AGENDA FOR COUNCIL MEETING

CITY OF NEW RICHMOND, WISCONSIN

MONDAY, JANUARY 8, 2018 - 7:00 P.M.

AMENDED 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, December 11, 2017

2. Applications for Parade Permit:
   a. St. Patrick's Day Parade on March 17, 2018 at 2:00 p.m.
   b. Fun Fest Parade on July 15, 2018 at 12:30 p.m.
   c. Holiday Parade on November 29, 2018 at 6:00 p.m.

3. Application for Temporary Class B License from the WITC Foundation for Thursday, January 25, 2018 at 1019 South Knowles Avenue **

4. Payment of VO#61475 through VO#61603 totaling $747,121.21 plus electronic fund transfers totaling $940,212.85 for a grand total of $1,687,334.063 **

5. K-9 Donation $100 Diedra March

DEPARTMENT REPORTS:

Administration
Finance
Community Development
Public Works
Library
Police
Fire
Airport

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. VFW Building Request

2. Resolution #011801 – Designating Depository for City and Utility Accounts

3. Resolution #011802 – Designating Depository for the Library Accounts

4. Resolution #011803 – Schedule of Fees
5. Comprehensive Plan Existing Conditions Report
6. Ordinance #505 – Tree Ordinance
7. Resolution #011804 – Designating Michael Mroz as City Forester
8. Recreation Plan Update and Presentation
9. Request to Bid Farm Leases
10. Work Session on January 13, 2018 at 8:30 a.m.
11. Communications & Miscellaneous
12. Closed Session per State Statute 19.85(1)(e) – TID #6
13. Open Session – Action on Closed Session Agenda
14. 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 DECEMBER 11, 2017 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 Horne, Alderman Ard, Jackson, Montello, Volkert and Zajkowski

Members Absent: Alderman Kittel

The Pledge of Allegiance was recited.

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

Public Comment

Consent Agenda

1. Approval of the Minutes from the Previous Regular Council Meeting, November 13, 2017 at 7:00 p.m. and Special Council Meetings, November 27, 2017

2. Application for License to Serve from Michael Bracken, New Richmond

3. Application for Temporary Class B License from Knights of Columbus for January 7, 14, 21, 26, 28, February 4, 11, 18, 23, and 25, 2018

4. Payment of VO#61385 through VO#61474 totaling $221,180.52 plus electronic fund transfers of $623,323.56, for a grand total of $844,504.08

General Fund	$716,532.45
Impact Fees Fund	40,800.46
Cemetery Fund	744.04
CDBG – Housing	2.193.62
Debt Service Fund	17,504.83
Capital Projects	43,344.16
Landfill Cleanup Fund	3,085.52
TID District #10	517.52
Storm Water Utility	13,521.46
Park Land Trust Fund	6,260.02

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

Department Reports

Administration – Noah Wiedenfeld thanked the Chamber and businesses involved in the Hometome Holidays celebration. The quarterly e-newsletter will be going out soon. Noah asked the public to stop out to see him on Thursday as he will be ringing bells at Walmart for the Salvation Army for 26.2 hours.

Finance – Rae Ann Ailts reminded Council members to look through their capital improvement binders and contact staff with any questions. Rae Ann also stated tax statements were sent out on December 8, 2017. Be sure to check your statement to see if you received the lottery credit. If you lived in your house as of January 1, 2017 and did not receive the credit, we can take care of that at City Hall. Also, remember the first installment is collected by the City and the second installment is collected by St. Croix County.

Community Development – Beth Thompson reported the new custodian, Kathy Atkins, will start tomorrow. On December 5, 2017, we reduced our printer fleet from 44 to 20 printers, which will save on energy, paper and toner. There will be a Primary Election on December 19, 2017, absentee voting can be done through December 15, 2017 in the Clerk's office.

Public Works –Jeremiah Wendt reminded residents to remove snow from sidewalks within 24 hours of any snowfall. The Compost Site is still open until December 19, 2017. The Dairy Queen building project plan was sent out to council this week. A silt fence was put up along the river bank and other fences are up on the property lines. The plan is to begin cleaning out some of the debris and garbage from inside the building. You will see more exterior activity in mid-January. The plan is to have the lot cleared by summer.

Police – Craig Yehlik stated the K-9 is now on board. Applications were received for a new officer position. Ten candidates have passed the fitness test and interviews will begin in January with a possible start date of April 1, 2018. Letters were sent out reminding of the parade permit application due date of January 2, 2017. Overnight parking continues through March 31, 2018.

Library - Noah Wiedenfeld explained that December 11-16 the Library will be having "Christmas Fun Aboard the Polar Express". On December 30, there will be a "Noon Year's Eve" celebration. The Library will be closed December 22-25, 2017.

Fire – Mayor Horne reported that the Fire Department had 21 incidents last month, 12 City and 9 rural. There was a total of 234 events in 2017 compared to an average of 215.

Plan Commission Recommendations

The Plan Commission recommended approving a Certified Survey Map from Shaun Bird which will connect two 2-family buildings with an attached garage between them. Alderman Montello moved to approve the CSM as presented, seconded by Alderman Ard and carried.

Beth Thompson discussed the Comprehensive Plan Existing Conditions Report. The Plan Commission recommended approval of this document. Alderman Ard moved to table this item for further discussion, seconded by Alderman Montello and carried. Council members are asked to give any comments on this report to Beth Thompson.

Fat Tire Bike Race

Jeremiah Wendt explained a group of bikers would like to host a race on City property adjacent to Barley Johns on January 13, 2018 for a fat tire bike race. Alderman Zajkowski moved to approve this request, seconded by Alderman Montello and carried.

Emerald Ash Borer Ordinance Update

Noah Wiedenfeld explained the tree ordinance has not been updated for many years. The DNR has reviewed our proposed tree ordinance. Discussion followed. The Public Works Committee would serve as the official tree board. This is the first reading on this ordinance. Some changes will be made before the next meeting.

Emerald Ash Borer Management Plan
Noah Wiedenfeld presented the EAB Management Plan. The DNR has approved this plan and the document requires Council approval. Alderman Montello moved to approve the Emerald Ash Borer Management Plan, seconded by Alderman Ard and carried.

Resolution #121701 – Energy Management Resolution
Noah Wiedenfeld explained the resolution which is similar to what was passed in 2008 and is required to apply for grant funding from WPPI. Our goal is to reduce energy consumption by 2% over the next 2 years. Alderman Zajkowski offered the following resolution and moved for its adoption:

RESOLUTION #121701
RESOLUTION APPROVING MUNICIPAL-WIDE ENERGY MANAGEMENT POLICY

WHEREAS, the City of New Richmond is committed to being an environmentally responsible community and a municipally owned and operated utility dedicated to improving global and local quality of life through active environmental stewardship; and
WHEREAS, it is more cost-effective to use less electricity and natural gas than it is to generate and/or purchase electricity and natural gas for the operation of City and Utility facilities; and
WHEREAS, New Richmond Utilities and WPPI Energy have developed and implemented mutually beneficial programs, projects, and educational activities focused on energy efficiency, conservation, and renewable energy that have been designed to increase community energy efficiency, promote clean air and water and reduce waste; and
WHEREAS, New Richmond Utilities already promotes these initiatives through its Commitment to Community programs and partnership with WPPI Energy and Focus on Energy; and
WHEREAS, implementing a municipal-wide energy management policy will require that the City of New Richmond and New Richmond Utilities make a commitment of financial and human resources toward initiatives that save energy and money for the long-term.
NOW, THEREFORE, BE IT RESOLVED, that the City of New Richmond and New Richmond Utilities will set a goal to curb use of electricity, natural gas, and water in municipal facilities by 2% from levels measured in 2017 within two years.
BE IT FURTHER RESOLVED that the City of New Richmond and New Richmond Utilities will demonstrate the effectiveness of energy efficiency, conservation, and renewable resource development and further seek to instill a strong conservation ethic within the community that will help establish the City of New Richmond as a leader in these areas.
Motion was seconded by Alderman Montello and carried.

Resolution #121702 – Authorization for River Planning Grant
Alderman Ard offered the following resolution and moved for its adoption:

RESOLUTION #121702
AUTHORIZING RESOLUTION
WISCONSIN DNR RIVER PLANNING GRANT

WHEREAS, the City of New Richmond is interested in obtaining a cost-share grant from the Wisconsin Department of Natural Resources for the purpose of the Willow River Water Trail Initiative; and
WHEREAS, the applicant attests to the validity and veracity of the statements and representations contained in the grant application; and
WHEREAS, a grant agreement is requested to carry out the project; and
NOW, THEREFORE, BE IT RESOLVED, that the City of New Richmond will meet the financial obligations necessary to fully and satisfactorily complete the project and hereby authorizes and empowers the following officials or employees to submit the following documents to the Wisconsin Department of Natural Resources for financial assistance that may be available.

TASK	TITLE OF AUTHORIZED REPRESENTATIVE(S)	EMAIL ADDRESS AND PHONE NUMBER OF AUTHORIZED

		REPRESENTATIVE(S)
Sign and submit grant application	Director of Public Works	jwendt@newrichmondwi.gov 715-246-4268
Enter into a grant agreement with the DNR	OR	
Submit quarterly and/or final reports to the DNR to satisfy the grant agreement, as appropriate	Management Analyst	nwiedenfeld@newrichmondwi.gov 715-246-4268
Submit reimbursement request(s) to the DNR no later than the date specified in the grant agreement		
Sign and submit any other necessary documentation		

BE IT FURTHER RESOLVED that applicant will comply with all local, state and federal rules, regulations and ordinances relating to this project and the cost-share agreement.

Motion was seconded by Alderman Zajkowski and carried.

Appointment of Republican and Democratic Election Inspectors

Alderman Ard moved to approve the following Election Inspectors as submitted by the parties:

Republican	Democratic
Carole Anderson	MaryJane Bridge
Alice Heinbuch	Sharon Fall
Joann LaMotte	Henri Olson
Jean Pellegrino	Robert Olson

Motion was seconded by Alderman Jackson and carried.

Willow River Bluffs Development Agreement

Nick Vivian, City Attorney, explained the development agreement for Willow River Bluffs. Alderman Montello moved to approve the development agreement, seconded by Alderman Jackson and carried.

Insurance Claim/Hail Damage Action

Rae Ann Ailts explained the hail damage amounts and asked for approval of the preliminary statement of loss. Staff recommends accepting the preliminary statement so the insurance company can disburse the funds. The damage that was cosmetic only, we will take the cash value and could use those funds for green tier initiative items. Staff made the following recommendations: 1) Approval of a Sworn Statement in Proof of Loss enabling disbursement of the actual cash value to occur; 2) Allocating $30,000 in funds to establish a sustainability account and an amount not to exceed $25,000 in matching funds for the energy efficiency grant, if awarded. Remaining funds would be allocated to future municipal building improvements; 3) Allocating $19,362 in police vehicle damages for future police vehicle replacements. Alderman Montello moved to approve these recommendations, seconded by Alderman Zajkowski and carried.

