYDRANT\$10.00
- 9. IMPROPER PARKING\$10.00
- 10. OTHER PROHIBITED PARKING\$10.00
- 11. OFFICIAL SIGN\$10.00
- 12. BACKED INTO STALL\$10.00
- 13. LEFT WHEELS TO CURB\$10.00
- 14. HANDICAPPED PARKING\$50.00

YOU ARE CHARGED WITH VIOLATION MARKED ABOVE.

Name _____

Address _____

City _____ State _____ Zip _____

NEW RICHMOND POLICE DEPARTMENT
1443 CAMPUS DRIVE 715-246-6667
NEW RICHMOND, WI 54017

New Richmond Police Department
1443 Campus Drive
New Richmond, Wisconsin 54017

**NOTICE OF DELINQUENT CITATIONS
SECOND NOTICE**

OCT 7, 2016


NEW RICHMOND WI 54017

PARKING VIOLATIONS COLLECTIONS OFFICE FOR THE CITY OF NEW RICHMOND
Our records indicate that the parking violations listed below have been issued against the operator of the vehicle registered in your name:

License Number	Year	Ticket Number	Date Issued	Violation	Amount
580EEJ	2016	29713	9/06/16	2A.M. TO 6 A.M.	\$10.00
Amount Due					\$10.00
First Notice Penalty					\$30.00
Second Penalty Notice					\$20.00
Grand Total Due					\$60.00

To assure proper credit, return this notice with payment. You may either forward your check, payable to the New Richmond Police Department, 1443 Campus Drive, New Richmond, WI 54017, or personally pay the fine at the New Richmond Police Department, 1443 Campus Drive, New Richmond, WI. If you wish to contest this parking citation, call the New Richmond Municipal Court 715-243-0410 during the hours of 8 am to 4:30 pm Monday through Friday, except holidays, to arrange a court appearance date.

THE GRAND TOTAL MUST BE PAID WITHIN SEVEN DAYS OF THE DATE OF THIS NOTICE OR THIS VIOLATION WILL BE SUBMITTED TO WISCONSIN DEPARTMENT OF TRANSPORTATION FOR SUSPENSION OF YOUR VEHICLE REGISTRATION. ADDITIONAL FEES ASSOCIATED WITH THE SUSPENSION WILL BE ASSESSED TO YOU.

NEW RICHMOND MUNICIPAL COURT

Hon. Renee D. Keating
156 E. First Street
New Richmond, WI 54017
Phone: (715) 243-0410

To: Mayor and City Council
From: Jackie A. Butler, Clerk of Court
Date: September 20, 2016
Re: Municipal Forfeiture Increase

Judge Keating is requesting that an increase in most municipal forfeitures be approved and be made effective immediately. The last increase was made effective 11-26-2013. In consideration of the changes in our community, particularly those anticipated by the completion of the Stillwater bridge, it is the opinion of the court that an increase is both timely and necessary.

When determining the proposed increases, the court considered the forfeitures imposed by surrounding communities as well as the individual needs of New Richmond now and in the future. The court also consulted with Chief Yehlik to better understand the NRPD perspective regarding particular areas in which justice and prevention would be better served by the proposed increases.

