



City of
RIVER FALLS
COMMON COUNCIL AGENDA
December 13, 2016

Call Meeting to Order – 6:30 p.m.

Pledge of Allegiance

Roll Call

Approval of Minutes – November 22, 2016, Regular and Closed Session Meeting Minutes [Page 2](#)

Approval of Bills (Cronk) §

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

PUBLIC COMMENT, PETITIONS, REQUESTS AND COMMUNICATIONS:

1. Recognition of City Clerk Lu Ann Hecht

PUBLIC HEARING:

6:31 p.m.

2. Ordinance 2016-18 Amending Section 10.12.030, Official Parking Control Maps (400-500 Block W Maple St and 800 Block E Cascade Ave) – Second Reading and Disposition [Page 5](#)

CONSENT AGENDA:

3. Resolution Authorizing Dedication of Easements to St. Croix County (Mann Lane) [Page 10](#)
4. Resolution Approving 2017-2021 Capital Improvement Plan [Page 16](#)

ORDINANCES AND RESOLUTIONS:

5. Ordinance 2017-01 Amending Section 10.12.030, Official Parking Control Maps (15 Minute Parking Zone at 127 N. Main Street) – First Reading [Page 38](#)
6. Resolution Approving 2016 Budget Adjustment [Page 43](#)
7. Resolution Approving Naming Rights Policy [Page 47](#)
8. Resolution Approving the Option Agreement Extension for iMark Molding [Page 54](#)

REPORTS:

9. Fun Committee Report
10. River Falls History Storyboard Report
11. 2017 Election Report
12. Administrator's Report [Page 59](#)

ADJOURNMENT Publish: River Falls Journal 12/1/16; Revised and reposted 12/8/2016



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

November 22, 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; Gordon Young, Police Chief; Julie Bergstrom, Assistant City Administrator; Kevin Westhuis, Utility Director; Reid Wronski, City Engineer; Scot Simpson, City Administrator; Mike Stifter, Operations Director; Alan Rolek, Finance Director; Amy Peterson, Assistant Community Development Director; Jennifer Zeiler, City Clerk; Mike Noreen, Conservation and Efficiency Coordinator; Weston Arndt, WPPI Senior Energy Services Representative / Program Coordinator

Others: Stephanie Jensen, others

The Pledge of Allegiance was said.

APPROVAL OF MINUTES:

November 8, 2016, Meeting Minutes

MSC Morrissette/Bjork approve minutes. Unanimous.

APPROVAL OF BILLS:

Bills - \$626,099.04

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

PUBLIC COMMENT, PETITIONS, REQUESTS AND COMMUNICATIONS:

There were none.

PUBLIC HEARING:

Ordinance 2016-16 Amending Chapter 12.06 Residential Parking Permit System-Oak Knoll Avenue and Grotenhuis Addition – Second Reading and Disposition

Mayor Toland recessed into a Public Hearing at 6:32 p.m. With no comments from the public, he moved back into Open Session at 6:33 p.m. MSC Cronk/Morrissette move to approve ordinance. Unanimous.

Resolution No. 6103 - Amending the Residential Parking System – Oak Knoll Avenue

Mayor Toland recessed into a Public Hearing at 6:34 p.m. With no comments from the public, he moved back into Open Session at 6:34 p.m. MSC Morrissette/Gagne move to approve the resolution. Unanimous.

Combination “Class B” Liquor and Class “B” Beer License for Selah Vie Bistro and Coffee Cottage LLC – Disposition by motion

Mayor Toland recessed into a Public Hearing at 6:35 p.m. Agent Stephanie Johnson was present. Alderperson Watson thanked her for coming.

Alderperson Morrissette asked Johnson if she understood her role as agent. She said yes. He asked her if she had a current bartender’s certificate. Johnson answered yes. Morrissette asked if she understood that if there were any alcohol infractions regardless of whether she was on or off the premises, she was responsible. Johnson said yes. Morrissette thanked her. **There were no other public comments. The Mayor closed the Public hearing at 6:36 p.m.**

Aldersperson Gagne asked Johnson a clarifying question about the outside boundary of the establishment and where people would be allowed to carry alcohol.

With no other comments, MSC Morrissette/Gagne moved for approval of the liquor license. Unanimous.