Police Department Glock Update/Action

Craig Yehlik explained the Sig Sauer guns currently used by officers are coming to the end of their useful life. Night sights need to be replaced of some of the guns and now is a good time to change over to the new Glock handgun since the cost of the new guns less the trade-in value is less than the cost to redo the night sights. Staff recommends purchasing 9mm ammunition and training equipment in 2017 and purchasing 19 Glock Gen V handguns and trade in 18 of the current Sig

Sauer handguns, training kits, and spare parts in 2018. Alderman Montello moved to accept this recommendation, seconded by Alderman Ard and carried.

Legal Counsel Contracts
Mike Darrow explained that Council discussed these contracts at the work session on November 27, 2017. Staff recommends approval of a three-year legal services contract for civil and prosecution services and a one year contract for labor services. Alderman Montello moved to accept this recommendation, seconded by Alderman Ard and carried.

North Side Update and Proposed Survey
Mike Darrow explained the proposed trail on the western side of the river from the railroad tracks to the bridge. A survey needs to be completed to see if a trail in this location is feasible. Jeremiah Wendt explained the contract with Short-Elliott-Hendrickson to survey this area. Staff recommended approval of this contract not to exceed $10,000 to survey property on the west bank of the Willow River to determine the feasibility of a trail, with costs to be covered by funds designated as part of the purchase of the former Dairy Queen property. Alderman Zajkowski moved to approve this recommendation, seconded by Alderman Jackson and carried.

125th Street Design Update
Jeremiah Wendt gave an overview of the 125th Street Design and the request for more feedback on trails in this area. A mailing was sent out to residents in this area and they slightly favored a trail on County Road A. Jeremiah recommended the following: 1) moving forward with the original design of 125th Street as previously approved; 2) continuing to pursue a trail on County Road A, including the possibility of having a public meeting in January in partnership with St. Croix County; 3) Include a trail on West 8th Street as part of the design for Lincoln/Jefferson/Marshall street reconstruction project. Discussion followed. Alderman Montello moved to proceed with the three recommendations as presented, seconded by Alderman Ard and carried.

Work Session on January 13, 2018 at 8:30 a.m.
The work session will be on January 13, 2018 at 8:30 a.m. in the Council Chambers of the Civic Center.

Communications and Miscellaneous

Closed Session
Alderman Ard moved to go into Closed Session per State Statute 19.85 (1)(e)– TID #9, seconded by Alderman Jackson, and carried.

Open Session
No action was taken

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

Meeting adjourned at 9:00 p.m.

Tanya Batchelor
City Clerk

VOUCHERS PRESENTED TO THE COUNCIL JANUARY 8, 2017

VO #	PAYMENT TO:	AMOUNT
61443	VOID (JOBSHQ)	(540.40)
61475	BENEFIT EXTRAS, INC	356.00
61476	BERENDS, ROBERT	0.83
61477	BRAHMS HOSPITALITY	10,500.00
61478	C & J BUILDERS	40.57
61479	CITY OF NEW RICHMOND	100.00
61480	CITY UTILITIES - OTHER	415.00
61481	CONFIDENTIAL RECORDS	45.00
61482	ECKBERG LAMMERS P.C.	8,815.02
61483	GHD SERVICES INC	12,242.31
61484	GILLEN'S LIME QUARRY	58.00
61485	INTERACTIVE HEALTH, INC	172.50
61486	NEW RICHMOND AREA COMMUNITY FOUNDATION	4,300.00
61487	NORTHLAND SURVEYING	750.00
61488	PERSHING LLC	4,300.00
61489	ST CROIX COUNTY HIGHWAY DEPT	1,406.70
61490	STEPHENS SANITATION - RECYCLING	4,065.00
61491	STEPHENS SANITATION - REFUSE	487.15
61492	BRIDGE, MARY JANE	112.00
61493	FALL, SHARON	112.00
61494	HEINBUCH, ALICE	119.00
61495	HURTGEN, RUTH	70.00
61496	KLOPP, BONNIE	112.00
61497	LAMOTTE, JOANN	112.00
61498	OLSON, HENDRENA	119.00
61499	OLSON, ROBERT	119.00
61500	PELLEGRINO, JEAN	119.00
61501	UTECHT, INEZ	112.00
61502	UTECHT, JAMES	112.00
61503	VAN VYNCKT, PATTY	112.00
61504	BASS LAKE, INC	2,000.00
61505	C & J BUILDERS	3,000.00
61506	CEDAR CORPORATION	693.00
61507	CESA 10	10,000.00
61508	CLERK OF COURT - ST CROIX CO	50.00
61509	DERRICK BUILDING SOLUTIONS, LLC	1,000.00
61510	GERAGHTY, PATRICK	200.00
61511	GIBSON, J CRAIG	77.88
61512	KIWANIS CLUB OF NEW RICHMOND	90.00
61513	REGISTER OF DEEDS	60.00
61514	ST CROIX VALLEY SART, INC	200.00
61515	TAUBMAN, SCOTT	1,000.00
61516	WAL-MART (OTHER PMTS)	50.21
61517	BAKER TILLY VIRCHOW KRAUSE, LLP	320.00
61518	CITY OF NR - REVOLVING FUND	148.95
61519	CITY UTILITIES - 2ND BILLING	27,817.27
61520	CITY UTILITIES - INVOICES	2,451.27
61521	CITY UTILITIES - OTHER	220.00
61522	COUNTRYSIDE VET CLINIC	90.50
61523	FAINT, GRETCHEN	33.50
61524	FARM & HOME (OTHER PMTS)	143.62
61525	FRONTIER COMMUNICATIONS (2)	48.34
61526	KUNZ'S ALL TEMPS INC	724.00
61527	MCCABE CONSTRUCITON, INC	479,426.11
61528	MELSTROM INSPECTIONS, LLC	2,875.00
	SUB - TOTAL	581,651.33

	SUB - TOTAL CARRIED FORWARD	581,651.33
61529	NAT'L ELEVATOR INSPECTION SERVICES INC	88.00
61530	NORTHERN BUSINESS PRODUCTS	199.37
61531	ROYAL CREDIT UNION	2,994.05
61532	SHORT-ELLIOTT-HENDRICKSON	7,618.94
61533	ST CROIX COUNTY TREASURER - DOG LICENSES	52.00
61534	XCEL ENERGY (2)	24.22
61535	CITY OF NR - LIBRARY	72.00
61536	DELL MARKETING LP	1,200.00
61537	HOULE, JOWAYNE & LARRY GENE	1.00
61538	HUDSON PHYSICIANS S.C.	67.00
61539	MCQUILLEN, DAVID	94.89
61540	O'BRIEN, HEATHER	48.87
61541	OSCEOLA MUNICIPAL COURT	48.90
61542	OVIATT, GILBERT & COLLETTE	900.00
61543	ASSESSMENT TECHNOLOGIES, LLC	1,429.22
61544	CITY UTILITIES - INVOICES	1,826.00
61545	CITY UTILITIES - SAC CHARGES	17,604.00
61546	CITY UTILITIES - SRPS	945.00
61547	CITY UTILITIES - WATER IMPACT FEES	17,604.00
61548	CLERK OF COURT - ST CROIX CO	130.00
61549	ELECTION SYSTEMS & SOFTWARE	670.00
61550	GCS SOFTWARE	620.00
61551	HOME POINT	276.87
61552	ICMA	1,032.00
61553	INTERACTIVE HEALTH, INC	345.00
61554	LEAGUE OF WI MUNICIPALITIES	2,384.19
61555	M & T BANK	3,377.40
61556	MELSTROM INSPECTIONS, LLC	1,875.00
61557	NORTHWESTERN WISCONSIN FIREFIGHTERS ASSN	40.00
61558	NW-WBIA	380.00
61559	REALIVING, LCC	1,501.75
61560	RIVERTOWN MULTIMEDIA - SUBSCRIPTIONS	125.00
61561	SCHOOL DISTRICT OF NR - MOBILE HOME FEES	167.09
61562	ST CROIX COUNTY TREASURER - TAXES	4,866.64
61563	STANDARD INSURANCE COMPANY	2,627.44
61564	TIMM, JESSICA	126.08
61565	TITAN PUBLIC SAFETY SOLUTIONS LLC	4,393.00
61566	WASHINGTON NATIONAL INS CO	200.80
61567	WELLS FARGO	3,053.79
61568	WI DEPT OF SAFETY & PROFESSIONAL SERVICES (2)	50.00
61569	WI DEPT OF TRANS - TV & RP UNIT	95.00
61570	WI DEPT OF TRANSPORTATION (SIGNS)	35.00
61571	WI MUNICIPAL COURT CLERKS ASSN	40.00
61572	WI PROFESSIONAL POLICE ASSN, INC	585.20
61573	WORKHORSE SOFTWARE SERVICES, INC	2,800.00
61574	AMAZON (CITY)	377.98
61575	AMAZON (LIBRARY)	1,597.53
61576	BALDWIN TELECOM, INC	482.05
61577	BERNARD'S NORTHTOWN INC	12,740.78
61578	BOARDMAN & CLARK LLP	180.00
61579	CADOTT COMMUNITY LIBRARY	10.00
61580	CITY UTILITIES - 1ST BILLING	989.58
61581	CITY UTILITIES - LANDFILL	505.85
61582	COMMUNITY COLLABORATION	2,894.57
61583	DWD - UNEMPLOYMENT INSURANCE	1,404.00
61584	FORUM COMMUNICATIONS COMPANY	535.99
	SUB-TOTAL	708,193.42

	SUB - TOTAL CARRIED FORWARD	708,193.42
61585	GALE/CENGAGE LEARNING	167.17
61586	INDIANHEAD FEDERATED LIBRARY	20,129.88
61587	INDUSTRIAL SAFETY	1,065.04
61588	J A COUNTER & ASSOCIATES INC	2,000.00
61589	KWIK TRIP/KWIK STAR STORES	7,506.14
61590	PEDERSON, JOEL	325.00
61591	REGISTER OF DEEDS	60.00
61592	ROSE, DORIE	10.00
61593	RUNNING, INC	7,206.74
61594	SECURIAN FINANCIAL GROUP, INC	2,091.53
61595	ST CROIX COUNTY TREASURER - MUNICIPAL COURT	494.00
61596	STATE OF WI - COURT FINES & ASSESSMENTS	1,133.48
61597	STEPHENS SANITATION - RECYCLING	4,065.00
61598	THE PLANNING COMPANY LLC	1,484.40
61599	VERIZON WIRELESS (CITY)	320.16
61600	VILLAGE OF STAR PRAIRIE	129.54
61601	WITC - CABLE	5,959.05
61602	XCEL ENERGY	5,010.71
61603	HUDSON PHYSICIANS S.C.	67.00
	TOTAL VOUCHERS	**747,121.21**

