



**COMMON COUNCIL AGENDA
February 9, 2016**

Call Meeting to Order – 6:30 p.m.

Pledge of Allegiance

Roll Call

Approval of Minutes – January 26, 2016 - Regular Meeting Minutes [Page 2](#)

Approval of Bills (Morrissette) §

***** NOTE: OFFICIAL ACTION MAY BE TAKEN ON ANY AGENDA ITEM *****

PUBLIC COMMENT, PETITIONS, REQUESTS AND COMMUNICATIONS:

ORDINANCES AND RESOLUTIONS:

1. Resolution Approving Award of 69kV Transformer and Switchgear purchase for Power Plant Substation Project [Page 5](#)
2. Resolution In Support of Bill to End Adverse Possession Claims Against Public Lands [Page 16](#)

REPORTS:

3. Water Quality Report
4. Strategic Plan Update [Page 19](#)
5. Administrator’s Report [Page 54](#)

CLOSED SESSION:

6. *Recess into Closed Session per Wisconsin State Statutes § 19.85(1)(e) for the following purpose:
“deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session – Sterling Ponds Corporate Park.”*

RECONVENE INTO OPEN SESSION:

7. Take action on Closed Session Items if necessary

ADJOURNMENT Publish: River Falls Journal 2-4-16; Revised and reposted 2-4-16



**City of
RIVER FALLS**
*CITY OF RIVER FALLS, WISCONSIN
COMMON COUNCIL PROCEEDINGS*

January 26, 2016

Mayor Toland called the meeting to order at 6:30 p.m. in the City Council Chambers located in City Hall.

City Council Members Present: David Cronk, Scott Morrissette, Jim Nordgren, Diane Odeen, Aaron Taylor, Hal Watson

Members Absent: Dan Gulick

Staff Present: Scot Simpson, City Administrator; Steve Weld, City Attorney; Gordon Young, Police Chief; Julie Bergstrom, Finance Director/Assistant City Administrator; Keri Schreiner, Management Analyst Fellow; Kevin Westhuis, Utility Director; Reid Wronski, City Engineer; Ray French, Management Analyst; Lu Ann Hecht, City Clerk; Mike Noreen, Conservation and Efficiency Coordinator

Others: Chris Blasius, Judy Berg, Maranda Mahr, Chris Gagne, Josh Hudek, Jeff Bjork, Bob Ebert, others

The Pledge of Allegiance was said.

APPROVAL OF MINUTES:

January 12, 2016, Regular Meeting Minutes

MSC Morrissette/Odeen move to approve minutes. Unanimous.

APPROVAL OF BILLS:

Bills - \$479,631.42

MSC Morrissette/Watson move to approve bills subject to the comptroller. Unanimous.

PUBLIC COMMENT, PETITIONS, REQUESTS AND COMMUNICATIONS:

There were no public comments.

State of the City Presentation

City Administrator Scot Simpson provided the Council with a video presentation. After the conclusion of the video, Simpson made remarks. He talked about the goal of financial stability, and he talked about doing a two year budget, paying off the library mortgage early and having a debt-free utility. Simpson said nearly \$8 million dollars will be spent in infrastructure projects for water/wastewater/electric utilities. He said the staff is working hard on the park master plans and looking forward to the Kinni River corridor planning process. The support of the Council and community is appreciated. There were no questions.

PUBLIC HEARING:

**Ordinance 2016-01 - An Ordinance Amending Chapter 8.36 Regarding Solid Waste Collection and Disposal-
Second Reading and Disposition**

The Mayor recessed into a public hearing at 6:48 p.m. As there were no public comments, the Mayor moved back into Open Session at 6:48 p.m. MSC Cronk/Nordgren moved for approval of the ordinance. Unanimous.

CONSENT AGENDA:

Acknowledgement of the following minutes:

Park and Recreation – 12/9/15; Plan Commission – 10/6/15; Library Board – 12/7/15;

Police and Fire Commission – 9/14/15; 10/5/15; 11/2/15; 12/7/15;

Police and Fire Commission – Special Meetings – 9/24/15; 9/28/15; 10/20/15;

Utility Advisory Board – 11/16/15; POWERful Choices! – 12/10/15

MSC Cronk/Morrisette move to approve the Consent Agenda. Unanimous.

ORDINANCES AND RESOLUTIONS:

Resolution No. 5996 - Regarding Request from the River Falls Chamber for 2016 Events

Chris Blasius, River Falls Area Chamber of Commerce CEO, gave an overall of the 2016 events and requests. She talked about the St. Patrick's Day celebration, the Roots and Bluegrass Festival, Car Cruze-Ins, River Falls Days, Bacon Bash and Riverdazzle. Upon completion of the presentation, Blasius answered questions from Council.

With no other questions, the Mayor asked for a motion. MSC Cronk/Morrisette move to approve the resolution. Unanimous.

Resolution No. 5997 - Regarding Commitment to Community Tariff Changes

MSC Odeen/Morrisette move to approve the resolution. Unanimous.

Resolution No. 5998 - Regarding Renewal Energy Loan Program

MSC Watson/Nordgren move to approve the resolution. Unanimous.

Resolution No. 5999 - Regarding Palpable Errors-2015 Tax Roll

MS Morrisette/Odeen move to approve the resolution. Alderperson Morrisette asked a clarifying question regarding the potential loss of property taxes. City Administrator Simpson said the statute reads that it will be divided among the taxing jurisdictions. City Attorney Weld said the statute reads there needs to be a sharing of the chargebacks. He didn't think the City was in jeopardy of not recovering. There were other questions regarding the assessments. Simpson explained what happened with the palpable errors and talked about the revaluation. Most of the errors were discovered by the City's assessor.

With no other questions, the Mayor asked for a vote on the motion. The resolution passed unanimously.

City Administrator Performance Review Committee

The Mayor asked for two nominations for the committee. **MSC Cronk/Nordgren move to add Comptroller Odeen and President Morrisette to the committee. Unanimous.**

REPORTS:

Administrator's Report

Simpson thanked the Council for its participation in tonight's workshop. He provided some information about upcoming events. He highlighted some new staff members in the report and the infrastructure report card.

Comptroller's Report for December 2015

Comptroller Odeen read the following: Preliminary year end General Fund revenues were \$9,380,594 with expenditures of \$8,773,127 for a net of revenues over expenditures of \$607,467. The majority of the surplus funds are related to cost savings in most departments, and from the Council contingency line item. Additional costs may be allocated to 2015 as final invoices and expenses are received and recorded.

City of River Falls, Wisconsin
January 26, 2016
Page 3

MSC Cronk/Morrisette moved to adjourn the meeting at 7:11 p.m. Unanimous.

Respectfully submitted,

Kristi McKahan,
Deputy City Clerk

MEMORANDUM

TO: Mayor Toland and City Council

FROM: David Keating, Civil Engineer

DATE: February 9, 2016

TITLE: **Resolution Authorizing Award of 69kV Transformer and Switchgear for Power Plant Substation Project**

RECOMMENDED ACTION

Adopt the resolution approving purchase of 69kV Transformer and Switchgear for Power Plant Substation Project.

BACKGROUND

The City has three substations: North Substation, Southfork Substation and the Power Plant Substation. The City's primary substation is the Power Plant Substation, which is located near the former power plant on Winter Street. The equipment in that substation, as well as equipment in the power plant building used to manage power in River Falls, is nearing the end of its useful life. The City included \$3.5 million in its 2015-2019 CIP to replace aging equipment at this substation in 2016. In addition to the City's equipment, Xcel Energy and Dairyland Power have significant resources on site as well. Xcel will be constructing a new building and relocating their equipment concurrent to the work being completed by the City.

Since the City's power plant was decommissioned in 2012, a study has been conducted for a potential future location of the existing substation and related equipment housed in the power plant. It was determined that the substation equipment housed in the power plant will need to be relocated. This will allow for repurposing of the Power Plant building as well as upgrade this major substation.

In the spring of 2016, the City will begin the process of the replacement of the substation transformer, switch gear, feeder exit, and transformer breaker switches. The current transformer and gear have exceeded their expected life.

The project is located at the existing Power Plant as well as the open lot directly north of the existing substation adjacent to the Power Plant. Additionally, this project will extend the existing Xcel Energy easement north from the current substation to allow their portion of the project to occur as well.

PROJECT SCOPE REVIEW

The scope of the project includes the replacement of the existing 69kV equipment, including the bus and line Potential Transformers (PTs) and two (2) circuit breakers, line protection relaying and controls. Additionally, a new 69 kV breaker and power transformer will be installed in the north lot along with a new building, indoor-metal clad switchgear, protection relaying and controls installed. New feeder exit cables will be required for all feeders. Existing controls and relaying will be disconnected and abandoned or demolished as part of this project, as is reconnection of the existing hydro outlet circuit to the new switchgear. As previously mentioned, this project will be coordinated with a similar scope project by Xcel Energy on the same site.



DISCUSSION

Two bid packages have been created to secure the procurement of the long lead time items for this project. The first bid package is for the 69kV transformer. The second bid package is for the new substation switchgear. Each bid was advertised separately; however, we had them both due on December 16, 2015.

Krause Power Engineering created and released hard copies of the bid documents to each interested party in an effort to track plan holders and ensure bid coverage. (A hard copy of each bid package document is available for your review upon request.)

69kV Transformer

For the power transformer bid opening there were nine plan holders, and we received seven bids (see attached bidders tabulation form). These lump sum bids were for a new transformer that equals the capacity of the existing power transformer. This bid structure provides the greatest opportunity to solicit multiple bids and attempt to get a quick comparison of bid ranking. However, for reasons further discussed below, it should be noted that the actual bids recorded on the bid form are not fully indicative of the actual bid results. Additionally, the specifications requested alternate pricing for a mid-sized unit to accommodate provisions for growth, as well as a unit one size larger to see if there were some pricing discounts that could be realized at this time. Although the base bid is for the smaller unit, Krause's recommendation for the City is to pursue the mid-size power transformer.

When purchasing a power transformer, it is important to consider the purchase price and long term energy efficiency (losses), as inexpensive up-front costs typically cost more to operate in the long run. To make a power transformer more efficient (lower cost of ownership) means

more core steel, larger copper winding conductors, and an overall larger unit which requires more insulating oil. All of these factors contribute to a heavier unit, and therefore add transportation and rigging costs to unload the unit resulting in an increased delivered purchase price.

Specification section 002113 – Instructions to Bidders, Article 13 – Basis of Bid; Comparison of Bids, identified to the bidders how the evaluation of bids would be completed. Krause calculated the dollar value of the losses for this bid on a Net Present Value basis using the WPPI Energy rates paid by RFMU. Losses are based on specific utility’s purchased power contract. This is a typical method of evaluation for power transformer bids that Krause Power utilizes. With the loss evaluation formula and the “extras” some bidders had in their bids (delivery/off-loading/assembly) you can see how reading the stated prices at the bid opening was not indicative of the bid results. Additionally, not all bidders could manufacture the mid or large units (Ilgin and PTT) and/or could not meet the delivery schedule (Ilgin).

Of the compliant bids for the mid-sized unit, the bid prices were:

- | | |
|---------------------------|-----------|
| 1. WEG - | \$523,000 |
| 2. Virginia Transformer - | \$572,358 |
| 3. ABB - | \$586,055 |
| 4. CG - | \$626,900 |
| 5. Delta-Star - | \$630,298 |

Of these results, WEG is the calculated low price bidder (\$523,000 purchase price). Virginia Transformer has the next lowest purchase price (\$572,358). The consultant then evaluated the various components of the two lowest bidders. Virginia had several components considered superior to the WEG transformer. Of specific note are condenser bushings (solid core in WG) and galvanized radiators (painted for WEG). Also the Virginia unit has the lowest no-load losses. Additionally, Krause has worked with Virginia Transformer on (2) power transformers in the last 5 years, so he has some familiarity with the company and its products.

Therefore, based on the bid and follow up discussions, staff and Krause Power are recommending the 22.4MVA transformer size and bid from Virginia Transformer be awarded at a price of \$572,358. This recommendation is a result of bid pricing, Krause’s familiarity with Virginia Transformer and their product, and the fact that they are believed to be providing the best value overall.

Substation Switchgear

For the switchgear bid opening, there were eight plan holders and five bids were received (see attached bidders tabulation form). Prices ranged from \$240,356 to \$490,525. Unlike the power transformer bids, there is not a significant amount of loss calculations required for the switchgear, and there were no alternate prices to be considered. The low bidder for this

package, Siemens, was contacted by Krause and their bid was discussed. In this circumstance, the City has received a significant price discount by receiving a bid directly from the manufacturer. Therefore, based on their bid and follow up discussions, staff and Krause Power recommend Siemens Industries be awarded the switchgear at a price of \$240,356.

FINANCIAL CONSIDERATIONS

These purchases are included in the 2015-2019 CIP budget. The budget for the whole project (excluding design) is \$3,500,000, all of which is allocated in 2016 for the construction of the new substation and equipment. The switch gear price of \$240,356 is \$259,644 less than the \$500,000 allocated in the initial budget and the transformer price of \$572,358 is \$127,642 less than the \$700,000 allocated in the initial budget for this project. While these bids came in less than their budgeted amounts, it is important to maintain the overall budget of \$3,500,000 in case other elements of the project come in over their initial budgeted amounts. An updated budget is attached for your reference.

CONCLUSION

Staff recommends approval of the attached resolution authorizing staff to purchase a new 69kV transformer from Virginia Transformer in accordance with their adjusted proposal dated December 15, 2015 in the amount of \$572,358 and new switchgear from Siemens Industries in accordance with their proposal dated December 16, 2015 in the amount of \$240,356.