Ordinance 2016-17 - An Ordinance Appropriating the Necessary Funds for the Operation of the Government and Administration of the City of River Falls, Wisconsin, for the Year 2017 – Second Reading and Disposition
Mayor Toland recessed into a Public Hearing at 6:37 p.m. City Administrator Simpson provided a presentation for Council on the budget. He talked about where tax dollars go and what an average property bill looks like. He explained that the Council would be approving the tax levy for 2016-2017. Simpson talked about the budget themes for 2017-2018 including staffing, and continued maintenance of existing infrastructure and major projects and efforts. He covered the budget highlights including where the monies were going within the City. Simpson also talked about major capital project highlights.

The Mayor asked if there were any public comments. There were none. With no other comments, Mayor Toland closed the Public Hearing at 6:47 p.m. and moved back into Open Session. MSC Cronk/Watson move to approve ordinance. Unanimous.

CONSENT AGENDA:

The Council acknowledged the following minutes: Utility Advisory Board – 10/17/16; Historic Preservation Commission – 10/13/16 and the Business Improvement District Board – 10/11/16.

Resolution No. 6104 Approving State Trust Fund Loan-Snow Blower

Resolution No. 6105 Approving State Trust Fund Loan-Sterling Ponds Phase 2

Resolution No. 6106 Approving 2017 and 2018 Contract Between City of River Falls and City of River Falls Police Department Employees' Association

Resolution No. 6107 Regarding Purchase of Well #5 VFD (Variable Frequency Drive)

MSC Gagne/Odeen move to approve Consent Agenda. Unanimous.

ORDINANCES AND RESOLUTIONS:

Ordinance 2016-18 Amending Section 10.12.030, Official Parking Control Maps (400-500 Block W Maple St and 800 Block E Cascade Ave) - First Reading

There were no questions from Council.

Resolution No. 6108 Regarding Purchase of Community Solar Shares for City Buildings

WPPI Senior Energy Services Representative / Program Coordinator Weston Arndt provided Council a presentation. The estimated energy credit per customer is \$31. There 460 sold and committed shares out of 810. Any unsold shares would not receive the credit. The concern is as time passes, customers would receive less benefit. Options to address this issue include continuing on present course and selling the shares; seek program changes with (PSCW approval), the City could purchase remaining shares and pass the benefits onto customers or applying for a WPPI member loan.

Arndt expanded on the possibility of the City purchasing the remaining 620 shares at a cost of \$351,540. The credits would temporarily go to City accounts and would be transferred onto customers as they are purchased. The benefits of a City purchase would benefit the customers in the long run. WPPI would issue the City a one-time grant for the solar shares. Arndt talked about the 'next steps' of the process if the City would purchase the shares. He stood for questions.

Aldersperson Bjork asked what would happen if the City didn't purchase the shares. Arndt said the ability to transfer the solar credit would be lost. Bjork asked if the panels would close down. Arndt said no; they are in³

WPPI's portfolio but customers would not receive an energy credit. Alderperson Morrissette understood it would reduce the return on investment and recouping the cost would become more difficult. Alderperson Bjerstedt asked if this was because they are not selling or if people are recognizing the loss. Arndt explained the project was expanded. He noted the greatest interest in the project was with the businesses in the Sterling Ponds Corporate Park. Bjerstedt asked if it would be more work for the City to try and sell them. Assistant City Administrator Bergstrom said no, as the City is trying to sell them now. She noted that the City is not required to buy these; it is just an option.

Bjork asked why potential customers would find this a benefit. Simpson said there are many reasons including being a part of the solar garden and purchasing renewable energy, customer relations, and personal ethics of the owners. There was further discussion about the scope of the project and also the New Richmond solar panel project.

Upon conclusion of the discussion, MS Watson/Bjerstedt moved to approve the resolution. The Mayor asked for a roll call vote. The roll call vote was 6-1 with all voting in favor of the resolution except for Bjork.

REPORTS:

Administrator's Report

Simpson wished everyone a Happy Thanksgiving and talked about the River Dazzle event, the holiday light exchange and the Kinni Corridor project kick off.

Comptroller Report for October

Comptroller Odeen read the report as follows: General Fund revenues through the end of October were \$9,376,975 or 97 percent of budgeted. Revenues in October include \$153,920 in quarterly transportation aids, and \$13,630 in building permits. Expenditures for the same period were \$7,178,290 or 74 percent of budgeted, for a net of revenues over expenditures of \$2,198,685.

