



**City of
RIVER FALLS**
COMMON COUNCIL AGENDA
July 12, 2016

Call Meeting to Order – 6:30 p.m.

Pledge of Allegiance

Roll Call

Approval of Minutes – June 28, 2016, Meeting Minutes [Page 2](#)
June 28, 2016, Closed Session Minutes

Approval of Bills (Morrissette) §

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

PUBLIC COMMENT, PETITIONS, REQUESTS AND COMMUNICATIONS:

CONSENT AGENDA:

1. Resolution Regarding Demolition of 206 Union Street [Page 5](#)
2. Resolution Regarding Variance to Industrial Park Covenants/ Best Maid [Page 8](#)
3. Resolution Approving 2016 Fee Schedule [Page 13](#)
4. Resolution Authorizing 2016 Funding for Greenwood Cemetery [Page 24](#)
5. Resolution Awarding Bid for Sterling Ponds Corporate Park Phase 2 – Bid Package B [Page 33](#)

ORDINANCES AND RESOLUTIONS:

6. Ordinance 2016-10 Mann Valley Annexation Ordinance-First Reading [Page 36](#)
7. Ordinance 2016-11 – Amending Chapter 12.06 – Residential Parking Permit System (No Parking in Grotenhuis Addition)-First Reading [Page 44](#)
8. Resolution Awarding a Contract for the Kinnickinnic River Corridor Plan [Page 49](#)

REPORTS:

9. Blue Bike Committee [Page 138](#)
10. Administrator’s Report [Page 145](#)

CLOSED SESSION:

11. *Recess into Closed Session per Wisconsin State Statutes § 19.85(1) (e) for the following purposes:*
“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, to wit: consideration of developer’s agreement for a commercial research facility in Sterling Ponds and developer’s agreement for agriculture research and support facility in Mann Valley; consider purchase of property in River Falls Industrial Park.”

RECONVENE INTO OPEN SESSION:

12. Take action on Closed Session Items if necessary

ADJOURNMENT Publish: River Falls Journal 7/7/16; Revised and reposted 7/7/2016



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

June 28, 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: Todd Bjerstedt, David Cronk, Christopher Gagne, Scott Morrissette, Diane Odeen, Hal Watson

Members Absent: Jeff Bjork

Staff Present: Dan Gustafson, City Attorney; Scot Simpson, City Administrator; Gordon Young, Police Chief; Reid Wronski, City Engineer; Julie Bergstrom, Finance Director/Assistant City Administrator; Keri Schreiner, Management Analyst; Lu Ann Hecht, City Clerk; Assistant Fire Chief-Inspections Mike Moody; Amy Peterson, Assistant Community Development Director; Kevin Westhuis, Utility Director; Cindi Danke, Recreation Manager; Mary Zimmerman, Communications Coordinator

Others: Abigail Testaberg, Dale Elliott, Tami Duran, others

The Pledge of Allegiance was said.

APPROVAL OF MINUTES:

June 14, 2016, Regular, Workshop and Closed Session Meeting Minutes

MSC Cronk/Morrissette move to approve minutes. Unanimous.

APPROVAL OF BILLS:

Bills - \$1,420,513.81

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

PUBLIC COMMENT, PETITIONS, REQUESTS AND COMMUNICATIONS:

There were no comments.

Temporary change of premise description for Mel's Midtowner LLC dba Mel's Midtowner

MS Cronk/Watson move to approve premise description for Mel's Midtowner. The Mayor asked for comments/questions. There were none. The Mayor asked for a vote. **The Council voted unanimously against the request for a temporary change of premise description for Mel's Midtowner.**

PUBLIC HEARING:

Annual Liquor License and Beer License Renewals – Hearing

The Mayor recessed into a public hearing at 6:32 p.m. The Mayor confirmed that the following individuals were present so they could receive their liquor license:

- Abigail Testaberg from Dish and the Spoon Café
- Dale Elliott from St. Croix Lanes
- Tami Duran from Mariachi Loco

With no questions or comments, the Mayor moved back into Open Session at 6:32 p.m.

CONSENT AGENDA:

Acknowledgement of the following minutes:

Library Board – 5/2/16; Board of Review – 5/19/16; Police and Fire Commission – 5/2/16;
Ambulance Commission – 5/2/16; Park and Recreation Advisory Board – 5/25/16; River Falls BID
Board – 5/10/16; Plan Commission – 6/7/16; Historic Preservation Commission – 5/18/2016

Resolution No. 6044 Approving Spring Creek Estates 1st Addition Preliminary Plat Extension

Resolution No. 6045 Approving Memorandum of Understanding between the City of River Falls and the Municipal Court

Resolution No. 6046 Approving Request for City Assistance for Border Battle Mountain Bike Event

Resolution No. 6047 Approving Request for City Assistance for Minnesota High School Cycling League Event

Resolution No. 6048 Approving Request for City Assistance for Icebox 480 Race

Resolution No. 6049 Approving 2015 Compliance Maintenance Annual Report (CMAR)

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

ORDINANCES AND RESOLUTIONS:

Resolution No. 6050 Regarding Administrative Service Agreement with West Central Wisconsin Regional Planning Commission-Shared Ride Taxi

MSC Morrisette/Gagne move to approve resolution. Unanimous.

REPORTS:

Downtown Design Board Presentation

Amy Peterson, Assistant Community Development Director, provided a presentation to Council on the Downtown Design Board. She covered its history beginning in 2002 and its vision. She talked about design elements, guidelines, and redevelopment opportunities. Peterson spoke about the committee's members and the three projects being done in 2016 including the First National Bank, Bo's 'N' Mine and Mariachi Loco. Peterson talked about projects done in past years. At the conclusion of the present, Peterson answered questions from the Council.

Administrator's Report

City Administrator Simpson provided updates on the St. Croix Valley Incubator project, TW Equities, River Falls Days, Touch-A-Truck, and the Wastewater Treatment Plant. Utility Director Westhuis gave an update on the Sycamore water tower.

Comptroller's Report for May

Comptroller Odeen read the report for May 2016: General Fund revenues through the end of May were \$3,933,068 and include \$10,464 in liquor license revenues and \$17,356 in building permit fees. Expenditures for the same period were \$3,353,010 or 35 percent of budgeted, for a net of revenues over expenditures of \$580,058.

CLOSED SESSION:

At 6:50 p.m., Morrisette/Cronk move to recess into Closed Session per Wisconsin State Statutes § 19.85(1) (e) for the following purposes:

“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, to wit:”³

consideration of developer's agreement for a commercial research facility in Sterling Ponds and developer's agreement for agriculture research and support facility in Mann Valley."

The roll call vote to move into Closed Session passed unanimously.

MSC Cronk/Morrissette move into Open Session at 7:05 p.m.

MSC Cronk/Morrissette to adjourn the meeting at 7:05 p.m. Unanimous.

Respectfully submitted,

Kristi McKahan,
Deputy City Clerk

MEMORANDUM

TO: Mayor Toland and City Council

FROM: Tom Schwalen, Facility Maintenance Supervisor

DATE: July 12, 2016

TITLE: Resolution Regarding Demolition of 206 Union Street

RECOMMENDED ACTION

Approve resolution regarding the demolition of the house and detached garage at 206 Union Street and budget fund transfer for the project.

BACKGROUND

The city purchased the house at 206 Union St. last year with the intent of using the property to increase parking at the Public Library. This house is located next to the alley along the existing parking lot. The city is in the process of purchasing the houses at 214 and 220 Union St., that are next to the this property. Funds for design of an expanded parking lot are included in the 2023 CIP; with funds for construction included in 2024.

DISCUSSION

Due to the size and condition, the structure at 206 Union Street did not offer a desirable residence to offer for rent. Last December the house was advertised for sale to move to different location. There was one inquiry, but no offers submitted. Staff moved forward with plans to have the structures demolished, beginning with a hazard inspection to identify building materials that would affect the demolition and disposal process. The assessment identified a small amount of flooring and window glazing that contained levels of asbestos that would need to be abated to minimize protection of demolition workers and simplify disposal options. Staff sought quotes for the abatement work, which was completed in March. Once abatement was completed, the house was used by the fire department for destructive training that included exterior ladder work, interior wall demolition, hose line advancement and water flow. The structures are not candidates for training burn by the fire department due to close proximity in the residential area.

Staff prepared a specification for the demolition, posted required notices and advertised the project to local excavating contractors. Four sealed bids were received by the City Clerk on June 30, with the low bid of \$18,500 submitted from H&T Trucking from Stillwater. The project specification details site restoration that includes filling, grading, providing topsoil and seeding.

The established lawn and sidewalk along Union Street will be maintained by city crews when completing seasonal maintenance duties at the Public Library.

Recommendation

Approve the resolution authorizing the City Administrator to enter into the contract with H&T Trucking for the demolition of 206 Union St, as outlined in the Project Specification, subject to reference checks currently underway.

FINANCIAL CONSIDERATIONS

Funding for the demolition is scheduled from Library impact fee funds, as the expansion is due to growth in the community. The majority of the impact fee funds were used for the purchase of the property, and the demolition costs and costs for additional property purchases will be advanced from other funds and repaid from future impact fee collections. Current balance in the fund is approximately \$10,000.

A budget adjustment is needed to account for the demolition costs, and the appropriate language has been included in the resolution, with a roll call vote required.

CONCLUSION

Approval of the resolution is recommended.



RESOLUTION NO.

RESOLUTION REGARDING DEMOLITION OF 206 UNION STREET AND APPROVING 2016 BUDGET ADJUSTMENT

WHEREAS, in 2015, the City purchased the house and detached garage at 206 Union Street with the intention using the property to increase parking at the Public Library; and

WHEREAS, due to the size and condition, the house is unable to be rented; and

WHEREAS, staff recommends that the structure be demolished; and

WHEREAS, staff placed an ad soliciting bids for demolition and four bids were received; and

WHEREAS, staff recommends accepting the low bid of \$18,500 from H&T Trucking from Stillwater, Minnesota, subject to reference checks, and authorizing the City Administrator to enter into the contract for demolition, and

WHEREAS, funds for the demolition project will be advanced other funds and be repaid from future impact fee collections.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of River Falls hereby approves the adjustment to the 2016 as follows:

Library Impact Fee Fund

Revenues

25366000-48900	Fund Balance Applied	+18,500
----------------	----------------------	---------

Expenditures

25366000-54300	Land	+18,500
----------------	------	---------

BE IT FURTHER RESOLVED that a Class 1 notice shall be published in the Official Newspaper identifying those funds which change the budget ordinance.

Dated this 12th day of July, 2016.

Dan Toland, Mayor

ATTEST:

Lu Ann Hecht, City Clerk

MEMORANDUM

TO: Mayor Toland and City Council

FROM: Amy Peterson, AICP, Assistant Community Development Director

DATE: July 12, 2016

TITLE: **Resolution Approving Variance of On-Street Parking for Best Maid Properties, LLC**

RECOMMENDED ACTION

Adopt the resolution for variance of on-street parking for Best Maid Properties, LLC.

BACKGROUND

Best Maid Cookie Co., Inc. is headquartered in River Falls, and the Company has consistently grown over the years. In 2014, the Company was acquired by Arbor Investments with the intent to keep the headquarters in River Falls and to continue the growth trajectory. The Company currently employs over 150 people and recent staff increases have depleted their on-site parking supply. Future employment growth over the next few years will only exacerbate the problem. The onsite outlet store requires additional parking needs for customers as well.

Currently the Company is drafting plans for a 30,000+ SQFT bakery addition, and plans are anticipated for future expansions as well that may include a 3rd production line and possibly expansion to other adjacent properties.

The City of River Falls Industrial Park Covenants state that there shall be no on street parking within the Industrial Park. The Covenants also allow the Common Council in their sole discretion and after recommendation from the Plan Commission to grant a variance from the literal application of one or all of the regulations, restrictions and covenants, if the enforcement of such restriction causes undue hardship on the development and the Council determines a variance is in the best interest of the City.

The Company has requested a two year variance (Exhibit 2) to the no on street parking clause on the west side of Benson Street as well as both sides of Troy Street as shown on Exhibit 3. The resolution (Exhibit 1) requires the on street parking to comply with the City's alternate side parking ordinance, and also requires Best Maid to prepare a future parking plan that complies with both the Industrial Park covenants as well as City ordinances. This plan will be submitted

to the City with the Companies upcoming building expansion plans or by December 31, 20165, whichever is sooner.

DISCUSSION

Best Maid Cookie Company is an important piece of the River Falls community, and they employ over 150 workers in the City. It's important to work with our businesses to help them succeed as they grow their companies. While we would prefer that our local companies plan for their future and ensure their parking needs are met onsite, we understand that sometimes it doesn't happen.

The no parking on the streets in the Industrial Park is to ensure ease of access by semi-trucks and trailers for loading and unloading at the local businesses; also to ease the cleaning of streets by our Public Works Division.

As mentioned above, the Company will be required to plan for future on-site parking, ensuring that the two year extension will be all that is needed.

Best Maid has talked with their surrounding neighbors and acceptance letters from Foley, Inc., Schwan's, and the property owner of Salon Only Sales are attached as Exhibit 3.

CONCLUSION

Plan Commission recommends approval of the variance.



RESOLUTION NO.

**RESOLUTION APPROVING THE VARIANCE OF ON-STREET PARKING
FOR BEST MAID PROPERTIES, LLC**

WHEREAS, the Declaration of Covenants and Restrictions for the River Falls Industrial Park states the City of River Falls shall not permit parking on public streets within the Industrial Park; and

WHEREAS, the Declaration of Covenants and Restrictions for the River Falls Industrial Park allows the Common Council in their sole discretion and after recommendation from the Plan Commission, to grant a variance from the literal application of one or all of the regulations, restrictions and covenants, if the enforcement of such restriction causes undue hardship on the developer and the Council determines a variance is in the best interest of the City; and

WHEREAS, Best Maid, located in the River Falls Industrial Park is growing the business and is planning an expansion in 2016; and

WHEREAS, Best Maid no longer has sufficient on-site parking for its employees' and has requested a variance for on-street parking to alleviate their immediate parking issues; and

WHEREAS, Best Maid has discussed this variance and parking plan with their immediate neighbors in the Industrial Park and the neighbors have provided their acceptance of the plan in writing to the City; and

WHEREAS, the Plan Commission reviewed the request at its regular meeting of July 5, 2016, and recommended approval to the City Council.

NOW, THEREFORE, BE IT RESOLVED that the City Council of River Falls hereby approves a two-year variance to allow on-street parking between the hours of 6am-1am, in accordance with the City's alternate side parking ordinance, and along both sides of the east Troy Street cul-de-sac, as well as the west side of Benson Street as shown on Exhibit 1.

BE IT FURTHER RESOLVED that the City will provide signage at these locations for the two year variance.

BE IT FURTHER RESOLVED that Best Maid will prepare a future parking plan that complies with both the Declaration of Covenants and Restrictions for the River Falls Industrial Park and the City Ordinances and will submit the plan to the City with their upcoming building expansion plans or by December 31, 2016, whichever is sooner.

BE IT FURTHER RESOLVED that the 24 month (two year) extension shall begin on the date of final approval by Council.

Dated this 12th day of July, 2016.

Dan Toland, Mayor

ATTEST:

Lu Ann Hecht, City Clerk



There is space to make approximately 30 available parking spaces. The parking spaces are 8 feet wide and 24 feet long in accordance with the parking space design standards (17.80.040) in the municipal code.

*All lines are approximately to scale



— 10 ft. buffer length — 24 ft. space length — 8 ft. space width

Cartography by Tyler Galde

MEMORANDUM

TO: Mayor Toland and City Council

FROM: Brent Buesking, Management Analyst Fellow

DATE: July 12, 2016

TITLE: Resolution Amending Fee Schedule

RECOMMENDED ACTION

Adopt the resolution amending the City's fee schedule for 2016.

BACKGROUND

The Common Council first established a comprehensive fee schedule in 1997. It is been frequently updated since then by resolution, either amending the fee schedule as a whole or by specific section. The last time the fee schedule was amended in its entirety occurred in 2013. Since then, the Council has amended the fee schedule in parts such as in parking fines, court fees, water/sewer impact fees, ambulance rates, taxi fares, and refuse rates. As attached to this report, the fee schedule has been updated to reflect all of the changes to individual fees. Many of those are noted on the fee schedule in red.

DISCUSSION

The actual changes to the Fee Schedule are limited and can be found in red or strikethrough. They include:

- Revised Fees:
 - Water Utility Rates: The new water rates were approved following the public hearing on April 20, 2016 in River Falls. The City's operating revenues in 2015 were \$1,549,157, which were \$209,297 short of operating costs. The new authorized rates (\$1,555,528) will provide River Falls Municipal Utilities with the necessary revenue that covers the costs of service and follows the applicable rate design.
- Removed Fees:
 - Water Reserve Availability: A fee was charged on all new connections to the City's water and sewer systems based on the size of the water lateral to the main from the curb stop on the property. It was replaced by the sewer connection fee ([Chapter 14.04.080](#)), which the Council adopted in 2002. Staff is preparing an ordinance amendment.

- PEG Fee: The City charged a \$1.25 per month per cable subscriber to support public access facilities. A state statute ([2007 Wisconsin Act 42](#)) eliminated the fee as of January 1, 2011. Staff is preparing an ordinance amendment.

CONCLUSION

The attached fee schedule updates the presentation and references within the document, and makes minor updates to the fees themselves. Staff is also preparing ordinance amendments to better address outdated fees and current policies. Adoption of the attached fee schedule is recommended.



RESOLUTION NO.

RESOLUTION AMENDING FEE SCHEDULE

WHEREAS, the City of River Falls has established a comprehensive schedule for all City fees and charges; and

WHEREAS, the fee schedule needs to be amended from time to time to incorporate changes in certain fees and practices; and

WHEREAS, it is the desire of the Council to approve these fee changes per the attached schedule;

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of River Falls hereby approves the attached Fee Schedule and it is hereby put into full force and effect.

Dated this 12th day of July, 2016.

Dan Toland, Mayor

ATTEST:

Lu Ann Hecht, City Clerk

Building Development Fee Schedule
Adopted March 22, 2016

<u>FEE DESCRIPTION</u>	<u>RATE</u>	<u>FEE SET BY</u>	<u>AUTHORIZATION</u>
Building Code			
Building Permit Fees - New Construction, Alterations, Additions, and Repairs	Estimated Building Cost must represent a reasonable value which includes both labor and materials. If only the materials cost is presented, the City will determine the total Estimated Building Cost by multiplying the material value by 1.5.	Res. 3179, 04/14/1998	Mun. Code 15.04.030(I)2
\$1.00 to \$500.00	\$22.50		
\$501.00 to \$2,000.00	\$22.50 for the first \$500 plus \$3 for each additional \$100, or fraction thereof, to and including \$2,000		
\$2,001.00 to \$25,000.00	\$67.50 for the first \$2,000 plus \$13.50 for each additional \$1,000, or fraction thereof, to and including \$25,000		
\$25,001.00 to \$50,000.00	\$378 for the first \$25,000 plus \$9.75 for each additional \$1,000, or fraction thereof, to and including \$50,000		
\$50,001.00 to \$100,000.00	\$621.75 for the first \$50,000 plus \$6.75 for each additional \$1,000, or fraction thereof, to and including \$100,000		
\$100,001.00 to \$500,000.00	\$959.25 for the first \$100,000 plus \$5.25 for each additional \$1,000, or fraction thereof, to and including \$500,000		
\$500,001.00 to \$1,000,000.00	\$3,059.25 for the first \$500,000 plus \$4.50 for each additional \$1,000, or fraction thereof, to and including \$1,000,000		
\$1,000,001.00 and up	\$5,309.25 for the first \$1,000,000 plus \$3.00 for each additional \$1,000, or fraction thereof		
Demolition (Razing) Permit	\$135	Res. 4516, 04/26/2005	Mun. Code 15.04.040(C)
Moving Permit	\$435	Res. 4157, 05/13/2003	Mun. Code 15.04.080(G)
Plan Check Fee	\$100	Res. 3179, 04/14/1998	Mun. Code 15.04.030(I)3
Plan Review Fee	Included in Building Permit Fee	Res. 3179, 04/14/1998	Mun. Code 15.04.030(I)3
Voluntary Inspection	\$100	Res. 5385, 07/13/2010	Mun. Code 15.04.030(I)5
Plumbing Code - Plumbing Permits	Included in Building Permit Fee	Prior Code § 15.04	Mun. Code 15.08.040
Plumbing Inspection	\$75 per hour	Res. 4572, 07/26/2005	Mun. Code 15.08.030(F)
Electric Code - Electric Permits	Included in Building Permit Fee	Prior Code § 16.05	Mun. Code 15.12.040
Electric Licenses - Annual	\$25	Prior Code § 16.06	Mun. Code 15.12.060
Housing Code - Rental Dwelling Unit			
New Rental Dwelling	\$10 per unit	Res. 5385, 07/13/2010	Mun. Code 15.16.110(F)
Delinquent Renewal Fee	\$25 per month	Res. 5601, 05/08/2012	Mun. Code 15.16.110(F)
Transfer Fee	\$25	Res. 3191, 05/12/1998	Mun. Code 15.16.110(H)
Inspection Fee	\$100	Res. 5385, 07/13/2010	Mun. Code 15.16.110(I)

Building Development Fee Schedule
Adopted March 22, 2016

<u>FEE DESCRIPTION</u>		<u>RATE</u>			<u>FEE SET BY</u>	<u>AUTHORIZATION</u>
Impact Fees - Park/Fire/Library Facilities		Single Family Per Dwelling	Multi-Family Per Dwelling	Non-Residential Per Improvement Sq. Ft.		
Park Facilities		\$577.28	\$463.96	\$0.23	Ord. 2002-17, 08/13/2002	Mun. Code 14.12.080
Library Facilities		\$352.09	\$352.09	N/A	Ord. 2003-22, 08/12/2003	Mun. Code 14.16.080
Fire Facilities		\$345.71	\$277.85	\$0.03	Ord. 2002-17, 08/13/2002	Mun. Code 14.12.080
Impact Fees - Water/Sewer		Fees based on 70 REU, Equivalent Meters (5/8" & 3/4" meter = 1 REU)				
Meter Size	Ratio	Water Impact Fee	Sewer Connection Fee	Total Fee	Res. 5883, 10/24/2014	Mun. Code 14.08.060 - Water
5/8" & 3/4"	1	\$2,226	\$1,563	\$3,789	Res. 5883, 10/24/2014	Mun. Code 14.04.060 - Sewer
1"	2.5	\$5,565	\$3,909	\$9,474		
1 1/4"	3.75	\$8,348	\$5,863	\$14,211		
1 1/2"	5	\$11,131	\$7,817	\$18,948		
2"	8	\$17,809	\$12,507	\$30,316		
3"	15	\$33,392	\$23,451	\$56,843		
4"	25	\$55,654	\$39,085	\$94,739		
6"	50	\$111,308	\$78,170	\$189,478		
8" or larger	80	\$178,092	\$125,072	\$303,164		
Planning Department						
Annexation		All capital costs and capital costs study to be borne by property owners petitioning annexation			Ord. 2008-36, 12/09/2008	Mun. Code 19.100.030
Annexation Review Fee (City)		\$520 initial filing fee; plus \$2,800 10 acres or less; \$4,000 10.01-50 acres; \$5,500 10.01-100 acres; \$7,500 100+ acres			Res. 5057, 12/11/2007	
Annexation Review Fee (State)		Per current schedule - Wisconsin Department of Administration			Res. 5057, 12/11/2007	
Annexation Sign Fee		\$110			Res. 4516, 04/26/2005	
Board of Appeals - City		\$670 single family residences; \$1,275 multifamily and non-residential			Res. 4516, 04/26/2005	Mun. Code 17.104.030(F)(1)
Board of Appeals - ETZ		\$1,650			Res. 4516, 04/26/2005	Mun. Code 17.108.180
Boulevard/ROW Lease		Fee to be determined (separate discussion)			Res. 3077, 09/09/1997	
Certified Survey Map		\$750, up to 4 lots within or outside the City			Res. 4945, 05/08/2007	Mun. Code 16.08.030(E)
Minor Subdivisions		See Certified Survey Map fees				Mun. Code 16.04.040(E)
Certified Survey Map - Appeals		\$1,450			Res. 4945, 05/08/2007	Mun. Code 16.08.030(E)
Copy of Land Use Plans		Actual copy/printing costs			Res. 5057, 12/11/2007	
Downtown Design Review Committee Appeal		\$150			Res. 5601, 05/08/2012	Mun. Code 17.68.080
Home Occupation Permit		\$50			Res. 5601, 05/08/2012	Mun. Code 17.82.020(F)(1)
Land Management Plan Approval - Managed Natural Landscaping		N/A			Ord. 2004-12, 07/27/2004	Mun. Code 8.40.060(E)
Park Land Dedication Fee		\$780 per residential unit; commercial/industrial: \$1,000 up to 5,000 sq. ft. gross floor area, plus \$100 for each additional 1,000 sq. ft. gross floor area			Res. 5544, 12/13/2011	Mun. Code 16.20.010

Building Development Fee Schedule
Adopted March 22, 2016

<u>FEE DESCRIPTION</u>	<u>RATE</u>	<u>FEE SET BY</u>	<u>AUTHORIZATION</u>
Planned Unit Developments (PUDs)			
General Development Plan (PUD)	\$3,875	Res. 4516, 04/26/2005	Mun. Code 17.72.070(A)
Specific Development Plan (PUD)	\$4,150	Res. 4516, 04/26/2005	Mun. Code 17.72.080(A)
Planning/Admin Costs (General Plan	Base Fee \$100 + \$50 per hour	Res. 4945, 05/08/2007	
Plats			Mun. Code 16.08.010(E)
Preliminary Plat	\$5,950 for 5-50 lots; \$8,925 50+ lots	Res. 4516, 04/26/2005	Mun. Code 16.08.030(E)
Reapplication Fee - Preliminary Plat	\$6,350 Major; \$1,925 Minor	Res. 4516, 04/26/2005	Mun. Code 16.08.030(E)
Final Plat	\$7,750 for 5-50 lots; \$10,725 for 50+ lots	Res. 4516, 04/26/2005	Mun. Code 16.08.030(E)
Reapplication Fee - Final Plat	\$1,150	Res. 4516, 04/26/2005	Mun. Code 16.08.030(E)
Sign Permits	\$62 / Fee doubled without a sign permit, plus \$10 for each additional	Res. 5684, 02/26/2013	Mun. Code 17.84.070(B)
Real Estate Sign Recovery Fee	\$5	Ord. 2005-26, 12/13/2005	Mun. Code 17.84.030(F)(6)
Special Sign Permits	\$1,235	Res. 5116, 04/22/2008	Mun. Code 17.84.060(D)
Temporary Sign Permit	\$25	Res. 5601, 05/08/2012	Mun. Code 17.84.70(B)
Site Plan Review	\$1,775	Res. 4516, 04/26/2005	Mun. Code 17.104.020(B)(2)(e)
Special Use Permit	\$2,060	Res. 4516, 04/26/2005	Mun. Code 17.104.040(B)(4)(a)
Bed and Breakfast - Annual Permit			
R-1 Residential Zoning District	\$50	Prior Code § 21.18(4)	Mun. Code 17.20.040(I)
R-2 Residential Zoning District	\$50	Prior Code § 21.19(4)	Mun. Code 17.24.040(I)
RS Suburban Residence District (ETZ)	\$50	Prior Code § 20.08	Mun. Code 17.108.080(C)
Off Street Parking Facilities	\$1,975	Res. 4516, 04/26/2005	Mun. Code 17.80.010(C)
ETZ Special Use Permit - Mining (Business)	0-1,000 c.y. \$25; 1,001-25,000 c.y. \$100; 25,001-50,000 c.y. \$250; 50,000-250,000 c.y. \$500; 250,000+ c.y. \$1,000; Grading/restoration plans required plus City Engineer review at current billable rate	Res. 3077, 09/09/1997	Mun. Code Ch. 17.108
ETZ Special Use Permit - Small wind electrical generation towers	Fee to be determined (separate discussion)	Ord. 2007-18, 07/10/2007	Mun. Code Ch. 17.108.230(C)(4)
Satellite Television Dishes	\$10	Res. 3077, 09/09/1997	Mun. Code 17.96.020
State Seal	\$33 for new single-family homes only	Res. 5544, 12/13/2011	
Street Vacations	\$2,640	Res. 4516, 04/26/2005	Wis. Stat. §66.1003
Zoning and Plan Amendments	\$2,270	Res. 4516, 04/26/2005	Mun. Code 17.104.050(B)(1)

Recreation Department Fee Schedule

Adopted March 22, 2016

<u>FEE DESCRIPTION</u>	<u>RESIDENT RATES</u>	<u>NON-RESIDENT RATES</u>
Recreation Programs		
Basic First Aid For Kids (RF Amb.)	Free	Free
Bird Festival (St. Croix Valley Bird Club)	Free	Free
Boys' or Girls' Day Out	\$35.00	\$45.00
Butterfly Garden Class	\$15.00	\$30.00
Family Kickball	\$5.00 Each	\$5.00 Each
Fighting Fish Baseball Clinic	Free	Free
Firefighters Are Your Friends (RFFD)	Free	Free
Fly Fishing Clinic	\$20.00	\$20.00
Glen Park Pool		
Daily Passes (all ages)	\$2.50/\$1.50 after 5 p.m.	\$2.50/\$1.50 after 5 p.m.
Family Fun Night	\$1.50	\$1.50
Lap Swimming	\$1.50	\$1.50
Punch Cards	10 Punches for \$20.00	10 Punches for \$20.00
Rentals	\$50.00 (up to 15 people) / \$75.00 (16-30 people)	
Gymnastics		
Preschool Classes (Once per week)	\$30.00	\$45.00
Youth Classes (Once or Twice Weekly)	\$35.00 / \$60.00	\$50.00 / \$75.00
Hoffman Park Camping Fees	\$15.00 / night	\$15.00 / night
League Fees		
Co-Rec Volleyball	\$125.00 / team	\$125.00 / team
Co-Rec Ultimate Frisbee	20.00 / person	20.00 / person
Navigation Games	\$20.00	\$20.00
Pickleball 101	\$20.00	\$20.00
Pre-School Camps	\$30.00	\$45.00
Sam's Songs in the Park	\$20.00 + \$5.00 per add'l child	\$20.00 + \$5.00 per add'l child
Shelter Facility Rental		
Open-Air Park Shelter	\$20.00	\$20.00
Enclosed Park Shelter	\$30.00	\$30.00
Glen Park Shelter (Both Sides)	\$60.00	\$60.00
Soccer Camps (Younger / Older)		
Daytime Camps	\$25.00 / \$30.00	\$40.00 / \$45.00
Evening Soccer Clinics	\$25.00 / \$30.00	\$40.00 / \$45.00
Spring Evening Soccer Clinics	\$25.00 / \$30.00	\$40.00 / \$45.00

Recreation Department Fee Schedule

Adopted March 22, 2016

<u>FEE DESCRIPTION</u>	<u>RESIDENT RATES</u>	<u>NON-RESIDENT RATES</u>
Softball Field Reservations	\$10.00 / hour	\$10.00 / hour
Field Light Usage Fee	\$30.00 / night	\$30.00 / night
Spring Art Classes - Kidcreate Studio	\$30.00	\$30.00
Summer Reading Program - RFPL	Free	Free
Swimming - Guard Start	\$50.00	\$65.00
Swimming Lessons	\$30.00	\$45.00
T-Ball (All age groups)	\$35.00	\$50.00
Tennis Camps:		
Adult Camp	\$25.00	\$40.00
Tennis Clinics (Younger / Older)	\$25.00 / \$30.00	\$40.00 / \$45.00
Wildcat Camps:		
Cheer and Stunt (Younger / Older)	\$35.00 / \$45.00	\$50.00 / \$60.00
Co-ed Basketball	\$25.00	\$40.00
Disc Golf	\$5.00	\$20.00
Intro to Summer Wrestling	\$5.00	\$20.00
Youth Baseball Leagues	\$35.00	\$50.00
Boys Mini Traveling Baseball	\$85.00	\$100.00
"Spring Training"	\$3.00	\$3.00
Youth One-Day Camps	\$15.00	\$25.00
Youth Week Camps:		
ARTrageous Fun	\$30.00	\$45.00
Crazy Park Fun	\$25.00	\$40.00
CSI Camp	\$30.00	\$45.00
Flag Football (5-6 year olds)	\$40.00	\$55.00
Flag Football (7-9 year olds)	\$50.00	\$65.00
Glow in the Dark Art	\$20.00	\$35.00
Grow to Learn Garden Camp	\$15.00	\$15.00
Gymnastics Camp	\$75.00	\$90.00
Jewelry-Making 101	\$35.00	\$50.00
Messy Art	\$25.00	\$40.00
Science/Explorer Camp	\$40.00	\$55.00
Water Fun and Lawn Games	\$25.00	\$40.00

Utilities Fee Schedule

Adopted March 22, 2016

<u>FEE DESCRIPTION</u>	<u>RATE</u>	<u>FEE SET BY</u>	<u>AUTHORIZATION</u>
Electric Utility Rates		Electric Rate Tariff	
Residential Service	\$7.00 per month + 9.77c per KWH + PCAC		
General Service	Single Phase - \$7.00 per month + 9.77c per KWH + PCAC Three Phase - \$13.00 per month + 9.77c per KWH + PCAC		
Small Power Service	Customer Charge \$50.00 per month + 5.75c per KWH + 7.00 per KW + PCAC + \$1.00 per KW distribution demand charge		
Large Power Time-of-Day Service	Customer Charge \$175.00 Demand Charge \$8.00 per KW Energy Charge 6.57c on peak, 4.0c off peak Customer Demand Charge \$2.00 per KW of highest demand		
Industrial Power Time-of-Day Service	Customer Charge \$200.00 Demand Charge \$8.50 per KW Energy Charge 6.1c on peak, 4.0c off peak Customer Demand Charge \$2.00 per KW of highest demand		
Street Lighting	Based on size of lamp		
Area Lighting	Based on size of lamp		
Electric Department			
Banner Permit Fee - North Main Street	\$100	Util. Com. Res.158, 11/06/1995	
Electric Primary Extension	See Public Service Commission Rules	Public Service Commission	
Electric System Relocation	See Public Service Commission Rules	Public Service Commission	
Permanent Electric Service	\$0	Electric Rate Tariff	
Temporary Electric Service	\$180 (labor + materials) plus usage	Utility Policy	
Environmental Utility	Residential \$.63/unit; Commercial \$3.15/unit; Heavy Commercial and Industrial \$52.50/unit; Health Care \$1.68/bed; School with Housing \$0.16/unit; School without Housing \$0.10/unit per month	Res. 4891, 01/27/2007	Mun. Code 8.16.030
Water Utility Rates		Res 5588, 04/10/2012	Mun. Code 13.04.050(A)
Monthly Service Charge - Meter Size	General Service Meter	Irrigation Service Meter	
5/8" & 3/4"	\$8.00	\$8.00	
1"	\$13.25	\$13.25	
1-1/2"	\$23.00	\$23.00	
2"	\$35.00	\$35.00	
3"	\$59.00	N/A	
4"	\$91.75	N/A	
6"	\$168.75	N/A	
8"	\$260.50	N/A	

Utilities Fee Schedule

Adopted March 22, 2016

<u>FEE DESCRIPTION</u>	<u>RATE</u>			<u>FEE SET BY</u>	<u>AUTHORIZATION</u>
Volume Charge	General Service: Residential	General Service: Non-Residential		Irrigation Service	
All water used, per 1,000 gallons	\$1.39	-		\$2.56	
First 15,000 gallons	-	\$1.72 per 1,000 gallons up to 15,000		-	
Next 135,000 gallons	-	\$1.40 per 1,000 gallons next 135,000		-	
Over 150,000 gallons	-	\$1.11 per 1,000 gallons over 150,000		-	
Public Fire Protection - Meter Size	Residential	Commercial	Industrial	Public Authority	
5/8" & 3/4"	\$4.15	\$3.76	\$9.15	\$13.20	
1"	\$10.37	\$9.40	\$22.87	\$33.00	
1-1/2"	\$20.75	\$18.80	\$45.74	\$66.01	
2"	\$33.20	\$30.07	\$73.19	\$105.61	
3"	\$62.25	\$56.39	\$137.23	\$198.03	
4"	\$103.74	\$93.98	\$228.72	\$330.05	
6"	\$207.49	\$187.95	\$457.43	\$660.09	
8"	\$331.98	\$300.72	\$731.87	\$1,056.15	
Water Department					
Backflow Preventer Test (Annual)	\$50			Utility Policy	
Private Hydrant Flushing (Annual)	\$85			Utility Policy	
Reserve Availability	Based on size of water line to building - Fee is no longer collected. Staff is preparing ordinance amendment reflecting this change.				Mun. Code 13.04.020
Security System	\$120			Utility Policy	
Water Assessment	Installation, administration, engineering costs, interest at 1% over City borrowing costs				
Well Operation Permit	\$25			Res. 3077, 09/09/1997	Mun. Code 13.20.030
Sewer Utility Rates					
				Res. 5577, 03/27/2012	Mun. Code 13.04.050(B)
Monthly Service Charge - Meter Size					
5/8" & 3/4"	\$16.50				
1"	\$22.50				
1-1/2"	\$33.50				
2"	\$49.00				
3"	\$77.00				
4"	\$118.00				
6"	\$225.00				
Mobile Home - 1"	\$38.00				
Mobile Home - 3"	\$366.00				
Volume Charge	\$7.04 per 1,000 gallons				
Sewer Department					
Building Sewer Permits	Included in Sewer Connection Fee			Prior code § 13.07	Mun. Code 13.12.040(B)(3)

Utilities Fee Schedule

Adopted March 22, 2016

FEE DESCRIPTION		RATE		FEE SET BY		AUTHORIZATION	
Stormwater Utility							
Stormwater Management Fee		0-10 acres, \$1,000 + \$100 /acre; 10.01-100 acres, \$1,500 + \$55/acre; 100.01+ acres, \$6,000 + \$10/acre (A financial guarantee will also be required)		Res. 6013, 03/22/2016		Mun. Code 12.16.050(A)	
Storm Water Rate Structure		Adjacent Surface Areas (Acres)	Residential Equivalent Factor (REF) (1)	Monthly Cost		Res. 4891, 01/27/2007	Mun. Code 13.24.050
Property Class	Land Use			Per Acre (2) (3)	Per Household		
0	Maintained Open Space			\$2.64			
1	Residential	730	1.00	\$15.54	\$3.14		
2	Medium Density Residential	256	1.30	\$20.24	NA		
3	Commercial	176	4.23	\$34.45	NA		
4	Industrial	388	3.30	\$42.22	NA		
5	Public/Quasi-Public (Universit	397	2.22	\$51.28	NA		
6	Office/Service/Churches	12	3.74	\$58.11	NA		
7	City Property, developed	99	2.72	\$65.71	NA		
8	Parks/Open Space	311	Exempt				
9	Agriculture	71	Exempt				
10	Road, Lakes and Rivers	598	Exempt				
		99	Exempt				
	TOTAL	3137					
		(1) Utility factor is actual runoff (inches) divided by runoff (inches) for single family residential					
		(2) Cost per acre is per acre cost for single family residential multiplied by utility factor					
		(3) Total quarterly costs for properties other than single family residential equal cost per acre times total acres					

MEMORANDUM

TO: Mayor Toland and City Council

FROM: Julie Bergstrom, Finance Director/Asst. City Administrator

DATE: July 12, 2016

TITLE: Greenwood Cemetery Association Funding Request

RECOMMENDED ACTION

Adopt the resolution approving a three year funding agreement for the Greenwood Cemetery Association.