RESOLUTION NO.

**RESOLUTION AUTHORIZING PURCHASE OF 69KV
TRANSFORMER AND SWITCHGEAR FOR POWER
PLANT SUBSTATION PROJECT**

WHEREAS, the City of River Falls and RFMU have a desire to potentially repurpose the existing Power Plant requiring relocation of substation equipment housed there; and

WHEREAS, RFMU needs to replace the existing substation transformer and related equipment; and

WHEREAS, the project was added to the 2015-2019 CIP for construction in 2016; and

WHEREAS, the 2016 budget contains monies for the purchase of these items; and

WHEREAS, staff and our designer separately requested and received proposals to furnish a 69 kV power transformer and to furnish the specified switchgear for this project; and

WHEREAS, staff and our designer have received multiple proposals, have reviewed all proposals and recommend awarding the switchgear to Siemens Industries for \$240,356 and awarding the power transformer to Virginia Transformer for \$572,358;

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of River Falls hereby approves the purchase of a new 69kV transformer from Virginia Transformer in accordance with their adjusted proposal dated December 15, 2015, in the amount of \$572,358.00 and new switchgear from Siemens Industries in accordance with their proposal dated December 16, 2015, in the amount of \$240,356.00.

Dated this 9th day of February, 2016.

Dan Toland, Mayor

ATTEST:

Lu Ann Hecht, City Clerk



Krause Power Engineering, LLC
2029 County Highway I, Suite 1
Chippewa Falls, WI 54729
TEL 715 577 1369 FAX 715 861 3916
WEB www.krausepowerengineering.com

January 12, 2016

Mr. David Keating
City of River Falls Utilities
222 Lewis Street
River Falls, WI 54022

RE: Power Transformer and Switchgear Bid Evaluation and Recommendations

Dear Mr. Keating:

We have reviewed the bids received at the bid opening held on December 16, 2015, at City Hall.

For the switchgear bid opening there were eight planholders and five bids received. Prices ranged from \$240,356 to \$490,525. Based on their bid and follow up discussions, we are recommending Siemens Industries be awarded the switchgear project at a bid price of \$240,356.

For the power transformer bid opening there were nine planholders and seven bids received. Given we had three (3) size options, bid prices ranged from \$481,800 to \$795,237. Not all bidders supplied bids on all three size options. Based on their bid and follow up discussions, we are recommending the 22.4MVA transformer size and bid from Virginia Transformer be awarded at a price of \$572,358.

After you award the bids we will prepare and execute contracts for both of these items.

If you have any questions on our recommendations, please contact me.

Sincerely,

A handwritten signature in black ink that reads "David Krause". The signature is written in a cursive style.

David Krause, PE

Bidders abulation orms

BIDDER'S TABULATION FORM - 00 43 99

D. J. [Signature]
LuAnn Wecht
Eryn Wecht
Wayne [Signature]

Client's Name: City of River Falls
 Project Number: RFL-15-01.2
 Project Name: Substation Switchgear
 Bid Opening Date/Time: December 16, 2015, at 2:30 p.m. CST

Bidder's Name	Bid Bond (Y/N)	Base Bid
Myers Power Products Inc.	Y	384,446-
Powergrid Solutions, Inc.	Y	490,525-
PowerOne Corp.		
Primus Marketing Group Inc. - ABB	N	410,925-
Pro-Tech Power Sales Inc.		
Schneider Electric		
Siemens Industry	Y	240,356-
Stuart C. Irby		
EATON	Y	411,131-

BIDDER'S TABULATION FORM - 00 43 99

Erin Heath
Kevin West
Wayne Swilley
D.J.G.

Client's Name: City of River Falls
 Project Number: RFL-15-01.1
 Project Name: Substation Power Transformer
 Bid Opening Date/Time: November 20, 2015, at 10:00 a.m. CST
December 16, 2015 at 2:00 p.m. CST

Bidder's Name	Bid Bond (Y/N)	Base Bid
ElectroTech		
Evans, Lipka & Associates		
iSqft		
MC Sales Inc.		
Partner Technologies Inc.	Y	795,237-
Primus Marketing - ARB	Y	537,635-
Pro-Tech Power Sales	Y	563,815-
Virginia Transformer - RESCO	Y	497,760-
WEG Transformers	Y	490,000-
ILGIN Electric	Y	481,800-
C G Power Systems	Y	776,600-

ADD

✓
 ✓
 ✓
 ✓
 ✓
 ✓
 ✓

Updated Project Budget

River Falls Power Plant - Proposed Substation Budget

Revision 2 - January 2016

	<u>Amount</u>	<u>Revised</u>	<u>Comments</u>
Power Plant Distribution Substation			
BP#1			
Power Transformer	\$ 700,000	\$ 572,358	20//37MVA w/LTC
Civil Preparation	\$ 30,000	\$ 30,000	
Flatwork	\$ 100,000	\$ 100,000	GCB, switchgear building, have transformer oil containment
Drilled Piers	\$ 30,000	\$ 30,000	T Stands
Sub Breakers	\$ 140,000	\$ 140,000	1 69kV GCB, 1 C/S or 2nd GCB?
69kV bus switches	\$ 40,000	\$ 40,000	not part of original plan, part of this is payment to Xcel
Structural Steel	\$ 30,000	\$ 30,000	T stands/switch stand
BP#2			
Switchgear	\$ 500,000	\$ 240,356	10 bays at 50 ea (main, tie, 5 feeders, hydro bkr, metering, stn service)
Control House	\$ 450,000	\$ 450,000	integral to switchgear building inside existing fenced area, need to define separation requirements from Power Plant Building
Fence/Firewalls	\$ 25,000	\$ 25,000	terminations, cable, bus, fittings, conductor, control cables
Materials	\$ 80,000	\$ 80,000	
Substation Labor	\$ 280,000	\$ 280,000	
Ground Grid	\$ 10,000	\$ 10,000	taps and connections only
Battery System	\$ 30,000	\$ 30,000	
Metering	\$ 5,000	\$ 5,000	WPPI Energy and/or Xcel
Control Cable	\$ 35,000	\$ 35,000	
Relay Panels	\$ 250,000	\$ 250,000	5 panels (TX, Bus/Gen, SCADA, 2 Feeders)
Demolition/Removal/Disposal	\$ 25,000	\$ 25,000	assumes mostly RFMU internal labor at \$0
Underground Feeder Exits	\$ 200,000	\$ 200,000	5 exits, RFMU labor, impacts of West Industrial Park???
Civil Rerouting - Existing Facilities	\$ 30,000	\$ 30,000	need refined estimate
East Perimeter Screening	\$ 100,000	\$ 100,000	
Testing and Commissioning	\$ 75,000	\$ 75,000	
Subtotal	\$ 3,165,000	\$ 2,777,714	
Contingencies	4.74% \$ 150,000	\$ 150,000	Calculated contingency
Substation Subtotal	\$ 3,315,000	\$ 2,927,714	
69kV Substation Rework			
Relay Panel	\$ 150,000	\$ 150,000	two line panels, 1 bus dif panel
Sub Breakers	\$ 140,000	\$ 140,000	use existing pads and disconnects, need MR CT's for balancing area
Substation Labor	\$ 50,000	\$ 50,000	
Disposal	\$ 15,000	\$ 15,000	
Instrument Transformers	\$ 30,000	\$ 30,000	
Subtotal	\$ 385,000	\$ 385,000	
Contingencies	6.49% \$ 25,000	\$ 25,000	Calculated contingency
69kV Subtotal	\$ 410,000	\$ 410,000	
Total Construction Amount	\$ 3,725,000	\$ 3,337,714	

MEMORANDUM

TO: Mayor Toland and City Council

FROM: Raymond French, Management Analyst

DATE: February 9, 2016

TITLE: **Resolution In Support of Bill to End Adverse Possession Claims Against Public Lands**

RECOMMENDED ACTION

Adopt the resolution in support of Wisconsin Assembly Bill 459/Senate Bill 314 to end adverse possession claims against public lands.

BACKGROUND

Adverse possession is a long-standing legal doctrine that allows a person occupying another's land to obtain title to that land if certain requirements are met. In general, such an action is not allowable against the property of the United States or of most other States or their political subdivisions.

Wisconsin law on this subject is established in [Wis. Stat. §893.29](#), which states that adverse possession against the state or its political subdivisions may occur if the adverse possession continues uninterrupted for more than 20 years and is based upon a continuously maintained fence line that has been mutually agreed upon by the current land owners. This law also allows prescriptive easements for continued use in public rights-of-way.

From when the law was last changed, beginning on April 29, 2018, adverse possession claims can be made against most public lands, including roads, if the claim is founded on a "continuously maintained fence line which has been mutually agreed upon." Courts have found that routine government operations, such as mowing and maintenance adjust to a fence line can constitute "mutual agreement". Hedge lines, retaining walls, out buildings, and sheds could also be found to be "fence lines" for the purpose of adverse possession claims.

This is an important issue for City officials to be aware of, particularly given the date at which these adverse possession claims will ripen. At that time, the City of River Falls could be open to adverse possession claims in public rights-of-way and along the border of City-owned lands, such as parks. A misplaced outbuilding, fence, or row of bushes maintained by the private property owner, even with the best of intentions, could put these public lands at risk.

To preserve the public's parks and roadways, local governments around the state would be forced to identify and remove property owners' encroachments, even if the encroachment poses no immediate threat to the public's use of the land. The cost to survey and identify these encroachments on all of the City's lands would be significant and would impose a burden on both the City and property owners.

DISCUSSION

To address this issue, Assembly Bill 459 ([AB 459](#)) and Senate Bill 314 ([SB 314](#)) have been introduced to prohibit adverse possession and prescriptive easements against real property owned by the state or a political subdivision. These companion bills also apply the prohibition retroactively to adverse possession or use that began before the effective date of the bill, but not to a person who has obtained title to or an interest in the real property already under the existing statute. An amendment adopted as part of both bills also prohibits adverse possession of private property by state or political subdivisions.

SB 314 passed the Senate by voice vote on January 12, 2016 and was referred to the Assembly for consideration. The Assembly companion bill, AB 459, was approved by Committee and is also available for Assembly consideration.

To encourage adoption of AB 459/SB 314 by the State Assembly and Governor Walker's signature on the bill, staff recommends the City Council adopt the attached resolution in support of this bill to end adverse possession of public lands. If the resolution is adopted, it will be sent to Governor Walker, Legislative leaders in both State houses, and the City's State Legislative delegation.

FINANCIAL CONSIDERATIONS

If adverse possession of public lands is not prohibited, there could be significant costs to the City for identifying encroachments of public lands, surveying, and working with property owners to address the issues.

CONCLUSION

Adoption of the resolution in support of the bill to end adverse possession of public lands is recommended.



RESOLUTION NO.

**RESOLUTION IN SUPPORT OF BILL TO END
ADVERSE POSSESSION CLAIMS AGAINST PUBLIC LANDS**

WHEREAS, adverse possession is a long-standing legal doctrine that allows a person occupying another's land to obtain title to that land if certain requirements are met, and is not allowable against the property of the United States or of most other States; and

WHEREAS, unless the current laws change in Wisconsin, on April 29, 2018, adverse possession claims can be made against most public lands, including roads, if the claim is founded on a "continuously maintained fence line which has been mutually agreed upon"; and

WHEREAS, courts have found that routine governments actions, such as mowing and maintenance adjacent to a fence line can constitute "mutual agreement"; and

WHEREAS, hedge lines, retaining walls, out buildings and sheds could likely be found to be "fence lines" for the purpose of claiming adverse possession; and

WHEREAS, to preserve the public's parks and roadways governmental agencies will be forced to identify and remove property owners' encroachments, even if the encroachment poses no immediate threat to the public's use of the land; and

WHEREAS, the cost just to survey and identify encroachments on all public lands is enormous, would need to be repeated regularly to identify new encroachments, and would be burdensome both for governmental entities and property owners;

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of River Falls hereby supports the adoption of Wisconsin Assembly Bill 459 and Senate Bill 314, which, in line with the vast majority of other states, will end most adverse possession claims against public lands.

Dated this 9th day of February, 2016.

Dan Toland, Mayor

ATTEST:

Lu Ann Hecht, City Clerk

MEMORANDUM

TO: Mayor Toland and City Council

FROM: Raymond French, Management Analyst

DATE: February 9, 2016

TITLE: Strategic Plan Update

BACKGROUND

The City Council adopted the City of River Falls' first strategic plan on December 9, 2014. It was developed by evaluating the state of the City by the City Council and executive team. The Strategic Plan is a useful guide for developing future work plans, the investment of resources, and the energy of leadership.

Throughout the last year, staff and departments began incorporating the goals and initiatives of the Plan into their daily operations, and using it as a framework to guide strategic activities. Updates were provided to the City Council for the 1st and 3rd quarters of 2015, and in the 2nd quarter the Council adopted the 2015-2017 Administration's Major Work Plan, which highlighted projects that align with the Council's identified strategic initiatives and goals.

DISCUSSION

Attached is a report for the 4th quarter of 2015 that details the City's progress toward achieving the goals of the Strategic Plan and adopted Work Plan. It also acts as sort of year-in-review for a few of the initiatives that can best be understood on an annual basis. Included in the report is a Strategic Plan Scorecard that highlights the strategic initiatives, key outcome indicators, and the status of the City of meeting the target. Following that is a detailed page for each initiative that goes into greater depth for the supporting activities and measures.

Updated Measures and Targets

As City staff work toward achieving the goals of the Council, some measures and targets continue to be refined to provide a greater value in the evaluation of our progress.