ANNOUNCEMENTS:

Mayor's Appointment to EMS Advisory Board

Appointment of Ken McNiff as Prescott liaison through April 2017

MSC Gagne/Odeen move to approve appointment. Unanimous.

CLOSED SESSION:

MS Watson/Cronk move to recess into Closed Session at 7:15 p.m. per Wisconsin State Statutes § 19.85(1) (g) for the following purposes:

“conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, to wit: Board of Appeals Decision.”

The roll call vote to move into Closed Session was unanimous.

MSC Morrissette/Cronk move to reconvene into Open Session at 7:34 p.m.

MSC Cronk/Bjerstedt move to adjourn the meeting at 7:34 p.m. Unanimous.

Respectfully submitted,

Kristi McKahan, Deputy City Clerk

MEMORANDUM

TO: Mayor Toland and City Council

FROM: Reid Wronski, City Engineer

DATE: December 13, 2016

TITLE: Ordinance 2016-18 Amending Section 10.12.030, Official Parking Control Maps (400-500 Block W Maple St and 800 Block E Cascade Ave) – Second Reading and Disposition

RECOMMENDED ACTION

Adopt Ordinance 2016-18 amending the Official Parking Control Map. The requested action is as follows:

- 400-500 Block W Maple St – Remove existing parking prohibitions and establish two handicap permit spots per request from Montessori School
- 800 Block E Cascade – Establish permanent No Parking Zone.

BACKGROUND

400-500 Block W Maple St

On Thursday, September 1, 2016, staff met with representatives of the River Falls School District to discuss changes the district officials thought would be helpful adjacent to the Montessori School. On October 3, 2017, staff received a formal request from Nathan Wells, Montessori Coordinator, and Art Tobin, Director of Buildings and Grounds that included:

- Removal of the no parking signs located on the north side of Maple Street directly in front of the school.
- Addition of two handicapped parking spots located on the north side of Maple Street directly in front of the school:
 - one spot on west side of the crosswalk no parking
 - the other on the east side of the crosswalk no parking zone

800 Block E Cascade

In late September, Staff was contacted by resident of 821 E Cascade Avenue after an accident involving a vehicle exiting their driveway. They expressed concern regarding the sight distance available to them as they exit their property onto Cascade Avenue and requested that we consider establishing a no parking zone extending east of their driveway.

DISCUSSION

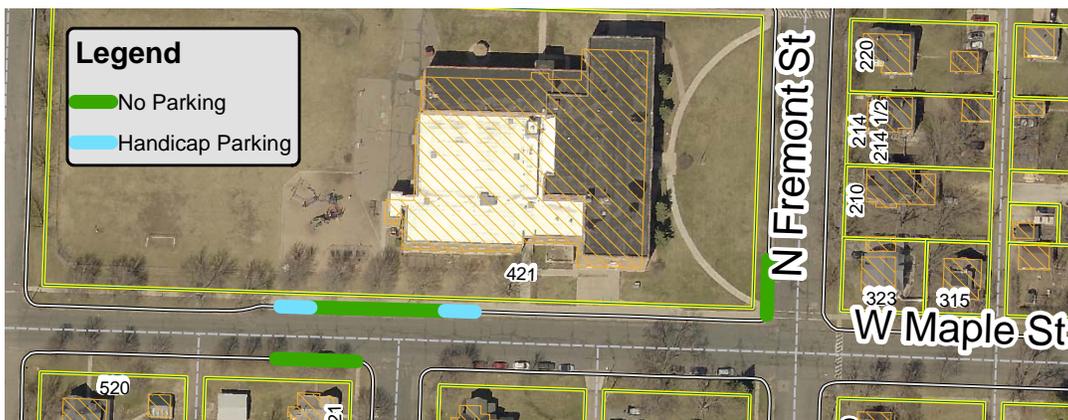
400-500 Block W Maple St

The Official Parking Control Map currently includes a “No Parking - School Loading Zone” on the north side of Maple Street. This dates back to the schools use as a High School and Middle School where it was used for bus loading and unloading. The zone is no longer used for that purpose and the district has requested that the parking prohibition be eliminated. It will allow some staff of the Montessori school to park on the north side of Maple Street rather than in the neighborhood to the south.