BACKGROUND

The City has provided in-kind funding for the operation of Greenwood Cemetery for 25+ years. In-kind services include maintenance of the mowers and other equipment, snow plowing, tree trimming and other maintenance services.

In 2014, there was discussion with the members of the Greenwood Cemetery Association about increasing the City's annual contribution and reducing the City's in kind donations. A three year agreement was proposed to provide \$10,000 in annual funding for the use of the board for maintenance costs. The board determined that they would not be able to finance the services provided by the City, and requested that the processes in place remain as is.

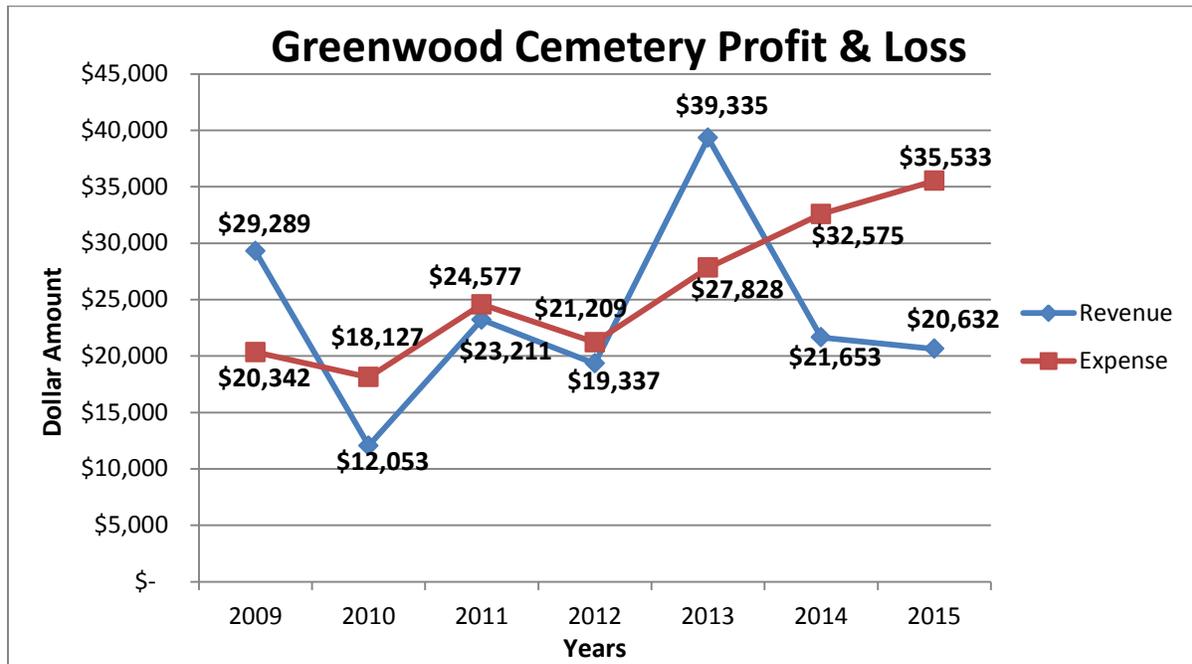
The board recently provided additional information on their current financial situation, and is requesting additional funding through WI statutes § 157.062(7) for cemetery operations, in addition to in-kind services. The request is attached as part of this report.

After some discussion with board members regarding the sales projections and annual operating costs, a consensus was reached to proceed with a request for annual funding, and also prepare long range financial projections in order to determine the best course of action. Due to current workload, this study is expected to be completed by the end of 2016.

DISCUSSION

Current Situation

The Association has increased rates recently, but is still expected to experience a deficit for operations.



Next Steps

A proposed three year agreement to continue to provide in-kind support to the Association, as well as annual funding of \$15,000 through 2018 is presented. This will provide time to prepare a long range study and plan for the future, and continue operations of the Cemetery by the Board.

Recommendation

Approval of the agreement is recommended.

FINANCIAL CONSIDERATIONS

Funding of \$10,000 was included in both the 2015 and 2016 budget for the cemetery, with approximately \$1,500 spent in 2015 and \$600 spent to date in 2016.

CONCLUSION

The City and Association wish to work together to maintain the Greenwood Cemetery. A long range plan for the cemetery will be completed this year to provide additional information on cemetery operations and funding. Approval of the agreement to provide \$15,000 in annual funding from 2016 through 2018 is recommended.

From: "Patricia Nelson" <patti@plncpa.com>
To: "Jim Larson" <ijklars@comcast.net>
Sent: Thursday, June 16, 2016 5:20:58 PM
Subject: Financial Status of Greenwood Cemetery

Jim:

Per our discussion at last night's meeting, you asked me for an update on the financial status which you could forward on to Julie Bergstrom.

I have projected our operating checking balance, after the July 1st payroll and after the transfer to perpetual care of \$3,150 which the board approved last night, as approximately \$2,500. Each monthly payroll is approximately \$3,400 so unless we have additional lot sales prior to the August payroll, we will be short. In addition, we will still "owe" the perpetual care fund \$5,475 for 25% of prior quarter's lot sales back to the 4th Quarter of 2015. Also consider that we have not paid for weed control this year when it really is called for due to lack of funds.

Per the information we gave Julie at our previous meeting, we operated at a deficit of almost \$11,000 in 2014 and \$15,000 in 2015. Yes, we did increase lot prices from \$900 to \$1,200 in the fall of 2015. But, even selling 23 lots per year, would result in less than \$7,000 more in gross receipts per year. We would have still have been operating at a deficit in 2014 and 2015 with that increased revenue and expenses will only increase over 2014 and 2015 levels.

Below is an excerpt of an article written by Wisconsin Towns Association Attorney Lee Turonie which we read at our meeting last night. It seems right on point regarding the situation at the Greenwood Cemetery.

Funding issues

Many cemeteries have funding via perpetual care funds. While interest income from perpetual care funds may be used to support a cemetery's expenses the principal of the fund is not to be withdrawn by organizations other than municipalities. § 157.11(9g)(a)2. For municipalities, if a perpetual care fund is for a cemetery that a municipality owns and will care for in perpetuity, then the municipality can terminate the perpetual care fund, transfer that money to the municipality's general fund and care for the cemetery afterwards using solely normal appropriations in the general budget. §157.50(6).

In times of low interest rates and increased costs these funds can become inadequate. If a cemetery association finds itself too low on funds, it may certify in writing to the clerk of the municipality where the cemetery is located the amount of money it needs for the next year, the amount the association actually has for the next year and state the resulting deficient amount. Afterwards the municipality may levy a tax in the required amount and give it to the association. § 157.062(7). The municipality cannot be forced to do that. However, keep in mind that a poorly funded association is more likely to become abandoned and then to eventually become the municipality's obligation anyway. Keeping an association going may prevent at least a near-term abandonment.

Besides abandonment, a cemetery association may transfer a cemetery and all of the association's assets to a municipality. § 157.064(5). If the association has voted to do this the municipality would then have to pass a resolution accepting the cemetery and its assets. WTA would

highly recommend having the town attorney prepare or review the deed, etc. This can be a sensible alternative to simply waiting for abandonment by a poorly financed association. One way or another, once a cemetery has become the municipality's it could terminate any existing perpetual care funds and care for the cemetery out of its general budget as described above. Remember that the association is prevented by law from being able to withdraw any principal from the same perpetual care fund.

So there are two solutions for dealing with financially failing cemetery associations: (1) receive in writing a proper request for funds, and provide them; or (2) receive the cemetery by transfer or abandonment and take care of it yourself.

Thanks,

Patti

Patricia L. Nelson CPA
Feuerhelm, Langer & Nelson CPA's LTD
216 N. Main St., Suite D
P.O. Box 306
River Falls, WI 54022
Phone: 715-425-2386
Fax: 715-425-8393
Cell: 651-492-4315
E-Mail: Patti@PLNCPA.com
Website: www.plncpa.com

Greenwood Cemetery Association Corp
Profit & Loss
 January 2009 through December 2015

	Jan - Dec 09	Jan - Dec 10	Jan - Dec 11	Jan - Dec 12	Jan - Dec 13	Jan - Dec 14	Jan - Dec 15	TOTAL
Ordinary Income/Expense								
Income								
Cemetery Lot Sales	17,400.00	10,800.00	20,980.00	18,300.00	36,975.00	20,700.00	19,800.00	144,955.00
Direct Public Support	10,020.00	0.00	0.00	0.00	0.00	0.00	0.00	10,020.00
Interest Income	1,869.29	1,213.29	2,995.86	796.52	1,871.68	534.10	730.22	10,010.96
Other Types of Income								
Miscellaneous Revenue	0.00	40.00	435.37	240.00	488.00	419.00	102.00	1,724.37
Total Other Types of Income	0.00	40.00	435.37	240.00	488.00	419.00	102.00	1,724.37
Refunds/NSF Checks	0.00	0.00	-1,200.00	0.00	0.00	0.00	0.00	-1,200.00
Total Income	29,289.29	12,053.29	23,211.23	19,336.52	39,334.68	21,653.10	20,632.22	165,510.33
Expense								
Contract Services								
Accounting Fees	959.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	9,959.00
Total Contract Services	959.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	9,959.00
Depreciation	5,905.28	0.00	2,991.28	0.00	0.00	0.00	0.00	8,896.56
Facilities and Equipment								
Equip Rental and Maintenance	142.02	195.78	244.31	0.00	0.00	0.00	580.25	1,162.36
Equipment Purchase	0.00	0.00	0.00	0.00	6,562.76	3,375.00	4,569.99	14,507.75
Utilities	345.02	421.66	474.30	640.27	652.82	409.25	355.72	3,299.04
Facilities and Equipment - Other	381.84	449.25	106.58	1,324.31	67.41	646.07	116.05	3,091.51
Total Facilities and Equipment	868.88	1,066.69	825.19	1,964.58	7,282.99	4,430.32	5,622.01	22,060.66
Operations								
Bank Charges	23.00	30.00	40.96	25.00	79.16	0.00	12.23	210.35
Books, Subscriptions, Reference	0.00	0.00	0.00	0.00	0.00	79.73	0.00	79.73
Fertilizing, Weed Control, Irri	0.00	232.00	2,124.40	0.00	1,928.40	2,705.00	2,138.85	9,128.65
Postage, Mailing Service	8.40	0.00	0.00	0.00	0.00	0.00	0.00	8.40
Printing and Copying	14.77	0.00	0.00	0.00	0.00	0.00	0.00	14.77
Supplies	113.92	0.00	294.30	322.12	500.55	476.02	650.57	2,357.48
Total Operations	160.09	262.00	2,459.66	347.12	2,508.11	3,260.75	2,801.65	11,799.38
Other Types of Expenses								
Flowers	206.93	225.00	175.00	145.00	180.00	235.00	250.00	1,416.93
Insurance - Liability, D and O	977.00	670.00	777.49	751.00	751.00	700.00	746.00	5,372.49
Miscellaneous	0.00	10.00	0.00	105.31	0.00	10.00	100.00	225.31
Repurchase of lots	0.00	0.00	0.00	0.00	0.00	1,200.00	0.00	1,200.00
Total Other Types of Expenses	1,183.93	905.00	952.49	1,001.31	931.00	2,145.00	1,096.00	8,214.73
Payroll Related								
Insurance - Workman's Comp	1,218.00	1,441.00	1,547.00	1,699.00	1,530.00	1,463.00	1,406.00	10,304.00
Payroll Taxes	781.02	1,040.55	1,509.89	1,683.44	1,869.04	2,818.62	3,863.74	13,566.30
Wages	9,265.72	11,911.50	12,791.90	12,977.75	12,207.25	16,957.00	19,244.00	95,355.12
Payroll Related - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Payroll Related	11,264.74	14,393.05	15,848.79	16,360.19	15,606.29	21,238.62	24,513.74	119,225.42

Greenwood Cemetery Association Corp
Profit & Loss
 January 2009 through December 2015

	Jan - Dec 09	Jan - Dec 10	Jan - Dec 11	Jan - Dec 12	Jan - Dec 13	Jan - Dec 14	Jan - Dec 15	TOTAL
Postage	0.00	0.00	0.00	36.00	0.00	0.00	0.00	36.00
Total Expense	20,341.92	18,126.74	24,577.41	21,209.20	27,828.39	32,574.69	35,533.40	180,191.75
Net Ordinary Income	8,947.37	-6,073.45	-1,366.18	-1,872.68	11,506.29	-10,921.59	-14,901.18	-14,681.42
Net Income	<u>8,947.37</u>	<u>-6,073.45</u>	<u>-1,366.18</u>	<u>-1,872.68</u>	<u>11,506.29</u>	<u>-10,921.59</u>	<u>-14,901.18</u>	<u>-14,681.42</u>

AGREEMENT

BETWEEN THE CITY OF RIVER FALLS

AND THE GREENWOOD CEMETERY ASSOCIATION

2016-2018

WHEREAS, the City of River Falls (CITY) has been providing in-kind and direct support to the Greenwood Cemetery Association (ASSOCIATION) for several years; and

WHEREAS, the ASSOCIATION has requested funding in addition to the in-kind services under Wisconsin Statutes § 157.062(7), in order to properly maintain the Greenwood Cemetery; and

WHEREAS, this agreement has been reviewed and is agreeable to the CITY as well as the ASSOCIATION for the calendar years 2016 through 2018; and

WHEREAS, it is mutually agreed by and between the CITY and the ASSOCIATION as follows:

1. The CITY agrees to furnish an annual payment of \$15,000 to the ASSOCIATION to be used for general maintenance, upkeep and improvements to the Greenwood Cemetery. Expenses may include, but are not limited to: snow removal, tree trimming and removal, road maintenance, insurance, utilities, and equipment operation and repair expenses.
2. CITY will continue to provide in-kind services for upkeep of the cemetery, to include mower maintenance and public works tasks; and
3. The term of the agreement shall be January 1 through December 31 of each year. The initial term of the contract shall be three (3) year term beginning January 1, 2016. The agreement will automatically renew for successive two-year periods after 2018, except as follows:
 - a. On or before June 30th of the last contract year, CITY provides notice, by certified mail, to the ASSOCIATION of its intent not to renew this agreement for the following year.
 - b. The ASSOCIATION may on or before June 30th of the last contract year provides notice, by certified mail, to the CITY of its intent not to renew the agreement for the following year.

NOW THEREFORE, the parties have hereto cause these presents to be signed and executed by the Mayor and City Clerk of the first part, this _____day of _____, 2016 and the Chairman and Secretary of the party of the second part, this _____day of _____, 2016.

CITY OF RIVER FALLS

**GREENWOOD CEMETERY
ASSOCIATION**

Dan Toland, Mayor

_____, Chair

Lu Ann Hecht, City Clerk

_____, Secretary



RESOLUTION NO.

RESOLUTION APPROVING AGREEMENT WITH GREENWOOD CEMETERY ASSOCIATION

WHEREAS, the City of River Falls wishes to work in cooperation with the Greenwood Cemetery Association to maintain Greenwood Cemetery; and

WHEREAS, the Association has requested annual budgeted funds of \$15,000 in order to provide proper maintenance of the cemetery grounds; and

WHEREAS, funds are available in 2016 for this annual payment, and can be included in the 2017-2018 budgets; and

WHEREAS, a long range study is needed to determine the financial needs of the cemetery in the future.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of River Falls hereby approves the agreement with the Greenwood Cemetery Association to provide in-kind services for cemetery maintenance, as well as an annual appropriation of \$15,000 for the years 2016 through 2018 for cemetery operations; and

BE IT FURTHER RESOLVED that the Mayor and City Clerk are authorized to execute this agreement on behalf of the City.

Dated this 12th day of July, 2016.

Dan Toland, Mayor

ATTEST:

Lu Ann Hecht, City Clerk



MEMORANDUM

TO: Mayor Toland and City Council

FROM: Reid R. Wronski, P.E., City Engineer

DATE: July 12, 2016

TITLE: Resolution Awarding Bid for Sterling Ponds Corporate Park Phase 2 – Bid Package B

RECOMMENDED ACTION

Adopt the attached resolution awarding the bid for Sterling Ponds Corporate Park Phase 2 – Bid Package B to Total Excavating.

BACKGROUND

In 2011 approximately 74 acres of the Sterling Ponds subdivision was purchased from Arcon Development for the development of a corporate park. In 2014-2015, Phase 1 of Sterling Ponds Corporate Park was developed.

Recently, the City Council entered into a Developers Agreement with TW Vending that required infrastructure to be extended to that site by July 4. In response, Ac/A worked with City staff to developed final plans and specifications for a Phase 2a project that delivered on our obligations to provide sewer, water and storm connections to TW Vending.

Bid Package B is necessary to complete all remaining outstanding work for Sterling Ponds Phase 2.

DISCUSSION

Plans and specifications were prepared and bids were obtained in accordance with State Statutes. Sealed bids were opened on June 30, 2016 with the following base bid results:

1. Total Excavating LLC \$478,528.00
2. Albrightson Excavating Inc. \$480,155.95
3. Haas Sons, Inc..... \$544,170.24
- Engineers Estimate* \$543,234.00

The City has worked with Total Excavating on many projects and believes they are a reputable contractor qualified to perform this work. Staff recommends awarding the contract Base Bid to Total Excavating in the amount of \$478,528.00.

FINANCIAL CONSIDERATIONS

The estimated total cost for Phase 2 construction in Sterling Ponds Corporate Park was estimated at \$1,070,500 prior to these bid results. Actual project costs based on bids add up to approximately \$881,000 as summarized below.

Bid Package A: Awarded 5/10/16

Design Engineering - \$35,000

Construction - \$230,000

Construction Staking and Inspections - \$30,000

Bid Package B: Award 7/12/16 , Substantial Completion 10/15/16

Design Engineering - \$50,000

Construction - \$480,000

Construction Staking and Inspections - \$56,000

This project is intended to be funded with Tax Incremental Financing.

CONCLUSION

Staff recommends City Council approval of the attached resolution awarding the contract for Sterling Ponds Corporate Park Phase 2 – Bid Package B to Total Excavating, Inc. in the base bid amount of \$ 478,528.00.



RESOLUTION NO. _____

**RESOLUTION AWARDING BID FOR
STERLING PONDS CORPORATE PARK
PHASE 2 – BID PACKAGE B**

WHEREAS, completion of Casey Street in Sterling Ponds Corporate Park is required to meet City obligations to support the TW Vending project; and

WHEREAS, plans and specifications for a Phase 2 were separated into a Bid Package A and Bid Package B; and

WHEREAS, Bid Package A was awarded and construction is complete; and

WHEREAS, plans and specifications for Bid Package B were prepared and bids were obtained in accordance with State Statutes; and

WHEREAS, sealed bids were opened on June 30, 2016; and

WHEREAS, bids were received from three contractors wishing to perform the work with Total Excavating, Inc. being the lowest bid at \$478,528.00;

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of River Falls hereby awards the bid for the Sterling Ponds Corporate Park Phase 2 – Bid Package B project to Total Excavating, Inc. in the amount of \$478,528.00.

Dated this 12th day of July, 2016.

Dan Toland, Mayor

ATTEST:

Lu Ann Hecht, City Clerk

MEMORANDUM

TO: Mayor Toland and City Council

FROM: Keri Schreiner, Management Analyst
Raymond French, Management Analyst

DATE: July 12, 2016

TITLE: **Ordinance 2016-10 Annexation of Land and Right of Way in the Town of Troy to the City of River Falls – First Reading**

RECOMMENDED ACTION

Adopt Ordinance 2016-10 Annexing land and right of way in the Town of Troy to the City of River Falls. First Reading is June 14, 2016, and Second Reading is scheduled for June 28, 2016. This ordinance will annex approximately 291.9 acres of land in the “Mann Valley” area to the City of River Falls.

BACKGROUND

The City first purchased land in the Mann Valley area in 2011. That purchase included over 85 acres of agricultural land at the corner of Mann Lane and City MM. The City’s interests in this area at the time were both for creating additional reserves of land available to the City for use in conjunction with economic development efforts and to ensure future development of this land in a manner consistent with the City’s plans. At the same time, the City purchased a first right of refusal on the adjoining 243 acres of land, under which the City exercised its right to purchase in 2013. This brought the City’s total land holdings in the area to over 325 acres.

Winfield Solutions, a division of Land O’ Lakes, has approached the City about developing two properties, one in the Sterling Ponds Corporate Park and one in Mann Valley. The City has signed a Letter of Intent with Land O’ Lakes for the property development. Due to the quality of the project, the City is interested in annexing much of its “Mann Valley” holdings into the City to reserve it for future development. The attached ordinance annexes approximately 291.9 acres of this land.

DISCUSSION

[Wis. Stat. §66.0223](#) provides a method for a City to annex territory it owns by an ordinance enacted by the Common Council. This statute also allows the City to annex an area not contiguous to the current City limits and effectively create an incorporated “island” separate from the City limits. The attached ordinance annexes the territory shown on Exhibit A.

The entire 325 acres is not being annexed as the City completes some additional title research on a final parcel of ownership. In order not to hold up the development project, the City is proceeding with the 291 acres at this time. The City will bring the other land into the City later. At that time the City will include other adjacent landowners if they wish to join.

Simultaneously with the annexation process, the Council will be considering the creation of a tax incremental financing district encompassing only the 5 acres of the anticipated development and a draft developer's agreement with the interested party.

The Plan Commission reviewed the proposed annexation at their regular meeting of July 5, 2016 and forwarded it to Council with a favorable recommendation. The Plan Commission assigned a temporary zoning designation of (A) Agricultural to the Winfield site and (A) Agricultural to the remainder of the property being rezoned.

Following the annexation process, the City of River Falls Comprehensive Plan – Future Land Use Map will be updated to reflect a future plan for the annexed land and will be brought to Council at that time.

FINANCIAL CONSIDERATIONS

The annexed land is city-owned and will continue to be tax-exempt until developed and sold through agreement with potential businesses. The City will continue to collect rent from farming activities on the unimproved land.

CONCLUSION

Approval of the ordinance annexing the territory depicted in Exhibit A is recommended.



ORDINANCE NO. 2016-10

AN ORDINANCE ANNEXING CERTAIN TERRITORY AND INCORPORATING THE SAME WITHIN THE BOUNDARIES OF THE CITY OF RIVER FALLS, ST. CROIX COUNTY, WISCONSIN, PURSUANT TO THE PROVISIONS OF WISCONSIN STATUTES, SECTION 66.0223(1), DESIGNATING ZONING DISTRICT CLASSIFICATION, AND AMENDING THE CITY OF RIVER FALLS OFFICIAL MAPS INCORPORATING THE TERRITORY.

THE COMMON COUNCIL OF THE CITY OF RIVER FALLS DO ORDAIN:

SECTION 1. Territory Annexed. In accordance with §66.0223(1), Wis. Stats., the territory owned by the City of River Falls, as described in Exhibit B and depicted in Exhibit A, attached hereto, located in the Town of Troy, St. Croix County, Wisconsin, is annexed to the City of River Falls, Wisconsin.

SECTION 2. Effect of Annexation. From and after the date of this ordinance the territory described in Section One shall be a part of the City of River Falls for any and all purposes provided by law. All persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the City of River Falls.

SECTION 3. Ward Designation. The territory described in Section One of this ordinance is hereby made a part of Ward 15 of the City of River Falls. The territory shall be subject to the ordinances, rules and regulations of the City of River Falls governing wards. The population of the territory is zero.

SECTION 4. Severability. If any provision of this ordinance is invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application.

SECTION 5. Zoning District Designation. In accordance with §59.69 Wis. Stats., the territory owned the City of River Falls, as described in Exhibit B and depicted in Exhibit A, attached hereto, located in the Town of Troy, St. Croix County, Wisconsin, shall have a City of River Falls temporary Zoning District classification of I1 (Industrial) of approximately five acres and the remaining territory within the annexation shall have a City of River Falls Temporary Zoning District classification of A (Agricultural) as shown in Exhibit C.

SECTION 6. Official Maps. The following City of River Falls maps shall be amended:

- a. City of River Falls Official Zoning Map (zoning district(s) designation)

b. City of River Falls Official Map (public right-of-way map)

SECTION 7. Effective Date. This ordinance shall take effect upon passage and publication as provided by law and the territory described herein shall be attached to the City of River Falls upon the filing this ordinance as provided by §66.0223(1), Wis. Stats.

Dated this 26th day of July, 2016.

FOR THE CITY OF RIVER FALLS

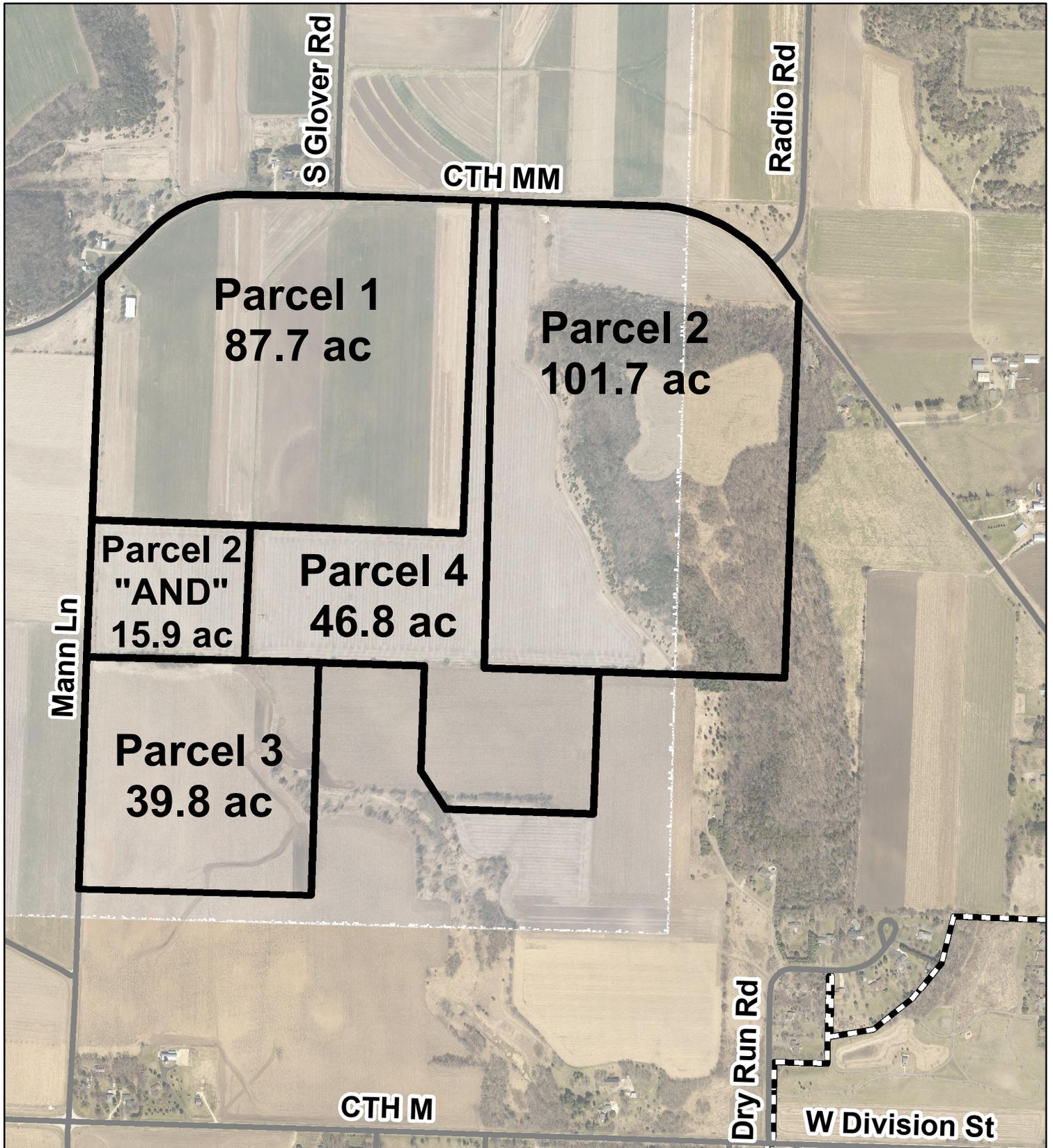
Dan Toland, Mayor

ATTEST:

Lu Ann Hecht, City Clerk

Adopted: _____

Published: _____



0 250 500 1,000 Feet



Exhibit A

Annexation Area

May 2016



EXHIBIT B

LEGAL DESCRIPTION

The following described real property located in the County of St. Croix, and State of Wisconsin:

Parcel 1: Lot 1 of Certified Survey Map filed January 26, 2011, in Vol. 25 of C.S.M., Pg. 5757, as Doc. No. 931252.

Parcel 2: A parcel of land located in part of the Northeast Quarter of the Northwest Quarter (NE $\frac{1}{4}$ of the NW $\frac{1}{4}$), part of the Northwest Quarter of the Northwest Quarter (NW $\frac{1}{4}$ of the NW $\frac{1}{4}$), part of the Southwest Quarter of the Northwest Quarter (SW $\frac{1}{4}$ of the NW $\frac{1}{4}$) and part of the Southeast Quarter of the Northwest Quarter (SE $\frac{1}{4}$ of the NW $\frac{1}{4}$), all in Section 35, Township 28 North, Range 19 West, St. Croix County, Wisconsin, described as follows:

Commencing at the Northwest corner of said Section 35; thence along the North line of the Northwest Quarter of said Section 35, South 89°47'53"E a distance of 890.25 feet to the point of beginning; thence continuing along said line South 89°47'53" East a distance of 974.87 feet to the point of intersection with the centerline of County Trunk Highway "MM", said centerline being the arc of a 960.00 foot radius curve, concave Southwesterly, with a central angle of 45°47'51", a chord that bears South 60°55'51" East and measures 747.08 feet; thence Southeasterly along the arc of said curve and centerline a distance of 767.34 feet to the point of tangency; thence continuing along said centerline South 38°01'56" East a distance of 181.08 feet to the East line of said Northwest Quarter (NW $\frac{1}{4}$) of Section 35; thence along said east line South 00°17'57" West a distance of 2142.00 feet to the Southeast corner of said Northwest Quarter (NW $\frac{1}{4}$) of Section 35; thence along the South line of said Northwest Quarter (NW $\frac{1}{4}$) of Section 35 North 89°55'54" West a distance of 1703.59 feet to the East line of that parcel described in Deed Volume 1221, page 0110; thence along last said line North 00°31'57" West a distance of 2649.10 feet to the point of beginning.

