



City of
RIVER FALLS
COMMON COUNCIL AGENDA
August 9, 2016

Call Meeting to Order – 6:30 p.m.

Pledge of Allegiance

Roll Call

Approval of Minutes – July 26, 2016, Meeting Minutes [Page 2](#)

Approval of Bills (Bjerstedt) §

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

PUBLIC COMMENT, PETITIONS, REQUESTS AND COMMUNICATIONS:

1. Change of Agent for Dolgencorp LLC dba Dollar General Store #6482 [Page 6](#)

CONSENT AGENDA:

2. Resolution Approving 2015 Annual Report for the River Falls Fire Department [Page 10](#)
3. Resolution Regarding Safe Ride Home Program [Page 34](#)
4. Resolution Approving Management Agreement Between the City and the River Falls Housing Authority [Page 37](#)

ORDINANCES AND RESOLUTIONS:

5. Ordinance 2016-12 - Modifying Chapter 17.104 – Administration and Enforcement Section of the Municipal Code Regarding Administrative Relief of Specific Zoning Requirements (setbacks, building height, site coverage, open space, parking) - First Reading [Page 41](#)

REPORTS:

6. Historic Preservation Commission Presentation
7. Presentation by Human Resources
8. Administrator’s Report [Page 44](#)

ANNOUNCEMENTS

9. Mayor’s Appointments [Page 58](#)

ADJOURNMENT Publish: River Falls Journal 8/4/16; Posted 8/4/2016



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

July 26, 2016

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

City Council Members Present: Todd Bjerstedt, Jeff Bjork, David Cronk, Christopher Gagne, Scott Morrissette, Diane Odeen, Hal Watson

Members Absent: None

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; Amy Peterson, Assistant Community Development Director; Kevin Westhuis, Utility Director; Mary Zimmermann, Communications Manager; Lu Ann Hecht, City Clerk; Karen Bergstrom, Human Resources Director; Wayne Siverling, Electric Superintendent; Police Officer Chris Gottfredsen; Fire Chief Scott Nelson

Others: Pastor Mike Bechtold, Anthony Leone, Andy Ahrendt, Kevin Taaffee, Joe Janolski, Rory O’Sullivan, Clyde Hudson, Britta Kelly, Kim, Shult, Carole Mottaz and others

The Pledge of Allegiance was said.

APPROVAL OF MINUTES:

July 12, 2016, Regular, Workshop and Closed Session Meeting Minutes

MSC Morrissette/Odeen move to approve minutes. Unanimous.

APPROVAL OF BILLS:

Bills - \$2,614,054.43

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

PUBLIC COMMENT, PETITIONS, REQUESTS AND COMMUNICATIONS:

Andy Ahrendt, PCL Construction, came to speak regarding the annexation and WinField development at Sterling Ponds.

Joe Janolski, Director of the Product Development Center, thanked the City for its assistance and appreciated the great relationship with the City.

Ahrendt said PCL will be managing the project construction. He thanked Scot Simpson, Tony Steiner, and Amy Peterson for their hard work and review of document. Construction will begin soon with an approximate end date of June 2017.

Kevin Taaffee, Project Manager for Land O’ Lakes, thanked the Council, Scot and his team. He said the project has been a joy and is looking forward to the partnership. The Mayor thanked Tate also.

Rory O’Sullivan, who running for St. Croix County District Attorney, came before Council and made some remarks.

Citizen Commendation to Clyde Hudson

Police Chief Gordon Young and Officer Chris Gottfredsen presented a Citizen Commendation to Clyde Hudson who put himself in harm’s way multiple times while trying to break up a fight at the High School. The Mayor thanked Clyde, and he was recognized with applause by the audience.

Block Party Request for Dallas Street

MS Gagne/Cronk move to approve request. Morrissette was happy that the citizens were doing this. He asked if the authority to approve the request could be given to the Police Chief to streamline the process. Both Cronk and Odeen supported it. Alderperson Bjerstedt asked if the Police Chief was okay with that suggestion. Chief Young said staff was working on it. **With no other questions, the Council unanimously approved the request.**

Block Party Request for Dallas Street

Alderperson Bjork asked about the exact location of the request. Alderperson Gagne felt this was a great way for communities to come together. **With no other questions, the Council unanimously approved the request.**

PUBLIC HEARING:

Ordinance 2016-10 Mann Valley Annexation Ordinance-Second Reading and Disposition

The Mayor recessed into a Public Hearing at 6:41 p.m. City Administrator Simpson gave a presentation covering four agenda items which required four separate Council actions. The items are related to the WinField Solutions project. Simpson provided project information, talked about TID creation, and the deal summary. There were no questions/comments from the public. **At 6:47 p.m., the Mayor closed the Public Hearing and moved back into Open Session.**

Alderperson Bjork asked if there was a time obligation that the City has regarding putting in water and sewer. Simpson said there's not. The City has agreed they can maintain the private facilities as long as needed. When the City has infrastructure in place, they would have to connect to it. There was further discussion.

MSC Morrissette/Gagne move to approve the ordinance. Unanimous.

Ordinance 2016-11 – Amending Chapter 12.06 – Residential Parking Permit System (No Parking in Grotenhuis Addition)-Second Reading and Disposition

The Mayor recessed into a Public Hearing at 6:51 p.m.

Pastor Mike Bechtold from the River Falls Assembly of God Church said the church has a small parking lot and relies on street parking on Sunday morning. He asked for consideration to park on the streets on Sunday morning. Morrissette asked about the time range on Sunday morning and if there were other days/times to consider. Bechtold said Wednesday nights.

Gagne asked Police Chief Young about the obstruction to Cascade Avenue noted in the packet. Young said it is obstruction to EMS and Fire vehicles which cannot make it down the road if both sides are filled with parking. There was discussion about parking during specific times. Young did not want to speak for Fire/EMS if this was not acceptable to them. There was further discussion.

Simpson provided options to Council. He suggested that Council sent it back to staff if changes are needed. **MS Odeen/Bjork move to send back to staff for further work.** Morrissette asked if the other parts can be passed. Simpson said yes any or all parts of it can be passed. He reminded Council they were still in the Public Hearing and should see if there were any other comments.

Britta Kelly, 700 Valley View Drive appreciated Council consideration as the Grotenhuis Addition is a one entrance subdivision and parking has been an issue. She provided comments to consider including curb parking and restricting parking along blind intersections.

With no other comments, the Mayor moved back into Open Session at 6:59 p.m. Morrissette made an amendment that Council sends back only the Grotenhuis Section of the ordinance. Odeen seconded the amendment. The Mayor asked for a vote. All voted in favor.

The Mayor asked for a vote to pass the remainder of the ordinance. MS Bjork/Morrisette to approve remainder of ordinance. City Administrator Simpson clarified what remained was: 200 Mound View Street, NW Corner of Fremont and Maple Streets, Whitetail Boulevard and 200 block East Foster. The Mayor asked for a vote. The motion passed unanimously.

Combination “Class B” Liquor and Class “B” Beer License for Chef Leone LLC – Disposition by motion
The Mayor recessed into a Public Hearing at 7:01 p.m. Anthony Leone, who is purchasing the West Wind/River Valley Catering, stood for questions.

Morrisette asked if Leone understood the role of an agent, if he has taken the responsible servers course, and if he understands that if an alcohol related incident occurs in his absence, he is still responsible. Leone answered yes to all. **With no other comments, the Mayor moved back into Open Session at 7:02 p.m.**

Alderson Watson asked if the licensed area is the same as it is currently. Leone said yes. Alderson Gagne what measures he will take so someone does not walk off the property with a drink. Leone said generally there is no drinking outside of the facility unless it is River Falls Days at which there would be extra security.

MSC Morrisette/Gagne more to approve license. Unanimous.

CONSENT AGENDA:

Acknowledgement of the following minutes:

River Falls Housing Authority – 6/8/16; Park and Recreation Advisory Board – 6/15/16; Utility Advisory Board – 6/20/16

Resolution No. 6057 - Regarding General Insurance Renewal

Resolution No. 6058 - Approving Appointment of Buddy Lucero to St. Croix Valley Incubator Management Team as City Representative

Resolution No. 6059 - Regarding South Fork Relay Replacement Project

Resolution Approving Purchase of Vac Truck and Camera→→***Pulled by Morrisette***

MSC Morrisette/Odeen move to approve the remainder of the Consent Agenda. Unanimous.

Resolution No. 6060 - Approving Purchase of Vac Truck and Camera

Alderson Morrisette wanted to clarify how/where the funds are coming from. Utility Director Westhuis said it would be paid from an enterprise fund. Bjork asked about how often the truck would be used. It would be used approximately 384 hours a year mostly during the warmer months for cleaning and televising sewer lines. Bjork asked about the possibility of creating revenue by letting other entities use it. **With no other comments, the Mayor asked for a motion. MSC Morrisette/Odeen move to approve resolution. Unanimous.**

Resolution No. 6061 - Approving an Amendment to the Project Plan and Boundaries of Tax Incremental District No. 10, City of River Falls, Wisconsin

MS Watson/Morrisette move to approve resolution. Gagne asked for clarification from Simpson on how the City benefits by using TID 10. Simpson said the boundary change doesn't have a significant impact on the project plan. In order to comply with the statutes relating to the TID, the like parcels have to be together. Gagne asked about expenditures of TID. Simpson said that they are used for infrastructure and land cost. The City coordinates the construction of streets, utilities and other amenities to get the lots ready for sale. The new taxes created are used to fund the projects. **With no other comments, the Mayor asked for a vote. The motion passed unanimously.**

Resolution No. 6062 - Approving the Project Plan and Establishing the Boundaries for and the Creation of Tax Incremental District No. 12, City of River Falls, Wisconsin

MSC Morrissette/Gagne move to approve resolution. Unanimous.

Resolution No.6063 - Approving Development Agreement with Winfield Solutions for Sterling Ponds Corporate Park Lot H

MSC Watson/Cronk move to approve resolution. Unanimous.

Resolution No. 6064 - Approving Development Agreement with Winfield Solutions for Mann Valley Property

MSC Morrissette/Odeen move to approve resolution. Unanimous.

Resolution No. 6065 - Approving Audited Financial Report for Period Ending December 31, 2015

Kim Shult from Baker Tilly presented the financial report for Council. She provided a summary of the reports. Shult said an unmodified opinion was issued on the City's 2015 financial statements meaning the statements are presented fairly based upon generally accepted accounting principles. There is reasonable assurance that the City's statements are correct.

Shult talked about the fund balance and budget for general fund. The results were better than the initial budget which resulted in a surplus of \$421,000. The revenues were almost exactly as predicted and the expenditures were \$617,000 less than expected. She talked about the general obligation debt, debt services expenditures, and enterprise funds. Shult talked different utility accounts and their cash positions. She wrapped up the presentation by thanking Julie and her team for their assistance. There were no Council questions. **MSC Morrissette/Odeen moved to approve the resolution. Unanimous.**

REPORTS:

EMS Service Report

EMS Director Jeff Rixmann and Carole Mottaz, Chair of the Police, Fire and Ambulance Commission, gave a presentation on the EMS Service. Rixmann talked about the license levels, employment classifications, training hours, and scheduling of ambulances between River Falls and Prescott. They are taking between 8-10 calls daily which is the most ever. He talked about the department's ambulances and equipment.

Mottaz talked having pride for the EMS Service and department goals. She thanked Council for its support. Rixmann and Mottaz fielded questions from Council about mutual aid, staffing and funds.

Administrator's Report

Morrissette congratulated Officer Gottfredsen on the Renaissance Academy Service Award. Simpson recognized Cindy McKahan on her retirement after 17 years of service. He also talked about growth in the City.

Comptroller's Report for June 2016

Comptroller Odeen read the report as follows: General Fund revenues through the first half of the year were \$4,401,725 or 45 percent of budgeted. June revenues include \$219,286 from the rural fire association and \$6,300 in swimming pool fees. Expenditures for the same period were \$4,057,921 or 42% of budgeted, for a net of revenues over expenditures of \$343,804.

MSC Cronk/Morrissette to adjourn the meeting at 7:55 p.m. Unanimous.