ELECTRONIC FUND TRANSFERS

PAYROLL (12/21 & 1/5)	230,795.85
DEFERRED COMP	8,894.00
ROTH - WI	250.00
FEDERAL W/H	103,018.72
STATE W/H	18,990.47
POSTAGE	2,000.00
MEDICAL PREMIUMS	87,281.09
RETIREMENT	54,154.36
VISA P-CARDS	36,505.15
HRA	4,147.95
HSA - ER CONTRIBUTIONS	1,166.62
WI-SCTF	3,567.62
FLEX SPENDING	3,934.98
EMPLOYEE FUND	222.00
FIREMEN DUES DEDUCTIONS	525.00
AFLAC	1,408.38
RESTITUTION	100.00
INV - SUPER AMERICA	2,597.47
DELINQ STATE TAX - REMITTANCES	72.00
LIBRARY - REST'D INVESTMENTS	8,250.00
IMPACT FEE TRANSFERS	42,162.00
WPPI LOAN PMTS	4,166.67
DEBT PMTS/BREMER LOAN PMTS	326,002.52
TOTAL ELECTRONIC FUNDS	**940,212.85**
GRAND TOTAL	**1,687,334.06**

FRED HORNE, MAYOR

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

TO: Mayor Fred Horne and City Council

FROM: Mike Darrow, City Administrator

DATE: January 5, 2018

RE: VFW Building Request

The VFW is requesting City Council approval to proceed with fundraising and site work for a new facility to be located in Freedom Park. The Park Board has received updates and discussed the VFW project multiple times over the past three years. In March of 2015, the Park Board voted in favor of proceeding with preliminary planning of a facility at Freedom Park in partnership with the VFW. In July of 2015, the Park Board voted in favor of a general concept plan which at that time included restrooms, a pavilion, meeting spaces, and a banquet hall.

In February of 2017, the Park Board discussed what type of amenities they would like to see in the facility, with the consensus being to prioritize restrooms and storage space for athletics. At the December 2017 meeting, the Park Board voted in favor of transferring ownership of five acres of land to the VFW for a future building, with the understanding that the City Attorney and City Council would approve a written Memorandum of Understanding (MOU) before any property transfer occurs, and that details such as a development agreement, operations agreement, specific building plans, etc. would come back to the Park Board in the future for their feedback.

The VFW is seeking approval of the land concept in January in order to allow for various approvals to be secured within the federal government for this project. As such, approval during the January 8, 2018 Council meeting will allow the VFW to move this project forward. In order to allow the entire Council sufficient time to discuss potential funding of this project, a conversation on that aspect could be undertaken in March or April of 2018.

Attached to this memorandum is the proposed MOU which was prepared by our City Attorney based upon the recommendation from the Park Board in December.

RECOMMENDATION

The City Council when considering this request should consider the following:

1. Recommendation of the Park Board for this project
2. Evaluation of CIP funds and priority ranking given this project
3. Need for community space within Freedom Park as outlined within the Park Plan

In order to allow this project to move forward, the City Council could consider the following recommendation:

"Motion to approve up to five (5) acre site as outlined by the Park Board within Freedom Park for the purposes of a VFW facility. A signed MOU will need to be required prior to formally transferring the land to the VFW. The City Council will consider the possible allocation of funds for this project after public comment as well as a review of all Capital Improvement Plans (CIP) in the spring of 2018."

MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF NEW RICHMOND
AND VETERANS OF FOREIGN WARS MEMORIAL POST 10818

January __, 2018

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is entered into by and between the **CITY OF NEW RICHMOND** ("City") and **VETERANS OF FOREIGN WARS MEMORIAL POST 10818** ("VFW") as it relates to the VFW's desire to acquire land from the City to construct and operate a facility serving the City's veterans and seniors at Freedom Park.

Background

The City owns and operates Freedom Park, a 105-acre parcel of land located on the north end of the City of New Richmond. Freedom Park was acquired by the City in 2005. It was named in 2012 to honor the soldiers and veterans who have served in the military. It contains memorials to past wars and those veterans who served. The City and the VFW desire to work cooperatively to facilitate the construction and operation of a facility ("Facility") to serve the veterans and seniors of the greater New Richmond Community.

Purpose

The purpose of this Memorandum of Understanding is to memorialize certain non-binding understandings of the City and VFW related to the construction and operation of the Facility to be located within Freedom Park.

To the extent the City and VFW agree to move forward beyond this MOU, certain binding agreements will be drafted between the parties including, but not limited to, a Purchase Agreement, Warranty Deed, Development Agreement and an Operations Agreement.

Approvals

The approval of the non-binding understandings contained within this MOU will require the consent and agreement of the City's Common Council and the VFW's Board of Directors.

Conveyance of Ownership of Property

On a dated to be determined by the City and the VFW, the City will transfer and convey to the VFW land within Freedom Park consisting of approximately five (5) acres located identified in **Exhibit A** ("Property"). The Warranty Deed for the Property shall state that ownership of the Property shall revert to the City of New Richmond upon the earlier of 1.) the completion of construction of the Facility and acceptance by the City of New Richmond, or 2.) ten (10) years from the date of the original conveyance of the Property to the VFW.

Construction Funding Structure

The VFW has committed to undertaking a significant fundraising effort to fund the construction of the Facility. The VFW has agreed to raise in excess of $750,000.00 from the community, through public grants and from the federal government to construct the Facility. When completed, the Facility will have an as-built value exceeding $750,000.00.

Site Plan Review and Approval

A Site Plan for the Property must be approved by the City prior to the execution of the deed transferring ownership of the Property to the VFW. The City and VFW will jointly develop a Site Plan for the Property. It is anticipated that the Site Plan will be similar to the concept attached as **Exhibit B.**

Construction of New Structures

As required by the State of Wisconsin, all structures must comply with the Commercial Building Code. Accordingly, all structures to be constructed by the VFW on the Property must comply with the Commercial Code. Additionally, all structures must also be thirty five (35) feet in height or less. The VFW shall be responsible for the cost associated with the construction of all new structures to be located on the Property.

Legal Compliance

In constructing the facility, the VFW shall comply with all local, state and federal laws and regulations. The Property shall remain subject to the City's zoning jurisdiction and shall be used solely for purpose approved within the Site Plan and consistent with zoning for the Property.

Maintenance and Operation

The VFW shall be solely responsible for all maintenance and operational matters affecting the Property during its ownership of the Property. The Property, and all structures constructed on the Property, shall be kept in good repair and safety practices shall be implemented to protect all visitors from injury. From time to time, as reasonably requested by the City, the City shall be authorized to inspect the Property and the structures located on the Property.

Insurance

The VFW shall keep the Property and all structures constructed on the Property fully insured and shall review its coverages annually with the City. The VFW shall further maintain coverage for loss associated with personal injury arising from the use of the Property. The City shall be named as an Additional Insured on coverages insuring against loss.

Duration

This MOU may be modified by the mutual written consent of the City and the VFW. It shall become effective upon signature by the authorized officials from the City and VFW, and will remain in effect until modified or terminated by any one of the partners upon thirty (30) days advanced written notice to all other parties.

Contact Information

All communications regarding the contents of this MOU shall be directed to the following:

CITY OF NEW RICHMOND
Mike Darrow, City Administrator
156 East First Street
New Richmond, Wisconsin 54017
mdarrow@newrichmondwi.gov

VETERANS OF FOREIGN WARS MEMORIAL POST 10818
Ken House, Quartermaster
421 South Green Avenue
P.O. Box 233
New Richmond, Wisconsin 54017

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK.
SIGNATURE PAGE FOLLOWS.

THIS MEMORANDUM OF UNDERSTANDING is hereby adopted on this __ day of January, 2018.

CITY OF NEW RICHMOND

By: Fred Horne
Its: Mayor

VETERANS OF FOREIGN WARS MEMORIAL POST 10818

By: Ken House
Its: Quartermaster

ATTEST:

By: Tanya Batchelor
Its: City Clerk

EXHIBIT A
PROPERTY DESCRIPTION

See attached.

EXHIBIT B
CONCEPTUAL SITE PLAN

See attached.

LEGAL DESCRIPTION

PART OF THE SOUTHWEST OF THE SOUTHWEST, SECTION 25, T31N, R18W, CITY OF NEW RICHMOND, ST. CROIX COUNTY, WISCONSIN, THE EXTERIOR BOUNDARY BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 25, THENCE N00°39'55"W ALONG THE WEST LINE OF THE SOUTHWEST 1/4 OF SAID SECTION 25, A DISTANCE OF 820.66 FEET, THENCE S89°22'46"E ALONG THE CENTER LINE OF A GRAVEL ROAD A DISTANCE OF 774.34 FEET, THENCE N00°00'00"W, 31.26' TO THE POINT OF BEGINNING,THENCE CONTINUING N00°00'00"W 334.06 FEET, THENCE N90°00'00"E 86.25 FEET, THENCE S10°48'39"E 126.68 FEET, THENCE S59°24'59"E 49.83 FEET, THENCE S81°40'31"E 45.86 FEET, THENCE N88°41'09"E 81.40 FEET, THENCE S58°11'24"E 36.48 FEET, THENCE S16°53'13"E 124.69 FEET, THENCE S24°24'43"E 102.70 FEET, THENCE S08°24'49"W 124.15 FEET, THENCE S02°28'47"E 135.67 FEET, THENCE S16°11'55"E 102.56 FEET,THENCE S24°59'15"E 85.29 FEET, THENCE S83°33'16"W 245.07 FEET, THENCE 174.70 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, CONCAVE TO THE NORTHEAST, HAVING A RADIUS OF 193.00 FEET, THE LONG CHORD BEARING OF N38°33'53"W, 163.43 FEET, THENCE N00°05'16"W, 284.45 FEET, THENCE XXXXX FEET ALONG THE ARC OF A CURVE TO THE LEFT, CONCAVE TO THE SOUTHWEST, HAVING A RADIUS OF XXXX FEET, THE LONG CHORD BEARING OF N43°12'43"W, XXXXX FEET, TO THE POINT OF BEGINNING.

SUBJECT TO ALL EASEMENTS, RESTRICTIONS, RESERVATIONS, AND WATER LAWS THAT EXIST THROUGH UNRECORDED MEANS OR BY RECORD.

THAT I HAVE MADE SUCH A SURVEY AT THE DIRECTION OF KEN HOUSE - VETERAN OF FOREIGN WARS POST 10818.