Maintaining Vibrant Business-type Activities (Pages 10-11): The City's business funds operate in different environments from each other and face different sets of challenges and opportunities. They are also managed differently, with the electric and water funds regulated by the Wisconsin Public Service Commission. In order to provide a more accurate picture of the fiscal health of these funds, the net take-down ("profit margin") target was lowered from its private

sector level to one that more accurately reflects business activities in the public sector. The measure of cash-on-hand was also added to highlight the cash reserves in each fund. Lastly, additional ratios were provided for the electric fund, with targets from the American Public Power Association, to provide context for important measures of an electric fund's health.

Maintaining High Resident Satisfaction in the City's Customer Service (Page 14): The target for survey respondents having contact with City employees in the last 12 months was removed because that measure more reflects whether the ratings for customer service can be compared across years.

Identifying Private Sector Commercial Land Development Partners (Page 15): After considering how assessed and equalized values are prepared and may fluctuate annually, staff understands that the goal of this initiative is really to capture the building construction activity occurring each year. The measure and target for this initiative were updated to more accurately gauge whether the City is on track for meeting its construction goals as forecast in the Fiscal Plan.

Encouraging Job Growth (page 16): Discussion among the Council regarding this topic's key outcome indicator, measure, and target provided the direction to staff to focus on the "encouraging" part of the initiative. Staff is developing a better prospect management system for tracking efforts at encouraging job growth, including the other complimentary initiatives the support a positive economic outlook.

Developing the Sterling Ponds Corporate Park (page 17): The target for this measure was more specifically identified in accordance the final Project Plan for Tax Increment District #10. The project plan contemplates \$22,000,000 of value added between 2015 and 2024, with \$2,000,000 of commercial/industrial value added in each year.

Cultivating a Sustainable Community (page 23): This was an area of improvement noted in the 3rd Quarter Update report. Staff has provided an alternative framework for showing the progress of the City towards the vision of a sustainable community. It highlights important facets of the City not incorporated elsewhere in the Strategic Plan.

Monitoring Infrastructure Condition (page 24):

Since the 3rd Quarter Update, the City Council participated in a workshop on infrastructure condition that reviewed the different assets with ratings and how they were developed. Discussion centered on desired ratings for each of these areas in the context of the costs and implications for rating levels. This resulted in the established target included in the report.

CONCLUSION

City leadership and staff welcome any feedback you have on this report and our progress. We will continue to strive to achieve the goals of the City Council through the Strategic Plan and adopted Work Plan.



CITY OF RIVER FALLS, WI

Dan Toland, Mayor

STRATEGIC PLAN QUARTERLY UPDATE

4th Quarter, 2015

Presented February 9, 2016

TABLE OF CONTENTS

TABLE OF CONTENTS.....	2
CITY OF RIVER FALLS STRATEGIC PLAN	3
2015-2017 ADMINISTRATION’S MAJOR WORK PLAN.....	4
STRATEGIC PLAN SCORECARD	5
STRATEGIC PLAN IMPLEMENTATION	7
Finance – Ensuring Financial Sustainability.....	7
Preparing for Financial Contingencies.....	7
Maintaining Diverse Revenue Sources.....	8
Maintaining an Excellent Credit Rating	9
Maintaining Vibrant Business-type Activities.....	10
Operations – Consistently Delivering Quality Municipal Services	12
Maintaining a High Performance Workforce	12
Maintaining High Resident Satisfaction of Life in River Falls	13
Maintaining High Resident Satisfaction in the City’s Customer Service.....	14
Managed Growth – Promoting Economic Vitality	15
Identifying Private Sector Commercial Land Development Partners.....	15
Encouraging Job Growth	16
Developing the Sterling Ponds Corporate Park	17
Developing the Regional Business Incubator	18
Securing Future Growth Opportunities (Boundary Agreements).....	19
Gathering Places & Spaces – Connecting Community Members	20
Positioning our Parks for the Future	20
Enhancing the Kinnickinnic River Corridor.....	21
Sustainability – Considering Future Generations	22
Leading by Example in Energy Sustainability.....	22
Cultivating a Sustainable Community	23
Monitoring Infrastructure Condition.....	24
Developing an Affordable Package of Services	25

CITY OF RIVER FALLS STRATEGIC PLAN

Throughout 2014, the City Council and executive team engaged in retreats, workshops, and individual conversations with the City Administrator to evaluate the state of the City and develop a strategic plan. The Strategic Plan adopted on December 9, 2014 was developed through that process and will be a guide for future work plans, investment of resources, and energy of leadership.

Adopted Goals & Strategic Initiatives:

- **Finance – Ensuring Financial Sustainability**
 - Preparing for Financial Contingencies
 - Maintaining Diverse Revenue Sources
 - Maintaining an Excellent Credit Rating
 - Maintaining Vibrant Business-type Activities
- **Operations – Consistently Delivering Quality Municipal Services**
 - Maintaining a High Performance Workforce
 - Maintaining High Resident Satisfaction of Life in River Falls
 - Maintaining High Resident Satisfaction in the City’s Customer Service
- **Managed Growth – Promoting Economic Vitality**
 - Identifying Private Sector Commercial Land Development Partners
 - Encouraging Job Growth
 - Developing the Sterling Ponds Corporate Park
 - Developing the Regional Business Incubator
 - Securing Future Growth Opportunities (Boundary Agreements)
- **Gathering Places & Spaces – Connecting Community Members**
 - Positioning our Parks for the Future
 - Enhancing the Kinnickinnic River Corridor
- **Sustainability – Considering Future Generations**
 - Cultivating a Sustainable Community
 - Leading by Example in Energy Sustainability
 - Monitoring Infrastructure Condition
 - Delivering an Affordable Package of Services

2015-2017 ADMINISTRATION'S MAJOR WORK PLAN

The 2015-2017 Administration's Major Work Plan was adopted by the City Council on July 28, 2015. The projects identified through the work plan process are aligned with the Strategic Plan and directly support the strategic initiatives adopted by the City Council.

Finance – Ensuring Financial Stability

- Review Fiscal Plan
- Create Business Plan for Electric Utility
- Create Business Plan for Water Utility

Operations – Consistently Delivering Quality Municipal Services

- Develop 2020 Organization Plan
- Conduct Citizen Survey & Evaluate Results
- Evaluate City Hall Front End Configuration Options

Managed Growth – Promote Economic Vitality

- Complete STH 35 North Commercial Sector Study
- Develop Study for Future Land Uses on South Main
- Consider TID for Undeveloped/Underdeveloped River Falls Industrial Park
- Marketing Plan for Sterling Ponds Corporate Park
- Develop Business Incubation Strategy with Partners
- Cooperative Boundary Agreement with Town of Kinnickinnic

Gathering Places & Spaces – Connecting Community Members

- Phasing & Implementation Plan for Glen Park Improvements
- Phasing & Implementation Plan for Hoffman Park Improvements
- Begin Development of Kinnickinnic River Corridor Plan

Sustainability – Considering Future Generations

- Develop and Implement Plan to Increase Participation in Green Energy Purchases
- Assist UWRF with Falcon Center and Rodli Hall Projects to Impact Sustainability Measures Included in New Facilities
- Complete Main Electric Substation Reconstruction Project
- Complete Wastewater Plant Improvements
- Evaluate Recreation Fees – Set Policy on Revenue Recovery/Affordability

STRATEGIC PLAN SCORECARD

Strategic Initiative	Key Outcome Indicator	4 th Quarter Status
Finance – Ensuring Financial Sustainability		
Preparing for Financial Contingencies	Unassigned General Fund Reserves	48% as of December 31, 2015
Maintaining Diverse Revenue Sources	Support the General Fund with Revenues from Local Sources	69% of revenues from local sources
Maintaining an Excellent Credit Rating	General Obligation Bond Rating	Aa2 General Obligation Bond Rating
Maintaining Vibrant Business-type Activities	Performance Index of Financial Ratios for Enterprise Funds	Operating Ratio: 2 of 3 funds at target Net Take Down: 3 of 4 funds at target Debt Ratio: 5 of 5 funds at target Cash on Hand: 5 of 5 funds at target
Operations – Consistently Delivering Quality Municipal Services		
Maintaining a High Performance Workforce	Investments in Training and Development	Exceeded 2015 goal of 1,029 hours with a total of 1,121 training hours.
Maintaining High Resident Satisfaction of Life in River Falls	Citizen Survey Composite Index of Resident Satisfaction	2015 Citizen Survey ratings for overall community quality and recommending the community met or exceeded targets and 2013 results.
Maintaining High Resident Satisfaction in the City's Customer Service	Citizen Survey Composite Index of Resident Satisfaction	2015 Citizen Survey ratings of customer service met the target.
Managed Growth – Promoting Economic Vitality		
Identifying Private Sector Commercial Land Development Partners	Value of Developed Commercial and Industrial Property	The total value for commercial/industrial permits in 2015 was \$4,251,127. The total value for residential permits in 2015 was \$10,296,009.
Encouraging Job Growth	<i>KOI Being Developed</i>	There is over 80 acres of vacant land in the City's three business parks. There is interest from multiple business prospects for lots in each of the three business parks.
Developing the Sterling Ponds Corporate Park	Taxable Property Value Added within the Park	There has been significant interest in the Sterling Ponds Corporate Park and discussions are continuing with business leaders and developers in the region. One site has been selected as the location for the future St. Croix Valley Business Incubator.
Developing the Regional Business Incubator	Continuing Development of the Incubator	The regional partners were awarded the Investments for Public Works and Economic Assistance grant by US EDA in September, 2015. The partners are planning for the construction and creation of the St. Croix Valley Business Incubator in the Sterling Ponds Corporate Park.
Securing Future Growth Opportunities (Boundary Agreements)	Growth Areas included in Boundary Agreements	Discussions with representatives from the Town of Kinnickinnic are ongoing and a draft plan is under review. The parties have come to an understanding of the concerns to be addressed.

Strategic Initiative	Key Outcome Indicator	4 th Quarter Status
Gathering Places & Spaces – Connecting Community Members		
Positioning our Parks for the future	Glen and Hoffman Park Master Plans Complete with Funding Plan	Staff is reviewing the phasing and implementation plans for land use provided in the adopted Park Plans. Staff will then provide recommendations for the timing of projects to be included in the Capital Improvement Plan.
Enhancing the Kinnickinnic River Corridor	Plan of Action Approved on Developing Kinnickinnic River Corridor Plan	Preliminary results from the sediment analysis are positive and are under review by the Wisconsin Department of Natural Resources. Comments from the DNR will be incorporated into the final report and presented to Council in March, 2016. The recreation use survey data is being finalized and compiled into a report, which will also be available in March.
Sustainability – Considering Future Generations		
Leading by Example in Energy Sustainability	Maintaining State and National Rankings	1) Currently #2 in the State, #10 in the Nation, for Customer Participation in Green Power Purchases at 8.01% 2) Currently #5 in the Nation for Green Power Sales as a Percentage of Total Retail sales at 8.14% 3) Annual awards being maintained and rankings preserved.
Cultivating a Sustainable Community	Numerous Private and Public Efforts and Initiatives	17 projects in progress in new sustainability framework, by (1) Arts; (2) Conservation; (3) Health, Transportation, and Safety; and (4) Education
Monitoring Infrastructure Condition	Infrastructure Composite Index Rating	The City's overall infrastructure rating is a C. Individual ratings include: <ul style="list-style-type: none"> • Alleys = D rating • Bridges = A rating • Paved Trails = B rating • Public Parking Lots = C rating • Stormwater Inlets & Manholes = C rating • Streets = C rating • Street Lighting = C rating • Street Signs = D rating
Delivering an Affordable Package of Services	Maintaining Affordability for Residents	For 2015, the preliminary data show that for a median household, the percent of income on city services and recreation is 5.29%.

STRATEGIC PLAN IMPLEMENTATION

Finance – Ensuring Financial Sustainability

Strategic Initiative	Key Outcome Indicator	Measure	Target
Preparing for Financial Contingencies	Unassigned General Fund Reserves	Unassigned General Fund Reserves as a Percentage of Annual Operating Expenses	50% of General Fund per the Fiscal Plan
<p>Description</p> <p>The City has established a contingency expenditure appropriation in the General fund operating budget to provide for unanticipated expenditures of a non-recurring nature. This contingency amount will be equal to 1/2 percent of the General fund budgeted expenditures. This appropriation, if unused, will be considered part of the City’s unreserved, undesignated fund balance.</p> <p>In addition, the City will maintain a working capital reserve of 50 percent of the General fund operating budget to provide funds for reasonable cash flow needs. This reserve will also be used when the City encounters unforeseen emergencies, such as storms, floods, severe unexpected increases in service costs or decrease in revenue, or other situations that are determined to be an emergency by the City Council.</p> <p>Staff continuously monitors departmental activities and budgeted revenues for deviations from the anticipated budgeted amounts.</p>			
<p>Current Status</p> <p>General fund reserves at 48% of annual operating expenses as of December 31, 2015.</p>			
<p>Work Plan Activities:</p> <ul style="list-style-type: none"> • Review Fiscal Plan <ul style="list-style-type: none"> ○ The 2014-2019 Plan will be reviewed following the 2016 audit in preparation for developing and presenting the 2017-2021 Fiscal Plan to the Council. 			

Strategic Initiative	Key Outcome Indicator	Measure	Target
Maintaining Diverse Revenue Sources	Support the General Fund with Revenues from Local Sources	Percent of Locally Controlled Revenues for Operating Expenses	70% from Locally Controlled Sources

Description

The 2015 budget for the General fund included approximately 33 percent of the City’s annual revenues from other sources, particularly the State of Wisconsin, Pierce and St. Croix counties, area towns, and other municipalities. This is a potential financial weakness that could disrupt operations should funding be reduced or eliminated. Staff will continue to review opportunities for revenue sources that can be controlled and maintained by the City.

