

AGENDA FOR COUNCIL MEETING

CITY OF NEW RICHMOND, WISCONSIN

MONDAY, SEPTEMBER 10, 2018 - 7:00 P.M.

AGENDA:

1. Call to Order
2. Clerk's Roll Call
3. Pledge of Allegiance
4. Adoption of Agenda

PUBLIC COMMENT

CONSENT AGENDA:

1. Approval of the Minutes from the Previous Regular Council Meeting, August 13, 2018 and Special Council Meeting on August 27, 2018
2. Applications for License to Serve from Craig A. Hynek, New Richmond
3. Payment of VO#62439 through VO#62541 totaling \$310,783.53 plus electronic fund transfers totaling \$2,993,322.71 for a grand total of \$3,304,106.24
4. Donation of Materials from New Richmond Softball Association for Hatfield Park

DEPARTMENT REPORTS:

Administration
Finance
Community Development
Public Works
Police
Fire
Library
Airport
City Clerk

UNFINISHED BUSINESS:

(Consideration and action on matters tabled, postponed or referred to a committee at a previous meeting)

NEW BUSINESS:

(Action on newly introduced motions, ordinances, resolutions or other matters)

1. Ceremonial Swearing in of Officer McKenzie Hazen
2. 2017 Auditor's Financial Report
3. Plan Commission Recommendations:
 - a. Attachment Ordinance #523 – Neumann Et Al
 - b. Attachment Ordinance #524 – Neumann
 - c. Annexation Ordinance #525 - Jeff Miller
 - d. Ordinance #526 – Repeal Section 121-35 and Amend Chapter 117, Article II

- e. Certified Survey Map from Michael Weiss
 - f. Certified Survey Map from Ron Raedeke
 - g. Extra-Territorial Certified Survey Map from Todd Nehlich
4. Resolution #091801 – Vacating Utility Easement for Michael Weiss Property
 5. Fund Raising Policy
 6. Resolution #091802 – Exemption from County Library Tax
 7. Emergency Mass Notification System
 8. Updated Bow Hunting Map
 9. Work Session on September 24, 2018 at 4:00 p.m.
 10. Communications & Miscellaneous
 11. Closed Session per State Statute 19.85 (1)(e)(c):
 - a. Potential Sale of City-Owned Property
 - b. Considering Employee Promotions to Fill Current Position Vacancies
 12. Open Session – Action on Closed Session Agenda
 13. Adjournment

Frederick Horne, Mayor

(THE ABOVE AGENDA IS NOT NECESSARILY IN ORDER OF PRESENTATION)

****Late Changes and Additions**

Posted: Civic Center and City Website

If you need a sign language interpreter or other special accommodations, please contact the City Clerk at 246-4268 or Telecommunications Device for the Deaf (TDD) at 243-0453 at least 48 hours prior to the meeting so arrangements can be made.

REGULAR COUNCIL MEETING AUGUST 13, 2018 7:00 P.M.

The meeting was opened by announcing this was an open meeting of the Common Council. Notice of this meeting was given to the public at least 24 hours in advance of the meeting by forwarding the complete agenda to the official City newspaper, The New Richmond News, and to all news media who have requested the same as well as posting. Copies of the complete agenda were available for inspection at the City Clerk's office and on the City's website at www.newrichmondwi.gov. Anyone desiring information as to forthcoming meetings should contact the City Clerk's office.

Roll call was taken.

Members Present: Mayor Fred Horne, Alderman Kittel, Ard, Jackson, Montello, Zajkowski and Volkert

The Pledge of Allegiance was recited.

Alderman Ard moved to adopt the agenda as presented, seconded by Alderman Zajkowski and carried.

Mayor's Reading Challenge

Jennifer Rickard, Interim Library Director, explained the Mayor's Reading Program and read off the names of all participants who received Mayor Fred's Reading Challenge medals. A group photo was also taken.

Public Comment

None

Consent Agenda

1. Approval of the Minutes from the Previous Regular Council Meeting, July 9, 2018, and Special Council Meeting on July 9, 2018
2. Applications for License to Serve from Britta M. Kingwill, New Richmond; Kaci J. Larkowski, New Richmond; Beth L. Kelly, New Richmond; Joyce M. Torkelson, New Richmond; Abbygayle C. Martin, Boyceville; Rochelle M. Cole, New Richmond; Susan M. Gillis, New Richmond; Gabrielle E. Wallace, New Richmond; Theresa A. Obermueller, Glenwood City; Thomas H. Holland, New Richmond; Michelle R. Holland, New Richmond; Lee A. Bostrom, New Richmond; Betty D. Lawhorn, New Richmond; and Curtis W. Henke, New Richmond
3. Application for Class B License to sell intoxicating liquor and fermented malt beverages from Chris Polfus, Agent for Muddy Cow New Richmond LLC DBA Muddy Cantina at 230 South Knowles Avenue
4. Application for Temporary Class B License from Knights of Columbus for September 9, 16, 23, 28, 30, October 7, 14, 21, 26, 28, and November 4, 11, 18, 25, 30 and December 2, 9, 16, 23, 28, 30, 2018
5. Application for Cigarette License from Three Nine Four LLC DBA Freedom Valu at 120 Meridian Drive
6. Application for Amplification Permit and Exemption from Sec. 50-87 from Tammy Arendt at Mary Park Shelter #2 & #3 on August 18, 2018 from noon to 10:00 p.m.
7. Application for Amplification Permit and Exemption from Sec. 50-87 from Westfields Hospital Inc. for August 14, 2018 from 5:30 to 7:30 p.m.

8. Application for Amplification Permit and Exemption from Sec. 50-87 from 45th Parallel Spirits, LLC for September 29, 2018 from 12:00 p.m. to 6:30 p.m.
9. Application for Run/Walk Permit from New Richmond Area Centre:
 - a. August 25, 2018 at 9:00 a.m.
 - b. October 6, 2018 at 9:00 a.m.
 - c. November 10, 2018 at 9:00 a.m.
 - d. December 8, 2018 at 9:00 a.m.
 - e. January 12, 2019 at 9:00 a.m.
 - f. February 10, 2019 at 9:00 p.m.
10. Application for Run/Walk Permit for Heritage Days Race on September 29, 2018 at 8:00 a.m.
11. Payment of VO#62314 through VO#62438 totaling \$385,894.68 plus electronic fund transfers totaling \$619,178.59 for a grand total of \$1,005,073.27

General Fund	\$910,763.61
Impact Fees Fund	16,653.73
Cemetery Fund	872.49
CDBG - Housing	1,464.62
Debt Service Fund	6,592.94
Capital Projects	23,944.29
Capital Replacement Fund	883.75
Landfill Cleanup Fund	3,284.91
TID District #6	4,224.50
Storm Water Utility	17,969.14
Park land Trust Fund	7,187.31
Library Trust Fund	11,231.98

Alderman Zajkowski moved to approve the consent agenda as presented, seconded by Alderman Ard and carried.

Department Reports

Administration & Finance – Mike Darrow gave an update on the budget. August 27, 2018, is the official kick-off meeting at 4:00 p.m. Mike Darrow and Rae Ann Ailts have been meeting with department heads about their priorities for 2019. At the August 27, 2018 meeting, we will compare numbers from 2017 and 2018. Anyone who would like an overview is welcome to contact Mike. Noah Wiedenfeld stated the Historic Preservation Commission approved three Façade Grant projects at their last meeting on August 9, 2018. They were awarded to Sunbow Properties, Travel Leaders and St. Croix Capital Financial. The population estimate for January 2018 has been released by the Wisconsin Department of Administration and we are at 9,070.

Community Development – Beth Thompson explained there were two ribbon cuttings; one was for Studio TNT, which is a photography studio located in the Spine Pro Building, and one for Prime Time Nutrition in the Creamery Building. Beth also reported that the City has permits for 103 new dwelling units as of August 13, 2018.

Public Works – Jeremiah Wendt stated the 125th Street project has started. The Nature Center canoe and kayak landing is open. The alley and sidewalk projects have started as well.

Library – Jennifer Rickard, Interim Library Director, reported that donations were received from the Rotary Club and Friends of the Library. The new Story Walk is ready at Mary Park. On August 20, 2018, Peter Juhl will be teaching a Stone Balancing Class. The movie Coco will be shown on August 24, 2018, in Glover Park at dusk.

Police – Craig Yehlik stated they welcomed new Patrol Officer, McKenzie Hazen today. Officer Crubaugh is attending State DAAT training. National Night Out was held on August 7, 2018 and lots of people attended. The New Richmond Police Department received over \$5,000 in free equipment from the State of Wisconsin.

Fire – Mayor Horne stated that four new fire fighters started in August. There were 18 incidents in July (12 City and 6 Rural). The UTV is in service now.

Airport – Mike Demulling stated that the large albatross aircraft was finally fixed and left the airport this past Thursday. Governor Walker was in New Richmond again in late July. The final cookouts at the airport will be held the next few Wednesdays at noon.

City Clerk - Tanya Batchelor stated the Primary Election will be tomorrow. Polls are open from 7:00 a.m. to 8:00 p.m.

Plan Commission Recommendation

Beth Thompson explained the City initiated an amendment to the Paperjack Creek Villas PUD. Several home owners in this development do not have a deep enough lot to accommodate the 20-foot setback required to build a deck. A homeowner applied for a variance within the last two years and was given the variance. Staff looked at the homes in this area that are built with patio doors leading to future decks. Alderman Zajkowski moved to suspend the rules and adopt Ordinance #522 amending the Paperjack Creek Villas PUD to allow a 10-foot rear yard setback for decks attached to the principal building, seconded by Alderman Kittel and carried.

Croft Apartments Update

Mike Darrow explained there have been many issues with this apartment building since it opened. The City of New Richmond has received many complaints regarding this property. On August 1, 2018, a site inspection was completed and several items were found that need to be addressed. The list included dead shrubs, dead trees, grass that is not irrigated and full of weeds. Planting areas need to have new mulch. Trash enclosure areas need to be cleaned up. The stormwater pond is not properly maintained and the planter at the Doman Drive entrance is not structurally sound. Mike Ellis, from Herman and Kittle, was present at the meeting to hear comments and complaints from the Council. Jamie Williamson is the regional property manager and Danielle Wyss is the local property manager. They have been working together to turn things around. Mike Ellis stated the dead plantings have all been removed and other areas have been addressed as well. The Croft Place Apartments have the most Police Department calls in the entire City. There are issues with screening tenants as well. City Council asked for all items to be resolved immediately. Mike Darrow will send a recap letter to Croft Place Apartments. Council will discuss this item in September and Nick Vivian will review the development agreement to see what action can be taken.

City Sponsorship of Assembly and Congressional Candidate Forum

Scottie Ard explained that Wanda Viellieux and Tom Lindfors have been conducting candidate forums. The VFW had previously been the sponsor for candidate forums. They are asking if the City of New Richmond would be a sponsor. Mike Montello moved to officially support the candidate forums, seconded by Alderman Zajkowski and carried.

Mary Park Boat Ramp

The City of New Richmond received a grant to reconstruct the Mary Park boat ramp. A request for proposals was sent out for engineering services. Jeremiah received proposals from MSA for \$11,500 and from Cooper Engineering for \$20,240. This past spring the dock at Mary Park was damaged by ice and we have received insurance money to repair or replace the existing dock. The dock will be incorporated into the boat ramp project. The Park Board recommended accepting the proposal from MSA. Alderman Montello moved to accept the proposal from MSA for \$11,500, seconded by Alderman Ard and carried.

Intensive Survey of Historical Sites

Noah Wiedenfeld explained the City of New Richmond received a grant to complete an intensive survey of historical sites. We received three proposals for this survey. The Historic Preservation Commission recommended accepting the proposal from Legacy Architecture for \$24,900. Alderman Montello moved to accept the bid from Legacy Architecture, seconded by Alderman Ard and carried.

Public Works Recommendation – Knowles Avenue Corridor Study

Staff sent out requests for proposals for a Knowles Avenue corridor study. Three proposals were received. The Public Works Committee recommended accepting the proposal from MSA for \$59,850 from Richmond Way to Hwy 64. Alderman Zajkowski moved to accept this recommendation, seconded by Alderman Jackson and carried.

Public Works Recommendation- County Road A Trail Crossings

Staff talked to engineers at Short-Elliott-Hendrickson about how to safely cross County Road A. They came up with two alternatives. One alternative would be two crossings at Quail Run and Scenic Lane with overhead mast-arm mounted beacons for approximately \$120,000. The other alternative would be to have one crossing at Scenic Lane and construct the trail on the east side of County Road A to connect to the Woodland Creek subdivision for approximately \$129,000. The Public Works Committee recommended to use Alternate #2 based with the following sources of funds:

Possible Developer Contribution	\$15,000
Traffic Control Operating Budget	\$20,000
Transportation Impact Fees	\$94,000

Alderman Zajkowski moved to approve Alternate #2, seconded by Alderman Montello and carried.

Second Quarter Financial Report

Bev Langenback, Treasurer, gave the second quarter financial report.

Work Session on August 27, 2018 at 4:00 p.m.

Communications and Miscellaneous

Closed Session

Alderman Ard moved to go into Closed Session per State Statute 19.85 (1)(e) – Appraisal for Park Building, Northside Development Project – Potential Investment of Public Funds, and Redevelopment of 243 Paperjack Drive and the potential investment of public funds, seconded by Alderman Jackson and carried

Open Session

Alderman Kittel moved to proceed with the Northside Development Project as discussed in Closed Session, seconded by Alderman Jackson and carried.

Alderman Ard moved adjourn the meeting, seconded by Alderman Jackson, and carried.

Meeting adjourned at 9:57 p.m.

Tanya Batchelor
City Clerk

SPECIAL COUNCIL MEETING
AUGUST 27, 2018 4:00 P.M.

The meeting was opened by announcing that this was an open meeting of the Common Council. Notice of this meeting was given to the public at least 24 hours in advance of the meeting by forwarding the complete agenda to the official City newspaper, the New Richmond News, and to all news media who have requested the same as well as posting. Copies of the complete agenda were available for inspection at the City Clerk's office. Anyone desiring information as to forthcoming meetings should contact the City Clerk's office.

Roll call was taken.

Members Present: Mayor Horne, Alderman Zajkowski, Ard, Kittel, Jackson, Montello and Volkert

The Pledge of Allegiance was recited.

Alderman Ard moved to adopt the agenda as presented, seconded by Alderman Kittel and carried.

Deer Update

The City of New Richmond received a petition from residents in the East and West River Drive area regarding the deer population. Craig Yehlik, Police Chief, explained that he talked with the DNR and they suggested possibly allowing a late season doe hunt on public land by permit only. Craig thought the golf course might be a good place for this late doe hunt. Three years ago the Council held a discussion regarding the deer and there were many concerned residents. At that time, there were more residents against shooting the deer. The City already allows bow hunting within City limits. We could promote that again and remind residents they can work together to allow hunters to come on their property and hunt. Craig Yehlik will work with Kyle Wells to update the bow hunting map to be posted on social media. Craig will also bring the updated map to the September Council meeting.

VFW MOU

This item will be discussed at a later date.

Amending Chapter 117 – Extra-Territorial Review & Repealing Section 121-35

Nick Vivian, City Attorney, explained the law changed two years ago regarding Extra-Territorial Zoning and now conflicts with our existing ordinances. The Plan Commission will have a Public Hearing on September 4, 2018 to discuss this ordinance change, and the Council will have this item on the agenda for their September 10, 2018 meeting.

Resolution #081801 – Designating Plan Commission as the Architectural Review Board

Alderman Montello offered the following resolution and moved for its adoption:

RESOLUTION #081801

A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF NEW RICHMOND DESIGNATING THE PLAN COMMISSION AS THE ARCHITECTURAL REVIEW BOARD ESTABLISHED BY THE DEVELOPMENT COVENANTS OF THE NEW RICHMOND BUSINESS AND TECHNICAL PARK.

WHEREAS, the City of New Richmond is the developer of the New Richmond Business and Technical Park within the City of New Richmond; and,

WHEREAS, the following Development Covenants are recorded for properties within the New Richmond Business and Technical Park:

1. Phase 1 covenants recorded on December 19, 1988, as may be amended.
2. Phase 2 covenants recorded on June 24, 2002, as may be amended.
3. Richmond Way covenants recorded on November 2, 2006, as may be amended.

WHEREAS, the Development Covenants establish performance standards site and building plan improvements within the New Richmond Business and Technical Park; and,

WHEREAS, Sections A-1 of the Development Covenants state that no building improvement, parking area, landscaping, or sign shall be constructed, erected, placed, or subsequently altered on any site until the plans for such improvement has been approved.

WHEREAS, the Development Covenants provide for establishment of an Architectural Review Board appointed by the Economic Development Commission to review and approve proposed improvements to lots within the New Richmond Business and Technical Park; and,

WHEREAS, properties within the New Richmond Business and Technical Park and subject to the provisions of the New Richmond Zoning Ordinance adopted within the City Code governing allowed uses, lot requirements, site design, and building construction; and,

WHEREAS, improvement of properties within the New Richmond Business and Technical Park under the provisions of the Zoning Ordinance is subject to review and approval by the Development Review Committee or the Plan Commission;

WHEREAS, the review of development proposals within the New Richmond Business and Technical Park under both the Development Covenants and Zoning Ordinance could be accomplished more efficiently in terms of time and costs if subject to only a single process; and,

WHEREAS, the strategies of the Comprehensive Plan call for the City to encourage business development and retention; and,

WHEREAS, an expedited and efficient development review process for project approvals is consistent with the goal of the Comprehensive Plan to encourage business development and retention; and,

WHEREAS, the City Council has acted to revise the role of the Economic Development Commission as Forward New Richmond to advise the City Council on long-term economic development goals and opportunities; and;

WHEREAS, the Plan Commission is the most appropriate body to review development proposals within the New Richmond Business and Technical Park for compliance with the technical provisions of the Zoning Ordinance and Development Covenants;

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of New Richmond that the Plan Commission shall be designated as the Architectural Review Board established by the respective covenants of the New Richmond Business and Technical Park to carry out such duties as established therein.

Motion was seconded by Alderman Zajkowski and carried.

Raedeke Project Update

Beth Thompson explained the Plan Commission will discuss the Certified Survey Map for this development at the September 4, 2018 meeting and the City Council will discuss the CSM on September 10, 2018. Concept plans were included in the Council packet for review. A Conditional Use Permit is needed and will be discussed at the October Plan Commission meeting.

Food Truck on City Property

The City received a request from Roger Keopple to bring his food truck to Freedom Park during football practice from now until October 31, 2018. At this time, a direct seller's permit is required for this activity. Roger has requested to have the direct sellers permit fees waived. Considerable discussion followed. Staff will work on a food truck policy and fee schedule and bring that back to the Council at a later time. Alderman Montello moved to approve the request from Roger Keopple to have his food truck in Freedom Park and grant him a temporary Direct Seller's license, but the fees will be addressed at a later time, seconded by Alderman Zajkowski and carried.

Capital Improvement Plan 2018 - 2022

Rae Ann Ailts gave a review of the items included in the Capital Improvement Plan. Discussion followed. Department heads gave further information regarding items included on the CIP. Considerable discussion followed. Council members were asked to review the projects over the next 30 days and let staff know if there are concerns or questions.

2019 Budget Review

Rae Ann Ailts handed out budget books to Council members and gave an overview on where tax dollars go. Each of the departments are looking to increase technology spending in 2019.

Fundraising Policy

Noah Wiedenfeld explained the fundraising policy and asked that Council members let him know if they have questions or concerns about the policy. This item will be on the September agenda for action.

Assessor Services RFP

Rae Ann Ailts explained that two proposals were received for providing assessor services from Kleven Property Assessment and Owen Assessing. An internal interview committee will meet to interview both companies and council members will be invited to attend.

Communications & Miscellaneous

A recycling survey was sent out to all City residents and responses will come in September. The School Resource Officer started today at the New Richmond High School.

Closed Session

Alderman Montello moved to go into Closed Session per State Statute 19.85 (1)(e) – Potential Sale of City-Owned Property, seconded by Alderman Jackson and carried.

Open Session

Alderman Montello moved to have our City Attorney draft the offer as discussed in Closed Session, seconded by Alderman Jackson and carried. Alderman Zajkowski voted no.

Alderman Ard moved to adjourn the meeting, seconded by Alderman Ard and carried.

Meeting Adjourned at 7:34 p.m.

Tanya Batchelor
City Clerk

VOUCHERS PRESENTED TO THE COUNCIL SEPTEMBER 10, 2018

VO #	PAYMENT TO:	AMOUNT
62339	VOID	(2,750.00)
62439	CITY UTILITIES - INVOICES	11.97
62440	ECKBERG LAMMERS P.C.	10,402.50
62441	HOISINGTON KOEGLER GROUP, INC	480.00
62442	HURTGEN, RUTH	75.00
62443	IMPRESSION SIGNS AND GRAPHICS	3,347.50
62444	LEVERTY, ASHLEY ANNE	37.50
62445	PELNAR, KATHLEEN	186.78
62446	SCHWAAB INC	39.84
62447	SHORT-ELLIOTT-HENDRICKSON	10,586.71
62448	STEPHENS SANITATION - RECYCLING SHED	1,430.55
62449	VILLAGE OF STAR PRAIRIE	42.91
62450	WASHDEALS, LLC	28.00
62451	WESTFIELDS HOSPITAL	75.00
62452	WI DEPT OF ADMIN - MUNICIPAL BOUNDARY REVIEW	400.00
62453	WI MUNICIPAL JUDGES ASSN	100.00
62454	WIEDENFELD, NOAH	156.88
62455	BERENDS, KATHY	132.00
62456	BIBEAU, BEVERLY	132.00
62457	BRIDGE, MARY JANE	120.00
62458	FREISEIS, GAYLE	12.00
62459	GRADY, SCOTT	132.00
62460	KLOPP, BONNIE	132.00
62461	LAMOTTE, JOANN	12.00
62462	MEALEY, DEBRA	132.00
62463	OLSON, HENDRENA	140.25
62464	OLSON, ROBERT	140.25
62465	PELLEGRINO, JEAN	161.50
62466	POWELL, PEGGY	12.00
62467	UTECHT, INEZ	140.00
62468	VAN VYNCKT, PATTY	128.00
62469	BERMAN, TAYLOR	1,175.00
62470	CEMSTONE - READY MIX INC	1,943.00
62471	CITY UTILITIES - TAX ROLL	9,143.90
62472	E O JOHNSON BUSINESS TECHNOLOGIES - 2	1,411.20
62473	FRANKLIN, JAMES	1,000.00
62474	INDUSTRIAL SAFETY - ANNUAL SERVICE	515.00
62475	MALONEY, MARK	638.00
62476	MCNUTT, DAVID	3,000.00
62477	REGISTER OF DEEDS	30.00
62478	ST CROIX COUNTY SHERIFF'S DEPT	147.60
62479	UWRF - POLICE DEPT	397.14
62480	WI DEPT OF TRANS - TV & RP UNIT	5.00
62481	XCEL ENERGY (2)	27.50
62482	CITY UTILITIES - 2ND BILLING	29,249.29
62483	CITY UTILITIES - INVOICES	2,408.30
62484	FRONTIER COMMUNICATIONS (2)	50.78
62485	MICHAEL BEST & FRIEDRICH LLP	142.50
62486	NORTHLAND SURVEYING	1,617.75
62487	POWERS LIQUID WASTE MANAGEMENT, INC	1,280.00
62488	SHORT-ELLIOTT-HENDRICKSON	10,610.61
62489	ST CROIX COUNTY HIGHWAY DEPT	2,944.63
62490	ST CROIX COUNTY SHERIFF'S DEPT - JAIL	1,560.00
62491	SUNRISE LAWNS	694.00
	SUBTOTAL	96,168.34