Respectfully submitted,

Kristi McKahan,
Deputy City Clerk

MEMORANDUM

TO: Mayor Toland and City Council

FROM: Bridget Hieb, Deputy Clerk

DATE: August 9, 2016

TITLE: Change of Agent Request – Dolgencorp LLC dba Dollar General Store#6482

RECOMMENDED ACTION

Please consider appointment and approve or deny by motion Ruben Garcia as Agent for Dolgencorp LLC.

BACKGROUND

§125.04(6) Corporations and Limited Liability Companies must appoint an Agent and that Agent shall be approved by the issuing authority.

In October 2015, Common Council adopted Ordinance 2015-04 stating a personal appearance by the Agent listed on the application is required before the Common Council at the regular meeting that the application is being considered. Failure of the Agent to appear would result in the delay of consideration of the application until the next regular meeting of the Common Council that a personal appearance can occur.

Ruben Garcia has successfully completed the requirements to be appointed as Agent. Mr. Garcia has been notified of the requirement to attend.

CONCLUSION

Consider appointing and approve by motion the change of Agent request for Dolgencorp LLC.

SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION OR LIMITED LIABILITY COMPANY

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by the officer(s) of the corporation/organization or members/managers of a limited liability company and the recommendation made by the proper local official.

To the governing body of: Town
 Village of RIVER FALLS County of PIERCE
 City

The undersigned duly authorized officer(s)/members/managers of DOLGENCORP, LLC
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as DOLLAR GENERAL STORE #6482
(trade name)

located at 320 N MAIN ST, RIVER FALLS, WI 54022-2344

appoints RUBEN GARCIA
(name of appointed agent)
241 W. JOHNSON STREET, #7, RIVER FALLS, WI 54022
(home address of appointed agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

Yes No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? Yes No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 10 YRS

Place of residence last year RIVER FALLS, WI

For: 
(name of corporation/organization/limited liability company)
 By: 
(signature of Officer/Member/Manager)
 And: _____
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

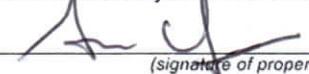
I, RUBEN GARCIA, hereby accept this appointment as agent for the
(print/type agent's name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

 6/9/16 Agent's age 32
(signature of agent) (date)
241 W. JOHNSON STREET, #7, RIVER FALLS, WI 54022 Date of birth _____
(home address of agent)

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on 7-18-16 by  Title Chief of Police
(date) (signature of proper local official) (town chair, village president, police chief)

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

| | | | | |
|---|--|--------------------|------------------------------|-------------------------|
| Individual's Full Name (please print) (last name) RUBEN Garcia | | (first name) RUBEN | (middle name) Antonio | |
| Home Address (street/route) 241 W. Johnson Street | | Post Office | City River Falls | State WI Zip Code 54022 |
| Home Phone Number 715-307-4396 | | Age 32 | Place of Birth Brooklyn N.Y. | |

The above named individual provides the following information as a pers

- Applying for an alcohol beverage license as an **individual**.
- A member of a **partnership** which is making application for an alcohol beverage license.

Agent of Dolgencorp LLC
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company, or Nonprofit Organization)

which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

- How long have you continuously resided in Wisconsin prior to this date? 10 years
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
 If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
 If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
 If yes, identify. (Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes No
 If yes, identify. (Name of Wholesale Licensee or Permittee) (Address By City and County)
- Named individual must list in chronological order last two employers.

| | | | |
|--|---|---------------------------------|----------------------|
| Employer's Name <u>Kwik trip</u> | Employer's Address <u>main Street River Falls, WI</u> | Employed From <u>04/2015</u> | To <u>07/2015</u> |
| Employer's Name <u>Hartman Staffing</u> | Employer's Address <u>1810 Crestview Dr Hudson, WI</u> | Employed From <u>01/2015</u> | To <u>07/2015</u> |

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Subscribed and sworn to before me

this 17th day of June, 20 16
Bridget Hill - Deputy
(Clerk/Notary Public)

[Signature]
(Signature of Named Individual)

My commission expires _____ clerk



**Supplement to
Schedule For Appointment of Agent**

1. As designated agent for the license holder, do you understand that you have full responsibility over the business and may be held civilly or criminally liable for violations of the law or City ordinances by its employees, even if you are not physically present?

Yes No

2. Do you understand that under the laws of Wisconsin, violations of statutes regulating the sale of liquor do not require the showing of a willful or intentional act?

Yes No

3. Do you understand that if an employee or agent of the entity on whose behalf you are agreeing to act as agent is guilty of a violation, it is no defense for you to claim that you were not present and did not know of the acts of that employee or agent and that you can be held responsible even if you expressly forbid that employee or agent from engaging in a particular act in violation of the state liquor laws?

Yes No

4. Do you understand that with respect to employees or agents, as long as they are performing acts that fall within their scope of employment, such as serving beer or alcohol, such that for all intents and purposes he or she appears to be representing the interests of the license holder, you as its agent, can be held vicariously liable for violations of the law?

Yes No

5. Do you realize that at all times the business is open, as its agent, you are responsible to make certain that all liquor laws and ordinances are being obeyed?

Yes No

6. Do you understand that even if you claim that you were negligent in hiring or supervising an employee who violates the law, this is no excuse if a liquor law violation is brought against you in your representative capacity as agent?

Yes No



Signature of Agent

6-17-15

Date

MEMORANDUM

TO: Mayor Toland and City Council

FROM: Scott Nelson, Fire Chief

DATE: August 9, 2016

TITLE: 2015 River Falls Fire Department Annual Report

RECOMMENDED ACTION

Accept the 2015 River Falls Fire Department Report.

BACKGROUND

I am pleased to present the 2015 River Falls Fire Department Annual Report. This report is a compilation of many of these accomplishments as well as a review of the Fire Department's inventory, call volume, statistics and other items of interest.

I would like to thank the following members for their contributions to this report: Molly Foley, Troy Malmer, Mike Moody, Pauline Williams and Ed Vlack.

I am grateful to our entire membership for all their contributions. In 2015, our members spent over 7,600 hours participating in training and other activities to make our department one of the best in northwestern Wisconsin. We are all very proud of our department, its accomplishments and service to the River Falls community.

I would also like to thank our Mayor and City Council members, our Police and Fire Commission, the River Falls Rural Fire Association, City Administrator Scot Simpson and City staff for the support they have given the River Falls Fire Department in 2015.

FINANCIAL CONSIDERATIONS

None

CONCLUSION

Accept 2015 River Falls Fire Department Report as presented by Fire Chief Nelson.



RESOLUTION NO.

**RESOLUTION ACCEPTING THE
RIVER FALLS FIRE DEPARTMENT 2015 ANNUAL REPORT**

WHEREAS, the Municipal Code of the City of River Falls requires an annual report be submitted to the Common Council summarizing various aspects of the Fire Department; and

WHEREAS, the Fire Chief has prepared said report; and

WHEREAS, the Common Council has reviewed said report.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of River Falls hereby accepts the Fire Department 2015 Annual Report.

Dated this 9th day of August, 2016.

Dan Toland, Mayor

ATTEST:

Lu Ann Hecht, City Clerk



The River Falls Fire Department 2015 ANNUAL REPORT





THE RIVER FALLS FIRE DEPARTMENT 2015 ANNUAL REPORT

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2015 Annual Report

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Fire Chief



SNAPSHOT OF HIGHLIGHTS AND ACCOMPLISHMENTS IN 2015



Doug Rudesill and his wife, Sue

The 2015 Firefighter of the Year was awarded to long time firefighter Doug Rudesill. A 30-year veteran of the department, Doug was selected from a group of his peers and awarded this honor at the department's Annual Awards Banquet held in January.

Doug's focus is on serving the community and readily tells people, "...there's always a good enjoyment when you're doing something good for the community." He explains why he's been with the department so long by telling people it's the good camaraderie with other firefighters that's kept him engaged.

"Doug exemplifies what a River Falls firefighter is all about. He is the Captain of our Ladder truck, part of our inspection team and active with our fire prevention program." said Chief Nelson. An experienced firefighter, Doug is quick to mentor the younger members and is constantly challenging everyone on the department to train and be better firefighters.

After receiving the award, Doug commented, "Becoming firefighter of the year, that's quite a good thing; but picking one person out of 45 or 50 firefighters is kind of tough. All of them should be honored for all the work they do"

Some of our other highlights and activities include:

- Oyster Feed was held on February 1st; Town Board members, RFFD Rural Association, City Department heads, City Council, the Police and Fire Commission, neighboring Fire Departments and others are invited as our way of thanking them for supporting RFFD.
- Took delivery of Engine 15, this engine replaces Engine 6, which is 30 years old and is no longer suitable to be used for emergency response.
- Took delivery of MSA SCBA air packs. These packs replace expired breathing packs that can no longer be used.
- Took delivery of a new SCBA cascade system for filling air bottles. \$25,000 of the purchase price was paid for by a FEMA Assistance to Firefighter's Grant.
- Participated in the rescue of a stranded kayaker on the Kinnickinnic River on July 6th, Pierce County Sheriff's air boat was utilized.
- Participated in Park and Rec Water Week activities for the children.
- Pauline Williams received the 2014 Wisconsin Fire Educator of the Year award at the Wisconsin Fire Inspector's Conference held in 2015.
- Water Fights with local business teams and separate water fights for children.
- Participated in River Falls Days Parade
- Continued "On Deck" training. This is a fire ground scene management system that stresses accountability of responders and organization of the various tasks that take place during an emergency. Emphasis is on safety.
- Participated in the City and Utilities Customer Appreciation event that was held at City Hall. RFFD provided the Family Safety House for participants to tour.
- RFFD Annual Open house was held on Monday, September 28th from 6 to 8 PM. Students from the Middle School helped with some of the booths. Guests enjoyed a variety of fire safety games and informational booths along with fire extinguisher and vehicle extrication demonstrations.
- October was Fire prevention month. Fire Education Officer Pauline Williams and her crew delivered our fire safety message to over 1,500 students and the community. This included 300 students that went through our fire safety house
- On Friday, November 27th, participated in the River Dazzle Parade that was sponsored by the Chamber of Commerce.



MEMBERSHIP

We ended 2015 with 45 paid on call members and 1 full time Chief on the department.

Years of Service as of December 31, 2015

| | | | |
|------------------|--------------------|-----------------|-------------------|
| Carl Gaulke | 43 years 3 months | Michael Fecht | 8 years 8 months |
| Frank Holter | 42 years | Nathaniel Baar | 8 years 7 months |
| Gary Eloranta | 41 years 6 months | Jonathan Gaulke | 8 years 7 months |
| Gene McKahan | 41 years 4 months | Danny Nicholson | 8 years 7 months |
| Pauly Cudd | 34 years 10 months | James Rimer | 8 years 7 months |
| Tom Foley | 30 years 3 months | Scott Nelson* | 5 years 3 months |
| Douglas Rudesill | 29 years 10 months | Neil Engel | 4 years 10 months |
| Bill Cernohous | 26 years 2 months | Garrett Gill | 4 years 10 months |
| Bill Lubich | 26 years 2 months | Ky Kaminski | 4 years 10 months |
| Troy Malmer | 26 years 2 months | Robert Kerr | 4 years 10 months |
| Mike Moody | 26 years 2 months | Ted Slowiak | 4 years 10 months |
| Ed Nicholson | 26 years 2 months | Dustin Dodge | 2 years 10 months |
| Pauline Williams | 23 years 5 months | Matt Dodge | 2 years 10 months |
| Chris Cernohous | 20 years 3 months | Dan Dudley | 2 years 10 months |
| Jason Sammon | 20 years 1 month | Brendan Johnson | 2 years 10 months |
| Molly McLagan | 20 years 1 month | Steve McCluskey | 2 years 10 months |
| Matt Cernohous | 14 years | Charles Meyer | 2 years 10 months |
| Dean Grisar | 14 years | Mitch O'Keefe | 2 years 10 months |
| Evan Larsen | 14 years | Shawn Olson | 2 years 10 months |
| Ed Vlack | 14 years | Brian Roquette | 2 years 10 months |
| Scott Gavin | 12 years | Justin Wilson | 2 years 10 months |
| Matt Johnson | 12 years | Jonathan Wright | 2 years 10 months |
| Adam Larson | 12 years | | |
| Sean Slaikeu | 12 years | | |