Including two handicap permit parking spots will assist some Montessori parents who are otherwise challenged in accessing the schools office. Both locations requested are close to curb cuts and sidewalk ramps.



Current Official Parking Control Map



Proposed Official Parking Control Map

800 Block E Cascade Avenue

Currently there is a “No Parking Between Signs” as shown below in solid green at 811-821 Cascade Avenue. This No Parking Zone is not on the Official Parking Control Map but instead is based on State Statutes prohibiting parking within 4’ of a driveway. Looking at the angles of vision involved, the current situation allows a driver exiting the driveway to see only about 50’ east on Cascade Avenue. Staff recommends that the no parking zone be expanded to increase the sight distance to about 150’. This change was temporarily authorized by Chief Gordy Young under Section 10.12.030(E) of the Municipal Code and is enforceable for a period up to 60 days without official Council action. Signage has been installed to reflect the approved temporary no parking authorized by the Police Chief.

Recommendation

Both the City Engineer and Police Chief recommend that this be added to the official Parking Control Map so that it can continue to be enforced.



Figure showing existing and improved sight distance exiting driveway



Schematic showing proposed changes in Parking

Memorandum to Mayor and City Council

December 13, 2016

Page 4

FINANCIAL CONSIDERATIONS

The financial considerations for these parking restrictions are minimal. Some signs are in place, some will be removed, and others will be added.

CONCLUSION

Staff recommends City Council approval of attached Ordinance.



ORDINANCE NO. 2016-18

**AN ORDINANCE AMENDING SECTION 10.12.030,
OFFICIAL PARKING CONTROL MAPS
(400-500 Block W Maple St and 800 Block E Cascade Ave)**

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

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

400-500 Block W Maple St

- Remove “No Parking – School Loading Zone” on North side of West Maple Street
- Add approximately 25 foot length “Handicap Parking” zone at east and west ends of existing “No Parking” zone on North side of West Maple Street near Pearl Street.

800 Block E Cascade Ave

- Add approximately 160 foot length “No Parking” zone on the north side of Cascade Avenue beginning approximately 195’ northwest of the centerline intersections of Cascade Avenue and Crescent Streets and extending to the northwest.

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

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

Dated this 13th day of December, 2016.

FOR THE CITY OF RIVER FALLS

ATTEST:

Dan Toland, Mayor

Jennifer Zeiler, City Clerk

Adopted: _____

Published: _____

MEMORANDUM

TO: Mayor Toland and City Council

FROM: Reid Wronski, City Engineer

DATE: December 13, 2016

TITLE: **Resolution Authorizing Dedication of Two Permanent Limited Easements to St. Croix County (Mann Lane)**

RECOMMENDED ACTION

Attached is a resolution authorizing the City Administrator to execute two permanent easements. One easement dedicates 17' of City owned land for the purpose of drainage along Mann Lane. The second easement dedicates an additional 30' by 10' easement at a culvert crossing under Mann Lane for the purpose of drainage structure maintenance.

BACKGROUND

On June 16, 2014, the Common Council of the City of River Falls approved a Memorandum of Understanding (MOU) Regarding Agreed to Roadway Jurisdictional Transfers Between St. Croix County, the Town of Troy, and the City of River Falls, specific to Radio Road, CTH MM, and Mann Lane. This MOU outlined the following jurisdictional transfers and roadway improvements as shown in attached Figure A:

1. St. Croix County would reconstruct and upgrade Radio Road between CTH MM and Paulson Road. This was completed in 2015-2016.
2. St. Croix County will reconstruct and upgrading Mann Lane from CTH MM to CTH M. Easement.
3. CTH MM from St. Croix Street west to Radio Road will revert to a City Street.
4. CTH MM from Mann Lane west to CTH F will revert to a Town Road.

St. Croix County upgraded Radio Road during 2015-2016. The reconstruction of Mann Lane by St. Croix County planned to begin in 2017 is necessitating the easements under consideration.

DISCUSSION

The planned upgrade of Mann Lane is being done by St. Croix County with no cost contribution from the City of River Falls. The County desires to build this roadway with the same cross section as they did Radio Road: 12' through lanes and 10' shoulders (5' paved). In order to construct this cross section along with necessary ditches and grading, St. Croix County needs an easement to grade and maintain roadway drainage outside of the existing 33' right of way.