	SUBTOTAL CARRIED FORWARD	96,168.34
62492	SYLVESTER CUSTOM GRINDING	14,949.06
62493	CREEK WOOD PINES	2,150.00
62494	AMAZON (CITY)	648.35
62495	AMAZON (LIBRARY)	925.18
62496	ANCOM TECHNICAL CENTER	1,874.94
62497	BAKER TILLY VIRCHOW KRAUSE, LLP	1,308.00
62498	BALDWIN TELECOM, INC	594.39
62499	BOARDMAN & CLARK LLP	430.50
62500	CEDAR CORPORATION	3,242.35
62501	CITY UTILITIES - 1ST BILLING	1,264.06
62502	CITY UTILITIES - INVOICES	97.95
62503	CITY UTILITIES - INVOICES/WPPI EMAIL HOSTING	889.48
62504	CITY UTILITIES - LANDFILL	714.63
62505	CITY UTILITIES - OTHER	735.22
62506	CITY UTILITIES - SAC CHARGES	13,203.00
62507	CITY UTILITIES - SALES TAX	388.24
62508	CITY UTILITIES - WATER IMPACT FEES	13,203.00
62509	COUNTRYSIDE PLUMING & HEATING	5,981.62
62510	E O JOHNSON COMPANY, INC	1,666.75
62511	FORUM COMMUNICATIONS COMPANY	430.75
62512	GHD SERVICES INC	5,198.92
62513	GUINN, VINOPAL & ZAHRADKA, LLP	227.50
62514	INDUSTRIAL SAFETY	12,673.26
62515	INTERACTIVE HEALTH, INC	172.50
62516	KWIK TRIP / KWIK STAR STORES	5,697.15
62517	LEAGUE OF MINNESOTA CITIES	207.00
62518	MCCABE CONSTRUCTION, INC	90,094.06
62519	MIDWEST TAPE	15.99
62520	MOMENTUM WEST	2,500.00
62521	NR TREE SERVICE LLC	2,800.00
62522	PEDERSON, JOEL	325.00
62523	RUSK COUNTY COMMUNITY LIBRARY	22.00
62524	SCHOOL DISTRICT OF NR - MOBILE HOME FEES	196.11
62525	SECURIAN FINANCIAL GROUP, INC	2,333.59
62526	SNAKE DISCOVERY LLC	127.00
62527	SOMERSET PUBLIC LIBRARY	48.95
62528	SPECIAL EFFECTS	40.00
62529	SPECTRUM INSURANCE GROUP	13,336.00
62530	ST CROIX COUNTY TREASURER - MUNICIPAL COURT	1,259.10
62531	STANLEY PUBLIC LIBRARY	13.99
62532	STATE OF WI - COURT FINES & ASSESSMENTS	3,290.76
62533	STEPHENS SANITATION - RECYCLING SHED	749.32
62534	THE PLANNING COMPANY LLC	5,684.40
62535	TOP NOTCH TROPHIES	550.00
62536	VERIZON WIRELESS (CITY)	353.67
62537	VFIS	750.00
62538	WAL-MART (OTHER PMTS)	50.51
62539	WASHINGTON NATIONAL INS CO	200.80
62540	WI PROFESSIONAL POLICE ASSN, INC	668.80
62541	XCEL ENERGY	331.34

SUBTOTAL

310,783.53

SUBTOTAL CARRIED FORWARD 310,783.53

TOTAL VOUCHERS 310,783.53

ELECTRONIC FUND TRANSFERS

PAYROLL (8/17 & 8/31)	263,887.64
DEFERRED COMP	15,420.00
ROTH - WI	375.00
FEDERAL W/H	144,372.99
STATE W/H	28,542.95
POSTAGE	3,000.00
MEDICAL PREMIUMS	90,111.42
RETIREMENT	58,825.66
VISA P-CARDS	41,590.78
HRA	8,181.72
HSA - ER CONTRIBUTIONS	1,416.61
WI-SCTF	4,451.46
FLEX SPENDING	7,008.51
EMPLOYEE FUND	388.00
FIREMAN DUES	600.00
AFLAC	1,223.26
DISABILITY INSURANCE	2,781.33
INVOICE - SUPER AMERICA	3,858.81
DELINQ STATE TAX - REMITTANCES	37.13
RESTITUTIONS	50.00
IMPACT FEE TRANSFERS	26,284.00
INVESTMENT TRSFR - BREMER	2,250,000.00
PSN REFUNDS	600.00
WPPI LOAN PMTS	4,166.67
DEBT PMTS/BREMER LOAN PMTS	36,148.77

TOTAL ELECTRONIC FUNDS 2,993,322.71

GRAND TOTAL 3,304,106.24

FRED HORNE, MAYOR



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

MEMORANDUM

TO: New Richmond City Council

FROM: Craig Yehlik, Chief of Police

DATE: September 10, 2018

SUBJECT: Ceremonial swearing in of Officer McKenzie Hazen

BACKGROUND

Officer McKenzie Hazen was hired in August and will be ceremoniously sworn in by Mayor Fred Horne.

Action Requested

No action on behalf of the council is needed. Except the Mayor of course.



TO: Mayor Fred Horne and City Council

FROM: Rae Ann Ailts, Finance Director

DATE: September 10, 2018

RE: 2017 Annual Auditor's Financial Report

Background

On an annual basis, the City engages an independent accounting to conduct an audit of all City fund. The audit provides assurance to taxpayers, council, board and commissions and municipal bond investors that the financial reports of the City can be relied upon as they are properly accounted for under the requirements of GAAP (Generally Accepted Accounting Principles) and GASB (Governmental Accounting Standards Board).

Kim Shult, Partner of the City's auditing firm, Baker Tilly, will present the 2017 auditor report during Monday evening's council meeting. A copy of the presentation is attached.

The 2017 audited financial report is available on the City's website page.

CITY OF NEW RICHMOND
REPORT TO THE CITY COUNCIL

September 10, 2018

Presented By:

Baker Tilly Virchow Krause, LLP

Kimberly M. Shult, CPA, Partner
Kimberly.Shult@bakertilly.com

Note: Actual data was derived from current and prior years audited financial statements

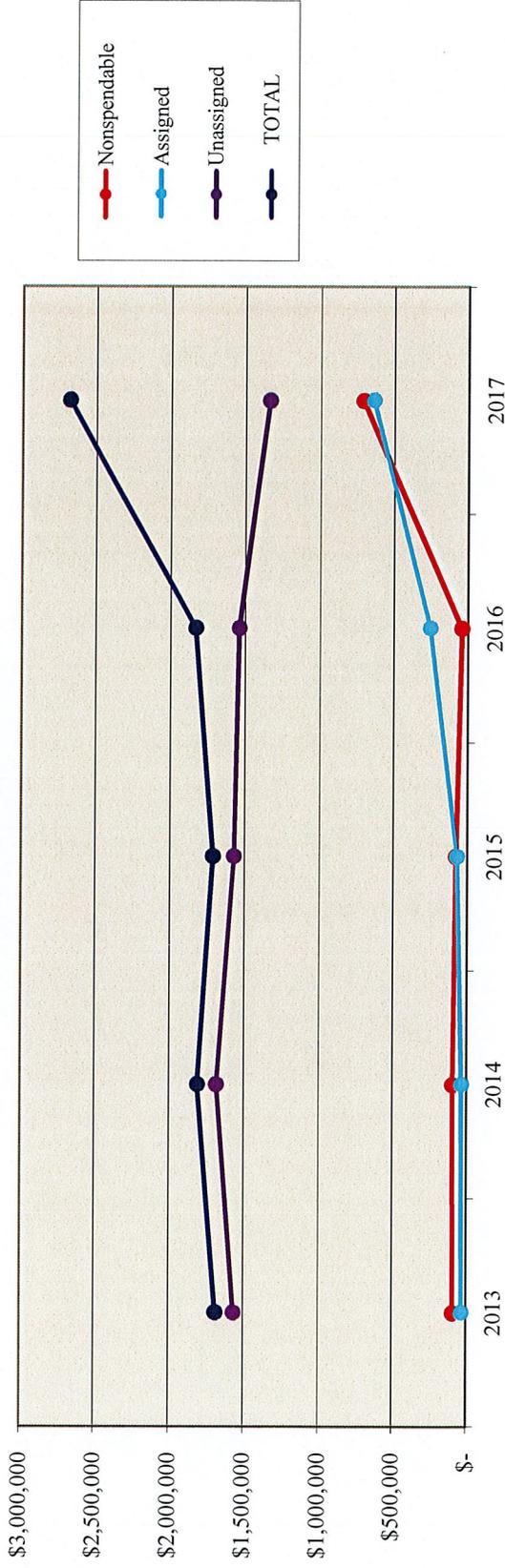
CITY OF NEW RICHMOND

2017 FINANCIAL STATEMENT HIGHLIGHTS

ANALYSIS OF GENERAL FUND BALANCE

<u>Detail of Fund Balance</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Nonspendable	\$ 89,930	\$ 92,891	\$ 72,980	\$ 37,467	\$ 706,992
Assigned	31,452	34,146	67,939	253,976	636,973
Unassigned	1,565,106	1,681,933	1,568,442	1,537,866	1,337,145
TOTAL	\$ 1,686,488	\$ 1,808,970	\$ 1,709,361	\$ 1,829,309	\$ 2,681,110

General Fund Balance Trends



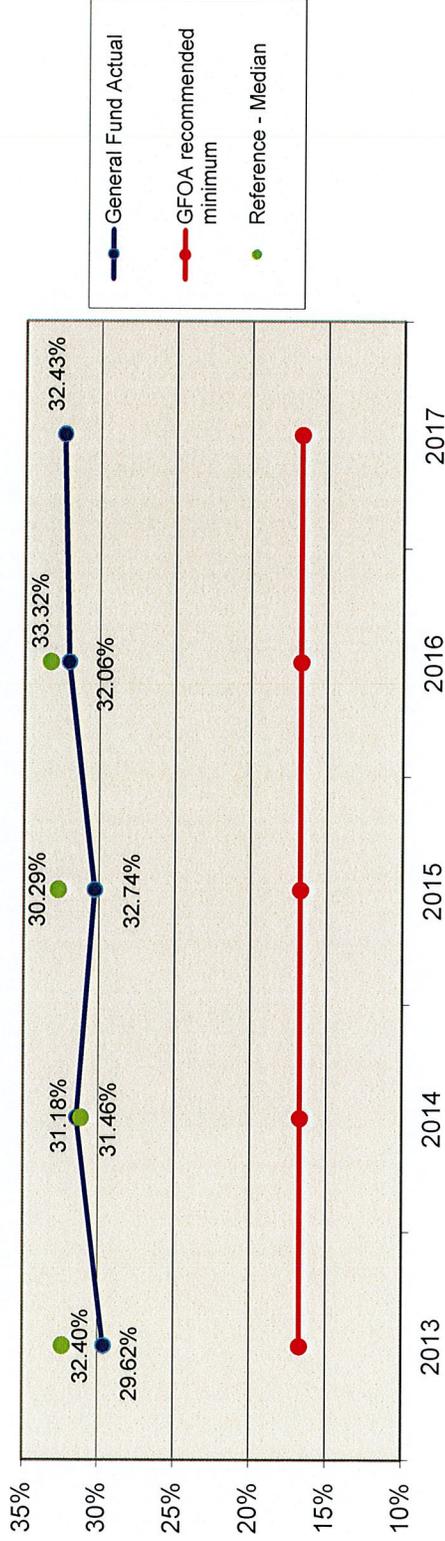
CITY OF NEW RICHMOND

2017 FINANCIAL STATEMENT HIGHLIGHTS

ANALYSIS OF GENERAL FUND BALANCE (cont.)

	2013	2014	2015	2016	2017
Available Fund Balance					
Operating revenues	\$ 1,596,558	\$ 1,716,079	\$ 1,636,381	\$ 1,791,842	\$ 1,974,118
	5,389,510	5,454,878	5,402,572	5,588,606	6,086,591
% of operating revenues	29.62%	31.46%	30.29%	32.06%	32.43%

Available General Fund Balance as a Percentage of Operating Revenues



GFOA recommended range for % of operating revenues: no less than 2 months of GF operating revenues

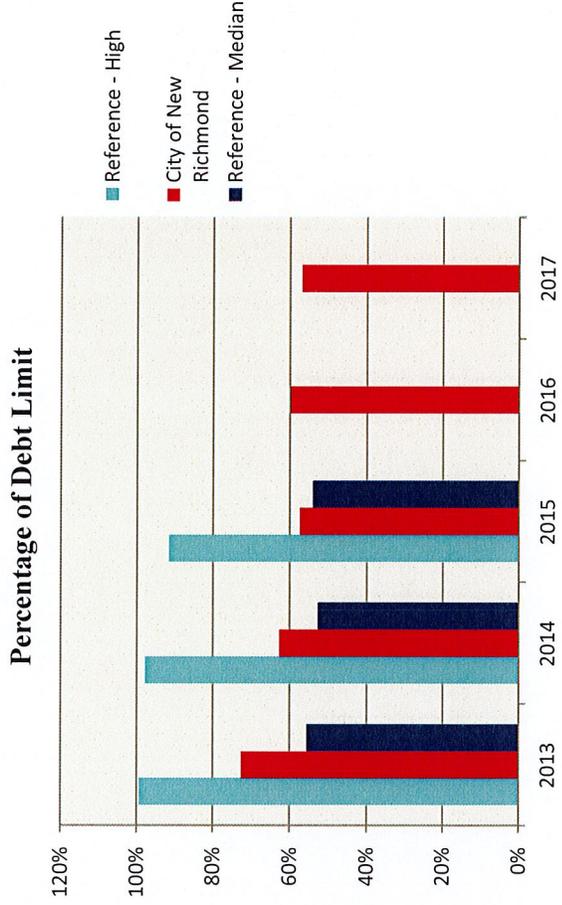
Reference values for the population range: 2,000 to 10,000 generated from 2013-2016 Baker Tilly municipal client data for Wisconsin.

CITY OF NEW RICHMOND

2017 FINANCIAL STATEMENT HIGHLIGHTS

GENERAL OBLIGATION DEBT OUSTANDING

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Total General Obligation (G.O) Debt (net)					
City	\$ 20,093,376	\$ 18,005,411	\$ 17,379,685	\$ 19,742,170	\$ 19,488,929
Utilities	-	-	-	-	860,000
Subtotal	20,093,376	18,005,411	17,379,685	19,742,170	20,348,929
Less: Debt service fund - fund balance	-	-	(1,928)	(2,806)	-
TOTAL	\$ 20,093,376	\$ 18,005,411	\$ 17,377,757	\$ 19,739,364	\$ 20,348,929
G.O. Debt Capacity	\$ 27,701,415	\$ 28,774,425	\$ 30,363,485	\$ 33,058,675	\$ 35,867,840
% of debt limit	73%	63%	57%	60%	57%



2015 Reference values for the population range: 7,500 to 10,000 taken from *MunicipalFacts16* publication by the Wisconsin Taxpayers Alliance, 2017.

CITY OF NEW RICHMOND

2017 FINANCIAL STATEMENT HIGHLIGHTS

ANALYSIS OF DEBT SERVICE - GOVERNMENTAL FUNDS

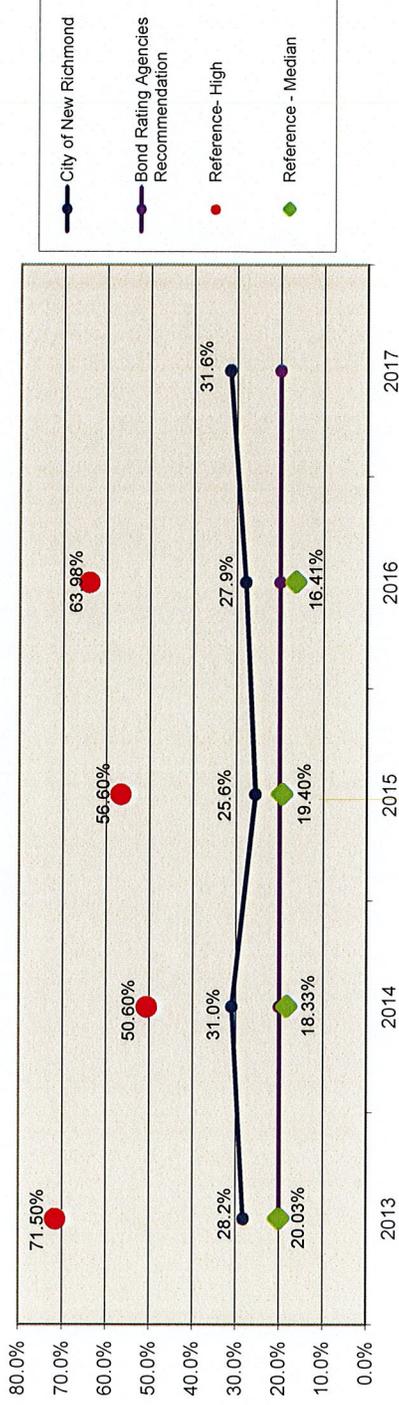
	2013	2014	2015	2016	2017
Total Debt Service					
Principal**	\$ 1,834,017	\$ 2,087,965	\$ 1,872,150	\$ 1,983,899	\$ 2,628,241
Interest	675,411	635,479	595,567	568,672	600,057
TOTAL	\$ 2,509,428	\$ 2,723,444	\$ 2,467,717	\$ 2,552,571	\$ 3,228,298
Total Non-Capital Expenditures					
Total governmental funds expenditures**	\$ 10,087,259	\$ 9,524,156	\$ 11,023,966	\$ 13,384,494	\$ 13,770,927
Less: capital outlay	(1,202,861)	(739,588)	(1,371,103)	(4,243,225)	(3,564,257)
TOTAL NON-CAPITAL EXPENDITURES	\$ 8,884,398	\$ 8,784,568	\$ 9,652,863	\$ 9,141,269	\$ 10,206,670

% of debt service to non-capital expenditures

	28.2%	31.0%	25.6%	27.9%	31.6%
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**Excludes debt refunding

Debt Service to Non-Capital Expenditures



Reference values for the population range: 2,000 to 10,000 generated from 2013-2016 Baker Tilly municipal client data for Wisconsin.

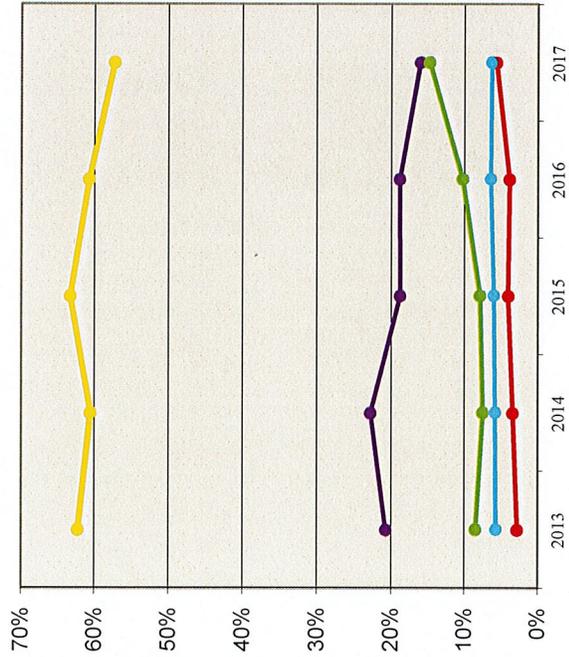
CITY OF NEW RICHMOND

2017 FINANCIAL STATEMENT HIGHLIGHTS

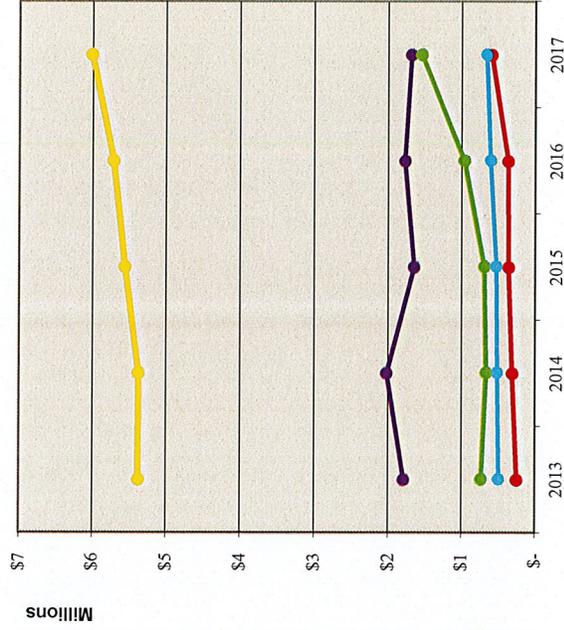
GOVERNMENTAL FUND REVENUES

	2013	%	2014	%	2015	%	2016	%	2017	%
Total Revenues										
Taxes	\$ 5,366,244	62%	\$ 5,364,153	60%	\$ 5,552,570	63%	\$ 5,709,150	61%	\$ 6,008,815	57%
Intergovernmental	1,788,507	21%	2,020,784	23%	1,649,132	19%	1,772,736	19%	1,684,812	16%
Regulation and Compliance	239,732	3%	301,289	3%	351,822	4%	359,219	4%	590,318	6%
Public Charges for Services	496,777	6%	517,511	6%	529,525	6%	607,737	6%	664,065	6%
Investment Income & Other	730,290	8%	664,119	7%	689,616	8%	962,844	10%	1,551,291	15%
TOTAL	\$ 8,621,550	100%	\$ 8,867,856	100%	\$ 8,772,665	100%	\$ 9,411,686	100%	\$ 10,499,301	100%

% of Total Revenue



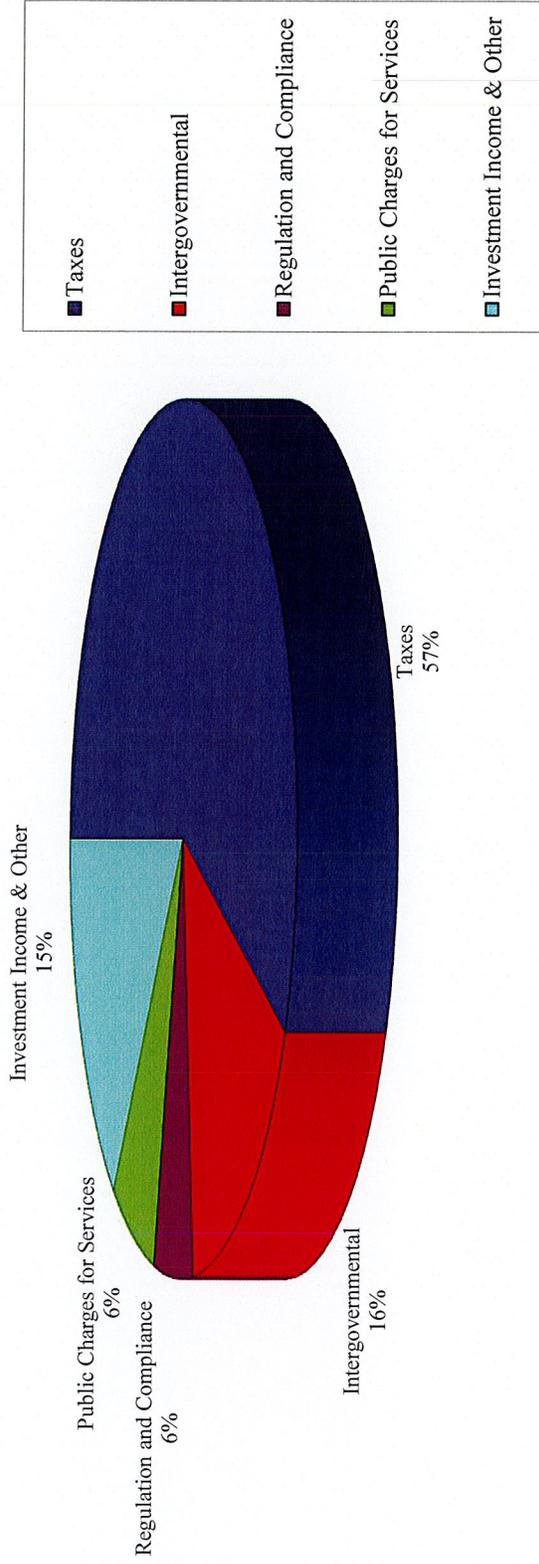
Total Revenue



CITY OF NEW RICHMOND
2017 FINANCIAL STATEMENT HIGHLIGHTS

GOVERNMENTAL FUND REVENUES

Total Revenues: \$10,499,301



CITY OF NEW RICHMOND

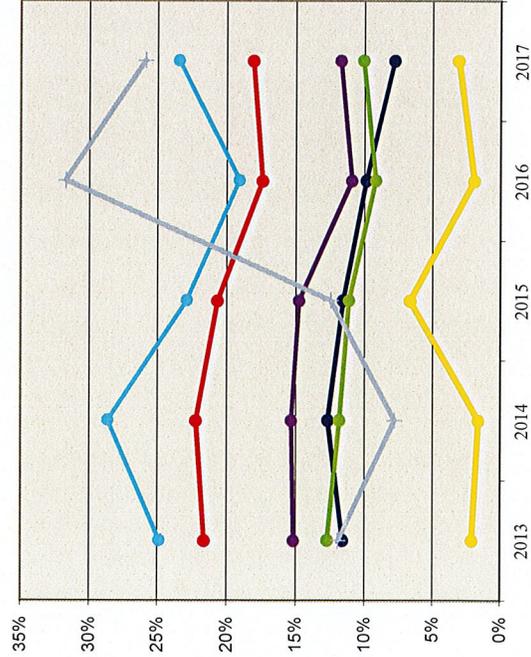
2017 FINANCIAL STATEMENT HIGHLIGHTS

GOVERNMENTAL FUND EXPENDITURES

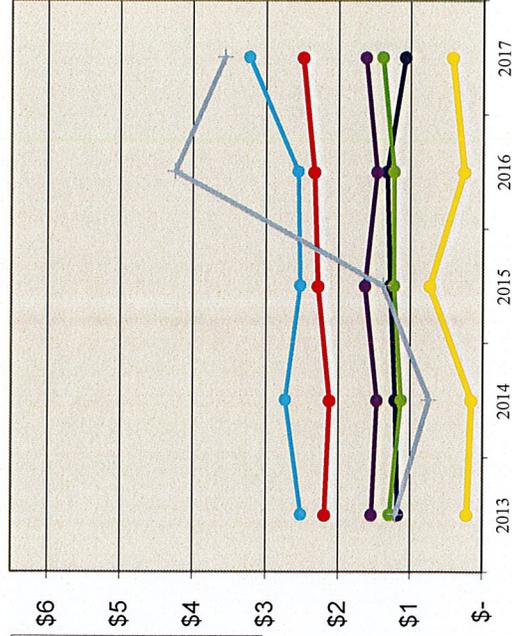
	2013	%	2014	%	2015	%	2016	%	2017	%
Total Expenditures	\$ 1,170,162	12%	\$ 1,205,458	13%	\$ 1,273,825	12%	\$ 1,317,467	10%	\$ 1,069,234	8%
General Government	2,182,154	22%	2,116,391	22%	2,277,842	21%	2,329,440	17%	2,487,946	18%
Public Safety	1,528,912	15%	1,457,707	15%	1,624,175	15%	1,459,006	11%	1,612,940	12%
Public Works	1,280,490	13%	1,125,431	12%	1,226,098	11%	1,225,693	9%	1,384,421	10%
Leisure Activities	2,509,428	25%	2,726,099	29%	2,521,812	23%	2,552,571	19%	3,228,298	23%
Debt Service**	1,202,861	12%	739,588	8%	1,371,103	12%	4,243,225	32%	3,564,257	26%
Capital Outlay	213,252	2%	153,482	2%	729,111	7%	257,092	2%	423,831	3%
Other*										
TOTAL	\$ 10,087,259	100%	\$ 9,524,156	100%	\$ 11,023,966	100%	\$ 13,384,494	100%	\$ 13,770,927	100%