Total Years of Service = 685 years 3 months

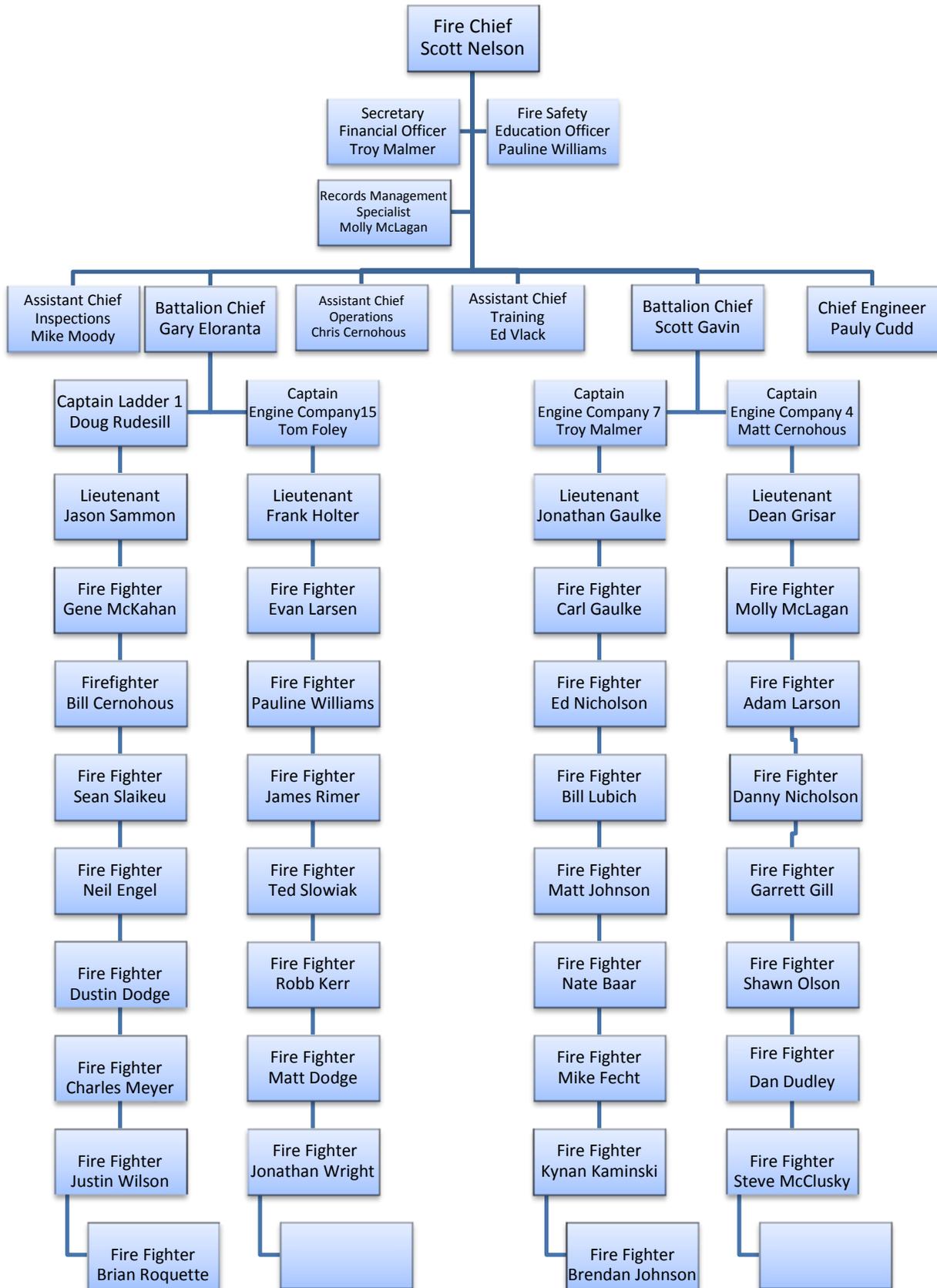
Active Members 46 (Average of 14 years 10 months)

Full Time Active 1*

The following members retired or resigned from the department in 2015:

Mike Nicholson

Organizational Chart (1/1/2015)



Fire Safety Education 2015 - Classroom and Community

Once again the fire safety education program had a year filled with smiles, activities, and new learning opportunities for young and old. As the saying goes, "A picture is worth a thousand words..."

January to April - Tours of the fire hall for students of Jacob's Ladder and Boy Scout troops, a presentation to the Big Brother's-Big Sister's Organization, and a visit to Sajan for a chili cook-off and their generous donation of a projector screen for the fire safety education program.



May to August - Included a River Falls Ambassadors event, Park and Rec- "Firefighters Are Your Friends" and "Family Fun Day," UWRP- Ball Drop and Water Flow camp, River Falls Days Parade and Waterfights, Grilling out for Big Brother's-Big Sister's, Summer Reading Camp at the Library, and a variety of small presentations. The Fire Safety House traveled to Durand and New Richmond, WI.



September to December - Our time of the year when we shift into high gear!

Our Annual Open House estimated over 500 visitors this year with activities for all ages. This year we again enjoyed and appreciated the student volunteers from the "Teens for Teachers," program at Meyer Middle School. The Fire Safety house traveled to Prescott, Plum City, and River Falls. The Kindergarten Ride tradition, (over 45 years!) continued with smiles and eager anticipation of a ride on a real fire truck!



The Fire Safety Education Program enjoyed another year in the schools engaging students in activities, videos, and demonstrations geared toward fire and life safety lessons. There were questions, stories, laughter, and learning! The program reaches, on average, 1,500 students in the school district alone and far beyond that number with daycare visits, pre-school programs, and community groups.



We presented to the River Falls MOPS group, Little Minds Child Care Center, Fire hall tours, and ended our year among the sparkling lights of the River Dazzle Parade.

As the demands of life pull us in all directions, making time to volunteer within our community becomes challenging. As a member of the River Falls Fire Department family I am proud of the time and effort given by firefighters who continue to offer their service and talents to the Fire Safety Education Program. My hope is that we continue to inspire future generations of firefighters with the passion and traditions that make River Falls Fire Department what it is. My thanks, as always, to my family, the City of River Falls, the Community we represent, and to the firefighters of River Falls Fire.



"We make a living by what we get but we make a life by what we give."

Winston Churchill

Respectfully submitted,
Pauline Williams
River Falls Fire Dept.
Safety Education Officer



APPARATUS AND EQUIPMENT

Rolling Stock –

- Engine 4 - 2001 Freightliner, 1,500 GPM pumper.
- Engine 7 - 1989 Ford, 1,250 GPM pumper.
- Engine 6 - 1984 Ford, 1,250 GPM pumper.
- Engine 15 - 2015 Pierce, 1,500 GPM rescue/pumper
- Ladder 1 - 2004 Pierce 100' aerial/2,000 GPM pump.
- Tanker 1 - 1994 Freightliner, 2,000-gallon tanker/personnel carrier.
- Tanker 2 - 1995 Freightliner, 2,000-gallon tanker/personnel carrier.
- Brush 1 - 2001 Ford, 250 GPM grass/brush truck.
- Brush 2 - 2012 Chevy Hi-Pressure GPM grass/brush truck.
- Ranger - 2003 Polaris Ranger.
- Model A Ford, used for department promotions.
- 1939 Ford, used for department promotions.
- Fire Safety House trailer, used for Fire Safety Education.
- 2003 Haz-Mat enclosed trailer.
- 2004 Haz-Mat enclosed trailer.

Other Equipment:

We developed a comprehensive equipment replacement plan that will meet the future needs of the department and work within the City's budget process. In addition to replacement of existing equipment as it becomes outdated, we are looking for new equipment to improve our confined space and river rescue capabilities.

NEW ADDITION TO OUR FLEET – ENGINE 15



On September 11th, Patriot’s Day, The River Falls Fire Department took delivery of its new fire engine. Unlike buying a car or pickup from a dealer off a lot, purchasing a fire engine is a bit more complicated. The process actually took over two years from start to delivery. The design of a fire truck must meet the needs of the community it serves. In River Falls, we needed an engine that could handle fires in the City as well as the rural area, and be able to carry rescue equipment for vehicle and farm accidents.

With that in mind, a committee of firefighters was formed to begin the process of getting ideas for a new engine. They went to several other fire stations to “kick the tires” so to speak of other fire trucks. From there, they met with several vendors that specialize in building fire trucks. After months of working on specifications, bids were sent out to vendors. Of the three bids received, Pierce manufacturing from Appleton Wisconsin was selected because they best met the bid specifications within the price allotted.

Council approved the purchase late in 2014. The engine took approximately 10 months to build and was delivered as ordered in September. The first duty the engine performed was to ride with other fire apparatus in the St. Croix Fire Department’s 911 Tribute; where fire apparatus crossed the I-94 bridge with lights and sirens blaring in a remembrance to the victims of 911.

The truck was displayed at the 2015 Minnesota Chief’s Conference by Pierce in October and placed in service by River Falls Fire shortly after the first of the year after members completed training on the new unit.



TRAINING REPORT FOR 2015

Edward Vlack – Assistant Chief – Training

I. SUMMARY REPORT

- Training for members of the River Falls Fire Department takes place every Monday evening from 6:00 p.m. to 9:15 - 9:30 p.m., except on holidays.
- Annual training goals and the training schedule are prepared by the Training Committee, which consists of the following members:

| | |
|-------------------------------|-------------------|
| Assistant Chief Edward Vlack | Member since 2000 |
| Battalion Chief Gary Eloranta | Member since 1975 |
| Battalion Chief Scott Gavin | Member since 2004 |
| Captain Tom Foley | Member since 1984 |
| Lieutenant Dean Grisar | Member since 2000 |
| Firefighter Mike Fecht | Member since 2008 |
| Firefighter Justin Wilson | Member since 2013 |

- Training on the first Monday of each month consists of monthly maintenance to ensure that all vehicles, equipment, and tools are in proper working order. In even months we then have a business meeting on the first Monday. In odd months we have either officer training or an officers' meeting.
- The River Falls Fire Department training schedule covers a variety of topics. However, the primary focus of training is to enhance skills needed for incidents that demand immediate, potential life-saving action, such as a structure fire or a vehicle accident.
- The River Falls Fire Department training tower, located near the wastewater treatment plant, is utilized for training as often as possible.
- If you have any questions, please feel free to contact:

| | | |
|---------------|--------------|------------------------|
| Ed Vlack | 715-441-1547 | bvlack@presenter.com |
| Gary Eloranta | 715-821-2560 | gary.eloranta@uwrf.edu |
| Scott Gavin | 715-760-2322 | biggavs@hotmail.com |

II. FULL REPORT

- A.** Training for members of the River Falls Fire Department takes place every Monday evening from 6:00 p.m. to 9:15 - 9:30 p.m., except on holidays.

Persons who join the River Falls Fire Department, who have not already received necessary certifications, are required to attend classes and pass both written and practical exams to become proficient in basic fire fighter skills. However, the education and training of members of the River Falls Fire Department does not end with receipt of those certifications. The members of the River Falls Fire Department participate in weekly training to not only maintain, but to improve and enhance their firefighter skills.

- B.** Annual training goals and the training schedule are prepared by the Training Committee. The Training Committee of the River Falls Fire Department consists of the following members:

| | |
|-------------------------------|-------------------|
| Assistant Chief Edward Vlack | Member since 2000 |
| Battalion Chief Gary Eloranta | Member since 1974 |
| Battalion Chief Scott Gavin | Member since 2004 |
| Captain Tom Foley | Member since 1984 |
| Lieutenant Dean Grisar | Member since 2000 |
| Firefighter Mike Fecht | Member since 2007 |
| Firefighter Justin Wilson | Member since 2013 |

The Training Committee has more than 130 years of combined experience as firefighters. Their individual experience ranges from one of most senior members of the River Falls Fire Department to one of the newest members. The Training Committee meets quarterly and sets the training schedule for the upcoming three months.

- C.** Training on the first Monday of each month consists of monthly maintenance to ensure that all vehicles, equipment, and tools are in proper working order.