Without such an easement being dedicated, the County would need to reduce the planned cross section of the road.



Map showing area of **Easements**.

FINANCIAL CONSIDERATIONS

There is no direct cost associated with granting of these easements. The easement is approximately 1.96 Acres in size. Much of this land was purchased in 2011 at an approximate price of \$12,000 per acre. The City will retain ownership of the land. No assessments will be levied by St. Croix County for constructing the roadway fronting City owned property.

CONCLUSION

Staff recommends approval of the attached resolution authorizing the City Administrator to execute the two attached permanent limited easement.

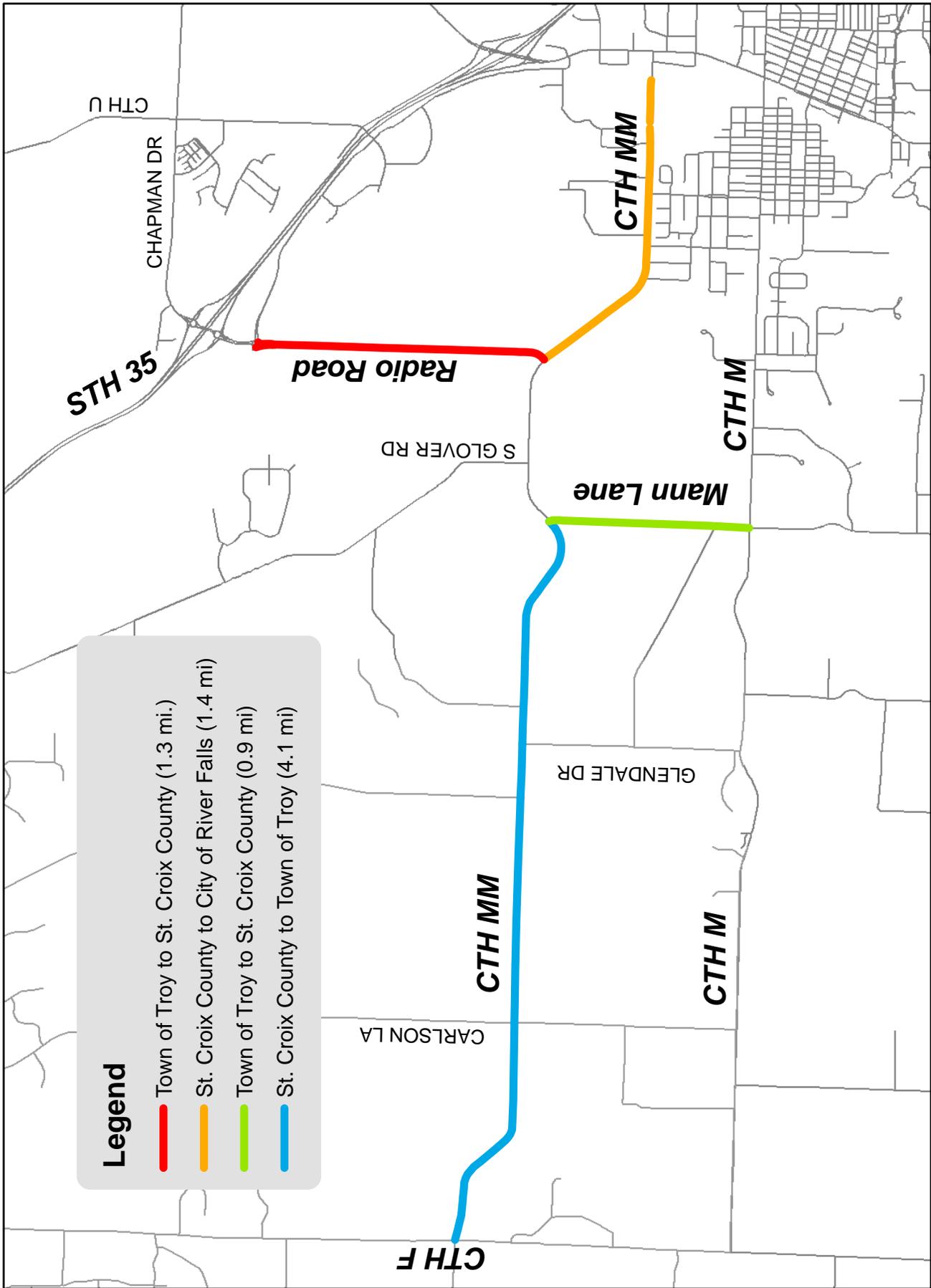


Figure A

PERMANENT LIMITED EASEMENT

Exempt from fee: s.77.25(2r) Wis. Stats.

