



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

**February 15, 2019**

**TO ALL FORWARD NEW RICHMOND MEMBERS:**

<b>Summer Seidenkranz</b>	<b>Paul Mayer</b>
<b>Heather McAbee</b>	<b>Tom Mews</b>
<b>Cathy Longtin</b>	<b>Susan Lockwood</b>
<b>Karl Skoglund</b>	<b>Rob Kreibich</b>
<b>Mike Montello</b>	

**This is to notify you that there is a Forward New Richmond meeting scheduled for Wednesday, February 20, 2019, at 12:00 p.m. in the Lower Level Conference Room #1, 156 East First Street, City of New Richmond, WI.**

**AGENDA:**

- 1) Roll Call**
- 2) Adoption of Agenda**
- 3) Approval of Minutes from Previous Meeting (January 18, 2019)**
- 4) Authorizing Resolution Protective Covenants Set 1**
- 5) Authorizing Resolution Protective Covenants Set 2**
- 6) Consideration of a needs analysis report for future industrial and/or business and technical park**
- 7) Recommendations for retailers/companies to connect with at ReCon**
- 8) 1/18/19 Worksession - next steps**
- 9) Communications and Miscellaneous**
- 10) Adjournment**

**Mike Darrow  
City Administrator**

**cc:  
The News  
Northwest Cable  
City Website**

**FORWARD NEW RICHMOND**  
**January 18, 2019**  
**Meeting Minutes**

The meeting was called to order at 8:09 a.m.

Roll call was taken.

Members Present: Summer Seidenkranz, Heather McAbee, Cathy Longtin, Mike Montello, Karl Skoglund, Tom Mews, Rob Kreibich

Members Absent: Susan Lockwood, Paul Mayer

Others Present: Tom Loonan, Jim Zajkowski, Craig Kittel, Seth Hudson, Beth Thompson, Mike Darrow, Lori Brinkman

Heather McAbee moved to adopt the agenda as presented, seconded by Tom Mews and carried.

Mike Montello moved to adopt the minutes from the previous meeting dated January 3, 2019, seconded by Tom Mews and carried.

**Public Meeting Guidelines**

Tom Loonan from Eckberg Lammers presented details on the Wisconsin Open Meetings Law. He discussed:

- Public Meetings (must be preceded by public notice at least 24 hours in advance and must be held in a public place that is open and reasonably accessible to all members of the public)
- Convening of Members and Walking Quorums (physical gathering, e-mails, telephone conference calls, etc.)
- Closed Session
  - Discussion must be limited to the specific business for which closed session was authorized and not any other matters
  - Can be used for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specific public business whenever competitive or bargaining reasons require a closed session
    - Competitive and bargaining interests must belong to the government
    - Only those portions of a meeting may be closed which directly impact the competitive or bargaining interests
- Public Records Law (any material or written communication by any public official (staff or committee member) is a public record subject to disclosure)

**FNR Goals & Direction for 2019**

Summer Seidenkranz read through Ordinance #515, Section 2 – 139 (b)(1) Functions, which states: “Forward New Richmond shall serve in an advisory capacity to the City Council in matters pertaining to economic development, including but not limited to commercial and industrial development proposals, marketing efforts, real estate transactions, business and technical parks, downtown revitalization, and attraction and retention of a quality labor force.”

There was discussion about FNR’s four main goals for 2019 (using the Comprehensive Plan as a guide):

1. Development and Redevelopment – facilitate improvement through collaboration
  - a. Business & Technical Park Advisory Function – property sales, expansion, advisory for administration on updating of covenants
  - b. Downtown Renewal - advise on policies and plans for downtown – helping to prioritize gaps.