The majority of the City’s intergovernmental revenue for the General fund is from the State of Wisconsin. State Shared Revenue has been declining since its peak in 2002, with program cuts of approximately \$200,000 made in 2012. The fiscal plan includes a minor continuation of these reductions, with a one percent reduction in shared revenues each year. This reduction will decrease shared revenue from 25 to 18 percent of total revenues by 2020. Reducing the City’s reliance on external revenue sources will provide additional stability, should additional major reductions to Shared Revenues occur in future years.

Transportation aids from the State of Wisconsin have been a steady revenue stream of approximately \$550,000 per year to fund street maintenance activities. No reductions in this funding are anticipated, but as revenues are tied directly to expenditures, road maintenance would be the sole activity affected negatively by an unanticipated reduction.

Although not affecting the General fund, the River Falls Public Library receives funding under the Act 150 program, which requires counties to pay a minimum of 70 percent funding of operating costs for local libraries. St. Croix County has increased their contribution to 100 percent of operating costs, Pierce County contributes 70 percent, and the Hudson Area Library has discontinued its payments to River Falls.

Current Status

Preliminary Year-to-Date revenues for the General fund through the 4th quarter totaled \$9,374,615, of which 69% was from local sources. The 31% from outside sources came mainly from the State of Wisconsin in shared revenues, fire aid, and services to state facilities. The 2015 budget estimated 67% from local sources.

Work Plan Activities:

- None Adopted

Other Supporting Activities:

- The City recently received its first franchise fee from Baldwin Telecom. Staff is exploring additional options to generate revenue locally through broadband services.

Strategic Initiative	Key Outcome Indicator	Measure	Target
Maintaining an Excellent Credit Rating	General Obligation Bond Rating	General Obligation Bond Rating	Maintain Current Aa2 Rating
<p>Description</p> <p>The City of River Falls issues debt on an as-needed basis. Financing of capital equipment or projects with short term debt (5 years or less) is generally undertaken annually, and longer duration bonds (10 to 20 years) are usually brought forward every two to three years. The City has approximately \$18 million in outstanding general obligation debt, of which \$9 million is paid from non-tax revenues, such as tax increment revenues, sewer, water, and stormwater fees. The City has approximately \$6 million in outstanding revenue debt.</p> <p>Repayment of general obligation debt is a promise from the municipality to the bond holders that the debt will be repaid by using the tax levy if necessary. The debt levy can become a significant percentage of the City’s annual tax levy, which hinders the ability to use levy dollars for operations. In order to maintain flexibility, annual tax supported debt service costs are maintained at less than 20 percent of the total levy.</p> <p>Additional general obligation debt is not planned for 2016; however, the rating agencies will be updated with the results of the 2015 audit.</p>			
<p>Current Status</p> <p>City maintained the current Aa2 rating as of the end of the 4th quarter.</p>			
<p>Work Plan Activities:</p> <ul style="list-style-type: none"> • None Adopted <p>Other Supporting Activities:</p> <ul style="list-style-type: none"> • Staff will be reviewing the updated methodology for evaluating municipal bonds and considering how to better position the City for its next general obligation rating opportunity, which is likely to occur in 2017. 			



Strategic Initiative	Key Outcome Indicator	Measure	Target
Maintaining Vibrant Business-type Activities	Performance Index of Financial Ratios for Enterprise Funds	Operating Ratio, Net Take-Down, and Debt Ratios for the five enterprise funds	Operating Ratio: < 75% Net Take-Down: > 20% Debt Ratio: < 35% Cash on Hand: > 150

Description

The City operates five business-type activities, including electric, water, wastewater, and storm water utilities, as well as the River Falls Ambulance Service. The funds are operated on a full accrual basis in compliance with generally accepted accounting principles, and the electric and water funds are reported annually to the Wisconsin Public Service Commission.

In order to monitor the financial health of these funds, standardized performance ratios have been adopted as indicators and include:

- Operating Ratio – This financial ratio measures the portion of revenue applied to operating expenses. A smaller ratio signifies the fund’s ability to generate profit if revenues decline.
- Net Take-Down (so-called “profit margin” in private sector) – This ratio measures how much of every dollar of sales is kept in earnings. The higher the cost to operate a business without the capability to increase revenues will lower this margin, as will unpredictable variable costs. *The target was modified from 40% to 20% to better reflect public sector business fund management.*
- Debt Ratio – This ratio measures how much of a company’s assets could be claimed by liabilities. Lower values of assets to liabilities are favorable.
- Cash on Hand – This ratio measures the number of days of unrestricted cash and investments are available to cover operating expenses (excluding depreciation).

Additional ratios are provided for the Electric fund to better show the fiscal state of the fund. These measures were taken from the American Public Power Association recommendations.

- Revenue per kWh – This is a calculation of electric sales revenue per kWh
- Purchased Power Cost per kWh – This ratio will track the ongoing cost of purchased power per kWh sold.

The performance ratios are a snapshot on the progress of the funds and do not provide an assessment of the whole fund. For example, significant capital expenses can impact the operating and take-down ratios, and there are additional revenue sources for each fund in addition to operating revenue.

Current Status

The 4th Quarter status of the funds’ performance ratios shows that there are some areas in need of improvement.

A change in the target for the net take down ration is recommended, and a separate target is needed for the regulated electric and water funds in order to properly monitor their performance. In addition, monitoring the balance of cash on hand for the proprietary funds will provide supplementary information on trends in financial condition.

The following chart on the following page includes the recommended ratios and targets going forward:

	Water	Wastewater	Stormwater	Ambulance	Electric	Target
Operating Ratio	N/A	77%	68%	74%	N/A	< 75%
Net Take-Down	8%	22%	32%	21%	N/A	> 20%
Debt Ratio	13%	25%	4%	4%	5%	< 35%
Cash on Hand	591	639	358	345	226	> 150
Revenue per kWh					\$0.11	> \$0.10
Purchased Power Cost per kWh					\$0.08	< \$0.10

Work Plan Activities:

- Create a Business Plan for Electric Utility
 - This will take place throughout 2016 in conjunction with a review of rates. The WPPI buyout of the capacity agreement for the power plant ends in 2015 and amortization of expenses related to the closing of the power plant end in 2016. Reviewing the rates and creating the business plan in 2016 will likely lead to a readjustment of rates for 2017.
- Create a Business Plan for Water Utility
 - This will take place throughout 2016; however, to create the business plan for water will require resolution of rate case currently under review by the Public Service Commission.

Operations – Consistently Delivering Quality Municipal Services

Strategic Initiative	Key Outcome Indicator	Measure	Target
Maintaining a High Performance Workforce	Investments in Training and Development	Training & Development Activities as a percentage of Total Hours	0.5% Annually (10.5 hours per year per full-time employee)
<p>Description</p> <p>In 2015, the City devoted significant resources towards training and development activities for employees. Dedicated programs for the year include the Leadership Development Program, Safety Compliance Training, and other technical trainings. Staff is continuing to evaluate how best to collect training data from departments for employee conferences. However, without that data, the City exceeded the goal for 2015.</p> <p>The Leadership Development Program was an intensive management training program facilitated by Lumin Advantage, based in Minnesota. 22 employees, along with participating staff from New Richmond and Prescott, were split into two cohorts and met once per month for ten months. The program was designed to enhance the management skills of those in leadership positions throughout the City. A shortened program began in late 2015 for newly hired supervisors.</p> <p>Training and Development activities are supported by an internal committee of staff and supervisors from representative departments. They organize training opportunities based on need and coordinate other trainings through the Municipal Electric Utilities of Wisconsin (MEUW) Safety Coordinator, Chippewa Valley Technical College (CVTC), and other City staff.</p>			
<p>Current Status</p> <p>The target for training and development activities as a percentage of total hours is 0.5% annually, or 10.5 hours per year per full-time employee. There are 98 full-time employees.</p> <ul style="list-style-type: none"> • Leadership Development Program: There were 40 hours of training for an average 20 employees, totaling 800 hours. • Microsoft Office Training (through CVTC): 15 employees and 19 employees attended two three-hour trainings for Microsoft Outlook, totaling 102 hours. • Safety Compliance Training: The City’s contracted Safety Coordinator through MEUW provided 1.5 hours of safety manual training for 98 employees, totaling 147 hours. • Identity Theft Training: The River Falls Police Department provided this 1 hour training to approximately 20 employees, totaling 20 hours. • Supervisory Leadership Training: 4 hours of training for 13 employees, totaling 52 hours. <p>Total training hours for 2015 = 1,121; Annual target = 1,029</p>			
<p>Work Plan Activities:</p> <ul style="list-style-type: none"> • Develop 2020 Organizational Plan <ul style="list-style-type: none"> ○ The City Administrator is continuing to work with the Executive Team on how best to meet the City’s future organizational needs. In 2015, there were retirements in key areas of the City, resulting in opportunities to realign some of Operations and Utilities. 2016 will focus on continued development of the Organizational Plan and efficient alignment of key service areas. 			

Strategic Initiative	Key Outcome Indicator	Measure	Target
Maintaining High Resident Satisfaction of Life in River Falls	Citizen Survey Composite Index of Resident Satisfaction	Composite Index Scores for Overall Community Quality and Recommending the Community	85% positive for a rating of overall community quality 90% positive for how likely a survey respondent is to recommend living in River Falls.
<p>Description</p> <p>For every two years starting in 2013, the City has partnered with the National Research Center to conduct a comprehensive citizen survey. The National Citizen Survey has been used in jurisdictions all across the county since 2001 to assess residents' opinions of municipal services.</p> <p>Overall quality of community life may be the single best indicator of success in providing the natural ambience, services and amenities that make for an attractive community. In 2013, the National Citizen Survey contained many questions related to quality of community life in the City of River Falls – not only direct questions about quality of life overall and in neighborhoods, but questions to measure residents’ commitment to the City of River Falls. Residents were asked if they would recommend the City of River Falls to someone who asked. This measure provides evidence that the City of River Falls offers services and amenities that work.</p> <p>The 2015 City of River Falls Citizen Survey was conducted throughout the month of June. A representative sample of 1,400 households were randomly selected to participate in the process. For more information on the Citizen Survey, please see our website at http://www.rfcity.org/citizensurvey.</p>			
Current Status			
	2013	2015	Target
Overall Community Quality	88% positive	90% positive	85% positive
Recommend living in River Falls to someone who asks	89% positive	94% positive	90% positive
Work Plan Activities:			
<ul style="list-style-type: none"> • Conduct Citizen Survey & Evaluate Results <ul style="list-style-type: none"> ○ The 2015 Citizen Survey has been conducted and the results presented to Council on September 8, 2015. Staff continues to evaluate that information in consideration of opportunities to further improve city services and the city’s overall quality of life. 			

Strategic Initiative	Key Outcome Indicator	Measure	Target
Maintaining High Resident Satisfaction in the City's Customer Service	Citizen Survey Composite Index of Resident Satisfaction	Composite Index Scores for City Employee Knowledge, Responsiveness, Courteousness, and Overall Impression	85% positive for ratings of customer service by those respondents.
<p>Description</p> <p>For every two years starting in 2013, the City has partnered with the National Research Center to conduct a comprehensive citizen survey. The National Citizen Survey has been used in jurisdictions all across the county since 2001 to assess residents' opinions of municipal services.</p> <p>The employees of the City of River Falls who interact with the public create the first impression that most residents have of the City. Direct service staff that provide information, assist with bill paying, clean public places, fight fires and crime, and even give traffic tickets, is the collective face of the City of River Falls. As such, it is important to know about residents' experience talking with that "face." When employees appear to be knowledgeable, responsive and courteous, residents are more likely to feel that any needs or problems may be solved through positive and productive interactions with the City of River Falls staff. Ratings of customer service are comparable across years because, from 2013 to 2015, survey respondents consistently reported having contact with City employees in the last 12 months at 61% and 60%, respectively.</p> <p>The 2015 City of River Falls Citizen Survey was conducted throughout the month of June. A representative sample of 1,400 households was randomly selected to participate in the process. For more information on the Citizen Survey, please see our website at http://www.rfcity.org/citizensurvey.</p>			
Current Status			
Ratings of employee knowledge, responsiveness, courteousness, and overall impression	2013	2015	Target
	88% positive	85% positive	85% positive
Work Plan Activities:			
<ul style="list-style-type: none"> • Evaluate City Hall Front End Configuration Options <ul style="list-style-type: none"> ○ Discussions among key staff have begun. Planning and design is expected to begin in 2016. 			