*Other includes Health and Human Services and Conservation and Development
 **Excludes debt refunding

% of Total Expenditures



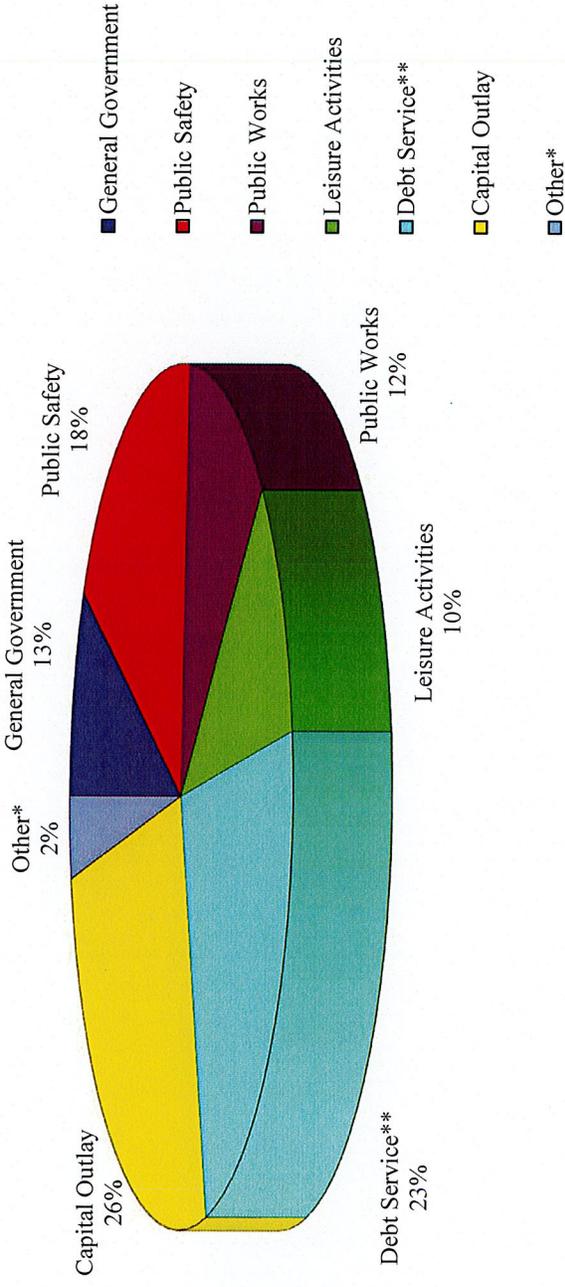
Total Expenditures



CITY OF NEW RICHMOND
2017 FINANCIAL STATEMENT HIGHLIGHTS

GOVERNMENTAL FUND EXPENDITURES

Total Expenditures: \$13,770,927



*Other includes Health and Human Services and Conservation and Development
**Excludes debt refunding



3601 Thurston Avenue
Anoka, MN 55303
763.231.5840
TPC@PlanningCo.com

MEMORANDUM

TO: Beth Thompson

FROM: D. Daniel Licht, AICP

DATE: 6 September 2018

RE: New Richmond – Star Prairie Attachment Petitions

TPC FILE: 164.02

BACKGROUND

The City has received petitions from three property owners for attachment to the City of 22 parcels located in Star Prairie Township. Eighteen of parcels are located north of Highway 64 and east of 115th Street. The City is also proposing to attach a City owned parcel adjacent to these parcels petitioning for attachment. The other four parcels are located west of Highway 65, south of 200th Avenue adjacent to the New Richmond airport. Attachment petitions from Star Prairie Township are processed in accordance with the terms of the Cooperative Boundary Agreement dated 31 July 2012 and are subject to review by the Plan Commission and approval of the City Council.

Exhibits:

- Property summary
- Star Prairie Cooperative Plan Exhibit B
- Map of annexation parcels by owner
- Comprehensive Plan Future Land Use
- Proposed Zoning

ANALYSIS

Comprehensive Plan. The 2018 Comprehensive Plan guides the parcels at Highway 64 and 115th Street for mixed use corridor, medium-high density residential, low density residential and institutional land uses as shown on the attached map. The parcels at Highway 65 and 200th Avenue are guided for future business park uses. Attachment of the parcels provides for future orderly growth of planned urban development consistent with the Comprehensive Plan.

Zoning. Attachment of the parcels is to occur by adoption of an ordinance by the City Council that is subsequently recorded with the Secretary of State and St. Croix County Recorder with each parcel. The attachment will be effective upon the date after the annexation ordinance is published. Section 121-36.G of the Zoning Ordinance states that properties brought into the City are designated as Z1 District, unless otherwise approved by the City Council. Based on the future land uses guided by the 2018 Comprehensive Plan, City staff proposes designation of zoning districts to allow for the planned land uses. The proposed zoning district designation for each parcel is shown in the table and map attached to this report.

No application for development of the parcels petitioning for attachment has been received by the City. Future land use and development of the parcels petitioning for attachment will be in accordance with the provisions of the Zoning Ordinance, including Table 3 that identifies permitted and conditional uses. Approval of any future development or subdivision of the parcels petitioning for attachment will be considered in accordance with the provisions of the City's Zoning Ordinance and Subdivision Ordinance.

Star Prairie Boundary Agreement. The Cooperative Agreement regarding future boundaries between the City and Star Prairie establishes an Urban Reserve Area that encompasses land that will be attached to the City. Lands outside of the Urban Reserve Area cannot be attached or annexed to the City. The parcels petitioning for attachment are all located within the Urban Reserve Area designated by the Cooperative Agreement.

Attachment of property within the Urban Reserve Area from Star Prairie Township to the City of New Richmond is outlined in Section 3 of the Cooperative Agreement.

- Section 3.2.1 of the Cooperative Agreement states that a property owner may petition to the City Clerk requesting attachment of their property from Star Prairie Township to the City of New Richmond.
- Section 3.6.1 of the Cooperative Agreement requires the City Clerk to provide written notice of the attachment request (including the petition) to Star Prairie Township. The required written notice was sent to Star Prairie Township on 10 August 2018.
- Section 3.6.2 of the Cooperative Agreement allows Star Prairie Township 30 days from receipt of the notice to respond with any objections to the proposed attachment.
- Section 3.8 of the Cooperative Agreement states that the attachment is to be enacted by adoption of an ordinance by the City Council.
- Section 3.2.1 of the Cooperative Agreement states that the City may accept the petition, accept the petition subject to conditions, or deny the petition.

- If the petition is accepted and the attachment ordinance adopted by the City Council, the annexation becomes effective upon publication of said ordinance in accordance with Section 3.9 of the Cooperative Agreement.

Section 3.3 of the Cooperative Agreement establishes an automatic trigger for attachment of the Urban Reserve Area to the City upon both of the following criteria being met:

1. Seventy percent of the land within the Urban Reserve Area has, in combination either:
 - a. Been attached to the City under Paragraphs 3.2, 3.4, or 3.5 [of the Cooperative Agreement], or
 - b. Been identified as Developed Parcels on the Parcel Spreadsheet [included as an exhibit to the Cooperative Agreement]; and
2. Forty years have passed from the effective date of [the Cooperative] Agreement.

The area of the parcels petitioning for attachment is 885.6 acres. Paragraph 3.3.4 of the Cooperative agreement establishes provisions for Special Parcels that are excluded from the calculation of 70 percent of the Urban Reserve Area required to be attached to the City to trigger the automatic attachment of the remaining township properties 40 years after the effective date of the Cooperative Agreement. The area of the Special Parcels is specified as being subtracted from both the area of parcels already attached to the City and the overall area of the Urban Reserve Area (the numerator and denominator of the equation). These Special Parcels include the parcels acquired by the Roger J. and Laurie M. Neumann Trust from St. Croix County identified on the attached table and maps as Parcels 1 to 10 with an area of 436.5 acres. The 1.0 acre parcel owned by St. Croix County identified as Parcel 19 and the 40 acre parcel owned by the City identified as Parcel 12 of the attachment are also designated as Special Parcels by the Cooperative Agreement. The other 410.1 acres of the attachment petitions would be used in the calculation of parcels annexed to the City in accordance with the terms of the Cooperative Agreement to meet the 70 percent requirement that must be met after September 2052 to effect automatic attachment of remaining township parcels.

RECOMMENDATION

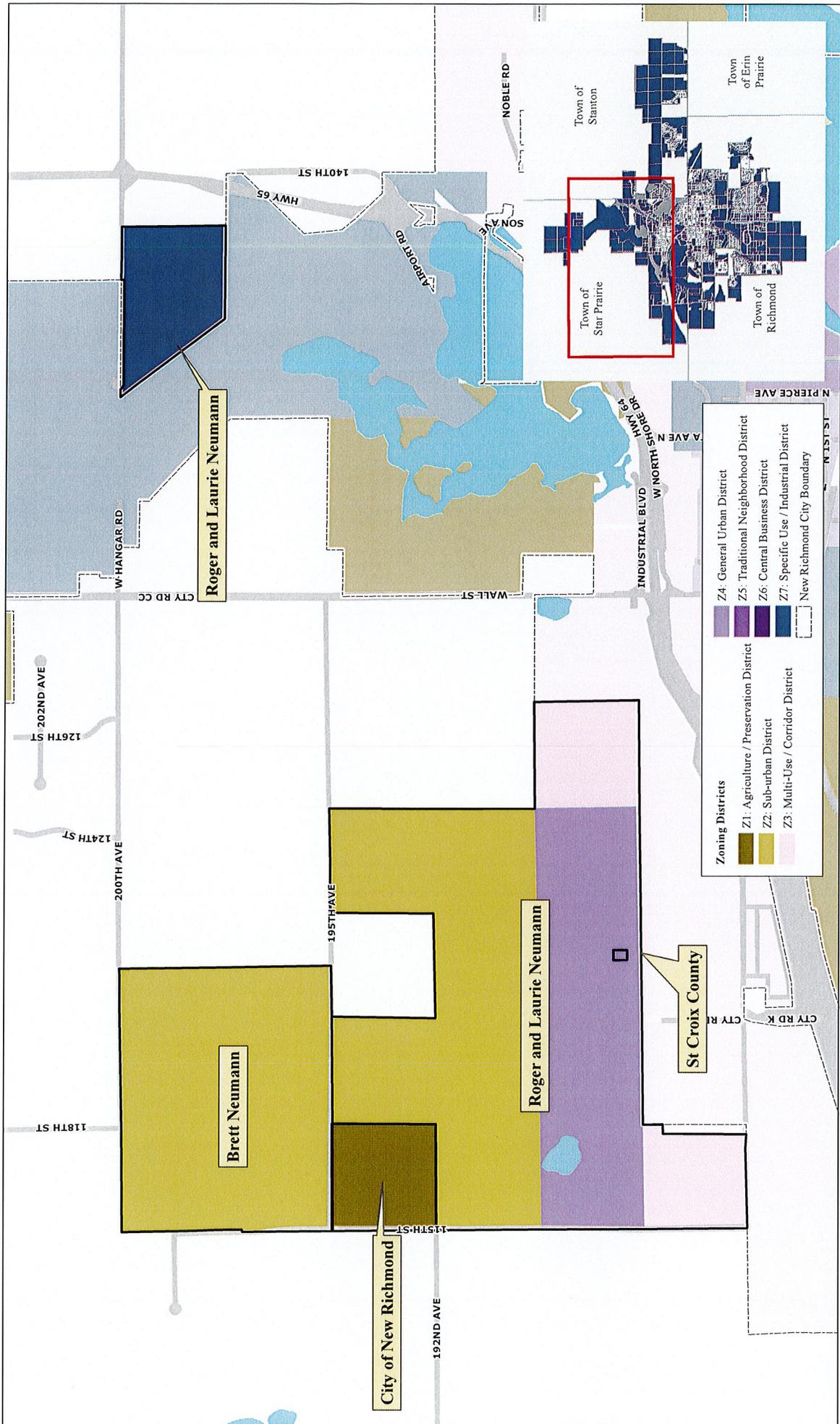
The petitions for attachment of the parcels within Star Prairie Township to the City is consistent with the goals and policies of the 2018 Comprehensive Plan for future development. The proposed attachment also complies with the terms of the Star Prairie Cooperative Agreement.

The Development Review Committee considered the attachment petition at their meeting on 19 July 2018 and recommends approval.

The Plan Commission held public hearings on 7 August 2018 and 4 September 2018 to consider the attachment petitions. Public comments were taken at the 7 August 2018 meeting with regards to potential land uses and development of the petition properties and the provisions of the Star Prairie Cooperative Agreement (please refer to the approved minutes for more information). There were no public comments at the 4 September 2018 meeting. The Plan Commission closed the public hearings and voted to recommend the City Council accept the attachment petitions and designate zoning for the individual parcels as recommended by City staff.

POSSIBLE ACTION

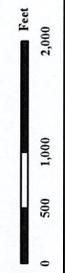
- A. Motion to **approve** ordinances attaching parcels owned by the Roger J and Laurie M Neumann Trust, Brett Neumann LLC, St. Croix County, and the City of New Richmond to the City of New Richmond.
 - B. Motion to recommend the City Council **deny** the attachment petitions based on a finding that such action is not consistent with the policies of the Comprehensive Plan.
 - C. Motion to **table**.
-
- c. Michael Darrow, City Administrator
Nick Vivian, City Attorney
Jeremiah Wendt, Public Works Director

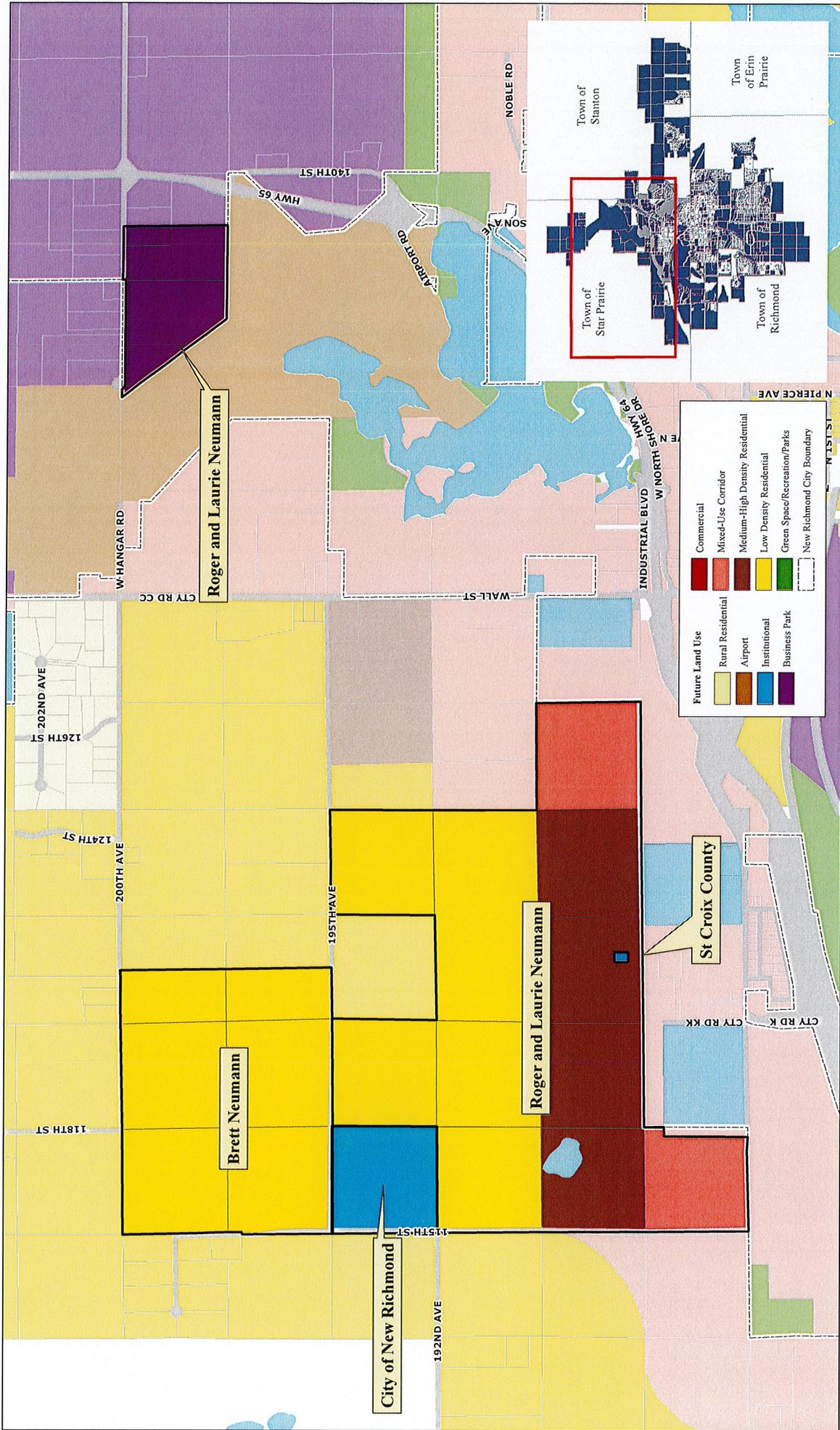


Grid: WI CRS S1, Cross (Feet)
 Projection: Transverse Mercator
 Datum: NAD 83
 Date: 25 July 2018



CITY OF NEW RICHMOND: ANNEXATION PROPOSED ZONING





Grid: WI CRS S. Croix (Feet)
 Projection: Transverse Mercator
 Date: NAD 83
 Date: 25 July 2018



CITY OF NEW RICHMOND: ANNEXATION FUTURE LAND USE





118TH ST, 126TH ST, 124TH ST, 200TH AVE, 195TH AVE, 192ND AVE, 115TH ST, 140TH ST, HWY 65, W HANGAR RD, RD CC, WALK ST, INDUSTRIAL BLVD, HWY 54, W WOKIL STRUBER, DAKOTA AVENUE, N 5TH ST, N 4TH ST, CITY RD K, CITY RD KK, CARLSON AVE, NOBLE RD

Roger and Laurie Neumann

Brett Neumann

Roger and Laurie Neumann

St Croix County

Legend

- New Richmond City Boundary
- New Richmond Parcels
- St Croix County Parcels

Inset Map

Town of Star Prairie, Town of Richmond, Town of Erin Prairie, Town of Stanton



Grid: WI CRS St. Croix (Feet)
 Projection: Transverse Mercator
 Datum: NAD 83
 Date: 25 July 2018

CITY OF NEW RICHMOND: ANNEXATION



STAR PRAIRIE TOWNSHIP ATTACHMENT PETITIONS

Parcel	Parcel #	Owner	Acres	Future Land Use Plan	Proposed Zoning Map
Hwy. 64 /115 th St.	1	Roger J and Laurie M Neumann Trust	35.5	Mixed Use Corridor	Z3 District
	2	Roger J and Laurie M Neumann Trust	40.0	Medium-High Density Residential	Z4 District
	3	Roger J and Laurie M Neumann Trust	40.0	Medium-High Density Residential	Z4 District
	4	Roger J and Laurie M Neumann Trust	39.0	Medium-High Density Residential	Z4 District
	5	Roger J and Laurie M Neumann Trust	40.0	Medium-High Density Residential	Z4 District
	6	Roger J and Laurie M Neumann Trust	40.0	Mixed Use Corridor	Z3 District
	7	Roger J and Laurie M Neumann Trust	40.0	Low Density Residential	Z2 District
	8	Roger J and Laurie M Neumann Trust	40.0	Low Density Residential	Z2 District
	9	Roger J and Laurie M Neumann Trust	80.0	Low Density Residential	Z2 District
	10	Roger J and Laurie M Neumann Trust	40.0	Low Density Residential	Z2 District
	11	Roger J and Laurie M Neumann Trust	40.0	Low Density Residential	Z2 District
	12	City of New Richmond	40.0	Institutional	Z1 District
	13	Brett Neumann LLC	40.0	Low Density Residential	Z2 District
	14	Brett Neumann LLC	40.0	Low Density Residential	Z2 District
	15	Brett Neumann LLC	80.0	Low Density Residential	Z2 District
	16	Brett Neumann LLC	80.0	Low Density Residential	Z2 District
	17	Brett Neumann LLC	40.0	Low Density Residential	Z2 District
	18	Brett Neumann LLC	40.0	Low Density Residential	Z2 District
	19	St. Croix County	1.0	Institutional	Z4 District
Hwy. 65 /200 th Ave.	A	Roger J and Laurie M Neumann Living Trust	0.3	Industrial	Z7 District
	B	Roger J and Laurie M Neumann Living Trust	29.8	Industrial	Z7 District
	C	Roger J and Laurie M Neumann Living Trust	17.8	Industrial	Z7 District
	D	Roger J and Laurie M Neumann Living Trust	2.2	Industrial	Z7 District

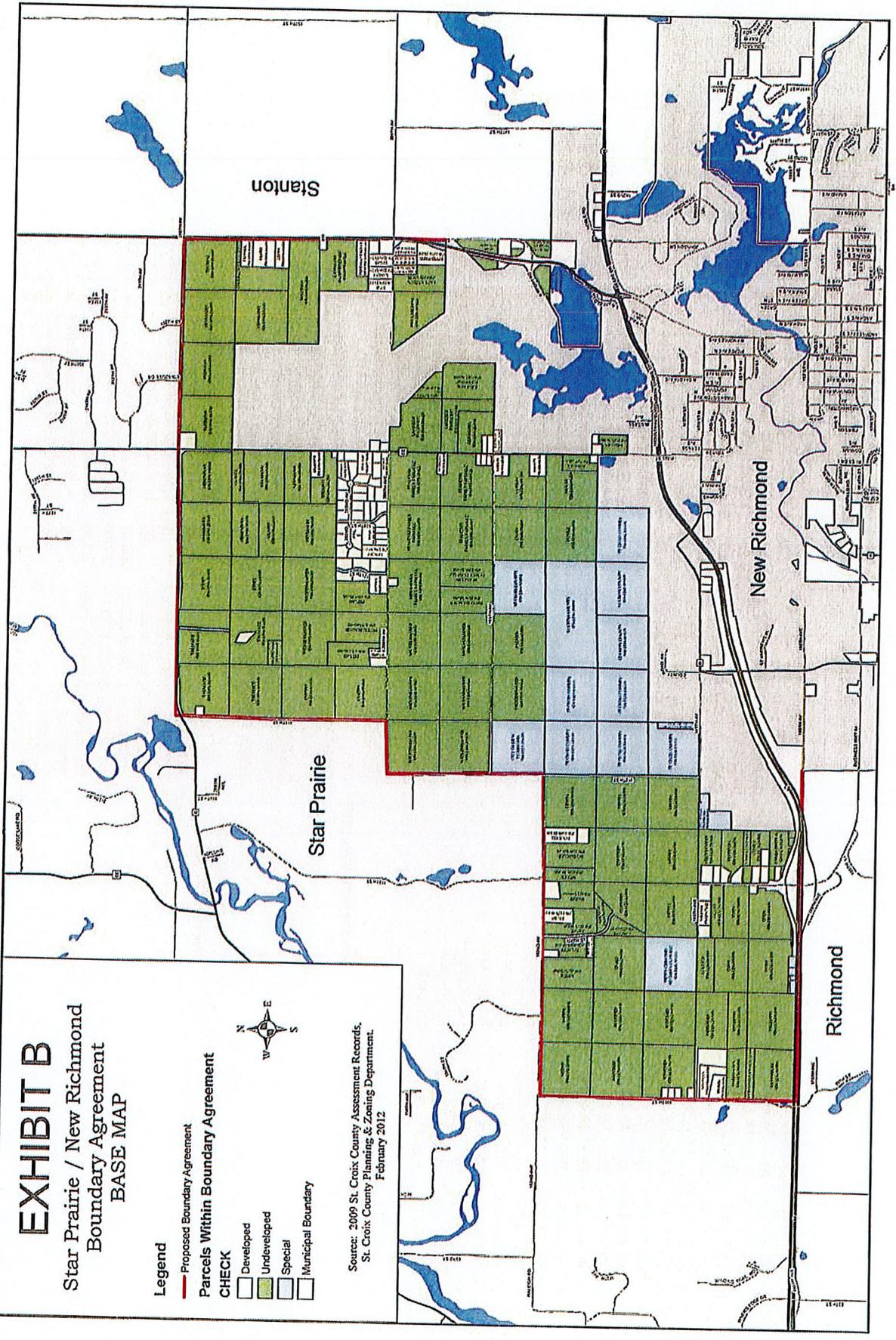
EXHIBIT B

Star Prairie / New Richmond Boundary Agreement BASE MAP

- Legend**
- Proposed Boundary Agreement
 - Parcels Within Boundary Agreement CHECK**
 - Developed
 - Undeveloped
 - Special
 - Municipal Boundary



Source: 2009 St. Croix County Assessment Records,
St. Croix County Planning & Zoning Department,
February 2012



ORDINANCE #523

AN ORDINANCE ATTACHING TERRITORY TO THE CITY OF NEW RICHMOND, WISCONSIN.