- c. Design Guidelines – review options, make recommendations, advise on purchases, covenants, etc.
      - i. Beebe Building
      - ii. Former DQ property
      - iii. Northside
      - iv. Others as needed
2. Business Support
  - a. Support for new and expanding businesses
  - b. Creating the best experience for businesses and tax payers
    - i. Simplicity in communications
    - ii. As needed, FNR member follow-up (with businesses who chose to come to NR and/or expand and also with those who chose not to expand or build here)
3. Marketing New Richmond
  - a. Be intentional in strengthening local and regional connections with other Economic Development organizations
  - b. Develop marketing philosophy based on
    - i. Industry Best practices
    - ii. Being prepared and proactive – looking ahead for the community
4. Livability
  - a. Telecommunication and internet expansion – business and residential
  - b. Housing – workforce (comments and recommendations)
  - c. Discussion of needs and what FNR can do to assist
  - d. Gap analysis (Seth Hudson can assist)

Beth Thompson asked FNR to assist with identifying business gaps/needs in NR so that Beth and Summer can focus on those businesses/industries at ReCon this spring.

#### **Communications/Miscellaneous**

- Mike Darrow wished Lori Brinkman a happy birthday.
- Regular meetings will resume in February (third Wednesday of the month).
- Summer explained the Red Letter Grant which awards four \$2,000 grants in the spring and four \$2,000 grants in the fall to women who are starting or expanding new businesses in the following counties: Buffalo, Clark, Chippewa, Dunn, Eau Claire, Pepin, Pierce, St Croix, and Trempealeau. Applications for the spring grant are due May 6, 2019, by 11:00 p.m. Find out more here: [www.redlettergrant.org](http://www.redlettergrant.org)
- Jim Zajkowski recommended a monthly update from FNR to the Council to be shared at the regular Council Meetings.

Heater McAbee moved to adjourn the meeting, seconded by Cathy Longtin and carried.

Meeting adjourned at 10:28 a.m.

Minutes submitted by Lori Brinkman.



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## MEMORANDUM

**TO:** Forward New Richmond

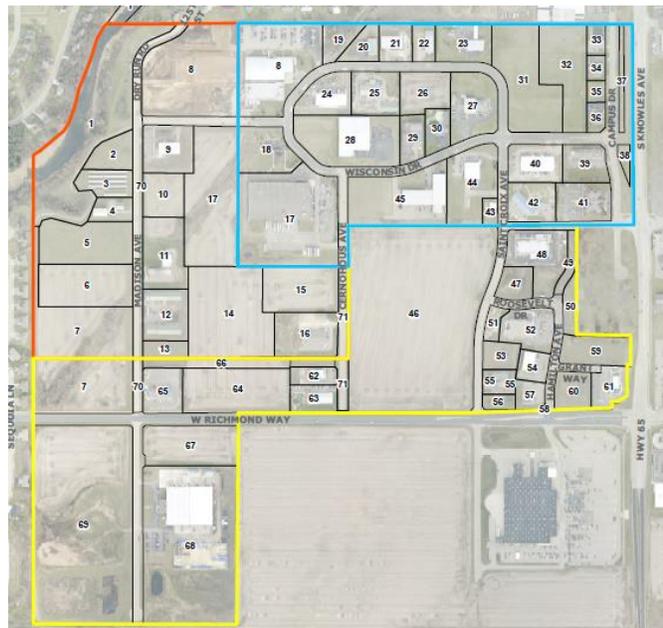
**FROM:** Noah Wiedenfeld, Director of Planning

**DATE:** February 14, 2019

**SUBJECT:** Termination of Covenants in Business & Technical Park

### BACKGROUND

City staff are beginning the process of terminating the protective covenants in the City of New Richmond Business and Technical Park. There are three sets of covenants currently in effect, which impose conditions and restrictions regarding setbacks, parking, landscaping, outdoor storage, construction standards, etc. The covenants are no longer deemed necessary given the new (existing) zoning ordinance which went into effect in 2015, as many of these standards now apply to all development projects in the city. In some cases, the zoning ordinance is even more restrictive than the covenants. There are some instances however when the covenants have been a deterrent to development projects, and have caused confusion with architects and engineers working on various projects. Simply put, the covenants in the Business and Technical Park no longer serve the purpose that they once did, and are now an unnecessary burden from an administrative and regulatory perspective.



**PROCESS**

City staff will be mailing a letter to all property owners in the Business and Technical Park, and meeting individually with business owners to discuss the covenants and receive necessary signatures. Each set of covenants has its own process for termination, as shown in the table below.