Training on the first Monday of every month always consists of performing monthly maintenance on all vehicles, equipment, and tools to insure that all vehicles, equipment, and tools are working properly, and that all tools and equipment items are in their proper location.

The River Falls Fire Department has a command structure consisting of the Chief, Four Assistant Chiefs, two Battalion Chiefs, plus four engine companies, each headed by a Captain and a Lieutenant – Engine 15, Engine 4, Engine 7 and Ladder 1. In even months, engine companies perform maintenance on their assigned vehicles and in odd months, engine companies rotate performing maintenance on vehicles to which they are not assigned, so that all members maintain familiarity with all vehicles, all pieces of equipment and all tools.

On the first Monday of the month in odd months, after members complete maintenance on vehicles, equipment and tools, we then have our bi-monthly business meeting. On the first Monday of the month in even months, after members complete maintenance on vehicles, equipment and tools, we then have an officers' meeting or training geared for officers.

- D.** The River Falls Fire Department training schedule covers a variety of topics. However, the primary focus of training is to enhance skills needed for incidents that demand immediate, potential life-saving action, such as a structure fire or a vehicle accident.

There are a variety of training areas that the River Falls Fire Department covers during the course of a year, which include: Vehicle accidents, structure fires, building construction, ice rescue, ropes and knots, hazardous materials, confined space rescue, vehicle extrication, water relay (using water tenders), relay pumping (from one pumper to another), hose line advancement (into burning structures), blood borne pathogens and HIPPA (confidentiality), vehicle stabilization (using air bags and/or stabilizing struts), swift water rescue (kayakers on the Kinnickinnic River), use of thermal imaging cameras, aerial ladder operations, CPR and AED recertification, dormitory/multi-story fires, fire prevention, forcible entry, portable fire extinguishers, ventilation and roof operations, use of gas monitors; CO alarm response, incident size-up, trench rescue, SCBA (self-contained breathing apparatus), use of ground ladders, patient packaging and movement, salvage and overhaul, pre-plan inspections, and radio communications, just to name a few. However, the primary focus of training for the River Falls Fire Department is to enhance skills needed for incidents that demand immediate, potential life-saving action, such as a structure fire or a vehicle accident in which persons have been injured and need to be extricated from a vehicle by using special tools and equipment.

The specific areas were:

| Activity/Training Start Date | Activity/Training Description |
|-------------------------------------|--|
| | |
| 1/5/2015 | Members performed monthly maintenance on vehicles and equipment. |
| 1/12/2015 | Members had MABAS (Mutual Aid Box Alarm System) training. |
| 1/19/2015 | Members attended a class on Traffic Incident Management. |
| 1/26/2015 | Members performed monthly maintenance of vehicles and equipment and prepared for annual oyster feed. |
| 2/2/2015 | Annual Oyster Feed & February Business Meeting |
| 2/9/2015 | Engine 4 and Ladder 1 hosted training and had the members do building surveys. |
| 2/16/2015 | Members received annual training on blood borne pathogens, HIPPA, and Advanced First Aid evolutions. |
| 2/23/2015 | Engine 6 and Engine 7 hosted training and continued evolutions on scene size up and pre-planning. |
| 3/2/2015 | Members had MABAS training update. |
| 3/9/2015 | Members performed monthly maintenance on vehicles and equipment. |
| 3/16/2015 | Training on Haz-mat and WISER; a computerized HAZ-MAT reference tool. |
| 3/23/2015 | Engine 4 and Engine 6 hosted training, which consisted of evolutions at the training tower. |
| 3/30/2015 | Committee meetings were held and for those members not on committees, they assisted with inventories. |
| 4/6/2015 | Members performed monthly maintenance. |
| 4/6/2015 | April Bi-monthly business meeting. |
| 4/13/2015 | Members began training on new SCBA units and/or had evolutions at the training tower. |
| 4/20/2015 | Engine 7 and Ladder 1 hosted training which emphasized training with the new SCBA units. |
| 4/27/2015 | Members participated in evolutions that emphasized training with and use of the new SCBA units. |

| | |
|------------|--|
| 5/4/2015 | Members performed monthly maintenance on vehicles and equipment. |
| 5/11/2015 | Engine 4 and Engine 7 hosted training, with evolutions that included use of the new SCBA packs. |
| 5/18/2015 | Members did hands on training using our extrication equipment on two vehicles. |
| 6/1/2015 | Members performed monthly maintenance on vehicles and equipment. |
| 6/1/2015 | June business meeting. |
| 6/8/2015 | Members performed evolutions that emphasized firefighter general skills |
| 6/15/2015 | Training hosted by Engine 6 and Ladder 1 |
| 6/22/2015 | Members performed extrication evolutions, with emphasis on cribbing and use of the new airbags |
| 6/29/2015 | All committees meeting. |
| 7/6/2015 | Members performed monthly maintenance on vehicles, equipment and tools. |
| 7/13/2015 | Members cleaned up fire hall and equipment following the River Falls Days Week-end |
| 7/20/2015 | Engine 4 and Ladder 1 hosted training - extrication and structure fire. |
| 7/27/2015 | Members were split into two groups -- flip flopping the groups from last week |
| 8/3/2015 | Members performed monthly maintenance on tools, equipment and vehicles. |
| 8/3/2015 | August Business meeting |
| 8/10/2015 | The members were split into two groups -- one starting with a haz mat scenario and the other extrication |
| 8/17/2015 | Training focused on Haz Mat general skills. involving an full size trailer that was transporting a hazardous liquid. |
| 8/24/2015 | Engine 6 and Ladder 1 hosted training. Half did evolutions at the training tower and half did pre-plans. |
| 8/31/2015 | Evolutions from the previous week were continued. |
| 9/14/2015 | The members training consisted of pumping at Hoffman Park, hunter rescue and looking over new Engine 15. |
| 9/21/2015 | Members performed monthly maintenance on tools, equipment and vehicles. |
| 9/28/2015 | Annual Open House |
| 10/5/2015 | Members performed monthly maintenance on vehicles, tools and equipment. |
| 10/5/2015 | Business meeting. |
| 10/12/2015 | Members listened to a hour and half presentation by Pierce about Engine 15, then viewed truck. |
| 10/19/2015 | Prepared both brush trucks for grass fire season, reviewed chimney fires and reviewed setting up a hydrant. |
| 10/26/2015 | Train the trainers who continued to work with Engine 15. Remaining members did training tower evolutions. |
| 11/2/2015 | Members performed maintenance on tools, equipment and vehicles. |
| 11/9/2015 | Members broke into small groups to work thermal camera, gas meters and/or extrication equipment. |
| 11/16/2015 | Training at a vacant house consisting of search and rescue, hoseline advancement, laddering and pumping. |
| 11/23/2015 | Members watched a video regarding a basement fire in Sacramento, California. |
| 11/30/2015 | Evolutions at the vacant house and committee meetings. |
| 12/7/2015 | Members performed maintenance on vehicles, equipment and tools. |
| 12/7/2015 | Members attended the December business meeting. |
| 12/14/2015 | Engine 4 members trained with Engine 15 tonight, including general knowledge about Engine 15. |
| 12/21/2015 | Engine 6 members trained on Engine 15, including general knowledge about Engine 15. |
| 12/28/2015 | Engine 7, Ladder 1 trained on Engine 15, including a general knowledge about Engine 15. |

Last year new specific members were assigned to get initial training on our new Engine 15 (train the trainers). These persons then were able to train the membership as a whole on the operation of Engine 15. We continue to strive to have specific objectives for each evening of training and also continue to meet at the end of the evening's training session to discuss what was learned from the training - on the theory that we learn in a number of ways - by hearing, by seeing, by doing and by repetition.

- E. The River Falls Fire Department training tower, located near the waste water treatment plant, is utilized for training as often as possible during warmer months.

The River Falls Fire Department is very lucky to have a training tower, located near the waste water treatment plant, which allows us to enhance skills that are necessary when dealing with any incident involving a building, such as: advancing a hose line into a building, advancing a hose line up a stairway in a building, rescuing a victim from a building via the stairway, rescuing a victim from a building via a window by ground ladder, rescuing a victim from a building using an aerial ladder, relay pumping, and aerial ladder operations at a structure. We utilize the training tower as often as we can from late spring to late fall.

- F. Conclusion

Finally, the training committee often finds that we don't have enough Monday evenings to train on all the topics we would like to. However, we strive to include as many areas as we can. Further, we all try to keep abreast of new training opportunities as well as new ways to do what we do. If you have any questions, please feel free to contact any of us.

| | | |
|---------------|--------------|------------------------|
| Ed Vlack | 715-441-1547 | bvlack@presenter.com |
| Gary Eloranta | 715-821-2560 | gary.eloranta@uwrf.edu |
| Scott Gavin | 715-760-2322 | biggavs@hotmail.com |





INSPECTION PROGRAM:

2015 Annual Fire Inspections Report

By Mike Moody – Assistant Chief - Inspections

In 2014 besides myself, Inspectors Jonathan Gaulke, Molly McLagan, Tom Foley and Doug Rudesill completed over 300 fire inspections. This consists of not only annual fire inspections, but also re-inspections, on site visits to answer code questions for property owners, site plan and building plan reviews and final acceptance inspections of sprinkler and alarm system installations.

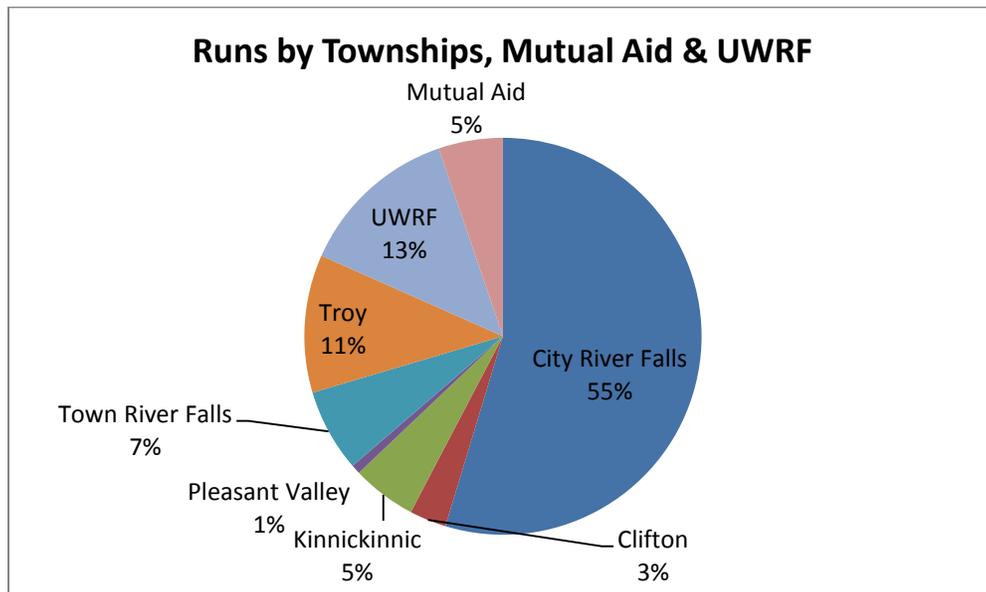
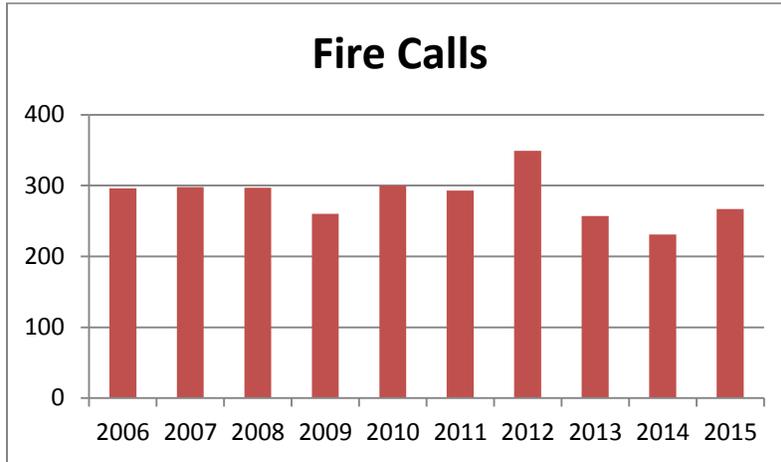
We have been working for the last few years to get all of our inspectable properties loaded into our Image Trend reporting software and finally completed it this year. This provides information we need to know in the event we respond to one of these locations for a fire call. It includes such things as building construction, building size, if it is sprinkled and has an alarm system, where the fire department key box is located and an emergency contact call list.