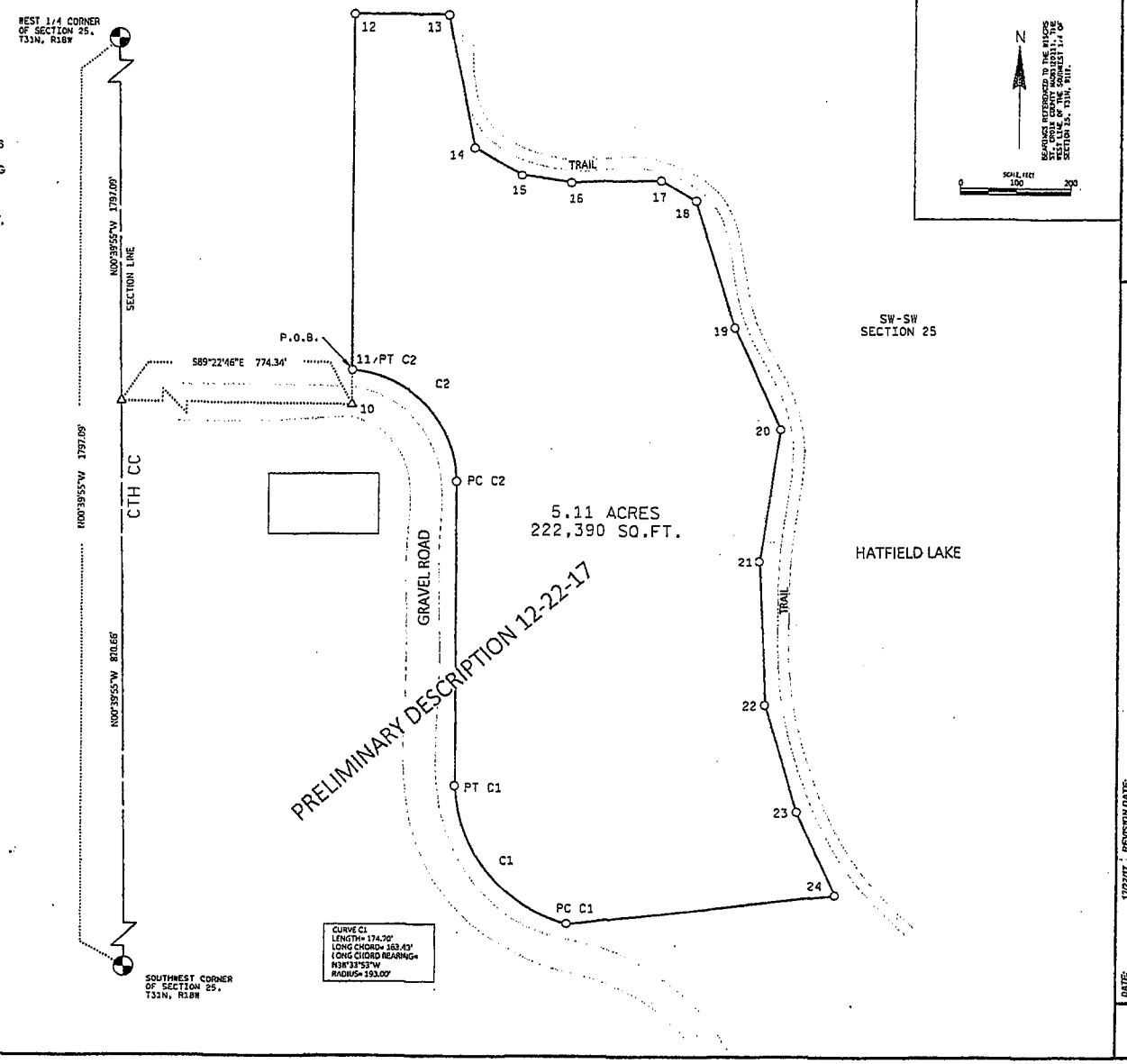
COURSE TABLE

FROM	TO	DIRECTION	DISTANCE
10	11	N 00° 00' 00" W	31.26'
11	12	N 00° 00' 00" W	334.06'
12	13	N 90° 00' 00" E	86.25'
13	14	S 10° 48' 39" E	126.68'
14	15	S 59° 24' 59" E	49.83'
15	16	S 81° 40' 31" E	45.86'
16	17	N 88° 41' 09" E	81.40'
17	18	S 58° 11' 24" E	36.48'
18	19	S 16° 53' 13" E	124.69'
19	20	S 24° 24' 43" E	102.70'
20	21	S 08° 24' 49" W	124.15'
21	22	S 02° 28' 47" E	135.67'
22	23	S 16° 11' 55" E	102.56'
23	24	S 24° 59' 15" E	85.29'
24	PC C1	S 83° 33' 16" W	245.07'
PC C1	PT C1	N 38° 33' 53" W	163.43'
PT C1	PC C2	N 00° 05' 16" W	284.45'
PC C2	PT C2	N 43° 12' 43" W	139.98'

LEGEND

...PUBLIC LAND CORNER MONUMENT
...TRAVERSE POINT
...COMPUTED POINT
( ) ...RECORDED AS
...MEANDER LINE
...SETBACK LINE
...CENTER LINE
...PROPERTY LINE
...RIGHT-OF-WAY LINE
...DIMENSION LINE

SQ.FT....SQUARE FEET
P.L. ...PROPERTY LINE
R/W ...RIGHT-OF-WAY LINE
O.D. ... OUTSIDE DIAMETER
M.L. ... MEANDER LINE
H. ...HOUSE
S. ...SHED
ST. ...STREET
LP. ...LP TANK



REFERENCE REFERENCED TO THE WISCRS STATE PLANE COORDINATE SYSTEM, ST. CROIX COUNTY NAD1983(11), THE WEST LINE OF THE SOUTHWEST 1/4 OF SECTION 25, T31N, R18W.

ENGINEERS - SURVEYORS - ARCHITECTS
710 TECHNOLOGY WAY
CHIPPEWA FALLS, WI 54729
PHONE: 715.833.3216
www.cbsconsultants.com

LEGAL DESCRIPTION
SENIOR CENTER
FREEDOM PARK
NEW RICHMOND, WI

DATE:	12/22/17
REVISION DATE:	
DRAWN BY:	NCB
CHECKED BY:	NCB
SCALE:	
PROJECT NO.	VFWNR

EXHIBIT
1

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

TO: Mayor and City Council

FROM: Rae Ann Ailts, Finance Director

DATE: January 3, 2018

RE: Resolutions for Designation of Depository

Background

These resolutions are adopted each year designating financial institutions where City monies can be deposited.

Recommendation

Staff recommends approval of these resolutions.

RESOLUTION #011801
RESOLUTION DESIGNATING PUBLIC DEPOSITORY AND AUTHORIZING WITHDRAWAL OF COUNTY, CITY, VILLAGE, TOWN OR SCHOOL DISTRICT MONEYS

CITY OF NEW RICHMOND, WISCONSIN

RESOLVED, that First National Community Bank, Bremer Bank, Westconsin Credit Union, JA Counter & Associates, Morgan Stanley, Wisconsin Investment Trust, State of Wisconsin Local Government Pooled Investment Fund (the "Bank"), qualified as a public depository under Chapter 34, Wisconsin Statutes, is hereby designated as a depository in which the funds of this Municipality may from time to time be deposited; that the following described accounts be opened and maintained in the name of this Municipality with the Bank subject to the rules and regulations of the Bank from time to time effect; that the person(s) and the number thereof designated by title opposite the following designation of account(s) is hereby authorized for and on behalf of this Municipality, to sign order checks as provided in s. 66.042, Wisconsin Statutes, for payment or withdrawal of money from said account(s) and to issue instructions regarding the same and to endorse for deposit, negotiation, collection or discount by Bank any and all checks, drafts, certificates of deposit or other instruments or orders for the payment of money owed or held by said Municipality; that the endorsement for deposit be in writing by stamp or otherwise, with or without designation of signature of the person so endorsing; and that any officer, agent or employee of this Municipality is hereby authorized to make oral or written requests of the Bank for the transfer of funds or money between accounts maintained by this Municipality at the Bank.

NAME	SIGNATURES REQUIRED	TITLE OF AUTHORIZED PERSONS
1) CITY OF NEW RICHMOND GENERAL ACCOUNT	(ONE)	TANYA N. BATCHELOR, CLERK
CITY OF NEW RICHMOND PAYROLL ACCOUNT	(ONE)	BEVERLY L. LANGENBACK, TREASURER
CITY OF NEW RICHMOND MONEY MARKET	(ONE)	
CITY OF NEW RICHMOND CERTIFICATES OF DEPOSIT	(ONE)	
2) CITY UTILITIES ELECTRIC ACCOUNT		
WATER & SEWER ACCOUNT (CHECKING)	(ONE)	MIKE DARROW, UTILITIES MANAGER
CITY UTILITIES CERTIFICATE OF DEPOSITS		RAE ANN AILTS, FINANCE DIRECTOR

FURTHER RESOLVED, that the Bank be and is hereby authorized and directed to honor, certify, pay and charge to any of the accounts of this Municipality, all order checks for the payment, withdrawal or transfer of funds or money deposited in these accounts or to the credit of this Municipality for whatever purpose or to whomever payable, including requests for conversion of such instruments into cash as well as for deduction from and payment of cash out of any deposit, and whether or not payable to, endorsed or negotiated by or for the credit of any persons signing such instrument or payable to or for the credit of any other officer, agent or employee of this Municipality, when signed, accepted, endorsed or approved as evidenced by original or facsimile signature by the person(s), and the number thereof, designated by title opposite the designation of the accounts described in the foregoing resolution, and to honor any request(s) made in accordance with the foregoing resolution, whether written or oral, and including but not limited to, request(s) made by telephone or other electronic means, for the transfer of funds or money between accounts maintained by this Municipality at the Bank, and the Bank shall not be required or under any duty to inquire as to the circumstances of the issuance or use of any such instrument or request or the application or use of proceeds thereof.

FURTHER RESOLVED, that the Bank be and is hereby authorized to comply with any process, summons, order, injunction, execution, distrait, levy, lien, or notice of any kind (hereafter called "Process") received by or served upon the Bank, by which, in the Bank's opinion, another person or entity claims an interest in any of these accounts and Bank may, at its option and without

liability, thereupon refuse to honor orders to pay or withdraw sums from these accounts and may hold the balance therein until Process is disposed of to Bank's satisfaction.

FURTHER RESOLVED, that any one of the persons holding the offices of this Municipality designated above is hereby authorized (1) to receive for and on behalf of this Municipality, securities, currency or any other property of whatever nature held by, sent to, consigned to or delivered to the Bank for the account of or for delivery to this Municipality, and to give receipt therefore, and the Bank is hereby authorized to make delivery of such property in accordance herewith, (2) to sell, transfer, endorse for sale or otherwise authorize the sale or transfer of securities or any other property of whatever nature held by, sent to, consigned to or delivered to the Bank for the account of or for delivery to this Municipality, and to receive and/or apply the proceeds of any such sale to the credit of this Municipality in any such manner as he/she/they deem(s) proper, and the Bank is hereby authorized to make a sale or transfer of any of the aforementioned property in accordance herewith, and (3) pursuant to s. 34.07, Wisconsin Statutes, to accept such security and to execute such documents as said officer deems proper and necessary to secure the funds of this Municipality and to issue instructions regarding the same.