THE COMMON COUNCIL OF THE CITY OF NEW RICHMOND DOES ORDAIN AS FOLLOWS:

Section 1. Territory Attached. The following described territory presently located in the Town of Star Prairie is hereby annexed to the City of New Richmond.

Territory described as follows:

038-1138-10-002	Neumann Living Trust
038-1138-10-001	Neumann Living Trust
038-1138-10-000	Neumann Living Trust
038-1141-30-050	Neumann Living Trust
038-1141-40-000	Neumann Living Trust
038-1141-10-001	Neumann Living Trust
038-1110-30-000	Neumann Living Trust
038-1110-10-000	Neumann Living Trust
038-1106-50-000	Neumann Living Trust
038-1106-50-001	Neumann Living Trust
038-1109-95-000	Neumann Living Trust
038-1110-20-000	City of New Richmond
038-1108-30-000	Brett Neumann LLC
038-1108-40-000	Brett Neumann LLC
038-1106-10-010	Brett Neumann LLC
038-1105-95-010	Brett Neumann LLC
038-1108-10-000	Brett Neumann LLC
038-1108-20-000	Brett Neumann LLC
038-1141-30-075	St. Croix County

City of New Richmond

156 East First Street

New Richmond, WI 54017

Z3 Mixed Use Corridor
Z4 Med-High Density Residential
Z4 Med-High Density Residential
Z4 Med-High Density Residential
Z4 Med-High Density Residential
Z3 Mixed Use Corridor
Z2 Low Density Residential
Z1 Institutional
Z2 Low Density Residential
Z4 Institutional

Section 2. Effect of Attachment. From and after the date of this ordinance the territory described in Section 1 shall be a part of the City of New Richmond, for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the City of New Richmond.

Section 3. Zoning Classification. (a) Upon recommendation to the City Council of the City of New Richmond the territory described above, annexed to the City of New Richmond by this ordinance is designated as listed above.

Section 4. Ward Designation. The territory described in Section 1 of this ordinance is hereby designated as part of Ward 1, Aldermanic District 1, of the City of New Richmond.

Section 5. Severability. If any provision of this ordinance is invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application.

Section 6. Effective Date. This ordinance shall take effect upon passage and publication as provided by law.

I, Tanya Batchelor, Clerk of the City of New Richmond, Wisconsin, do hereby certify that the foregoing is a correct copy of an Ordinance introduced at a regular meeting of the Common Council of the City of New Richmond on September 10, 2018 adopted by more than two-thirds vote, and recorded in the minutes of said meeting.

Passed and approved: September 10, 2018
Published and effective: September 20, 2018

Fred Horne, Mayor

ATTEST:

Tanya Batchelor, City Clerk

ORDINANCE #524

AN ORDINANCE ATTACHING TERRITORY TO THE CITY OF NEW RICHMOND, WISCONSIN.

THE COMMON COUNCIL OF THE CITY OF NEW RICHMOND DOES ORDAIN AS FOLLOWS:

Section 1. Territory Attached. The following described territory presently located in the Town of Star Prairie is hereby annexed to the City of New Richmond.

**City of New Richmond
156 East First Street
New Richmond, WI 54017**

Territory described as follows:

038-1101-50-000	Neumann Family Trust	Z7 Industrial
038-1101-20-000	Neumann Family Trust	Z7 Industrial
038-1101-10-000	Neumann Family Trust	Z7 Industrial
038-1101-10-400	Neumann Family Trust	Z7 Industrial

Section 2. Effect of Attachment. From and after the date of this ordinance the territory described in Section 1 shall be a part of the City of New Richmond, for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the City of New Richmond.

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Passed and approved: September 10, 2018
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Fred Horne, Mayor

ATTEST:

Tanya Batchelor, City Clerk



3601 Thurston Avenue
Anoka, MN 55303
763.231.5840
TPC@PlanningCo.com

MEMORANDUM

TO: Beth Thompson

FROM: D. Daniel Licht, AICP

DATE: 8 August 2018

RE: New Richmond – Miller Annexation

TPC FILE: 164.02

BACKGROUND

The City has received a petition from Mr. Jeffery and Lisa Miller to annex 1.82 acres located at 1749 140th Street within Richmond Township. The 1.82 acre property is developed with a single family dwelling. Annexation petitions are subject to review by the Plan Commission and approval of the City Council. A public hearing to consider the annexation petition was held by the Plan Commission at their meeting on 7 August 2018. There were no public comments.

Exhibits:

- Site Location Map
- Petition for Annexation

ANALYSIS

Comprehensive Plan. The Comprehensive Plan guides the subject site for future low density residential uses with availability of sanitary sewer and water utilities. The existing single family dwelling upon the property is an appropriate use consistent with the Comprehensive Plan. The property may be further subdivided in the future for additional single family lots when the abutting agricultural property to the west is subdivided and local street access is available. The annexation of the property provides for future orderly growth of planned urban uses consistent with the Comprehensive Plan.

Zoning. Annexation is acted upon by adoption of an ordinance by the City Council and recorded with the Secretary of State and St. Croix County Recorder. The annexation will be effective upon the date after the annexation ordinance is published. Section 121-36.G of the Zoning Ordinance states that properties annexed to the City are designated as Z1 District, unless otherwise approved by the City Council. With connection of the existing single family dwelling and lot area less than 5 acres as required within the Z1 District, zoning the subject site to Z2 District is appropriate. The existing single family dwelling is a permitted use within the Z2 District. The abutting property to the north of the subject site is also zoned Z2 District. Any condition of the property that does not comply with the requirements of the Zoning Ordinance upon the effective date of annexation would be allowed to continue as a legal non-conforming condition as provided for by Chapter 121, Article IV of the Zoning Ordinance.

Surrounding Uses. The existing and planned uses surrounding the subject site are described in the table below. The subject site is contiguous to existing properties within the City to the north also zoned Z2 District.

Direction	Jurisdiction	Land Use Plan	Zoning Map	Existing Use
North	City	LD Residential	Z2 District	Undeveloped
East	Town	LD Residential	NA	Agriculture
South	Town	LD Residential	NA	Rural single family dwelling
West	City	LD Residential	PUD/Z4	Rich River Trails

Lot Requirements. The Z2 District requires a minimum lot width of 80 feet and limits lot coverage to 40 percent of the lot area in accordance with Table 5 of the Zoning Ordinance. The width of the parcel abutting 140 Street is approximately 300 feet, which exceeds the Z2 District requirement. The lot coverage is estimated to be approximately 13 percent of the lot area, which is less than the limit of the Z2 District. The lot complies with the lot requirements of the Z2 District.

Setbacks. The setbacks for principal and accessory buildings within the Z2 District as required by Table 5.c and d of the Zoning Ordinance applicable to the property are as shown below. All of the existing site improvements within the property comply with these setback requirements.

- Primary front: 25ft.
- Side: 5ft.
- Rear: 20ft.

Access. The subject site has an existing driveway to 140th Street. The Comprehensive Plan designates 140th Street as a collector street. Direct lot access to collector streets is not allowed. The existing access is allowed to continue but no additional driveways will be allowed to 140th Street.

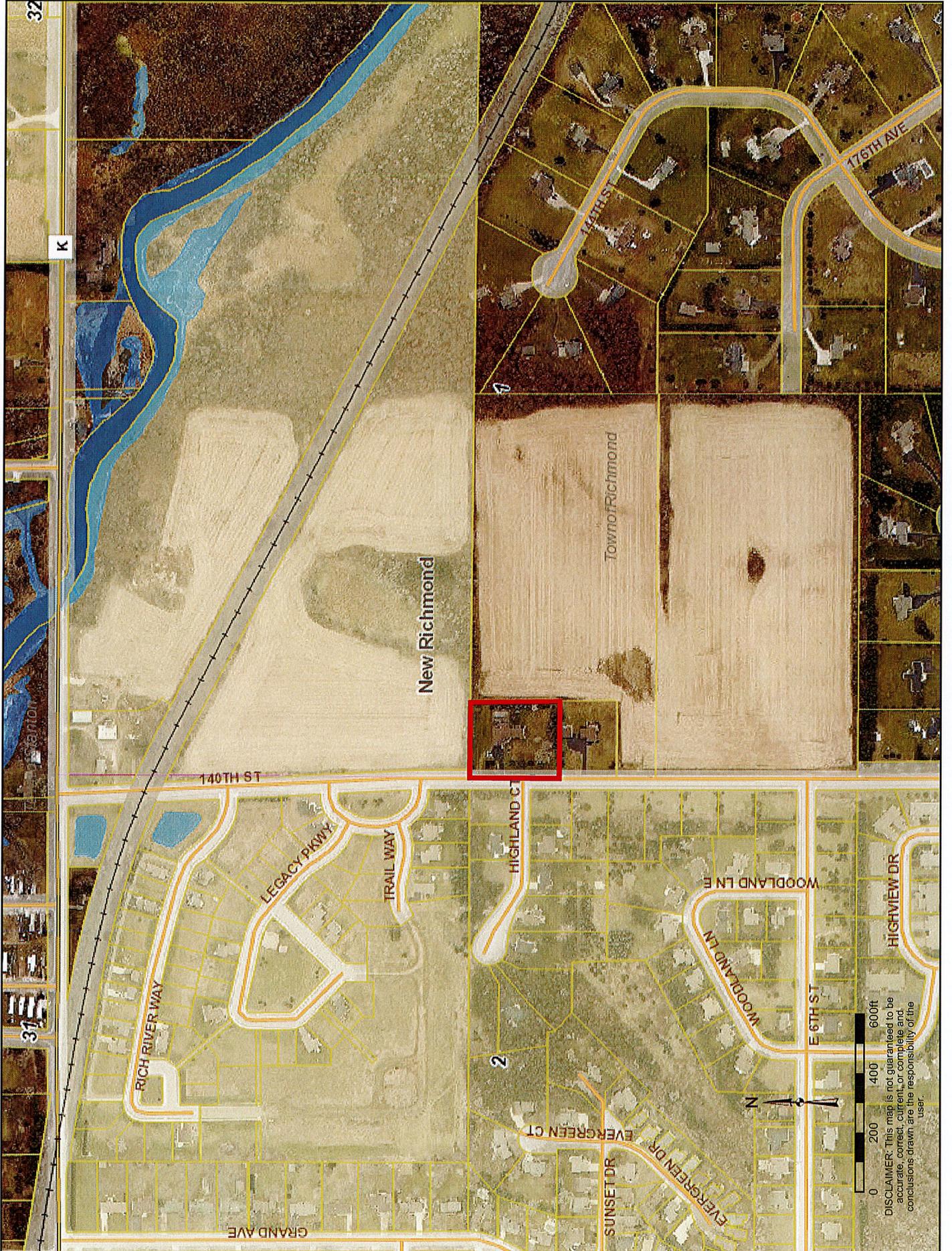
Utilities. The property is to be served by connection to City water and sewer utilities that are located within the public right-of-way abutting the subject site. Extension of utilities is to be subject to review and approval of the Public Works Director.

RECOMMENDATION

The petition for annexation is consistent with the City's Comprehensive Plan. The Development Review Committee considered the annexation petition at their meeting on 28 June 2018 and recommends approval. The Plan Commission closed the public hearing and voted to recommend the City Council approve the annexation petition and zone the property Z2 District.

POSSIBLE ACTION

- A. Motion to **approve** an ordinance annexing property owned by Jeffery and Lisa Miller to the City of New Richmond to be zoned Z2 District.
 - B. Motion to **deny** the annexation petition based on a finding that such action is not consistent with the policies of the Comprehensive Plan.
 - C. Motion to **table**.
- c. Michael Darrow, City Administrator
Nick Vivian, City Attorney



32

K

31

New Richmond

Town of Richmond

140TH ST

RICH RIVER WAY

LEGACY PKWY

TRAIL WAY

HIGHLAND CT

WOODLAND LN E

HIGHVIEW DR

E 6TH ST

EVERGREEN CT

SUNSET DR

EVERGREEN DR

GRAND AVE

176TH AVE

141ST ST

0 200 400 600ft

DISCLAIMER: This map is not guaranteed to be accurate, correct, current or complete and conclusions drawn are the responsibility of the user.

ORDINANCE #525

AN ORDINANCE ANNEXING TERRITORY TO THE CITY OF NEW RICHMOND, WISCONSIN.

THE COMMON COUNCIL OF THE CITY OF NEW RICHMOND DOES ORDAIN AS FOLLOWS:

Section 1. Territory Annexed. The following described territory presently located in the Town of Richmond is hereby annexed to the City of New Richmond.

**City of New Richmond
156 East First Street
New Richmond, WI 54017

026-1001-50-100**

Territory described as follows:
CSM 7/2014 consisting of 1.82 Acres
(Property owned by Jeff Miller)

Section 2. Effect of Annexation. From and after the date of this ordinance the territory described in Section 1 shall be a part of the City of New Richmond, for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the City of New Richmond.

Section 3. Zoning Classification. (a) Upon recommendation to the City Council of the City of New Richmond the territory described above, annexed to the City of New Richmond by this ordinance is designated as listed above.

Section 4. Ward Designation. The territory described in Section 1 of this ordinance is hereby designated as part of Ward 9, Aldermanic District 5, of the City of New Richmond.

Section 5. Severability. If any provision of this ordinance is invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application.

Section 6. Effective Date. This ordinance shall take effect upon passage and publication as provided by law.

I, Tanya Batchelor, Clerk of the City of New Richmond, Wisconsin, do hereby certify that the foregoing is a correct copy of an Ordinance introduced at a regular meeting of the Common Council of the City of New Richmond on September 10, 2018 adopted by more than two-thirds vote, and recorded in the minutes of said meeting.

Passed and approved: September 10, 2018
Published and effective: September 20, 2018

Fred Horne, Mayor

ATTEST:

Tanya Batchelor, City Clerk



3601 Thurston Avenue
Anoka, MN 55303
763.231.5840
TPC@PlanningCo.com

MEMORANDUM

TO: Beth Thompson

FROM: D. Daniel Licht, AICP

DATE: 6 September 2018

RE: New Richmond – Extra Territorial Jurisdiction Plat Review

TPC FILE: 164.01

BACKGROUND

The City of New Richmond has established provisions regulating subdivisions within an extra territorial jurisdiction extending 1.5 miles of the City's current boundary as Section 121-35 of the Zoning Ordinance. A recent Wisconsin Court of Appeals decision has significantly restricted the City's authority for review of subdivisions within the extra territorial jurisdiction. In order to comply with the legal requirements of the Court of Appeals decision in *Lake Delavan Property Company, LLC v. City of Delavan*, it is necessary for the City to amend the Zoning Ordinance and Subdivision Ordinance. These amendments to the Zoning Ordinance and Subdivision Ordinance are subject to Plan Commission review and approval by the City Council.

Exhibits:

- Draft ordinance amendment

ANALYSIS

Section 121-35 of the Zoning Ordinance establishes a review procedure and requirements for subdivision of properties within the City's extra territorial jurisdiction. Section 121-35 of the Zoning Ordinance includes specific standards requiring that any subdivision resulting in creation of new lots provide for a minimum lot area of 35 acres except under defined circumstances. The intent of the 35 acre minimum lot area requirement is to ensure that subdivisions within the City's extra territorial jurisdiction does not result in a fragmented pattern of rural development that cannot be adequately served by public services and infrastructure or that will create physical barriers to future expansion of urban development through annexation/attachment to the City.

The Court of Appeals ruled in *Lake Delavan Property Company, LLC v. City of Delavan* that cities are not authorized by Wisconsin Statutes for extra territorial jurisdiction plat review from imposing zoning regulations. Extra territorial jurisdiction review of subdivisions is limited to the criteria for compliance with adopted Comprehensive Plans (including transportation and utility system plans), impact on the environment, and adequate provision of public services necessary to support the proposed development. A City may only impose zoning regulations, which would include provisions related to use, lot requirements, setbacks, etc., through a cooperative agreement with the adjacent township. The Boundary Agreement between the City and Star Prairie Township is an example of how a City is allowed to impose zoning regulations within extra territorial jurisdictions.

The City of Delavan's extra territorial jurisdiction regulations established a minimum density of one dwelling unit per 35 acres and minimum lot area of 1 acre for any new lot subdivided within the extra territorial jurisdiction. The Court of Appeals found that the City of Delavan's density regulation was a zoning restriction that could only be imposed through a cooperative agreement with the town. The City's current 35 acre minimum lot area requirement established by Section 121-35 of the Zoning Ordinance is similar in effect to the City of Delavan density provision.

City staff (including the City Attorney) have concluded that the City's existing extra territorial jurisdiction provisions are in conflict with the *Lake Delavan Property Company, LLC v. City of Delavan* decision and must be amended. City staff has drafted the proposed amendment attached hereto to repeal Section 121-35 of the Zoning Ordinance. New language is to be added to the Subdivision Ordinance that would establish review procedures for subdivisions within the City's extra territorial jurisdiction. Subdivisions within the extra territorial jurisdiction would be subject to review by the Plan Commission and approval of the City Council to ensure that the development complies with environmental regulations, has adequate provision for access, sanitary sewer and water service, and stormwater management. The criteria to be adopted as part of the Subdivision Ordinance would also allow the City to preserve future transportation and utility corridors for urban development upon attachment/annexation of the area surrounding the parcel to be subdivided. The proposed process and criteria for subdivision review within the extra territorial jurisdiction, outside of Star Prairie Township, is consistent with the provisions of Wisconsin Statutes and the Court of Appeals decision in *Lake Delavan Property Company, LLC v. City of Delavan*.

The City's current requirements for extra territorial jurisdiction plat review are inconsistent with the Court of Appeals decision in *Lake Delavan Property Company, LLC v. City of Delavan*. The proposed amendment drafted by City staff would establish new criteria for consideration of extra territorial jurisdiction plat review that allows the City the ability to ensure that subdivisions within surrounding rural areas are not premature in terms of impacts to the environment or provision of infrastructure to the extent allowed by current law.

RECOMMENDATION

The Planning Commission held a public hearing to consider the proposed amendment on 4 September 2018. There were no public comments. The Planning Commission voted to recommend the City Council approve the proposed ordinance amendment as presented by City staff.

POSSIBLE ACTIONS

- A. Motion **approve** of an Ordinance amending the City Code regarding extra territorial jurisdiction plat review as presented and publish in summary form.
- B. Motion to **table**.
- c. Michael Darrow, City Administrator
Nick Vivian, City Attorney

ORDINANCE #526

THE COMMON COUNCIL OF THE CITY OF NEW RICHMOND DOES ORDAIN AS FOLLOWS:

Section 1. Section 117 of the City Code is hereby amended to include the following provisions:

Sec. 117-22A. Extra Territorial Jurisdiction Subdivisions:

A. Application required.

1. No land shall be divided within the 1-1/2 mile extra territorial jurisdiction plat approval area established in accordance with Wisconsin Statutes 236 without first filing an application and subdivision plat or certified survey map with the City for approval with a fee as prescribed by resolution and gaining such approval and complying with all stipulations of approval by the City.
2. The following shall be exempt from the review provisions for extra territorial jurisdiction subdivisions established by this section:
 - a. A request for a land division a portion of a lot where the division is to permit the adding of a parcel of land to an abutting lot so that no additional lots are created and both new lots conform to the applicable zoning ordinance lot size minimum standards.
 - b. A request to combine 2 existing lots of record in to a single lot.
 - c. A request for land division that is located within an area where the City and town have entered into an intergovernmental agreement or a joint extra territorial zoning committee is formed that adopts an extraterritorial zoning plan that allows land divisions creating new parcels subject to such agreement, plan, procedures, and standards.

B. Procedure. The application shall be processed in accordance with the applicable procedures established for a subdivision plat or certified survey map as required by this Chapter.

C. Required information. The application shall include the written and graphic materials required to be submitted for consideration of a subdivision plat or certified survey map as applicable and as required by this Chapter.

D. Performance Standards. A parcel will qualify for subdivision to allow a more intensive land use only when the City Council finds that the subdivider has demonstrated that following criteria have been satisfied:

1. Consistency with Comprehensive Plan: A proposed subdivision shall be consistent with the goals, policies, and recommendations of the Comprehensive Plan regarding planned public street or utility corridors or constitute an infilling of development.
2. Adequate Waste Disposal Systems: A proposed subdivision shall be deemed to have adequate waste disposal systems if there is adequate on-site sewer capacity potential to support the subdivision if constructed to the maximum permissible density.
3. Adequate Water Supply: A proposed subdivision shall be deemed to have an adequate water supply if there is adequate sources of water, either from public systems or private wells, to serve the proposed subdivision if constructed to its maximum permissible density allowed by the Comprehensive Plan without causing an unreasonable depreciation of existing water supplies for surrounding areas.
4. Adequate Stormwater Management: A proposed subdivision shall provide for adequate management and treatment of stormwater runoff if:
 - a. Surface or subsurface water retention and runoff is such that it does not constitute a danger to the structural security of structures within the proposed development.
 - b. Structures within the proposed subdivision will not result in pollution of water sources from erosion and siltation.
 - c. Site grading will not cause harmful and irreparable damage from erosion and siltation on downhill or downstream land.
 - d. The proposed subdivision complies with the provisions of the 1991 Wetland Conservation Act.
 - e. Factors to be considered in making these determinations may include: average rainfall for the area; the relation of the land to the floodplain; the nature of soils and subsoils and their ability to

adequately support surface water runoff and waste disposal systems; the slope of the land and its effect on effluents; and the presence of streams as related to effluent disposal.