The Fire Squad and our two front line pumpers now have surface laptops in them. These allow us to access the information about these properties at the scene rather than having it looked up at the fire hall and relayed by radio to the people on scene. With our data base completed we were able to get more re-inspections done to attain better compliance with correction orders that were written.

Our goal has been and still is to get to all of the over 700 inspectable properties at least once every 15 months for routine fire prevention inspections. This goal is very challenging as we are all volunteers, which makes it difficult to reach all of these properties. Inspector Foley is a welcome addition to our inspection staff as Inspector Gaulke has moved out of the area and resigned, leaving us with 4 inspectors including myself. Looking ahead it appears that 2016 will be a busy year with site plan reviews, alarm testing and sprinkler system testing, and final acceptance inspections with new construction projects being proposed.

CALLS FOR SERVICE

In 2015, the River Falls Fire Department responded to a total of 268 calls. Total calls for the past five years are as follows: **2015=267**; **2014= 231**; **2013 = 257**; **2012 = 349**; **2011 = 293**;



2015 Fire Calls – by City/Town

| | |
|-------------------------|-----|
| City of River Falls | 146 |
| Town of Clifton | 8 |
| Town of Kinnickinnic | 14 |
| Town of Pleasant Valley | 2 |
| Town of River Falls | 18 |
| Town of Troy | 30 |
| UWRF | 35 |
| Mutual Aid | 14 |
| 267 Total | |

Break down of Calls by Month and Category

Annual Alarm Summary Report

Reporting Between: 01/01/2015 - 12/31/2015

| Situation | Jan 15 | Feb 15 | Mar 15 | Apr 15 | May 15 | Jun 15 | Jul 15 | Aug 15 | Sept 15 | Oct 15 | Nov 15 | Dec 15 | Total |
|---|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|
| 100 Series Fire | 3 | 7 | 3 | 12 | 6 | 2 | 1 | 5 | 0 | 2 | 3 | 0 | 44 |
| 200 Series Overpressure Rupture, Explosion, Overheat(no fire) | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 2 |
| 300 Series Rescue & Emergency Medical Service Incident | 2 | 4 | 3 | 2 | 9 | 5 | 6 | 6 | 7 | 5 | 10 | 5 | 64 |
| 400 Series Hazardous Condition(No fire) | 1 | 1 | 3 | 2 | 2 | 3 | 1 | 3 | 4 | 2 | 2 | 2 | 26 |
| 500 Series Service Call | 2 | 3 | 2 | 5 | 0 | 1 | 1 | 0 | 1 | 2 | 4 | 0 | 21 |
| 600 Series Good Intent Call | 1 | 1 | 2 | 3 | 3 | 0 | 0 | 2 | 2 | 2 | 0 | 0 | 16 |
| 700 Series False Alarm & False Call | 9 | 7 | 12 | 3 | 9 | 9 | 11 | 6 | 7 | 5 | 7 | 9 | 94 |
| Grand Total | 18 | 23 | 25 | 28 | 29 | 20 | 21 | 22 | 21 | 18 | 26 | 16 | 267 |

Break down of Calls by Type and Category

Incident Type Report (Summary) From 01/01/15 To 12/31/15

| Incident Type | Count | % of Incidents | Est. Property Loss | Est. Content Loss | Total Est. Loss | % of Losses |
|---|-----------|----------------|---------------------|---------------------|---------------------|----------------|
| 1 Fire | | | | | | |
| Fire, other (100) | 2 | 0.75% | \$1,000.00 | \$0.00 | \$1,000.00 | 0.12% |
| Building fire (111) | 14 | 5.24% | \$501,200.00 | \$213,950.00 | \$715,150.00 | 83.60% |
| Cooking fire, confined to container (113) | 2 | 0.75% | \$50.00 | \$0.00 | \$50.00 | 0.01% |
| Mobile property (vehicle) fire, other (130) | 1 | 0.37% | \$3,050.00 | \$200.00 | \$3,250.00 | 0.38% |
| Passenger vehicle fire (131) | 4 | 1.50% | \$20,150.00 | \$200.00 | \$20,350.00 | 2.38% |
| Road freight or transport vehicle fire (132) | 2 | 0.75% | \$5,000.00 | \$0.00 | \$5,000.00 | 0.58% |
| Off-road vehicle or heavy equipment fire (138) | 1 | 0.37% | \$10,000.00 | \$100,000.00 | \$110,000.00 | 12.86% |
| Natural vegetation fire, other (140) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Forest, woods or wildland fire (141) | 3 | 1.12% | \$0.00 | \$100.00 | \$100.00 | 0.01% |
| Brush or brush-and-grass mixture fire (142) | 3 | 1.12% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Grass fire (143) | 4 | 1.50% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Outside rubbish, trash or waste fire (151) | 2 | 0.75% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Dumpster or other outside trash receptacle fire (154) | 1 | 0.37% | \$500.00 | \$0.00 | \$500.00 | 0.06% |
| Special outside fire, other (160) | 2 | 0.75% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Outside equipment fire (162) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Cultivated grain or crop fire (171) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| | 44 | 16.45% | \$540,950.00 | \$314,450.00 | \$855,400.00 | 100.00% |
| 2 Overpressure Rupture, Explosion, Overheat(no fire) | | | | | | |
| Excessive heat, scorch burns with no ignition (251) | 2 | 0.75% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| | 2 | 0.75% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 3 Rescue & Emergency Medical Service Incident | | | | | | |
| Rescue, EMS incident, other (300) | 3 | 1.12% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Medical assist, assist EMS crew (311) | 4 | 1.50% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Motor vehicle accident with injuries (322) | 43 | 16.10% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Motor vehicle accident with no injuries. (324) | 7 | 2.62% | \$0.00 | \$0.00 | \$0.00 | 0.00% |

| | | | | | | |
|--|------------|---------------|---------------|-------------------------|---------------------|--------------|
| Search for person on land (341) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Search for person in water (342) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Extrication, rescue, other (350) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Extrication of victim(s) from vehicle (352) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| High-angle rescue (356) | 2 | 0.75% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Swift water rescue (363) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| | 64 | 23.94% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 4 Hazardous Condition (No Fire) | | | | | | |
| Hazardous condition, other (400) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Gasoline or other flammable liquid spill (411) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Gas leak (natural gas or LPG) (412) | 6 | 2.25% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Oil or other combustible liquid spill (413) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Toxic condition, other (420) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Chemical spill or leak (422) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Carbon monoxide incident (424) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Electrical wiring/equipment problem, other (440) | 2 | 0.75% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Heat from short circuit (wiring), defective/worn (441) | 2 | 0.75% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Overheated motor (442) | 2 | 0.75% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Vehicle accident, general cleanup (463) | 8 | 3.00% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| | 26 | 9.72% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 5 Service Call | | | | | | |
| Person in distress, other (510) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Water or steam leak (522) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Smoke or odor removal (531) | 6 | 2.25% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Assist police or other governmental agency (551) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Public service (553) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Cover assignment, standby, moveup (571) | 11 | 4.12% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| | 21 | 7.85% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 6 Good Intent Call | | | | | | |
| Good intent call, other (600) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Dispatched and cancelled en route (611) | 7 | 2.62% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| No incident found on arrival at dispatch address (622) | 2 | 0.75% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Authorized controlled burning (631) | 3 | 1.12% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Vicinity alarm (incident in other location) (641) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| HazMat release investigation w/no HazMat (671) | 2 | 0.75% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| | 16 | 5.98% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 7 False Alarm & False Call | | | | | | |
| False alarm or false call, other (700) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Malicious, mischievous false call, other (710) | 4 | 1.50% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Central station, malicious false alarm (714) | 4 | 1.50% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| System malfunction, other (730) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Smoke detector activation due to malfunction (733) | 1 | 0.37% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Alarm system sounded due to malfunction (735) | 3 | 1.12% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| CO detector activation due to malfunction (736) | 5 | 1.87% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Unintentional transmission of alarm, other (740) | 4 | 1.50% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Smoke detector activation, no fire - unintentional (743) | 22 | 8.24% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Detector activation, no fire - unintentional (744) | 5 | 1.87% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Alarm system activation, no fire - unintentional (745) | 40 | 14.98% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Carbon monoxide detector activation, no CO (746) | 4 | 1.50% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| | 94 | 35.19% | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| Total Incident Count: | 267 | | | Total Est. Loss: | \$855,400.00 | |

SIGNIFICANT RESPONSES

- On January 31, RFFD assisted Roberts Fire Mutual Aid for a house fire in the town of Warren.
- On February 6th, RFFD assisted Spring Valley Fire Mutual Aid for a structure fire – Saw Mill.
- On February 7th, RFFD responded to a Shed fire on Glenmont Road in the Town of Troy.
- On February 10th, RFFD responded to a house fire in the Town of Troy on Soo Line Road.
- On February 20th, RFFD assisted Hudson Fire Mutual Aid for a structure fire – house.
- On February 26th, RFFD assisted Prescott Fire Mutual Aid for a structure fire – house.
- On April 4th, RFFD assisted Hudson Fire Mutual Aid for a structure fire – house.
- On April 16th, RFFD responded to a structure fire - house in the Town of Troy.
- On April 18th, RFFD assisted Roberts Fire Mutual Aid for a structure fire-house.
- On May 2nd, RFFD assisted Roberts Fire Mutual Aid for a structure fire – house.
- On May 12th, RFFD responded to a structure fire-house on Spring Street.
- On May 15th, RFFD responded to a structure fire - Barn/Shed in the Town of Troy.
- On June 11th, RFFD responded to a structure fire at Designer Doors.
- On June 18th, RFFD assisted Hudson Fire Mutual Aid for a structure fire – house.
- On July 6th, RFFD responded to a swift water rescue of a kayaker on the lower Kinnickinnic.
- On July 11th, RFFD assisted Spring Valley Fire Mutual Aid for a structure fire – Barn.
- On October 19th, RFFD responded to a structure fire – house on Spruce Street.
- On October 20th, RFFD assisted Hudson Fire Mutual Aid for a structure fire – house.
- On November 6th, RFFD responded to a structure fire – house on Pearl Street.
- On November 23rd, RFFD assisted Roberts Fire Mutual Aid for a structure fire.
- On November 24th, responded to a person over the cliff near the Power Plant.

LOOKING AHEAD

By Chief Nelson

We have identified a number of projects to work on and goals to be met as our department evolves to meet the needs of the membership and the community we serve. Some include:

- **Develop short and long-term strategic/work plan**
 - Review Inspections program & related personnel needs
 - Creation & Implementation of Administrative Rules
 - Creation & Training on Standard Operating Guidelines
 - Implementation & Training on Wisconsin MABAS (Mutual Aid Box Alarm System)
 - Officer training/succession planning
 - Overall training plan
 - Rural Fire Association relationship & contracts
 - Volunteer recruitment & retention
 - Evaluate long-term facility needs

- **Research funding opportunities**
 - Grants, public & private
 - Community partnerships
 - Charges for service

Thank You For Your Support!



MEMORANDUM

TO: Mayor Toland and City Council Members

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

DATE: August 9, 2016

TITLE: Resolution Regarding Safe Ride Home Program

RECOMMENDED ACTION

Adopt the resolution approving the additional taxi service hours for the Safe Ride Home program for the 2016-2017 academic year. The program would add 390 hours of service for University of Wisconsin-River Falls students and the public on Thursday through Saturday evenings when the University is in session. If used by students, the ride will be billed to the University. The general public will pay regular fare rates.