FURTHER RESOLVED, that this Municipality assumes full responsibility for any and all payments made or any other actions taken by the Bank in reliance upon the signatures, including facsimiles thereof, of any person or persons holding the offices of this Municipality designated above regardless of whether or not the use of a facsimile signature was unlawful or unauthorized and regardless of by whom or by what means the purported signature or facsimile signature may have been affixed to any instrument if such signatures resemble the specimen or facsimile signatures provided to the Bank, for refusing to honor any signatures not provided to the Bank for honoring any requests for the transfer of funds or money between accounts or for the instructions from the persons designated in the foregoing, resolutions regarding security for the accounts notwithstanding any inconsistent requirements of this Municipality not expressed in the foregoing resolutions, and that this Municipality agrees to indemnify and hold harmless the Bank against any and all claims, demands, losses, costs, damages or expenses suffered or incurred by the Bank resulting from or arising out of any such payment or other action.

FURTHER RESOLVED, that the Clerk of this Municipality be and hereby is authorized and directed to certify to the Bank the foregoing resolutions, that the provisions thereof are in conformity with law, the names, incumbencies and specimen or facsimile signatures on signature cards of the officer or officers named therein, and that the foregoing resolutions and signature cards and the authority thereby conferred shall remain in full force and effect until this Municipality notifies the Cashier of Bank to the contrary in writing; and the Bank may conclusively presume that such resolutions and signature cards are in effect and that the persons identified therein from time to time as officers of the Municipality have been duly elected or appointed to and continue to hold such offices.

This is to certify, that the foregoing is a true and correct copy of resolutions duly and legally adopted by the governing body of the Municipality at an open legal meeting held on the 8th of January, 2018 and said resolutions are now in full force and effect.

Signed and sealed this 8th day of January, 2018

_____

Tanya Batchelor, City Clerk

The undersigned member of the governing body not authorized to sign order checks certifies that the foregoing is a correct copy of a resolution passed as therein set forth.

_____

Fred Horne, Mayor

IMPORTANT

This form, together with Signature Card WBA 101, applies to all counties, cities, villages, towns and school districts except the County of Milwaukee. For Milwaukee County, see Wisconsin Statute 66.0607(2) and for the City of Milwaukee, see Wisconsin Statute 66.0607(5).

Use Forms WBA 102 and 103 for Public Depository Accounts of all other public entities.

Facsimile signatures are permitted on checks drawn against these accounts, in accordance with State Statute 66.0607(3).

The original and one copy of this resolution is for the depository bank, and, if the treasurer is under Corporate Surety, one copy is for the Surety Company, with a copy to be retained by the local clerk.

To be countersigned by the Chief Executive Officer (County Board Chairman, City Mayor or Manager, Town Chairman, Village President, School District President).

The counter-signature on checks of the Chief Executive Officer of the county, city, village or town may be eliminated by ordinance. In such case, a copy of the ordinance, certified by the clerk, should be attached hereto.

School district order checks must carry all the signatures of the clerk, treasurer and president. In school districts having 5 or more school board members, the actual signature of any board member other than the clerk or treasurer may be used in place of the president's signature.

RESOLUTION #011802
RESOLUTION DESIGNATING PUBLIC DEPOSITORY FOR MISCELLANEOUS PUBLIC ACCOUNTS AND AUTHORIZING WITHDRAWAL OF PUBLIC MONEYS
CITY OF NEW RICHMOND, WISCONSIN

RESOLVED, that First National Community Bank, Bremer Bank, Westconsin Credit Union, JA Counter & Associates, Edward D Jones & Company, Wisconsin Investment Trust, State of Wisconsin Local Government Pooled Investment Fund (the "Bank"), qualified as a public depository under Chapter 34, Wisconsin Statutes, is hereby designated as a depository in which the funds of this Municipality may from time to time be deposited; that the following described accounts be opened and maintained in the name of this Municipality with the Bank subject to the rules and regulations of the Bank from time to time effect; that the person(s) and the number thereof designated by title opposite the following designation of account(s) is hereby authorized for and on behalf of this Municipality, to sign order checks as provided in s. 66.042, Wisconsin Statutes, for payment or withdrawal of money from said account(s) and to issue instructions regarding the same and to endorse for deposit, negotiation, collection or discount by Bank any and all checks, drafts, certificates of deposit or other instruments or orders for the payment of money owed or held by said Municipality; that the endorsement for deposit be in writing by stamp or otherwise, with or without designation of signature of the person so endorsing; and that any officer, agent or employee of this Municipality is hereby authorized to make oral or written requests of the Bank for the transfer of funds or money between accounts maintained by this Municipality at the Bank.

NAME	SIGNATURES REQUIRED	TITLE OF AUTHORIZED PERSONS
1) LIBRARY	(ONE)	TANYA N. BATCHELOR, CLERK BEVERLY L. LANGENBACK, TREASURER

FURTHER RESOLVED, that the Bank be and is hereby authorized and directed to honor, certify, pay and charge to any of the accounts of this Municipality, all order checks for the payment, withdrawal or transfer of funds or money deposited in these accounts or to the credit of this Municipality for whatever purpose or to whomever payable, including requests for conversion of such instruments into cash as well as for deduction from and payment of cash out of any deposit, and whether or not payable to, endorsed or negotiated by or for the credit of any persons signing such instrument or payable to or for the credit of any other officer, agent or employee of this Municipality, when signed, accepted, endorsed or approved as evidenced by original or facsimile signature by the person(s), and the number thereof, designated by title opposite the designation of the accounts described in the foregoing resolution, and to honor any request(s) made in accordance with the foregoing resolution, whether written or oral, and including but not limited to, request(s) made by telephone or other electronic means, for the transfer of funds or money between accounts maintained by this Municipality at the Bank, and the Bank shall not be required or under any duty to inquire as to the circumstances of the issuance or use of any such instrument or request or the application or use of proceeds thereof.

FURTHER RESOLVED, that the Bank be and is hereby authorized to comply with any process, summons, order, injunction, execution, distrait, levy, lien, or notice of any kind (hereafter called "Process") received by or served upon the Bank, by which, in the Bank's opinion, another person or entity claims an interest in any of these accounts and Bank may, at its option and without liability, thereupon refuse to honor orders to pay or withdraw sums from these accounts and may hold the balance therein until Process is disposed of to Bank's satisfaction.

FURTHER RESOLVED, that any one of the persons holding the offices of this Municipality designated above is hereby authorized (1) to receive for and on behalf of this Municipality,

**securities, currency or any other property of whatever nature held by, sent to, consigned to or delivered to the Bank for the account of or for delivery to this Municipality,
and to give receipt therefore, and the Bank is hereby authorized to make delivery of such property in accordance herewith, (2) to sell, transfer, endorse for sale or otherwise authorize the sale or transfer of securities or any other property of whatever nature held by, sent to, consigned to or delivered to the Bank for the account of or for delivery to this Municipality, and to receive and/or apply the proceeds of any such sale to the credit of this Municipality in any such manner as he/she/they deem(s) proper, and the Bank is hereby authorized to make a sale or transfer of any of the aforementioned property in accordance herewith, and (3) pursuant to s. 34.07, Wisconsin Statutes, to accept such security and to execute such documents as said officer deems proper and necessary to secure the funds of this Municipality and to issue instructions regarding the same.**

FURTHER RESOLVED, that this Municipality assumes full responsibility for any and all payments made or any other actions taken by the Bank in reliance upon the signatures, including facsimiles thereof, of any person or persons holding the offices of this Municipality designated above regardless of whether or not the use of a facsimile signature was unlawful or unauthorized and regardless of by whom or by what means the purported signature or facsimile signature may have been affixed to any instrument if such signatures resemble the specimen or facsimile signatures provided to the Bank, for refusing to honor any signatures not provided to the Bank for honoring any requests for the transfer of funds or money between accounts or for the instructions from the persons designated in the foregoing, resolutions regarding security for the accounts notwithstanding any inconsistent requirements of this Municipality not expressed in the foregoing resolutions, and that this Municipality agrees to indemnify and hold harmless the Bank against any and all claims, demands, losses, costs, damages or expenses suffered or incurred by the Bank resulting from or arising out of any such payment or other action.

FURTHER RESOLVED, that the Clerk of this Municipality be and hereby is authorized and directed to certify to the Bank the foregoing resolutions, that the provisions thereof are in conformity with law, the names, incumbencies and specimen or facsimile signatures on signature cards of the officer or officers named therein, and that the foregoing resolutions and signature cards and the authority thereby conferred shall remain in full force and effect until this Municipality notifies the Cashier of Bank to the contrary in writing; and the Bank may conclusively presume that such resolutions and signature cards are in effect and that the persons identified therein from time to time as officers of the Municipality have been duly elected or appointed to and continue to hold such offices.

This is to certify, that the foregoing is a true and correct copy of resolutions duly and legally adopted by the governing body of the Municipality at an open legal meeting held on the 8th of January, 2018 and said resolutions are now in full force and effect.

Signed and sealed this 8th day of January, 2018

_____
Tanya Batchelor
City Clerk

The undersigned member of the governing body not authorized to sign order checks certifies that the foregoing is a correct copy of a resolution passed as therein set forth.

_____
Fred Horne, Mayor

IMPORTANT

This form, together with Signature Card WBA 101, applies to all counties, cities, villages, towns and school districts except the County of Milwaukee. For Milwaukee County, see Wisconsin Statute 66.0607(2) and for the City of Milwaukee, see Wisconsin Statute 66.0607(5).

Use Forms WBA 102 and 103 for Public Depository Accounts of all other public entities.

Facsimile signatures are permitted on checks drawn against these accounts, in accordance with State Statute 66.0607(3).

The original and one copy of this resolution is for the depository bank, and, if the treasurer is under Corporate Surety, one copy is for the Surety Company, with a copy to be retained by the local clerk.

To be countersigned by the Chief Executive Officer (County Board Chairman, City Mayor or Manager, Town Chairman, Village President, School District President).

The counter-signature on checks of the Chief Executive Officer of the county, city, village or town may be eliminated by ordinance. In such case, a copy of the ordinance, certified by the clerk, should be attached hereto.

School district order checks must carry all the signatures of the clerk, treasurer and president. In school districts having 5 or more school board members, the actual signature of any board member other than the clerk or treasurer may be used in place of the president's signature.

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

TO: City Council

FROM: Tanya Batchelor, City Clerk

DATE: January 3, 2018

RE: Resolution Amending Schedule of Fees

Background
Attached is an updated Schedule of Fees that includes our current Impact Fees.

Recommendation
Staff recommends approval of this resolution.