<b>COVENANTS</b>	<b>DATE ESTABLISHED</b>	<b>REQUIREMENT FOR TERMINATION</b>
Set 1	1983	Consent of the owners of 75% of the lots and not less than 60% of the property owners, and resolution passed by Forward New Richmond and the City Council
Set 2	2002	Consent of the owners of 75% of the lots and not less than 60% of the property owners, and resolution passed by Forward New Richmond and the City Council
Richmond Way	2006	80% of voting power of the Plan Commission

**RECOMMENDATION**

Forward New Richmond should consider a formal motion to terminate Set 1 and Set 2 of the covenants in the Business & Technical Park.

**AUTHORIZING RESOLUTION**

**A RESOLUTION APPROVING THE TERMINATION  
OF PROTECTIVE COVENANTS**

WHEREAS, the City of New Richmond Industrial Development Commission Protective Covenants was recorded on December 19, 1983 in the office of the St. Croix County Register of Deeds in Book 829, Page 568, as Document No. 443938; First Amendment to the Declaration of Protective Covenants recorded November 2, 1989, in Vol. 855, Page 554, as Document No. 453168; Second Amendment to Protective Covenants recorded November 2, 2006, as Document No. 837975; Third Amendment to Protective Covenants, recorded November 2, 2006, as Document No. 837976 (collectively the “Covenants”) against real property located in the City limits; and

WHEREAS, the Covenants are no longer required pursuant to any regulatory requirement and the Owners and the City now desire to terminate the Covenants; and

WHEREAS, Section E-2 of the Covenants provides the Covenants may be terminated upon consent of the owners of 75% of the lots and not less than 60% of the collective property owners, and upon resolution duly passed by the Industrial Commission (n/k/a Forward New Richmond) and approved by the City’s Common Council; and

WHEREAS, Forward New Richmond has reviewed the request for termination of the Covenants and has determined the termination of the Covenants is appropriate and acceptable.

NOW, THEREFORE, BE IT RESOLVED by Forward New Richmond that it approves the termination of the Covenants and recommends approval of the same by the Common Council.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Chair of Forward New Richmond

\_\_\_\_\_  
Vice Chair of Forward New Richmond

**APPROVAL BY COMMON COUNCIL:**

The undersigned hereby certify the Common Council reviewed and approved the foregoing Resolution of Forward New Richmond at a duly held council meeting at which a quorum was present.

\_\_\_\_\_  
Fred Horne, Mayor

\_\_\_\_\_  
Tanya Batchelor, City Clerk

**AUTHORIZING RESOLUTION**

**A RESOLUTION APPROVING TERMINATION  
OF PROTECTIVE COVENANTS**

WHEREAS, the City of New Richmond Industrial Economic Commission Protective Covenants was recorded June 24, 2002, in the office of the St. Croix County Register of Deeds in Vol. 1915, Page 054, as Document 682456; First Amendment to Protective Covenants recorded November 2, 2006, as Document No. 837981 (collectively the “Covenants”) against real property located in the City limits; and

WHEREAS, the Covenants are no longer required pursuant to any regulatory requirement and the Owners and the City now desire to terminate the Covenants; and

WHEREAS, Section D-2 of the Covenants provides the Covenants may be terminated upon consent of the owners of 75% of the lots and not less than 60% of the collective property owners, and upon resolution duly passed by the Economic Development Commission (n/k/a Forward New Richmond) and approved by the City’s Common Council; and

WHEREAS, Forward New Richmond has reviewed the request for termination of the Covenants and has determined the termination of the Covenants is appropriate and acceptable.

NOW, THEREFORE, BE IT RESOLVED by Forward New Richmond that it approves the termination of the Covenants and recommends approval of the same by the Common Council.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

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## MEMORANDUM

**TO:** Forward New Richmond Members

**FROM:** Beth Thompson, Community Development Director

**DATE:** February 15, 2019

**SUBJECT:** Needs Analysis for Future Industrial Land

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**Needs Analysis:** City staff will be presenting, for FNR consideration, the possibility of a study or needs analysis for industrial land for the City.

This would be work completed by Cedar Corporation and would assist Forward New Richmond in making future decisions on the possibility of purchasing land for an additional Industrial Park.