

CITY OF RICHLAND CENTER - AGENDA ITEM DATA SHEET

Agenda Item: A Resolution Establishing the Forfeiture Schedule and Administrative Fee for Abatement of Weeds, Grasses and Brush

Requested & Presented by: Darcy Perkins, Municipal Services Specialist

Meeting Date: Finance and Common Council on 02-03-2026

Committee Review: Public Works on 01-15-2026 – *Motion by Fruit to forward Resolution 2026-___, establishing the forfeiture schedule and administrative fee for abatement of weeds, grasses and brush, to the Finance Committee for review and recommendation to the Common Council. Seconded by Schultz. Motion carried 2-0 by voice vote.*

Background: Chapter 321 authorizes enforcement of weed, grass, and brush violations by citation and abatement, with forfeitures and administrative fees set by Council resolution.

The revised Resolution establishes a calendar-year, graduated forfeiture schedule and a \$75 administrative fee to recover inspection, coordination, billing, and enforcement costs.

Forfeiture Schedule: Forfeitures are proposed on a graduated, calendar-year basis to encourage compliance and deter repeat violations.

- First offense: \$25
- Second offense: \$50
- Third and Subsequent offenses: \$75

Administrative Fee: Administrative tasks occur regardless of abatement time and include inspection, documentation, and enforcement. The \$75 fee reflects actual staff and overhead costs and aligns with peer Wisconsin municipalities.

Department Recommendation: Staff recommend adoption of Resolution 2026-02, establishing the forfeiture schedule and administrative fee as authorized by Chapter 321.

Financial Impact: The resolution allows the City to recover reasonable costs incurred when abatement and enforcement are necessary, reducing the likelihood that such costs are borne by the general taxpayer.

Requested Action:

FINANCE COMMITTEE: Motion to recommend to the Common Council adoption of Resolution 2026-02, establishing the forfeiture schedule and administrative fee for abatement of weeds, grasses and brush.

COMMON COUNCIL: Motion to adopt Resolution 2026-02, establishing the forfeiture schedule and administrative fee for abatement of weeds, grasses and brush, as presented.

Attachment(s):

- Resolution 2026-02_Establishing the Forfeiture Schedule and Administrative Fee for Abatement of Weeds, Grasses and Brush