5. Adequate Streets: A proposed subdivision shall be deemed to have adequate streets to serve the subdivision when:
 - a. Streets that access the proposed subdivision are of such a width, grade, stability, vertical and horizontal alignment, site distance and surface condition that an increase in traffic volume generated by the proposed subdivision will not create a hazard to public safety and general welfare, not aggravate an already hazardous condition, and when, with due regard to the advice of St. Croix County and/or the Wisconsin Department of Transportation, said streets are appropriate for the intended use.
 - b. The traffic volume generated by the proposed subdivision would not create unreasonable congestion or unsafe conditions on streets existing at the time of the application or proposed for completion within the next two (2) years.
 6. Adequate Public Service Capacity: A proposed subdivision shall be determined to have necessary public service capacity when recreational facilities, police protection, fire protection, and other public facilities that must be provided at public expenses can reasonably be provided for within the next two (2) years.
 7. Consistency with the Capital Improvement Plan: A proposed development shall be deemed consistent with the Capital Improvement Plans when improvements and/or services necessary to accommodate the proposed subdivision have been programmed in the town, City, St. Croix County, or other regional capital improvement plans, or that a revision to capital improvement programs can be accommodated.
- E. Deed Restriction. A deed restriction shall be recorded with the properties involved in the land division to prohibit further subdivision of additional lots unless allowed in compliance with the provisions of this section.

Section 2. Section 121-35 of the City Code is hereby repealed in its entirety.

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

Passed and approved: September 10, 2018
Published and effective: September 20, 2018

CITY OF NEW RICHMOND

By: _____
Fred Horne, Mayor

ATTEST: _____
Tanya Batchelor, City Clerk



3601 Thurston Avenue
Anoka, MN 55303
763.231.5840
TPC@PlanningCo.com

MEMORANDUM

TO: Beth Thompson

FROM: D. Daniel Licht, AICP

DATE: 6 September 2018

RE: New Richmond – Weiss CSM

TPC FILE: 164.02

BACKGROUND

Michael and Michelle Weiss own Lots 9 and 10, Block 4 Fox Run Second Addition located at 412 Fox Way. Lot 9 is developed with a single family dwelling occupied by the property owner. Lot 10 is undeveloped except for encroachment of a sport court, fire pit and storage shed accessory to the single family dwelling on Lot 9. The property owners are selling Lot 9 and will retain ownership of Lot 10. The property owners have submitted a Certified Survey Map (CSM) to adjust the lot line between Lot 9 and Lot 10 such that all of the accessory uses are within the lot with the single family dwelling. Applications for approval of a CSM are subject to review by the Plan Commission and approval of the City Council in accordance with Section 117-20 of the Subdivision Ordinance.

Exhibits:

- Site location maps
- Site photos
- Proposed CSM
- Concept plans for Lot 2

ANALYSIS

Comprehensive Plan. The Comprehensive Plan guides the lots for low density residential uses. The existing single family dwelling on Lot 9 (proposed Lot 1) and potential construction of a residential dwelling on Lot 10 (proposed Lot 2) is consistent with the objectives of the Comprehensive Plan.

Zoning. The subject site is zoned Z2 District. The Z2 District allows for the existing single family dwellings as a permitted use. The sport court, fire pit and storage shed are permitted accessory uses. To be allowed as accessory uses, the sport court, fire pit, and storage shed must be on the same lot as the principal use and in compliance with required setbacks. The proposed CSM to adjust the common lot line between proposed Lot 1 and Lot 2 will place the accessory structures within the same lot as the principal single family dwelling as required by the Zoning Ordinance. Lot 2 may be developed in the future with a single family dwelling as a permitted use allowed within the Z2 District.

Surrounding Uses. The subject site is surrounded by the existing and planned land uses guided for low density residential uses and zoned Z2 District. The proposed CSM will not affect the compatibility of development of the two lots with surrounding properties based on compliance with the provisions of the Zoning Ordinance and Subdivision Ordinance.

Lot Occupation. Table 5.a of the Zoning Ordinance establishes requirements for lots within the Z2 District.

- The minimum lot width required within the Z2 District is 80 feet measured at the front setback line of 25 feet. Both proposed Lot 1 and proposed Lot 2 as shown on the CSM exceed 80 feet in width along front lot line abutting Fox Way.
- The maximum lot coverage allowed within the Z2 District is 40 percent. The lot coverage of the single family dwelling, detached accessory structures, and impervious surfaces within the area of proposed Lot 1 is approximately 26 percent of the lot area and complies with the Zoning Ordinance. The area of proposed Lot 2 is 22,579 and has sufficient area to allow for development of a single family dwelling and impervious surfaces in compliance with the Zoning Ordinance.

Setbacks. Table 5.c and d establishes the following setbacks applicable to proposed Lot 1 and proposed Lot 2:

	Yard	Minimum Setback
Principal Use	Primary Front	25ft.
	Secondary Front	20ft.
	Interior Side	5ft.
	Rear	20ft.
Accessory Uses	Primary Front	25ft.
	Secondary Front	20ft.
	Interior Side	5ft.
	Rear	5ft.

The existing single family dwelling on proposed Lot 1 complies with the minimum setbacks required within the Z2 District. The accessory uses shown on the CSM within proposed Lot 1 also comply with the required minimum setbacks, except the storage shed that must be moved +/- 4 feet to the east to provide a 5 foot side yard setback. The location shown on the CSM is also the proposed location of the firepit, which must be relocated from its current site 5 feet to the east. City staff must verify in the field that the storage shed and fire pit have been relocated to comply with setback requirements prior to recording of the CSM. The CSM also shows that the play area encroaches upon Outlot 9, Fox Run. This encroachment is a private matter between the property owner and owner of Outlot 9 not related to the CSM.

The property owner has also provided example house plans and site plans for construction of a single family dwelling on proposed Lot 2. City staff requested this information to verify that proposed Lot 2 would have a building envelope adequate to allow for construction of a single family dwelling in compliance with required minimum setbacks after recording of the CSM. The house plans are characteristic of the neighborhood and the site plans comply with required minimum setbacks.

Access. The existing single family dwelling that will be within proposed Lot 1 has a driveway to Fox Way, which is not affected by the proposed CSM. Proposed Lot 2 has frontage to both Fox Way and Beaver Way. Construction of Beaver Way is not complete as the roadway is not paved. Construction of a single family dwelling upon proposed Lot 2 will be required to use a driveway from Fox Way if Beaver Way is not completed prior to application for a building permit. A driveway to Fox Way must be setback a minimum of 5 feet from the interior side lot line and 20 feet from the intersection of Fox Way and Beaver Way as required by Table 5.c of the Zoning Ordinance.

Utilities. The existing single family dwelling that will be within proposed Lot 1 is connected to sewer and water utilities. Future construction of a single family dwelling upon proposed Lot 2 will also be connected to sewer and water utilities via existing connections provided for with the initial plat of Fox Run Second Addition. The proposed CSM has no effect upon utilities.

Grading. No grading plan has been submitted. There had been private drain tile within the ground between the existing lots to manage stormwater runoff within the area of the two lots. The property owner made changes to the grading of the yards between the two site and has removed the private drain tile. The CSM does not otherwise affect grading of the two lots.

Easements. There is a drainage and utility easement overlaying the side lot line between existing Lot 9 and existing Lot 10. With the adjustment of this lot line to the east on the proposed CSM, the drainage and utility easement will no longer overlay the property line. The proposed CSM provides for dedication of a new drainage and utility easement overlaying the new side lot line 5 feet each side as required by Section 117-41.C of the Subdivision Ordinance. The existing drainage and utility easement no longer serves a public purpose. The City Attorney has drafted a vacation agreement to be executed by the City and property owner and recorded with the CSM to remove the existing drainage and utility easement.

RECOMMENDATION

The Development Review Committee considered the proposed CSM at their meeting on 19 August 2018 and recommends approval of the application as outlined below.

The Plan Commission reviewed the proposed CSM at their meeting on 6 September 2018. There were no questions or comments regarding the proposed CSM. The Plan Commission voted unanimously to recommend City Council approval of the proposed CSM.

POSSIBLE ACTIONS

- A. Motion to **approve** a CSM and vacation agreement for Michael and Michelle Weiss, subject to the following conditions:
 - 1. City staff shall verify that the storage shed and fire pit have been relocated to comply within minimum setback requirements of the Z2 District prior to recording of the CSM.
 - 2. Construction upon Lot 2 prior to completion of construction for Beaver Way shall require use of a driveway to Fox Way in compliance with the provisions of the Zoning Ordinance.
- B. Motion to **deny** the applications based on a finding that the request does not comply with the Zoning Ordinance and/or Subdivision Ordinance.
- C. Motion to **table** for further discussion.
- c. Michael Darrow, City Administrator
Jeremiah Wendt, Public Works Director
Nick Vivian, City Attorney



THIS Aerial View of the map is not guaranteed to be accurate and the user assumes complete and exclusive responsibility of the content.

Scale: 0 to 1500 feet

North Arrow

HAMMROCK LN

17

K

64



0 100 200 300
 FEET
 DISCLAIMER: This map is not guaranteed to be accurate, current, or complete and the user assumes the responsibility of any conclusions drawn by the user.





CERTIFIED SURVEY MAP

LOCATED IN THE NW1/4 OF THE SW1/4 AND THE SW1/4 OF THE SW1/4 OF SECTION 32,
T31N, R17W, CITY OF NEW RICHMOND, ST. CROIX COUNTY, WISCONSIN; BEING LOT 9 OF
THE PLAT OF FOX RUN AND LOT 10 OF THE PLAT OF FOX RUN SECOND ADDITION.

OWNERS

MICHAEL AND MICHELE WEISS
412 FOX WAY
NEW RICHMOND, WI 54017

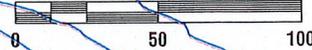
SURVEYOR

EDWIN C FLANUM
NORTHLAND SURVEYING, INC.
P.O. BOX 152
AMERY, WI 54001

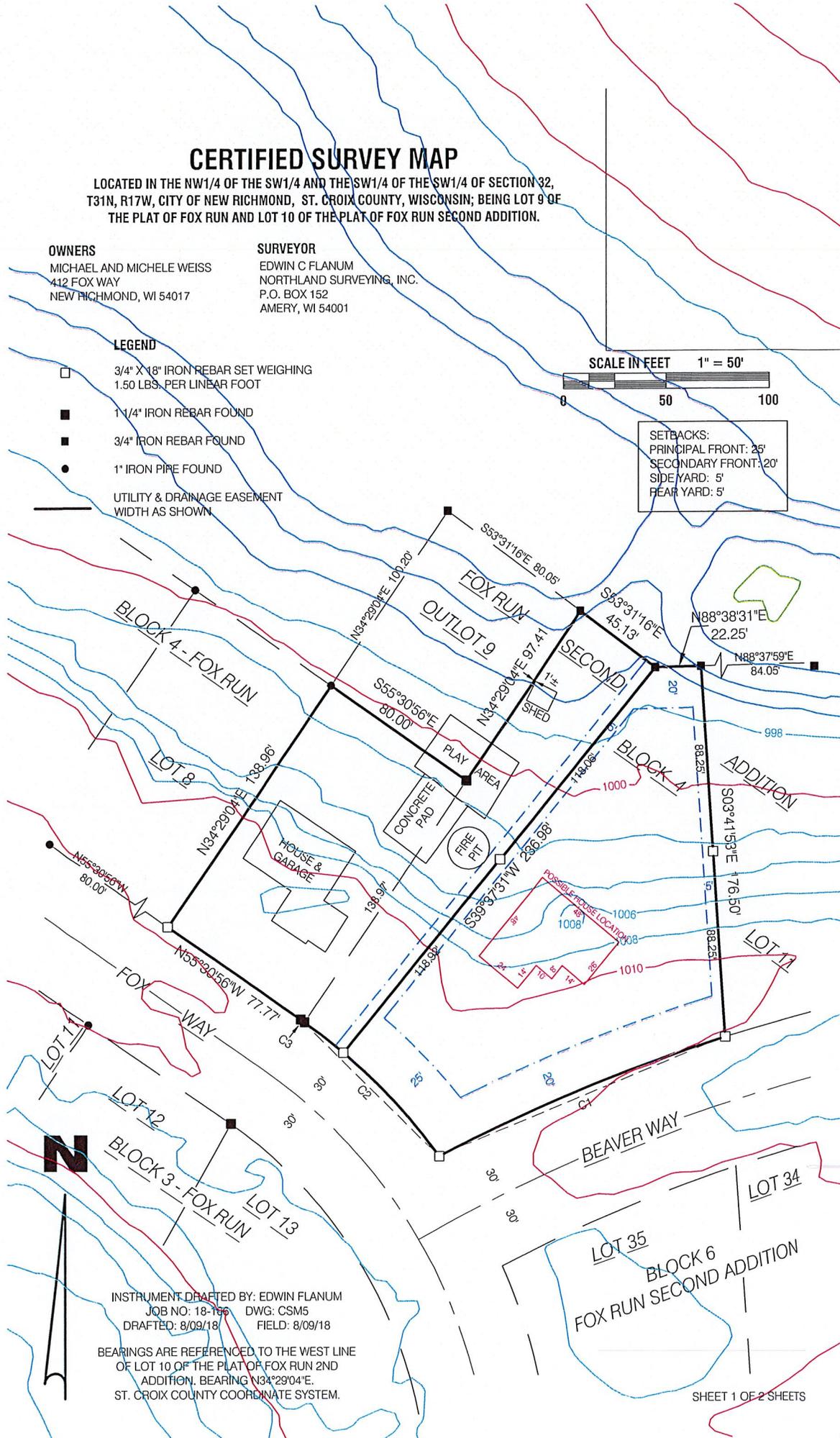
LEGEND

- 3/4" X 18" IRON REBAR SET WEIGHING 1.50 LBS. PER LINEAR FOOT
- 1 1/4" IRON REBAR FOUND
- 3/4" IRON REBAR FOUND
- 1" IRON PIPE FOUND
- UTILITY & DRAINAGE EASEMENT WIDTH AS SHOWN

SCALE IN FEET 1" = 50'



SETBACKS:
PRINCIPAL FRONT: 25'
SECONDARY FRONT: 20'
SIDE YARD: 5'
REAR YARD: 5'



INSTRUMENT DRAFTED BY: EDWIN FLANUM
JOB NO: 18-156 DWG: CSM5
DRAFTED: 8/09/18 FIELD: 8/09/18

BEARINGS ARE REFERENCED TO THE WEST LINE
OF LOT 10 OF THE PLAT OF FOX RUN 2ND
ADDITION. BEARING N34°29'04"E.
ST. CROIX COUNTY COORDINATE SYSTEM.

CERTIFIED SURVEY MAP

LOCATED IN THE NW1/4 OF THE SW1/4 AND THE SW1/4 OF THE SW1/4 OF SECTION 32,
T31N, R17W, CITY OF NEW RICHMOND, ST. CROIX COUNTY, WISCONSIN; BEING LOT 9 OF
THE PLAT OF FOX RUN AND LOT 10 OF THE PLAT OF FOX RUN SECOND ADDITION.

OWNERS

MICHAEL AND MICHELE WEISS
412 FOX WAY
NEW RICHMOND, WI 54017

SURVEYOR

EDWIN C FLANUM
NORTHLAND SURVEYING, INC.
P.O. BOX 152
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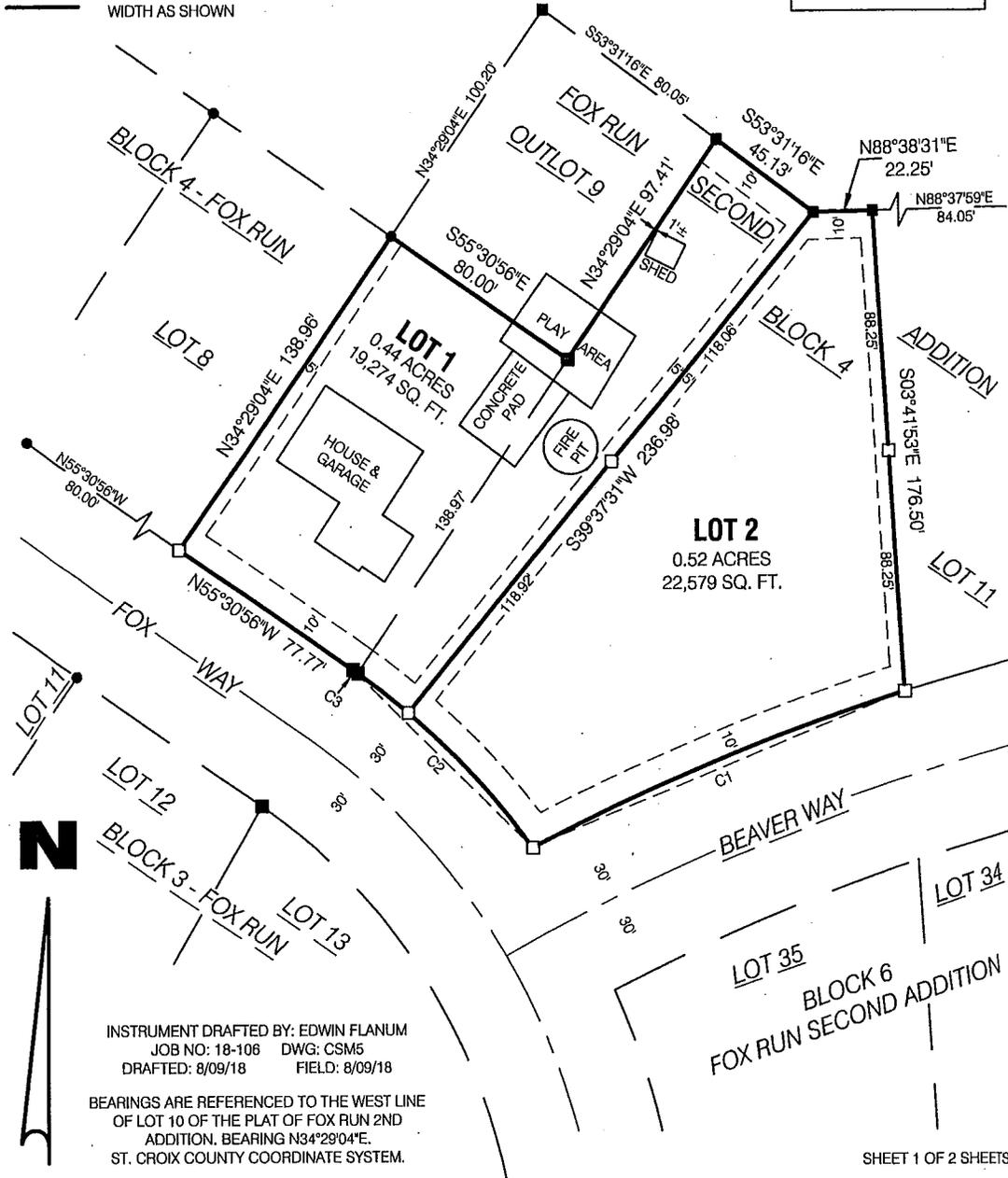
LEGEND

- 3/4" X 18" IRON REBAR SET WEIGHING
1.50 LBS. PER LINEAR FOOT
- 1 1/4" IRON REBAR FOUND
- 3/4" IRON REBAR FOUND
- 1" IRON PIPE FOUND
- UTILITY & DRAINAGE EASEMENT
WIDTH AS SHOWN

SCALE IN FEET 1" = 50'



SETBACKS:
PRINCIPAL FRONT: 25'
SECONDARY FRONT: 20'
SIDE YARD: 5'
REAR YARD: 5'



CERTIFIED SURVEY MAP

LOCATED IN THE NW1/4 OF THE SW1/4 AND THE SW1/4 OF THE SW1/4 OF SECTION 32,
T31N, R17W, CITY OF NEW RICHMOND, ST. CROIX COUNTY, WISCONSIN; BEING LOT 9 OF
THE PLAT OF FOX RUN AND LOT 10 OF THE PLAT OF FOX RUN SECOND ADDITION.

OWNERS

MICHAEL AND MICHELE WEISS
412 FOX WAY
NEW RICHMOND, WI 54017

SURVEYOR

EDWIN C FLANUM
NORTHLAND SURVEYING, INC.
P.O. BOX 152
AMERY, WI 54001

SURVEYOR'S CERTIFICATE

I, Edwin C. Flanum, Professional Wisconsin Land Surveyor, hereby certify that by the direction of the Michael Weiss, I have surveyed, mapped and described the parcel of land which is represented by this Certified Survey Map; that the exterior boundary of the parcel of land surveyed and mapped is described as follows:

Lot 9, Block 4 of the Plat of Fox Run and Lot 10, Block 4 of the Plat of Fox Run Second Addition, recorded at the St. Croix County Register of Deeds Office. Located in the NW1/4 of the SW1/4 and the SW1/4 of the SW1/4 of Section 32, T31N, R17W, City of New Richmond, St. Croix County, Wisconsin.

Described parcel contains 0.96 acres (41,853 Sq. Ft.). Parcel is subject to all easements, restrictions, and covenants of record.

I, also certify that this Certified Survey Map is a correct representation to scale of the exterior boundary surveyed and described; that I have fully complied with the current provisions of Chapter 236.34 of the Wisconsin Statutes, the Land Subdivision Ordinance of the County of St. Croix, and the City of New Richmond Subdivision Ordinance in surveying and mapping same.

Edwin C. Flanum, P.L.S. #2487

Date

Exemption verified under Section 117-10.A.2 of the City Code of the City of new Richmond

By _____
Zoning Administrator

Date _____

CURVE	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH	ARC LENGTH	TANGENT-IN	TANGENT-OUT
C1	830.00'	10°19'45"	S67°56'09.5"W	149.43'	149.63'	S73°06'02"W	S62°46'17"W
C2	280.00'	19°12'20"	N45°54'46"W	93.42'	93.85'	N36°18'36"W	N55°30'56"W
C2	280.00'	18°44'56"	N45°41'04"W	91.22'	91.62'	N36°18'36"W	N55°03'32"W
C3	280.00'	0°27'24"	N55°17'14"W	2.23'	2.23'	N55°03'32"W	N55°30'56"W

**CITY OF NEW RICHMOND
ST. CROIX COUNTY, WISCONSIN**

CERTIFIED SURVEY MAP

APPLICANT: Michael and Michelle Weiss

APPLICATION: Request for approval of Certified Survey Map.

FINDINGS: Based upon review of the application and evidence received, the New Richmond Plan Commission now makes the following findings of fact:

- A. The legal description of the property is Lots 9 and 10, Block 4, Fox Run Second Addition, City of New Richmond, St. Croix County, Wisconsin.
- B. The property is guided for low density residential land uses by the Comprehensive Plan, as amended.
- C. The property is zoned Z2 Sub-Urban District.
- D. The applicant is proposing a Certified Survey Map to adjust abutting property lines; Applications for Certified Survey Maps are processed in accordance with Section 117-20 of the Subdivision Ordinance.
- E. Applications for a certified survey map are subject to review of the Development Review Committee and the Plan Commission and are subject to approval by the City Council
- F. The Plan Commission considered the Certified Survey Map at their regular meeting on 4 September 2018 and voted to recommend the City Council approve the application.
- G. The Planning Report dated 23 August 2018 prepared by the City Planner, The Planning Company LLC, is incorporated herein.

DECISION: Based on the foregoing information and applicable ordinances, the request is hereby **APPROVED** and is subject to the following conditions:

1. City staff shall verify that the storage shed and fire pit have been relocated to comply within minimum setback requirements of the Z2 District prior to recording of the CSM.
2. Construction upon Lot 2 prior to completion of construction for Beaver Way shall require use of a driveway to Fox Way in compliance with the provisions of the Zoning Ordinance.