BACKGROUND

The 2016 Safe Ride Home pilot program was started in December 2015 as a partnership project between UW-RF and the City's shared ride taxi service. The program increased the taxi operating hours by 15 hours per week to cover the hours from 10 p.m. to 3:00 a.m. Thursday through Saturday nights when the University was in session. The program was not specifically promoted to the public, with more emphasis on the students getting home safely during the winter months.

Based on the ridership results, the usage was higher than expected by both students and the general public. The University would like to continue the program for the next school year from September through May, with the additional hours included in the City's annual federal and state transportation grant requests.

SAFE Ride Pilot: 2015 December thru 2016 March

| <i>Year/Month</i> | <i>UWRF Riders</i> | <i>Community</i> | <i>Total Riders</i> |
|-------------------|--------------------|------------------|---------------------|
| 2015 Dec. | 46 | 97 | 143 |
| 2016 Jan. | 29 | 44 | 73 |
| 2016 Feb. | 127 | 109 | 236 |
| 2016 Mar. | 78 | 87 | 165 |
| Pilot Totals | 280 | 337 | 617 |

DISCUSSION

Current Situation

The City’s annual grant for the taxi service includes approximately 8,000 hours of service, using three taxi vehicles. The Wisconsin Department of Transportation is our contact for the federal and state grant program, and has indicated that adding 390 hours to our annual application is acceptable. The federal and state funding would pay approximately 55 percent of the costs not paid by fare revenues, with the University funding the local share. At an estimated \$30 per driver hour, the net cost would be approximately \$4,850.

| | |
|-------------------------------------|----------|
| Additional Cost 2016-2017 | \$11,700 |
| Estimated Fares | \$850 |
| Estimated Federal and State Funding | \$6,000 |
| Net to UW-RF | \$4,850 |

Next Steps

Approve the request from the University for additional taxi service hours, which will be included in the annual grant application. The University will provide the marketing of the program to their students during registration and orientation.

FINANCIAL CONSIDERATIONS

Any increase on the local share cost will be borne by the University.

CONCLUSION

Approval of the resolution regarding the 2016-2017 Safe Ride Home program is recommended.



RESOLUTION NO.

RESOLUTION REGARDING SAFE RIDE HOME PROGRAM

WHEREAS, the University of Wisconsin-River Falls has requested additional hours of the River Falls Shared Ride Taxi service for the academic year 2016-2017; and

WHEREAS, the Wisconsin Department of Transportation has indicated that adding 390 additional hours to the annual grant application is acceptable; and

WHEREAS, the additional costs for the increased hours would be paid by fare revenues, federal and state funding, and the University of Wisconsin-River Falls;

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of River Falls hereby approves the Safe Ride Home program as requested by the University of Wisconsin-River Falls for the 2016-2017 academic year.

Dated this 9th day of August, 2016.

Dan Toland, Mayor

ATTEST:

Lu Ann Hecht, City Clerk

MEMORANDUM

TO: Mayor Toland and City Council Members

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

DATE: August 9, 2016

TITLE: **Resolution Regarding Management Agreement with River Falls Housing Authority**

RECOMMENDED ACTION

Adopt the resolution approving the management agreement with the River Falls Housing Authority (RFHA) for City owned rental properties. The proposed agreement is for three years, with a 90 day termination notice for either party. The City entered into an agreement with the RFHA for management of 300 River Street in 2012, which has provided professional leasing and management services. The proposed agreement includes management of 300 River Street, 214 Union Street and 220 Union Street properties.

BACKGROUND

The City purchased 300 River Street in September 2012 from a developer that was selling due to economic conditions. As the property is in a tax increment district, the property could be included in a redevelopment of this area along with the adjacent City owned property. The RFHA has managed the property since that time, including leasing, unit refurbishing, building maintenance and financial reporting. The RFHA currently is reimbursed \$46.50 per occupied unit per month for their management services.

The properties on Union Street were purchased for future library expansion purposes, which may be several years away. A management agreement for all three properties would allow the RFHA additional units for affordable housing and provide professional property maintenance for those units.

DISCUSSION

Next Steps

The management agreement for 300 River Street has been expanded to include the properties on Union Street for a three year term. The proposed management reimbursement of \$48 per occupied unit per month has been included in the agreement, a rate consistent with the amount allowed by other housing programs.

Based on estimated rent and occupancy of 95%, the following is the projected financial impact of the proposed agreement.

| Property Location | 300 River Street | 214 Union Street | 220 Union Street |
|--------------------------------------|-------------------|------------------|------------------|
| Proposed Rent | \$525-\$575/month | \$1,200/month | \$900/month |
| Annual Rent @ (95% Occupancy) | \$50,616 | \$13,680 | \$10,260 |
| Annual Expenses | \$17,000 | \$7,500 est | \$5,000 est |
| Annual Mgmt. Fee | \$4,147 | \$576 | \$576 |
| Est. Annual Net Income | \$29,469 | \$5,604 | \$4,684 |
| Payback | 13.5 years | 18 years | 21 years |

The net revenue from the rentals will be applied as cost recovery for the funds that made the purchase, tax increment district #7 for the River Street property, and the library impact fee fund for the Union Street properties.

CONCLUSION

Approval of the management agreement with the River Falls Housing Authority is recommended.



RESOLUTION NO.

RESOLUTION APPROVING MANAGEMENT AGREEMENT BETWEEN THE RIVER FALLS HOUSING AUTHORITY AND THE CITY OF RIVER FALLS

WHEREAS, the City purchased three residential properties within the City for future development; and

WHEREAS, the River Falls Housing Authority is dedicated to providing affordable housing for residents of River Falls; and

WHEREAS, the River Falls Housing Authority has the staff available to include the City's properties under their property and leasing management program;

WHEREAS, the River Falls Housing Authority will receive a management fee of \$48 per occupied unit per month for the management services.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of River Falls hereby approves the management agreement between the River Falls Housing Authority and the City of River Falls for a three year period from September 1, 2016, through August 31, 2019.

Dated this 9th day of August, 2016.

Dan Toland, Mayor

ATTEST:

Lu Ann Hecht, City Clerk

**Management Agreement
Between the River Falls Housing Authority and the City of River Falls**

On this _____ date, River Falls Housing Authority (RFHA) enters into the following agreement with the City of River Falls (City) for management of the property located at 300 River Street, 214 Union Street and 220 Union Street (Properties), River Falls, Wisconsin.

This agreement shall be in effect beginning September 1, 2016, through August 31, 2019, unless terminated by either party with 90 calendar days advance written notice.

Management Services shall include: ongoing operations, marketing vacant units, leasing vacant units, lease enforcement, record keeping, rent collection, bill payment, lease termination, routine repairs - maintenance, and unit turnover painting/cleaning.

RFHA and City agree that tenant relations shall be conducted in accordance with Fair Housing requirements and state law. RFHA shall advise City of any unusual circumstances relating to the Properties. RFHA shall seek to maintain full occupancy and limit property expenses.

Fees for ongoing management services shall be \$48.00 per occupied unit per month.

Management Services do not include project expenses directly attributable to the Properties. Costs directly attributed to the property shall be paid by RFHA from the rents collected for this property. Expenses not included in the management fee include but may not be limited to: insurance, bonding, legal fees, utilities, grounds care (lawn care and snow removal) or repairs/maintenance. Repair and maintenance costs include but may not be limited to: contract repairs, unit turnover, HVAC, plumbing, painting, flooring, appliances, preventive maintenance, equipment repair/replacement or maintenance staffing. RFHA staff assigned to work at the Properties shall record time and materials needed to complete repairs.

RFHA shall establish a bank account solely for the management of these properties. Records of all transactions for the Properties shall be furnished to City on a monthly basis. RFHA agrees to contact City's Facilities Maintenance Supervisor before spending over \$500 to repair or replace any materials, equipment or appliances. RFHA will consult with the City's Facilities Maintenance Supervisor on outsources service contracts, such as snow removal and grounds maintenance. RFHA shall establish an account solely for Security Deposits of tenants in each of the Properties.

An initial fee of \$200 per unit will be charged to assume management duties at 214 and 220 Union Street. RFHA shall provide the following services in September 2016: conduct a walkthrough of the property to establish the as-is condition, establish with City the expected level of maintenance service, establish security deposit accounts, set up bank accounts and related accounting system.

Notices should be sent to:

Executive Director
River Falls Housing Authority
625 N Main Street
River Falls WI 54022

Asst. City Administrator
City of River Falls
222 Lewis Street
River Falls WI 54022

Dated this _____ day of August, 2016.

Anne McAlpine
Executive Director

Julie Bergstrom
Assistant City Administrator

MEMORANDUM

TO: Mayor Toland and City Council

FROM: Amy Peterson, AICP, Assistant Community Development Director

DATE: August 9, 2016

TITLE: Ordinance 2016-12 - Creating Section 17.104.020 (A)(9) Administrative and Enforcement Section of the Zoning Code – First Reading

RECOMMENDED ACTION

First Reading of Ordinance 2016-12 – Administrative and Enforcement Section of the Zoning Code

BACKGROUND:

Inevitably instances arise where the zoning requirements applied do not function as intended, or cause issue with future development plans. Typically when interpreting zoning code, interpretation and enforcement is black and white, i.e. 35 foot building height maximum means that the building shall not be built to 36 foot height. At times there are circumstances whether due to topography, irregular property boundaries, equipment height, financial burdens, or other unusual circumstances that requires a variance from the requirements. In the past, staff has required minor variance request to go through the Board of Appeals process, knowing fully that the variance request does not pose an adverse effect to public health, safety and general welfare and will not be injurious to or incompatible with adjacent land owners. This process both increases staff time and administration, as well as draws out process for the applicant.

ANALYSIS:

This administrative relief proposal provides the community and staff with a bit of flexibility, if needed, within the structure of the zoning code. The Department Director will have the discretion to approve 10 percent flexibility in standards or require a Board of Appeal review.

Currently, the WinField – Land O’ Lakes building in Sterling Ponds is proposed at 35’11” and the maximum height in Industrial-1 zoning is 35 feet. There is a piece of equipment needed by the company that with maintenance space will not allow them to

meet the 35 foot height requirement, without digging down and recessing the floor. This site is just over 13 acres in the middle of the Sterling Ponds Corporate Park and will be a flagship corporate location for WinField – Land O’ Lakes. The proposed building and landscaping will provide an aesthetically pleasing focal point for the Corporate Park. There is not an issue with public health or welfare; there is no danger or implications for adjacent property owners. This is the perfect instance where this proposed Administrative Relief clause could be utilized.

RECOMMENDATION:

On August 2, 2016, the Planning Commission reviewed this request and recommended creating Section 17.104.020 (A)(9) to authorize an administrative relief option for certain requirements of the zoning code. Attached is an ordinance amendment for your review. The Second reading and public hearing is scheduled for August 23, 2016.

EXHIBITS:

1 – Ordinance No. 2016-12 – Creating Section 17.104.020(A)(9) – Administration and Enforcement of the Zoning Ordinance

**AN ORDINANCE
CREATING SECTION 17.104.020(A)(9)
(Administration and Enforcement of the Zoning Ordinance)**

**THE COMMON COUNCIL OF THE CITY OF RIVER FALLS DOES
HEREBY ORDAIN AS FOLLOWS:**

Section 1. That Section 17.104.020 (A)(9) is created to include the following wording:

9. Upon recommendation of the Zoning Administrator, the Department Director is authorized to grant administrative relief, with or without conditions, not to exceed 10% of the applicable requirement/standards set forth in this title, subject to the following:
 - a. The administrative relief is consistent with the Comprehensive Plan and is consistent with the Zoning Ordinance.
 - b. The administrative relief applies only to setbacks, building height, site coverage, open space and number of parking stall requirements
 - c. The administrative relief will not create conditions detrimental to the public health, safety and general welfare or will not be injurious to or incompatible with other properties or land uses in the vicinity

Section 2. Effective date. This ordinance amendment shall take effect from and after its date of publication as provided by law.