RESOLUTION #011803
AMENDING THE SCHEDULE OF FEES

WHEREAS, the City of New Richmond hereby adopts the following Schedule of Fees:

Section	License/Fee Type	Fee
2-183	Statement of Real Property Status	$35.00 per parcel
70-4	Street Excavation Permit	$400.00 per event
70-38	Driveway Permit	$10.00 per application
10-4	Dogs – Spayed or Neutered	$5.00 annually
	Dogs – Unspayed or Unneutered	$12.00 annually
10-4	Kennel License	$100.00 plus $3 per each dog over 12
	Lost License Fee	$5.00 each
6-27	Retail "Class A"Intoxicating Liquor	$500.00 Annually
	Retail Class "A" Fermented Malt Bev	$500.00 Annually
	Retail "Class B" Intoxicating Liquor	$500.00 Annually
	Retail Class "B" Fermented Malt Bev	$100.00 Annually
	Reserve "Class B" Intoxicating Liquor	$10,000.00 Initial Issuance Fee
6-36	Temporary "Class B" Fermented Malt Beverage	$10.00 per event
	Wholesaler's License	$25.00 annually
	"Class C" Wine License	$100.00 annually
	Publication Fee	$50.00 each
6-63	Operator's License	$30.00 for 2 years
	Provisional Operator's License	$15.00 for up to 60 days
	Police Investigation Fee	$7.00 each
10-33	Chicken Permit	$ 75.00 Initial Fee, $15 renewal
46-2	Cigarette License	$100.00 annually
46-141	Direct Seller's License	$30.00 per person/per day $125.00 per person/per month
46-47	Mobile Home Park Operator	$200.00 annually
50-107	Fireworks Sales Permit	$125.00 per year
50-153	Fireworks Possession Permit	$3.00 annually
50-154	Fireworks Users Permit	$50.00 per event
70-1	Street Use Permit	$25.00 per event
109-321	Nonmetallic Mining	$50.00 annually
	Blasting (quarries)	$100.00 per blasting period
	Gravel Crushing Operation	$125.00 annually
109-327	Amusement Arcade Application Fee	$5.00 annually
46-25	Annual Amusement Device License	$15.00 per machine
46-68	Pawnbroker's License	$210.00 annually
	Secondhand Article Dealer's License	$27.50 annually
	Secondhand Jewelry Dealer's License	$30.00 annually
	Secondhand Article Dealer Mall/Flea Market	$165.00 annually
70-67	Processions, Parades, Runs, Bicycle Races	$35.00 per event
70-8	Snow & Ice Removal	$50 1st Offense, $100 2nd or 3rd Offense
46-110	Taxicab License	$50.00 annually plus $5.00 for each additional cab
46-3	Roller Skating Rinks	$50.00 annually
66-22	Refuse Collector	$100.00 annually

66-23	Recycling Fee	$2.00 per utility billing period
	Holding Tank Fee	$50.00 annually
	Private Well Operation Permits	$50.00 for 5 year period
82-97	Truck Parking Permit	$25.00 annually
90-1	Weed Mowing $100 per hour ($100 minimum) per parcel, first offense	
	Weed Mowing $200 per hour ($200 minimum) per parcel, second offense	
	Weed Mowing $300 per hour ($300 minimum) per parcel, third offense and subsequent	
117-17	Concept Plan	$150.00 per application
117-18	Preliminary Plat	$400.00 plus $5 per lot over 6
	Preliminary Plat – Amended or Revised	$400.00 plus $5 per lot over 6
117-19	Final Plat	$250.00 plus $2 per lot over 6
	Final Plat – Amended or Revised	$250.00
117-20	Certified Survey Map	$200.00
	Amended or Revised CSM	$200.00
121-31	Site Plan/Storm Water Review	$250.00
121-32	Conditional Use Permit	$250.00 per application
121-29	Rezoning Application	$250.00 per application
121-33	Variance/Appeals Application	$250.00 first request
121-33	Variance/Appeals Application	$300.00 second request
121-35	Extra-Territorial Items	$200.00 per application

Miscellaneous Fees

Copies – BW 8 ½ x 11	$ 0.25
Copies – Color 8 ½ x 11	$ 0.50
Copies – BW 11 x 17	$ 0.50
Copies – Color 11 x 17	$ 0.75
Rental of Civic Center	$ 20.00 per hour/ $50.00 per day
Zoning Map (Color)	$ 10.00
City Base Map	$ 5.00
Faxing Fee	$ 2.00
Copy of Audio for Meeting (Burned to a CD)	$ 10.00
Assessor Fees - Additions	$ 25.00
Assessor Fees – New Homes	$ 50.00
Assessor Fees – Commercial/Manufacturing	$ 100.00
Elevation Benchmarks Map – Whole City	$ 200.00
Engineering Deposit – Extra-Territorial Items	$ 500.00
Engineering Deposit – City CSM & Plats	$1,500.00
Assessor Fees – Residential Additions/Alterations	$ 25.00
Assessor Fees – Commercial/Manufacturing	$ 25.00 – 100.00
Assessor Fees - Residential Additions/Alterations	$ 25.00
Assessor Fees – Commercial/Manufacturing	$ 25.00 - 100.00
Annexation Fee	$ 250.00
Landscape Deposit in Business & Tech Park	$1,500.00
Printing/Plotting Larger Than 11 x 17	$ 5.00 per page
Scan & Email Larger Than 11 x 17	$ 2.50 per page

Miscellaneous Police Department Fees

Fingerprint per card	6.00
Civic Process per person	30.00
Preliminary Breath Test (PBT)	10.00

Parking Citation *	20.00
Parking in Handicap spot	50.00
Bicycle Registration for bike/life	2.00
Open Records	Per Statute
Copy service black & white	.25 per page/side
Copy of service Color page	.30 per page/side
Copy of DVD/Disk	3.00
Photographs	1.50/picture

*If citation is not paid within ten days, the first notice parking penalty = $30.00
If not paid within seven more days, the second notice penalty = $20.00
If not paid within seven more days, a suspension request is sent to the state with a total fine amount increasing to $100

IMPACT FEES

Water Meter Size	REU Calcs	Impact Fee
3/4" or 5/8"	1	$4,400
1"	2.5	$11,000
1.25"	4	$17,600
1.5"	5	$22,000
2"	8	$35,200
3"	15	$66,000
4"	25	$110,000
6"	50	$220,000
8" or larger	80	$352,000

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

TO: Mayor and City Council

FROM: Beth Thompson, Community Development Director

DATE: January 3, 2018

RE: Comprehensive Plan Existing Conditions Report

Background
The Plan Commission approved this document on December 4, 2017, and the City Council discussed it at the December 11, 2017 meeting. Council members have given me their feedback over the last month and changes have been incorporated into the new document. The document will be emailed to you as a separate link.

Recommendation
Staff recommends approval of this Existing Conditions Report as updated.

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MEMORANDUM

TO: Mayor Horne and City Council

FROM: Noah Wiedenfeld, Management Analyst

DATE: January 3, 2018

SUBJECT: Tree Ordinance

BACKGROUND

At the December 2017 City Council meeting, City staff presented a draft tree ordinance that was developed with assistance from the Wisconsin DNR. Based on feedback received, staff have made some minor revisions including:

- Property owners can plant trees in the public right-of-way if an administrative permit is approved by the City Forester. This is very common practice in several municipalities, and ensures that careful consideration is given to issues such as tree diversity, location of underground or overhead utilities, etc.
- Trees located directly on the right-of-way line shall be deemed to be public trees unless otherwise agreed upon in writing between the abutting property owner and the City.

RECOMMENDATION

City staff recommend adoption of the updated tree ordinance as presented.

ORDINANCE #505

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

Sections 90-25 through Section 90-35 of the City Code are hereby repealed in their entirety and amended to read as follows:

ARTICLE II. - TREES AND SHRUBS

Sec. 90-25. - Policy and scope.

(a) It is the policy of the City to regulate and establish policy for the control of planting, removal, maintenance, and protection of trees and shrubs in or upon all public areas and terrace areas of the City to eliminate and guard against dangerous conditions which may result in injury to persons using the streets, alleys, sidewalks or other public areas; to promote and enhance the beauty and general welfare of the City; to encourage and maintain an optimal level of age and species diversity; to prohibit the undesirable and unsafe planting, removal, treatment and maintenance of trees and shrubs located in public areas; and to guard all trees and shrubs both public and private within the City against the spread of disease, insects or pests.

(b) The provisions of this article shall apply to trees and shrubs growing or hereafter planted in or upon public areas and terrace areas and also to all trees and shrubs growing or to be planted in or upon any private premises which shall threaten the life, health, safety or welfare of the public or of any public areas.

(c) Should any part or provision of this ordinance be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the Code as a whole or any part thereof other than the part held to be invalid.

Sec. 90-26. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Boulevard or terrace areas. The land between the normal location of the street curbing and sidewalk. Where there is no curb and gutter, the area fifteen (15) feet from the edge of pavement shall be deemed to be a boulevard for the purpose of this article. The term "boulevard" shall have the same meaning as "terrace." Where there are no sidewalks, the area fifteen (15) feet from tack of the curb shall be deemed boulevard areas for the purpose of this article.

City Forester. Person or City employee designated by the City Council as authorized to carry out provisions of this chapter. Unless otherwise provided, the City Forester shall be the Director of Public Works.

Clear Vision Triangle. Triangle-shaped area formed by existing connecting curb lines of two intersecting streets, roads, or alleys and a third line connecting the curb lines at a distance of 35 feet in each direction; within that area there can be no lateral limbs or foliage between two feet above ground to a height of fourteen (14) feet if an established tree.

Drip Line. The soil surface area delineated by the entire branch spread from trunk to outermost limbs in all directions of any one or a grouping of trees.

Evergreen tree. Any woody plant normally having one stem or trunk and bearing foliage in the form of needles and crowns which extend from ground level throughout its entire height.

Major alteration. Pruning or cutting a tree beyond one-third of its existing foliage, or compromising its natural form.

Public nuisance. Any tree or shrub or part thereof which, by reason of its condition, interferes with the use of any public area; causes a site obstruction of street corners or publicly placed signs; is infected with a plant disease; is infested with injurious insects or pests; is injurious to public improvements or endangers the life, health, safety or welfare of persons or property, including private property.

Public property. Property owned or controlled by the City, including without limitation because of enumeration, public sites, parks, playgrounds, streets, alleys, sidewalks, boulevards, and the terrace strip between the lot line and the curb or improved portion of any public way.

Public trees and shrubs. All trees and shrubs located or to be planted in or upon public areas.

Shrubs. Any woody vegetation or a woody plant having multiple stems and bearing foliage from the ground up.

Topping. The severe cutting back of limbs to stubs larger than three inches in diameter within the tree's crown to such a degree so as to remove the normal canopy and disfigure the tree.

Tree. Any woody plant, normally having one stem or trunk bearing its foliage or crown well above ground level to heights of 16 feet or more.

Urban Forest. A collection of trees in and around the City, including park and street trees on public property and on private property.

Sec. 90-27. – Duties and Responsibilities.

(a) The City Council has empowered the City Forester or his or her authorized representative to enter upon private premises at all reasonable times for the purpose of examining any tree or shrub located upon or over such premises and carrying out any of the provisions of this article. If a request to inspect such trees or shrubs is denied by the person responsible for the property, an inspection warrant may be obtained pursuant to Wis. Stats. § 66.0119.