Managed Growth – Promoting Economic Vitality

Strategic Initiative	Key Outcome Indicator	Measure	Target
Identifying Private Sector Commercial Land Development Partners	Value of Developed Commercial and Industrial Property	Total Commercial/Industrial and Residential Permit Values	Add \$3 Million/Year Commercial Permits Add \$6 Million/Year Residential Permits
<p>Description</p> <p>For the continued success and growth of the community, the City Council has prioritized identifying private sector commercial land development partners. This can be accomplished by actively engaging with the business community through the Chamber of Commerce, UW-River Falls business initiatives, and economic development organizations.</p> <p>The focus of this initiative was changed from measuring assessed or equalized values to the permit values for new construction and alterations, both for commercial/industrial and residential permits. Assessed values in Wisconsin are modified through an equalization formula, which includes a measure of net new construction. However, there is little that a City can do to impact those numbers from year to year.</p> <p>What truly matters to a community is the building construction activity that is occurring each year. The City can effectively work with partners to manage building construction by having building permit processes that are easy to navigate and not overly burdensome. The City of River Falls takes pride in being a business-friendly and welcoming community.</p> <p>The City’s fiscal plan estimates approximately 1-2% growth per year in property values, which is approximately \$8-9 million per year. In each building sector, this creates a target of adding \$3 million per year in commercial/industrial permits and \$6 million per year in residential permits.</p>			
<p>Current Status</p> <p>At the end of the 4th quarter of 2015, commercial/industrial building permit values totaled \$2,933,746 for alterations and additions, and \$1,317,381 for new commercial/industrial building construction. The total value for commercial/industrial permits in 2015 was \$4,251,127.</p> <p>At the same time, residential building permit values totaled \$962,809 for alterations and additions, and \$9,333,200 for new residential building construction. The total value for residential permits in 2015 was \$10,296,009.</p>			
<p>Work Plan Activities:</p> <ul style="list-style-type: none"> • Complete STH 35 North Commercial Sector Plan – on hold, will resume later in 2016 <ul style="list-style-type: none"> ○ Staff is reviewing the existing conditions assessment of the area. • Develop Plan for Future Land Uses on South Main – ongoing <ul style="list-style-type: none"> ○ Staff has had two workshops with the Plan Commission in which they reviewed existing conditions and outlined planning sections along South Main Street. 			

Strategic Initiative	Key Outcome Indicator	Measure	Target
Encouraging Job Growth	<i>In Development</i>	<i>In Development</i>	<i>In Development</i>
<p>Description</p> <p>Another strategic priority for the City of River Falls is to encourage growth in well-paying jobs for its citizens. This can be done by working with regional entrepreneurs, existing businesses, and the development community to ensure River Falls is an attractive place to live, work, and play. Adding new jobs above the median salary is a key driver to measure because that is the kind of economic growth that can move the community forward.</p> <p>The growth of well-paying jobs in the City of River Falls can often be seen through the development of vacant commercial/industrial park land. The City is currently home to three major business parks, as detailed on our website. They are the River Falls Industrial Park, Whitetail Ridge Industrial Park, and Sterling Ponds Corporate Park. Developing the vacant lots in these parks with stable or growing enterprises is one of the keys of generating new jobs above the median salary.</p> <p>Discussions with regional economic partners have highlighted the difficulty in obtaining such data. Possible solutions include greater communication and follow up with new enterprises or an annual or biennial survey of the River Falls business community. Recent Council consideration of this topic’s measure and target focused on the “encouraging” part of the initiative. Staff is working on a better prospect-management system for tracking efforts at encouraging job growth.</p>			
<p>Current Status</p> <p>River Falls Industrial Park: There is one privately-owned vacant lot in the legacy River Falls Industrial Park with approximately 7 acres of developable land available.</p> <p>Whitetail Ridge Corporate Park: There are three vacant lots in the Whitetail Ridge Corporate Park with a combined total of nearly 22.5 acres of developable land available. Purchase options for two of the lots have been secured by Stratasys (currently in the Park) and iMark Molding.</p> <p>Sterling Ponds Corporate Park: With Phase 1 construction complete there are nine lots available with a combined total of about 37.6 acres of developable land. One lot of 3.6 acres will be the site of the St. Croix Valley Business Incubator, which is aligned with another of the Council’s strategic initiatives. Another 16.4 acres will be available following Phase 2 construction.</p> <p>There is over 80 acres of vacant land in the City’s three business parks. While there were no sales of vacant land in the three business parks in 2015, the Council approved an option to purchase a vacant lot in the Whitetail Ridge Corporate Park with iMark Molding and approved a project plan for TID #11 in the legacy River Falls Industrial Park. There is interest from multiple business prospects for lots in each of the three business parks.</p>			
<p>Work Plan Activities:</p> <ul style="list-style-type: none"> • Consider TID for Undeveloped/Underdeveloped River Falls Industrial Park Land <ul style="list-style-type: none"> ○ The resolution establishing the project plan and boundaries of Tax Increment District #11 in the River Falls Industrial Park were approved by Council at its October 27, 2015 meeting.. 			

Strategic Initiative	Key Outcome Indicator	Measure	Target
Developing the Sterling Ponds Corporate Park	Taxable Property Value Added within the Park	Assessed Values Added Each Year	Adding \$2 Million in Values Each Year
<p>Description</p> <p>Tax Increment District #10 was created in 2014 and includes the area containing the Sterling Ponds Corporate Park. Construction on the park began in fall 2014. Phase 1 includes excavating and grading the Park area and installing curb and gutter, paved trail, and water, sewer, and storm water infrastructure. Phase 1 is now complete, with approximately 39 acres of buildable lots available. Planning for Phase 2 construction is expected to begin in 2018. For more information, see http://www.rfcity.org/SPconstruction.</p> <p>The target for this measure was more specifically identified in accordance the final Project Plan for Tax Increment District #10. The project plan contemplates \$22,000,000 of value added between 2015 and 2024, with \$2,000,000 of commercial/industrial value added in each year.</p>			
<p>Current Status</p> <p>There has been no sale of land for development in the Sterling Ponds Corporate Park. One site has been selected as the location for the future St. Croix Valley Business Incubator, another strategic initiative of the City Council that is expected to spur economic growth in the region.</p> <p>There has been other significant interest in the Sterling Ponds Corporate Park and discussions are continuing with business leaders and developers in the region.</p>			
<p>Work Plan Activities:</p> <ul style="list-style-type: none"> • Develop a Marketing Plan for Sterling Ponds Corporate Park <ul style="list-style-type: none"> ○ Initial marketing materials have been developed for the inclusion of the Sterling Ponds Corporate Park in the Gold Shovel Ready Sites program by Momentum West, the economic development agency for the region. 			

Strategic Initiative	Key Outcome Indicator	Measure	Target
Developing the Regional Business Incubator	Continuing Development of the Incubator	Submission of EDA Grant Application & Establishing Ownership and Operator groups	Open Incubator by 2017
<p>Description</p> <p>The St. Croix Valley Business Incubator (SCVBI) is a collaborative partnership among the University of Wisconsin-River Falls, City of River Falls, and the regional economic development community. Once established, the SCVBI will serve as a one-stop location for the coordinated delivery of business development services in the region.</p> <p>The City of River Falls, River Falls Economic Development Corporation, University of Wisconsin-River Falls, and Chippewa Valley Technical Collage are recipients of a grant from the U.S. Economic Development Administration for a 50% matching grant for the construction of economic development facilities like the St. Croix Valley Business Incubator. Assistance for the application was provided by the West Central Wisconsin Regional Planning Commission, as well as the administration of the grant.</p> <p>For more information on the partnership, see http://www.rfcity.org/incubator.</p>			
<p>Current Status</p> <p>The City of River Falls, River Falls Economic Development Corporation, University of Wisconsin-River Falls, and Chippewa Valley Technical College were awarded the Investments for Public Works and Economic Assistance grant by US EDA in September, 2015. The partners are beginning to plan for the construction and creation of the St. Croix Valley Business Incubator in the Sterling Ponds Corporate Park.</p> <p>The City Council recently adopted the Master Relationship Agreement for the facility among the partners, and approved Ayres Associates for architectural/engineering services.</p>			
<p>Work Plan Activities:</p> <ul style="list-style-type: none"> • Develop a Business Incubation Strategy with Partners <ul style="list-style-type: none"> ○ This is primarily occurring through the construction and creation of the St. Croix Valley Business Incubator in fall, 2016. The City will also continue to support partners in their economic development initiatives. 			

Strategic Initiative	Key Outcome Indicator	Measure	Target
Securing Future Growth Opportunities (Boundary Agreements)	Growth Areas included in Boundary Agreements	Unencumbered Acres for Future Growth within Urban Growth Boundary Under Agreement	This number will result from the negotiation process.
<p>Description</p> <p>To facilitate the managed growth of the community and positive relationships with our neighbors, the City Council has prioritized securing future growth opportunities through boundary agreements. The City is bordered by the Towns of Troy, Kinnickinnic, and River Falls, with a nearby neighbor in the Town of Clifton.</p> <p>Wis. Stat. §66.0307 authorizes municipalities to determine the boundary lines between themselves upon approval of a cooperative plan by the Wisconsin Department of Administration in order to accomplish the coordinated, adjusted and harmonious development of territory covered by the Agreement. It is in the best interests of the Towns and City to establish a process by which certain land appropriate for urban development will over time be attached to the City.</p>			
<p>Current Status</p> <p>Discussions with representatives from the Town of Kinnickinnic are ongoing and a draft plan is under review. The parties have come to an understanding of the concerns to be addressed. Town Board will review draft on February 2nd before forwarding to City for review.</p> <p>The City currently has no boundary agreements with any the four Towns.</p>			
<p>Work Plan Activities:</p> <ul style="list-style-type: none"> • Cooperative Boundary Agreement with the Town of Kinnickinnic <ul style="list-style-type: none"> ○ Discussions with representatives from the Town of Kinnickinnic are ongoing and a draft plan is under review. The parties have come to an understanding of the concerns to be addressed. 			

Gathering Places & Spaces – Connecting Community Members

Strategic Initiative	Key Outcome Indicator	Measure	Target
Positioning our Parks for the Future	Glen and Hoffman Park Master Plans Complete with Funding Plan	Percent Complete with Funding Plan	100% Funding Plan complete, 25% implemented by end of 2015-2017 Work Plan
<p>Description</p> <p>Glen and Hoffman Parks have experienced significant demands from various user groups as the City has grown. The City has determined that there is a need for specific master plans for these two Parks and the City Council has directed that a master plan be created to aid in future financial and activity type decisions that will be encountered. The Park Master Plans are to coordinate and guide future development for each of the parks for the next 20-25 years.</p> <p>In the late summer of 2014, the City of River Falls hired HKGi (Hoisington Koegler Group Inc.) to aid our community in creating Park Master Plans for Glen and Hoffman Parks. Following an extensive public engagement process that included a web-based park assessment survey and community open houses, plans were developed by HKGi in conjunction with City staff.</p> <p>The City Council adopted the final Glen and Hoffman Parks Master Plan documents at their June 9, 2015 meeting.</p>			
<p>Current Status</p> <p>Staff is reviewing the phasing and implementation plans for land use provided in the adopted Park Plans. Staff will then provide recommendations for the timing of projects to be included in the Capital Improvement Plan.</p>			
<p>Work Plan Activities:</p> <ul style="list-style-type: none"> • Phasing & Implementation Plan for Glen Park Improvements • Phasing & Implementation Plan for Hoffman Park Improvements <ul style="list-style-type: none"> ○ Staff and the Park Board are reviewing the phasing and implementation plans for improvements provided in the adopted Park Plans. Staff will then provide recommendations for the timing of projects and funding sources included the Capital Improvement Plan. 			

Strategic Initiative	Key Outcome Indicator	Measure	Target
Enhancing the Kinnickinnic River Corridor	Plan of Action Approved on Developing Kinnickinnic River Corridor Plan	Plan Approved	Plan approved by Council, FERC, and stakeholders by January 1, 2016
<p>Description</p> <p>The Kinnickinnic River is treasured by citizens and visitors from around the region. Great strides have been made over the past decades to improve the quality of the river and surrounding areas by public and private entities. There is still much that can be done to further enhance the corridor through recreational development, conservation and preservation strategies, complementary development, and historical preservation.</p> <p>At its January 13, 2015 meeting, the City Council adopted resolutions that directed staff to seek a license extension for the hydroelectric facilities, endorsed a planning strategy for the Kinnickinnic River corridor, and adopted additional financial controls for the continued financial sustainability of hydroelectric operations. The City submitted an application for license extension to the Federal Energy Regulatory Commission (FERC) on July 2, 2015. The City was notified that FERC staff denied that request on December 9, 2015. A request for rehearing by the Commission was submitted on January 8, 2016.</p> <p>The City Council and staff are still committed to the Kinnickinnic River Corridor Plan process, and staff is considering how to continue with both the Corridor Plan process and hydroelectric relicensing process. In the meantime, staff has worked with stakeholders to design and carry out a sediment study of the two impoundments and has conducted a baseline recreational use survey.</p>			
<p>Current Status</p> <p>Preliminary results from the sediment analysis are positive, and those results are under review by the Wisconsin Department of Natural Resources. Comments from the DNR will inform the final report that considers any potential future costs of sediment management. It is expected that the final report will be presented to Council in March, 2016. The recreation use survey data is being finalized and compiled into a report, which will be available at the same time as the sediment analysis report.</p>			
<p>Work Plan Activities:</p> <ul style="list-style-type: none"> • Begin Development of Kinnickinnic River Corridor Plan <ul style="list-style-type: none"> ○ A draft Request for Qualifications (RFP) for consultant assistance that will include community engagement, design, and technical expertise has been completed. Staff is currently reviewing the RFP for possible tasks that can be completed in-house versus by the consultant. 			