FOR THE CITY OF RIVER FALLS

Dan Toland, Mayor

ATTEST:

Lu Ann Hecht, City Clerk

Adopted: August _____
Published: August _____



Administrator's Report

July 21, 2016

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

August 5, 7:30 p.m. – City Night at First National Bank of River Falls Field

August 9 – Partisan Primary Election

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

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

August 22, 1 p.m. – Severe Weather Siren Test

August 23, 4:30 p.m. – City Council Training

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

September 1 – Classes begin for River Falls School District

September 5 – Labor Day – City Offices Closed

September 7 – Classes begin for UW-River Falls

September 13, 6:30 p.m. – City Council Meeting

October 11, 5 p.m. – City Council Budget Workshop

Tuesday's Council Meeting Preview:

- Change of Agent for Dolgencorp LLC dba Dollar General Store #6482
- Resolution Approving 2015 Annual Report for the River Falls Fire Department
- Resolution Approving Management Agreement Between the City and the River Falls Housing Authority
- Resolution Approving Increased Taxi Service Hours for UW-RF Safe Ride Home Program
- Ordinance 2016-12 - Modifying Chapter 17.104 – Administration and Enforcement Section of the Municipal Code Regarding Administrative Relief of Specific Zoning Requirements (setbacks, building height, site coverage, open space, parking) - First Reading

Upcoming Events

August 5 – City Night at the First National Bank at River Falls Field, 7:30 p.m.

The Fighting Fish will play the Groupers (35+). A City staff member will throw out the first pitch.

August 9, Fall Primary Election, Polls Open 7 a.m. – 8 p.m.

A reminder that the absentee voting is open for the fall primary election. The recent Federal court ruling does not apply to the primary, but more information will be forthcoming on possible changes for the November election.

September 16-17 – Bacon Bash

Visit [here](#) to learn more.

City Highlights

Customer Appreciation Event - July 21

Approximately 700 people attended the Customer Appreciation Event on July 21. Thanks to all the planners and volunteers who helped the event go so well. Thanks to Mike Noreen and staff for the last minute rearrangements to accommodate the heat. Folks appreciated an opportunity to cool off – and spent more time in the Council Chambers learning about City programs. It was really impressive to see all the various departments represented and working together. There is no way this event could be successful without all of the organization making it a priority. Thank you for being that type of organization. See a short video of the event [here](#).

Sidewalk Survey

Thanks to Engineering Intern Jacob O'Brien for creating and organizing the recent online and in-person Sidewalk Survey. Approximately 600 residents responded. Engineering now has some great data and community input for future sidewalk planning. Congratulations to Jenn Moore who won the \$50 in Chamber Bucks.

KARE 11's Kim Insley produced a segment on Tri-Angels Park. Watch it [here](#).

Mike Reardon's [drone footage](#) of the unveiling of the Sycamore Water Tower was a huge hit on Facebook with a whopping 7,200 views and 40 shares.

Departments

Police

On July 15, the Police Department hosted Coffee with A Cop at the American Legion.

On July 26 and 27, the Police Department held a Crime Scene Investigation Camp for Kids. This camp is one of the Recreation Department's summer offerings.

EMS

EMS led the River Falls Days parade and had all of their vehicles in the parade. They participated in the Kinni Off Road Cyclists race and brought two ambulances for the Customer Appreciation Day.

Fire

The Fire Department was very busy during River Falls Days. The department participated in the parade, members washed the beer garden area Saturday and Sunday mornings, and hosted children's water ball fights. Members stood by in the event of an emergency at the FAA Truck Tractor Pull that was held on Saturday evening and monitored the fireworks display on Sunday evening.

The department brought the ladder truck for viewing during the Customer Appreciation Day.

Electric

- The monthly maintenance repairs were performed, substation inspections were completed, meter readings and underground services continue on a monthly basis.
- Replaced street lights with LED fixtures. Repaired the ones that could replace with bulbs and photo eyes.
- Hydros are checked daily.
- Electric disconnects have continued this month and will continue throughout the summer and fall.
- Worked on River Falls Days to supply temporary power for the event.
- Primary fault at the corner of State Street and West Johnson Street. Called in directional boring crew to bore in new primary for this service.
- Radio Road project started this month.
- A Load Tap Changer (LTC) motor burned up on the South Fork substation. The substation was shut down until the motor was rebuilt and then it was put back online.
- There were outages from the storms in July. During one of the storms, there were two different feeders out at the same time. This particular outage affected 2,500 customers.
- There was a primary fault at Westside School. This primary cable has been replaced.

River Falls Waste Water Treatment Facility

- On July 5, it rained four inches in a few hours. The rain resulted in several alarms at the plant including high wet well, high flow, and high level in screener channel. All four pumps in the wet well were running with over nine feet causing high level in bio-P tanks. It was back to normal in two hours.
- Final assembly and startup of new sump pump in the basement of old screening building was completed.
- Received delivery of new incubator for water lab placed in service after checking temp against certified thermometer.

- One return pump VFD and a waste pump tripped out from an overnight storm on Saturday, July 16.
- Performed an annual maintenance item that included changing oil in the Bio -P mixer gear boxes and greasing all applicable bearings.
- On July 25, a sludge ditch mixer #5 failed. Rebuilt the unit on shelf, replaced it, and was back in service on July 27.
- Monthly WWTF construction meeting with Myron Construction and sub-contractors. Project is on track and on schedule. Met with the plumbing contractor, Mike Novak from August Winters, to discuss oxidation ditch valve replacement scheduled for the first week in August.
- Heat started to stress Bio-P removal at plant. Started adding aluminum sulfate to lower phosphorus concentrations.
- Changed oil and performed all required maintenance on clarifier #2. This is an annual maintenance item and will be switching to this clarifier shortly.

Water/Sewer

- All water samples taken in July were safe and in compliance.
- Manhole rehab was started July 25 and should be done within three weeks. There were 11 manholes to be refurbished by Hydro Klean. They have done a great job in prior years.
- Turn Key's water was sampled and proven safe and a temporary meter has been installed.
- Sycamore water tower is being filled and getting ready to be sampled to be put back on line.
- Hydrant flushing will commence Monday, August 8, provided Sycamore water tower has been sampled and proven safe. There will be five flushing zones for the directional flushing to be utilized properly. The University will also be involved with this as they were also waiting for the Sycamore tower to be completed.
- New water and fire service line has been put on line at 900 Orange Street. Have to abandon old service line at corporation stop at main.
- Seal coating crew was back in July 28th to fix a number of manholes and gate valve boxes that was tarred over with no covers on them.
- Experiencing plugged lift stations due to ragging and dirty wet wells.
- Storms have knocked out a number of lift stations and SCADA controls in July causing a number of call outs.

Engineering Tech Work

- Six new home lateral inspections; one private water lateral repair inspection, and one private sewer lateral repair inspection.
- Two project reviews (Winfield Field Facility and Winfield Lab Facility).
- GPS the Radio Road boring project and helped with ROW issues along Radio Road.
- Continue work on the infrastructure age in the mapping system.
- Worked with Summer Intern (Sara) on ESRI spatial analysis for storm water work.
- Helped USIC with large locate area in Highview Meadows.
- Ran five electrical traces on the mapping system for outages.
- Held bid opening for 2016 MH rehabilitation project.
- Dye sewer at 921 E Cascade Ave for 2016 sewer lining project.
- Acquire documents for Reid/Tyler (meter shop property).
- Found and resolved valve issues along the frontage road (need to GPS and place on map).
- Attended two pre-construction meetings (Lake George Trail and Sterling Ponds Phase 2B).
- Worked with Ritter/Ritter on sanitary main cleaning for the 2016 sewer lining project.
- Placed approximate corner marks for Mann Valley property.
- Miscellaneous maps: location, transmission, hydrant flushing, Radio boring, etc.

Conservation and Efficiency

Green Block Program

River Falls reached a goal of becoming first in the state in customer participation at 8.2 percent.. Another 10 customers purchased in July bringing the percentage up to 8.4 percent.

Community Solar

Currently about 34 percent of the panels are sold. Staff anticipates the project to be completely subscribed by December 2016. Conservation and Efficiency Coordinator continues to make customer contact according to internal marketing plan. A commercial for Community Solar continues to play before the movies at the Falls Theater.

Customer Appreciation Event

Approximately 700 people came out to the event and enjoyed being served by City employees. The event was warm, but there were plenty of options for people to find shade or air conditioning. Approximately 150 people signed up for the free energy efficiency kits called the Focus Pack. Customers can still sign up for the free kits at the front counter at City Hall.

Weatherization Program

There are currently five homes in the weatherization program.

Demonstration in Energy Efficiency Developments (DEED) Research

Establishment of Pollinator Friendly Vegetation under Solar Panels in a Community Solar Garden – Owen Haugen.

Research has begun with ground prep, planting, stabilizing, and water.

Blue Bike Program

Filed an international version of a “One Minute Wrap” with UWRF international students. We received four donated bikes at the Customer Appreciation Event.

Utility Box Beautification Project

All four utility boxes are complete. A utility box on the River Falls State Bank property was painted. The funding for this utility box came solely from the River Falls State Bank.

As of July 27, 2016, we had a total of 6694 Active utility Accounts.

Employee/Hiring News

Cindy McKahan, our Clerk of Court, is retiring on August 3 after for 17 years of service to the City. Melinda Johnson has been appointed as the Clerk of Court with the retirement of Cindy McKahan. Melinda has 25+ years of experience with the City, in the Police Department and customer service areas. Lori Gutting will continue to provide support for the Court office.

The EMS Service is currently interviewing for paid per call candidates for the upcoming EMT class at CVTC. They are also hiring for an additional Part Time EMT position in Prescott.

The EMS Training Officer position has been filled and has begun working in a temporary position as an administrative assistant for the department.

We have begun recruiting for volunteer firefighters. We have lost 13 firefighters through attrition over the past three years and need to replace them. We are collecting names of those interested and will be holding an informational meeting after the department’s annual Open House on September 26. We anticipate the application process being completed in 2016 with appointments made in January 2017.

City Administrator Comings and Goings

- Staff 1 on 1s
- Economic Development Meetings
- New Employee Lunch
- Major Project Meeting
- Council 1:1s
- City Employee Night at Baseball Field

City of River Falls Monthly Status Report

Department Name: Administration

Reporting Period: 8/1/2016

Department Projects and Status

| Name of Project | Completed | In Progress | Delayed | Updates |
|--|-------------------------------------|-------------------------------------|--------------------------|---|
| 2016 planning for CIP/Budget/Fiscal plan updates | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Finalizing CIP for August 9 th Council workshop, department budget requests received, August 15 th deadline for draft to City Administrator |
| Water rates | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Approved by Council and PSC for a July 1 effective date. First bills with new rates will be mailed on August 5th |
| EMS staffing | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Recruitment for Paramedic/training officer position, one interviewed, expected completion in May |
| Annual Audit Preparation | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Report finalized, presented to City Council on July 26th |
| Creation of TID 12-Mann Valley | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Approved by Council, Joint Review Board meeting on August 10th |
| Amendment of TID 10-Sterling Ponds | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Approved by Council, Joint Review Board meeting on August 10th |
| Preparation for WWTP , water tower painting and power plant substation financing | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Water tower painting completed; WWTP in progress, electric substation work in progress |
| Purchasing card vendor change | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | After analyzing the cost/benefit of the City's current purchasing card vendor, the recommendation is to switch to a different company. |
| Finance Director Recruitment | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Closing date of August 7 th |
| City Clerk Recruitment | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Job description updated, recruitment to begin in August |

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

The Wisconsin Department of Revenue has released the preliminary equalized values for municipalities. The City of River Falls increased by 3.6% over the prior year, for a total equalized value of \$911,180,400. The value of the City's tax increment districts increased by 4.8% to \$61 million in 2016.

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

Polling Place Changes For the November Election

District 1 – Ward 5 Pierce County Voters – City Hall, 222 Lewis Street, Lower Level

*Parking is available in the Heritage Park lot or the City Hall lot.

District 1 – Wards 1-4 & 15 St. Croix County Voters–River Falls Public Library, 140 Union Street, Lower Level.

*Parking spaces will be reserved for voters to use on Election Day. Overflow parking in St. Bridget’s Church lot.

District 2 – University Center, 501 Wild Rose Ave, Third Floor Ballroom

*Free voter parking is available in Pay Lot 2 to the south of University Center.

District 3 – Meyer Middle School, 230 N 9th St, South Entrance

*Parking is available in the south side parking lot.