(b) The City Forester shall have the authority to order, direct, regulate, supervise, and control the planting, maintenance, and removal of all public trees and shrubs to ensure safety, maintain the overall health of the urban forest, and preserve the aesthetics of City property.

(c) The City Forester shall have authority to order, direct, regulate, supervise, and control the abatement of public nuisances on both public and private properties as defined in this Ordinance by spraying, removal, pruning, vibratory plow, pesticide injections, or other means which he or she determines to be necessary to prevent as fully as possible the spread of deleterious tree diseases or the insect pests or vectors known to carry such diseases.

(d) Private persons shall have the following responsibilities:

(1) Maintain Property. Private persons must maintain their private trees in a healthy, non-hazardous condition for the public welfare, or risk assessment for public nuisance abatement per this Ordinance.

(2) Protect City Trees. Private persons have the responsibility to not damage any City tree in the right-of-way or on any City property, and if negligence is evident (example: lawnmower damage to City tree trunk) may be subject to replacement and administrative costs.

(3) Obtain an approved administrative permit from the City Forester prior to planting tree(s) in the public right-of-way.

(e) The Public Works Committee shall serve as the Tree Board for the City of New Richmond for the purpose of facilitating and promoting the management of all trees on City-owned property. As the Tree Board, the Public Works Committee shall have the following responsibilities and duties:

(1) Review and propose revisions to this Ordinance.

(2) Review and recommend updates to the City of New Richmond's tree inventory.

(3) Recommend to the City Forester the type and kind of trees to be planted upon City property.

(4) Provide information to city residents regarding the selection, planting, and maintenance of trees on City and private property.

(5) Provide ongoing community education and outreach in order to promote public understanding of the City's urban forest and public adherence to the standards and procedures established under this Ordinance.

(6) Provide input, help plan, and attend the City's Arbor Day activities.

(7) Provide public forums for citizens concerned about our City trees.

(8) Provide an annual report to the City Council summarizing forestry program accomplishments along with future goals.

Sec. 90-28. - Interference with City Forester.

No person shall prevent, delay, or otherwise interfere with the City Forester or his or her authorized representative while they are engaged in carrying out any work or activities authorized by this article, including but not limited to planting, cultivating, mulching, pruning, spraying, trenching, and removal of any public trees or any trees on private property regulated by this ordinance.

Sec. 90-29. - Abatement of Public Nuisance.

(a) If the City Forester or his or her designee ascertains that a tree growing on private property has a communicable disease or insect infestation which threatens the health of the urban forest, the City Forester or his or her designee shall notify the owner of the property that the tree or shrub must be treated or removed at the owner's expense within thirty (30) days of the notification.

(b) The City shall have the right, but not the obligation, to remove any public nuisance (or portion of) tree or shrub on private property within the City when such tree or shrub interferes with the use of any public area, is injurious to public improvements, or endangers the life, health, safety, or welfare of persons or property. The City Forester or his or her designee shall notify the owner of the property in writing that the tree or shrub must be treated or removed at the owner's expense within thirty (30) calendar days of the notification, or sooner if the City Forester believes that the situation presents an imminent threat to the safety of persons or property.

(c) If the owner of the property fails or refuses to take remedial action, after being notified in writing that remedial action is required under Sec. 90-29 (a) and Sec. 90-29 (b), the City may perform or contract the services required to perform the remedial action without compensation to such owner. The City will charge the property owners for the expenses the City incurs for remediation, including all administrative costs. Any amount not paid by the owner for the expenses incurred by the City in performing the remedial action shall be certified to St. Croix County as a special charge under of Wis. Stats. § 66.0627 to be collected along with property taxes.

(d) Any person who receives a determination or order under this Ordinance from the City Forester and objects to all or any part thereof shall have the right to appeal such determination or order, to the Public Works Committee within seven (7) calendar days of receipt of the order and the Public Works Committee shall hear such appeal within thirty (30) calendar days of receipt of written notice of the appeal. After such hearing, the Public Works Committee may reverse, affirm, or modify the order or determination appealed from, and the grounds for the Public Works Committee's decision shall be stated in writing. The Public Works Committee shall, by letter, notify the party appealing the order or determination of its decision within ten (10) calendar days after the hearing has been concluded. The Public Works Committee shall file its written decision with the City Clerk.

(e) Removal or treatment of any public nuisance tree or shrub on City property shall be performed by the City Forester or his or her designee.

(f) For the purposes of this Article, trees that are located directly on the right-of-way line and whose trunks are not entirely on private property, shall be deemed to be public trees, unless otherwise agreed upon between the abutting property owner and the City through a signed written release and indemnity agreement.

Sec. 90-30. - Planting.

(a) It shall be unlawful for any person to plant trees or shrubs on any public property or public right-of-way except the City Forester, City employees, or other designated personnel, unless an administrative permit is approved by the City Forester. Trees planted on City property by unauthorized persons may be removed. The City Forester shall notify the abutting owner in writing, listing the unlawfully planted trees, and ordering their removal within thirty (30) calendar days. In the event that removal is not to be accomplished within the time specified, the City may remove such trees and assess the costs of labor, equipment, and administrative time thereof to the owner.

(b) When reviewing applications for an administrative permit to plant tree(s) in the public right-of-way, the City Forester shall take into consideration the safety, health, and welfare of the public; location of public utilities; impact on vision triangle; tree spacing best practices; proposed tree species; and the mature height, diameter, and canopy size of the proposed tree(s).

(c) Property owners may appeal a decision to deny an administrative permit for planting tree(s) in the public right-of-way to the Public Works Committee. Appeals must be requested within ten (10) calendar days of the notice of denial of the permit.

(d) The City Forester shall have the authority to revoke an approved permit for planting tree(s) in the public right-of-way if the property owner fails to comply with the provisions in this Article or the approved permit application. Notice of intent to revoke an approved tree planting permit shall be appealable to the Public Works Committee. All applications for appeal shall be submitted within 5 calendar days of receipt of the written Notice of Intent to revoke the approved tree planting permit. Failure to file an application for appeal within the 5 calendar days shall result in the revoking of the tree planting permit.

(e) In no case shall shrubs, multi-stemmed trees, or evergreen trees be permitted to be planted on City right-of-way property, as such plantings become sight obstructions.

Sec. 90-31. – Pruning.

(a) It shall be unlawful for any person to prune trees growing on City property or in the public right-of-way, except the City Forester, designated City employees, or the electric utility company of jurisdiction, in accordance with the provisions of this Ordinance.

(b) The City Forester or his or her designees shall take measures to assure that any public or private tree overhanging any street or right-of-way within the City shall be pruned so that branches shall not obstruct the light from any street lamp or obstruct the view of any street intersection. Trees shall be pruned to provide a clear space of fourteen feet (14') above a City street or alley surface and ten feet (10') above a sidewalk or recreational trail surface. The City Forester may waive the provisions of this subsection for pruning newly planted trees if he or she determines that the branches do not interfere with public travel or safety.

(c) The City Forester or his or her designees shall take measures to remove all dead, diseased, or dangerous public trees as well as broken, decayed, and dead limbs two (2) inches in diameter and larger of public trees to provide for the public safety.

(d) Tree limbs that grow near high voltage electrical conductors shall be maintained clear of such conductors by the electric utility company of jurisdiction in compliance with any applicable franchise agreements, which shall state that City tree pruning must comply with the specifications as listed in DNR Publication PUB-FR-256 2003 entitled "Proper Tree Pruning."

(e) No pruning of oak trees on either private or public property is allowed from April 1st through September 30th unless an administrative permit is approved by the City Forester.

Sec. 90-32. - Prohibitions.

(a) It shall be unlawful for any person except the City Forester, City employees, or other designated personnel to plant, trim, prune, or remove trees on any public property without an approved administrative permit.

(b) It shall be unlawful for any person to "top" any tree on public property.

(c) It shall be unlawful for any person to drive nails, staples, or screws, or fasten any rope, wire, electric equipment, sign (including bills, advertisements, cards, or notices of any kind) or other devices to a public tree or to any guard about such tree.

Sec. 90-33. - State statutes adopted.

The provisions of Wis. Stats. § 86.03 are hereby adopted and incorporated herein by reference.

Passed and Approved: January 8, 2018

Published and Effective: January 18, 2018

_____
Fred Horne, Mayor

ATTEST:

_____
Tanya Batchelor, City Clerk

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MEMORANDUM

TO: Mayor Horne & City Council

FROM: Noah Wiedenfeld, Management Analyst

DATE: January 3, 2018

SUBJECT: Appointment of City Forester

BACKGROUND

Under the draft tree ordinance, the City Council may designate an individual to serve as the City Forester. Duties and responsibilities identified in the ordinance include overseeing the planting, maintenance, and removal of public trees. If a designation is not made, by default the City Forester shall be the Director of Public Works.

Public Works Operations Manager Michael Mroz will be overseeing the tree trimming and removal operations for the Public Works Department over the upcoming winter months. Michael has also attended numerous urban forestry trainings and is pursuing ISA Certified Arborist credentials.

RECOMMENDATION

City staff recommend appointment of Michael Mroz as the City Forester.

COMMON COUNCIL – CITY OF NEW RICHMOND
RESOLUTION #011804
APPOINTMENT OF CITY FORESTER FOR THE CITY OF NEW RICHMOND

WHEREAS, the City Council may designate a City employee to serve as City Forester, and

WHEREAS, the duties and responsibilities of the City Forester are provided in the City Code of Ordinances, and

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of New Richmond does hereby approve of the following person to serve as City Forester for the City of New Richmond until a successor is appointed and approved by the Common Council:

Michael Mroz

This resolution is hereby adopted on this 8th day of January, 2018.

_____
Fred Horne, Mayor
City of New Richmond

ATTEST:

_____
Tanya Batchelor, City Clerk
City of New Richmond

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TO: New Richmond City Council

FROM: Michael Mroz: Operations Manager

DATE: January 3, 2018

RE: Recreation Plan Update

Background

The Recreation Plan, a collaborative effort between the School District of New Richmond, City of New Richmond, The Centre, and the New Richmond Area Community Foundation is aimed to provide quality, efficient recreation opportunities to both residents and visitors alike. The Park Board approved final recommendations in January 2017.

Final Recommendations

1.) Establish a New Richmond Recreation Partnership (NRRP)
2.) Develop and execute a Memorandum of Understanding between the Organizations
3.) Equal financial support to develop fundamental operations (website, call center, online registration, marketing)
4.) Identify a Governance and Operations teams to execute the vision of the Recreation Plan
5.) New Richmond Area Community Foundation will serve as fiscal agent

Over the past several months an operations team has been developed and are working hard to complete the initial recommendations in time for the 2018 season. City staff will present the successes of the team including an update on the New Richmond Recreation Partnership website.

Action Requested

No action requested at this time.