MOTION BY:

SECOND BY:

ALL IN FAVOR:

THOSE OPPOSED:

ADOPTED by the City Council of the City of New Richmond this 10th day of September, 2018.

CITY OF RICHMOND

By: _____
Fred Horne, Mayor

Attest: _____
Tanya Batchelor, City Clerk



3601 Thurston Avenue
Anoka, MN 55303
763.231.5840
TPC@PlanningCo.com

MEMORANDUM

TO: Beth Thompson

FROM: D. Daniel Licht, AICP

DATE: 6 September 2018

RE: New Richmond - Raedeke CSM

TPC FILE: 164.02

BACKGROUND

Mr. Ronald A. Raedeke has submitted plans for redevelopment of three lots located at 348, 358, and 362 N. Knowles Avenue. The properties are currently developed with three structures, one on each lot. The north two structures are proposed to be removed and a four-unit row townhouse building constructed. The existing structure at 348 N. Knowles Avenue would remain with 4 apartment dwelling units. The property owner has submitted an application for a Certified Survey Map to combine the three properties into one lot. Applications for approval of a CSM are subject to review by the Plan Commission and approval of the City Council in accordance with Section 117-20 of the Subdivision Ordinance.

Exhibits:

- Site Location
- CSM

ANALYSIS

Applications. Redevelopment of the properties as proposed requires the applications listed below. Recording of the CSM will be conditioned upon approval of the zoning applications by the Plan Commission required to allow the existing and proposed multiple principal buildings within one lot as required by Section 121-49.C of the Zoning Ordinance.

- Site plan review for townhouse and multiple family buildings within the Z6 District.
- Conditional use permit for multiple principal buildings on one lot.

- Certified Survey Map (CSM) to combine the three lots into one parcel and dedicate the Willow River corridor as an outlet.

Comprehensive Plan. The City has adopted a Comprehensive Plan that includes a northside design study, where the subject site is located. The northside design study anticipates an area developed with a mix of commercial and residential uses within buildings oriented towards Knowles Avenue and a natural corridor along the Willow River. The proposed redevelopment plan for the subject site, including combination of the existing parcels into one lot, is consistent with the concept plans developed for the northside area.

Zoning. The subject site is zoned Z6, Central Business District. The Z6 District allows for multiple story mixed and single use commercial and residential buildings in an urban form with vehicle and pedestrian connections. The proposed townhouse and multiple family buildings are allowed uses within the Z6 District subject to site plan review by the Planning Commission in accordance with Section 121-31 of the Zoning Ordinance. The proposed configuration of the buildings shown on the concept plan with two principal buildings on one lot is allowed subject with a conditional use permit subject to approval by the Planning Commission.

Lot Requirements. There is no minimum lot area or width requirement within the Z6 District. Lot coverage is allowed to be 100 percent of the lot within the Z6 District. Setbacks that apply to the subject site are shown below.

Building			Parking		Willow River
Knowles	North/ South	East	North/ South	East	OHWL
0ft. min 5ft. max	0ft.	0ft.	5ft.	10ft.	75ft.

Park Dedication. Outlot 1 is to be deeded to the City for the planned public corridor along the Willow River as required by Section 117-43 of the Subdivision Ordinance for park dedication.

Easements. Section 117-41 of the Subdivision Ordinance requires dedication of drainage and utility easements. Dedication of drainage and utility easements at the perimeter of the proposed lot is not required due to the allowance of zero lot line setbacks within the Z6 District. The drainage and utility easements shown on the CSM are subject to review and approval by the Public Works Director.

Utility Plan. Sanitary sewer, water, and electric services are located adjacent to the property. The developer has submitted a utility plan for the subject site. All utility issues are subject to review and approval of the Public Works Director.

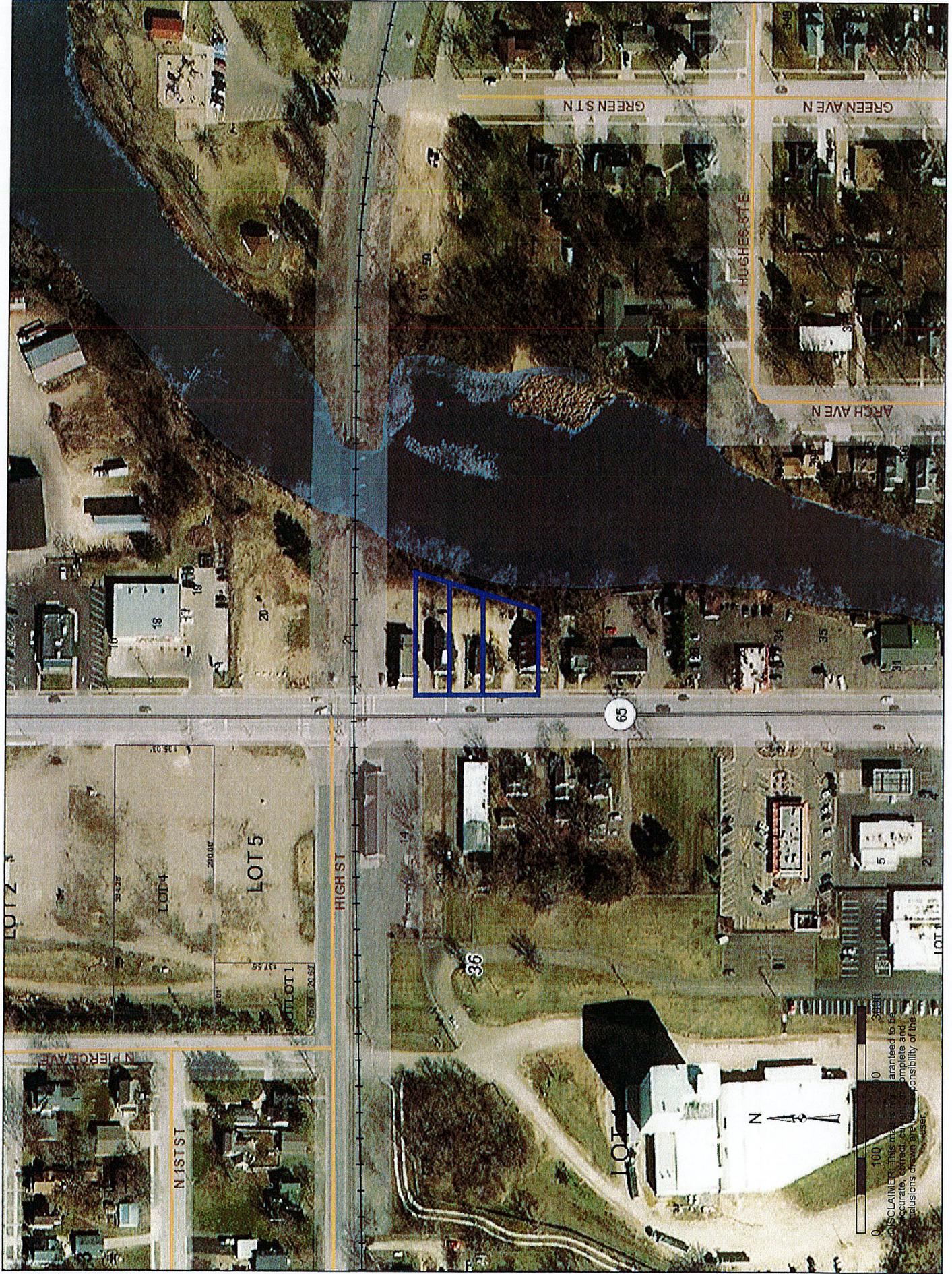
Grading Plan. Development of the subject site requires preparation of a grading, drainage, and erosion control plan. The grading plan must provide for storm water rate control and water quality treatment. All grading, drainage, and utility issues are subject to review and approval of the Public Works Director.

RECOMMENDATION

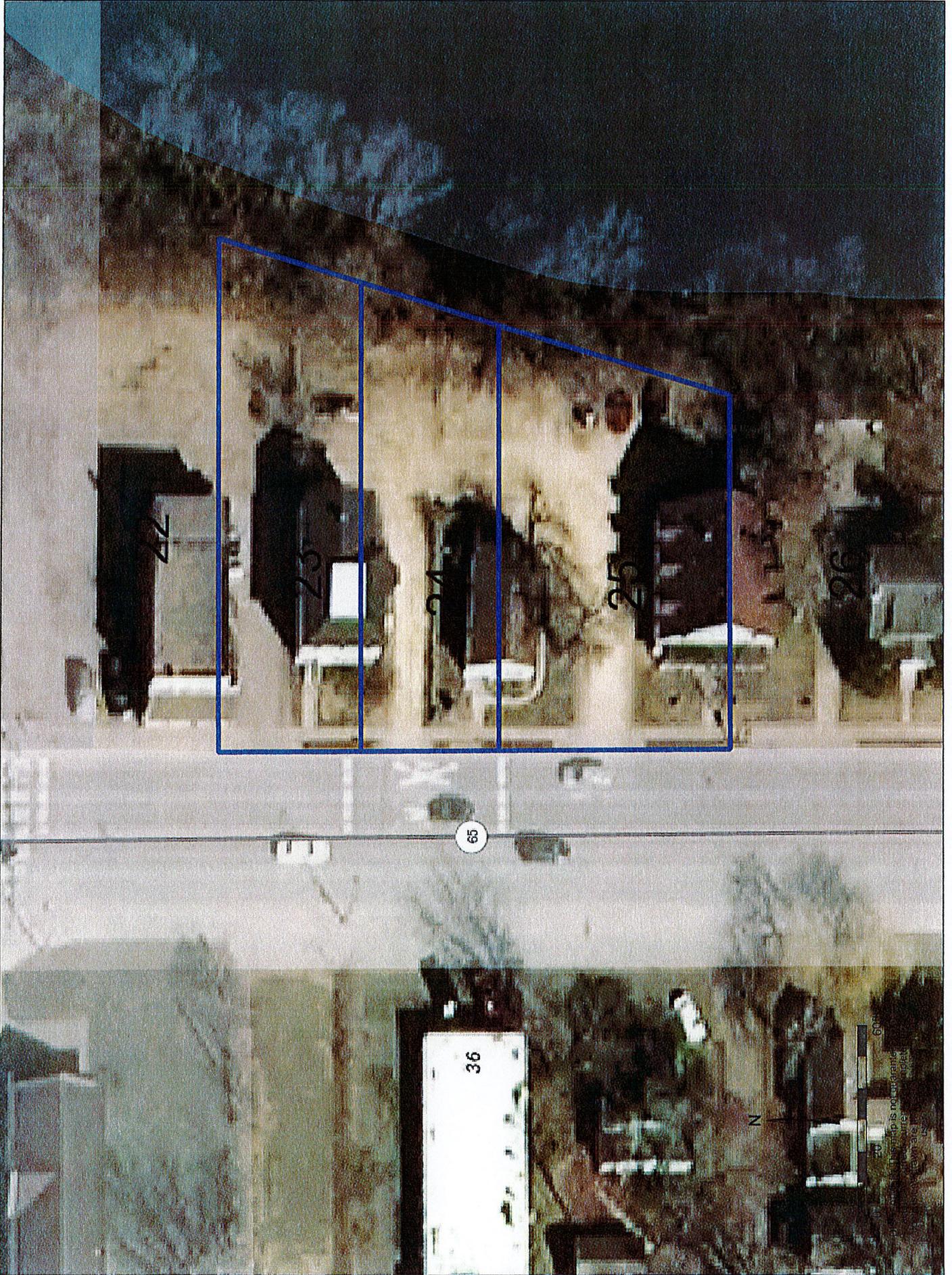
The Development Review Committee reviewed the proposed CSM at its meeting on 19 August 2018 and recommends approval of the application. The Plan Commission considered the proposed CSM at their meeting on 4 September 2018. Discussion by the Plan Commission focused on issues related to the proposed redevelopment of the subject site that will be presented at a future meeting, not specifically on the details of the CSM. Following this brief discussion, the Plan Commission voted to recommend approval of the CSM as outlined below.

POSSIBLE ACTION

- A. Motion to recommend City Council approval of a CSM and vacation agreement for Ronald Raedke, subject to the following conditions:
 - 1. Approval of the CSM shall be contingent upon approval of a conditional use permit allowing more than one principal building within the proposed lot.
 - 2. Outlot 1 is to be deeded to the City as required by Section 117-43 of the Subdivision Ordinance for park dedication.
 - 3. All utility issues are subject to review and approval of the Public Works Director.
 - 4. All grading, drainage, and erosion control issues are subject to review and approval of the Public Works Director.
 - 5. All drainage and utility easements as required by Section 117-41 of the Subdivision Ordinance are subject to review and approval of the Public Works Director.
- B. Motion to **deny** the applications based on a finding that the request does not comply with the Zoning Ordinance and/or Subdivision Ordinance.
- C. Motion to **table** for further discussion.
- c. Michael Darrow, City Administrator
Jeremiah Wendt, Public Works Director
Nick Vivian, City Attorney



0 100 200
feet
DISCLAIMER: This map is not guaranteed to be accurate, correct, complete and up-to-date. The user assumes all responsibility of the use of this map.



CERTIFIED SURVEY MAP

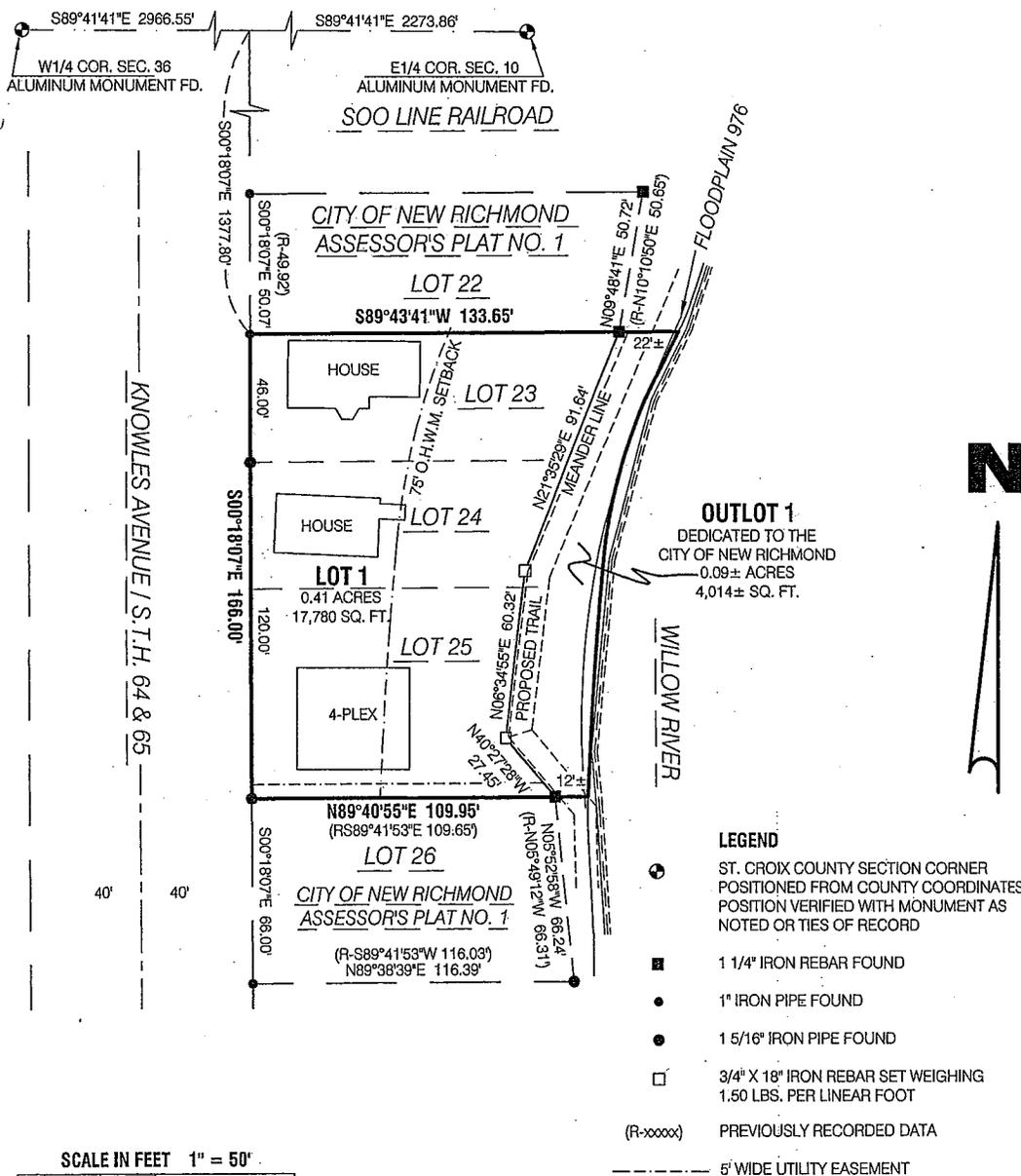
LOCATED IN PART OF THE SW1/4 OF THE SE1/4 OF SECTION 36, T31N, R18W, CITY OF NEW RICHMOND, ST. CROIX COUNTY, WISCONSIN; BEING LOTS 23, 24 & 25 OF THE CITY OF NEW RICHMOND ASSESSOR'S PLAT NO. 1.

OWNERS
RONALD RAEDEKE
P.O. BOX 23
MARINE, MN 55407

SURVEYOR
EDWIN C FLANUM
NORTHLAND SURVEYING, INC.
P.O. BOX 152
AMERY, WI 54001

THIS INSTRUMENT DRAFTED BY EDWIN FLANUM
JOB #18-41 DWG-CSM3
DRAFTED: 6/07/18 - FIELD: 6/06/18

BEARINGS ARE REFERENCED TO THE EAST-WEST
1/4 LINE, SECTION 36, BEARING S89°41'41"E.
ST. CROIX COUNTY COORDINATE SYSTEM



CERTIFIED SURVEY MAP

LOCATED IN PART OF THE SW1/4 OF THE SE1/4 OF SECTION 36, T31N, R18W, CITY OF NEW RICHMOND, ST. CROIX COUNTY, WISCONSIN;
BEING LOTS 23, 24 & 25 OF THE CITY OF NEW RICHMOND ASSESSOR'S PLAT NO. 1.

OWNERS

RONALD RAEDEKE
P.O. BOX 23
MARINE, MN 55407

SURVEYOR

EDWIN C FLANUM
NORTHLAND SURVEYING, INC.
P.O. BOX 152
AMERY, WI 54001

OWNERS CERTIFICATE OF DEDICATION

As owner, I hereby certify that I caused the land described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented on the Certified Survey Map. I also certify that this Certified Survey Map is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection: (City of New Richmond).

WITNESS the hand and seal of said owner(s) this _____ day of _____, 20__.

In presence of:

OWNERS

Ronald Raedeke

State of Wisconsin)
County of St. Croix)

Personally came before me this _____ day of _____, 20__, the above named, Ronald Raedeke to me known to be the same person who executed the foregoing instrument and acknowledged the same.

Notary Public, _____, Wisconsin.
My commission expires _____.

CERTIFIED SURVEY MAP

LOCATED IN PART OF THE SW1/4 OF THE SE1/4 OF SECTION 36, T31N, R18W, CITY OF NEW RICHMOND, ST. CROIX COUNTY, WISCONSIN;
BEING LOTS 23, 24 & 25 OF THE CITY OF NEW RICHMOND ASSESSOR'S PLAT NO. 1.

OWNERS

RONALD RAEDEKE
P.O. BOX 23
MARINE, MN 55407

SURVEYOR

EDWIN C FLANUM
NORTHLAND SURVEYING, INC.
P.O. BOX 152
AMERY, WI 54001

SURVEYOR'S CERTIFICATE

I, Edwin C. Flanum, Professional Wisconsin Land Surveyor, hereby certify that by the direction of Ronald Raedeke, I have surveyed, mapped and described the parcel of land which is represented by this Certified Survey Map; that the exterior boundary of the parcel of land surveyed and mapped is described as follows:

Lot 23, Lot 24 and Lot 25 of the City of New Richmond Assessor's Plat No. 1. Located in part of the SW1/4 of the SE1/4 of Section 36, T31N, R18W, City of New Richmond, St. Croix County, Wisconsin.

Described parcel contains 0.50 acres more or less (21,794± Sq. Ft.). Parcel is subject to all easements, restrictions, and covenants of record.

I, also certify that this Certified Survey Map is a correct representation to scale of the exterior boundary surveyed and described; that I have fully complied with the current provisions of Chapter 236.34 of the Wisconsin Statutes, the Land Subdivision Ordinance of the County of St. Croix, and the City of New Richmond Subdivision Ordinance in surveying and mapping same.

Edwin C. Flanum, P.L.S. #2487

Date

Common Council Approval Certificate

Resolved, that this Certified Survey Map in the City of New Richmond, St. Croix County, owner, is hereby approved by the common council.

Date approved: _____ Signed: _____, Frederick Horne, Mayor

Date signed: _____ Signed: _____, Frederick Horne, Mayor

Clerk's Certificate

I hereby certify that the foregoing is a copy of a resolution adopted by the common council of the City of New Richmond.

Tanya Batchelor, Clerk

Date

**CITY OF NEW RICHMOND
ST. CROIX COUNTY, WISCONSIN**

CERTIFIED SURVEY MAP

APPLICANT: Ronald Raedeke

APPLICATION: Request for approval of Certified Survey Map.

FINDINGS: Based upon review of the application and evidence received, the New Richmond Plan Commission now makes the following findings of fact:

- A. The legal description of the property is:

- B. The property is guided for mixed use corridor land uses by the Comprehensive Plan, as amended.

- C. The property is zoned Z6 Central Business District.

- D. The applicant is proposing a Certified Survey Map to combine the three existing lots into one lot; Applications for Certified Survey Maps are processed in accordance with Section 117-20 of the Subdivision Ordinance.

- E. Applications for a certified survey map are subject to review of the Development Review Committee and the Plan Commission and are subject to approval by the City Council

- F. The Plan Commission considered the Certified Survey Map at their regular meeting on 4 September 2018 and voted to recommend the City Council approve the application.

- G. The Planning Report dated 21 August 2018 prepared by the City Planner, The Planning Company LLC, is incorporated herein.

DECISION: Based on the foregoing information and applicable ordinances, the request is hereby **APPROVED** and is subject to the following conditions:

1. Approval of the CSM shall be contingent upon approval of a conditional use permit allowing more than one principal building within the proposed lot.
2. Outlot 1 is to be deeded to the City as required by Section 117-43 of the Subdivision Ordinance for park dedication.
3. All utility issues are subject to review and approval of the Public Works Director.
4. All grading, drainage, and erosion control issues are subject to review and approval of the Public Works Director.
5. All drainage and utility easements as required by Section 117-41 of the Subdivision Ordinance are subject to review and approval of the Public Works Director.

MOTION BY:

SECOND BY:

ALL IN FAVOR:

THOSE OPPOSED:

ADOPTED by the City Council of the City of New Richmond this 10th day of September, 2018.

CITY OF RICHMOND

By: _____
Fred Horne, Mayor

Attest: _____
Tanya Batchelor, City Clerk



3601 Thurston Avenue
Anoka, MN 55303
763.231.5840
TPC@PlanningCo.com

MEMORANDUM

TO: Beth Thompson

FROM: D. Daniel Licht, AICP

DATE: 6 September 2018

RE: New Richmond – Nehlich Extra Territorial Area CSM

TPC FILE: 164.01

BACKGROUND

Mr. Todd Nehlich has submitted application to St. Croix County to subdivide a 38.3 acre parcel located at 1086 170th Avenue within Richmond Township. The City of New Richmond has established provisions applicable to subdivisions within an extra territorial jurisdiction extending 1.5 miles of the City's current boundary as Section 121-35 of the Zoning Ordinance making them subject to review by the Plan Commission and approval of the City Council. The property is within 1.5 miles of the City boundary. The Planning Commission will consider the proposed CSM at their meeting on 4 September 2018.

Exhibits:

- Site location map
- Proposed CSM
- Recommended CSM

ANALYSIS

Review Criteria. Section 121-35 of the Zoning Ordinance establishes a review procedure and requirements for subdivision of properties within the City's extra territorial jurisdiction. The Court of Appeals ruled in *Lake Delavan Property Company, LLC v. City of Delavan* that cities are not authorized by Wisconsin Statutes for extra territorial jurisdiction plat review to impose zoning regulations. Extra territorial jurisdiction review of subdivisions is limited to the criteria for compliance with adopted Comprehensive Plans (including transportation and utility system plans), impact on the environment, and adequate provision of public services necessary to support the proposed development.

