

**TOWN OF RICHMOND**

**NOTICE OF PASSAGE OF CITATION ORDINANCE  
ORDINANCE NUMBER 2017-2**

**Notice is hereby given that the Town Board of the Town of Richmond at its regular monthly meeting on January 12, 2017, passed the "Town of Richmond Citation Ordinance," Ordinance Number 2017-2.**

This ordinance authorizes the Town to issue citations for violations of Town Ordinances. It specifies the information that will be provided on the citation form as well as the procedural options for responding to the citation. The ordinance contains a schedule of cash deposits for violation of certain Town Ordinances and names the St. Croix County Clerk of Court as the office at which the cash deposit must be paid. The ordinance also grants the Town Board the authority to designate which individuals or entities may issue citations on behalf of the Town. It contains a general penalty clause designating the penalty amount to be paid for initial and subsequent violations of a given Town Ordinance. These monetary penalties range from \$25.00 to \$500.00.

The full text of the "Town of Richmond Citation Ordinance" can be examined or a copy obtained from the Town Clerk, Donna Preece, 1753 Margaret Street, New Richmond, Wisconsin, phone 715-246-4092.

Donna Preece, Town Clerk

**STATE OF WISCONSIN**  
**Town of Richmond**  
**St. Croix County**

**Ordinance Number 2017-2**

**SECTION I – TITLE AND PURPOSE**

The title of this ordinance is the Town of Richmond Citation Ordinance. The purpose of this ordinance is to authorize the Town Board of the Town of Richmond, or its designees, to issue citations for violations of Town of Richmond ordinances, including ordinances with statutory counterparts.

**SECTION II – AUTHORITY**

The Town Board of the Town of Richmond, St. Croix County, Wisconsin, has the specific authority under s. \_\_\_\_\_, Wis. Stats., to adopt this ordinance.

**SECTION III – ADOPTION OF ORDINANCE**

This ordinance, adopted by a majority of the town board on a roll call vote with a quorum present and voting and proper notice having been given, provides the authority for the town to issue citations for violations of Town of Richmond ordinances, including ordinances with statutory counterparts.

**SECTION IV - SUBDIVISION AND NUMBERING OF THIS ORDINANCE**

This ordinance is divided into sections designated by uppercase Roman numerals. Sections may be divided into subsections designated by uppercase letters. Subsections may be divided into paragraphs designated by numbers. Paragraphs may be divided into subdivisions designated by lowercase letters. Subdivisions may be divided into subdivision paragraphs designated by lowercase Roman numerals. Reference to a "section," "subsection," "paragraph," or "subdivision" includes all divisions of the referenced section, subsection, paragraph, or subdivision.

**SECTION V – COVERAGE**

- A. Except as provided in subsections D and E, the form for citations to be issued in the Town of Richmond by the town board, or its designees, for violations of Town of Richmond ordinances shall be as provided in this subsection and shall include all of the following:
1. The name and address of the alleged violator.
  2. The factual allegations describing the alleged violation.
  3. The time and place of the alleged violation.
  4. The number of the ordinance violated.
  5. A designation of the offense in a manner that can be readily understood by a person making a reasonable effort to do so.
  6. The time at which the alleged violator may appear in court.

7. A statement that in essence informs the alleged violator of all of the following:
  - a. That the alleged violator may make a cash deposit of a specified amount to be mailed to a specified official within a specified time.
  - b. That if the alleged violator makes a cash deposit, he or she need not appear in court unless subsequently summoned.
  - c. That if the alleged violator makes a cash deposit and does not appear in court, he or she either will be deemed to have tendered a plea of no contest and submitted to a forfeiture, plus costs, fees, and surcharges imposed under chapter 814, Wis. Stats., not to exceed the amount of the deposit, or will be summoned into court to answer the complaint if the court does not accept the plea of no contest.
  - d. That if the alleged violator does not make a cash deposit and does not appear in court at the time specified, the court may issue a summons or a warrant for the defendant's arrest or consider the nonappearance to be a plea of no contest and enter judgment under s. \_\_\_\_\_, Wis. Stats., or the municipality may commence an action against the alleged violator to collect the forfeiture, plus costs, fees, and surcharges imposed under chapter 814, Wis. Stats.
  - e. That if the court finds that the violation involves an ordinance that prohibits conduct that is the same as or similar to conduct prohibited by state statute punishable by fine or imprisonment or both, and that the violation resulted in damage to the property of or physical injury to a person other than the alleged violator, the court may summon the alleged violator into court to determine if restitution shall be ordered under s. \_\_\_\_\_, Wis. Stats.

8. A direction that if the alleged violator elects to make a cash deposit, the alleged violator shall sign an appropriate statement that accompanies the citation to indicate that he or she read the statement required under s. \_\_\_\_\_, Wis. Stats., and shall send the signed statement with the cash deposit.

9. Any other information as may be deemed necessary.

B. The town board adopts the following schedule of cash deposits that are required for the various Town of Richmond ordinance violations, which includes for each listed violation the costs, fees, and surcharges imposed under chapter 814, Wis. Stats.: [list deposit amount for each violation].