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MEMORANDUM

TO: Mayor and City Council

FROM: Jeremiah Wendt, Director of Public Works

DATE: January 3, 2018

SUBJECT: City Land Farm Lease

BACKGROUND

The City owns several large tracts of land that have been leased out for farming in the past, including portions of the Business and Technical Park, Freedom Park, and the City property near CTH GG and 140th Street. The current lease on these parcels has expired, so staff is proposing to request bids for a new lease that would begin in 2018.

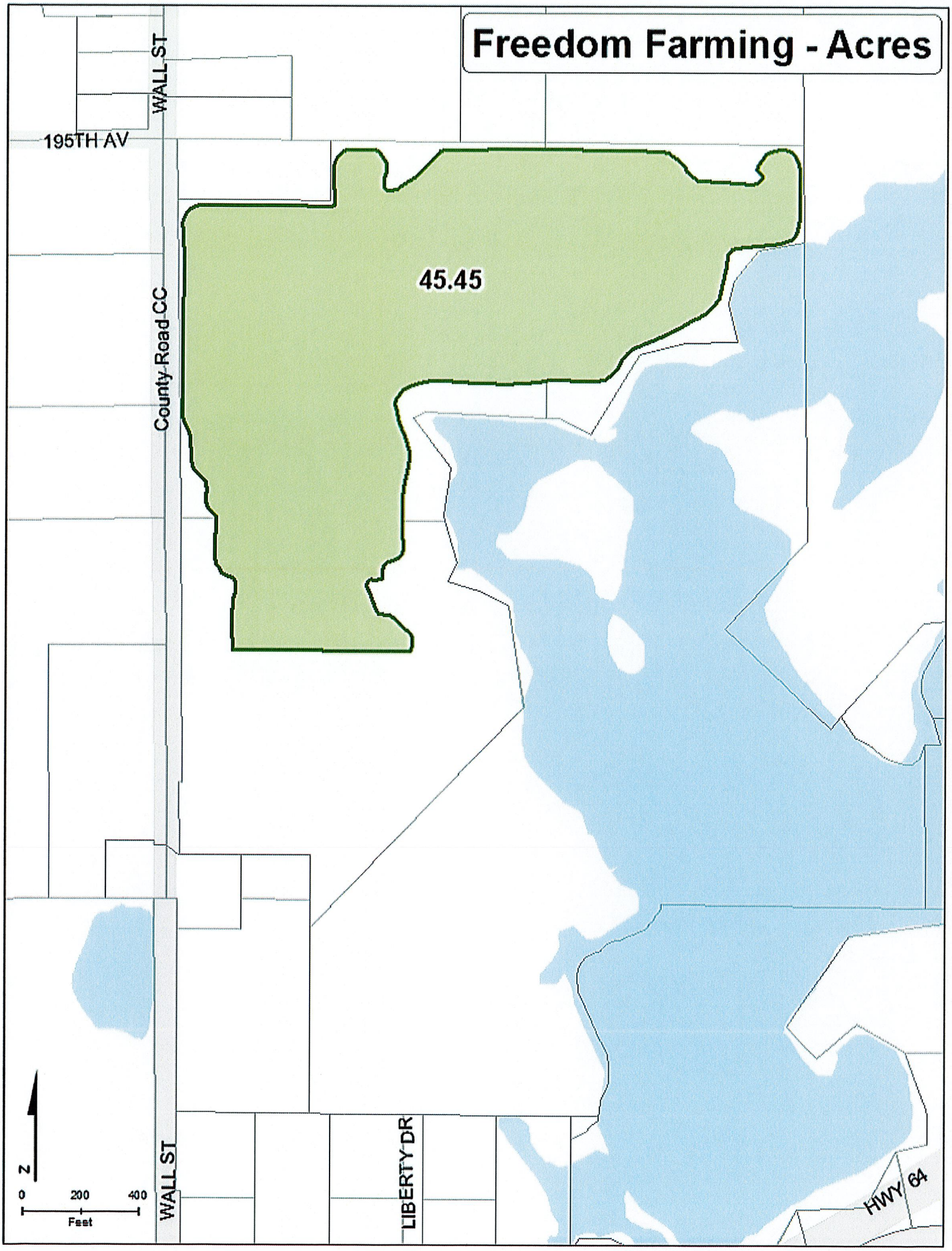
The properties in question have been planted in soybeans for many years, which is not ideal from a land conservation standpoint. Recent changes to the City's ordinance would allow for cultivation of corn or other high-growing crops on parcels larger than 10 acres. While the cultivation of corn in the Business and Technical Park may not be desirable due to the height and potential debris during harvest, staff is recommending that the City begin rotating crops on the other two parcels. This would be reflected in the lease agreement, which would restrict crop height in the Business and Technical Park only.

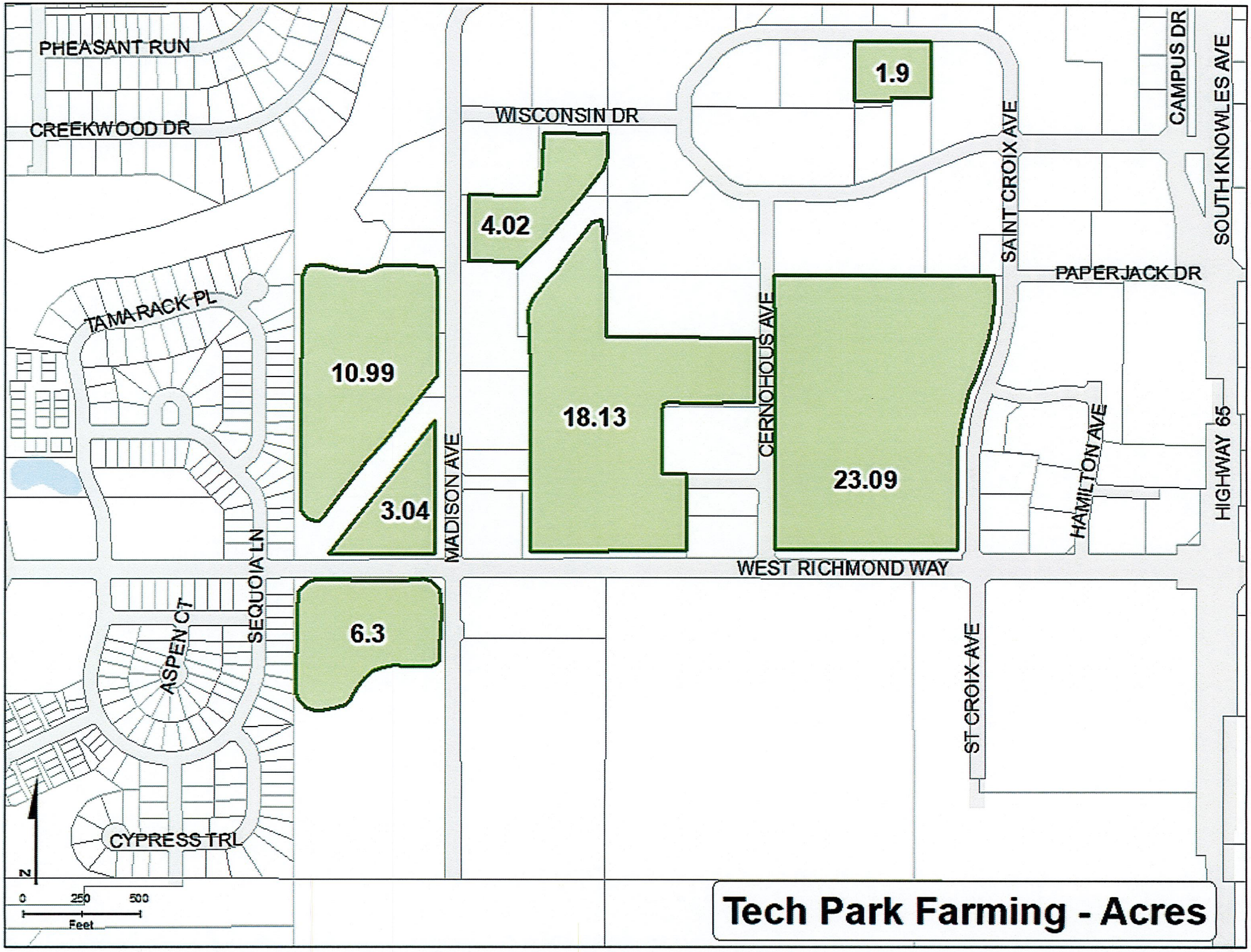
Given the current market conditions, staff is recommending advertising for a two-year lease only. This would also give a chance for the City to revisit the crop rotation concept after one year of corn and one year of soybeans.

RECOMMENDATION

Staff is requesting authorization to advertise for and solicit bids for the farm lease as described above. Staff would send letters to parties that have been interested in the past, as well as advertise in the newspaper on January 17 and 24. Bids would be opened on February 1, and brought to the Council for award on February 12.

GG Farming - Acres
CTY TK GG
24.14
140TH ST
BLUE JAY PL
WOOD DUCK LN
OSPREY CT
N
0
100
200
Feet


Freedom Farming - Acres
WALL ST
195TH AV
45.45
County Road CC
WALL ST
LIBERTY DR
HWY 64
N
0
200
400
Feet


PHEASANT RUN
CREEKWOOD DR
WISCONSIN DR
1.9
4.02
10.99
18.13
23.09
3.04
6.3
TAMARACK PL
MADISON AVE
CERNOHOUS AVE
SAINT CROIX AVE
CAMPUS DR
SOUTH KNOWLES AVE
PAPERJACK DR
HAMILTON AVE
HIGHWAY 65
WEST RICHMOND WAY
SEQUOIA LN
ASPEN CT
ST CROIX AVE
CYPRESS TRL
N
0 250 500
Feet
Tech Park Farming - Acres

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Building Inspection Department
2017 Year End Summary & Comparison

	October - December	2017 Year to Date	2016 Year to Date
Permits Issued	281	1073	307
Dwelling Units	26	102	57
Construction Value			
Taxable		18,136,019.00	7,866,570.00
Non Taxable		583,100.00	12,888,353.00
Total Commercial	7,244,814.00	18,719,119.00	20,754,923.00
Residential	7,453,282.00	26,511,831.00	9,936,131.75
Total Value	**14,698,096.00**	**45,230,950.00**	**30,691,054.75**
Fees Collected			
Building Permit Fee	114,373.38	391,078.08	190,661.30
Assessor Fees	8,850.00	32,700.00	11,900.00
Site Stabilization Deposit	21,500.00	84,000.00	56,000.00
Total Fees	**144,723.38**	**507,778.08**	**258,561.30**
Sewer Access Charge	24,450.00	103,179.00	63,563.50
Park Fee	5,700.00	36,625.00	20,300.00
Municipal Facilities	18,350.00	78,171.00	47,690.50
Transportation	27,500.00	117,150.00	71,500.00
Water Facilities	24,450.00	103,179.00	63,563.50
Park Facilities	-	4,440.00	9,157.50
Total Impact Fees	**100,450.00**	**442,744.00**	**275,775.00**
Total All Fees Collected	**245,173.38**	**950,522.08**	**534,336.30**