Comprehensive Plan. The Comprehensive Plan guides the property for future development of low density residential uses at such time as the property is annexed to the City and utility services are extended. In the interim, subdivision of the property is to continue with rural density development or agricultural uses as allowed by St. Croix County.

Proposed Subdivision. The proposed subdivision would divide the 38.3 acre parcel into a 10.22 acre lot that includes an existing single family dwelling and 2 detached accessory buildings. The balance of the property would be established as an outlot. The configuration of the proposed subdivision with Outlot 1 to the west, north, and east of Lot 1 results in an irregular parcel shape that follows general boundaries within the existing property between the buildings/yard and cultivated fields. It is the property owner's intent to sell Lot 1 with the buildings and retain Outlot 1 for continued use in agricultural production.

Future subdivision of the portion of Outlot 1 west of Lot 1 into urban lots would not be possible due to the dimensions of the parcel and lack of street connections from the Partridge Run subdivision to the west. To avoid creating a future remnant parcel that may be a barrier to street and utility extensions for future development, we suggest that Lot 1 could be revised to include all of the area north and west of the proposed east lot line (see attached exhibit).

The property owner would prefer to keep all of the existing cultivated field as part of Outlot 1 as proposed on the CSM. The Plan Commission discussed at length balancing the interests of the property owner with the City's long-term objectives of ensuring viable future urban development of Outlot 1. The Plan Commission recommends that the Lot 1 be revised to include the area of north and west of the proposed boundaries shown on the CSM with the property owner establishing an easement over the existing cultivated areas to retain rights for continued agricultural production together with Outlot 1. City staff has added this as a recommendation to the list of conditions as the City would be satisfied with or without such easement provided the boundaries of Lot 1 are modified.

Access. The subject site has frontage to 170th Street. The Comprehensive Plan designates 170th Street as a future local collector roadway. Local collector roadways that provide access to private property and connect neighborhoods to collector and arterial streets. Local collectors are to provide 70 feet of right-of-way. The proposed CSM must provide for dedication of 35 of right-of-way for the north half of 170th Street as a local collector street to preserve the City's future transportation corridor.

Utilities. The existing single family dwelling is served by on-site septic and well systems. We recommend that the existing septic system be inspected by a licensed septic designer to ensure that it is functioning properly and that there is adequate space within proposed Lot 1 for a primary and secondary drainfield site. As an outlot, no new dwellings are proposed within Outlot 1.

RECOMMENDATION

City staff recommends approval of the proposed CSM subject to the conditions outlined below in accordance with the Court of Appeals decision in *Lake Delavan Property Company, LLC v. City of Delavan*.

POSSIBLE ACTIONS

- A. Motion to **approve** an extra territorial CSM for Todd Nehlich subject to the following conditions:
 - 1. Lot 1 shall be revised to include all of the area north and west of the proposed east lot line of Lot 1.
 - 2. The CSM shall dedicate 35 feet of right-of-way for the north one-half of 170th Street as a future local collector roadway.
 - 3. The on-site septic system shall be inspected and improved as necessary to ensure that it is functioning in accordance with Wisconsin Rules and that there is adequate area within the proposed lot for a primary and secondary drainfield site.
 - 4. The property owner consider establishment of an easement retaining rights to the cultivated areas of proposed Lot 1 for continued agricultural production together with Outlot 1.
- B. Motion to deny the application based on a finding that the request is inconsistent with the policies of the Comprehensive Plan.
- C. Motion to **table**.
- c. Michael Darrow, City Administrator
Nick Vivian, City Attorney

106TH ST

107TH ST

106TH ST

106TH ST

8

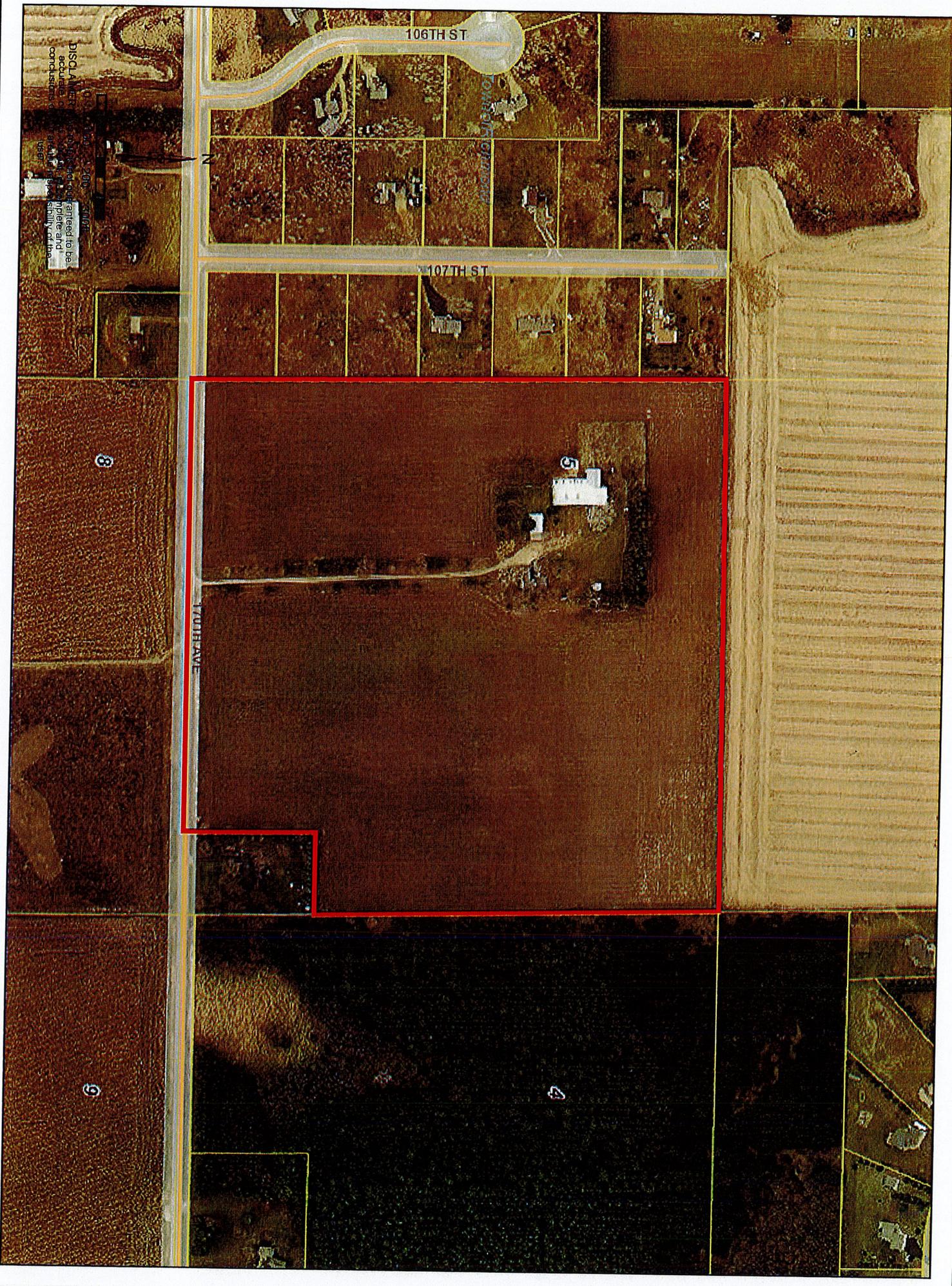
6

7

9

DISCLAIMER: This report and the information contained herein are for informational purposes only and are not intended to be a substitute for professional advice. The user assumes all responsibility for the accuracy, completeness and reliability of the information presented herein.

N



CERTIFIED SURVEY MAP

Certified Survey Map No. _____, Volume _____, Page _____.
Located in the Southeast Quarter of the Southeast Quarter, of Section
5, Township 30 North, Range 18 West, Town of Richmond, St. Croix
County, Wisconsin.



OWNER/PREPARED FOR:
Todd Nehlich
404 Aylesbury Court
Roanoke, TX 76262

Surveyor's Certificate:

I, Scott J. Bechel, Wisconsin Professional Land Surveyor, hereby certify. That I have surveyed and mapped a parcel of land located in that part of the Southeast Quarter of the Southeast Quarter of Section 5, Township 30 North, Range 18 West, Town of Richmond, St. Croix County, Wisconsin, described as follows:

Commencing at the southeast corner of said Section 5; thence South 89 degrees 56 minutes 34 seconds West, oriented with the St. County Coordinate System, NAD83, 1991 adjustment, along the south line of the Southeast Quarter of said Section 5, a distance of 200.00 feet to the southwesterly corner of that certain Certified Survey Map, as recorded in the St. Croix County Register of Deeds Office in Volume 2 of Certified Survey Maps, Page 319 as Document Number 336261, being the point of beginning of the land to be described; thence continuing South 89 degrees 56 minutes 34 seconds West, along said south line, a distance of 1106.75 feet to the southwest corner of said Southeast Quarter of the Southeast Quarter; thence North 00 degrees 58 minutes 58 seconds West, along the west line of said Southeast Quarter of the Southeast Quarter, a distance of 1329.91 feet to the northwest corner of said Southeast Quarter of the Southeast Quarter; thence South 89 degrees 57 minutes 58 seconds East, along the north line of said Southeast Quarter of the Southeast Quarter, a distance of 1303.50 feet to the northeast corner thereof; thence South 01 degrees 07 minutes 29 seconds East, a distance of 997.89 feet to the northeast corner of said Certified Survey Map; thence South 89 degrees 52 minutes 31 seconds West, a distance of 200.00 feet to the northwest corner said Certified Survey Map; thence South 01 degrees 07 minutes 29 seconds East, a distance of 329.76 feet to the point of beginning. Containing 38.30 acres, more or less.

Subject to all easements, restrictions and reservations of record.

That I have made such survey, land division and map by the direction of Todd Nehlich, 404 Aylesbury Court, Roanoke, TX. 76262, that such map is a correct representation of the exterior boundaries of the land surveyed and the map made thereof and that I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes, A-E7 of the Wisconsin Administrative Code and the Subdivision Regulations of St. Croix County in surveying, dividing and mapping the same.

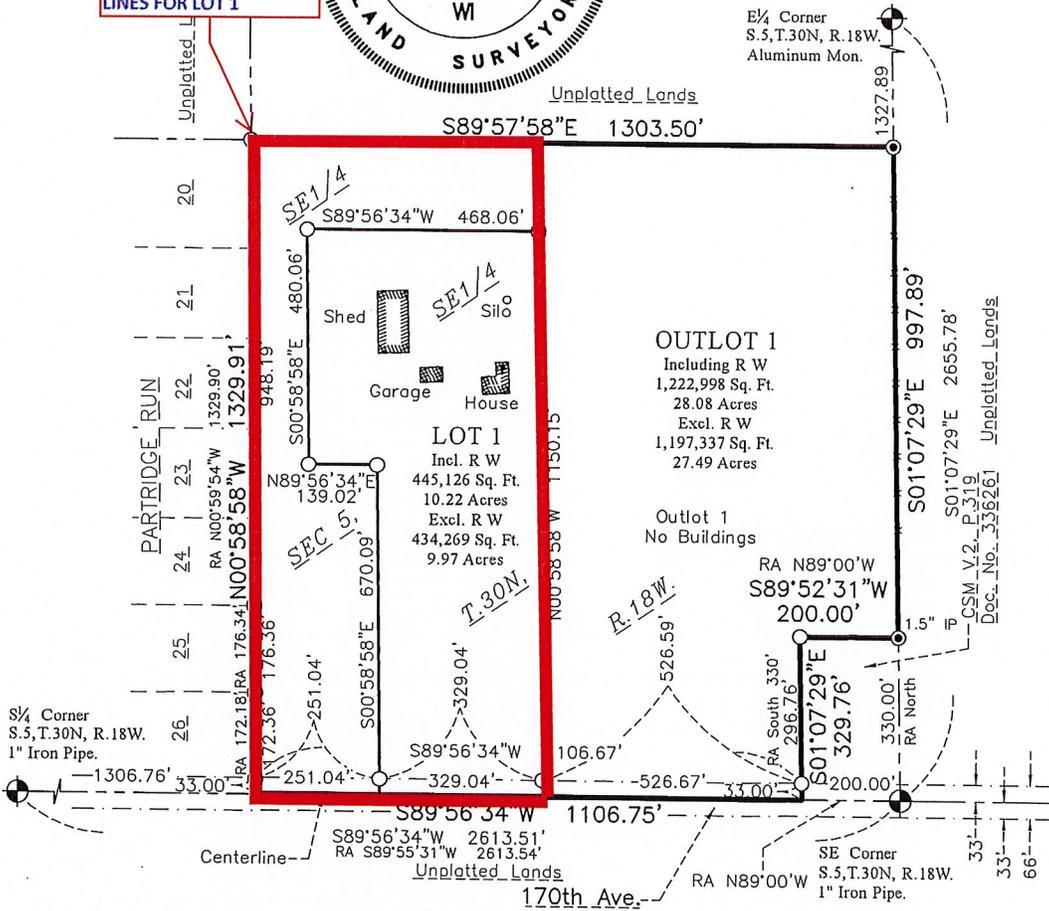
Scott J. Bechel S-3165
Wisconsin Professional Land Surveyor
Date:

CERTIFIED SURVEY MAP

Certified Survey Map No. _____, Volume _____, Page _____.
 Located in the Southeast Quarter of the Southeast Quarter, of Section
 5, Township 30 North, Range 18 West, Town of Richmond, St. Croix
 County, Wisconsin.



RECOMMENDED LOT
 LINES FOR LOT 1



The bearings shown hereon are based on the St. Croix County Coordinate System, NAD 1983, 1991 adjustment.

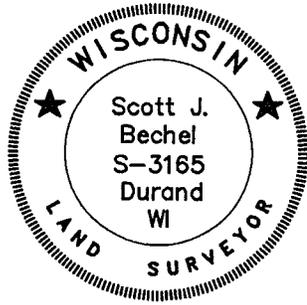
- ⊕ Denotes a St. Croix County Section Corner Monument in place, as noted.
- Denotes a set 1" O.D. X 18" iron pipe weighing 1.13 lbs. per lineal foot.
- Denotes a found 1" iron pipe, unless otherwise noted.
- x - Denotes an existing fence line.
- RA Denotes recorded as bearing and/or distance in previously recorded document.

JOHNSON & SCOFIELD INC. LAND SURVEYORS
 626 JEFFERSON AVENUE WABASHA, MN 55981 651-565-3244
 SHEET 1 OF 2 SHEETS

OWNER/PREPARED FOR:
 Todd Nehlich
 404 Aylesbury Court
 Roanoke, TX 76262

CERTIFIED SURVEY MAP

Certified Survey Map No. _____, Volume _____, Page _____
Located in the Southeast Quarter of the Southeast Quarter, of Section
5, Township 30 North, Range 18 West, Town of Richmond, St. Croix
County, Wisconsin.



OWNER/PREPARED FOR:
Todd Nehlich
404 Aylesbury Court
Roanoke, TX 76262

Surveyor's Certificate:

I, Scott J. Bechel, Wisconsin Professional Land Surveyor, hereby certify: That I have surveyed and mapped a parcel of land located in that part of the Southeast Quarter of the Southeast Quarter of Section 5, Township 30 North, Range 18 West, Town of Richmond, St. Croix County, Wisconsin, described as follows:

Commencing at the southeast corner of said Section 5; thence South 89 degrees 56 minutes 34 seconds West, oriented with the St. County Coordinate System, NAD83, 1991 adjustment, along the south line of the Southeast Quarter of said Section 5, a distance of 200.00 feet to the southwesterly corner of that certain Certified Survey Map, as recorded in the St. Croix County Register of Deeds Office in Volume 2 of Certified Survey Maps, Page 319 as Document Number 336261, being the point of beginning of the land to be described; thence continuing South 89 degrees 56 minutes 34 seconds West, along said south line, a distance of 1106.75 feet to the southwest corner of said Southeast Quarter of the Southeast Quarter; thence North 00 degrees 58 minutes 58 seconds West, along the west line of said Southeast Quarter of the Southeast Quarter, a distance of 1329.91 feet to the northwest corner of said Southeast Quarter of the Southeast Quarter; thence South 89 degrees 57 minutes 58 seconds East, along the north line of said Southeast Quarter of the Southeast Quarter, a distance of 1303.50 feet to the northeast corner thereof; thence South 01 degrees 07 minutes 29 seconds East, a distance of 997.89 feet to the northeast corner of said Certified Survey Map; thence South 89 degrees 52 minutes 31 seconds West, a distance of 200.00 feet to the northwest corner said Certified Survey Map; thence South 01 degrees 07 minutes 29 seconds East, a distance of 329.76 feet to the point of beginning. Containing 38.30 acres, more or less.

Subject to all easements, restrictions and reservations of record.

That I have made such survey, land division and map by the direction of Todd Nehlich, 404 Aylesbury Court, Roanoke, TX. 76262, that such map is a correct representation of the exterior boundaries of the land surveyed and the map made thereof and that I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes, A-E7 of the Wisconsin Administrative Code and the Subdivision Regulations of St. Croix County in surveying, dividing and mapping the same.

Scott J. Bechel S-3165
Wisconsin Professional Land Surveyor
Date:



CITY OF NEW RICHMOND
THE CITY BEAUTIFUL

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

MEMORANDUM

TO: Mayor and City Council

FROM: Tanya Batchelor, City Clerk

DATE: September 7, 2018

SUBJECT: Resolution #091801 Release of Drainage and Utility Easement

Background

The Plan Commission recommended approval of a Certified Survey Map from Michael and Michele Weiss at 412 Fox Way. They are moving the lot line between lots 9 and 10 of Fox Way Second Addition. Drainage and utility easements are recorded on the original plat for Fox Run Second Addition and need to be removed from the existing location in order to allow the lot line to be moved. Nick Vivian drafted the attached resolution for releasing the drainage and utility easements.

Recommendation

Staff is recommending adoption of the resolution releasing the drainage and utility easements.

RESOLUTION #091801

**CITY OF NEW RICHMOND
ST. CROIX COUNTY, WISCONSIN**

**A RESOLUTION AUTHORIZING THE RELEASE OF
A CERTAIN DRAINAGE AND UTILITY EASEMENT LOCATED ON
REAL PROPERTY OWNED BY MICHAEL A. AND MICHELE R. WEISS**

WHEREAS, Michael A. Weiss and Michele R. Weiss, husband and wife (collectively, "Owner") own certain real property lying and being situated in the City of New Richmond (the "Property") upon which the City has a drainage and utility easement interest arising under that certain Plat filed with the St. Croix County Register of Deeds on September 3, 2002, as Doc. No. 689174, and that certain Plat filed with the St. Croix County Register of Deeds on October 4, 2002, as Doc. No. 808461 (the "Easement").

WHEREAS, Owner has requested the City release the Property from the Easement; and

WHEREAS, the Common Council desires to authorize the release of the Easement and the City Administrator to execute the Release and such other documents as are necessary to release the Easement.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL FOR
THE CITY OF NEW RICHMOND, AS FOLLOWS:**

The Common Council hereby authorizes the release of the Easement and execution by the City Administrator of the Release.

This Resolution shall be in full force and effect from and after its passage and approved as provided by law.

Passed and adopted by the City Council for the City of New Richmond this _____ day of _____, 2018.

Fred Horne, Mayor

ATTEST:

Tanya Batchelor, City Clerk

RELEASE OF EASEMENT

Document Number

Document Name

THIS RELEASE OF EASEMENT (this "Release") is dated and effective as of _____, 2018 (the "Effective Date"), by and between the CITY OF NEW RICHMOND, a Wisconsin municipal corporation (the "City") and MICHAEL A. WEISS and MICHELE R. WEISS (collectively, "Owner").

WHEREAS, Owner is the fee owner of the real property legally described as:

Lot 9, Block 4 of the Plat of Fox Run, and Lot 10, Block 4 of the Plat of Fox Run Second Addition, located in the NW1/4 of the SW1/4 and the SW1/4 of the SW1/4 of Section 32, Township 31 North, Range 17 West, City of New Richmond, St. Croix County, Wisconsin

(the "Property").

WHEREAS, the City has a drainage and utility easement interest arising under that certain Plat filed with the St. Croix County Register of Deeds on September 3, 2002, as Doc. No. 689174, and that certain Plat filed with the St. Croix County Register of Deeds on October 4, 2002, as Doc. No. 808461 (the "Easement").

WHEREAS, the parties desire, and the City has agreed, to release the Easement.

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

1. Release. The City hereby releases all of its right, title, and interest in the Property arising under the Easement.
2. Miscellaneous. The benefits and burdens created by this Release shall constitute covenants running with the land and shall benefit and be binding upon all present and future owners, and their respective successors and assigns, of any portion of the Property and upon each person having any interest therein derived through any owner thereof. This Release is entered into in and shall be governed by and construed in accordance with the internal laws of the State of Wisconsin.

Drafted By/Return to:
Nicholas J. Vivian
Eckberg Lammers, P.C.
430 Second Street
Hudson, WI 54016
715-386-3733

261-1040-91-409 / 261-1296-04-010
Parcel Identification Numbers (PIN)

[NO FURTHER TEXT ON THIS PAGE]

IN WITNESS WHEREOF, the City and Owner have executed this Release to be effective as of the Effective Date.

CITY:

CITY OF NEW RICHMOND,
a Wisconsin municipal corporation

By: Michael Darrow
Its: City Administrator

STATE OF WISCONSIN)
) ss.
COUNTY OF ST. CROIX)

The foregoing instrument was acknowledged before me this ____ day of _____, 2018, by Michael Darrow, the City Administrator of the City of New Richmond, a Wisconsin municipal corporation, on behalf of said municipal corporation.

Notary Public
My commission expires: _____

OWNER:

MICHAEL A. WEISS

MICHELE R. WEISS

STATE OF WISCONSIN)
) ss.
COUNTY OF ST. CROIX)

The foregoing instrument was acknowledged before me this ____ day of _____,
2018, by Michael A. Weiss and Michele R. Weiss, husband and wife.

Notary Public
My commission expires: _____



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

MEMORANDUM

TO: Mayor Horne and City Council
FROM: Noah Wiedenfeld, Management Analyst
DATE: September 5, 2018
SUBJECT: Fundraising Policy

BACKGROUND

At the City Council Work Session meeting in June, City staff provided an overview of a fundraising policy that would be developed by staff over the summer. Consistent fundraising policies and procedures can support the following objectives:

- Ensure that fundraising activities are carried out in an ethical manner
- Provide clear communication between City staff, elected officials, boards and commissions, and the general public
- Ensure gifts are properly recorded and acknowledged
- Limit donor fatigue to the extent possible
- Comply with local ordinances and state statutes
- Ensure that the City of New Richmond meets all legal and fiduciary responsibilities

A draft fundraising policy was presented at the August Work Session for feedback, and is also included in the September agenda packet.

ACTION REQUESTED

City staff recommend formal approval of the fundraising policy as presented.



CITY OF NEW RICHMOND FUNDRAISING POLICY

OVERVIEW

New Richmond is a very giving community. Time and time again, local businesses, non-profit organizations, and citizens have stepped forward to help worthwhile causes and projects. This generosity of time, talent, and resources is a testament to the character of our community.

City of New Richmond staff and elected officials work diligently to be responsible stewards of financial resources. Today, many local government initiatives and projects often would not be feasible without funds and in-kind support from a variety of sources, including other governing bodies, grants, private donations, and fundraisers. These collaborative partnerships and grassroots, community-supported efforts have been a source of pride for the New Richmond community in recent years, and have resulted in the establishment of the K9 program, several improvements to the parks and trails system, downtown beautification, and equipment for the fire department, among others.

PURPOSE

It's important to establish consistent fundraising policies and procedures for the City of New Richmond in support of the following objectives:

- Ensure that fundraising solicitations support only activities that are consistent with the City of New Richmond's mission and are carried out in an ethical manner
- Provide clear communication between City departments, elected officials, boards and commissions, and the general public
- Ensure gifts are properly recorded and acknowledged
- Limit "donor fatigue" in the community to the extent possible
- Comply with all local ordinances and state statutes
- Ensure that the City of New Richmond meets all legal and fiduciary responsibilities

The policies and procedures outlined in this document are not intended to be burdensome or to prevent or discourage fundraising, but instead provide greater clarity and guidance that can help make a fundraiser more successful and a better experience overall for everyone involved. Today's donors have more outlets for their philanthropic desires than ever before. The City of New Richmond can be at the forefront of a donor's choice if we are clear in our intent, focused on the City's highest priorities, and present exciting opportunities for their involvement.