Sustainability – Considering Future Generations

Strategic Initiative	Key Outcome Indicator	Measure	Target
Leading by Example in Energy Sustainability	Maintaining State and National Rankings	1) National Renewable Energy Labs (NREL) Rankings: 2) US EPA 3) APPA Reliable Public Power (RP3)	1) #2 in the State for Customer Participation (NREL) 2) 10% Customer Participation Rate 3) Maintain EPA, RP3, and other awards
<p>Description</p> <p>The City traditionally has a strong sustainability ethic and has made a commitment to promote energy sustainability efforts throughout the community. The City will continue to measure our progress versus that of our peers through state and national rankings.</p> <p>Some recognitions are awarded by the representative organization to different cities or utilities each year and are not intended to be annual awards. In 2012, the River Falls Municipal Utilities received the Water Efficiency Award by the Wisconsin Water Association. While the City may not earn that award each year, the City strives to continually meet the criteria for receipt.</p>			
<p>Current Status</p> <p><u>National Renewable Energy Labs (NREL) Rankings (2014 rankings*):</u> #10 for Customer Participation Rate (#2 in State), currently at 8.01% #5 for Green Power Sales as Percentage of Total Retail, currently at 8.14% *2015 rankings will be available in April, 2016.</p> <p><u>US EPA (#1 in State):</u> Member of the Green Power Partnership #35, based on Green Power Usage #25, based on Green Power as Percent of Total Electricity Use</p> <p><u>APPA Reliable Public Power (RP3):</u> Platinum designation 4th straight year</p>			
<p>Work Plan Activities:</p> <ul style="list-style-type: none"> • Develop and Implement Plan to Increase Participation in Green Energy Purchases <ul style="list-style-type: none"> ○ Staff visited key accounts and prominent businesses to thank them for green power purchases. ○ Marketing plans include using a display to show how much coal is burned for 300 kilowatt hours and providing incentives to participate such as: <ul style="list-style-type: none"> ▪ 2 free LED bulbs ▪ reduction in cost for a home energy assessment 			

Strategic Initiative	Key Outcome Indicator	Measure	Target
Cultivating a Sustainable Community	Numerous Community Partnerships and Initiatives	Number of Partnerships	Complete/Foster New Community Partnerships and Initiatives
<p>Description</p> <p>The strategic priority of cultivating sustainability requires a holistic approach that conserves the physical environment as well as promotes the arts, health, culture, and social connections that build a cohesive community. The public and private partnerships track the City’s efforts to build an inclusive, sustainable environment.</p>			
<p>Current Status (17)</p> <ul style="list-style-type: none"> • <u>Arts</u> (1 new project) <ul style="list-style-type: none"> ○ Art in City Hall- ongoing • <u>Conservation</u> (7 projects removed as complete, 1 project newly complete) <ul style="list-style-type: none"> ○ Econo Lodge: Development of terminal air conditioning replacement plan-ongoing ○ Lighting Projects (13 ongoing, was 4): Riverwalk Antiques; Greg Peters State Farm; WESTconsin Credit Union; Rodli, Beskar, Neuhaus; Bo’s ‘N Mine, River Falls Area Hospital, River Falls Industrial Center II, Econo Lodge, Magma Flooring, Johnnie’s Bar, Minnesota Rubber, Rush River Brewing, and West Wind Supper Club ○ Rotary International, Second Street Gardeners, St. Croix Valley Bird Club: Pollinator Pledge- Planning stages for Spring 2016 ○ UWRF: Retro-commission Halls – ongoing ○ UWRF: Zero waste events at Ramer and Karges project – in progress ○ RFSD: Update exterior, pool, and auditorium lighting project – planning stages ○ City Hall: Green Roof project – Initial research stages ○ City Utility: LED light conversion project – in progress ○ City at select Locations: Solar LED lights project – in progress ○ City Compost Site: City use compost bin project – in progress ○ City’s Select Customers: Prepay metering – planning stages ○ New Construction Design Assistance (2): UWRF Falcon Center and the WWTF ○ City’s Green Teams: Cut buckthorn along the Kinnickinnic Trail- complete • <u>Health, Transportation, and Safety</u> (1 new project) <ul style="list-style-type: none"> ○ RFPD, UWRF, RFSD, Crankworx, Pierce County Health Department: Blue Bike Program, a free community bike-share program, planning stages for Spring 2016 • <u>Education</u> (2 new projects) <ul style="list-style-type: none"> ○ RFSD: Community Education Classes- ongoing ○ Leadership RF: Scholarship for income eligible resident- planning for Fall 2016 			
<p>Work Plan Activities:</p> <ul style="list-style-type: none"> • Assist UWRF with Falcon Center and Rodli Hall projects to impact sustainability measures included in new facilities - Ongoing <p>Other Supporting Activities:</p> <ul style="list-style-type: none"> • New Construction Design Assistance program: assisting UWRF, River Falls School District, and City’s Wastewater Treatment Facility. Also working with Community Development to meet with customers and assist with economic development. 			

Strategic Initiative	Key Outcome Indicator	Measure	Target
Monitoring Infrastructure Condition	Infrastructure Composite Index Rating	Infrastructure Composite Index Rating Score	Maintain a “C” overall rating
<p>Description</p> <p>The Engineering, Public Works, and Utility departments currently maintain rating systems for numerous public infrastructure assets. Further establishing these rating systems and mapping will help to streamline the planning for future projects. The goal is for the City to be able to determine problem areas and to forecast what infrastructure needs are most significant.</p>			
<p>Current Status</p> <p>Staff has compiled composite scores for the following:</p> <ul style="list-style-type: none"> • Alleys = D rating • Bridges = A rating • Paved Trails = B rating • Public Parking Lots = C rating • Stormwater Inlets & Manholes = C rating • Streets = C rating • Street Lighting = C rating • Street Signs = D rating <p>The overall rating for the City’s infrastructure is a C.</p> <p>A supplemental report on infrastructure condition that details how these scores are determined was presented at an infrastructure management workshop on November 10, 2015. Additional updates following the workshop were provided in the January 26, 2016 Administrator’s Report.</p>			
<p>Work Plan Activities:</p> <ul style="list-style-type: none"> • Complete Main Electric Substation Reconstruction Project <ul style="list-style-type: none"> ○ The City Council hired Dave Krause to complete the planning and design phases. Two key pieces of Electric equipment (Transformer and Switchgear) have been approved and ordered for the substation. Preliminary substation design has been completed with site plan layout still in review. Coordination with Excel Energy is continuing and plans for their equipment building are moving into final design. Final design of the RFMU building and site plan by March 15th. • Complete Wastewater Plan Improvements <ul style="list-style-type: none"> ○ Design is complete. Bids for the project due February 6th, with Utility Advisory Board and City Council review and approval in late February upon satisfactory bids. 			

Strategic Initiative	Key Outcome Indicator	Measure	Target
Developing an Affordable Package of Services	Maintaining Affordability for Residents	Average Property Tax, Utilities, and Recreation Costs as a Percentage of Median Household Income	Below 8% on Affordability Measure in Biennial Budget Book

Description

In 2014, the City conducted an initial affordability study that reviewed the past eight years of costs associated with City services, including property taxes, utilities, and recreation fees. Some sources indicate that an appropriate benchmark for the cost of utilities services is no more than six percent of gross household income. The City has set a target for the cost of all city services to not exceed 8% of the median household income of the community.

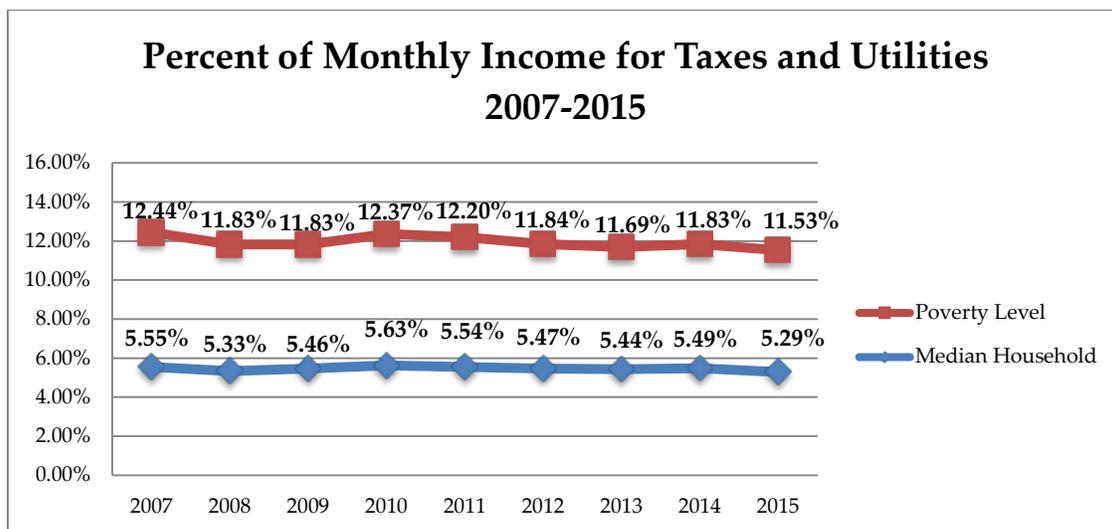
The affordability measure should be used to help inform future policy decisions. The full [affordability study](#) (pdf) is available on the City’s website at <http://www.rfcity.org/transparency>. It will be updated with final 2015 financials in Spring, 2016.

Current Status

The preliminary data for 2015 shows that the City continues to be an affordable place to live with regard to City taxes, utilities, and fees. The chart below shows that in 2015 for a median household in River Falls, 5.29% of income was spent on city services and recreation. For a household at the federal poverty level that owns a home, 11.53% of income is spent on city services and recreation.

Work Plan Activities:

- Evaluate Recreation Fees – Set a policy on Revenue Recovery/Affordability
 - Staff has completed an Excel spreadsheet with data from 2015. Staff is in the process of preparing a summary report that reviews the data for early spring for continued discussion on budgeting beyond 2016.





4th Quarter 2015 Strategic Plan Update

Presented February 9, 2016

Strategic Plan Update

2015 = First Year of City's first Strategic Plan

Strategic Plan Goals

- Ensuring Financial Sustainability (Finance)
- Consistently Delivering Quality Municipal Services (Operations)
- Promoting Economic Vitality (Managed Growth)
- Connecting Community Members (Gathering Places & Spaces)
- Considering Future Generations (Sustainability)

Ensuring Financial Sustainability

Strategic Initiative	Target	Status
Preparing for Financial Contingencies	50% Unassigned General Fund Reserves	48% as of December 31, 2015
Maintaining Diverse Revenue Sources	70% of Revenues from Locally Controlled Sources	69% of revenues from local sources
Maintaining an Excellent Credit Rating	Maintain Current Aa2 Bond Rating	Aa2 General Obligation Bond Rating
Maintaining Vibrant Business-type Activities*	Operating Ratio: < 75% Net Take-Down: > 20% Debt Ratio: < 35% Cash on Hand: > 150	Nearly all funds at target ratios

* Updated measures & targets

Consistently Delivering Quality Municipal Services

Strategic Initiative	Target	Status
Maintaining a High Performance Workforce	0.5% of Total Annual Hours spent on Training & Development	Exceeded goal of 1,029 training hours with over 1,121 training hours
Maintaining High Resident Satisfaction of Life in River Falls	85% positive for community quality 90% positive for recommending living in River Falls	2015 Survey ratings met or exceeded targets and 2013 survey results
Maintaining High Resident Satisfaction in the City's Customer Service*	85% positive for customer service ratings	2015 Survey ratings of customer service met target

* Updated measures & targets

Promoting Economic Vitality

Strategic Initiative	Target	Status
Identifying Private Sector Commercial Land Development Partners*	\$3 million Commercial & \$6 million Residential permit values annually	Total Commercial & Residential Permits Value met targets in 2015
Encouraging Job Growth*	<i>KOI , Measure, and Target are being developed</i>	<i>Measure for tracking initiatives that encourage job growth is being developed</i>
Developing the Sterling Ponds Corporate Park*	Adding \$2 Million in Values Each Year	No sales of land within the Park, but active interest.
Developing the Regional Business Incubator	Open Incubator by 2017	Project progressing with opening by 2017
Securing Future Growth Opportunities (Boundary Agreements)	Number of unencumbered acres under Agreement	Draft Agreement under review by Kinnickinnic Town Board

* Updated measures & targets

Connecting Community Members

Strategic Initiative	Target	Status
Positioning our Parks for the future	Glen and Hoffman Park Master Plans Complete with Funding Plan	Phasing and implementation plans for land use provided in adopted Park Plans under review. Recommendations being developed for next CIP.
Enhancing the Kinnickinnic River Corridor	Plan of Action Approved on Developing Kinnickinnic River Corridor Plan	<ul style="list-style-type: none"> • Draft RFP for Corridor Plan consultant complete – reviewing. • FERC denied License Extension – license application August 2016 • Preliminary Studies (sediment & recreation) nearing completion.

Considering Future Generations

Strategic Initiative	Target	Status
Leading by Example in Energy Sustainability	<ul style="list-style-type: none"> • Maintain rankings • 10% Customer Participation in Green Power Sales 	<ul style="list-style-type: none"> • Maintaining rankings • Green Power Sales increased to 8%
Cultivating a Sustainable Community*	Support Community Partnerships & Initiatives	17 projects in progress under sustainability categories
Monitoring Infrastructure Condition*	Maintain a “C” overall rating	Current Infrastructure Rating is a C
Delivering an Affordable Package of Services	Below 8% of median household income spent on city services	5.29% of median household income spent on city services

* Updated measures & targets

Next Steps

- Feedback for staff on progress
- Continue Quarterly Updates
- Re-evaluate Goals & Initiatives in 2017 for 2017-2019 Work Plan

Administrator's Report

February 4, 2016

Council Member Meetings/Events of Note

January 23-February 28 – River Falls Reads Event

February 4, 7 p.m. – River Falls Reads Event – Food Jeopardy, lower level, library

February 6, 2 p.m. – Love Notes, lower level, library

February 9, 6:30 p.m. – City Council Meeting

February 16 – Primary Election

February 23, 6:30 p.m. – City Council Meeting

March 8, 6:30 p.m. – City Council Meeting

Tuesday's Council Meeting Preview:

- Resolution Approving Award of 69kV Transformer and Switchgear purchase for Power Plant Substation Project
- Resolution In Support of Bill to End Adverse Possession Claims Against Public Lands
- Water Quality Report
- Strategic Plan Update
- Closed Session

Monthly Department Dashboards

To more consistently measure the performance of the City's Departments, staff is developing monthly dashboards that provide a snapshot of their activity for the previous month. This and other information can be found on the City's transparency page at <http://www.rfcity.org/transparency>. The link for each department will take you to the most recent dashboard pdf. Select "Archive" to view past dashboards.