Barking dogs

First violation	\$200.50 (includes \$50.00 forfeiture)
Second violation	\$263.50 (includes \$100.00 forfeiture)
Third violation	\$452.50 (includes \$250.00 forfeiture)

C. The town board names the following court, clerk of court, or other official to whom cash deposits are to be made and requires that receipts shall be given for cash deposits: St. Croix County Clerk of Court.

D. The town board requires that in traffic regulation violation actions, except for parking regulation violations, the uniform traffic citation specified in s. \_\_\_\_\_, Wis. stats., shall be used by the Town of Richmond in lieu of the citation form described in subsection A.

- E. The town board requires that in actions for violations of Town of Richmond ordinances enacted in accordance with s. \_\_\_\_\_ or \_\_\_\_\_, Wis. stats., the citation form specified in s. \_\_\_\_\_, Wis. stats., shall be used in lieu of the citation form described in subsection A.

## **SECTION VI – ISSUANCE AND SERVICE OF CITATION**

- A. Town of Richmond citations may be issued by the Town Board of the Town of Richmond, or the Town Board of the Town of Richmond may designate certain Town of Richmond, St. Croix County, or other municipal officials, with their written approval, to issue such citations.
- B. Town of Richmond citations, in addition, may specifically be issued by any officer of the St. Croix County Sheriff's Department. This official may also designate a person to issue such Ordinances for the Town of Richmond and this official may revoke this authority to issue at any time.
- C. The Town of Richmond Town Board has designated the Town Chair or any person approved by the Town Board to serve any citations for the Town of Richmond upon issuance. Any person specifically authorized by the Town Board to issue citations by the Town Board of the Town of Richmond may also serve such citations.

## **SECTION VII – RELATIONSHIP TO OTHER LAWS**

The adoption and authorization for use of a citation under this ordinance does not preclude the Town Board of the Town of Richmond from adopting any other ordinance or providing for the enforcement of any other law or ordinance relating to the same or any other matter. The issuance of a citation under this ordinance does not preclude proceeding under any other ordinance or law relating to the same or any other matter. Proceeding under any other ordinance or law relating to the same or any other matter does not preclude the issuance of a citation under this ordinance.

## **SECTION VIII – GENERAL PENALTY**

Any person who shall violate and provision of any Town Ordinance for which a forfeiture is not otherwise provided shall be subject to a forfeiture as follows:

- A. First offense. Any person who shall violate any ordinance or part of an ordinance of the Town of Richmond shall, upon conviction thereof, forfeit not less than \$25.00 nor more than \$500.00, together with the costs of prosecution, and in default of payment of such forfeiture and costs of prosecution shall be imprisoned in the County jail until such forfeiture and costs are paid, but not exceeding 90 days. Upon conviction, each day that such violation continues shall constitute a separate offense.
- B. Second offense. Any person who shall violate any ordinance or part of an ordinance of the Town of Richmond shall, upon conviction thereof, forfeit not less than \$50.00 nor more than \$500.00, together with the costs of prosecution, and in default of payment of such forfeiture and costs of prosecution shall be imprisoned in the County jail until such forfeiture and costs are paid, but not exceeding 90 days. Upon conviction, each day that such violation continues shall constitute a separate offense.
- C. Execution against defendant's property. Whenever any person fails to pay any forfeiture and costs of prosecution upon the order of the court for violation of any

ordinance of the Town, the court may, in lieu of ordering imprisonment of the defendant, or after the defendant has been released from custody, issue an execution against the property of the defendant for such forfeiture and costs.

**SECTION IX – SEVERABILITY**

If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

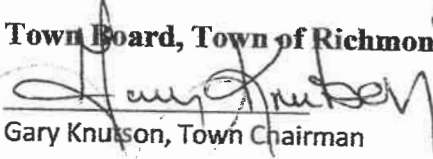
**SECTION X – EFFECTIVE DATE**

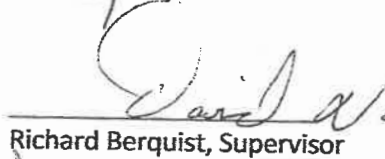
This ordinance is effective on publication or posting.

The town clerk shall properly post or publish this ordinance as required under s. \_\_\_\_\_, Wis. stats.

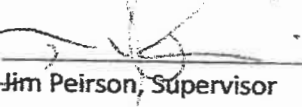
Adopted this 12<sup>th</sup> day of January 2017.

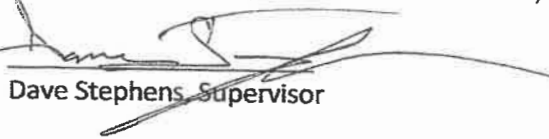
**Town Board, Town of Richmond**

  
Gary Knutson, Town Chairman


  
Richard Berquist, Supervisor

  
David Naser, Supervisor

  
Jim Peirson, Supervisor

  
Dave Stephens, Supervisor

Attest:

  
Donna Preece, Town Clerk