FUNDRAISING POLICY

This Policy shall apply to any and all employees of the City of New Richmond, as well as any individuals or organizations who may be acting on behalf of the City of New Richmond.

Standards

- All monies raised via fundraising activities will be for the stated purpose of the appeal.
- All personal information collected by the City of New Richmond is confidential and is not for sale or to be given away or disclosed to any third party without consent.
- Nobody directly or indirectly employed by or volunteered for the City of New Richmond shall accept commissions, bonuses, payments, or non-monetary gifts for fundraising activities on behalf of the organization.
- Funds shall be managed by the City of New Richmond Finance Department, except in the case of long-term fundraising appeals or when the administration of such funds might be overburdening as determined by the City Administrator, in which case the New Richmond Area Community Foundation may be better suited to manage the funds. Any decision to use an outside organization as a fiscal agent (such as the New Richmond Area Community Foundation) must be approved in advance by the City Administrator and the City of New Richmond Finance Department.
- The number and frequency of all fundraisers shall be limited to avoid excessive and frequent donation requests from specific donors or the community at-large.
- Donors are not entitled to advantages, endorsement, exclusive rights, privileges, or preferential treatment in return for their support. Likewise, potential donors who choose not to contribute to a fundraising activity are to continue to be treated fairly with dignity and respect. The City must always maintain public trust and confidence that a donor will not receive any advantage, favoritism, or benefit from any type of quid pro quo arrangement. Donor recognition, including but not limited to signage or naming rights, must be clearly identified in the application form and follow all other City policies, such as the naming rights policy for parks and recreational facilities.

- Where appropriate and advisable as determined by the City of New Richmond Finance Department or City Attorney, acceptance of gifts shall be contingent upon the execution and fulfillment of a written donation agreement with donors which specifies the terms of the gift and may include provisions regarding donor recognition. Verbal agreements should not be relied upon; the use of a written donation agreement shall be considered best practice in order to avoid confusion or uncertainty and reduce legal risk.
- The City may decline donations from any party if the acceptance of gifts is inconsistent with the City's beliefs, values, and mission, presents a financial or reputational risk to the City, or for any other reasons that the City deems appropriate.

Application Process

All fundraising activities, including financial or non-monetary donation requests, one-time or recurring events, or fundraising campaigns shall complete an application form. Recurring events shall complete an application form each year. Applications should be submitted to the City Administrator as early as possible, prior to the start of any advertising or donation requests are made, and at least one month before the fundraising event date (if applicable). Applications will be reviewed by a fundraising review committee that consists of representatives from each city department within one week after the application is received.

If there are no concerns from the committee, the application will be approved and signed by the City Administrator and a copy of the application will be kept on file. The City Council will be made aware of all fundraising activities by the City Administrator on a regular basis. The City Administrator and fundraising review committee may ask that a proposed fundraising activity be delayed until a time when either the suggested donor(s) will be more receptive to a gift request, or the proposed activity would not jeopardize funding for a higher priority of the City.



City of New Richmond Fundraising Authorization Form

Primary Contact Name: _____

Email Address: _____

Phone Number: _____

Fundraising Activity Description: _____

How will the proposed fundraising activity benefit the City of New Richmond and its mission?

To which account or to what project will the funds raised go towards? _____

Describe the timeline and important date(s) for the fundraising activity, including when you will be seeking donations or sponsorships, advertising, fundraiser event date, etc.

How do you intend to advertise or otherwise promote the fundraising activity?

Has the fundraising activity been approved by a City board or commission? Please specify.

Which businesses, civic organizations, foundations, or individuals will you approach to support this fundraising activity? This includes monetary donations, in-kind donations, products, etc.

How do you propose recognizing supporters of the fundraising activity? (E.g. name and logo printed on banner or other marketing materials) _____

Are you proposing the use of a friends group, New Richmond Area Community Foundation, etc. instead of the City of New Richmond Finance Department? Please specify. _____

Beyond the fundraising activity, fiscal sustainability must be considered for all projects. Please describe the long-term costs, maintenance needs, etc. associated with this fundraising activity.

Please check the boxes that are applicable to your fundraising activity to indicate that you have obtained all necessary licenses or permits.

- Direct Seller Permit*
- Processions, Parades, Runs, Walks, Bicycle Races, and Marathons*
- Street Use Permit*
- Extension of Premises Permit*
- Use of Amplifying Devices Permit*
- Exemption from Sec. 50-87 – Loud and unnecessary noise*
- Temporary Class "B"/"Class B" Retailer's License*
- Sign Permit*
- State of Wisconsin raffle license*

Approval from City Administrator

Signature

Date

To: Mayor and City Council

From: Jennifer Rickard, Interim Library Director

Date: 09.04.18

RE: Exemption from County Library Tax

St. Croix County received the final equalized values for the 2019 tax levy. The County is required to levy a tax if the municipality does not levy an amount equal to or greater than a calculated amount, shown in column 7 below.

Please see attached resolution that states that the City of New Richmond will make the required appropriation.



Exemption from the County Library Tax

Under Wisconsin Statute 43.64(2), municipalities with public libraries may be exempt from the county library tax if they appropriate locally an amount above the defined minimum. In order to determine if a municipality may request an exemption from the county library tax for 2018 (the tax the county board will set in the fall of 2017 and expend in 2018), complete the following calculations.

**The State of WI 2013-2015 Budget includes language that "allows municipalities participating in a joint library to be exempt from the county library tax, provided the municipality library levy is maintained at no less than the average of the last three years".

	1	2	3	4	5	6	7	8
Municipality	2017 Equalized value of Property	2017 Value of Communities that are exempted from 2016 County Library Tax	2017 Equalized value Taxed for 2016 County Library service	2018 County Appropriation for Library Services	County Library Tax Levy for 2018	2018 Equalized Value of Municipality	Minimum 2019 Appropriation to exempt from County Library Tax	2018 Resolution to meet or exceed Minimum Appropriation
C New Richmond	\$ 9,022,649,800	\$ 5,311,185,000	\$ 3,711,464,800	\$ 1,114,978	0.0003004	\$ 708,397,200	\$ 212,813	

RESOLUTION #091802
REQUESTING APPLICATION FOR EXEMPTION
FROM COUNTY LIBRARY TAX

WHEREAS, the County Board for St. Croix County, Wisconsin levies a county library tax; and

WHEREAS, Section 43.64(2)(b) of the Wisconsin Statutes provides that any city, town or village which levies a tax for public library service and appropriates and expends for a library fund as defined by section 43.52(1) of the Wisconsin Statutes during the year for which the county tax levy is made a sum at least equal to the county tax rate in the prior year multiplied by the equalized valuation of the property in the city, town, or village for the current year is exempt from the county library tax; and

WHEREAS, the City of New Richmond will, in 2019, appropriate and expend an amount in excess of that calculated above.

NOW THEREFORE, BE IT RESOLVED that the City of New Richmond hereby requests of the St. Croix County Board of Supervisors that the City of New Richmond be exempted from the payment of any county tax for the support of public library service as provided in Section 43.63(2) of the Wisconsin Statutes.

BE IT FURTHER RESOLVED that copies of this Resolution be forwarded by the City of New Richmond Clerk to the following parties:

Carleton A. Friday Memorial Library
155 East First Street
New Richmond, WI 54017

St. Croix County – County Clerk
1101 Carmichael Road
Hudson, WI 54016

Dated this 10th day of September, 2018.

Frederick Horne, Mayor

Attest:

Tanya Batchelor, City Clerk



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

MEMORANDUM

TO: City Council

FROM: Noah Wiedenfeld, Management Analyst
Joel Enders, Management Analyst

DATE: September 4, 2018

SUBJECT: Mass Notification System

BACKGROUND

Several years ago, City staff identified the need for a mass notification system that would alert residents in the event of a power outage, water main break, sudden road closure, utility work, or localized emergency such as a gas leak. Last summer, the City and St. Croix County investigated the possibility of jointly adopting a mass notification system, but were unable to resolve concerns over access control and situational use.

Recognizing the continued need for a mass notification system, staff recently contacted several vendors for updated price quotes and information. Demonstrations were provided by Civic Ready, Nixle, and Rave Mobile Safety. All three systems offered similar functionality, but staff (including Police, Fire, and Utility personnel) concluded that Rave offered the best fit for New Richmond at the best price. Rave allows designated staff to quickly send notifications via text, email, phone, RSS feeds, and/or social media to all users or to a geographically defined area. Residents sign up for notifications via portals on the City/Utility website, and may choose sign up for all or specific types of notifications. This system will allow the City to quickly and effectively notify residents about situations/conditions that affect them.

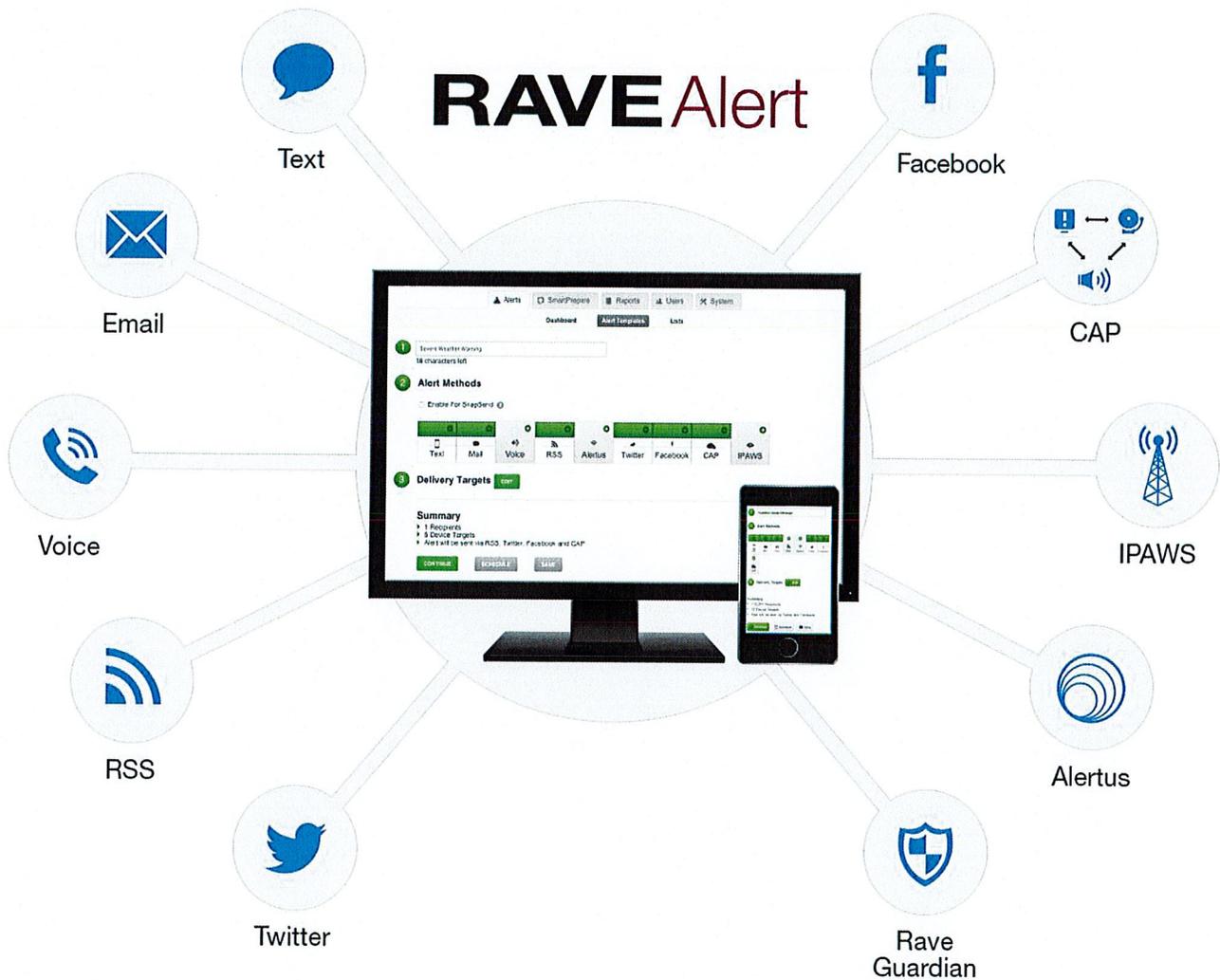
The attached proposal specifies an annual fee of \$3,000, plus a one-time \$500 setup fee. Costs are proposed to be shared between the Utility and the City.

RECOMMENDATIONS

- Staff recommends authorization to enter into a service agreement with Rave Mobile Safety according to the attached proposal.
- The Utility Commission recommended this item for approval on September 5, 2018.

ATTACHMENTS

1. Rave Mobile Safety service proposal



Rave Alert Proposal for: New Richmond, WI

Account Executive: Ryan Camilleri
 Email: rcamilleri@ravemobilesafety.com
 Phone: (508) 532-8917
 Date submitted: 8.28.2018 / Price quote expires: 9.28.2018



From anywhere. To anywhere. Rave Alert provides rapid sending – from the EOC or the field – to all modes: SMS, Email, Voice, Twitter, Facebook, Siren Systems, Dynamic Signage, RSS Feeds, websites, and IPAWS-OPEN.

Rave Alert Features & Benefits

Targeted Communications, Easy Custom Workflows

- **SnapSend™** – Simple 2-click process from any connected device, send alerts to all channels simultaneously
- **Send from anywhere** – Cloud-based technology lets you send messages from internet connected and mobile devices
- **Recipient Group manageability** – Manage an unlimited number of distinct notification groups.
- **Automated conference bridge** – Quickly assemble your team with a one click message
- **Customizable Workflows** – Shows each alert author *only* the features they need and can use – templates, recipients, delivery targets, social network accounts, and more. This keeps the system manageable and easy to use
- **Unlimited alert templates** – Tailored for specific emergency types.
- Unique **“call me” feature** for voice recordings – or use context-aware text-to-speech when time is of the essence
- **Automated Storm-Based Weather Notifications** – Target specific types of events, with or without precise geographic targeting for your area. When storms are coming, send notifications, by any mode, to your EMA, to specific locations, or to your entire population.

One Button: Multi-Modal Alerting

- **2-way SMS** – Send and receive text messages.
- **2-Way Voice** – Includes: custom caller ID, dynamic central office throttling, TTS and “Call Me” feature for voice recording. Configurable voice message delivery profiles include customized caller-ID message playback, answering machine detection, multiple retry rules, and touch-tone response options.
- **Simple integration** to Facebook, Twitter, websites, digital signage.
- **Multi-language** – Auto-translate with support for 48 languages
- **CAP support** – Trigger other systems via outbound Common Alerting Protocol (digital signage, sirens, websites, etc.)
- **Reporting** – We provide a robust suite of reporting tools. Detailed “by recipient” reports show date/time, delivery methods, destination phone number and email, success/failure, calls connected, unconnected, busy, or operator intercepts

Subscriber Management



Access-controlled workflows are all about **ease of use**. In large organizations with many users, it's important that alert authors only see functionality they are permitted to use – the templates, groups, specific social network accounts, and features they need to communicate effectively.

Rave Alert access controls show each author just what they need – and nothing extraneous! This keeps the interface simple for casual users or users in highly distracted environments such as dispatch centers, and helps prevent mistakes and confusion.

- **SmartLoader automated data management** – Rave's SmartLoader and user management APIs provide you with sophisticated integration options to keep data in sync across systems
- **Branded opt-in portal** – Citizens and staff can opt-in to your alert system with preferences you define.
- **Integrate with existing lists and data** from systems and other directories.
- **Helpful alert templates and best practice documents** assist with communications and emergency planning.
- **Access controls** – Granular system access control through role-based permissions. Extensive customizable admin functions for support of large diverse administration teams.

24x7 Public Safety Grade Infrastructure

- **Delivery rates** – Industry leading capacity ensures your entire population is notified in minutes, no matter how big or small.
- **Designed to manage stressful emergencies** – During the Boston Marathon bombing and Superstorm Sandy, Rave Emergency Notification flawlessly delivered millions of messages to a wide range of recipients
- **Easy setup and maintenance** – Software-as-a-Service (SaaS); hosted, branded, web-based solution requires no on-site installation or maintenance, and is rapidly deployed and configured to your specifications.
- **Reporting** – We provide a robust suite of reporting tools. Detailed “by recipient” reports show date/time, delivery methods, destination phone number and email, success/failure, calls connected, unconnected, busy, or operator intercepts.
- **Availability** – Backed by geo-redundant data centers, our infrastructure ensures high performance and unmatched availability.
- **Redundancy/Failover** – Direct connections to multiple wireless carriers, carrier networks, and Tier1 SMPP aggregators keeps messages moving in every stress scenario.
- **Security and Privacy** – Our data centers are SAS70/SSAE 16 compliant and complete regular 3rd party security audits.

RAVE

MOBILE SAFETY



Overview of Standard Onboarding

Each new Rave customer is assigned a dedicated Client Manager - the single point of contact during implementation who provides practical experience, expertise, and best practices. Your Client Manager guides your alert deployment to success.

Deployment Overview

Typical implementation timetable spans 5-10 business days, assuming availability of required resources at the customer site. This timetable may vary based on specific customer needs, implementation of optional integrations, or configuration needs for features requiring some customization.

- Client Manager is available to coordinate implementation within the first 60 days after contract signing, unless otherwise agreed upon by mutual consent
- Client Manager provides up to 12 hours of dedicated access during the deployment process, inclusive of deployment activities on the hosted platform
- Additional services are available at an optional cost

Project Components and Milestones

- **Project Initiation** – Establishes project roles and contact points, defines core objectives for overall deployment, and presents milestone goals for project timetables
- **Online Kick-off Meeting (1-1.5 hours)** – Web meeting with all project stakeholders covering:
 - Overview of the Platform
 - Access to product resources
 - Implementation process overview
 - SmartLoader options
 - Registration and authentication options
 - Integration to notification targets (RSS, CAP, social networks, etc.)
 - Specific project target dates
 - Next Steps

Implementation

- **Planning and Deployment Phase (up to 10 hours of Client Management)**
 - Deployment of hosted site, login credentials provided (Rave)
 - Implementation of one-time data loading, general configuration
 - Implementation of optional SmartLoader and enterprise authentication integrations
 - Implementation of geo-targeting and map-based tools
 - Implementation of optional IPAWS-OPEN support
 - Functional testing and technical review
 - Training for administrators and alert authors using online courseware
- **Project Conclusion and Transition to Standard Technical Support**
 - Production release milestone, customer next-steps
 - Scheduled “go-live” data
 - Preparation for full system test
 - Program marketing, support website, and related tasks
 - Client Manager hand-off to Standard Technical Support process
 - Project review and feedback

On-site premium training and onboarding options available at additional cost. Additional Rave Professional Services consulting hours are available at daily rate negotiated in contract.

Rave Pricing

Estimated Population: 9,000		
Product License	Annual Fee	One-Time Setup
Rave Alert (Unlimited Text, Email, Voice, RSS)	\$3,000	\$500
Social Media Integration	\$0	\$0
CAP Integration	\$0	\$0
24x7 Support	Included	Included
Training	Included	Included
Unlimited Software Upgrades	Included	Included

- Rave is a GSA Certified Vendor
- Prices above do not include tax (if applicable), which will be calculated at purchase.



CITY OF NEW RICHMOND
THE CITY BEAUTIFUL

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

MEMORANDUM

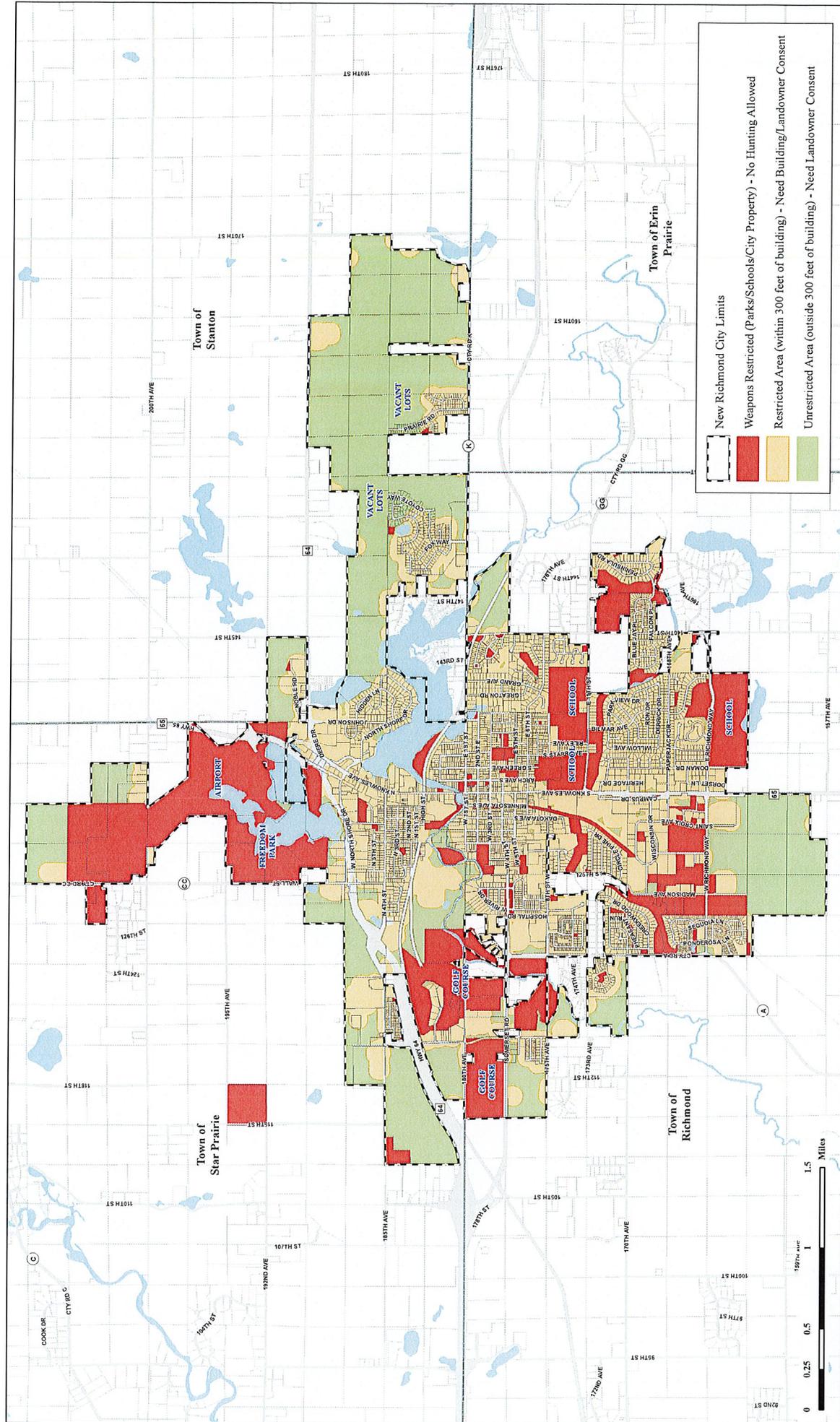
TO: New Richmond City Council
FROM: Craig Yehlik, Chief of Police
DATE: September 10, 2018
SUBJECT: Deer Map update

BACKGROUND

At the August Council work session, the Council asked to have the Deer hunting map updated prior to the September 10, 2018 Council meeting. Kyle Wells did update the map to the best of our ability, but are requesting any landowners to verify any discrepancies and contact staff with any questions or concerns.

Action Requested

No action on behalf of the council is needed.



New Richmond City Limits
 Weapons Restricted (Parks/Schools/City Property) - No Hunting Allowed
 Restricted Area (within 300 feet of building) - Need Building/Landowner Consent
 Unrestricted Area (outside 300 feet of building) - Need Landowner Consent

Grid: WI CRS S1, Creax (feet)
 Projection: Transverse Mercator
 Datum: NAD 83
 Date: 07 September 2018



CITY OF NEW RICHMOND: BOW HUNTING RESTRICTIONS 2018

NOTE: Locations on map are approximate.
 For questions contact the City of New Richmond
 or the City of New Richmond Police Department