- [Ambulance Service \(Archive\)](#)
- [Finance Department \(Archive\)](#)
- [Inspections - Building Activity \(Archive\)](#)
- [Municipal Utilities \(RFMU Transparency page\)](#)
 - [Electric Department \(Archive\)](#)
 - [Water Department \(Archive\)](#)
 - [Waste Water Treatment Plant \(Archive\)](#)
 - [POWERful Choices! \(Archive\)](#)
- [Public Library \(Archive\)](#)
- [Storm Water \(Archive\)](#)

REMINDER – EVENTS THIS WEEK

Food Jeopardy - Thursday, February 4, 7 p.m. in the Library, Lower Level

A lively, interactive, and educational presentation on food insecurity in our area. Learn about nutrition, and what makes a good meal as well.

Love Notes - February 6, 2 p.m., at Library, Lower Level

Original music and poetry on the theme of love, with Wanda Brown, Thea Ennen, Phyllis Goldin, Freya Manfred, Dave Peterson, and Thomas R. Smith.

PERSONNEL



Congratulations to Officers Youker and Overland who were given commendations for outstanding service to the Police Department and community on January 23. On November 24, the

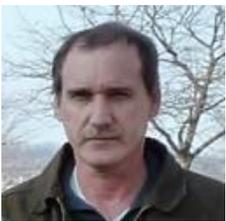


officers navigated difficult terrain next to the Kinnickinnic River and provided medical care to a victim that fell approximately 60 feet from a cliff.

Doug Rudesill was awarded River Falls Fire Department Firefighter of the Year for 2015 by his peers at the Annual Awards Banquet. Doug is a 30 year veteran with the department and serves as Captain of the Ladder truck. He is also involved with inspections and fire prevention programs. As it was, there was a fire call during the banquet, and Doug's wife, Sue, accepted the honor while Doug responded to the call.

RF EMS has interviewed several candidates for the part-time EMT positions in Prescott. They have selected Michael Krusback and Steve Porrez. Both will begin their orientation in early February. There will still be two positions open for regular part-time. They will continue the interview process until all positions have been filled.

Brian Hatch was having equipment issues with his meter tester (the early 1970's version). Virgil Johnson jumped in to help Brian and did his due diligence by shopping several locations for a replacement, including eBay. While on eBay, he located two testers that were the same name brand as our three-phase tester and were supported by the same manufacturer. The City bid on these for \$450 each with a total just shy of \$1,400. These testers are normally \$20,000 each if purchased new. The testers have been operational for about 3-4 weeks now and have been working great! Congratulations to our employees who saved the City over \$38,000.00 of savings by creative buying.



Welcome Ron Groth to the City of River Falls Municipal Utilities as our new Waste Water and Water Superintendent.

Ron comes to us via the Minocqua area. Ron is going to get his feet wet in a hurry with big projects including the Waste Water Treatment Plant modifications and the Sycamore Water Tower painting project later this year. Ron's office will be at the WWTP facility.

Ron and his wife, Cheryl, are anxious to call River Falls home. Ron and Cheryl have a son who attends UW-Madison.

LIBRARY NEWS



River Falls Reads began on January 23 with a visit from Blue Ribbon Baker, Marjorie Johnson. City Administrator Scot Simpson and Marjorie baked Ginger Snap cookies. This event drew a large crowd that filled the lower level of the library.

Circulation in January was 25,930. We issued 96 new patron cards last month. River Falls cardholders downloaded 2382 e-content items. There were 14,735 visitors to the library in January. Meeting rooms were used 87 times. There were 29 programs and events for children and adults, including storytimes, a visit from baker and author Marjorie Johnson, two programs on immigration-a musical program and a lecture, and book discussions. There were 26 class visits. There were 2192 individual sessions were held on the public computers. Our patrons borrowed 4024 items from the MORE system, and the library loaned 4090 items to other libraries.

- The Chromebooks and hot spots are now available for check out.
- The jigsaw puzzles are proving to be a very popular item. Half of the 66 that Jon cataloged are checked out.

River Falls Reads 2016

River Falls Reads is underway. We had a great turn-out for our kick-off event with Marjorie Johnson, with about 100 people attending her talk. Mr. Stradal, author of *Kitchens of the Great Midwest*, will be here February 25-27.

Programs

There was a very successful in-service day program for kids featuring Star Wars crafts (January 18). Monica estimated 150 attendees. There will be another in-service day program in February.

Local musician Katharine Grant presented a musical program of international music called 'Light Luggage' on January 10 in conjunction with the immigration exhibit downstairs. Kurt Leichtle presented a lecture on this topic on January 24.

Coming up in February, along with River Falls Reads programming, is 'Love Notes', music and poetry presented area artists, and a joint program with AAUW with Mikel McCabe, executive director of the Wisconsin Democracy Campaign, a nonpartisan watchdog group that tracks money in state elections.

Comings and Goings

In January, Library Director Nancy Miller attended the City Council meeting on January 12, spoke to the latest Leadership River Falls group during City Hall Day on January 7, met with the City Administrator for a one-one, took the new Hudson librarian to lunch, attended the management team meeting, a circulation staff meeting, the Library Foundation meeting, and the new St. Croix County Library Planning Committee in Hudson. Nancy led two sections of the 4th-5th grade book discussion group, presented a program on chocolate, met with Deb Eliason of the [River Falls Journal](#) for an article on River Falls Reads.

Wendy Tokheim is now a member of the City's safety committee. Kim Kiiskinen will be joining the health insurance committee. She is also a member of the Green Teams committee

Police Department

The next "*Coffee with a Cop*" will be held at Perkins on March 14, 2016, at 8:00 a.m.

Fire Department

The Department's first run with new Engine 15 was on Thursday, January 7.

The first RFFD Fire Academy begins on February 8. Members will be able to choose from four different classes including; Leadership – The First Five Minutes; Advanced Pump Operations; Duties Outside the "Hot" Zone – Firefighter Accountability and Staging; and Specialized Operations Team – Confined Space, Water & Ice Rescue and Haz-Mat. These 12 hour classes will run on each Monday for four weeks through the rest of February. Presenters for each class are recognized experts in the areas they are teaching.

EMS

The Department is in the process of making office space for the full-time paramedics. They have decided to convert a bedroom at the EMS house into an office space for the two duty paramedics on each day. The addition of the Administrative Assistant caused cramped and unrealistic work space in their current office. They began the transition into the new office the last week of January. They hope to have the new space up and useable by the second week of February.

ELECTRIC

- Primary extension to the City building on the Mann Valley Property. Primary has been energized.
- Replacing street lights with LED fixtures.
- Highview Meadows – new lots in this addition. The overhead primary that feeds Well #6 has been moved for new home construction.

WASTEWATER TREATMENT PLANT

MSA Engineering came to plant for a meeting to go over final plans and construction sequences for new solids handling facilities.

CONSERVATION AND EFFICIENCY

Community Solar

- Currently 112 panels under contract
- Applied for an APPA – Demonstrations in Energy Efficiency Developments (DEED) grant with the UWRF Agriculture department on research to determine appropriate pollinator friendly plant mix to be used at the community solar site.
- Working with St Bridget's to develop a matching program for the congregation.

Green Block Program

- The City of River Falls customer participation rate continues to climb to record levels which is now greater than eight percent.

City of River Falls Monthly Status Report

Department Name: Finance

Reporting Period: 1/31/2016

Department Projects and Status

Name of Project	Completed	In Progress	Delayed	Updates
2016 planning for CIP/Budget/Fiscal plan updates	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Schedule will be sent to departments soon
Water rates	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Revised water rate case brought to Utility Advisory Board in January – case filed with revisions
EMS staffing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Discussion and proposed job description for paramedic/training officer to be located at the Prescott station.
Annual Audit Preparation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Year-end work ongoing, auditors will be on site in March for final field work
Preparation for WWTP, water tower painting and power plant substation financing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Timing and amount of the borrowing yet to be determined

Comments:

337 Dog licenses were issued using the new Munis module. In lieu of data conversion, dog license owners were keyed into the system.

WisVote – new WI voter registration/voting system was implemented replacing SVRS. Both Bridget and Lu Ann reviewed the tutorials to become familiar with the system changes.

121 absentee ballots were mailed out in January for the February 16th Primary.

Rental Housing licenses were issued in January, Bridget gave Angie training sessions on how to enter and issue them. There are about 70 in the Munis system currently.

Good News! (Awards/grants received, accomplishments, employee customer service, etc.)

The light fixtures under the entry canopies at the Library were due for lamp/ballast replacement along with repair of areas of rust. Staff reviewed several fixture options for this space and chose to replace the existing fixtures with a LED fixture that provided direct and indirect lighting. The photo on the left shows the original fixtures with a few lamps out. The photo on the right shows the new LED fixtures. 10 new LED fixtures replaced the original 30 fluorescent fixtures. The new fixtures use less than 1/10th the power (555 kWh vs. 6056

kWh annually) compared to the original fixtures, and will afford a bout a 3 year payback despite limited hours of operation (6 am to dawn fall & winter seasons, dusk to 10 pm year around).



BEFORE



AFTER

Service Notices/Heads Up/Challenging Issues

We started a new Supervisory Leadership Development program. This program is a 6 month program that will focus on Leadership Process/Communication, Coaching for Success, Performance Management/Delegation and Conflict Resolution. This session was offered to new and existing leads and supervisors and a couple that have been identified as potential supervisors in the future.

Personnel Updates (new hires, resignations/retirements, work anniversaries, customer service excellence, babies, weddings, etc.)

Police Chief Gordon Young began his duties on January 4. Chief Young comes to River Falls via Royal Oak, Michigan, which is a suburb of Detroit. He worked at Royal Oak for 23 years and was a Deputy Chief. Chief Young has a Bachelor of Science degree in Criminal Justice and has attended several professional training sessions including the 255th Session of the FBI Academy.

Amy Peterson began in the new role of Assistant Community Development Director on January 11. She hails from La Crosse where she served as the Planning and Economic Development Administrator four years and

the Interim Director of Planning and Development for a year. Prior to La Crosse, she worked for MSA Professional Services in Marshfield. Amy has a bachelor's degree in Forestry, and a master's degree in Liberal Studies with an emphasis in Ecology, Economics and Ethics.

Randy Nyhagen, Electric Lineman, began on December 28. He comes to us from Moll Utility out of Hammond where he was a Lineman for the last eight years.

Jason Blatz, GIS/Planning Intern in the Community Development Department. He graduated from University of Wisconsin – River Falls in December 2015 with a B.S. in Geography with a minor in GIS.

Dates and Events of Note (meetings, opportunities for public interaction, community events, etc.)

Attended the River Falls Housing Authority meeting regarding the annual audit, and also the strategic plan. Strategic planning to be continued at the regular meeting in February.

- Upcoming meeting with First National Bank regarding the City's participation in the Incubator grant and construction process.

Thank Yous/Kudos/Recognition

Completed first ACA 1095-C form that was distributed to all benefit eligible employees. Joint effort with Human Resources adding and organizing all the data into the PR/HR system and Payroll printing and sending data to the IRS. Thank you Michelle Heinze and Kayla Burt for figuring out this new compliance reporting.

City of River Falls Monthly Status Report

• **Department Name: Community Development**

Reporting Period: 1/31/2016

Department Projects and Status

Name of Project	Completed	In Progress	Delayed	Updates
Habitat for Humanity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	See comments
DNR/St Croix Watershed Grant	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Park Master Plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	See comments
Solar Panels & Chapman Dr	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
St Croix Bike Plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	See comments
Wayfinding	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
SLUC	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Miller Time	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Project Saturn	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
RF Motel	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
DOT Tap Application	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Submitted to State on Jan 28 th
DNR Trail Grant	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Safe Room	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Working on Reimbursement

Comments:

Habitat for Humanity: meeting to work out payments.

Park Master Plan

A core staff team is meeting to determine priorities and a recommended plan of action. Later this month that team plus others are meeting to discuss the funding options for implementation. Our goal is to have staff recommendations to for Council review by late spring/early summer.

St. Croix Bike Plan

After hearing more about the project and input needed from the City at the Park Board Meeting, staff met with local bike enthusiasts to review the draft St. Croix Bike Plan, specifically connections to the City. Suggestions and modifications were then sent on to St. Croix County for consideration in the planning. Staff will attend a meeting with the St. Croix planning group next week.

Wayfinding

Staff is working with the Chambers and BID on a possible RFP for design on a Community Wayfinding Program. We are using the information from a past study presented to the Planning Commission in 2012.

Sensible Land Use Coalition

A few staff attended the Sensible Land Use Coalition Meeting in St. Louis Park in January. This was the first of a three part series of Current and Future Trends in Minnesota. The presentations topics included upcoming demographic changes and the current and future economy.

DOT (TAP) Transportation Alternatives Program Application

On January 28th Staff submitted an application to the DOT to help fund part of the Lake George Trail. The grant would fund 80% of a pedestrian bridge across the Kinni at the site of the abandoned railroad bridge. Council approved a resolution for this project on January 12th, 2016.