ORDINANCE NAME	PROPOSED FINE	PREVIOUS FINE
ALCOHOL		
ALCOHOL - LEAVING LICENSE PREMISE WITH OPEN CONTAINER	155.50 - 275.20	136.60 - 212.20
ALCOHOL - PARKS - ALL EXCEPT HATFIELD & MARY	275.20 - 388.60	212.20 - 338.20
ALCOHOL - PROVIDE TO UNDERAGE PERSON	388.60 - 470.50	376.00 - 457.90
ALCOHOL - PUBLIC CONSUMPTION	212.20 - 388.20	212.20 - 338.20
ALCOHOL - UNDERAGE CONSUMPTION	JUVENILE COURT REFERRAL	JUVENILE COURT REFERRAL
ALCOHOL - UNDERAGE ATTEMPT TO PROCURE	388.60	136.60 - 212.20 - 338.20
ALCOHOL - ON SCHOOL PROPERTY (OVER 17 YOA)	275.20 - 388.60	212.20 - 338.20
ALCOHOL - UNDERAGE CONSUMPTION 12-16 YOA	124.00 - 187.00 - 250.00	136.60 - 212.20 - 338.20
ALCOHOL - UNDERAGE CONSUMPTION 17-20 YOA	275.20 - 388.60 - 470.50	212.20 - 338.20 - 457.90
FRAUD IN OBTAINING DL/ID	388.60 - 470.50	338.20 - 457.90
CLOSING HOURS VIOLATION	275.20	
ANIMALS		
DOGS AT LARGE	124.00 - 155.50	98.80 - 136.60
DOG BARKING	124.00 - 155.50	98.80 - 136.60
ANIMAL EXCRETA	136.60 - 275.20 - 388.60	98.80 - 136.60 - 212.20
CARE OF DOGS AND DOMESTIC ANIMALS (NEGLECT)	275.20 - 388.60	136.60 - 212.20 - 338.20
DOG - BITE/ATTACK	275.20 - 388.60 - 470.50	212.20 - 338.20 - 457.90
DOG - NO LICENSE	124.00 - 155.50	124.00 - 142.90
KEEPING VICIOUS ANIMAL	388.60 - 457.90	338.20 - 457.90
BURNING		
OPEN BURNING WITHOUT A PERMIT	155.50 - 388.60	136.60 - 338.20
BURNING WASTE & REFUSE	275.20 - 388.60	212.20 - 338.20
CONTEMPT		
CONTEMPT	155.50	136.60
DISORDERLY CONDUCT		
DISORDERLY CONDUCT - DEFECATING OR URINATING IN PUBLIC	275.20 - 388.60	212.20 - 338.20
DISORDERLY CONDUCT	388.60 - 470.50	212.20 - 338.20
DISORDERLY CONDUCT (PHYSICAL CONTACT/VIOLENCE)	470.50 - 565.00	338.20

BATTERY	691.00	
DISORDERLY CONDUCT M/V	155.50 - 275.20	136.60 - 212.20
DISORDERLY STREET GANG CONDUCT ALL	275.20 - 388.60	212.20 - 338.20
OBSTRUCTING/RESISTING AN OFFICER	470.50	
KNOWINGLY GIVE FALSE INFORMATION TO AN OFFICER	514.60	
DRUGS		
DRUG PARA - POSSESSION BY ADULT 17 YOA OR OLDER	275.20 - 388.60	212.20 - 338.20
DRUG PARA - POSSESSION BY PERSON UNDER 17 YOA	136.60 - 199.60	136.60 - 212.20
DRUGS - MARIJUANA POSSESSION OF	388.60 - 470.50	338.20 - 457.90
GARBAGE		
GARBAGE - PRIVATE USE ONLY NO DUMPING	155.50 - 275.20	136.60 - 212.20
GARBAGE - ABATEMENT OF PUBLIC NUISANCE	155.50 - 275.20	136.60 - 212.20
GARBAGE - HAULING W/O LICENSE	155.50 - 275.20	136.60 - 212.20
HARASSMENT		
HARASSMENT	275.00 - 388.60 - 470.50	212.20 - 338.20
HARASSMENT - OBSCENE - PROFANE TELEPHONE	275.00 - 388.60 - 470.50	212.20 - 338.20
TELEPHONE - UNLAWFUL USE OF	275.00 - 388.60 - 470.50	212.20 - 338.20
JUVENILE/CHILDREN		
CONTRIBUTE TO DELINQUENCY - CHILD	275.20 - 388.60	212.20 - 338.20
CURFEW VIOLATION	124.00 - 155.50	98.80 - 136.60
DISORDERLY CONDUCT ON SCHOOL PROPERTY	275.20 - 388.60	212.20 - 338.20
TOBACCO POSSESSION/USE - MINOR	124.00 - 155.50 - 174.40	98.80 - 136.60 - 155.50
TOBACCO POSSESSION/USE - ON SCHOOL GROUNDS	136.60 - 155.50 - 174.40	136.60 - 155.50 - 174.40
TOBACCO - SALES TO MINOR	388.60 - 470.50	338.20 - 457.90
TRUANCY - CONTRIBUTING TO	275.20 - 388.60	212.20 - 338.20
TRUANCY - HABITUAL BY MINOR	124.00 - 155.50 - 174.40	92.50 - 136.60 - 155.50
SCHOOL - UNAUTHORIZED PRESENCE	275.20 - 388.60	212.20 - 338.20
SKATEBOARD/ROLLER SKATE/SKI VIOLATIONS	124.00	98.80
GRAFFITI PROHIBITED	275.20 - 388.60	212.20 - 338.20
ALCOHOL - UNDERAGE CONSUMPTION 12-16 YOA	124.00 - 187.00 - 250.00	