District 4 – River Falls High School, 818 Cemetery Rd

*Parking is available in the upper parking lot in front of the auditorium entrance.

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

Melinda Johnson

Melinda Johnson has been appointed as the Clerk of Court with the retirement of Cindy McKahan. Melinda has 25+ years of experience with the City, in the police department and customer service areas. Lori Gutting will continue to provide support for the Court office.

Cindy McKahan

Cindy McKahan, Municipal Clerk of Court, is retiring August 3rd after 17 years in the Municipal Court office. She has implemented many changes in the Court office, including software upgrades and improved collection processes. We want to thank Cindy for her dedication to the Court and the City.

Jacob Bechel

Jacob Bechtel has been working this summer as an intern in the Finance department. As an accounting major, we have appreciated his help on projects, and hope that he has benefited from some real world experience in government accounting. Jacob’s last day is August 10th.

Maria Nordstrom

Maria Nordstrom has been interning in the IT department this summer. As a UWRF student, she is using some of her skills to work on both IT and video projects. She is also completing a security audit of departments in the City, looking for cases where personally identifiable information (PII) is either being stored or transmitted in an unsecure manner. The results of her work will be implemented through future training and software changes.

City of River Falls Monthly Status Report

Department Name: Engineering

Reporting Period: 8/3/2016

Department Projects and Status

| Name of Project | Completed | In Progress | Delayed | Updates |
|--|-------------------------------------|-------------------------------------|--------------------------|--|
| North Interceptor Sewer Project | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Downstream Interceptor plan recommendations adopted by UAB. Two concepts developed for St. Croix Street outfall and meeting with WisDNR Scheduled. Upstream routing options being developed. |
| Veterans Park Pedestrian Bridge | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Waiting on final report from May's inspection. |
| 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 waiting to be finalized due to staff departure. |
| Chapman Drive | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Work began on July 5 and is progressing well. Curb installation anticipated week of August 8. Significantly more unsuitable soils were found beneath Chapman Drive than anticipated and will add about \$125,000 to the contract for replacing bad soils with suitable sand. Overall project costs are still over \$300,000 below the original CIP estimate and the project is fully funded from WisDOT and developer contributions. |
| Kinnickinnic River Pathway, University Falls to Family Fresh | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Pre-con was held on July 19. Staff met with adjacent businesses on July 26 to answer questions about upcoming work that is expected to begin early August and be completed in early September. |
| 2016 Sanitary Sewer Lining | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Cleaning and measuring of sewer lines to be lined is complete. Liners are being fabricated and will be installed 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 continues modeling for phosphorous loading from our stormwater system. |
| 2015 Manhole and Structure Rehabilitation Project | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Bid was awarded to Hydro-Klean and work has begun. |
| Parking Control Map Updates | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Staff updated official parking |

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|--|-------------------------------------|-------------------------------------|-------------------------------------|---|
| | | | | control maps with changes made in July. |
| 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. Service will be conducted August 4. |
| Kinnickinnic River Watershed | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Staff continues 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 is performing preliminary design work. A review of their preliminary work is scheduled for August 4. |
| Sterling Ponds Corporate Park Phase 2 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | A bid for Package B was awarded to Total Excavating on July 12. A pre-construction meeting was held on July 26. Work is anticipated to start the week of August 8 and be substantially complete by September 16. |
| Highview 4th | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Private curb, gutter and bituminous pavement installed. Public water and sewer improvements are complete and awaiting acceptance from City. |
| 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 and pursuing possible funding sources. |
| TW Vending | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Staff continues to coordinate with developer and monitor site. |
| 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 checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Over 1620 residents directly abutted this year's project. Work was completed the week of July 11-15. Sweeping was started the following week but suspended due to hot weather and completed on |

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|---|--------------------------|-------------------------------------|--------------------------|--|
| | | | | July 26. Follow-up sweeping will be performed by Public Works. |
| 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. CSM signed on August 4 th and brought to County for recording |
| 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 met with Engineers for new clinic building near the Hospital to review their storm water management plans. |
| Kinni Corridor Plan | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Staff furnished flood plain modeling files and other pertinent information to consultants who have been retained for our river 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. |
| Sidewalk Infill Planning Efforts | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Engineering staff has been asked to prioritize potential sidewalk infill locations. This effort will identify all potential sidewalk infill projects and assign one or more suggested prioritization categories to each potential project. Determination on whether or not to proceed with any prioritization level will be by the City Council. |

City of River Falls Monthly Status Report

Department Name: Community Development Reporting Period: 7/1/2016

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 continues to work with and assist the Housing Authority as needed. |
| Kinni Corridor Plan | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Contract reviewed by the City and SEH and is expected to be signed in August. |
| 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"/> | Finance Dept is reviewing budgets |
| SLUC | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Attending when the topic is pertinent. |
| 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 July 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. Our next meeting is August 2nd |
| 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. |

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|---|-------------------------------------|-------------------------------------|--------------------------|--|
| | | | | The RFP has been sent out and in late July we received two proposals. |
| Site Plan Review | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | There are a number site plans submitted for review: - WinField Solutions Mann Valley site plan has been reviewed and is near completion. - WinField Solutions site plan for Sterling Ponds Corporate Park has been submitted and staff is currently reviewing it. We expect it to be completed in the month of August. |
| EDC Covenant Review | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Staff completed the EDC covenant review for WinField Sterling Ponds. |
| 214 & 220 Union Street | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | All title work is complete and staff is working with the Housing Authority to rent the units. |
| Safe Room Hoffman/Glen Park | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | An application for a safe room for Glen park was been submitted to the State and amendments were requested by the State. We expect to know if we are successful by December or early 2017. Staff continue to evaluate the summer season for Hoffman Park Safe Room operations. |
| BID | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Work ongoing; no current applications submitted. |
| 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 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Annexation and TID; staff is assisting in both processes. |
| Kilkarney Hills Golf, INC | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Working on site plans and cost with Kilkarney Hills on future development of 20 acres of their property with the Whitetail Ridge Corp. Park 20 acres. |
| 1300 South Main Street River Falls Motel | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Working with City Attorney on process to raze the dilapidated building. Attorney Joel D. Schlitz represent the owner. Process to be presented in August to City Council. |
| Cooperative Plan with Kinnickinnic | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The Town Planning Commission will review City proposed changes at their July 20 th meeting. |
| CSM application for Deiss/Kusilek property on Hwy 35 N | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Staff is working through the CSM review. |
| Parks & Recreation | | | | |
| Pool Operations | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Pool operations are ongoing through August 26 th . |
| Park & Rec Fee Study | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Waiting classes to be completed for this year's review. |

| Building & Inspection | | | | |
|-------------------------------|--------------------------|-------------------------------------|--------------------------|--|
| Permitting | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | See the department dashboard for building permit totals. |
| Upgrade Rental Renewal System | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Converting system from word/excel to Munis for greater efficiencies. Conversion will be completed by the end of September. |
| Code Enforcement | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Continue to receive complaints concerning tall grass & weeds, garbage issues, rental properties, abandoned vehicles, and sign enforcement. |
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Comments:

Recreation programs have registered 2636 participants in spring/summer programs and received \$98,939 in revenues in the eighteen weeks since registration started. Registration online is at 71% versus the calls/mailings or walk in. Programs and classes have been going very well this year, instructors are enthusiastic and children are having a fun/safe summer. Youth baseball completed their season on Wednesday July 27, now on the football and fall soccer. River Falls American Legion is hosting the State tournament on July 27-July31 at Hoffman Park First National Bank baseball stadium with seven visiting teams and families from around the state. July 23rd was the Border Battle bike race at Whitetail Ridge with numerous spectators from around the area.

Recreation staff is working on the Bicycle Friendly City Application, three years ago we were awarded Bronze level. Application deadline has been extended to August 16th.

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.

MEMORANDUM

TO: Council Members

FROM: Dan Toland, Mayor

DATE: August 9, 2016

TITLE: Mayor's Appointments to Boards and Commissions

RECOMMENDED ACTION

Consideration of appointments:

BOARD OF APPEALS/ETZ BOARD OF APPEALS

Reappointment of Jeanette Leonard through October 2019

HISTORIC PRESERVATION COMMISSION

Reappointment of Pam Friede through January 2018

LIBRARY BOARD

Reappointment of Joyce Breen through July 2019

New appointment of Purnendu C. Vasavada through July 2019

386 Church Street
River Falls, WI 54022
July 13, 2016

Mayor Dan Toland
River Falls City Hall
222 Lewis Street
River Falls, WI 54022

Dear Mayor Toland:

RE: City of River Falls Board of Appeals and ETZ Board of Appeals

It is my understanding that my terms on the two City of River Falls committees above will expire this next October. I would appreciate your consideration for reappointment to both of these City committees.

My background as a current small business owner in River Falls as well as considerable business experience over the past years has provided an excellent background for both of these City committees.

If you have any questions regarding this request, I can be reached at 715-425-6984.

Thank you for your consideration.

A handwritten signature in cursive script that reads "W. M. Leonard".

Wanette M. Leonard

Hi Dan,

I am interested in continuing to serve on the HPC for the city of River Falls. Please let me know if there is anything else you need from me.

Have a great rest of the week.

Thank you,
Pam Friede

to

To: Mayor Dan Toland
City Hall
222 Lewis St.
River Falls, WI 54022

June 15, 2016

From: Joyce Breen
525 Devin Lane
River Falls, WI 54022

Dear Mayor,

For the last twelve years I have been pleased to serve on the River Falls Library Board. I presently hold the office of Vice President on that board. My term expires in July of this year. I would like to continue serving and am writing in that regard. It is indeed a pleasure serving with Nancy Miller and the other dedicated board members.

The River Falls Library is an asset to our community and we are proud of the programs, exhibits and opportunities we have provided to area residents.

I have included a short resume.

Sincerely,

Joyce Breen

Joyce Breen

Short Resume

Joyce Breen
525 Devin Lane
River Falls, WI 54022
715 425 5143
jbbreen@comcast.net

Current employment

I run a small business entitled Breen Enterprises which provides a personalized baby book to each family of a baby born at the River Falls Area Hospital. We have been in business since 1994.

Former employment

Piano Teacher – taught in River Falls from 1976 to 2000.
Public School teacher – taught in Moorhead, MN, Casselton, ND and White Bear Lake, MN prior to 1975.

Education

BA – Concordia College in Moorhead, MN
Post-graduate credits from the University of Wisconsin, River Falls

Volunteer work at present

River Falls Area Hospital Auxiliary
Kiosk
Former President
Past Chair of the West Central District
Bible Study Leader with Bible Study Fellowship

Ezekiel Lutheran Church

Choir Member
Prayer Ministry Team
Bible Study Leader

Dear Mr. Toland:

Good morning!

My name is Purnendu C, Vasavada, Emeritus Professor, UW River Falls.

I am writing to indicate my interest in serving on the RF Public Library's advisory / Foundation Board.

By the way of introduction, I am a resident of River Falls since 1977 and served as a Professor of Food Science at the UW River Falls and Extension Food Safety and Microbiology Specialist for UW Cooperative Extension Service. Since my retirement in 2011, I have worked with the federal Food and Drug Administration as a Fellow and was instrumental in initiating the Food Safety Preventive Controls Alliance (FSPCA), which is charged with developing and help deliver educational programs and outreach to the food industry to help compliance with the new FSMA food safety regulations. I am continuing my work with the FSPCA and also provide consulting to food industry, academic ad regulatory entities.

In the recent past, I have served on the Board of Directors for Turningpoint and the Pierce County Economic Development Board.

I have been a supporter and customer of the RFPL and have often indicated to Ms Nancy Miller my interest in serving on the library foundation/advisory board. Earlier this week, she mentioned about the potential vacancy on the board and suggested that I write to you to express my interest and availability to serve on the board.

Thank you for your consideration.

Best regards,

Purnendu C. Vasavada

Purnendu C. Vasavada, Ph. D.

Professor Emeritus

Fellow- ASM, IFT, IAFP

PCV & Associates, LLC.

River Falls, WI, 54022. USA

Phone: (715) 426-5513, (715) 410-5019(Cell)

E-Mail: Purnendu.C.Vasavada@UWRF.Edu

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