AND

A parcel of land located in part of the Northeast Quarter of the Northeast Quarter (NE $\frac{1}{4}$ of the NE $\frac{1}{4}$) and part of the Southeast Quarter of the Northeast Quarter (SE $\frac{1}{4}$ of the NE $\frac{1}{4}$) of Section 34, Township 28 North, Range 19 West, St. Croix County, Wisconsin, described as follows: Commencing at the Northeast corner of said Section 34; thence along the North line of said Northeast Quarter of the Northeast Quarter (NE $\frac{1}{4}$ of the NE $\frac{1}{4}$) South 88°48'04" West a distance of 419.89 feet to the point of beginning; thence along the West line of that parcel described in Deed Volume 1221, page 0110 South 00°28'21" West a distance of 2646.38 feet; thence along the South line of said Southeast Quarter of the Northeast Quarter (SE $\frac{1}{4}$ of the NE $\frac{1}{4}$) South 89°26'42" West a distance of 893.21 feet; thence along the West line of said Southeast Quarter of the Northeast

Quarter (SE $\frac{1}{4}$ of the NE $\frac{1}{4}$) and Northeast Quarter of the Northeast Quarter (NE $\frac{1}{4}$ of the NE $\frac{1}{4}$) North 00°21'28" East a distance of 2147.03 feet to the centerline of County Trunk Highway "MM"; thence along said centerline North 43°55'25" East a distance of 398.61 feet to the point of curvature of a 716.20 foot radius curve, concave Southeasterly, with a central angle of 41°53'49", a chord that bears North 64°52'19.5" East and measures 512.12 feet; thence Northeasterly along the arc of said curve and centerline a distance of 523.71 feet to said North line of Northeast Quarter of the Northeast Quarter (NE $\frac{1}{4}$ of the NE $\frac{1}{4}$), thence along last said line North 88°48'04" East a distance of 161.45 feet to the point of beginning.

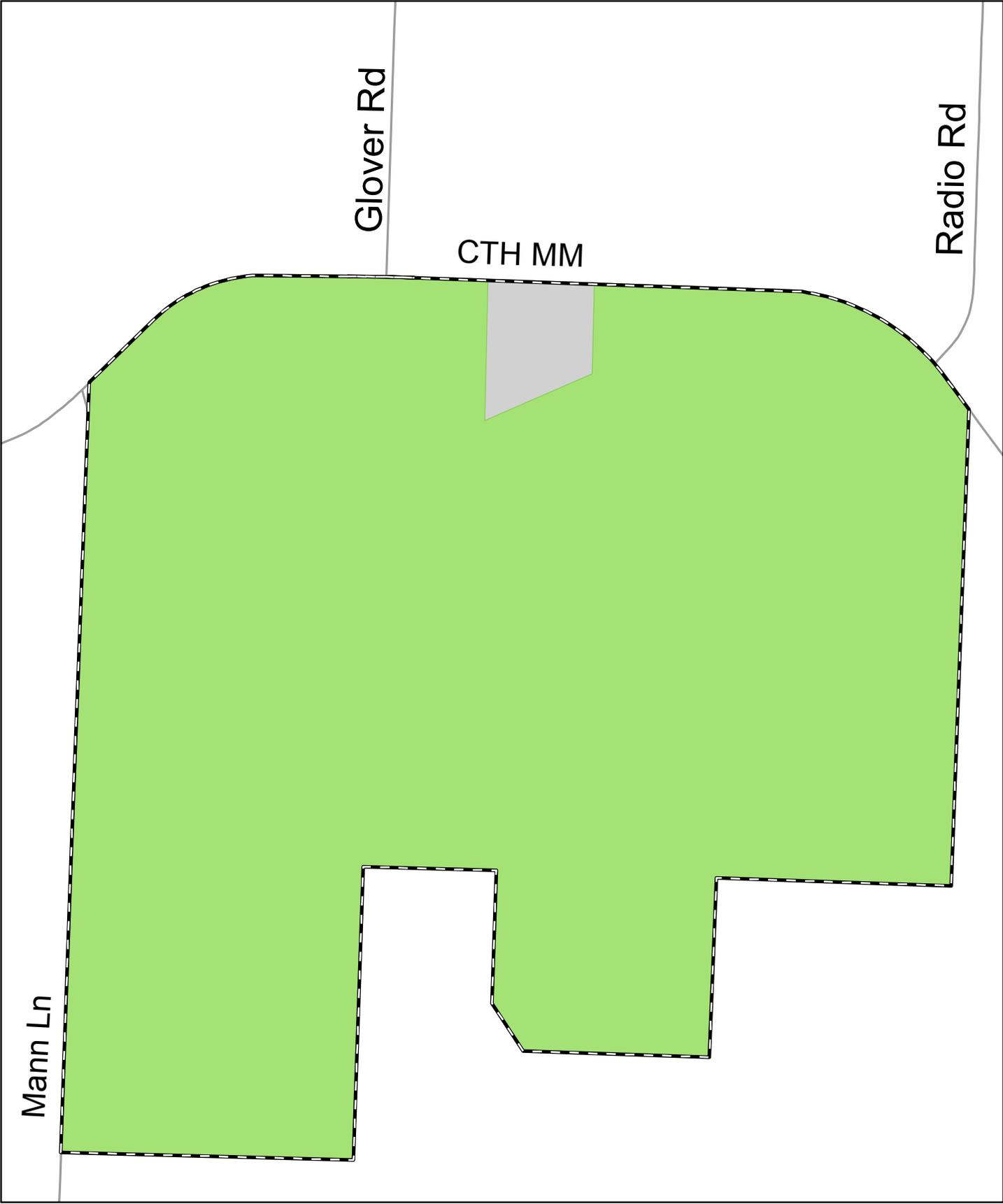
EXCEPTING THEREFROM, that portion of Lot 1 of Certified Survey Map filed January 26, 2011, in Vol. 25 of C.S.M., Pg. 5757, as Doc. No. 931252, contained within the above described parcel.

Parcel 3: The Northeast Quarter of the Southeast Quarter (NE $\frac{1}{4}$ of the SE $\frac{1}{4}$) of Section 34 Township 28 North, Range 19 West.

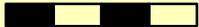
Parcel 4: A parcel of land located in the Northeast Quarter of the Northeast Quarter (NE $\frac{1}{4}$ of NE $\frac{1}{4}$) and in the Southeast Quarter of the Northeast Quarter (SE $\frac{1}{4}$ of NE $\frac{1}{4}$) of Section Thirty Four (34) and in the Northwest Quarter of the Northwest Quarter (NW $\frac{1}{4}$ of NW $\frac{1}{4}$) and the Southwest Quarter of the Northwest Quarter (SW $\frac{1}{4}$ of NW $\frac{1}{4}$) and in the Northwest Quarter of the Southwest Quarter (NW $\frac{1}{4}$ of SW $\frac{1}{4}$) and in the Northeast Quarter of the Southwest Quarter (NE $\frac{1}{4}$ of SW $\frac{1}{4}$) of Section Thirty Five (35), All in Township Twenty Eight (28) North, Range Nineteen (19) West, Town of Troy, more fully described as follows: Beginning at the Northwest corner of Section 35, thence S87°57'29"E along the North line of said Northwest Quarter; 890.25 feet; thence S01°18'27"W 2649.01 feet to the North line of said Southwest Quarter of said Section 35; thence S88°05'23"E along the North line of said Southwest Quarter 649.03 feet; thence S02°12'51"W 806.67 feet; thence N88°05'23"W 837.03 feet; thence N33°03'25"W 256.33 feet; thence N01°50'01"E 596.59 feet to the North line of said Southwest Quarter of said Section 35; thence N88°05'23"W along the North line of said Southwest Quarter 597.00 feet to the West Quarter corner of said Section 35; thence N88°42'45"W along the South line of said Southeast Quarter of the Northeast Quarter of said Section 34; 419.80 feet; thence N02°19'03"E 2646.24 feet recorded as 2647.29 feet to the North line of said Northeast Quarter of the Northeast Quarter of said Section 34; thence S89°21'9"E along the North line of said Northeast Quarter of the Northeast Quarter of said Section 34; 419.92 feet recorded as S89°12'56"E 419.89 feet to the point of beginning.

Subject to the right of way for C.T.H. "MM".

EXCEPTING THEREFROM, that portion of Lot 1 of Certified Survey Map filed January 26, 2011, in Vol. 25 of C.S.M., Pg. 5757, as Doc. No. 931252, contained within the above described parcel.



0 300 600 Feet



Mann Valley Annexation Exhibit C

- I1 - Industrial
- A - Agriculture
- City Limits

MEMORANDUM

TO: Mayor Toland and City Council

FROM: Gordon Young, Police Chief

DATE: July 12, 2016

TITLE: Ordinance 2016-11 Amending the Official Parking Control Map, Northwest Corner of Fremont and Maple, trailhead parking lot at Whitetail Boulevard, Grotenhuis Addition, East Foster Street and Inlow Lot – First Reading

RECOMMENDED ACTION

Adopt Ordinance 2016-11 amending the Official Parking Control map. The requested action is as follows:

- Grotenhuis Addition residential parking permit system changed to comply with other city residential parking permit system.
- Add three (3) no parking areas to the Grotenhuis Addition for safety reasons.
- Inlow parking lot residential parking permit system changed to comply with other city residential parking permit system.
- Remove handicapped parking restriction on NW corner of Fremont and Maple Streets.
- Limit parking in trailhead parking lot at Whitetail Boulevard
- Add no parking on both sides of the new 200 block of East Foster Street

BACKGROUND

The Grotenhuis Addition was the first area of the city to utilize a residential parking permit system. This was established in 1989 when the River Falls City Council established ordinance 1989-16. Since that time, the City has further created other residential parking permitting systems and regulation under River Falls Ordinance 12.06. The ordinance regulating the Grotenhuis addition and the ordinance regulating the rest of the city residential parking are different and need to be brought together so that the provisions are equal. The biggest disparities between the two ordinances are:

Grotenhuis permitting system has no expiration thus allowing anyone who legally obtains a permit to park in that area to park there, literally, forever.

Grotenhuis permitting system has no provision for the issuance of guest parking permits.

The changes proposed for the Grotenhuis Addition parking permit system brings that area into compliance with what is done in the rest of the City as far as the issuance and enforcement of the

parking permit system. The residents of that addition were polled and the response indicated that the majority of the residents wanted to continue utilizing a parking permit system.

While conversing with the residents in that area about the permitting issue, it became apparent that there were concerns about traffic safety in a couple of areas. The curve in the 700 block of South Fork Drive has been requested to be posted as a no parking area for a short distance on both sides of that curve. There is a fire hydrant on that curve. There are also a number of rental properties that have several cars that park on the street in that immediate area. When vehicles are parked on both sides of South Fork Drive on that curve there is a critical visibility problem created. Therefore, it is requested that the City establish a no parking area on both sides of the street at that location as indicated on the map attached. It is also requested that the City establish a no parking area on the east side of Valley View Drive between Cascade Avenue and South Fork Drive. The reason for this request is due to the width of the street and visibility access to Cascade Avenue from that area.

The Inlow Lot is located just north of the intersection of North Main Street and Division Street. It is utilized long term solely by the two (2) residents of 421 North Main Street. During the day, other vehicles may park there. The permitting system for this lot was also different from the permitting system for the rest of the City residential parking. It is requested that Ordinance 12.06 be amended, as proposed, to bring the permitting system for the Inlow Lot into compliance with the residential parking permit system for the rest of the City.

Remove handicap parking restrictions on NW corner of Fremont and Maple. This was an old designation from when the Academy Building was fully functional. The Montessori school requested its removal. The remainder of the parking revisions at the Montessori location are already covered under Ordinance 2001-17. "Establishment of "No Parking" Zones Adjacent to Marked Crosswalks.

The new trailhead parking lot at Whitetail Boulevard lot was completed late last fall. In conversations between Terry Kusilek, Reid Wronski and the daycare, it was decided that the City would limit parking on the south side of the new lot to 15 minutes to allow parents to utilize these spots to drop off and pick up their children. The remainder of the parking stalls in the lot are designated as No Parking 1 AM to 6 AM to prevent people from leaving vehicles there overnight.

In 2015, in coordination with UW-RF and the construction of the new Falcon Center, a roadway connection, now known as East Foster Street, was constructed between Orange Street and Sycamore Street. The roadway was constructed to eliminate two existing dead-end roadways and provide better circulation of traffic utilizing the parking area constructed on the north side of the Falcon Center. Due to limited right-of-way availability, the road was built twenty-four (24) feet wide curb to curb and is not designed for on-street parking. It has had temporary No Parking signs in place since it was opened under the authority of the Chief of Police and is working well. This no parking area needs to be added to the Official Parking Control Map.

DISCUSSION

Current situation

These parking restrictions have been discussed with public works supervisor Terry Kusilek and he is in support of these parking restriction changes. Residents in the areas affected have been contacted and their inputs and concerns have been solicited.

Recommendation

It is recommended the council approve the amendments to the parking control map.

FINANCIAL CONSIDERATIONS

The financial considerations for these parking restrictions are minimal in that most of the signs are already in place. However, some additional sign modifications and associated costs may need to occur.

CONCLUSION

Approval of the ordinance amending the City's Official Parking Control map is recommended.



ORDINANCE NO. 2016-11

**AN ORDINANCE AMENDING SECTION 10.12.030,
OFFICIAL PARKING CONTROL MAPS**

(Grotenhuis Addition, 700 Block of South Fork Drive, Valley View Drive, NW corner of Fremont and Maple Streets, Whitetail Boulevard and 200 Block East Foster Street)

THE COMMON COUNCIL OF THE CITY OF RIVER FALLS DO ORDAIN:

SECTION 1. That Section 10.12.030A of the City of River Falls Municipal Code be amended as follows:

Grotenhuis Addition

- Change the residential parking permit system to comply with the other city residential parking permit system
- Inlow parking lot residential parking permit system changed to comply with the other city residential parking permit system

700 Block of South Fork Drive

- No parking in designated areas on both sides of the street

600 Block of Valley View Drive between Cascade Avenue and South Fork Drive

- No parking on the east side of the 600 Block of Valley View Drive

NW Corner of Fremont and Maple Streets

- Remove handicapped parking restriction

Whitetail Boulevard

- Limit parking in the trailhead parking lot

200 Block East Foster Street

- No parking on both sides of the street

SECTION 2. The Operations Superintendent shall place such signs and mark changes as are necessary to give adequate notice of the restrictions, prohibitions and limitations as shown on the Official Parking Control Map.

SECTION 3. This Ordinance shall take effect on the day after publication.

Dated this 26th day of July, 2016.

FOR THE CITY OF RIVER FALLS

Dan Toland, Mayor

ATTEST:

Lu Ann Hecht, City Clerk

Adopted: _____

Published: _____



MEMORANDUM

TO: Mayor Toland and Council Members

FROM: Buddy Lucero, Community Development Director

DATE: July 12, 2016 City Council Meeting

RE: Resolution awarding a contract for the Kinnickinnic River Corridor Plan

INTRODUCTION

Approve a resolution awarding a contract for the Kinnickinnic River Corridor Plan.

BACKGROUND

In late 2013, the City began the federal relicensing process for two hydroelectric dams on the Kinnickinnic River within the City’s central area. This past March the Federal Energy Regulation Commission (FERC) granted a rehearing of their earlier denial of a request for a five-year license extension for the River Falls Hydroelectric Project. This action extends the license term to 2023 and delays any notice by the City to FERC to 2018 on whether the City will relicense or surrender the license. After thoughtful community engagement the City Council determined that now is the appropriate time to begin a carefully thought out multi-phased process that leads to a comprehensive long term plan for the broader Kinnickinnic River Corridor.

DISCUSSION

Current Situation

There are many stakeholders with varying interests in how the Kinnickinnic River and its surrounding corridor should be planned for and managed. A holistic plan is needed that considers the river's role—and its relationship to the two hydro-electric dams and their impoundments (Lake George and Lake Louise)—in balancing demand from user groups and promoting sensitive land use that is in the best interest of the community.

A Request For Proposal (RFP) was for evaluating proposals from qualified consultants (or teams of consultants) experienced in multi-phased land planning based on

comprehensive community engagement and support. A fully-implemented plan for the river corridor is envisioned to comprise three phases:

Phase 1 – Analysis, Feasibility, and Preliminary Concept Plans

Phase 2 – Final Design and Permitting

Phase 3 – Design Implementation and Construction

Action Steps

The City Council appointed a Selection Committee consisting of the Mayor Dan Toland, Council Member Diane Odeen, Dave Fodroczi, Kinnickinnic River Land Trust, City Engineer Reid Wronski and myself to review the proposals. Phase 1 for the river corridor will require approximately 2-3 years to completion. The Selection Committee reviewed the five proposals submitted to determine how well each one met the requirements outlined in the RFP. The top ranked applicants were invited back to provide a presentation followed by an interview on Thursday June 23, 2016. Factors considered in the evaluation include but were not limited to the following:

1. Qualifications and experience of previous similar projects
2. Project team – qualifications and experience of the Project Manager, key staff, and sub-consultants proposed to work on the project
3. Project approach/methodology
4. Fee estimate

After reviewing the proposals and their presentations the Selection Committee is recommending SEH of St. Paul Minnesota. The Selection Committee recommends this consultant for their experience and expertise in public engagement, technical assessments and their passion to designing high quality and distinctive public spaces. SEH also has a proven history of design and implementation of successful projects for the City of River Falls.

Firm Name	Bid
SEH (St. Paul, MN)	\$300,000
SMITHGROUP JJR (Madison, WI)	\$300,000
AYRES Associates (Eau Claire, WI)	\$305,113
Hoisington Koegler Group Inc. (Minneapolis, MN)	\$331,420
SRF Consulting Group, Inc. (Minneapolis, MN)	\$223,305

FINANCIAL CONSIDERATIONS

The bid for these services is \$300,000.00 and will be paid out over a three year span.

CONCLUSION

The Selection Committee recommends City Council approve the attached resolution awarding the contract to SEH for the Kinnickinnic River Corridor Plan.

Exhibits:

1. Resolution awarding the contract to SEH of St. Paul Minnesota for the Kinnickinnic River Corridor Plan.
2. Link to SEH proposal [..\Consultant Kinni Proposals\SEH Kinni River Falls #2 proposal 7-1-16.pdf](#)
3. Link Request For Proposal [..\2016 RFP Kinn Plan\3.22.2016 Kinn RFP Final\RFP Final\4.21.2016 Kinni RFP Final.docx](#)



Exhibit 1

RESOLUTION NO.

**RESOLUTION AWARDING CONTRACT FOR
KINNICKINNIC RIVER CORRIDOR PLAN**

WHEREAS, the Common Council of the City of River Falls determined that now is the appropriate time to begin a carefully thought out multi-phased process that leads to a comprehensive long term plan for the broader Kinnickinnic River Corridor; and

WHEREAS, the comprehensive long term plan shall considers the river's role—and its relationship to the two hydro-electric dams and their impoundments (Lake George and Lake Louise)—in balancing demand from user groups and promoting sensitive land use that is in the best interest of the community: and

WHEREAS, the Common Council of the City of River Falls authorized professional services to support the preparation of a comprehensive long term plan to coordinate and guide future development through a Kinnickinnic River Corridor Plan; and

WHEREAS, the City Council appointed a Selection Committee consisting of the Mayor, City Councilor, staff and a representative of the public to review the proposals for a Kinnickinnic River Corridor Plan; and

WHEREAS, the Selection Committee reviewed all bids and selected SEH of St. Paul, Minnesota for the experience and expertise in public engagement, technical assessments and their passion to designing high quality and distinctive public spaces. SEH also has a proven history of design and implementation of successful projects for the City of River Falls.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of River Falls hereby awards the bid to SEH, in the amount of \$300,000 for Kinnickinnic River Corridor Plan.

Dated this 12th Day of July, 2016.

Dan Toland, Mayor

ATTEST:

Lu Ann Hecht, City Clerk



REQUEST FOR PROPOSALS

Kinnickinnic River Corridor Plan

Phase I – Analysis, Feasibility, and Preliminary Concept Plans

RFP Issue Date: *Thursday April 21, 2016*
Proposal Due Date: *Tuesday May 31, 2016*

CONTENTS:

- I. General Information
 - Background and Purpose
 - River Corridor Plan Objectives
 - General Deliverables
- II. Scope of Work
- III. Proposal Requirements
- IV. Exhibits and References
- V. Contract

CONTACT PERSON:

Buddy Lucero
Community Development Director
City Hall, 222 Lewis Street
River Falls, WI 54022
(715) 426-3423
blucero@rfcity.org

I. GENERAL INFORMATION

A. Background and Purpose

1. City of River Falls Background

River Falls is a growing community of approximately 15,000 people in the eastern part of the Twin Cities Metropolitan Region. The Kinnickinnic River cuts a scenic central route through the city and has long been considered an integral heart of the community. The City and the surrounding region face many pressing planning challenges—from protecting a rich cultural heritage and magnificent physical setting to meeting the demands of growth, providing services, recreation facilities and enhancing the natural and built environments.

2. Purpose of Request / Need for a River Corridor Plan

In late 2013, the City began the federal relicensing process for two hydroelectric dams on the Kinnickinnic River within the City's central area. On Thursday, March 17, 2016, the Federal Energy Regulation Commission (FERC) granted rehearing of their earlier denial of a request for a five-year license extension for the River Falls Hydroelectric Project. This action extends the license term to 2023 and delays any notice by the City to FERC to August 31, 2018 on whether the City will relicense or surrender the license. After thoughtful community engagement, the City Council has determined that now is the appropriate time to begin a carefully thought out multi-phased process that leads to a comprehensive long term plan for the broader Kinnickinnic River Corridor.

There are many stakeholders with varying interests in how the Kinnickinnic River and its surrounding corridor should be planned for and managed. A holistic plan is needed that considers the river's role—and its relationship to the two hydro-electric dams and their impoundments (Lake George and Lake Louise)—in balancing demand from user groups and promoting sensitive land use that is in the best interest of the community.

The purpose of this request is to evaluate proposals from qualified consultants (or teams of consultants) experienced in multi-phased land planning based on comprehensive community engagement and support. A fully-implemented plan for the river corridor is envisioned to comprise three phases:

Phase 1 – Analysis, Feasibility, and Preliminary Concept Plans

Phase 2 – Final Design and Permitting

Phase 3 – Design Implementation and Construction

This RFP is for completion of Phase 1. The consultant will be expected to perform appropriate site analysis and background research, facilitate community and stakeholder engagement, and develop preliminary concept plans for the river corridor area. (See Section I.C. General Deliverables.) A successful process will result in adoption of a Kinnickinnic River Corridor Plan Phase I plan document by the City Council.

3. Study Area and Planning Framework

a) Kinnickinnic River Corridor within the Urban Area Boundary:

The study area for the corridor plan includes the Kinnickinnic River Corridor within the identified Urban Area Boundary, which extends beyond the corporate limits of the City of River Falls. Please see the attached map of the River Falls area and identified study area for the river corridor plan (see Exhibit A).

b) Community Engagement:

It is important to the City that the river corridor plan integrates thoughtful community engagement, necessary transparency, and essential input from residents, user groups, and stakeholders throughout the planning process. The City will convene a Corridor Planning Group to include volunteer community members interested in guiding development and facilitation of the planning and public engagement processes.

c) Hydroelectric Licensing Consultation:

As noted above, FERC granted a five-year license extension for the River Falls Hydroelectric Project to accommodate the Kinnickinnic River Corridor Planning Process. However, the City is required to submit a Notice of Intent to file or not file a license application by August 31, 2018. An important part of the planning process will be understanding the relicense or license surrender strategies available to the City prior to that deadline.

d) Timing, Schedule, and Implementation:

The Kinnickinnic River Corridor Planning Strategy (Exhibit B) was approved by the City Council and prepared in consultation with the stakeholders to the relicensing process. Minor revisions were made to the strategy to reflect the updated data and timelines as a result of the 2015 relicensing studies and license extension process. In order for the City to submit a Notice of Intent, the Corridor Planning Process will need to include a point at which the decision is made by the City Council on a path forward. Design and implementation of the Plan will become clearer once the decision is made. The Strategy should be a guide for the timing, schedule, and implementation of the Kinnickinnic River Corridor Plan.

B. River Corridor Plan Objectives

1. The Kinnickinnic River Corridor Plan will:
 - a) Address how best to integrate the Kinnickinnic River into future land use planning and economic development for the community
 - b) Outline a vision for the corridor that represents the community's vision for recreation and tourism
 - c) Propose strategies to manage the City's impact on the Kinnickinnic River and improve the river ecosystem
 - d) Establish a base for judging whether development proposals and public projects are consistent with the Plan
 - e) Provide for projects that will enhance the character of the community, minimize hazards and preserve critical environmental resources
 - f) Outline a vision through the Plan goals and reflects the aspirations of the community
 - g) Evaluate community sentiment for hydro integration/removal and define options

2. Key Issues: Through a collaborative effort between the city, stakeholders and community members, the following key issues will be addressed:
 - a) Study of hydrologic conditions for the Kinnickinnic River, Lake George, and Lake Louise
 - b) Ecological value and best practices for resource preservation and management
 - c) Floodplain preservation/restoration and flood control
 - d) Economic development opportunities relative to other goals
 - e) Recreational opportunities
 - f) Acquisition and/or development planning for land adjacent to the river
 - g) Historic preservation and enhancing cultural resources
 - h) Road and bridge protection
 - i) Conceptual design and program frameworks
 - j) Implementation strategies

C. General Deliverables

Contents of the final Kinnickinnic River Corridor Plan will be guided and confirmed by the Corridor Planning Group, but are preliminarily identified to incorporate:

- Ongoing community and stakeholder engagement
- An understanding of ecosystem and land use impacts of dam removal
- Planning for comprehensive open space and recreation network expansion and improvements, including trail and river access
- Future land use and open space plans

- Community and economic development strategies that integrate the river and reflect the City's commitment for progressive resource management
- Infrastructure needs
- Implementation strategies (phasing/prioritization, funding, marketing)

II. SCOPE OF WORK

Task 1 – Project Kick-off

Goal: Initiate the corridor planning process with the City of River Falls and identified representatives forming the Corridor Planning Group.

- A. Initiate project with Corridor Planning Group
- B. Determine vision, mission and goals for the River Corridor Plan
- C. Confirm project boundaries and schedule
- D. Identify issues / opportunities
- E. Review work to-date
- F. Determine distribution of work between staff and consultant

Deliverables:

- Summary Meeting, Memo and boundary map.

Task 2 – Community Engagement

Goal: Conduct an inclusive, collaborative and meaningful community engagement process that seeks to build consensus and reflects community values and desires for the future vision of the river corridor.

- A. Establish a plan for a consistent and collaborative engagement process that promotes support from the community for the River Corridor Plan.
 - Identify existing stakeholders
 - Identify stakeholders yet to be engaged
 - Review techniques for community engagement for full phased process
 - Write community engagement plan for review and adoption by Mayor and City Council
- B. Conduct Project Management Team (PMT) meetings
- C. Conduct Corridor Planning Group meetings
- D. Conduct stakeholder meetings
- E. Conduct agency coordination and meetings
- F. Conduct public open house meetings

G. Prepare project newsletters and project website updates

Deliverables:

- Community Engagement Plan
- Graphic materials
- Public meeting comment summaries
- Online survey tool
- Meeting minutes
- Public comment summary memos

Task 3 – Existing Data Collection and Study Review

Goal: Develop a full understanding of what the city and stakeholders have compiled for existing knowledge of the ecological health of the Kinnickinnic River and its recreational uses. Build on this knowledge with addition of existing data from various agencies and site analysis and survey work.

- A. Convene Environmental Task Force to inform data collection and study review of Task 3, and guide the development and parameters of environmental assessments in Tasks 4 & 5

- B. Review studies conducted by the City and others
 - Sediment Study
 - Recreational Use Study
 - Dam Inspections
 - Lake George Area Storm Water Treatment Concept Plan Report, 2005 ([web link](#))
 - City of River Falls Water Management Plan for the Kinnickinnic River and Its Tributaries ([pdf link](#))
 - DNR Priority Watershed Plan ([pdf link](#))
 - Others – to be determined and including
 - Water temperature monitoring data
 - Thermal modeling of stormwater runoff ([pdf link](#))
 - St. Croix River TMDL Project impacts

- C. Collect, review and analyze available background data, including land use, property data, environmental, and historical resource data provided by the City.

- D. Field survey and base mapping
 - Site visit

- Existing conditions inventory of river
- Analysis of existing land use and conditions within project boundary
- GIS data
- Topographical survey of identified areas

Deliverables:

- Technical memo of findings
- Base mapping
- Survey data
- Mapping of the existing zoning, environmental and land use of adjacent properties
- Issues and opportunities plan

Task 4 – Hydrologic and Geomorphic Impact Assessment

Goal: Determine the hydrologic and geomorphic impacts of future management of the river with and without the dams, and up- and down-stream of the hydroelectric project. Consultation on activities with Environmental Task Force.

- A. Conduct a hydrologic analysis to predict water surface and velocity profiles for both continued presence of the dams and post-removal conditions.
- B. Determine impacts to geomorphology of impoundment areas for both continued presence of the dams and post-removal conditions and their management
- C. Perform a scour analysis on bridges, other infrastructure, and impacted utilities
- D. Assess the impact of dam removals on the FEMA designated floodway
- E. Coordinate with Army Corps of Engineers, Wisconsin DNR, U.S. Fish and Wildlife Service, National Park Service, and other necessary agencies.

Deliverables:

- Summary report of findings

Task 5 – Other Impact Assessment

Goal: Determine impacts to additional ecological and land use features of the river corridor in relationship to future management of the river with and without the dams, and up- and down-stream of the hydroelectric project. Consultation on activities with Environmental Task Force.

- A. Wildlife Assessment – Study impacts of dam removal on fish passage, threatened or endangered species, and key existing species

- B. Biodiversity Assessment – Study impacts of dam removal to plant populations within the corridor, specifically for exposed land in impoundment areas post-removal.
- C. Recreational Assessment – Study impacts of removal on recreational usage – boating, angling, swimming, parks and trails and other potential uses.
- D. Land Use and Economic Development Assessment – Study impacts of dam removal on land use and economic activities of the study area, including potential development sites, land value, tourism, etc.
- E. Water Quality Assessment (Total Maximum Daily Load Allocations) – Study impact of dam removal as it relates to ongoing TMDL allocations for Lake St. Croix and Lake Pepin TMDL's.

Deliverables:

- Summary report of findings

Task 6 – Feasibility Report for Hydro Generation and Dam Management Determination

Goal: To advise the city and stakeholders with objective and comprehensive study on the determination whether to continue hydro-electric generation at one or both sites and whether to continue management or remove one or both dams.

- A. Compile material collected through Tasks 1-5 as interim report and Feasibility Study
- B. Identify agency coordination, permitting, and procedures required for dam management and potential removal
- C. Estimate costs of continued dam operations and management and potential removal

Deliverables:

- Feasibility Study summarizing:
 - Existing Conditions and Analysis
 - Hydrologic/Geomorphic and Other Impact Assessments
 - Identification of necessary permitting
 - Cost Estimates and Alternatives Evaluation

Task 7 – Upper and Lower River Assessments

Goal: Determine impacts to ecological and land use features of the river corridor in relationship to future management of the river up-stream and down-stream of the hydroelectric project.

- A. Existing conditions: Evaluate existing wildlife, biodiversity, recreation, land use, and economics of these areas.
- B. Community visioning: Collecting data on community attitudes and vision, to be tied to the vision of the central corridor (hydroelectric project area).
- C. Identify partners for achieving ecological, land use, and economic goals

Deliverables:

- Summary report of findings

Task 8 – Preferred Concept Plan

Goal: After determination of hydro-electric generation and dam management is made, the River Corridor Plan will identify preliminary design for the resulting river condition, adjacent land uses and resource management strategies, recreation planning and programming, and economic development opportunities within the study area.

- A. Summary of issues and opportunities for resulting river condition, including future of bridge structures, species protection or management, sediment management, channel and riparian habitat restoration, preliminary land use plans and recreational amenities, etc.
- B. Conduct precedent analysis – example river cities/towns
- C. Prepare land use, infrastructure and open space concept alternatives
- D. Prepare preliminary design for preferred concept plan
- E. Preliminary costs and potential benefits associated with the preferred concept plan, including cost of design, permitting, construction, and construction administration

Deliverables:

- Preferred Concept Plan and Recommendations (narrative, plan graphics, diagrams, sketches)
- Design guidelines (photo images, narrative)
- Preliminary Cost Estimates

Task 9 – Implementation Strategies and Project Prioritization

Goal: Advise the city and stakeholders on how the preliminary preferred plan for the river corridor can be achieved.

- A. Conduct prioritization identification
- B. Identify project partnerships and grant funding opportunities
- C. Develop phasing plan
- D. Identify other implementation strategies and best practices

- E. Identify plan components that are prerequisite to implementing other plan components
- F. Include matrix of possible funding and grant sources for various plan components
- G. Identify marketing strategies

Deliverables:

- Implementation Plan

Task 10 – Kinnickinnic River Corridor Plan – Phase 1 Report

Goal: Provide the city and stakeholders with a comprehensive report of analysis and findings that lead to a plan for future management and growth for the City of River Falls and its valued relationship with the Kinnickinnic River.

- A. Draft report
- B. Final report

Deliverables:

- Draft report
- Final report

III. PROPOSAL REQUIREMENTS

A. General Requirements

Qualifications important to the City include park/trail/recreation/open space planning and design experience, land use and redevelopment planning experience, experience with issues of hydropower projects, graphic presentation skills, public participation experience and success, experience with cultural resources, natural resource planning and stewardship, water resource engineering, and track record of delivering outstanding planning products with community support.

Responses submitted to this RFP shall include:

1. General Information:
 - Name, address, phone number of the firm(s)
 - Name, title, address, telephone and email address of contact person during period of proposal evaluation
 - Acknowledgment of receipt of RFP addenda, if any
 - A statement to the effect that the proposal shall remain valid for a period of not less than 120 days from the date of submittal; and
 - Signature of a person authorized to bind the offering firm to the terms of the proposal

2. Firm Profiles:
 - Office location, history, size, professional disciplines in the firm, operating officers and principals for each of the firms proposed to do work
3. Project Approach and Understanding:
 - An outline of the consultant preferred approach, including community engagement and issues understood to be most significant to the project
 - Proposed work plan. The work plan provided in the RFP is intended to provide guidance, however, the city is open to considering alternative consultant approaches proposed.
 - Project schedule. The project schedule should reflect the general expectations of the community as developed in the Planning Strategy in Exhibit B.
4. Project Team:
 - Consultant team composition, including sub-consultants.
 - Team members, including resumes, expertise, and proposed role in the project
 - Project Manager and related qualifications for this project
5. Relevant Experience:
 - Provide examples of project experience completed by the team that demonstrates expertise relevant to the project requirements.
6. Fee Proposal:
 - Provide a fee estimate of the costs to perform the work required and broken into work tasks. Any allowances for project costs, such as mileage or indirect office costs should be identified. The fee structure shall be based on a total cost-not-to-exceed agreement/contract amount, including reimbursable.

B. Evaluation Criteria

A selection committee will review each proposal to determine how well it meets requirements outlined in the RFP. Top ranked applicants will be invited to interview the week of June 20, 2016. The selection committee will make a recommendation to the City Council, which will be requested to approve the recommendation and authorize a contract.