ALCOHOL ON SCHOOL PROPERTY (UNDER 17 YOA) 250.00 - 376.00
DRUG PARA - POSSESSION BY PERSON UNDER 17 YOA 136.60 - 199.60

MISCELLANEOUS/ NUISANCE

ADVERTISING - POSTIN ON PUBLIC/PRIVATE PROPERTY 124.00 - 155.50 - 197.00
ASSEMBLIES - UNLAWFUL 155.50 - 275.20
CONTEMPT 136.60
DIRECT SELLERS - REGISTRATION/PERMIT REQUIRED 136.60 - 212.20
FIRE ALARM - FALSE 212.20 - 338.20
FIREWORKS - POSSESSION/USE/SALE 136.60 - 212.20
JUNKED VEHICLE - STORAGE OF 136.60 - 212.20
LOITERING 136.60 - 212.20
LITTERING 124.00 - 142.90
PARK - AFTER CLOSING 136.60 - 212.20
PARTIES TO A CRIME 212.20 - 338.20
SIGNS - SPECIAL 136.60 - 212.20
PUBLIC FORNICATION 376.00
LEWD & LASCIVIOUS BEHAVIOR 376.00

NOISE

LOUD/UNNECESSARY NOISE (CONSTRUCTION BETWEEN 10 - 7) 149.20 - 212.20 - 300.40
LOUD OR UNNECESSARY NOISE 149.20 - 212.20 - 300.40

PROPERTY

DESTRUCTION OF PROPERTY 388.60
TRESPASS TO DWELLING 470.50
TRESPASS TO PROPERTY 275.20 - 388.60
SWIMMING POOL VIOLATIONS 124.00
UNCUT LAWN AND SHRUBS 98.80 - 212.20 - 338.20

STREETS

OBSTRUCTING STREETS & SIDEWALKS 136.60 - 212.20
IDLING TRAIN - UNNATTENDED FOR MORE THAN 30 MIN 483.10
THROWING OBJECTS DURING PARADE 155.50 - 275.20

THEFT/FRAUD

DEFRAUDING AN INNKEEPER/RESTAURANT/TAXI DRIVER
RETAIL THEFT/SHOPLIFTING
THEFT
THEFT - RENTAL AGREEMENT
OPERATE A M/V W/O OWNERS CONSENT
ENTRY INTO LOCKED VEHICLE
LIBRARY MATERIAL - THEFT OF
RECEIVING STOLEN PROPERTY
WORTHLESS CHECKS

275.20 - 388.60
313.00 - 388.60
313.00 - 483.10
275.20 - 388.60
388.60 - 483.10
388.60 - 483.10
155.50 - 275.20
275.20 - 388.60
388.60

212.20 - 338.20
212.20 - 338.20
212.20 - 338.20
212.20 - 338.20
212.20 - 338.20
338.20 - 457.90
136.60 - 212.20
212.20 - 338.20
212.20

WEAPONS

WEAPONS - OTHER THAN FIREARMS ON SCHOOL PROPERTY
WEAPONS - RECKLESS USE OF
DISCHARGING A FIREARM
ARROWS - SHOOTING OF
UNLISTED VIOLATIONS BY PERSONS 17+YOA
UNLISTED VIOLATIONS BY PERSONS 12-16 YOA

388.60 - 470.50
388.60 - 470.50
388.60 - 470.50
388.60 - 470.50
155.50 - 275.20 - 388.60
155.50 - 275.20

338.20 - 457.90
338.20 - 457.90
338.20 - 457.90
296.70 - 457.90
136.60 - 212.20 - 338.20
136.60 - 212.20

*EXCEPT TRUANCY, DRUGS AND ALCOHOL