DNR Trail Grant

We are still awaiting the final agreement with the DNR on our pending trail grant. This project is jointly being funded by the Feds through a LAWCON grant and the wheels move slower when they are involved. The State has given the City the go ahead to begin designing the project. Design, engineering and project management has been turned over to the Engineering department. The grant will allow us to complete our trail system to Division Street. In 2016 design and engineering will be completed, allowing for construction in 2017.

Hoffman Park Safe Room

Hoffman Park Safe room is complete and secure. We are now assembling invoices for submittal to the state for reimbursement. If you would like a firsthand visit, please contact either Tom Schwalen or Tony Steiner. We are planning an open house in the spring during Severe Weather Awareness Week.

Plan Commission

The Plan Commission continues to work on the South Main Street Corridor Study. In December the Commission defined four sub areas for study. The Commission did not meet in January. In February we will begin to study of the sub areas in further depth. The outcome of this study will lead to the next step which is the preparation of the South Main Street Corridor Plan.

Forestry

January as always is a quiet month for forestry. City crews are trimming street trees for clearance issues, as time and other duties permit. Advance notice is being given to residents along streets where trimming is occurring.

Bird City Wisconsin

During the month of January the City submitted our application for recertification as a Bird City Wisconsin Community. The City of River Falls has been a Bird City USA Wisconsin Community since 2010.

River Falls Shared Ride Taxi Service

In January the City began its second year of a five year contract with Running Inc. as our service provider for our shared ride taxi service. The first year transition to a new service provider has gone well and we look forward to the coming year.

Good News! (Awards/grants received, accomplishments, employee customer service, etc.)

-

Dates and Events of Note (meetings, opportunities for public interaction, community events, etc.)

- Leadership River Falls: Presentation of Mock City Council Meeting and presentation of Parks & Rec by Cindi
- Historical Preservation Commission
- Park Board Meeting
- State of the City Taping
- Park & Rec Activity Guide: Working on guide and new summer programs and met with RF Journal
- St. Croix County Bike and Pedestrian Plan – met with Marion & Jim Webber

Thank You/Kudos/Recognition

Welcome gathering for Amy Peterson and Jason Blatz

City of River Falls Monthly Status Report

Department Name: Engineering

Reporting Period: 1/20/2016

Department Projects and Status

Name of Project	Completed	In Progress	Delayed	Updates
Sterling Ponds Business Park	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Work complete and acceptable to City. Waiting for contractor to submit lien waivers before processing final payment application.
Hope Lutheran	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Contractor made retrofit to improperly placed stormwater outlet structure.
North Interceptor Sewer Project	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pre-proposal meeting held on December 17. SEH, MSA, and TKDA appear to be preparing proposals, Ayres and Strand have indicated they will not submit proposal. Proposal due date extended to February 3 and additional scope of work for preliminary design of interceptor upsizing project added in order to evaluate solutions for two sections of flat pipe and coordinate with 2017 river trail project.
Power Plant Substation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff continued to work with Excel Energy and Krause Power Engineering, LLC regarding the power plant substation project. Bids for transformer and switchgear were received on December 16.
Veterans Park Pedestrian Bridge	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff worked with bridge inspector and National Steel Bridge Institute to test steel on the bridge to determine if it meets specifications for weathering steel. Test results from Nucor Steel indicate that the steel meets specifications for weathering steel.
Whitetail Ridge Corporate Park Improvements	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Restoration of disturbed surfaced complete for fall. Will check in spring.
2015 Sanitary Sewer Lining Project	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Insituform completed work.
S Main Crosswalk Study	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff analyzed surveillance video and conducted a measurement of gap times. Staff will be preparing a

				report with recommendations.
LRIP	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff submitted an application for the Local Road Improvement Program
Fairchild Drive Drainage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff has been monitoring performance work that was done to address sump pump drainage that was causing excessive icing on sidewalk. System appears to be working satisfactorily.
WisDOT Street Mileage Update	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff submitted to WisDOT our annual street mileage certification report.
Chapman Drive	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff posted notice and Journal and sent invitations to 200 Sterling Ponds area residents regarding an Public Information Open House Meeting on January 13. Fewer than 10 residents attended the meeting. Design is proceeding for bid in spring.
Kinnickinnic River Pathway, University Falls to Family Fresh	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Consultant submitted for WisDNR permits necessary for bidding the project this spring.
Collins Outfall Repairs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff met with staff from the Pierce County Highway Department in order to coordinate repairs that are necessary at the Collins Outfall. Intent is to perform the work in the winter when access routes are frozen to cause less disturbance to the land that must be crossed.
High School/Hockey Arena Crosswalk Study	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff and our consultant continue to obtain and analyze information regarding pedestrian crossings of Cemetery Road between the High School and Hockey Arena.
Electric Work Order Input to GIS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Engineering staff has been working through 2015 electric system work orders to input information into our GIS system so that accurate information exists regarding this infrastructure.
2016 Sanitary Sewer Lining	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff has begun to assemble information for the 2016 Sanitary Sewer Lining Project.
2015 NPDES Annual Report	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff has begun assembling information necessary to file our 2015 NPDES Phase II annual report.
Total Maximum Daily Loads (TMDL's)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff has begun preparing a memorandum outlining the upcoming future requirements, recommended actions, and dates that we will have to met regarding the TMDL implementation for the City of River Falls

City Administrator Comings and Goings

- Staff 1 on 1s
- Executive Team Meeting
- Joint Workshop - UA
- Prospect Meeting
- Habitat Meetings
- Chamber Awards Banquet

Complaints to Administrator's Office:

- None

Attachments to the Administrator's Report:

- Press Release regarding Salt Institute Honors Snow Flowers



Press Release

For Immediate Release: February 2, 2016

Contact: 703-549-4648

Lori Roman, laura@saltinstitute.org

Salt Institute Honors Snowfighters for Protecting Motorists and the Environment

Safe and Sustainable Snowfighting Awards given to 90 facilities; 20 for first time

Alexandria, VA—The Salt Institute is honoring 90 transportation facilities across the United States and Canada with its Safe and Sustainable Snowfighting award recognizing environmental consciousness and effective management in the storage of winter road salt.

Clear winter roads protect lives and commerce. Every winter, more than 116,000 Americans are injured and over 1,300 killed as a result of pavement that is covered in snow, slush or ice, according to the U.S. Department of Transportation Federal Highway Administration (http://ops.fhwa.dot.gov/weather/weather_events/snow_ice.htm). But studies of highways in Snow Belt states and in Canada by Marquette University showed that road salt reduces crashes by 88 to 93 percent. (<http://www.trc.marquette.edu/publications/IceControl/ice-control-1992.pdf>)

When the direct and indirect impact of road shutdowns on the broader economy is factored in, road salt becomes even more valuable. According to the American Highway Users Alliance a one-day major snowstorm can cost a state \$300-\$700 million in direct and indirect costs, lost commerce and productivity (<http://www.highways.org/wp-content/uploads/2014/02/economic-costs-of-snowstorms.pdf>). In fact, deicing pays for itself within the first 25 minutes after the salt is spread—making proper salt storage and timely deicing a smart investment.

About 17 million tons of deicing salt is applied to roadways in the U.S. each year according to the U.S. Geological Survey (<http://minerals.usgs.gov/minerals/pubs/commodity/salt/mcs-2014-salt.pdf>). Having enough road salt on hand before storms hit requires advance planning and facilities that provide safe and efficient storage. Winners must also display proper maintenance and good housekeeping practices.

“The familiar sight of trucks spreading salt on icy winter roads gives motorists reassurance, as it should. If that salt was stored in and spread by a facility honored with a Safe and Sustainable Snowfighting award, motorists have the added assurance of knowing the utmost care has been taken to protect public safety and the environment. These facilities have cleared a high bar. For example, in minimizing salt runoff alone, 10 specific criteria must be met,” said Salt Institute President Lori Roman. “

A complete list of winners follows.

The Salt Institute is a North American based non-profit trade association dedicated to advancing the many benefits of salt, particularly to ensure winter roadway safety, quality water and healthy nutrition.

USA

City of Fort Collins, Streets Department Fort Collins CO

CT DOT 71A Pit Berlin, Berlin CT
CT DOT Farmington CT
CT DOT Glastonbury Maintenance Facility, Glastonbury CT
CT DOT 239 Miller Avenue, Meriden CT
CT DOT Middletown Facility, Middletown CT
CT DOT Southington Maintenance Facility, Southington CT
CT DOT Wethersfield Maintenance Facility, Wethersfield CT

City of Dubuque, Dubuque IA
City of West Des Moines, West Des Moines IA

Village of Addison Public Works, Addison IL
City of Geneva, IL Public Works, Geneva IL
Village of Hanover Park, Hanover Park IL
Village of Lake in the Hills, Lake in the Hills IL
Lake Zurich Public Works, Lake Zurich IL
Village of Mount Prospect PW, Mount Prospect IL
McHenry County Division of Transportation, Woodstock IL

Indiana DOT, Greensburg Maintenance Unit, Indianapolis IN
Indiana DOT, Aurora Maintenance Unit, Indianapolis IN
Indiana DOT, Paoli Maintenance Unit, Indianapolis IN
Indiana DOT, Tipton Maintenance Unit, Indianapolis IN
Indiana DOT, Gary Maintenance Unit, Indianapolis IN
Indiana DOT, Bluffton Maintenance Unit, Indianapolis IN
Indiana DOT, Rensselaer Maintenance Unit, Indianapolis IN
Indiana DOT, Cambridge City Maintenance Unit, Indianapolis IN
Indiana DOT, Fort Wayne Maintenance Unit, Indianapolis IN
Indiana DOT, Fort Wayne Maintenance Unit, Indianapolis IN
Indiana DOT, Chesterton Maintenance Unit, Indianapolis IN
Indiana DOT, Markle Maintenance Unit, Indianapolis IN
Indiana DOT, Michigan City Maintenance Unit, Indianapolis IN
Indiana DOT, Sullivan Maintenance Unit, Indianapolis IN
Indiana DOT, Westfield Maintenance Unit, Indianapolis IN
Indiana DOT, Albany Subdistrict, Indianapolis IN
Indiana DOT, Alexandria Maintenance Unit, Indianapolis IN
Indiana DOT, Wabash Maintenance Unit, Indianapolis IN
Indiana DOT, Falls City Subdistrict, Indianapolis IN
Indiana DOT, Indianapolis Maintenance Unit, Indianapolis IN
Indiana DOT, Linton Maintenance Unit, Indianapolis IN
Indiana DOT, Winchester Maintenance Unit, Indianapolis IN
Indiana DOT, Dale Maintenance Unit, Indianapolis IN

City of Olathe Salt Storage Facility, Olathe KS

City of Ann Arbor - Field Operations, Ann Arbor MI

City of Bloomington, Bloomington MN

City of Concord Department of Transportation, Concord NC

Town of North Salem Highway Department, North Salem NY

Ohio Department of Transportation Ashland County, Ashland OH

Ohio Department of Transportation, Crawford County, Bucyrus OH

Ohio Department of Transportation - D11 - Carroll County, Carrollton OH

City of Fairfield, Fairfield OH

City of Lancaster Department of Transportation, Lancaster OH

Ohio Department of Transportation, Richland County, Mansfield OH

Ohio Department of Transportation, Erie County, Milan OH

Ohio Department of Transportation (Tuscarawas County), New Philadelphia OH

Ohio Department of Transportation, Huron County, Norwalk OH

Ohio Department of Transportation, Lorain County, Oberlin OH

Ohio Department of Transportation, Wayne County, Wooster OH

PENNDOT Nuangola Stockpile #16, Ashley PA

PENNDOT Retreat Stockpile #06, Ashley PA

PENNDOT Sybertsville Stockpile #10, Ashley PA

PENNDOT Sugar Notch Stockpile #18, Ashley PA

PENNDOT DuPont Stockpile #14, Ashley PA

PENNDOT West Hazleton Stockpile #11, Ashley PA

PENNDOT Sun Valley Stockpile #07, Ashley PA

PENNDOT Kytte Stockpile #05, Ashley PA

PENNDOT - Armstrong County - Kittanning Stockpile, Kittanning PA

PENNDOT - Armstrong County - Kiski Stockpile, Kittanning PA

PENNDOT - Armstrong County - Crooked Creek Stockpile, Kittanning PA

PENNDOT - Armstrong County - Worthington Stockpile, Kittanning PA

PENNDOT - Armstrong County - Cowansville Stockpile, Kittanning PA

PENNDOT - Armstrong County - Farm Stockpile, Kittanning PA

PENNDOT - Armstrong County - Snyderville Stockpile, Kittanning PA

PENNDOT - Armstrong County - Distant Stockpile, Kittanning PA

Tylersburg Stockpile, Shippenville PA

Clarion PennDOT - I-80 Stockpile, Shippenville PA

New Bethlehem Stockpile, Shippenville PA

Callensburg Stockpile, Shippenville PA

Lehi City, Lehi UT

City of Roanoke - Public Works, Roanoke VA

City of River Falls, River Falls WI

CANADA

Brunway Highway Operations Inc. District 3 – Meductic, Hanwell NB

Brunway Highway Operations Inc. District 2 – Centreville, Hanwell NB

MRDC Operations Corporation Eastern Division, Oromocto NB

MRDC Operations Corporation Western Division, Oromocto NB

Corporation of the City of Brampton - Williams Parkway Yard, Brampton ON

Corporation of the City of Brampton - Sandalwood Parkway Yard, Brampton ON

City of Mississauga - Clarkson Works Yard, Mississauga ON

City of Mississauga - Mavis Works Yard, Mississauga ON

City of Mississauga - Malton Works Yard, Mississauga ON
City of Mississauga - Meadowvale Yard, Mississauga ON
Van Pelt Const. Inc. c/o Ministry of Transportation, Sault St