Factors to be considered in evaluation will include but not be limited to the following:

1. Qualifications and experience of previous similar projects
2. Project team – qualifications and experience of the Project Manager, key staff, and sub-consultants proposed to work on the project
3. Project approach/methodology
4. Fee estimate

C. Submission Deadline

Five (5) paper copies of the proposal and a compatible digital format (e.g., pdf) **must be received by 4:00pm on Tuesday, May 31, 2016** for consideration. Send proposals to:

Buddy Lucero
Community Development Director
City Hall, 222 Lewis Street
River Falls, WI 54022
(715) 426-3423
blucero@rfcity.org

IV. EXHIBITS AND REFERENCES

- River Falls Context Area Map (Exhibit A)
- Kinnickinnic River Corridor Planning Strategy, *City of River Falls* (Exhibit B)
- Hydroelectric Facilities Planning
<http://www.rfcity.org/hydrorelicensing>
- River Falls Comprehensive Plan – 2005
<http://www.rfcity.org/index.aspx?nid=239>
- River Falls Strategic Plan – 2015
<http://www.rfcity.org/strategicplan>

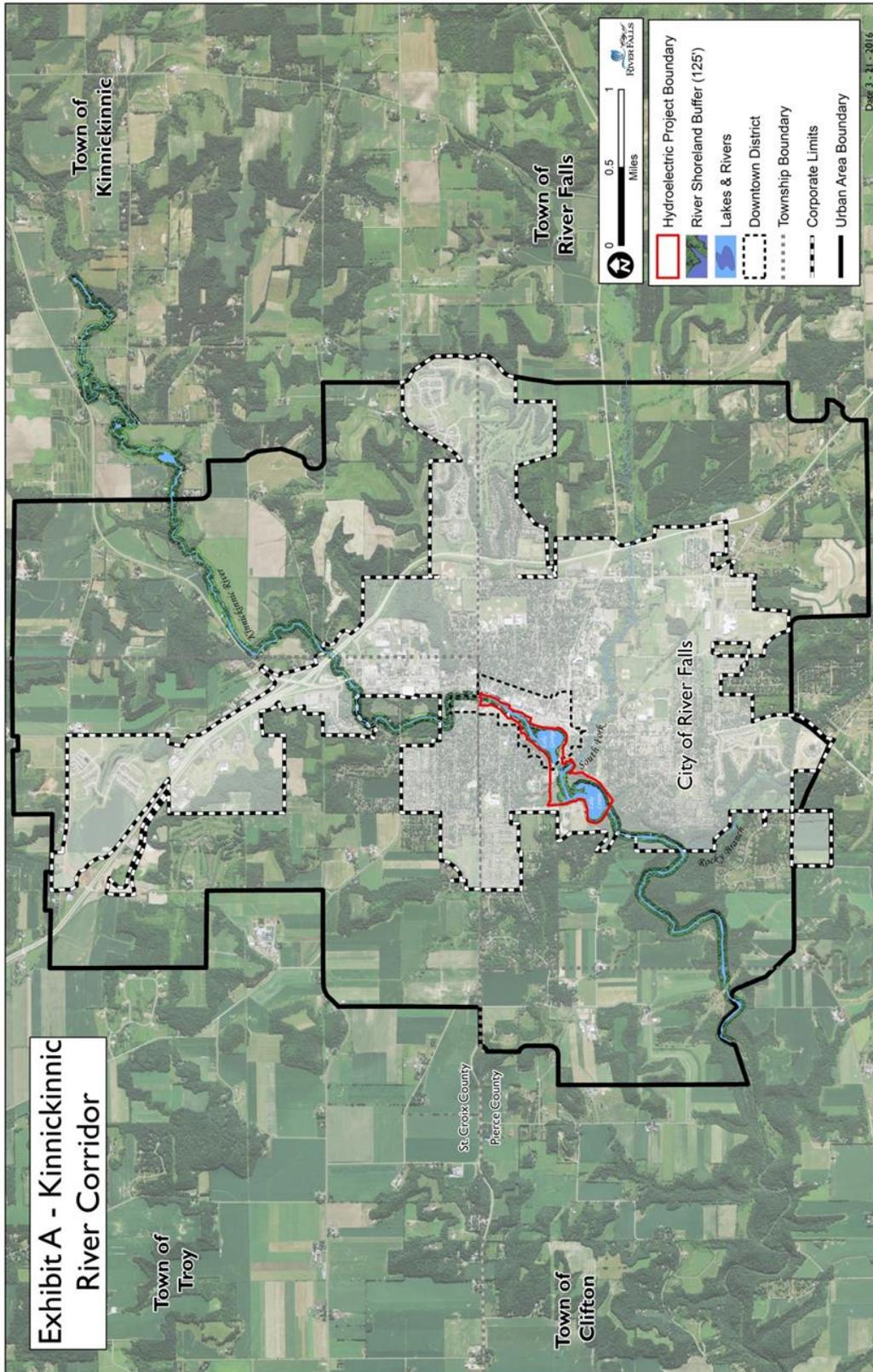
V. CONTRACT

The city will prepare a contract with the selected consultant(s) using the city's standard terms and conditions (available upon request). Where two or more consultants are part of the consultant team selected, they shall organize their team on a prime-subcontractor basis. The City intends to contract with a single (prime) firm.

EXHIBITS

- 1) RIVER FALLS CONTEXT AREA MAP (EXHIBIT A)
- 2) KINNICKINNIC RIVER CORRIDOR PLANNING STRATEGY (EXHIBIT B)

RIVER FALLS CONTEXT AREA MAP (EXHIBIT A)



KINNICKINNIC RIVER CORRIDOR PLANNING STRATEGY (EXHIBIT B)

The River Falls City Council has identified the Kinnickinnic River Corridor as a strategic priority in the coming years through the adoption of the City's first Strategic Plan. They have also adopted a timeline and strategy that results in the creation of a Kinnickinnic River Corridor Plan, which will guide the protection and development of the City's greatest natural resource. The Council's timeline and strategy continues to be updated as reflected in this document and following stakeholder input.

Interim Licensing and Corridor Planning Period (2015)

Spring/Summer

In response to the input from stakeholders, the City is working in consultation to develop a list of studies agreed upon for early implementation and to be completed prior to the start of the planning process. The goal of these studies will be to inform the initial body of knowledge that will be drawn from by the future Corridor Planning Group.

Sediment Studies – Following the alternatives analysis recently completed by the City's consultant at the end of 2014, there remained the question of the potential costs of dam removal regarding the character and volume of sediment in the impoundments. This area of study will inform the planning process by identifying the potential costs associated with sediment management. A consultant was selected in July, in consultation with stakeholders, and the study has been completed. Copies of the study are available on the City's website at <http://www.rfcity.org/hydro>.

Recreational Use – The City has collected baseline recreational use data that meets current reporting requirements and to inform the corridor planning process. Data has been collected over a course of days and peak weekends of the number of users in various locations and their activities. Data has also be collected from the fishing and kayak outfitters that provide recreational opportunities in the project area. The final survey report is also available on the City's website.

Fall

City staff has worked with a consultant with experience in river corridor planning and their technical firm to draft the Request for Proposals (RFP) for the Kinnickinnic River Corridor Plan. Stakeholders and the public have had an opportunity to provide input on the RFP prior to it being issued. The contract will be awarded by the City Council.

The City will continue to work with stakeholders on information gathering and continuing the directed studies agreed upon for early implementation.

Kinnickinnic River Corridor Planning (2016-2019)

The following outline is intended to guide expectations for components of the corridor planning process. It is subject to change based on the experience and expertise of the planning consultant.

2016

Spring/Summer

After the planning firm is hired, a Corridor Planning Group will be formed. The Planning Group will direct much of the continued study and will build on the work of City staff and stakeholders. Information gathering will continue through 2016 and 2017 and integrated into the community input process on the question of whether to continue with hydro generation at the Project.

Selecting the planning consultant will begin the first stage of the planning process, which will end with an adopted Corridor Plan. Later stages will consist of the implementation activities.

Summer

The Corridor Planning Group begins work on:

- Identifying the Vision, Mission, and Goals of the Corridor Plan
- Engaging in issue-identification
- Assessing existing conditions and reviewing available information
- Establishing Plan objectives
- Identifying gaps in information that will be needed in order for a decision on the future of hydroelectric facilities

The Corridor Planning process will likely be divided into phases based on the section of the River through the City. Planning surrounding the River Falls Hydroelectric Project Boundary will be the first phase of the process, and the upstream and downstream sections will occur afterwards. The Project Boundary area will be planned for first because of the necessity to come to a decision on the future of the hydro facilities by end of 2017.

2016 - 2017

Fall/Winter/Spring

At this time, the City, stakeholders, and planning firm will begin community education efforts on the various aspects of the Plan. Issue categories may be centered on hydroelectric generation and operations, future maintenance of the dams, storm water issues (Lake George Management

Plan, downtown runoff, etc.), recreation opportunities (fishing, kayaking), trail systems (connections, types of trails), and natural resource concerns (species identification).

This part of the process will involve an extensive public outreach campaign that can include community meetings, open houses, surveys, and established working groups.

2017

Summer

The final stage of data gathering will be completed at this time. The results will be published online and provided to the Corridor Planning Group.

Fall

After reviewing all of the available information and receiving recommendations from the Corridor Planning Group and others, the City Council will decide on whether to continue with hydroelectric generation and one or both of the facilities.

2018

Winter/Spring

The planning firm and City staff will begin preparing summary reports and drafts of the Plan to the Corridor Planning Group. The drafts will be prepared in sections based on each area of the Plan for their review.

Spring-Fall

Public input meetings will continue throughout the year on the drafts of the Plan. Public input and the Corridor Planning Group will continue to shape the final Plan. A comprehensive draft of the final Kinnickinnic River Corridor Plan will be available by the end of 2018.

2019

Winter/Spring

The Corridor Planning Group, in consultation with the public, City Staff, and the planning firm, will draft an action and funding plan for the implementation of the final Kinnickinnic River Corridor Plan. Pending review and approval by the appropriate public boards and commissions, the City Council could adopt the Kinnickinnic River Corridor Plan as early as the Summer, 2019.



Proposal for Phase 1
Analysis, Feasibility and Preliminary Concept Plans

Kinnickinnic River Corridor Plan

River Falls, Wisconsin | May 31, 2016



Building a Better World
for All of Us®

Engineers | Architects | Planners | Scientists



Building a Better World
for All of Us®

May 31, 2016

Buddy Lucero
Community Development Director
City Hall, 222 Lewis Street
River Falls, WI 54022

RE: Request for Proposals
Kinnickinnic River Corridor Plan
Phase I – Analysis, Feasibility and
Preliminary Concept Plans
SEH No. 136204

Dear Mr. Lucero:

River Falls is at a confluence.

River Falls was born from the confluence of the Kinnickinnic River and the South Fork. Joel Foster, the area's first settler wrote, "It looks like the Almighty made this part of our country first and made it on a perfect system". From the time of the earliest settlements in the area, the "Kinni" was harnessed and managed to make things better for the community. The power of the river created mills, kilns and energy that fueled development and prosperity, continually playing a critical role in the growth of the City.

River Falls: At the confluence once more.

In late 2013, the City initiated the process with the Federal Energy Regulatory Commission (FERC) for relicensing the two hydroelectric facilities on the Kinnickinnic River. Recently, FERC granted the City a five year license extension, allowing the corridor planning process to move ahead. The City Council, Utility Advisory Board and a diverse set of stakeholders must now come together in developing a river corridor plan that considers life with and without the dams, facilitates a decision regarding relicensing and develops preliminary concept plans for the future of the river and the river corridor.

Short Elliott Hendrickson Inc. (SEH®) has a demonstrated 26-year project history serving the City, involving more than 90 projects. We have helped the City develop strategies to address the concerns of diverse stakeholder groups, the development of sustainable alternatives and the implementation of feasible improvements to bring vision to reality. Much like the "Cascade Avenue Corridor," there are parallels and lessons to be drawn from moving through the process of developing the Kinnickinnic River Corridor Plan. Key components addressed in the successful Cascade Avenue Corridor project that need consideration within the Kinnickinnic River Corridor Plan include stakeholder involvement, agency review and oversight, development of alternatives, community consensus building and implementation of feasible infrastructure solutions.

The Kinnickinnic River Corridor Plan is not a watershed plan, though its foundation includes the groundbreaking report "[Water Management Plan for the Kinnickinnic River and its Tributaries](#)" (the 205J Plan). The Corridor Plan is not a master plan, though passive and active recreation opportunities are central to the ultimate plan, and plan elements will build on the recently completed Glen Park Master Plan, and the Lake George Trail Expansion project. The plan is not a neighborhood redevelopment plan, though it will integrate elements of the ongoing South MainStreet Corridor Study. Rather, the Kinnickinnic River Corridor Plan is a plan for a community at a crossroads; **at the confluence of conservation, compliance and community**. Successful plan development will require a unique combination of planning, technical analysis and public engagement skills along with knowledge of what works in western Wisconsin and in River Falls. The team of professionals best suited to help the City and stakeholders must fully understand the issues in the context of the City's history and the uniqueness of the river and facilitate a progressive community decision-making process. SEH is that team.

Three Major Elements Define the Project Approach

The SEH team including Ismael Martinez (IMO), Inter-fluve and TRC, is organized around each of the major elements of plan development. Roger Dupler will lead the **corridor planning element** of the project, utilizing the skills of Ed Freer and the SEH planning staff to explore alternatives, develop implementation strategies and build consensus around preferred alternatives. Kristin Petersen will facilitate the **public engagement** process. From social media to community outreach and education, Kristin and our subject matter experts will conduct up front “Tech-Talks”; topical discussions to ensure that stakeholders and the public at large have a complete and balanced view of all the issues to be considered in the decision process, as well as during plan development. Ismael Martinez will coordinate the diverse team for the **technical studies** required to evaluate dam removal scenarios, FERC regulations and the unique riverine ecosystems that make the Kinni truly special. Inter-fluve’s Marty Melchior will assist the team in evaluating dam removal scenarios, building on his recently completed study of sediments in Lake George and Lake Louise. Rita Hayen of TRC will advise the team regarding the FERC process, as she advised the City in their most recent interactions with the agency. TRC’s focus will include maximizing the amount of past and current work that can be applied to the ultimate relicensing/surrender process.

Each of these three elements will progress in an iterative process towards the first major milestone – the relicensing decision. The awareness created through education, analysis and evaluation will help facilitate the best informed decision regarding the future of the dams and building consent for the corridor plan development which will follow.

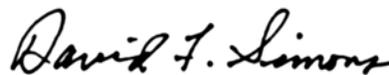
Mark Lobermeier will serve as overall project manager. He was the project manager for the City’s 205J Plan and was instrumental in the establishment of the City’s Stormwater Utility – an important funding mechanism for implementing potential elements of the Corridor Plan. He was appointed by the City Council to serve as the initial Chair of the Stormwater Utility Committee in 1998. In addition, he was a principal contributor to the report “Non-point Source Control Plan for the Kinnickinnic River Priority Watershed Project” and also had significant roles in the development of the City’s stormwater ordinances and the South Fork Surface Water Treatment Feasibility Study on the University of Wisconsin River Falls Campus. He is well acquainted with many of the stakeholders and community representatives. This history, experience and relationships will prove invaluable in the development of a balanced view of the corridor, complete exploration of the issues, alignment with regulatory programs, robust involvement of the community and stakeholders, integration of in-kind contributions, identification of future funding sources and development of a realistic and implementable plan.

On behalf of our team, we are excited to bring our extensive watershed, land use, corridor planning and public engagement experience to work for the City and the many stakeholders. We look forward to your review of our qualifications and approach for helping you make the tough decisions, while remaining inclusive and transparent in our processes. Together we can create the strong plan to guide the future phases of the river corridor strategy implementation – at the confluence of conservation, compliance and community.

Respectfully submitted,



Mark L. Lobermeier, PE
Senior Principal and Project Manager



David F. Simons, PE
Client Service Manager



Table of Contents

Cover Letter	
General Information	1
Firm Profiles	2
Project Approach and Understanding	7
Project Understanding	7
Proposed Work Plan.....	11
Project Schedule	27
Project Team	28
Project Team Organization Chart.....	28
Project Manager	29
Key Team Members	31
Relevant Experience	41
Fee Proposal.....	58

©2016 Short Elliott Hendrickson Inc.

The information contained in this Proposal was prepared specifically for you and contains proprietary information. We would appreciate your discretion in its reproduction and distribution. This information has been tailored to your specific project based on our understanding of your needs. Its aim is to demonstrate our ideas and approach to your project compared to our competition. We respectfully request that distribution be limited to individuals involved in your selection process.

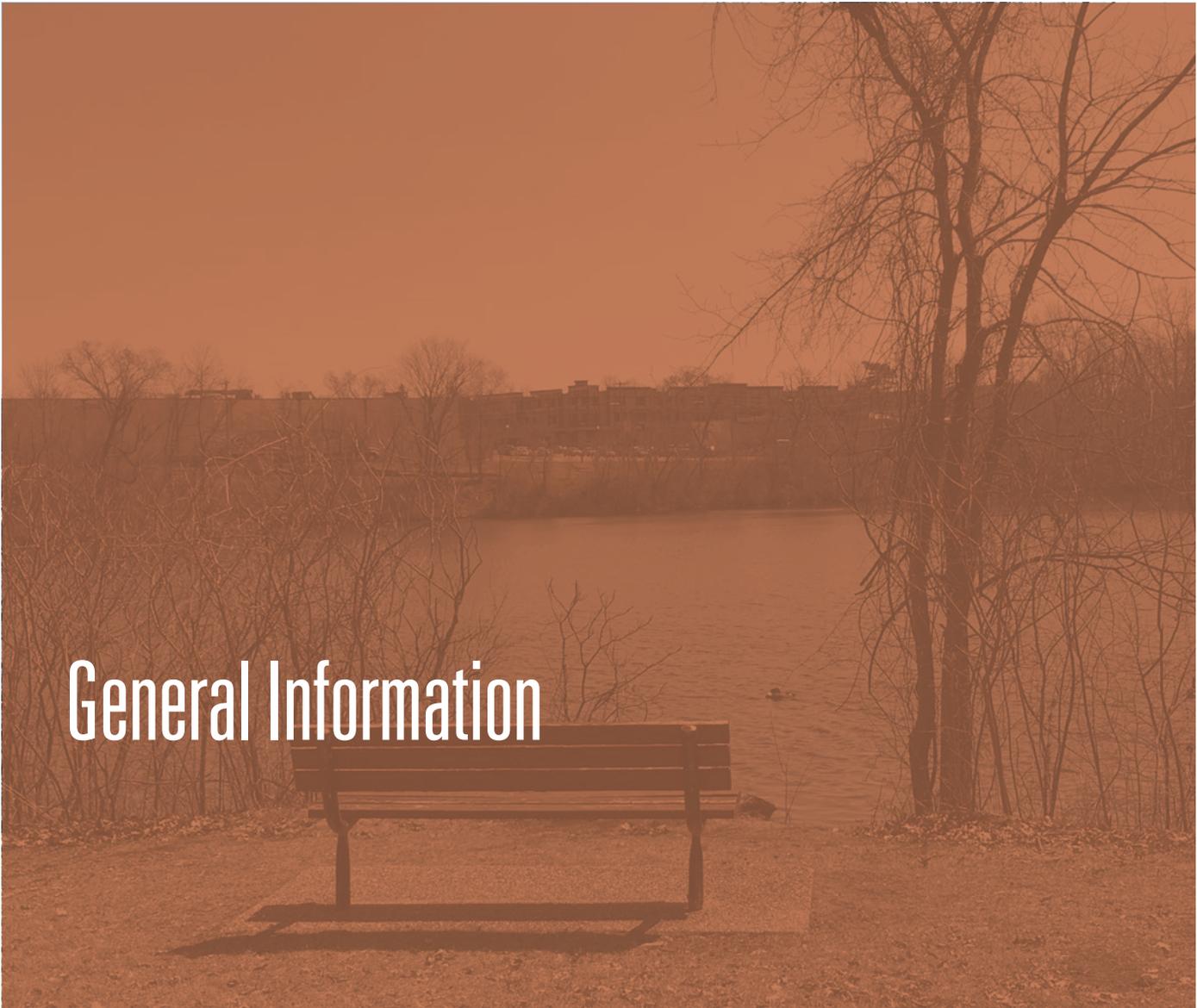
SEH is a registered trademark of Short Elliott Hendrickson Inc.

SEH may use one or more of its subsidiaries to provide the services:

SEH Design|Build, Inc.

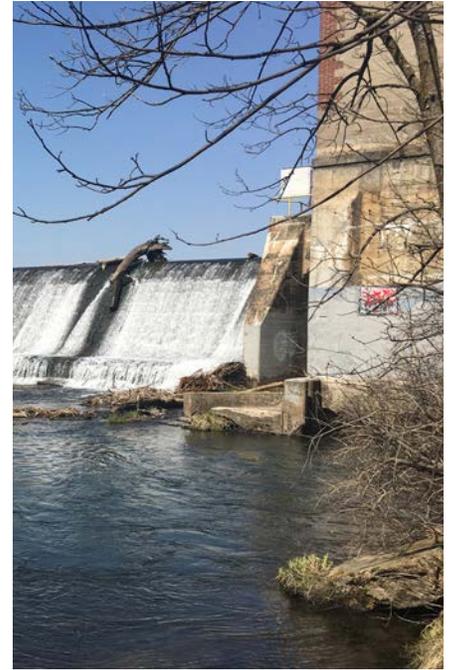
SEH of Indiana, LLC

SEH of Michigan, LLC

A sepia-toned photograph of a park bench overlooking a lake. The bench is in the foreground, facing away from the viewer towards the water. The lake is in the middle ground, and the background is filled with bare trees and a distant shoreline with some buildings. The text "General Information" is overlaid in white on the left side of the image.

General Information

General Information



Firm Information

Short Elliott Hendrickson Inc.
3535 Vadnais Center Drive
St. Paul, MN 55110

Contact:

Mark Lobermeier, PE
612.418.1751 | cell
651.490.2028 | office
mlobermeier@sehinc.com

Acknowledgment of Receipt of RFP Addenda

SEH has not received any addenda.

Contract Term

The proposal will remain valid for a period of not less than 120 days from the date of submittal.

Authorized Signature

The following individual is authorized to bind Short Elliott Hendrickson Inc. to the terms of this proposal.

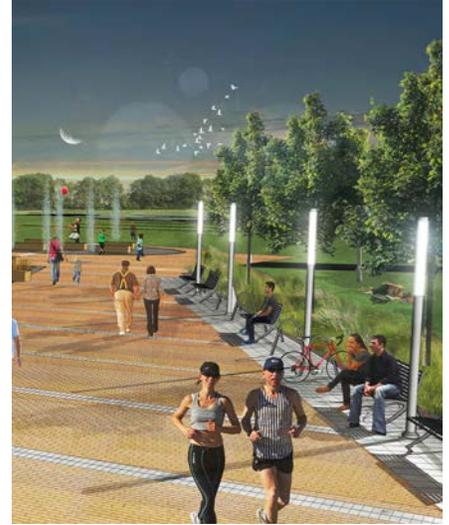
Mark L. Lobermeier, PE
Senior Principal and Project Manager



Firm Profiles

Firm Profiles

Short Elliott Hendrickson Inc.



SEH has assisted municipalities, counties and towns to develop and implement comprehensive plans, master plans, sub area plans, redevelopment frameworks, design guidelines and more. We're a team of more than 800 planners, architects, engineers and community development and funding experts specializing in urban development, economic development, waterfront and marinas, landscape architecture, parks and trails, environmental engineering and assessments, water and wastewater facilities, transportation and municipal engineering.

We work in partnership with our clients and their communities to explore opportunities for renewing existing assets and planning new, sustainable development through a participatory problem-solving process.

SEH continues to grow in size and scope by anticipating and meeting current and future client needs and expectations. Clients rely on our spectrum of services to address a wide variety of issues and challenges that can emerge on each project.

Accomplishing this requires not only a clear communication plan, but also a deep understanding of client and industry issues, trends, challenges, opportunities and goals. Our knowledgeable, highly skilled architects, engineers, planners and scientists will provide the required expertise for this project.

While our planning experience includes working for large metropolitan communities, more than 90 percent of the plans we work on are for smaller communities and counties in the Midwest.

Short Elliott Hendrickson Inc.
Founded
1927

Has grown to
30
locations

Employing
800+
engineers, architects, planners,
scientists and talented professionals

An impressive
80%
of our clients are repeat customers

Who work together to serve
6 Markets:
Buildings, Energy, Environmental
Infrastructure, Transportation and Water

For decades, SEH has been helping communities —including River Falls— address the unique issues and opportunities related to river corridor and watershed planning as well as riverfront development. Our diverse services include planning, infrastructure design and implementation, funding support and public engagement.

We share River Falls’ excitement for developing innovative, implementable strategies to guide future growth and a river corridor that works for everyone, at the confluence of conservation, compliance and community.



SEH Professional Disciplines

- Architecture
- Bridge design and inspections
- Civil engineering
- Community planning
- Construction observation
- Dams/levees/reservoirs
- Energy sources
- Community development and project funding
- Environmental assessments
- Flood management
- Geographic information systems
- Geotechnical engineering
- Highway design
- Land development
- Landscape architecture
- Mechanical/electrical engineering
- Natural resource sciences
- Right-of-way acquisition
- Solid waste management
- Structural engineering
- Surveying
- Traffic engineering
- Transportation planning
- Urban design
- Wastewater
- Water resources
- Watershed engineering
- Wetlands
- Zoning administration

SEH Officers

- Sam Claassen | CEO/President
- James Fraser | Chief Financial Officer/
Treasurer
- Pete Carlson | Chief Operations Officer/
Senior Vice President
- Mark Broses | Vice President
- Tracy Ekola | Vice President
- John Simmer | Vice President

SUBCONSULTANTS

IMO Consulting Group

IMO Consulting Group (IMO) is a top-level consulting firm delivering innovative projects and cost effective solutions in planning, engineering, architecture and science. Their vision is to create better communities through outstanding execution and meaningful relationships.

The design and implementation of water resources projects in a community provides opportunities to shape the community's physical appearance by integrating natural resources with parks, trails, roadways and green space. Well planned and designed stormwater management projects can not only meet regulations but can showcase the community's sustainability values.

IMO believes that water resources management begins with the implementation of a comprehensive water resource management plan. The plan can serve as a guide to preserve and improve the quality of surface waterbodies and to protect and recharge groundwater resources.



IMO founder Ismael Martinez had extensive involvement with the 2005 Lake

George Area Stormwater Treatment Concept Plan and worked with stakeholders to evolve alternative designs into implementable projects. SEH and IMO work together on a regular basis.



IMO Professional Disciplines

- Architecture
- Civil Engineering
- Structural Engineering
- Technicians
- Construction Inspection
- Document Control

IMO Officers

Ismael Martinez Ortiz | President/
Owner





TRC Professional Disciplines

- Air quality management
- Building sciences and industrial hygiene
- Construction and construction management
- Energy efficiency
- Environmental permitting, testing and compliance engineering
- Environmental engineering and remediation
- Environmental health and safety management
- Infrastructure services
- Permitting and regulatory filings
- Pipeline and facilities
- Power delivery engineering and support services
- Power generation
- Right-of-way
- Sustainability

TRC Officers

Christopher Vincze | Chairman and CEO

Brent McCarthy | Vice President PPL – Eastern Region

Michael Murphy | Vice President – Hydroelectric

TRC

A pioneer in groundbreaking scientific and engineering developments since the 1960s, TRC is a national engineering, consulting and construction management firm providing integrated services to the environmental, energy and infrastructure markets. TRC serves a broad range of clients in government and industry, implementing complex projects from initial concept to delivery and operation. TRC includes over 3,000 technical professionals and support personnel at more than 100 offices throughout the U.S., with local offices located in Milwaukee, Brookfield and Madison, Wisconsin and Minneapolis, Minnesota.

TRC has extensive experience in FERC hydroelectric regulatory processes, including license and surrender applications, environmental, cultural and recreational resources assessments, stormwater and runoff control, sediment assessment and remediation and permit applications for projects throughout Wisconsin.

Their hydroelectric staff have developed good working relationships with FERC staff as well as state and federal agency staff and stakeholder representatives. Their experience in hydroelectric work includes overseeing the relicensing of more than 30 projects and spans the entire United States.



River Falls relied on TRC to navigate the FERC hydroelectric regulatory processes, culminating in the extension of the City's license to accommodate the Kinnickinnic River Corridor Study.



Inter-Fluve has been a valuable asset for River Falls, completing the 2016 Lake George and Lake Louise Sediment Assessments to support the City's relicensing efforts.

Inter-Fluve and SEH have worked together on numerous projects including Milwaukee's Kinnickinnic River restoration.

Inter-Fluve Professional Disciplines

- Scientists
- Engineers

Inter-Fluve Officers

Jonathan Kusa | Principal

Inter-Fluve

Inter-Fluve is a river and stream assessment and restoration firm with experts to deal with the many complexities of restoring riverine ecosystems. Their interdisciplinary team integrates the fields of engineering, floodplain management, hydrology, fluvial geomorphology, geology, botany, ecology and fisheries.

Inter-Fluve's project portfolio includes well over 1,600 successful stream restoration projects worldwide, including dozens of dam removal projects. On each project, they maintain a focus on integrating science and engineering for complex water resources and aquatic habitat problems.

This integrated knowledge base is particularly important in dam rehabilitation/removal projects where effective communication of both scientific concepts and approaches is critical to project success. The public wants to know how dams will be removed and what the short and long term effects will be to their community and their ecosystem. Roughly half of Inter-Fluve's business is dam assessment and stream restoration.





Project Approach and Understanding

Project Approach and Understanding

PROJECT UNDERSTANDING

River Falls is at a confluence.

Junction Falls, just above where the South Fork meets the Kinnickinnic River, was certainly part of what must have inspired Joel Foster, the area's first white settler to write:

"I think I have found the New England of the Northwest, the same pure water, the same speckled trout, the same sumac, elder, etc.... It looks as though the Almighty made this portion of the country first and made it on a perfect system, piling rocks up in beautiful mounds, spreading over them sufficient soil to dress and beautify."



Like many rivers across the country, the power of flowing water has been harnessed to build mills, kilns and hydroelectric generating facilities. And though early attempts failed (see left), the Kinnickinnic River was finally harnessed, and the power generation brought prosperity, commerce and growth to the area.



Power generation has been part of the Kinnickinnic River for over 100 years. And now, on the eve of relicensing of the two hydroelectric facilities, the City is once again at a confluence.

The City was issued a 30-year license by the Federal Energy Regulatory Commission (FERC) in 1988. The pending relicensing process represents the confluence of the City's past and its' future. There is significant stakeholder interest in removing the dams and re-establishing the falls that once inspired Joel Foster. And there is a case to be made for relicensing the dams, with sustainable production of power and diversity of landscape that Lake George and Lake Louise provide.



River Falls has been at a confluence before. In 1991, the City received a grant from the Environmental Protection Agency to study the Kinnickinnic River and its tributaries. The "205J" plan was ground breaking in the ways it sought and achieved consent of two counties, four townships, the Wisconsin Department of Natural Resources (WDNR), University of Wisconsin River Falls (UW River Falls), Trout Unlimited and the City of River Falls. The 205J did not address the issue of dam relicensing or dam removal since the facilities had just been relicensed. However, the plan questioned the viability of the structures and helped establish an attitude of river protection, reducing the harmful effects of future development and protecting the river corridor above, through and below the City. The plan initiated the historic thermal monitoring that resulted in more than 20 years of data for evaluating changes in the cold water regime of the Kinnickinnic over time. The plan set the stage for the Lake George Restoration plan as well as the Kinnickinnic Priority Watershed project which brought greater focus to the agricultural practices of the rural portions of the watershed, complementing the 205J's urban focus and controls on impervious cover.

The Kinnickinnic River Corridor Plan is a plan for a community at a crossroads—at the confluence of ***conservation, compliance and community.***

Conservation

As the City explores options that the recently approved five year extension of the FERC license provides, other members of the community are forging ahead with studies of their own to explore options for removing the Junction Falls and Powell dams and restoring the falls. The study, commissioned by the Friends of the Kinni (FOTK), is expected to be completed in parallel with the City's River Corridor Planning process, and is expected to help educate the community as the decision time draws near. The City is required to notify FERC by August 31, 2018 as to its plan to either relicense or surrender the two hydro facilities. To meet that deadline, the City will need to fully explore all options, and fully engage all stakeholders in the community in order to make the critical decision regarding the future of the dams. In doing so, the future of the river and the vision of the river corridor will begin to come into focus.

Compliance

The relicensing process is a major catalyst for the corridor study—a window of opportunity for those who wish to see the restoration of the falls. The tasks, studies, investigations and stakeholder and community involvement that are critical to the corridor study are also important to the relicensing or surrender process which will follow the Council's decision regarding the dams in late 2017. Therefore it will be critically important that from the outset, the study process and documentation proceed in a manner consistent with the FERC requirements. In that way, the corridor investigations can be repurposed to support the City's eventual efforts with FERC, saving time and money in the relicensing or surrender process that follows the official Notice of Intent (NOI) with FERC.



Community

Effective community engagement begins with objectives of being inclusive and transparent, listening and building consent amongst the members of community, the diverse stakeholder groups and special interests, and local state and federal agencies. A significant amount of important work has already been completed. Our goal is to use as much of the pre-existing work as possible to save time, save money and expand the in-kind contributions to the final corridor study as broad as possible.

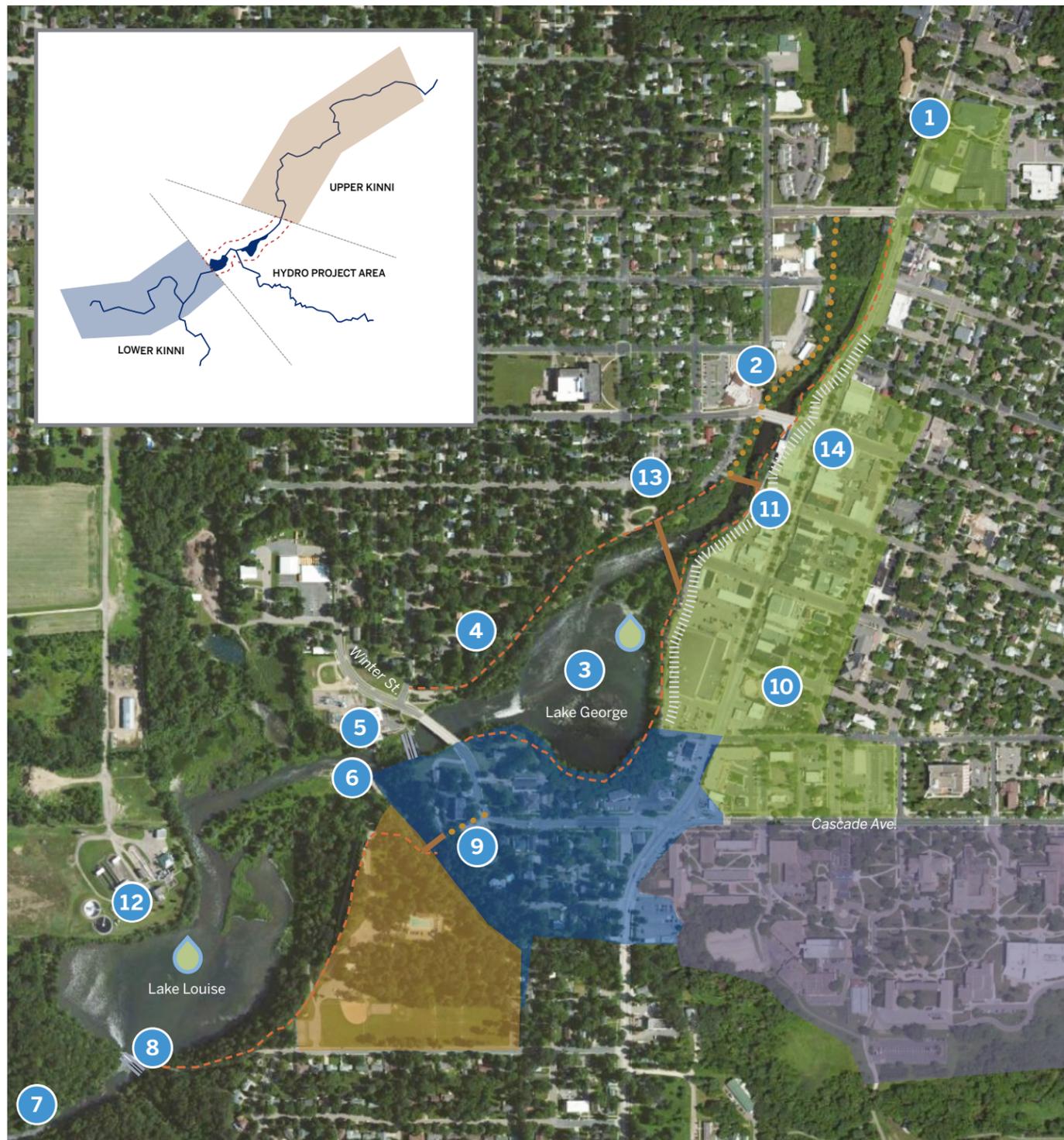
The local resources available to actively assist during the planning process is unprecedented.

The community has wealth of resources to assist during the planning process. Some individuals who could participate include Jarrod Blades and Jill Coleman Wasik from UW River Falls, members of the Kiap-TU-Wish Chapter of Trout Unlimited including Kent Johnson, WDNR representatives including Marty Engel, and community groups like The Friends of the Kinnickinnic River and the Kinnickinnic River Land Trust, including Michael Page and Peter Dahm.



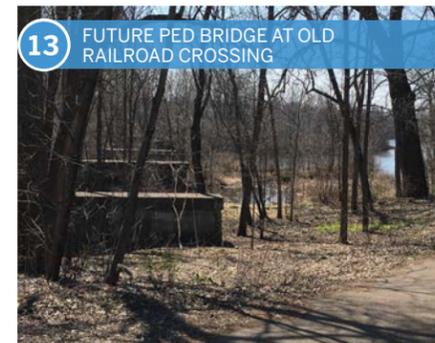
For the Kinnickinnic River Corridor Plan to succeed, the stakeholders and the community have to be heard, informed, educated, involved and included throughout each phase of the process.





Kinnickinnic River Corridor Plan — Hydro Project Area Opportunities Map

-  RIVERWALK-PATHWAY
-  PEDESTRIAN BRIDGE
-  DAM
-  IMPROVE INTERFACE BETWEEN BUILDINGS AND RIVER
-  LAKE GEORGE TRAIL EXTENSION
-  DOWNTOWN DISTRICT
-  SOUTH MAIN STREET CORRIDOR STUDY— SUBAREA 1
-  GLEN PARK MASTER PLAN
-  UW RIVER FALLS CAMPUS
-  INCORPORATE BMPs TO MINIMIZE IMPACTS TO RIVER



PROJECT APPROACH AND WORK PLAN

River Falls is a city with high standards for its public amenities and we recognize that this project must continue this legacy for residents and the many visitors traveling to and through River Falls. We understand that this project must balance the need for a forward-thinking vision for the River Falls waterfront with the need for a significant, cost-effective built reality that balances many public demands. If approached with the right spirit, this project can do more than overcome a challenging environmental setting – it can thrive as a riparian demonstration project for sustainable waterfront development. When completed, the Kinnickinnic River Corridor Plan will be recognized as a comprehensive revitalization to the City’s greatest asset and the home to a wide range of year-round community, family and individual memories for decades to come.

Based on our historic involvement in the community, feedback and discussions from a series of public meetings, as well as interviews with public officials, stakeholders and regulatory agencies, we understand the magnitude and complexity of the proposed corridor plan and particularly the dam removal analysis. The diverse positions of outspoken residents, special interest groups and stakeholders all share one common notion—the waterfront is the one place where multi-generational and cultural communities should come together to interact through community venues and reconnect with the City’s spectacular natural environment.

Our project team is poised to set the stage in turning these aspirations into practical reality. We applaud the community’s commitment to creating a vision that enhances the Kinnickinnic River corridor and we anxiously anticipate providing the guidance to achieve the community vision.

The Request for Proposals (RFP) identifies 10 major tasks for completing a scope of work designed to facilitate a decision regarding the future of the City’s two hydroelectric facilities, and the resulting plan for the future of the corridor. These 10 tasks outline a variety of activities and deliverables to achieve the objectives of the project.

Our approach is to organize teams of specialists around the four major planning elements:

- Public engagement
- Technical studies
- Corridor planning
- Report development

Focus Area	City-Identified Tasks									
	1 – Project Kick-off	2 – Community Engagement	3 – Existing Data Collection and Study Review	4 – Hydrologic and Geomorphic Impact Assessment	5 – Other Impact Assessment	6 – Feasibility Report for Dam Management	7 – Upper and Lower River Assessments	8 – Preferred Concept Plan	9 – Implementation Strategies and Prioritization	10 – Draft and Final Report
Public Engagement	◆	◆					◆	◆	◆	
Technical Studies	◆		◆	◆	◆		◆	◆	◆	
Corridor Planning	◆						◆	◆	◆	
Report Development						◆				◆

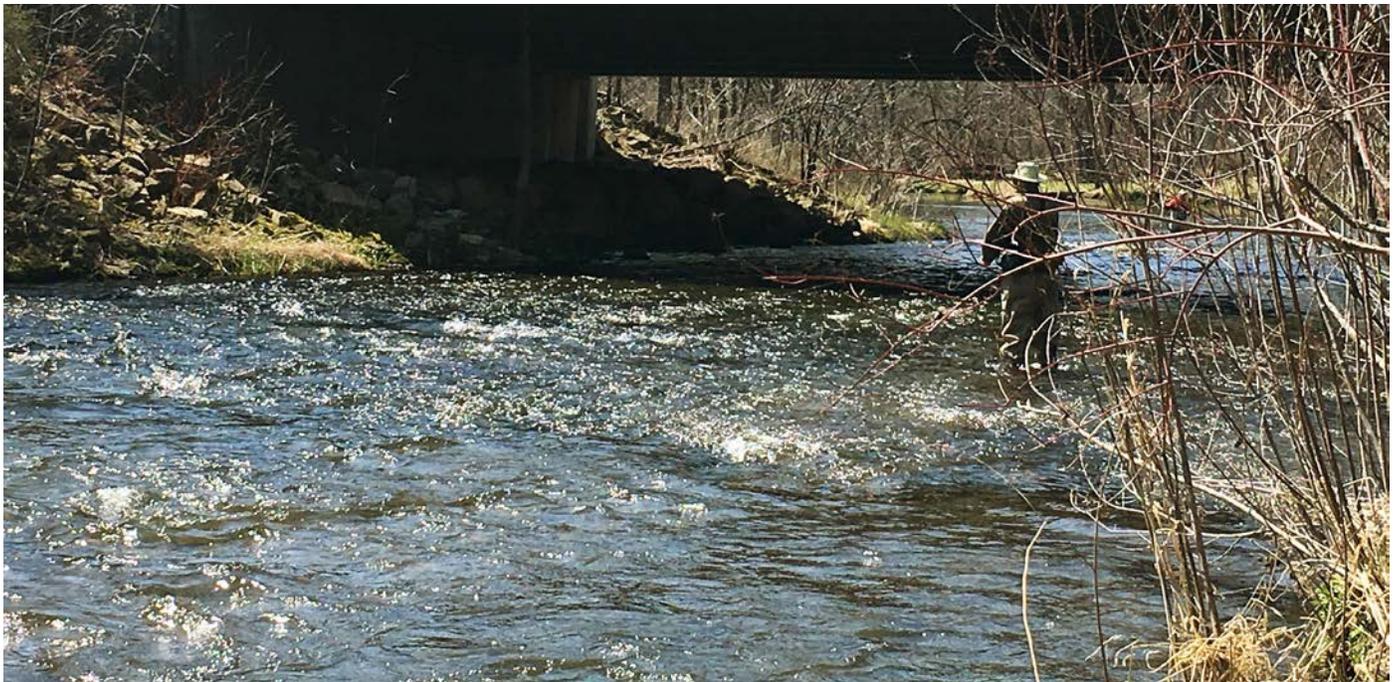
Project Success Relies on an Effective Public Process



The City of River Falls has a long history of citizen engagement. Residents expect to participate meaningfully in determining the future of their community. SEH's demonstrated ability to build consensus among various interest groups is well suited to working with River Falls, specifically because we recognize no single technique works in all situations. In addition, our staff has worked with a wide range of River Falls residents on various projects over the years, and we look forward to again providing a framework for our neighbors, business associates and others to make visionary long-term decisions.

A range of techniques, targeted to the needs of specific stakeholders will be used as we move through various stages of the planning and design process. In this way, we gain meaningful input, increase citizen understanding of the project and ultimately build the deep support needed to fully implement the goals and concepts of the Kinnickinnic River Corridor Plan.

The structure and organization of the River Falls' community participation process will feature flexibility as well as fixed milestones. Our local presence and institutional knowledge of River Falls enables us to provide a level of service that exceeds expectations. We pride ourselves in responding quickly to community needs, whether it's shifting the date or location of a meeting, providing temporary project displays, or attending impromptu on-site meetings. The Community Engagement Plan will be prepared for review and adoption by the Mayor and City Council.



“Rivers and the inhabitants of the watery elements are made for wise men to contemplate and for fools to pass without consideration.”

Issac Walton

Task 1 – Project Kick-Off/Corridor Planning Group Meeting #1

Most successful projects begin with a kick-off meeting involving major stakeholders, review of the work plan and schedule and identifying issues and opportunities. The City has already begun the processes of working with the community, special interests and non-profits, regulatory agencies, educational institutions and local, regional and federal government representatives. Our approach is not to retrace those steps but rather capitalize on the existing relationships to verify and refine the project work plan and schedule.

Our efforts are built around the public engagement concept of Systematic Development of Informed Consent (SDIC). Acknowledging that not everyone will be in full agreement with all decisions, reports and corridor planning strategies, the goal of SDIC is to work progressively towards consent—willingness to go along with the final corridor plan.

At the initial kick-off meeting, we will specifically engage participants around six important project dimensions:

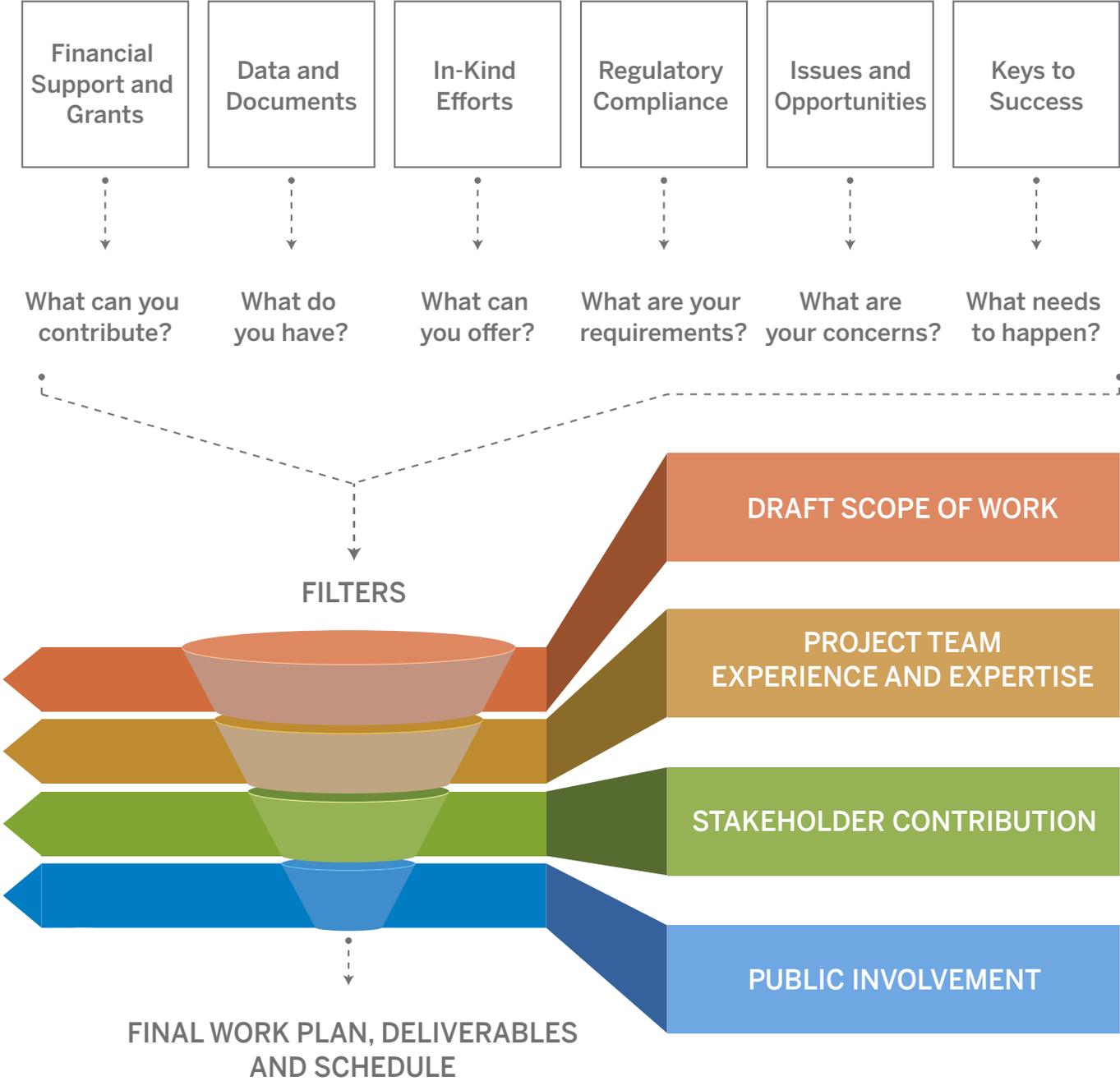
- Keys to project success
- Issues and opportunities to be addressed
- Existing data, reports and documentation relevant to the project
- Regulatory requirements, approvals, permits, etc.
- Commitment of in-kind support
- Opportunities for financial support (budgets, grants, loans, donations)

Task 1 Deliverables

- A final work plan, schedule and list of deliverables
- A meeting summary memo defining participants, actions, expectations and schedule
- A general project map outlining specific notations and areas of concentration
- A project mission statement draft



Kick-off Meeting and Work Plan Verification



Mission Driven

Based on the information gathered as part of the initial project kick-off meeting, our project team will draft an initial mission statement for the project. SEH is very familiar with the benefits of mission driven organizations.

From our own mission statement of Building a Better World for All of Us®, to project mission statements like the one we developed to guide our efforts in delivering the Water Quality Plan for the Kinnickinnic River and its Tributaries...

...we understand the value of a mission statement to keep projects on track, grounded by the guiding principles woven into the words.



From SEH authored 205J Plan

Watershed Management Plan

The Watershed Management Plan for the Kinnickinnic River and its tributaries is the culmination of a significant, multi-governmental effort. Beginning in 1991 with the City's receipt of a state grant, the project began with a single objective:

"To aid in preparation of an action plan to minimize adverse water quality impacts from existing and future storm water discharges to the Kinnickinnic River."

The resultant problem statement and mission statement served as overall guidance statements throughout the planning process.

Problem Statement

The increase in urban and rural runoff, with its associated thermal and sediment-related pollution from present and future land uses in the planning area, will continue to have a detrimental impact on the cold-water fishery of the Kinnickinnic River and its major tributaries without proper management of surface and ground water.

Mission Statement

The City of River Falls, in cooperation with the Town of River Falls, adjacent towns, the Department of Natural Resources (DNR), Trout Unlimited and the University of Wisconsin - River Falls, will implement a regional water quality plan which will accommodate anticipated community development and continued sustainable agricultural practices, while controlling the quality and quantity of storm water runoff and properly managing and protecting ground water resources as well as the physical habitat of the Kinnickinnic River and its tributaries.

Task 2 – Community Engagement

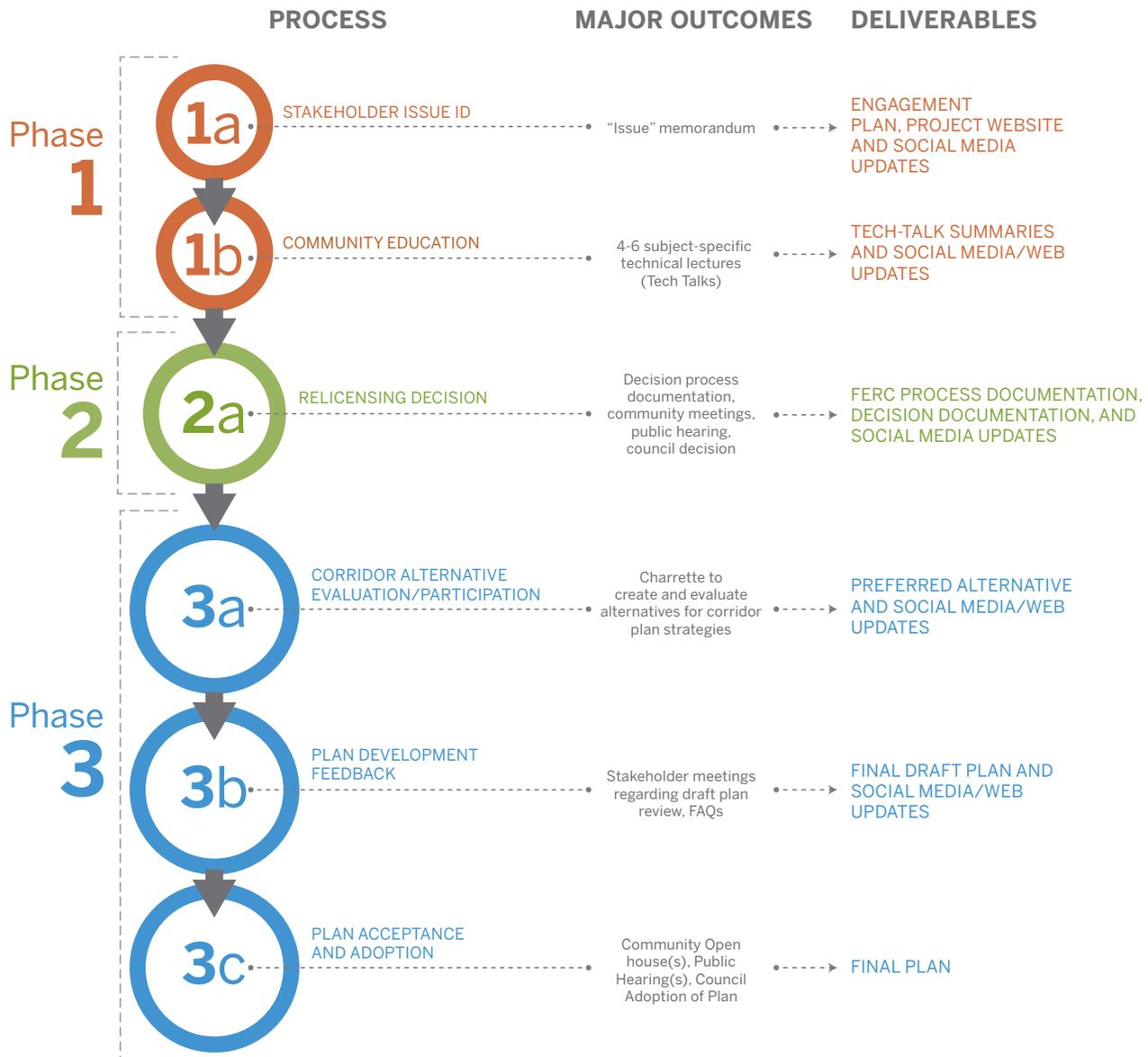
Our approach to community engagement will be tailored to support what we see as three distinct phases of the project.

In Phase 1, the focus will be on building and publicly documenting a comprehensive understanding of the range of stakeholder interests and their questions and concerns. It will establish a foundation of community awareness, provide thoughtful education on complex technical issues and create a robust project website that will serve to build trust and transparency throughout all phases of the project.

Phase 2 engagement will focus on the issues that affect the community in terms of the dam relicensing decision. Building on the educational elements (Tech Talks) from Phase 1, this phase will include more traditional open houses and public hearings along with website and social media updates.

Phase 3 will begin after the relicensing decision, and will support the Corridor Visioning Process. Engagement efforts will include the use of highly-engaging community visioning tools and charrettes, stakeholder meetings and focus groups, and a continued use and updates of the project website.

Draft Community Engagement Process



Our engagement process is built upon the following elements:

Corridor Planning Group

To get the most out of our time with the corridor planning group we'll be putting careful consideration into the purpose, organization, content of meeting agendas and activities, then follow up with diligent recording of key themes and decisions.

Project Website

We will use a project website in coordination with the River Falls city website throughout the process to keep the community, stakeholders and officials informed and notified of meetings and progress and notes/summaries.

Online Survey

To garner a full understanding of citizens' opinions and to open the design process to all interested parties, an online survey tool will be employed. Such survey may target specific issues for community input and focus attention on the intangible elements of community interest.

Interviews and Focus Groups

A combination of 10 individual and small group interviews with key stakeholders will be conducted and summarized to provide an up-to-date assessment of river corridor concerns and ideas. These individuals and/or groups include:

- Chamber of Commerce
- City Commission chairpersons
- WDNR (for floodplains and wetlands)
- USACE
- USFWS
- FOTK
- Trout Unlimited
- Other stakeholders groups to be identified

e-Newsletters

Regular project e-Newsletters will be prepared and distributed to highlight and summarize project activities and announce opportunities for the public to participate in the Kinnickinnic River Corridor Plan process.

Media Communications and Press Releases

Crafting the right message for the right audience is key to telling the project story. Announcing dates, times and locations for important events and maintaining excitement as the project progresses helps strengthen support for funding and implementation. We have excellent working relationships with local media outlets who can assist the City with these critical aspects of the public communications and participation process.

Design Charrette

This interactive, two-day event will be conducted as a hands-on workshop where corridor planning group and other stakeholders work together with the project team exchanging ideas, exploring and evaluating design options and charting the course for the development of a final design for the study area. Through the integrated and interactive nature of the charrette process, participants bring their individual skills and ideas to share in the experience of "plan making", building trust and ownership in the final outcomes.

On this project, we see a need for both traditional face-to-face interaction (open houses, business focus groups) and also online engagement tools and communication (online surveys, email updates, project website). All are great ways to engage stakeholders, and offering a variety provides stakeholders with a balance that works for their comfort and schedule. Online surveys combined with open house questionnaires are also an effective assessment tool for decision-makers to weigh community opinion.





Physical and Virtual Community Meetings

In addition to the requested community meetings, we propose to post and host community meeting information online so people can view project materials and provide input at their convenience. Opportunities to use social media to extend the reach of public information about the project will be explored with the City to determine the most applicable tools (Facebook, Twitter, Wikimaps, MySidewalk) and processes.

Plan Communication Tools

In order to demonstrate that we have listened to stakeholders' ideas and concerns, our communication tools will be tailored to the evolving stages of the design and engineering process. For example, during the inventory, analysis and plan validation stage we'll use annotated plans, photographs, diagrams and text summaries. During the design charrette we'll be drawing by hand, using transparent overlays, Google Sketch Up and PowerPoint to support the iterative nature of the event. In final plan stages we will use computer graphic visualizations and illustrative plan graphics while the engineering aspects will use a combination of computer aided drafting, technical illustrations and product cut sheet photographs to communicate aspects of various design details.

Task 2 Deliverables

A community engagement plan will be prepared for City adoption. Online survey tools, webpage, newsletter, graphic exhibits, documentation of meeting minutes and public summary communications.

Flexibility

Finally, we anticipate refining the specifics of the citizen participation program including the selection of the most appropriate tools, techniques and schedule of events and meetings in concert with the City, prior to beginning the project, as well as during the project.

Our communication tools will be tailored to the evolving stages of the design and engineering process.



Tech-Talks

A series of technical lectures, or “Tech-Talks” will be organized and delivered to raise the awareness and understanding of community stakeholders on a variety of topics relevant to the pending decision regarding the future of the dams and the ultimate Kinnickinnic River Corridor Plan. The initial effort will focus on topics fundamental to the hydro decision, working through a progressive decision process, starting to answer questions and address issues organized around the themes of conservation, compliance and community.

The Tech-Talks will be delivered by a variety of individuals including agency representatives, industry experts and resource professionals including members of our project team. The Tech-Talks will be scheduled to occur every few weeks following the kick-off meeting, and leading up to the decision regarding the future of the dams. Our team will organize and advertise each of the events, in close association with City staff. We will record, capture and document each session and share the content via social media, building on the City’s excellent web presence relative to the relicensing issues. Our team will seek in-kind contributions from the UW River Falls in the effort, including the possibility of internship(s).



Potential Tech-Talk Topics

- The Kinnickinnic River ecosystem and the impacts of urbanization and agricultural practices in the contributing watershed
- Conservation efforts to protect the river
- Federal, state, regional and local programs to protect the river
- Energy sustainability
- Hydroelectric: a preferred long term sustainable energy source
- Relicensing 101
- Dam removal 101
- Dam removal feasibility
- Alternatives to dam removal
- Corridor opportunities with and without the dam
- Technical studies (series)

Task 3 – Existing Data Collection and Study Review

While the team works through the series of planned “Tech-Talks”, a variety of technical studies will be underway. The initial project kick-off meeting will confirm the wealth of existing data, feasibility studies and fiscal analyses already completed as part of past conservation efforts and the current relicensing process. Our team will develop a matrix of existing information and studies along with the regulatory requirements of the FERC, WDNR, the City and other applicable reviewing/permitting entities. The matrix will help identify gaps in the existing technical material. The matrix will also help evaluate the means and methods used to generate the existing studies in an effort to assess the applicability of the information to the current process and regulatory requirements for relicensing or surrender.

In-kind Efforts

One of the most significant of the in-kind efforts is expected to be the FOTK Dam removal feasibility study. The FOTK issued a request for proposals in early May 2016 to study the feasibility of removing the Junction Falls and Powell Dam. The results of the study will be incorporated into the Tech-Talk series, and will be a key piece of the data/information provided to the community and to the regulators alike. The FOTK study is focused only on dam removal. Therefore, our technical team will focus on completing the rest of the conversation regarding the future of the dams, including relicensing, and how each of several alternatives that exist for keeping or surrendering the two dams may impact the issues and opportunities related to corridor development/redevelopment and the future vision for River Falls.

Examples of some of the existing and current studies and projects to be reviewed and leveraged as part of this project include:

- City of River Falls Flood Insurance Study (FIS) – River Hydraulic Model (SEH, 2003)
- Contributing Watershed Hydrologic Model – Initial efforts from “205J” Plan (SEH, 1995) updated with FIS. Will require updates consistent with Atlas 14
- Sediment Study (Inter-Fluve, 2016)
- Thermal Monitoring (Kiap-TU-Wish Chapter of Trout Unlimited and Kent Johnson)
- Lake George Area Stormwater Treatment Concept Plan – Concept from “205J” Plan (SEH, 1995) updated in 2005 (Bonestroo Inc.)
- Ecological Studies of the Kinnickinnic Basin – Wisconsin DNR
- South Main Street Corridor Study – City of River Falls 2016 (Tony Steiner)
- Glen Park Master Plan – 2015 (HKGI)
- Lake George Trail Extension (SEH, 2016)

To further understand the extent of environmental issues associated with the Corridor Plan, an environmental task force will be convened. The specialists engaged in this critical function will assess the existing information available from previous studies to determine the key issues to be addressed in the planning analysis. In addition to reviewing the existing data, the environmental task force will also review the forthcoming Hydrologic and Geomorphic Impact Analysis as well as the Wildlife and Biodiversity Assessments to discover pertinent environmental issues that warrant attention in the corridor planning process.

Data gathering and site specifics about existing site conditions located along the waterfront will be completed.

In addition to FOTK, in-kind contributions will specifically be specifically sought from:

- The City of River Falls
- UW River Falls
- WDNR
- Kiap-TU-Wish Chapter of Trout Unlimited

SEH has a thorough understanding of the City’s existing GIS data available and will work with City staff to integrate recent aerial photography, 2 ft. contours from LiDAR data, land use, parcel line data and historic resource data. Although digital information is readily available and very useful, it is best complimented by on-site inspections. This immediate access and familiarity with the corridor will enable a photographic survey of existing conditions to document and distribute items of value and concern. The SEH team is already familiar with most of the corridor and is immediately available for hands-on inspections as needed.

Based on this information, the team will prepare an inclusive base map of the river corridor physical properties. This document will be used through the duration of planning and research as well as facilitate early permitting efforts with potential regulatory parties. This will continue throughout the remainder of the design process to maximize regulatory buy-in needed for final permits prior to any construction projects.

Task 3.1 – Corridor Planning Group Meeting #2 and Stakeholder Design Charrette

The unique aspects of the Kinnickinnic River Corridor Plan—at the confluence of conservation, compliance and community—is the critical decision regarding dam relicensing. Too much progress regarding plan development and alternative analysis prior to the decision could result in wasted effort and rework. Too little effort and the opportunity for corridor development strategies to influence the decision process may be lost.

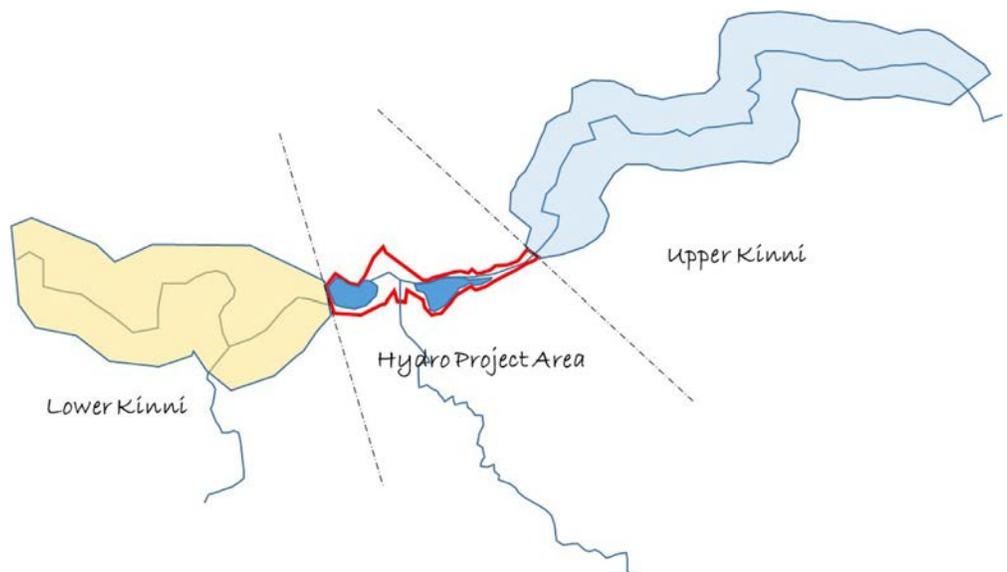
Using the “Tech-Talks” to listen and to collect ideas, images and impressions of the future, the vision of the Kinnickinnic River Corridor Study and the community will begin to emerge. Central to our early efforts is the full exploration of the opportunities to integrate the existing studies and reports.

Prior to the decision regarding the dams, our planning team will identify the components of what corridor strategies will be addressed as well as the relationship of the river to economic development and expansion of active and passive recreational opportunities. Our approach is to segment the corridor into three distinct parts:

- the Upper Kinni,
- the Hydro Project area, and
- the Lower Kinni.

This will allow elements of the Corridor Plan to proceed while the technical studies are underway.

Of significant importance in the Hydro Project area is the influence of the City’s current South Main Street Corridor Study. Elements of redevelopment and infrastructure improvements generated from this analysis will be incorporated into the corridor planning efforts.





Upper Kinni

The Water Quality Plan for the Kinnickinnic River and its Tributaries (1995) and the Kinnickinnic River Priority Watershed Plan (1999) both addressed the Upper Kinni. The WDNR and the Kinnickinnic River Land Trust have worked to protect critical riparian habitat along parts of the Upper Kinni. Opportunities in this part of the planning area continue to revolve around access, habitat enhancement, protection from urbanization and conservation-based agricultural practices. The most active part of the corridor plan may be in the transitional areas just upstream of the hydro project area.

Hydro Project Area

The primary focus of many of the technical studies begin here. The river ecology changes in this area due to the influence of the dams. Fisherman are often seen from the North Main Street Bridge, where the river begins to give way to slower water and a siltier bottom due to the influence of Lake George. The stream habitat becomes less diverse and more encroached on by the 'back doors' of the downtown River Falls.



The City continues to develop a trail system in and around Lake George, with a new segment along the west side of the Kinni from the Maple Street Bridge Area to Division Street, currently in design by SEH. The trail will enhance connections to the River Walk on the east side of the river south of Maple Street, and to the White Pathway on the west side of the river at the upper end of Lake George.

Opportunities exist in this part of the study area include the trail system and other active and passive recreational opportunities. In addition, the direct connection to downtown and the interface with the South Main Street Corridor Study and Glen Park represent key development or redevelopment opportunities with the river being central to those plans.



Farther downstream, the City's wastewater treatment plant dominates the western shores of Lake Louise, in sharp contrast to the natural bluffs and rock outcroppings where the South Fork of the Kinnickinnic enters the reservoir. Public access in this area is rugged and limited.

In a dam removal scenario, the City's wastewater permit may need to be reviewed in anticipation of a possible reclassification of the lower Kinni as a result of improved thermal conditions and related habitat.

Lower Kinni

The Lower Kinni is the most scenic section of river within the study area. The stream thread is free of the urban influences found upstream. However, access and trail systems are less developed here. Opportunities in this reach depend almost entirely on what happens upstream, dam removal in particular. The warming of reservoir waters of Lake Louise have the effect of elevating downstream stream temperatures. However, the reservoir may also serve to dampen the impact of numerous stormwater discharges to the river.



Design Charrette

Building upon the initial findings, we will conduct an interactive two-day design charrette for developing a set of guiding design principles, evaluation criteria and consensus design alternatives for addressing all elements of the study area.

The first day will begin with a corridor planning group morning session to develop draft guiding principles, exploring program components and identifying preliminary design options/alternatives for further development. After lunch, design team members will refine the principles and criteria and develop a list and set of sketches describing design options for consideration as part of the schematic plan. At the end of the day the project team will regroup with the corridor planning group to review the principles and apply the criteria to evaluating the design options.

The second day will function as a design workshop session to fine-tune the options based on feedback from the corridor planning group. The project team will create engaging diagrams and illustrative graphics of the refined concepts and prepare several composite site plan alternatives illustrating potential facility and operational recommendations for the study area. The draft plans will identify refinements to primary program needs and the diversity of uses desired by the community. Midway through Day 2, project team members will confer with designated City staff (may be several independent meetings), to discuss engineering and regulatory parameters and aspects of phasing, cost and maintenance.

Task 3.2 – Community Open House #1

The charrette session will conclude by conducting a community open house meeting to review alternative site plans, gather input and facilitate selection of a preferred alternative.

Task 4 – Hydrologic and Geomorphic Impact Assessment

This task will begin with analysis of the existing conditions as well as:

- a scour analysis of bridges and structures within the project boundary;
- hydrologic analysis to determine surface and velocity profile for the existing conditions;
- forecasting of the surface and velocity profile resulting from the potential removal of the dams; and
- analysis of the Lake George and Lake Louise impoundments for geomorphic impacts resulting from the potential dam removals.

The Kinnickinnic River and its floodplain, through the study corridor, are designated as a FEMA Zone AE detailed floodplain with a defined Floodway. Any projects or modifications which fall within the designated floodplain must be compliant with the requirements set by the FEMA National Flood Insurance Program and the more restrictive State of Wisconsin floodplain management statutes as defined in NR 116, along with any local floodplain zoning regulations.



Task 3 Deliverables

- Corridor base map including existing zoning, land use and environmental issues within the study area
- Site survey data
- Technical memorandum to record elements of the site analysis
- Design charrette solutions and graphic exhibits will be fine-tuned and made ready for inclusion in following newsletter and website posting.

Task 4 Deliverables

- Summary report

Task 5 – Other Impact Assessment

Understanding that the dams may be removed, the project team will conduct a series of investigations to understand the ecological, social and economic impact of such a decision. These investigations include:

- Sediment impacts in the riverine system
 - Quantifying the effect of dam removal on the overall health of the Kinnickinnic
- Wildlife and plant biodiversity assessments
 - Discovering potential impacts on threatened or endangered species, migration, population vigor and vitality anticipated in newly exposed lake bed should the impoundments subside
- Recreational use impacts and particularly the impoundments
 - Steps required to maintain a desired level of use and opportunities for previously unrealized uses
- Economic impacts, should dam removal occur
 - Determining impacts and opportunities for both public and privately-owned properties

Task 5 Deliverables

- Summary reports for each identified study

Task 6 – Feasibility Report for Hydro Generation and Dam Management Determination

The project team will conduct a feasibility study based on the research and discoveries of Tasks 1-5, providing guidance to the City in evaluating and determining whether:

- both dams are preserved;
- both dams are removed; or
- only one dam is removed and which one it should be.

The resulting analysis will recommend a course of action, identify the appropriate agencies for permitting and procedures based on the preferred recommendation. Cost will also be presented that forecasts continued operation and removal expenses.

Task 6 Deliverables

- Feasibility Study summary of the identified subjects
- Presentation of findings at a City Council meeting

Task 7 – Upper and Lower River Assessments

Once the City has made a decision regarding dam removal, the impacts of the upper and lower stream will be assessed. Data gathered from the previous Tasks 1-6 will be reviewed and applied to the appropriate course of action.

At this point in the process, community engagement will be paramount. To gauge the community's reaction to the City's decision, our team recommends using a survey tool to garner feedback. This feedback will then shape the focus in forthcoming planning and outreach efforts to develop the preferred concept plan activities in Task 8.

Task 7 Deliverables

- Summary report of findings

Task 8 – Preferred Concept Plan

Corridor planning takes center stage in the days leading up to and following the relicensing decision in late 2017. Corridor ideas and opportunities identified as part of the public engagement will be part of the decision process, but once the decision is finalized, our planning team will re-engage with the community, assessing reaction to the decision, listening, vetting ideas, elevating alternatives, addressing regulatory issues related to relicensing/surrender and bringing plan concepts into focus. A pre-cursor to the multi-day charrette process will involve a re-convening of the corridor planning group and stakeholders. The initial kick-off meeting results and mission statement will be revisited. The discussion will fine-tune the final work plan and public engagement strategies and schedules, visualization tools, alternative analysis and synergy/adjacency analysis to meet stakeholder needs in the context of conservation, compliance and community.

For an approved dam removal solution, we will develop two schematic alternatives with conceptual designs that take into account the resulting river configuration, reconditioning of the former impoundment lands, management strategies, and recreational and economic development opportunities for the entire corridor area.

In addition, design elements gleaned from meetings with the corridor planning group, interviews with stakeholders and the public engagement process will be incorporated into the concept design program. Such elements may include but not be limited to:

- Trails
- Boardwalks
- Overlooks
- Picnic structures
- Trail signage
- Beach area
- Area for special events
- Performance shelter
- Cleaning stations
- Ornamental entrance, etc.

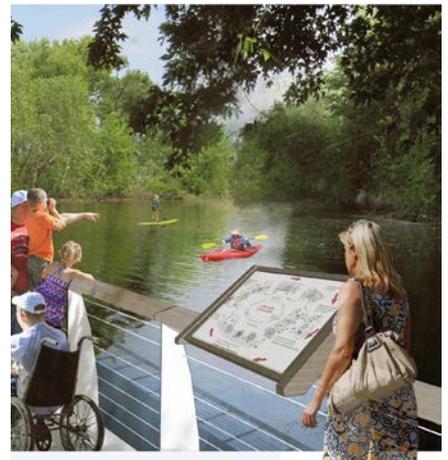
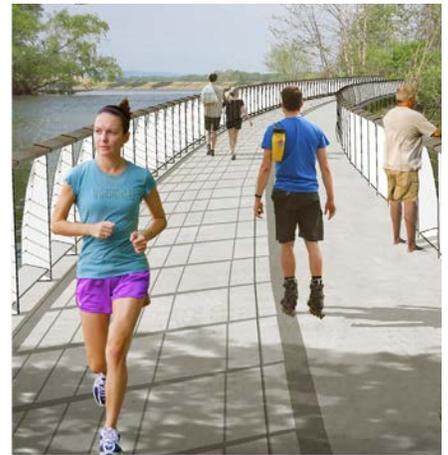
During the design process we will also work closely with potential suppliers and contractors to find the most innovative and cost-effective solutions for the project. We have found this to be successful in leading to competitive bidding and more easily constructed projects. In addition, a precedent analysis will be provided to demonstrate similar products implemented in other similar settings.

The Preferred Concept Plan will be a schematic design that synthesizes all pertinent data collected in Tasks 1-7. It will:

- Summarize the identified issues and opportunities;
- Reflect the recommendations of the Environmental Task Force, Hydrologic and Geomorphic Analyses, and public input;
- Address land use, infrastructure, and open space alternatives; and
- Include an opinion of costs (design, permitting, bidding, construction and contract administration) unique to the design elements proposed

Task 8.1 – Public Meeting #2/Corridor Planning Group Meeting #3

At the conclusion of this phase, we will present the two schematic alternatives to the general public to gather input that will help narrow the alternatives to a preferred plan. Following this meeting we will meet with the corridor planning group to review public input and achieve a preferred plan.



Task 8 Deliverables

- Preferred Concept Plan inclusive of design guidelines,
- Written narrative with recommendations and associated costs

Task 9 – Implementation Strategies and Project Prioritization

A Preferred Concept Plan without an implementation strategy is like a highway map without road names—It's one thing to know where you want to go, but success cannot be achieved until you know how to get there. The implementation plan will:

- prioritize the elements of the concept plan;
- break the design solution into achievable phases;
- identify the skeletal elements necessary for installation prior to other elements; and
- outline economic opportunities including but not limited to funding, grant resources and marketing strategies.

Task 9 Deliverables

- Implementation Plan

Task 10 – Kinnickinnic River Corridor Plan – Phase 1 Report

The final corridor plan will be a comprehensive report that documents the entire process, findings and recommendations.

Task 10.1 – e-Newsletter #2

The team will prepare and assist in the distribution of a second e-Newsletter summarizing the findings of Phase 1 and informing the public and stakeholders regarding elements to be taken to final documents.

Task 10.2 – Corridor Planning Group Approval

The project team will develop and present a final report with project designs and costs to corridor planning group for review, discussion and adoption of report.

Task 10.3 – Common Council Approval

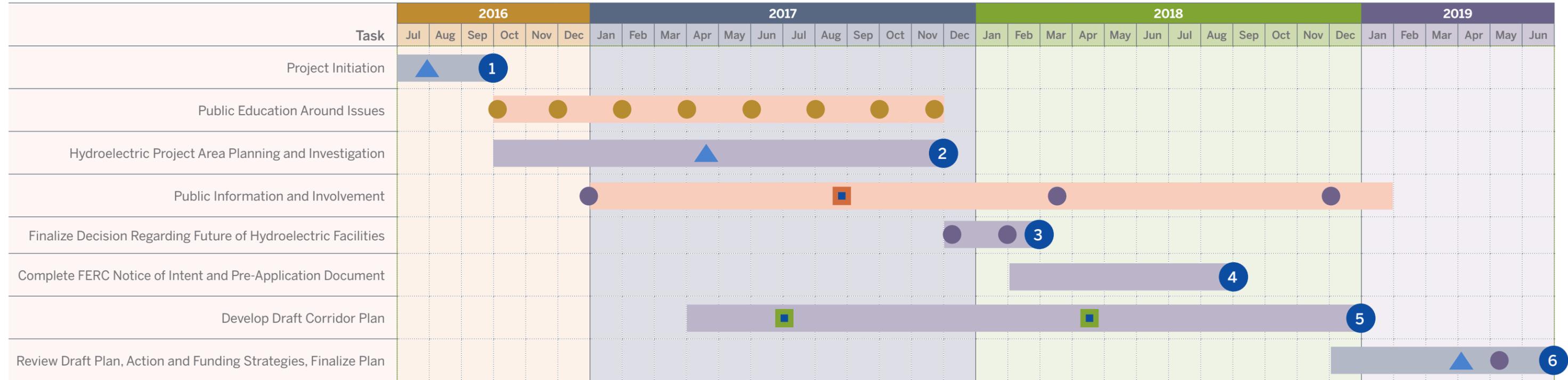
The final Kinnickinnic River Corridor Plan Phase One Report will be presented to the Common Council for adoption. This enabling document may be incorporated into the City of River Falls Comprehensive Plan and serve as a guiding reference for future planning and development decisions. In addition, the prioritized implementation plan included in the Phase One Report may be integrated into the Comprehensive Plan implementation strategy to assure realization of the community vision produced by these planning efforts.

Task 10 Deliverables

- Draft Phase 1 Report
- Final Phase 1 Report

PROPOSED PROJECT SCHEDULE

The process we have outlined will accommodate the completion date of June 30, 2019 based on the RFP. The schedule revolves around the City's decision regarding the future of the dams, and allowing an adequate amount of time to complete the Notice of Intent (NOI) and Pre-Application Document (PAD) (by others), as required by FERRC guidelines. Based on the results of the kickoff meeting (Task 1) and early results of the public involvement efforts, we can gauge the readiness of the community for accelerating the decision regarding dam relicensing, if advantageous to the process. Based on our cost projections, approximately 25 % of the budget would be used in 2016. Therefore, the City's 2017 budget process would need to reflect any acceleration of effort beyond our proposed timeline below.



PROJECT MILESTONES

- 1 Mission, vision, objectives and public engagement plan
- 2 Feasibility report regarding future of hydroelectric generation
- 3 Final council decision
- 4 FERC NOI and PAD
- 5 Draft corridor plan
- 6 Adopt final plan
- ▲ Corridor Planning Group Meeting
- Tech Talks
- Community Meeting
- Survey
- Charrette



Project Team

Project Team

Every member of the SEH project team has been selected based on their unique expertise related to the challenges of the project ahead. From technical studies and corridor plans to public engagement and regulatory compliance, our project team combines unmatched local experience with recent and relevant projects that will prove invaluable during the corridor planning process. Our team is presented in the organizational chart below, followed by resumes illustrating their experience relevant to this project.

Project Team Organizational Chart





Mark Lobermeier PE

Project Manager

Mr. Lobermeier will serve as overall Project Manager. Mark will oversee all study activity locally from our St. Paul headquarters. Mark has 33 years of experience as a design engineer, project manager and principal in charge. His project experience includes watershed management, hydraulic and hydrologic studies, flood routing and protection, dam stability, commercial and residential site development, wetland management and ordinance preparation. Mark has given presentations about topics that include water resources design and planning and wetland management topics at local and national levels. Today, Mark’s project roles revolve around scoping, budgeting and scheduling to ensure that project teams deliver on-time, within budget and to the satisfaction of our clients. His experience and ability to see projects from the perspective of the client help him to identify and minimize project-related risks. He is a skilled facilitator, enhancing communication between clients and project teams throughout project delivery.

RELEVANT EXPERIENCE WITH CITY OF RIVER FALLS

Water Management Plan for the Kinnickinnic River and Its Tributaries – River Falls, Wis.

Mark led a diverse project team and stakeholder group through the development of the comprehensive water quality and hydrologic study of 64 square miles Kinnickinnic River watershed and its tributary streams. Mark completed the final “205J Plan” which addressed the impacts of urban runoff on one of the Midwest’s premier trout waters. The project included thermal monitoring of the stream, water quality monitoring and modeling of urban runoff and ground water assessment. The plan intended to help to guide the City efforts to accommodate rapid growth while protecting one of the outstanding water resource from the thermal degradation and total suspended solids influence of stormwater runoff on stream habitat. The 205J plan resulted in the development of specialized funding via storm water utility implementation and served as the foundation for the State of Wisconsin funded Priority Watershed Plan, the Lake George Restoration Plan and the South Fork Water Quality Protection concept plan on the UW River Falls Campus.

Storm Water Utility Implementation – River Falls, Wis.

As a result of the adopted “205J” plan, Mark developed the framework and enabling ordinances that supported the formation a runoff-based user fee to finance plan implementation, including capital improvements, ordinance development and maintenance activities. The storm water utility was the first in Wisconsin to successfully receive contributions from the UW system.

Kinnickinnic River Priority Watershed Plan – River Falls, Wis.

Mark was a principal contributor to the development of the State-funded Priority Watershed Plan. Pursuit of the planning grant was a key outcome of the City’s 205J plan. The Priority Watershed Plan complemented the urban focus of the 205J plan by focusing on the rural practices in the four adjacent townships.

Flood Insurance Study – River Falls, Wis.

Mark served as Principal in Charge of the preparation of FEMA-approved revisions to the City’s flood plan insurance study for the Kinnickinnic River. Mark was responsible for the project which involved update of an existing HEC-2 model with new hydrologic analysis. The project utilized 3-D contour maps to complete the cross-section analysis.

Stormwater Management Ordinance – River Falls, Wis.

Mark oversaw the ordinance which combines erosion control and stormwater management elements to minimize impacts to the Kinnickinnic River. Mark drafted a one-of a-kind ordinance which proposes a minimum level of impervious cover of 12% with providing mitigation. The impervious cover restrictions are designed to minimize thermal pollution to the cold-water resource.

EDUCATION

Bachelor of Science
Civil Engineering
University of
Wisconsin-Platteville

CONTINUING EDUCATION

University of Minnesota Carlson
School of Management
Executive Development Center
Minnesota Executive Program

Planning, Implementing
and Financing Storm Water
Management Programs
University of Wisconsin

System Development Changes
for Water, Wastewater, and
Storm Water Facilities
Georgia Institute of Technology

REGISTRATIONS/ CERTIFICATIONS

Professional Engineer in
Minnesota and Wisconsin

PROFESSIONAL ASSOCIATIONS

Kinnickinnic River Priority
Watershed Steering
Committee, Member

American Society of Civil
Engineers (ASCE), Member

National Society of Professional
Engineers (NSPE), Member

Minnesota Society of
Professional Engineers (MSPE),
Member

OTHER RELEVANT EXPERIENCE

Turtle Lake Water Level Control and Augmentation – Shoreview, Minn.

Project Manager for proposed \$2 million water treatment and conveyance system to augment lake levels in Turtle Lake, maintaining recreational uses and maintaining property values. Turtle Lake has been augmented with ground water since 1928, until the DNR suspended ground water augmentation in 1989. The Turtle Lake project, modeled after a similar project Mark implemented for Shoreview's Snail Lake in 1991, included treatment for invasive species like zebra mussels as well as water quality treatment to achieve a zero degradation objective for lake water quality.

City Loop Pedestrian and Bikeway – Rochester, Minn.

Mark serves in the role of principal for SEH's work with the Rochester to develop 30% design for the iconic urban trail encircling a 10 square block development district which is the core of the Destination Medical Center initiative. The concept, modeled after the Indianapolis Culture Trail will create a unique pedestrian experience, enhancing the 20 year \$5 billion redevelopment plan to transform Rochester into America's healthiest City.

Comprehensive Plan Update – Burnsville, Minn.

Mark is leading the effort to update the technical elements of the City's Comprehensive Plan. Though nearly fully developed, this community of over 60,000 is bordered by the Minnesota River. Central to the plan update is the development of plans for transforming an existing rock quarry directly adjacent to the river to a cool-water lake surrounded by planned unit development to capitalize on the river and new waterfront opportunities created by the end of the mining activity.

Planning Commission – Wyoming, Minn.

Mark has served the on the City of Wyoming Planning Commission (population 8000) since 2007. Beyond the value of giving back to his community, the experience of participating in community development and redevelopment discussions, and understanding the importance of comprehensive plans, small area plans and effective ordinances to enable implementation of community-building strategies help Mark see development/redevelopment opportunities through the eyes of his municipal clients.





Roger Dupler LA, AICP

Corridor Plan Development | Land Use and Recreation

Mr. Dupler is a senior planner and landscape architect who offers a wide range of expertise in the arena of planning and landscape development. In the public sector, he has worked with municipalities and park districts to develop master plans and new ordinances. He has also served corporate clientele, as well as local developers, builders and homeowners.

EDUCATION

Bachelor of Science
Landscape Architecture
University of
Wisconsin-Madison

CONTINUING EDUCATION

Pedestrian and Bicycle
Workshop, WisDOT

Preserving Land Use
Development Rights through
Subdivision Annexation and
Zoning Laws in Wisconsin

Planning and Zoning for
Community Land Use
Management

Practical Guide to Zoning and
Land Use Laws in Wisconsin

REGISTRATIONS/ CERTIFICATIONS

Landscape Architect in Illinois

Planner, American Institute of
Certified Planners (AICP)

RELEVANT EXPERIENCE

Bark River Crossing Bicycle Path (MLG Development) – Merton, Wis.

Senior planner/landscape architect on the Bark River Bicycle Trail through the Bark River Crossing development. Roger oversaw the design of the path which is part of the Waukesha County's Greenway Corridor plan and connects to the Fireman's Park and walkways through the Village of Merton. Constraints included wetlands, topography, erosion control and mature trees along the riverfront.

Northeast Quadrant Analysis – City of Delafield, Wis.

City planner on the long-range public planning study to assess the Delafield's vision for the Northeast Quadrant of the City in regard to future density, road layout, recreational facilities and pedestrian circulation. Roger was in charge of conducting the study, which resulted in a strategy to help manage City growth and secure development potential in the quadrant for the next decade.

Wells Street Recreational Trail – City of Delafield, Wis.

Senior planner on the 10 ft. paved, separated path. Roger is assisting the City with funding acquisition, planning and design to create the path. When complete, this project will complete a missing linkage of the Lake Country Recreational Trail, where users currently must navigate vehicular traffic on Wells Street.

Jefferson County Bike Trail Feasibility Study (Jefferson County Parks Department) – Jefferson County, Wis.

Senior planner on the feasibility study for the Jefferson County Parks Department. Roger provided planning and design services. The objective of the project was to determine the feasibility of engineering and implementing a 10-mile bicycle trail conforming to WisDOT standards via the Interurban Railway Line from the City of Watertown to the City of Oconomowoc.

Nagawicka Road Path Feasibility Study – City of Delafield, Wis.

Senior planner on the feasibility study for a one-mile stretch of road that was served by an undersized collector road and offered no bicycle or pedestrian amenities. Roger completed the study, which included analyzing existing topography, vegetation, ditches and culverts, driveways and vision corners. The final report offered several solutions for accommodating a multimodal route along the road.

City Planner – City of Delafield, Wis.

City planner for a wide variety of projects for the City. Roger's duties include: strategic/comprehensive planning; development/land division application review; zoning code compliance review including landscaping plans, signage, conditional use permits, lighting plans, Certified Survey Maps, planned unit developments and erosion control measures; attending Plan Commission/Board meetings, Planning Staff meetings and meetings with municipal residents regarding questions or concerns of ordinance applicability; extra territorial land use review; and mapping services.

Ismael Martinez-Ortiz PE

Water Resources Engineer (IMO)

Mr. Martinez has over 33 years of experience in water resources engineering. He has worked in both design and project management. His track record includes successfully managing many multi-disciplinary projects. Ismael's goal is delivering innovative alternatives and designs. He served as the coordinator of the technical advisory committee of the Lake George – Storm water Treatment Concept Plan. Many of his projects have been award winners.

RELEVANT EXPERIENCE

Lake George Area, Stormwater Treatment Concept Plan – City of River Falls, Wis.

Ismael served as a client service manager and coordinator of the technical advisory committee for this project. The purpose of the project was to develop an overall management strategy for the immediate watershed areas impacting Lake George. The project included: 1) developing modeling tools to quantify thermal pollution and water quality impacts; 2) identifying watershed treatment practices to help reduce suspended solids and thermal loads into the river; and 3) evaluating several alternatives to reconfigure Lake George and arriving at a preferred alternative. The project included multiple technical and stakeholder committee meetings and the overall consensus was for the project was achieved.

Cascade Park, Creek Realignment and Lake Creation – Rochester, Minn.

Ismael served as client service manager and the hydraulic designer for this complex and multidisciplinary project. This project required the coordination of multiple consultants, public meetings and a stakeholder committee. The Cascade Creek realignment project combined the best of bio-engineering, traditional civil engineering, and wetland and prairie management to develop Cascade Park into a recreational and aesthetic oasis. The project required the design of a multi-stage lake outlet that allows flows during average conditions to exit the lake and flows during flood conditions to enter the lake, balancing water quality preservation with flood control. It also included the design of a fish ladder that helps the fish to navigate the steep drop from the realigned stream to the existing stream.

Stormwater Management Plans

- Cascade Lake Master Park – City of Rochester, Minn.
- Stormwater Management Plan – City of Maple Grove, Minn.
- Mayo Run Environmental Corridor – City of Rochester, Minn.
- Upper East Creek Linear Corridor – City of Chaska, Minn.
- Bluff Creek Natural Resources Master Plan – City of Chanhassen, Minn.
- GC-4 Wetland Restoration and Linear Corridor – City of Wayzata, Minn.



EDUCATION

Master of Science Civil Engineering
University of Minnesota

Bachelor of Science Civil Engineering
University of Queretaro- Mexico

REGISTRATIONS/ CERTIFICATIONS

Professional Engineer in Mexico



Kristin Petersen AICP, LEED AP®

Public Involvement Specialist/Planner

Ms. Petersen is a certified planner with experience in architectural design and community and transportation planning. Kristin has extensive experience in public involvement including creating design workshop tools, public meetings, preparing online and community preference surveys, design charrettes and workshops for clients and project stakeholders. Kristin brings a background in identifying and managing community concerns and conflicts and documenting, writing and graphic design for preparing project planning reports. Kristin is experienced in multiple software programs including: Adobe Creative Suite including InDesign, Photoshop and Illustrator; Squarespace web design, AutoCAD, SketchUp, Revit and Ecotect.

RELEVANT EXPERIENCE

Red Wing Mississippi River Bridge Project (MnDOT District 6) – Red Wing, Minn.

Public involvement and visual quality coordinator for the concept development and preliminary design of roadway alternatives for the approaches and surrounding roadway network related to this major river crossing as part of the environmental assessment stage. Kristin coordinated the Visual Quality Advisory Committee and supported the public involvement of this highly visible Mississippi River bridge replacement project. Kristin has created 3-D models and helped develop the Visual Quality Manual which help make the complicated spatial transformations accessible and understandable for all stakeholders and ensure the design of a visually acceptable project. Both the Minnesota and Wisconsin approach roadways will see significant changes in roadway layout and traffic flow.

Grand Round North Loop – City of St. Paul, Minn.

Public involvement and visual quality coordinator for design development, development of construction drawings and specifications, and construction administration services for 13-miles of bicycle and pedestrian facilities for the northerly portion of the St. Paul Grand Round.

I-35W Interchange at Highway 96 – Ramsey County, Minn.

Public and agency involvement coordinator on the preliminary and final engineering phase of what will be only the 4th Diverging Diamond Interchange (DDI) built in Minnesota. Kristin coordinated the public outreach on this unique interchange project that connected the communities of Arden Hills, New Brighton, Mounds View, Shoreview and also the 397-acre Twin Cities Army Ammunition Plant site that is being prepared for redevelopment. Kristin and the SEH team responded to this challenge by tailoring the public involvement to include additional educational videos and animation simulations alongside traditional plans and layouts. The recommended DDI layout created a public outreach and education challenge due to the limited number of local examples as well its peculiar “reversal” of left and right that can be difficult to fully understand. The end result was a thoughtful understanding and broad support for the DDIs innovative approach.

Lake Elmo Avenue/CSAH 17 Corridor Management and Safety Improvement Project (Washington County) – Lake Elmo, Minn.

Planner and public involvement coordinator on this project that introduced sanitary sewer and improved utilities along Lake Elmo Avenue, provided an enhanced streetscape that supported the historic downtown and surrounding community, provided continuous bicycle and pedestrian facilities, and provided a regional surface water management plan. Kristin helped to bring together and convey the many interrelated aspects of this ambitious joint City/County effort. With meaningful, tailored stakeholder engagement, the project was met with enthusiasm and support.

EDUCATION

Master of Architecture
Pratt Institute
Brooklyn, N.Y.

Bachelor of Arts
Philosophy
Creighton University
Omaha, Neb.

REGISTRATIONS/ CERTIFICATIONS

LEED Accredited Professional

Charrette System Certified
National Charrette Institute

Certified Planner, American
Institute of Certified Planners
(AICP)

Eduard Freer RLA

Land Use and Recreation

Over the course of his 44-year professional career, Mr. Freer has built a significant and award-winning portfolio in urban waterfront design and community-based planning throughout the U.S. He is highly accomplished at facilitating a consensus vision and broad community support for urban design and redevelopment initiatives. Ed has served as a resource member to many civic task forces and professional panels and as a member of national design juries. He has been an urban design resource for the Mayors Institute on City Design, Urban Land Institute and AIA Community by Design.

RELEVANT EXPERIENCE

- Riverside North Development – City of La Crosse, Wis.
- Downtown Riverfront Plan – City of Chippewa Falls, Wis.
- Downtown Mississippi Riverfront Redevelopment Study – City of Muscatine, Iowa
- Grand Round North Loop – City of St. Paul, Minn.
- Ashland Waterfront Development Plan – City of Ashland, Wis.
- South Pier Redevelopment – City of Sheboygan, Wis.
- Port of La Crosse Harbor Waterfront Plan – City of La Crosse, Wis.
- Levee Park Riverboat Docking Feasibility Study – City of Red Wing, Minn.
- Downtown Mississippi Riverfront and Transient Dockage – City of La Crosse, Wis.



EDUCATION

Bachelor of Landscape Architecture
State University of New York-Syracuse University

Bachelor of Science Environmental Science,
State University of New York-Syracuse University

REGISTRATIONS CERTIFICATIONS

Landscape Architect in Wisconsin and Maine

Gregg Calpino LA, LEED AP® BD+C

Land Use and Recreation

Mr. Calpino is a landscape architect with more than \$200 million in built master plans for parks, trails, waterfronts and civic spaces. Gregg brings over 25 years of planning and landscape architecture experience including project director and designer for major master planning, design and renovation projects throughout the Midwest. Gregg has demonstrated the ability to lead complex, multidisciplinary projects with aggressive schedules and budgets and has proven success at guiding these projects through the public and stakeholder engagement process.

RELEVANT EXPERIENCE

- Downtown Riverfront Plan – City of Chippewa Falls, Wis.
- Riverside North Development – City of La Crosse, Wis.
- Building the Great River Landing – City of Onalaska, Wis.
- Waterfront Master Plan (Town of Gibraltar) – Fish Creek, Wis.
- Grand Round North Loop – City of St. Paul, Minn.
- Park Improvements – City of Cloquet, Minn.
- Waterfront Plan and Schematic Design – City of Cloquet, Minn.
- Downtown Plan – Village of Sherwood, Wis.
- Main Street Streetscape Enhancements – Village of Sussex, Wis.



EDUCATION

Bachelor of Science Landscape Architecture
University of Wisconsin-Madison

REGISTRATIONS/ CERTIFICATIONS

Landscape Architect in Wisconsin, Minnesota, Colorado, Illinois, and Indiana

LEED AP BD+C, U.S. Green Building Council (USGBC)

CLARB Certified Landscape Architect

National Charrette Institute System Training certification



Bob Kost AICP, LEED AP®

Land Use and Recreation

Mr. Kost is an urban designer, certified community planner and landscape architect with over 30 years of experience collaborating with communities to transform urban Brownfields, waterfronts, corridors and business districts into meaningful places for people to live, work and recreate. He routinely participates with allied design professional on complex planning and design projects, guiding the development of sustainable solutions while balancing market forces with community aspirations.

EDUCATION

Bachelor of Landscape Architecture
University of Illinois

REGISTRATIONS/ CERTIFICATIONS

Landscape Architect in Minnesota and Indiana

LEED Accredited Professional (LEED AP), U.S. Green Building Council (USGBC)

Certified Planner, American Institute of Certified Planners (AICP)

Certified Charrette Planner, National Charrette Institute

RELEVANT EXPERIENCE

- Downtown Riverfront Plan – City of Chippewa Falls, Wis.
- Mississippi River Partnership Plan Implementation (Brainerd Housing and Redevelopment Authority) – Brainerd, Minn.
- Riverforks Downtown Plan Update – Cities of Grand Forks, N.D. and East Grand Forks, Minn.
- Fargo-Moorhead Downtown Plan – Fargo, ND and Moorhead, Minn.
- Downtown Plan Update – Marshfield, Wis.
- Building the Great River Landing – City of Onalaska, Wis.
- Riverside North Master Plan and Form-Based Code – La Crosse, Wis.
- Downtown Plan Update – City of Austin, Minn.
- Comprehensive Plan 2035 Update – City of Onalaska, Wis.



David Carlson EDFP

Economic Development

Mr. Carlson brings 31 years of community development experience, helping the clients he serves to implement their projects by identifying potential funding sources and helping them to secure needed funds. He is also highly experienced in both real estate finance and business credit analysis. David has assisted hundreds of communities and businesses across the Midwest to obtain grants and low-interest loan financing for projects, and as past administrator of the State's CDBG program, regularly secures more CDBG grant dollars statewide than any other grant writer.

EDUCATION

Master of Science
Urban and Regional Planning
University of Wisconsin-Madison

Bachelor of Science
Public Administration and Policy Analysis
University of Wisconsin-Stevens Point

REGISTRATIONS/ CERTIFICATIONS

Economic Development Finance Professional (EDFP), National Development Council (NDC)

RELEVANT EXPERIENCE

- Building the Great River Landing Stewardship Application – City of Onalaska, Wis.
- Downtown Riverfront Plan Grant Applications – City of Chippewa Falls, Wis.
- Outdoor Park and Recreation Plans — Cities of Blair, Wittenberg, Turtle Lake and Chetek, Wis.
- Bike/Pedestrian Path (Eau Claire School District) — Eau Claire, Wis.
- Bike/Pedestrian Path — City of Altoona, Wis.
- Downtown Pedestrian Improvements — City of Osceola, Wis.
- Lakefront Boardwalk — Village of Frederic, Wis.
- Bike/Pedestrian Park Trail System — City of Stanley, Wis.

Brad Woznak PE, CFM

River Modeling/Stream Ecology

Mr. Woznak is a Project Manager/Lead Hydraulic Engineer with 19 years of experience with SEH. He has been involved in a variety of stream and floodplain modeling, stormwater planning, floodplain management, and evaluation and design projects as a project engineer and project manager. He has formal training in fluvial geomorphology and process-based channel design. Project experience includes hydrologic and hydraulic modeling studies, FEMA Letters of Map Revision, design of hydraulic structures, stream stabilization and restoration, watershed analysis, and erosion protection.

RELEVANT EXPERIENCE

- Billy Boy Dam, Dam Failure Analysis and Hazard Assessment – Sawyer County, Wis.
- Stanley Mill Dam, Chapman Lake – City of Stanley, Wis.
- Oxford Dam Modifications – Village of Oxford, Wis.
- Mill Pond Dam Removal and Pomme de Terre River Restoration – City of Appleton, Minn.
- Frazee Dam Removal on the Otter Tail River – City of Frazee, Minn.
- Grand Forks Riverside Park Dam – City of Grand Forks, N.D.



EDUCATION

Bachelor of Science
Civil Engineering
University of
Minnesota-Minneapolis

CONTINUING EDUCATION

Fluvial Geomorphology and
Stream Classification, MNDNR

REGISTRATIONS/ CERTIFICATIONS

Professional Engineer in
Wisconsin, Minnesota, South
Dakota, Indiana, Nebraska,
Iowa and Colorado

Certified Floodplain Manager
(CFM), Association of State
Floodplain Managers, Inc.

Hydrologist, American Institute
of Hydrology

Rocky Keehn PE, LEED AP®, D.WRE, CFM, ENV SP

River Modeling/Stream Ecology

Mr. Keehn is a principal/project manager with extensive water resources engineering experience. Rocky provides design development, project and engineering management, project review, quality control from concept to final design, plans and specifications and constructability on all federal work. He has completed various-sized projects from feasibility stages to final design, varying from small terrace design for a private farmer in Nebraska to design of key hydraulic components of a \$13 million channel diversion with a 20-ft. concrete drop structure for the USACE. He brings knowledge of several hydrologic and hydraulic computer models.

RELEVANT EXPERIENCE

- Kinnickinnic River Water Management Plan – City of River Falls, Wis.
- Loup River Levee Certification Feasibility Analysis – City of Columbus, Neb.
- Des Moines River Dam Feasibility Study – City of Windom, Minn.
- North Platte River Restoration and Enhancement (Platte River Recovery Implementation Program) – Kearney, Neb.
- Reconnaissance Report Ohio River Enhancement – Aurora, Ind.
- Heartsville Coulee Diversion (USACE St. Paul District) – East Grand Forks, Minn.



EDUCATION

Master of Science
Water Resources
Iowa State University-Ames

Bachelor of Science
Civil Engineering
University of Nebraska-Lincoln

REGISTRATIONS/ CERTIFICATIONS

Professional Engineer in
Wisconsin, Minnesota, South
Dakota and Nebraska

Hydrologist in Wisconsin

Diplomat, Water resources
engineer (D.WRE), American
Academy of Water resources
engineers (AAWRE)



Deric Deuschle CWD

River Modeling/Stream Ecology

Mr. Deuschle is a senior scientist with environmental consulting and ecological research experience. Deric is an aquatic ecologist and leader of SEH's natural resources team. He provides project management and technical leadership for wetland services such as delineations, permitting, monitoring and mitigation siting and design. Deric produces environmental documents including environmental assessments (EA), environmental assessments worksheets (EAW) and EISs. Deric brings expertise in threatened and endangered species surveys, tree inventories, water quality analysis, aquatic invertebrate ecology, aquatic invertebrate taxonomy, stream and large river ecology, fish and wildlife studies, nutrient loading analysis, Geographic Information Systems (GIS) and Global Positioning Systems (GPS).

EDUCATION

Master of Science
Biology
University of Wisconsin-La
Crosse

Bachelor of Science
Biology
Winona State University
Winona, Minn

REGISTRATIONS/ CERTIFICATIONS

Certified Wetland delineator
(CWD), University of
Minnesota-Water Resources
Center

RELEVANT EXPERIENCE

- Wetland Delineations and Aquatic Plant Management Plan at Heartwood Conference Center (North Meadows Investment, Ltd.) – Trego, Wis.
- Bluff Stabilization Project – City of Lake St. Croix Beach, Minn.
- Clough Island Wetland Delineation and Threatened and Endangered Species Survey – City of Superior, Wis.
- North Main Flood Mitigation – City of Austin, Minn.
- Memory Pond Vegetation Assessment – Village of Grantsburg, Wis.



Renee Wilde PWS, CFM, CWS

River Modeling/Stream Ecology

Ms. Wilde is an environmental scientist with experience working in areas of water and natural resources for the preservation, protection and restoration of the environment. Renee is a Professional Wetland scientist (PWS), Certified Floodplain Manager (CFM) and a Certified Wetland Specialist (CWS). She has completed natural resources surveys, rain garden design, and wetland mitigation design and monitoring. She has permitting experience with dozens of projects involving local, state and federal agencies. Renee has extensive experience in multiple software including HydroCAD, StormCAD, HEC-RAS, HEC-1, HEC-2, WSP-2, Access Database and Floristic Quality Assessment Program.

EDUCATION

Bachelor of Science
Watershed Management
University of Wisconsin-
Stevens Point

REGISTRATIONS/ CERTIFICATIONS

Professional Wetland Scientist,
Society of Wetland scientists
(SWS)

Certified Floodplain Manager,
Association of State Floodplain
Managers, Inc. (ASFPM)

Certified Wetland Specialist,
McHenry County Department
of Planning and Development

RELEVANT EXPERIENCE

- Alderwood Dam Removal and Road Relocation (U.S. Army-Fort McCoy) – Fort McCoy, Wis.
- Comprehensive Plan Update – City of Onalaska, Wis.
- Great River Landing – City of Onalaska, Wis.
- Sara Park Campground, Boat Launch Improvements and Dog Park – City of Tomahawk, Wis.
- DuPage River Park Trail and Boardwalk (Naperville Park District) – Naperville, Ill.*
- John Janega Park Phase II and Phase III Engineering (Lindenhurst Park District) – Lindenhurst, Ill.*
- Bull Creek Streambank Restoration (Mundelein Park and Recreation District) – Mundelein, Ill.
- Cook Park Shoreline Design (Wauconda Park District) – Wauconda, Ill.*

* work completed prior to joining SEH

Dave Simons PE

Construction Cost Estimating

Mr. Simons has extensive experience in a wide variety of civil and municipal engineering projects as a project engineer and project manager. Dave's responsibilities range from project conception to completion including scoping and planning, feasibility report preparation, design calculations and layout, plan and specification preparation, cost estimating, contract administration, construction observation and supervision of field services. Project types Dave has managed include water supply, storage, and distribution systems; drainage systems; sanitary collection systems; roadway systems; site grading improvements; general municipal engineering; and parks. Dave is City Engineer for the City of River Falls and Town Engineer for the Town of Kinnickinnic.

RELEVANT EXPERIENCE

- Comprehensive Water Study Plan – City of River Falls, Wis.
- Cascade Avenue Street and Utility Reconstruction – City of River Falls, Wis.
- North Main/East Maple Street Intersection Improvements – City of River Falls, Wis.
- Quarry Road/North Main Intersection Improvements – City of River Falls, Wis.
- Cemetery Road Reconstruction and Bike Trail – City of River Falls, Wis.
- Ninth Street Drainage Improvements – City of River Falls, Wis.

Jeff Johnson PE

Structural Review/Bridge Scour

Mr. Johnson is a structural project manager and design engineer with extensive experience in project management as well as design and construction observation of a variety of bridge and hydraulic structures. In the design of special structures, Jeff's experience includes dams, tunnels, retaining walls, box culverts, underground vaults, floodwalls and gates. His field inspection and construction administration experience includes management and construction observation, as well as evaluation of bridge, dam, floodwall and tunnel projects.

RELEVANT EXPERIENCE

- Division Street/CTH M over Kinnickinnic River (WisDOT Northwest Region) – River Falls, Wis.
- STH 35 and STH 65 (WisDOT Northwest Region) – River Falls, Wis.
- STH 65 Bridge over STH 35 (WisDOT Northwest Region) – River Falls, Wis.
- Cascade Avenue Street and Utility Reconstruction – City of River Falls, Wis.
- Stanley Mill Dam and CTH O Bridge (City of Stanley and Chippewa County) – Stanley, Wis.
- New Richmond Mills Dam on the Willow River – City of New Richmond, Wis.
- Combined Locks Dams on the Fox River (Kaukauna Electric and Water Department) – Kaukauna, Wis.
- Angelo Dam, La Crosse River – Monroe County, Wis.
- Condition Inspection/Construction Documents for the Boise Cascade International Bridge (Minnesota Dakota & Western Railway Co) – International Falls, Minn.



EDUCATION

Bachelor of Science
Civil Engineering
University of
Minnesota-Minneapolis

Bachelor of Science
Civil Engineering
University of
Wisconsin-Platteville

REGISTRATIONS/ CERTIFICATIONS

Professional Engineer in
Wisconsin, Minnesota and
South Dakota



EDUCATION

Bachelor of Science
Civil Engineering
University of
Minnesota-Minneapolis

REGISTRATIONS/ CERTIFICATIONS

Professional Engineer in
Wisconsin, Minnesota, Colorado,
South Dakota, North Dakota,
Michigan, Iowa, Indiana,
Montana and Nebraska

Bridge Safety Inspector
(WisDOT)

Bridge Safety Inspector
(MnDOT)



Jerry Doriott PE

Wastewater Permitting

Mr. Doriott has extensive experience as a project manager/project engineer for design and construction of civil engineering projects. Projects include wastewater treatment, municipal sewer and water installations, municipal street maintenance programs, grant coordination for municipal projects, industrial permitting, residential and industrial subdivision designs, site development, residential septic designs, structural design and construction engineering. Jerry has worked with many government regulatory and funding agencies including Environmental Protection Agency, U.S. Army Corps of Engineers, U.S. Department of Agriculture (USDA) Rural Development and Wisconsin Department of Natural Resources.

EDUCATION

Bachelor of Science
Civil Engineering
University of
Minnesota-Minneapolis

REGISTRATIONS/ CERTIFICATIONS

Professional Engineer in
Wisconsin, Colorado and Illinois

RELEVANT EXPERIENCE

- Wastewater Treatment Facility Plan, Design and Construction (discharge to Lake Superior) – City of Red Cliff, Wis.
- Wastewater Treatment Facility Plan, Design, and Construction WWTP and Main Lift Station (discharge to Elk Creek)– City of Abbotsford, Wis.
- Wastewater Facility Plan Update (discharge to the Rum River)– City of Princeton, Mich.
- Sanitary Sewer User Charges (calculate discharge limitations) – City of Abbotsford, Wis.



Rita Hayen PE

FERC Regulations and Relicensing (TRC)

Ms. Hayen has over 35 years of experience and progressive responsibility in regulatory licensing and permitting as well as environmental management. Her qualifications include extensive hands-on strategic planning, state and federal permitting and licensing, natural resource negotiations and environmental management. Rita has program management and technical experience in FERC hydroelectric licensing, NEPA reviews, renewable energy and distributed generation and stakeholder involvement and relationships. She led hydroelectric relicensing and negotiation of a ground-breaking comprehensive settlement agreement covering eight hydroelectric projects in Wisconsin and Michigan.

EDUCATION

Executive MBA
Business
University of
Wisconsin-Milwaukee

Bachelor of Science
Mechanical Engineering
University of
Wisconsin-Milwaukee

REGISTRATIONS/ CERTIFICATIONS

Professional Engineer in
Wisconsin

RELEVANT EXPERIENCE

- Relicensing Alternatives Analysis – City of River Falls, Wis.
- Kimberly Hydroelectric Project Relicensing (Kaukauna Utilities) – Kaukauna, Wis.
- Ludington Pumped Storage Relicensing (Consumers Power) – Ludington, Mich.
- Twin Falls Hydroelectric Project Redevelopment, FERC License Amendment (We Energies) – Wisconsin and Michigan
- FERC-licensed Hydroelectric Project (American Transmission Company) – Multiple Entities/Agencies, Michigan

Marty Melchior CFP

Dam Removal Analysis and Stream Morphology (Inter-Fluve)

Mr. Melchior is one of the most experienced river restoration practitioners in the Midwest, having completed over 200 assessment and restoration projects across the country. He is also one of the Inter-Fluve's most experienced dam removal and trout stream restoration design experts. His project interests include dam removal design, natural channel design, forensic fluvial geomorphology, construction management and large woody debris dynamics. Marty has managed or provided design input on over two dozen dam removal and fish passage projects in the past decade, and has authored articles on geomorphology and the ecological effects of small dam removal.

RELEVANT EXPERIENCE

- Kinnickinnic River, Lake George and Lake Louise Sediment Assessments – River Falls, Wis.
- Nemahbin Roller Mill Dam Removal – Delafield, Wis.
- Centerville Creek/Cleveland Dam Restoration – Cleveland, Wis.
- Sand Creek Geomorphic Assessment – Scott County, Minn.
- Minnehaha Creek R20 and St. Louis Park Restoration – Minneapolis, Minn.
- Hoosic River Revitalization – North Adams, Mass.
- Tidmarsh Farms/Beaver Dam Brook Restoration – Manomet, Mass.



EDUCATION

Masters of Science
Fisheries
University of Minnesota-
St. Paul

Bachelor of Science
Molecular Biology
North Dakota State
University-Fargo

REGISTRATIONS/ CERTIFICATIONS

Certified Fisheries Professional
(CFP), American Fisheries
Society

PROFESSIONAL ASSOCIATIONS

Wisconsin Small Dam
Committee

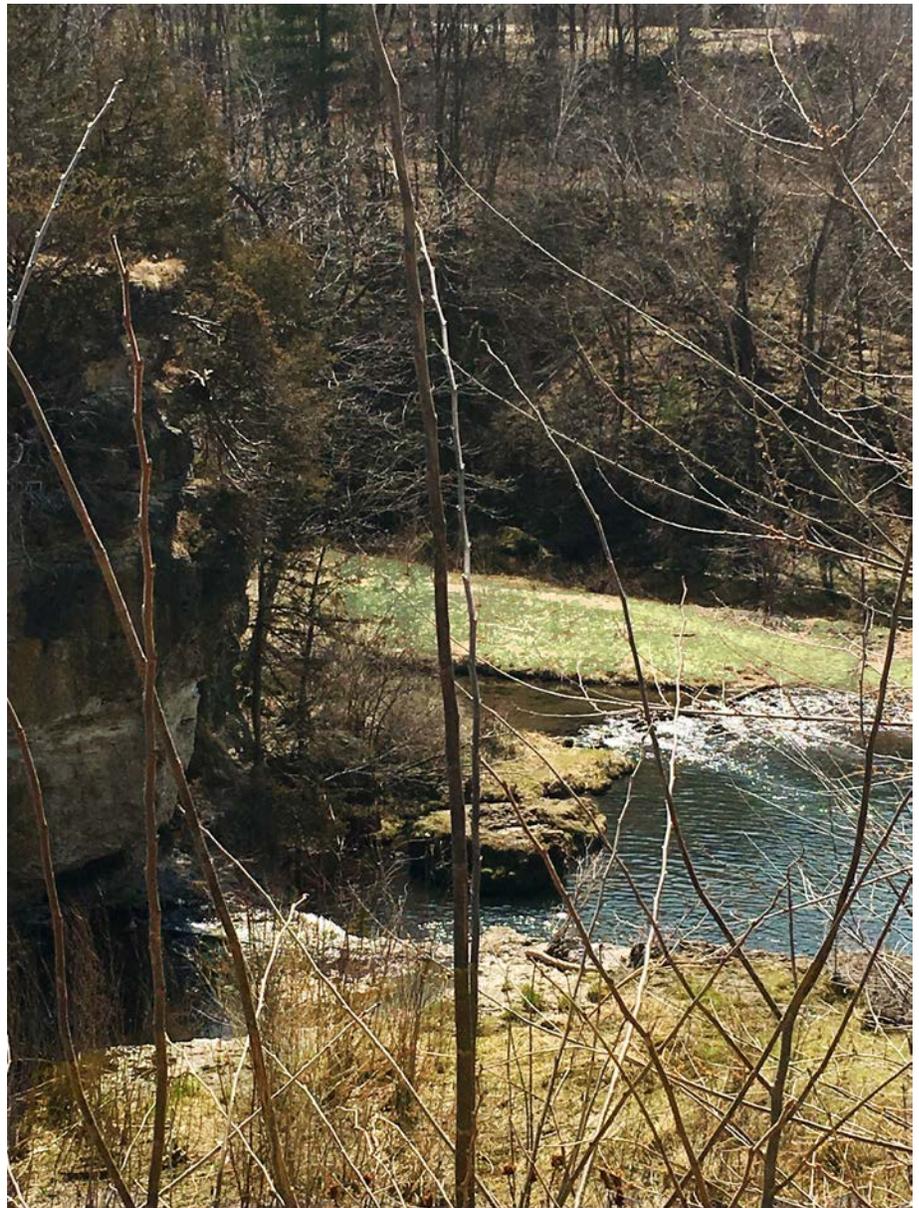


Relevant Experience

Relevant Experience

SEH's experience in waterfront planning and implementation runs deep. Not only do we plan great places in and around these areas, we also help communities fund their projects; a vital step in realizing a community's vision. Our plans do not sit on shelves. They are grounded with realistic budgets in mind.

The following pages illustrate our team's depth of experience in helping reinvent communities' connection to these treasured natural resources. The projects that follow provide evidence that this type of work, the work that provides meaningful connection to water, has a ripple effect within each community. Although difficult to quantify in numbers, lasting positive effects are evident by what occurs around these areas after they've been reinvented.



Our History of Collaboration with the City of River Falls

26 years of service

91 projects between
1990 and 2016

Cascade Avenue – Street and Utility Reconstruction



2014 National Project of the Year
Award – American Public Works
Association

2014 Project of the Year, American
Public Works Association – Wisconsin
Chapter

2014 Engineering Excellence State
Finalist Award, American Council of
Engineering Companies of Wisconsin

2013 Project of the Year, American
Public Works Association – Minnesota
Chapter



Representative Projects – SEH

- Kinnickinnic River Water Management Plan
- Kinnickinnic River Monitoring
- 205J Plan Revision
- Lake George Trail Extension
- North Kinnickinnic River Monitoring
- North Main Street Wall
- Power Plant Bluff Stabilization
- Flood Insurance Study/River Model
- Comprehensive Water System Plan
- UW River Falls/Cemetery Road Trail
- Cemetery Road Traffic Study
- Storm Water Utility
- East Side Storm Water Study
- Stormwater Pond Sampling
- Water Reuse Study – Utility Water Engineering
- South 35 Frontage Road Utility Extension
- South Main Street Three Lane Configuration
- Hospital Area Utility Relocation
- South 65/29 Water Main Extension
- Main Street/Maple Street Improvements
- Knollwood Roundabout Concept Plan
- University Area Sanitary Sewer Relocation
- Wasson Lane Trail Improvements
- Quarry Road/North Main Street Improvements
- Glen Park Building Assessment
- Highview Meadows Trail
- 9th Street Drainage Improvements
- Utility Engineering Services
- Wastewater Treatment Plant Evaluation
- North Pressure Zone Water Tower and Booster Station



Kinnickinnic River Water Quality Plan



Downtown Urban Design Plan

Representative Projects – IMO, Inter-Fluve, TRC

- Lake George Area – Stormwater Treatment Concept Plan (IMO)
- FERC Relicensing – Lake George and Lake Louise Dams (Inter-fluve)
- Kinnickinnic River, Lake George and Lake Louise Sediment Assessments (Inter-fluve)
- FERC Hydroelectric Relicensing Alternatives Analysis (TRC)

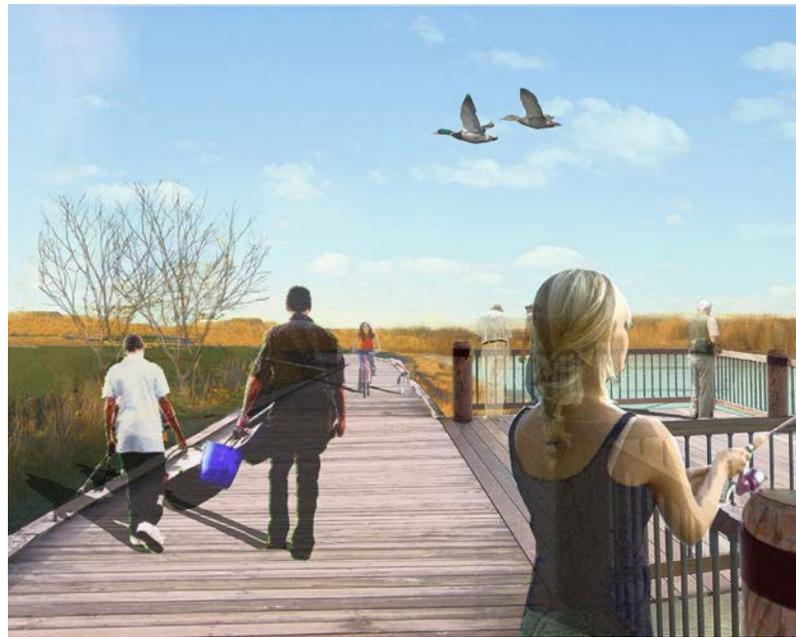


Main Street Retaining Wall

Waterfront Qualifications

Experience is the genesis of knowledge and expertise. Listed below are projects that illustrate our team’s ability to successfully design beautiful, functional and inviting projects for waterfronts, port areas and riparian settings.

As evidenced in this list and on the following pages, the SEH team has a working history of providing innovative, creative and implementable designs that reconnect communities with their waterfronts, often incorporating habitat restoration and sustainability measures for these treasured urban landscapes.



- Urban Area Mississippi River Corridor – Cities of St. Cloud, Sauk Rapids and Sartell; and Benton, Sherburne and Stearns Counties, Minn.
- Downtown Riverfront Park – Chippewa Falls, Wis.
- Riverside North Development – La Crosse, Wis.
- Cloquet Waterfront Plan – Cloquet, Minn.
- The Marquette Plan – Northwest Ind.
- Riverfront Redevelopment Plan – Red Wing, Minn.
- Waterfront Revitalization Initiative – East Chicago, Ind.
- Great River Landing – City of Onalaska, Wis.
- Mississippi Riverfront Trail Master Plan and Engineering Feasibility Study – Red Wing, Minn.
- Mississippi Riverwalk – Dubuque, Iowa
- Portage Lakefront and Riverwalk – Portage, Ind.



America’s River at the Port of Dubuque – Dubuque, Iowa



Great River Landing – Onalaska, Wis.



- Sheboygan River Area of Concern Habitat Restoration Projects – Sheboygan, Wis.
- Wolf Lake Revitalization – Hammond, Ind.
- Gateway to the Indiana Dunes – Porter, Ind.
- Marquette Greenway Trail – Burns Harbor, Ind.
- River’s Edge Plaza – Dubuque, Iowa
- West River Parkway and River Promenade – Minneapolis, Minn.
- Mill Ruins Park – Minneapolis, Minn.
- Mullberry Point at Lowell Park on the St. Croix River – Stillwater, Minn.
- Marshall Park Enhancement Plan – Chippewa Falls, Wis.
- Duluth Lakewalk on Lake Superior – Duluth, Minn.
- Mississippi River Urban Area Riverfront Plan – St. Cloud, Minn.
- Lake Harriet Park and Parkway Renovation – Minneapolis, Minn.
- Lake Calhoun Park and Parkway Renovation – Minneapolis, Minn.
- Chain of Lakes Master Plan – Minneapolis, Minn.
- MMSD Burnham Canal Wetlands Project Rendering – Milwaukee, Wis.
- Waterfront Plan – Fish Creek, Wis.
- MMSD Kinnickinnic River Flood Management, South 6th Street to Interstate 94 Bridge – Milwaukee, Wis.
- MMSD Underwood Creek Rehabilitation and Flood Management Phase 1 Final Design – Milwaukee, Wis.



Wolf Lake Regional Park Overlook – Hammond, Ind.



Cloquet Waterfront Plan – Cloquet, Minn.

Downtown Riverfront Planning and Implementation

CHIPPEWA FALLS, WISCONSIN

Much like River Falls, this community in western Wisconsin was born from a river. Its downtown, situated where the Chippewa River and Duncan Creek meet, has gone through many changes over the last 15 years in an effort to bring much needed economic development and recreational opportunities back downtown.



With a focus along the river and creek, SEH began working with the City to prepare this land to support better access to the water for recreational use and to draw people back downtown.

In a former industrial area that is largely a floodplain with dilapidated buildings and a myriad of environmental concerns, SEH has been diligently working with the City to prepare and position their riverfront/creekfront land for rebirth into recreational use to draw visitors downtown, improve access to this waterfront resource, and in turn, attract and spur additional private investment in the City. Over the past 15 years, SEH has helped the City obtain nearly \$4 million in state and federal grant funds for this work. Grant monies were directed toward building relocation, trails, riverfront planning, environmental remediation, water treatment, blighted property acquisition and brownfield assessments.

This waterfront area now stands poised for recreational use and the groundwork has already spurred other adjacent development and infrastructure improvements including SEH's own private investment in a new office building on land that once sat vacant for more than 15 years. The property is now contributing to Chippewa Falls' tax base. Other recent and upcoming projects include: improved access to downtown with a roundabout, trail connections through downtown, downtown riverfront park development and upcoming building rehabilitation projects.

The downtown riverfront park is what SEH is now focused on developing. Recently completed planning done by SEH in 2014, there is a final design plan that includes a gateway to the downtown, connections to regional trails, increased fishing access, improved boat portage and passive areas for recreation, spaces to accommodate festivals and events and amenities for pedestrians, bicycles, river uses, boaters, anglers and more. SEH assisted the City with obtaining a WDNR Stewardship grant in the amount of \$168,500 to kick-off this important community project.

Services

- Schematic design and 30% engineering documents
- Extensive public engagement
- Waterfront planning
- Landscape design
- Architecture
- Civil engineering
- Transportation planning
- Agency coordination

Reclaiming, Repositioning and Reconnecting Downtown Chippewa Falls to Duncan Creek and the Chippewa River



The two-day charrette in Chippewa Falls yielded a community-supported plan for their new downtown riverfront park.



SIMILARITIES TO RIVER FALLS KEY ISSUES

Study of hydraulic conditions	●
Ecological value/resource preservation	●
Floodplain preservation/restoration/flood control	●
Economic development opportunities	●
Recreational opportunities	●
Development planning	●
Historic preservation/cultural resources	●
Road and bridge protection	●
Conceptual design/program frameworks	●
Implementation strategies	●
Public Involvement	●

“SEH is tremendous to work with. I appreciate their leadership and their commitment to the community.”

Mayor Gregory Hoffman

Great River Landing Waterfront Development

ONALASKA, WISCONSIN

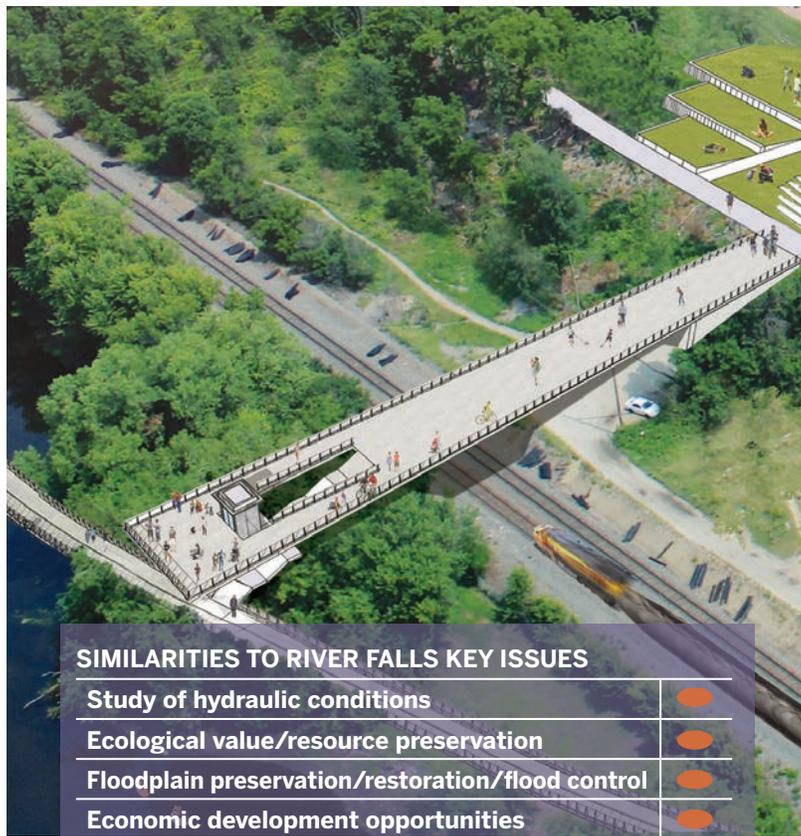


The City of Onalaska is a growing community located in the upper Mississippi River Basin along Lake Onalaska to the west, bluff lands and coulees to the east, lying directly north of La Crosse. Through the City's recently completed Comprehensive Plan Update conducted by SEH, the community placed a high value on its waterfront, indicating that it's the one place where multi-generational and cultural communities should come together to interact through appropriate supporting venues and activities such as music, education and the arts, and reconnect with the region's spectacular natural environment. Another high priority is the importance of linking this recreational waterfront area to the broader riverfront trail and wayside system, as well as the potential for this area to become a catalyst for economic development for Highway 35 and the Main Street downtown business area, inviting neighbors and visitors alike to spend time and dollars in Onalaska.

With this vision in mind, through a highly interactive and robust three-day public charrette, the SEH team developed a program with the community, including all water areas, islands, marsh areas, bluff and uplands at the junction of Highway 35 and Main Street, the heart of downtown Onalaska. Conceptual alternatives were created, and through the process, one final alternative was developed for schematic design.

Detailed probable costs were estimated for each potential improvement to allow the City to acquire project funding and establish suitable phasing strategies. Elements of the final alternative include marsh trails, boardwalks, improvements to the beach area, boating facilities, pedestrian and bike access improvements, ADA compliance, parking improvements and a destination arrival plaza that links the Main Street business district to the water with a signature pedestrian bridge.

SEH conducted a NEPA/WEPA compatible environmental scan as well as agency coordination for the project. Through prioritization with the City, SEH will advance a portion of the design through preliminary engineering.



SIMILARITIES TO RIVER FALLS KEY ISSUES	
Study of hydraulic conditions	●
Ecological value/resource preservation	●
Floodplain preservation/restoration/flood control	●
Economic development opportunities	●
Recreational opportunities	●
Development planning	●
Historic preservation/cultural resources	●
Road and bridge protection	●
Conceptual design/program frameworks	●
Implementation strategies	●
Public Involvement	●

Services

- Schematic design and 30% engineering documents
- Extensive public engagement
- Waterfront planning
- Landscape design
- Architecture
- Civil engineering
- Transportation planning
- Agency coordination



During the three-day charrette, SEH led the public through the interactive “Sim Waterfront” game and creating 3D renderings to help participants visualize a variety of design features for the Great River Landing planning and design project.

Riverside North Development

LA CROSSE, WISCONSIN



SEH worked with the City of La Crosse on the Riverside North Development project to revitalize a former Brownfield site at the internationally significant confluence of the Mississippi, Black and La Crosse Rivers. The design was developed using the innovative National Charrette Institute (NCI) process culminating in an intense, seven-day interactive public workshop.

The resulting plan reflects the history and character of the riverfront city as well as the community's vision for its future. The final plan provides strategies to reclaim and transform the strategic riverfront property into a livable, walkable neighborhood with a mix of residential and commercial buildings, and increased recreational, economic and tourism-related attractions.

Services

- Planning
- Landscape architecture
- Multimodal transportation planning
- Hydrogeology
- Civil engineering
- Traffic engineering
- Geologic services
- Urban design
- Community engagement
- Form-based zoning code
- NEPA/WEPA compatible environmental scan
- LEED Neighborhood Development evaluation



The resulting plan for La Crosse reflects the history and character of the riverfront City as well as the community's vision for its future.

SIMILARITIES TO RIVER FALLS KEY ISSUES

Study of hydraulic conditions	●
Ecological value/resource preservation	●
Floodplain preservation/restoration/flood control	●
Economic development opportunities	●
Recreational opportunities	●
Development planning	●
Historic preservation/cultural resources	●
Road and bridge protection	●
Conceptual design/program frameworks	●
Implementation strategies	●
Public Involvement	●



Charrette participants penned their signatures on the final product developed through the seven-day interactive workshop.



During the charrette, SEH led the public, including children, through the interactive "Mixopoly" game to help participants visualize a variety of design features.

Cloquet Riverfront Plan

CLOQUET, MINNESOTA



SEH is currently working with the City of Cloquet and its stakeholders to re-envision their riverfront. Through a progressive community engagement process called the NCI Charrette System™, SEH is sourcing planning and design input from community members, area stakeholders and city officials in an accelerated time frame, and in the coming months, city staff, Waterfront Committee members and SEH planners will work to refine and prioritize ideas developed during the charrette process before presenting final plans to the Cloquet City Council.

Ideas that are being generated for the riverside include fishing docks or piers, signage, benches and other amenities and all-season parks and trails that include use by cross country skiers and snowmobilers in winter months. A plan for one park shows a possible “ribbon” skating rink, a winding path of ice for skating but not for hockey, since the City has numerous outdoor hockey rinks. Fire pits and facilities would complement the winter use and holiday lighting would grow to include both sides of the island. With such a large area of the riverfront to plan, SEH’s recommendations include implementing various projects in phases in two, five or even 10 years, as fund become available.

Services

- Planning
- Landscape architecture
- Urban design
- Community engagement



SEH received planning and design input from community members, area stakeholders and city officials to refine and prioritize ideas developed during the three-day charrette process before presenting final plans to the Cloquet City Council.

SIMILARITIES TO RIVER FALLS KEY ISSUES	
Study of hydraulic conditions	●
Ecological value/resource preservation	●
Floodplain preservation/restoration/flood control	●
Economic development opportunities	●
Recreational opportunities	●
Development planning	●
Historic preservation/cultural resources	●
Road and bridge protection	●
Conceptual design/program frameworks	●
Implementation strategies	●
Public Involvement	●

Mississippi Riverfront Trail and Red Wing Bridge

RED WING, MINNESOTA



Red Wing's riverfront provides residents and visitors with access to over two miles of the City's riverfront with views of wetlands and bald eagle nesting areas to the sights and sounds of barges and tug boats. The Red Wing bridge within the City also happens to be the only river crossing for 30 miles up and downstream.

SEH was hired first by the City of Red Wing to improve access to the riverfront by creating stronger connections to downtown, city parks and the Cannon Valley Regional Trail. Through extensive visioning and public involvement activities, the project resulted in a trailhead with interpretive kiosk, river overlook platforms and an integrated public art program for the riverfront trail.

Subsequently, SEH was hired by MNDOT to identify a preferred alternative for either rehabilitating or replacing the Red Wing river crossing and approach roadways to improve mobility within the downtown area. The process for determining the preferred alternative involved consideration of complex site challenges, engaging diverse public and agency stakeholders, and balancing navigational, historical, tribal, business, resident and commuter priorities in one of the most diverse historic and cultural settings in Minnesota.

SEH assisted a committee of community members and DOT staff to establish and document the character of a new bridge crossing the Mississippi River. The project's integrated approach addresses the design of bridge piers, girders, facias, lighting, overlooks, retaining walls, abutments, restoration landscaping and public art.



Services

- Visioning and public involvement
- Landscape architecture
- Urban planning
- Surveying
- Civil engineering
- Electrical engineering
- Grant writing
- Environmental documentation
- GIS services
- Alternatives development and analysis
- Multimodal transportation planning
- Traffic engineering
- Water engineering
- Water resources engineering

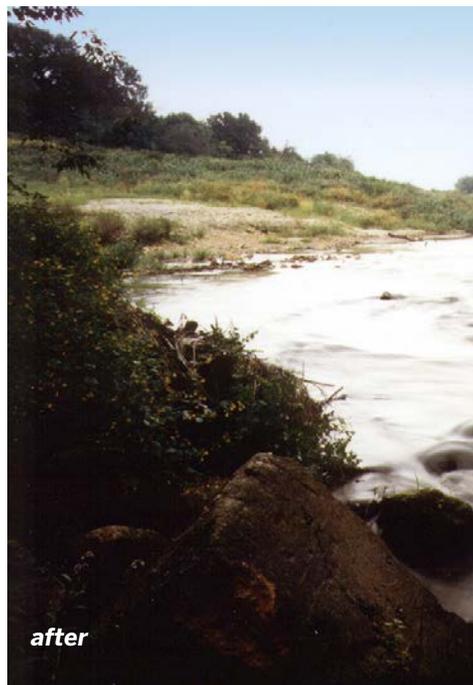
SIMILARITIES TO RIVER FALLS KEY ISSUES

Study of hydraulic conditions	
Ecological value/resource preservation	●
Floodplain preservation/restoration/flood control	●
Economic development opportunities	●
Recreational opportunities	●
Development planning	●
Historic preservation/cultural resources	●
Road and bridge protection	●
Conceptual design/program frameworks	●
Implementation strategies	●
Public Involvement	●

Dam Removal and River Restoration

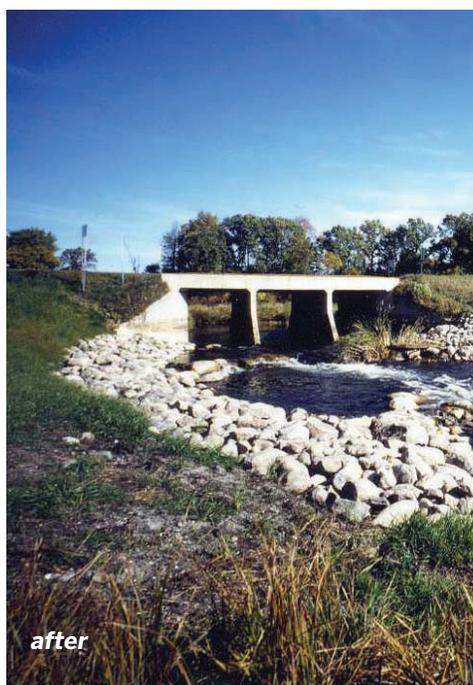
Mounds Pond Dam Removal – Willow River State Park, Burkhardt, Wis.

SEH was hired provide design plans and specifications for the removal of the Mounds Pond Dam in Willow River State Park. The dam was a 50-ft. high multiple arch dam consisting of 2,400 cu. yd. of concrete. Great care was taken to minimize impacts on the park. This included excavation of sediment upstream of the dam as well as on-site disposal of the concrete.



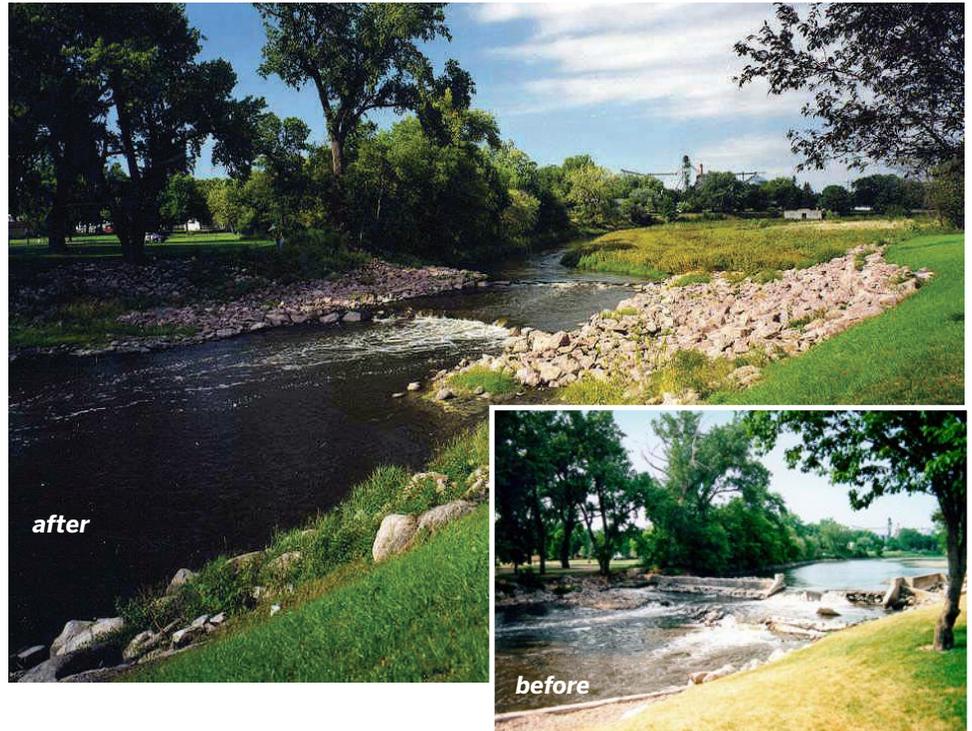
Frazee Dam Removal, Otter Tail River – Frazee, Minn.

SEH was hired to provide preliminary investigation and final design plans for removing the Frazee Dam on the Otter Tail River. Coordination efforts included working with the State Historic Preservation Office and the Minnesota Department of Natural Resources as well as city officials and property owners.



Mill Pond Dam Removal – Appleton, Minn.

SEH provided preliminary and final design for removal of the Mill Pond Dam as well as restoration of the Pomme de Terre River. Coordination efforts included working with the State Historic Preservation Office and the Minnesota DNR.



Des Moines River Dam Removal and Rock Riffle Installation – Windom, Minn.

SEH was hired to develop a solution to mitigate high flows moving around the east abutment of the Island Park Dam. After SEH analyzed and outlined the alternatives, the City elected to remove the dam and replace it with a rock riffle solution as well as rip rap to increase bank stabilization. The solution alleviated safety concerns and is now an amenity to the adjacent park and allows for fish passage. The project involved extensive public engagement and collaboration with regulatory agencies to obtain project approval and funding.



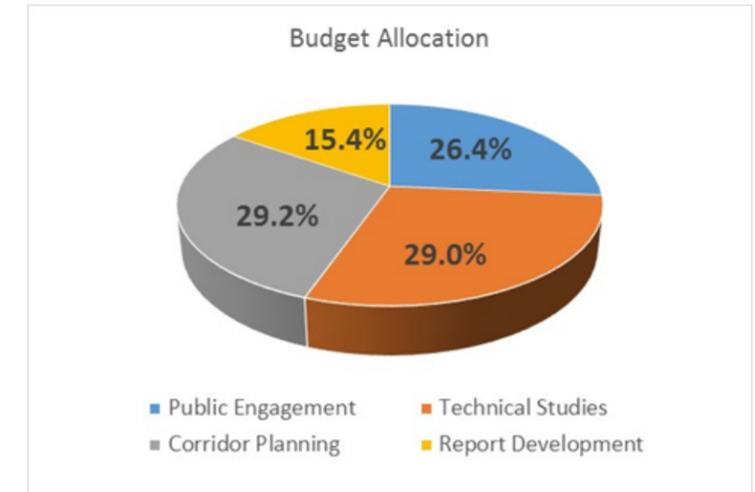
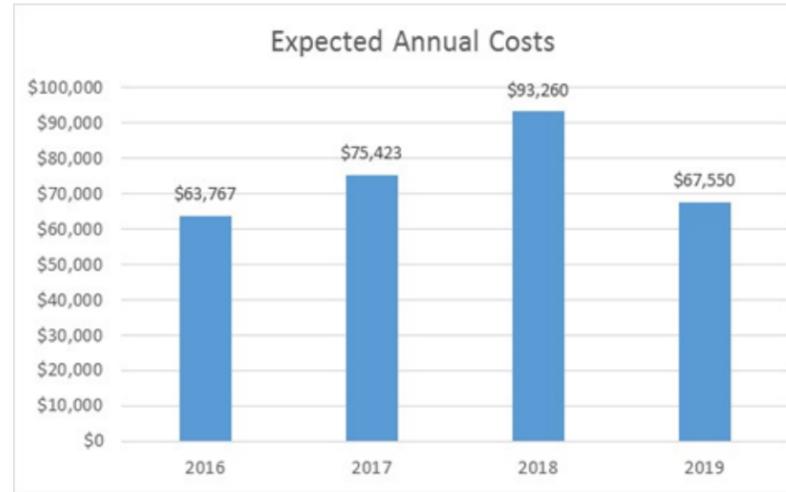


Fee Proposal

Fee Proposal

Our approach to completing the work plan relies on a clear scope of services, defined deliverables and a realistic project schedule. The project budget is an outcome of the work plan, and the effort necessary to complete the tasks, engage the public, facilitate decisions and develop the final corridor plan. Task 1 outlines our strategy for engaging stakeholders, along with defining in-kind contributions that will assist with delivering the overall work plan. The key deliverable of that process will be a final scope, schedule and budget.

Our fee proposal is based on allocating a presumed \$300,000 three-year budget across the 36 month planning horizon, four major work areas and 10 defined tasks. Based on the completion of Task 1, the ultimate cost of the project may change within parameters defined by the Corridor Planning Group.



	Tasks										Costs	
	1 - Project Kickoff	2 - Community Engagement	3 - Existing Data Collection and Study Review	4 - Hydrologic and Geomorphic Impact Assessment	5 - Other Impact Assessment	6 - Feasibility Report for Dam Management	7 - Upper and Lower River Assessments	8 - Preferred Concept Plan	9 - Implementation Strategies and Prioritization	10 - Draft and Final Report	Total Hours	Total Labor
Ed Freer	16	60	24			20	30	110	32	30	322	\$61,207
Karyn Luger	6	28	8			8	8	50	20	16	144	\$15,173
Anna Springer		20	16				6	28	8	4	82	\$6,656
Greg Calpino		8	8					10	4		30	\$5,843
Bob Kost		12	4					32	4	2	54	\$9,796
David Carlson	4	8							8		20	\$3,385
Kristin Petersen	14	136	8	8	8	8		24		4	210	\$23,799
Ismael Martinez / IMO	12	44	12	24	22	24	0	16	12	4	170	\$24,348
Marty Melchior / Interfluve	12	14	50	36	28	38	0	24	16	8	226	\$29,970
Brad Woznak	12	32	40	40	44	40		20	20	12	260	\$38,527
Mark Lobermeier	16	24	4	4	4	30		4	4	26	116	\$24,767
Rita Hayen / TRC	10	20	20	10	4	6	0	6	0	4	80	\$13,155
Deric Deuschle					30						30	\$3,979
Rene Wilde					30						30	\$2,578
Admin						16				28	44	\$3,285
Graphics		40				14		28	4	38	124	\$7,858
GIS			8	12		20		38		8	86	\$10,865
Inkind												\$0
	102	446	202	134	170	224	44	390	132	184	2028	
Labor	\$16,086	\$60,329	\$29,324	\$19,060	\$22,360	\$31,956	\$7,032	\$55,777	\$19,610	\$23,660		\$285,192
Expenses	\$1,250	\$4,500	\$450	\$450	\$900	\$250	\$0	\$5,100	\$908	\$1,000		\$14,808
Total	\$17,336	\$64,829	\$29,774	\$19,510	\$23,260	\$32,206	\$7,032	\$60,877	\$20,518	\$24,660		\$300,000



Building a Better World for All of Us[®]

Sustainable buildings, sound infrastructure, safe transportation systems, clean water, renewable energy and a balanced environment. Building a Better World for All of Us communicates a company-wide commitment to act in the best interests of our clients and the world around us.

We're confident in our ability to balance these requirements.



Blue Bike Program

By Mike Noreen

Conservation and Efficiency Coordinator



What is it?

- A free bike-share program started in River Falls in 2016.
- A partnership between the City of River Falls, Pierce County Public Health, UW-River Falls, National Honors Society, Crankworx and city residents
- [One Minute Rap](#)



What it isn't

- It's not like the bike programs you've seen in big cities where they all look identical and you have to swipe a card. Our eclectic collection of blue bikes are free to use.



Where are the bikes?

5 racks with 4 -6 Blue Bikes of various sizes and styles along with a permanently affixed fix-it station.

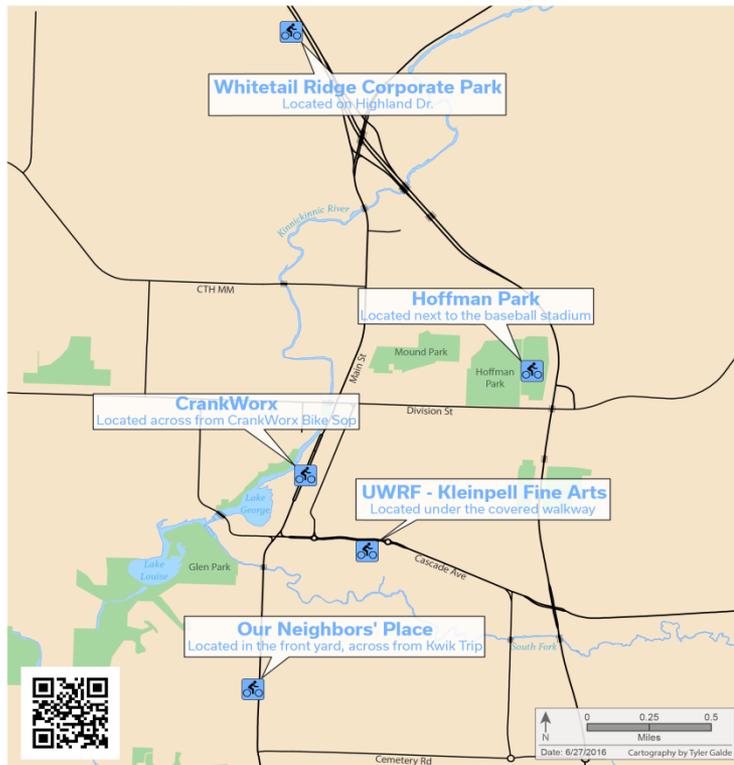


BLUE BIKE LOCATIONS

There are five **BIKE RACKS** located around town. Use a free bike to run errands, go to one of the many **PARKS** in town, or just go for a ride.



Learn more at rfcity.org/bluebike



Ride at your own risk.



www.rfcity.org/bluebike



Is it working?

- The bikes are being used
- They're on a maintenance schedule
- Great cooperation within City
- Most are returned, but not all



What the people are saying

- Great public response



APPA American
Public Power
Association

Powering A Better Community —
Utility Starts Free Bike Share



@PublicPowerOrg #PublicPower

What's next?

- This is a 2 year pilot
- Continue to receive donated bikes from Free Bike 4 Kids, the public, Pierce County Recycling and River Falls Police
- Considering other locations



Administrator's Report

July 6, 2016

Council Member Meetings/Events of Note *(Items in Bold are Council Events)*

July 7-10 – River Falls Days

July 12, 6:30 p.m. – City Council Meeting

July 15, 8 a.m. – Coffee with a Cop, American Legion

July 21, 11 a.m.-1 p.m. Customer Service Event

July 25, 1 p.m. – Severe Weather Siren Test

July 26, 6:30 p.m. – City Council Meeting

August 9, 5 p.m. – City Council CIP#2 Workshop

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

Tuesday's Council Meeting Preview:

- Resolution Regarding Demolition of 206 Union Street
- Resolution Regarding Variance to Industrial Park Covenants/ Best Maid
- Resolution Approving 2016 Fee Schedule
- Resolution Authorizing 2016 Funding for Greenwood Cemetery
- Resolution Awarding Bid for Sterling Ponds Corporate Park Phase 2 – Bid Package B
- Ordinance 2016-10 Mann Valley Annexation Ordinance-First Reading
- Ordinance 2016-11 – Amending Chapter 12.06 – Residential Parking Permit System (No Parking in Grotenhuis Addition)-First Reading
- Resolution Awarding a Contract for the Kinnickinnic River Corridor Plan
- Blue Bike Committee
- Closed Session

Upcoming Events

June 7-10 – River Falls Days

River Falls Days is this week! What started as “Old Fashioned Bargain Days” in 1974 has become River Falls Days. This year’s event promises to be another fun, family-friendly weekend for all ages to enjoy.

Thursday Highlights:

- Carnival, 4 p.m.-close, City Hall Plaza
- Royal Ambassador Coronation, 7 p.m., River Falls High School

Friday Highlights:

- Medallion Hunt begins at 9 a.m.

- Food booths, 11 a.m.-1 p.m., Heritage Park
- Carnival, 1 p.m.-close
- Parade, 6:30 p.m., Main to 2nd Street
- Fighting Fish vs. Minneapolis River Rats, 7:30 p.m., 1st National Bank of River Falls Field
- Live Music Uncle Chuck, 9:30 p.m.-1 a.m.

Saturday Highlights:

- 10K/2 Mile, 8 a.m. at Glen Park
- Farmer's Market, 8 a.m.-noon, Dick's Fresh Market
- Petting Zoo, 10 a.m.-noon, RF Public Library
- Kiddie Parade, 10:30 a.m., RF Public Library
- Food booths, 11 a.m.-1 a.m., Heritage Park
- Arts, Crafts and Antiques Market, 11 a.m.-4 p.m., Maple Street Bridge
- Carnival, noon-close, City Hall Plaza
- Live Music—Chris Silver and the Good Intentions, 3-5 p.m., Heritage Park
- Truck and Tractor Pull—5 p.m., 141 Hwy. 35N behind Total Excavating
- Fighting Fish vs. Minneapolis Angels, 7 p.m., 1st National Bank of River Falls Field
- Live Music—Rural Route 5, 7-9:30 p.m., Heritage Park
- Live Music—Lost Highway, 10 p.m.-1:30 a.m., Heritage Park
- Carnival, noon-close, City Hall Plaza

Sunday Highlights:

- Food booths, 11 a.m.-4 p.m., Heritage Park
- Car Cruise-In, 11 a.m.-4 p.m., Downtown
- Children's Bicycle Rodeo, Noon-2 p.m., City Hall Parking Lot
- Carnival, noon-3 p.m., City Hall Plaza
- Fighting Fish vs. Isanti Redbirds, 6 p.m., 1st National Bank of River Falls Field
- Fireworks - Dusk at Hoffman Park
- No and low-cost children's activities
- Food vendors and Miller Beer Garden

July 15, 8 a.m. – Coffee with a Cop, American Legion

The City Council is invited to Coffee with a Cop on July 15, 8 a.m. at the American Legion. This is an outgoing program designed to reach out to residents in an effort to forge a strong relationship between the Police Department and community.

July 21, 11 a.m.-1 p.m. Customer Service Event

The annual Customer Service Event will be held at City Hall. This popular event is free! There will be brats, hot dogs, corn on the cob and ice cream. There are many educational booths and children's events. The Council is invited to volunteer or attend.

Electric

- Maintenance repairs performed. This is maintenance work found through our required system inspections.
- Substation monthly inspections completed.
- Underground services continue on a weekly basis.
- Replacing street lights with LED fixtures. Repaired the ones we could replace with bulbs and photo eyes.
- Meter readings continue monthly with meter reads.
- Hydros are checked daily.
- We have done some inspections on cutouts (cutout is what holds a fuse in, helps protect our equipment) that were installed in the same time as the one that has failed and have found a few more at this time that are failing. We are replacing the ones we see at this time to help prevent any more unplanned outages for our customers. We have replaced some this month from those inspections.
- Disconnects have continued this month, and will continue throughout the summer and fall.
- We moved a pole and anchors at Family Fresh for the new walkway to Winter Street that will be going in this summer.
- We had to replace Mariachi Loco's transformer; it had an oil leak that could not be fixed onsite.
- There was a primary fault in the Johnson Street area. This has been repaired and is back in service.
- Work done for River Falls Days to supply temporary power for the event.
- There was a primary fault at the Family Restaurant. A directional boring crew was called to bore in a new primary for this service.
- Radio Road project started this month.

River Falls Waste Water Treatment Facility

- Gave a plant tour to UW-River Falls' environmental sustainability class.
- The sludge ditch mixer #3 was taken out of service for rebuilding on June 7 and reinstalled the rebuilt unit on June 10.
- Found electrical issues with float controls on the clarifier scum pit pump. Reconfigure to operate as a single float setup versus a two float setup.
- Assisted Myron Construction on June 16 with setting up a pump to fill the new sludge storage tank with effluent from clarifier to perform a 72 hour leak check.

- The sulfur dioxide feed valve was not working on June 21 and had to bypass with a monometer. Found a bad step motor in the unit. A new motor was ordered and installed on June 27.
- Located valves for bypassing the sludge thickener and performed a check to make sure they were functioning properly. This will be required when time comes to move DAFT tank into the new building.
- Took the number one waste pump out of service for relocation in new building. The clarifier scum pump was also removed from service for relocation and a replacement pump was installed in a manhole temporarily.
- Met with Myron Construction and Project Manager, Mark Lundgren from MSA Professionals. Discussed the tank leaks and the need to pump down tanks and attempt repairs from the inside. Overall project is on schedule.

Water/Sewer

- All monthly and quarterly samples taken were safe and in compliance.
- Luke Harris and Jake McNabb attended and completed a three day Cross Connection Inspection course. This is an important step for the Water Department to continue its cross training.
- Large compound meter testing is underway and should be completed to avoid any disruptions at facilities or water clarity issues before school resumes in the fall.
- Our new valve exercising program has met its goal for the year to meet compliance of DNR regulations (636 valves). This was a two month project that was completed with the new Spin Doctor (valve exercising machine). This machine saved a lot of man hours and hard labor. We are still working on valves that were found to have issues.
- Water Department is in the process of replacing old battery back-ups for the communications and controls in City facilities.
- Replacement of chemical feed tanks at wells 2, 3, 4, and 5 has been complete along with new scales for each tank (total of 8). This was part of the sanitary survey compliance mandate. In the process of calibrating scales now.
- Hydrant flushing will start as soon as the Sycamore Water Tower project is complete. Arrangements were made with UW-River Falls to also hold off their flushing until then to avoid water quality and quantity issues.
- A walk thru inspection and assessment was done to determine how to proceed with corrections of dead end water mains that could not be flushed with the rest of the system. This report was sent to the DNR and approved.
- A water sample was taken for Phase 2A in Sterling Ponds Corporate Park and proved safe. A walk thru inspection was also done for water and sewer for Phase 2A and approved.

Engineering Tech Work

- One water/sanitary lateral repair inspection.
- Four new water/sanitary lateral inspections (including TW Vending).
- Two project reviews (Sterling Ponds Corporate phase 2B, and the Hockey Association addition).
- New construction inspection, walk-thru, GPS, and mapping for Sterling Ponds Corporate phase 2A. Finished GPS and mapping the joint trench for Chapman Drive.
- Pre-construction meeting for 2016 Sanitary Lining Project (including change order PO for additional sanitary mains at the Power Plant).
- Continue work on mapping with field crew on the DNR valve operation project (spin doctor, valve exercising program).
- Sanitary statistics for Ron Groth for the new CMOM report.
- Continue work on 2016 Sanitary Manhole Rehab project (pull MH's, finish specifications, put document out on "Quest", bid project to River Falls Journal, and set bid opening date).
- Work with field crew on various electric work order mapping.

Conservation and Efficiency

- Green Block Program
River Falls reached a goal of becoming 1st in the state in customer participation. The 2016 rankings also puts River Falls at 5th in the nation.
- Community Solar
Currently about 25 percent of the panels are sold. We expect to have the project completely subscribed by December 2016. The Conservation and Efficiency Coordinator continues to make customer contact according to internal marketing plan. A commercial for Community solar is now playing before the movies at the Falls Theater.
- Weatherization program
The weatherization of three income eligible homes has begun. The costs of the Home Energy Assessments are covered by Focus on Energy as is a significant cost of the weatherization.
- Demonstration in Energy Efficiency Developments (DEED) Research
A cost and comparison performance of a net-zero Eco Village with conventional construction practices was done by Natalie Johnsen. The project was completed in June and the student presented research at the APPA National Conference.

The Establishment of Pollinator Friendly Vegetation Under Solar Panels in a Community Solar Garden is being done by Owen Haugen. Research has begun with ground prep, planting, stabilizing and water.

- **Business Customers**
We met with large and small power customers and Focus on Energy and WPPI reps to create customized Focus on Energy incentives. Customized incentives are time consuming but it gives the customer assurance they are meeting all the requirements of the programs. They lock in the incentive dollars and gets the paperwork completed sooner rather than later.
- **Schools**
We met with Focus on Energy and RFSD reps to discuss and implement an energy conservation tracking dashboard. We also met with St. Bridget's staff to ensure they're taking advantage of Focus on Energy and RFMU programming.
- **Blue Bike program**
The free bike share program has received excellent media attention, including mention by the American Public Power Association's CEO Sue Kelly in her opening address at the National Conference. A "1 Minute wrap" was filmed with high school intern Hunter Henk. The Blue Bike program expand to Whitetail Corporate Park. We have received salvage bikes from the Police Department and Pierce County.
- **Utility Box Beautification project**
All four boxes are complete. Again, we received an excellent public response to the projects.
- **Committees & training**
Healthy Foundations brought in the Blood Mobile for a blood drive at City Hall. Mike Noreen attended the Midwest Renewable Energy Fair. RFMU was mentioned multiple times at various venues as the leader in renewable energy and energy efficiency programming in Wisconsin.

Police Department

During June, Sgt. Denton Anderson has been interviewing candidates for the open reserve officer position.

Several Police staff members attended training in June:

- June 4th – June 18th – Military Training - Ofc. Bleskey
- June 9th – Stolen item validation training - Sgt. Bangert
- June 15th – ERU Training – Sgt. Anderson and Ofc. Moore
- June 15th – 17th – Law Enforcement Administrative Professionals Conference – Ailene Splittgerber

On June 4, Sgt. Anderson conducted a crime prevention meeting for Neighborhood Watch members within the community.

Fire Department

For June 2016, we responded to a total of 17 fire calls, which compares to 20 calls for the same period last year. Year to date is: 2016 – 105 calls; 2015 – 143 calls.

On Saturday, June 18, RFFD participated in Touch-A-Truck at the High School. Participants were able to check out our ladder truck, try on firefighter gear and spray water from our wildland fire water tanks.

Members prepped for River Falls Days. A new event this year is children's water ball fights. Chief Nelson and Asst. Chief Mike Moody worked with the Police Chief Young to establish standards for occupancy limits and monitoring for bars during River Falls Days.

EMS

We are currently interviewing for additional Paid On Call and Casual positions. We've hired two new casual paramedics, Holly Mitchell and Caleb Ketchens, and we are extending offers to a part time EMT and a PPC. The Training Officer position has been filled; however, he will not begin work until he receives his Wisconsin license.

Highlight of Thank You Notes

- We would like to thank Dick Rinehart and Dick's Fresh Market for donating the food for Touch a Truck. We also like to thank them for the in-house fundraiser they held for us the week leading up to the event. All proceeds from the concession stand at Touch a Truck were donated to EMS for our new Med Bags. Because of their generosity, we raised over \$1,200!
- We would also like to thank the Pepsi Corporation of Eau Claire and Best Maid Cookie Company for the donations of drinks and dessert for the concession stand.

Vehicle/Equipment/Building Update

- We have begun the specifications process for the next ambulance replacement.

Miscellaneous Information to Share

- We ran the concession stand for Touch-A-Truck this year and it was a complete success! We had our Bobcat UTV, Medic 8 and an Ambulance for the kids to explore.
- Several in our department participated in the Special Olympics/Law Enforcement Torch Run.
- We also hosted two Basic First Aid for Kids presentations and trainings for third through fifth graders. They learned about types of injuries, bandaging, and had an overview of CPR and the use of AEDs.
- Our department also participated in the Grand Rounds Presentation at River Falls Area Hospital where recent trauma cases were reviewed and discussed.
- We are starting recruitment for the upcoming EMT class in the fall.

- Our director toured the new high school in Prescott, set to open in August of this year.
- Along with River Falls Area Hospital, we hosted the National EMS Memorial Bike Ride for the Midwest Region. NEMSMBR Rides to memorialize and celebrate the lives of those who serve every day, those who have become sick or injured while performing their duties, and those who have died in the line of duty. Many of the families of our fallen were able to come and be honored

City of River Falls Monthly Status Report

Department Name: Community Development Reporting Period: 6/1/2016

Department Projects and Status

Name of Project	Completed	In Progress	Delayed	Updates
Planning & Development				
Housing Authority	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff continue to work with and assist the Housing Authority as needed.
Kinni Corridor Plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The selection committee completed interviews on June 23 rd ; staff is completing additional evaluation. Contract is expected to go to Council in late July.
Park Master Plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Projects are in the current version of the CIP, per implementation recommendations.
Power Plant Substation Discussion	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A draft site plan was reviewed by staff amendments were recommended.
Department Budget	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff is preparing the 2017/18 Department budget. Due 7/11
SLUC	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff attended the June Sensible Land Use Coalition presentation on Community Engagement.
DNR Trail Grant	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The trail will be designed in 2016 and built next year. Our contract requires the project to be finished by 2018. A engineering and design consultant has been chosen and surveying work began in mid June.
DOT Tap Grant	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The city's application for funds to construct a pedestrian bridge on railroad abutments across the Kinni has been submitted. We have received word that it is currently under review. We expect to have a decision from the DOT later this year. As of June there is no update on this project.
South Main Street Corridor Study	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Plan Commission planning workshops continue on this project.
2015 Trends Report	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The report is complete and was presented to Council on May 24th.
Wisconsin Historical Society Grant for National Register Nomination	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In early March the City received notice from the Wisconsin Historical Society that the City's grant application for funds to be used to produce a National Register of

				Historic Places nomination for the Glen Park Swinging Bridge has been approved. We expect to have a consultant on board by late August and work completed on the nomination by the end of the year. The grant contract has been signed and in June an RFP was drafted and approved by the State for distribution. The RFP has been sent out and replies are due by July 15 th .
Site Plan Review	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	There are a number site plans submitted for review: -St Croix County Communications Tower located in Whitetail Ridge Corporate Park is now completed - St Croix Valley Incubator, Located in Sterling Ponds Corporate Park is ongoing - TW Vending located in Sterling Ponds Corporate Park is now completed - First National Bank is now completed - Project Opal – Potential new development; staff has met on initial development review. Staff has also completed a covenant review for the EDC on the Incubator, TW Vending and REV Materials.
Rezoning for The River Church	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Plan Commission approved the rezoning on May 3rd and the rezoning of the property was approved by council in early June.
214 & 220 Union Street	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff will be working with St Croix Service on the title and closing of these two homes will be set for July
Safe Room Hoffman/Glen Park	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff held an open house in conjunction with the Fishes opening night, Saturday, May 7 th . On May 6 th An application for a safe room for Glen park was been submitted to the State and amendments requested by the State for submitted on June 1st . We expect to know if we are successful by December or early 2017.
BID	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application was received for Bo's N Mine's rear patio project.
DRC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DRC approved First National Bank; staff approved Mariachi Loco and Bo's N Mine projects. Overview presentation to Council completed on June 28.
Mann Valley				Annexation and TID; staff is assisting in both processes.
1300 South Main Street		X		Working with City Attorney on process

River Falls Motel				to raze the dilapidated building. Attorney Joel D. Schlitz represent the owner.
Cooperative Plan with Kinnickinnic		X		The Town Planning Commission will review City proposed changes at their July 20 th meeting.
Parks & Recreation				
Pool Operations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Municipal Pool Operation Manual is updated and staff training done for 2016.
Park & Rec Fee Study	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Plan to report to Park & Rec Board in the next meeting or two.
Building & Inspection				
Permitting	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	New home permits have slowed a bit with only 2 permits being issued in June. Total permits for the year are up over last year by 14 permits. See the department dashboard for details
Upgrade Rental Renewal System	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Converting system from word/excel to Munis for greater efficiencies. Four months left to complete conversion.
Code Enforcement	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Enforcement issues include: Rental property conditions, swimming pool protection, abandoned vehicles, vehicle parking in yards, sign enforcement, business out of the garage and lawns not mowed.

Comments:

Recreation programs have registered 2436 participants in spring/summer programs and received \$89,065 in revenues in the fourteen weeks since registration started. Programs and classes have been going very well this year, instructors are enthusiastic and children are having a fun/safe summer.

Recreation staff is working on the Bicycle Friendly City Application, three years ago we were awarded Bronze level. Application is due August 9th.

Staff is preparing for the annual Customer Appreciation Event to be held July 21st.

Beginning ComDev website updates

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

The Wisconsin Historical Society has awarded a historic preservation grant of \$4,000 to the City of River Falls to prepare a National Register Nomination for the “Glen Park Suspension Footbridge”, more commonly referred to as the “Swinging Bridge” The Glen Park Suspension Footbridge is a rare resource type in the state. There are only two other known examples in Wisconsin of pedestrian suspension bridges similar to the Glen Park Suspension Footbridge — one located in Boyd Park in Eau Claire and another in Copper Falls State Park in Ashland County. It is also important for its association with the Planning and Development history of River Falls in general and with Glen Park, specifically. A historic preservation consultant will be selected by mid-summer and the nomination will be completed by the summer of 2017.

City of River Falls Monthly Status Report

Department Name: Engineering

Reporting Period: 7/6/2016

Department Projects and Status

Name of Project	Completed	In Progress	Delayed	Updates
July 5 Storm	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The City received 2.5"- 4" of rain in a little over an hour. Staff is inspecting storm system which appears to have functioned well. No significant damage apparent upon early review.
North Interceptor Sewer Project	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Surveying work continues. Reviewed preliminary design options for St. Croix Outfall.
Veterans Park Pedestrian Bridge	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Waiting on final report from May's inspection.
Whitetail Ridge Corporate Park Improvements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Close out items and Final payment being processed
S Main Crosswalk Study	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Initial draft report indicates a marked crosswalk may be warranted on S. Main near the intersection with Broadway. Report is being reviewed.
Chapman Drive	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Informational meeting held on June 30 (neighborhood notified by 176 direct mail postcards). Work began on July 5.
Kinnickinnic River Pathway, University Falls to Family Fresh	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pre-con scheduled for July 19.
2016 Sanitary Sewer Lining	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cleaning and measuring will be done in July so liners can be fabricated for installation in September. Locations are scattered throughout the City.
Total Maximum Daily Loads (TMDL's)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff began modeling for phosphorous loading from our stormwater system.
2015 Manhole and Structure Rehabilitation Project	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Bids due on July 14.
Parking Control Map Updates	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff is assisting the Police department with necessary updates to the City's parking control map.
Cascade Flashers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Spruce Street appears to be operating as designed after recent fix. Fourth Street for W.B. traffic is experiencing similar problems. Company has been contacted in

				hope of receiving replacement camera.
Kinnickinnic River Watershed	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff continued to participate in an effort led by KRLT to document past accomplishments for protecting water quality in the Kinnickinnic River and identify future strategies and goals.
Erosion Control Inspections	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff continued routine erosion control inspections.
Lake George Trail (Heritage Park to Division Street)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	SEH began field work on June 10. Surveyors are coordinating with those from TKDA as trail overlaps N Interceptor project.
Sterling Ponds Corporate Park Phase 2	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Albrightson Excavating completed sewer, water and storm sewer for Bid Package A work. Bids for Package B were opened on June 30. City Council award anticipated July 12.
Highview 4th	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Private curb, gutter and bituminous pavement installed. Public water and sewer improvements have yet to be accepted as public improvements.
Stratasys Drainage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff met with St. Croix County staff to determine if any funding is available to stabilize the gully. County looking to contact other owners and leasers in drainage area above gully erosion problem.
TW Vending	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff completed review of site plan and approved.
First National Bank	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Monitoring activity and awaiting future work in Locust and Main Streets.
Civil Engineer Recruitment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Staff interviewed 2 candidates for the open Civil Engineer Position. An offer was not extended to either. Filling of position will wait until Operations Director position is filled.
2016 Chip Sealing Program	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff created direct mail post cards to 1620 residents living on streets included in this year's program. Work is planned for the week after River Falls Days (July 11-15).
Mann Valley Corporate Park	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff coordinated with surveyors for creation of a CSM for Winfield Solutions in Mann Valley.
Traffic Control Changes at Kennedy and Sixth Street	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff is gathering information regarding potential traffic changes at Kennedy Street and Sixth Street due to the connection of Sixth Street to Falcon Center. Currently, the intersection of Sixth and

				Kennedy is an uncontrolled intersection due to Sixth Street being a short dead end serving 4 homes.
Allina Health Campus Planning	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff continued to attend weekly planning meetings regarding plans for construction of a new clinic building near the Hospital.
Kinni Corridor Plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff reviewed five proposals and participated in follow-up interviews with four of the firms as we work towards recommending a firm to assist us in developing a corridor plan.
STH 35/65/Division Street Jug Handle	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	An operational planning meeting was held by WisDOT on June 29. City and utility representatives were involved in this early coordination meeting.

City Administrator Comings and Goings

- Staff 1 on 1s
- Economic Development Meetings
- Executive Team Meeting
- Major Project Meeting
- Interviews