City of River Falls, a Wisconsin municipal corporation, **GRANTOR**, does hereby grant a Highway Easement as described below to the St. Croix County Highway Department, for the purpose of drainage.

That part of the NE1/4 of the NE1/4, SE1/4 of the NE1/4 and NE1/4 of the SE1/4 of Section 34, T28N, R19W, Town of Troy, St. Croix County, Wisconsin; including part of Lot 1 of Certified Survey Map recorded in Volume 25, Page 5757, Document Number 931252 at the St. Croix County Register of Deeds office; further described as follows:

(The following is referenced to the north line of the NE1/4 of said Section 34, bearing S88°48'10"W and measuring 2637.24 feet, on the St. Croix County Coordinate System)

Commencing at the NE corner of said Section 34; thence S88°48'10"W, on the north line of the NE1/4 of said section, 544.22 feet to the point of beginning; thence continuing S88°48'10"W, on said north line 37.00 feet to a point on a 716.20 foot radius curve, concave southerly, whose central angle measures 41°54'24", whose chord bears S64°52'43"W and measures 512.24 feet; thence westerly, along the arc of said curve and the northerly line of said Lot 1, 523.84 feet to the point of tangency; thence S43°55'31"W, on the northerly line of said Lot 1, 398.61 feet to the west line of the E1/2 of the NE1/4 of said section; thence S00°21'33"W, on said west line, 2146.91 feet; thence S00°07'53"W, on the west line of the NE1/4 of the SE1/4 of said section, 1317.58 feet; thence N89°38'59"E, on the south line of said NE1/4 of the SE1/4, 50.00 feet; thence N00°07'53"E, being 50 feet distant easterly from and parallel with said west line of the NE1/4 of the SE1/4, 1317.76 feet; thence N00°21'33"E, being 50 feet distant easterly from and parallel with said west line of the E1/2 of the NE1/4, 1825.39 feet to the point of curvature of a 750.00 foot radius curve, concave easterly, whose central angle measures 44°34'06", whose chord bears N22°38'36"E and measures 568.80 feet; thence northerly, along the arc of said curve, 583.40 feet to the point of tangency; thence N44°55'39"E, 87.03 feet to the point of curvature of a 650.00 foot radius curve, concave southerly, whose central angle measures 43°51'54", whose chord bears N66°51'36"E and measures 485.57 feet; thence easterly, along the arc of said curve, 497.63 feet; thence N10°08'21"E, 17.21 feet to the southerly right-of-way of County Trunk Highway "MM"; thence N01°11'50"W, 32.04 feet to the point of beginning.

Grantor's property is subject to the above described easement, containing 1.96 Acres excluding existing road right-of-way.

Scot Simpson City Administrator

Date

State of Wisconsin)
)ss
County of St. Croix)

On the above date, this instrument was acknowledged before me by the named person(s).

(Signature, Notary Public)

(Print or Type Name, Notary Public)

(Date Commission Expires)

Project Mann Lane

Return to
St. Croix County Hwy Dept
P.O. Box 108
Hammond, Wisconsin 54015

Parcel Identification Numbers
040-1127-20-225
040-1127-60-010
040-1129-20-000

PERMANENT LIMITED EASEMENT

Exempt from fee: s.77.25(2r) Wis. Stats.
SCCHD PLE

City of River Falls, a Wisconsin municipal corporation, GRANTOR, does hereby grant a Permanent Limited Easement as described below to the St. Croix County Highway Department, for the purpose of drainage structure maintenance, including but not limited to access to the location, and the ability to operate equipment on and provide measures consistent with the maintenance of the drainage structure as well as provide erosion control measures in the interest of the County and the property owner.

That part of the SE1/4 of the NE1/4 of Section 34, T28N, R19W, Town of Troy, St. Croix County, Wisconsin; located within the following described easement:

(The following is referenced to the north line of the NE1/4 of said Section 34, bearing S88°48'10"W and measures 2637.24 feet on the St. Croix County Coordinate System)
Commencing at the NE corner of said Section 34; thence S88°48'10"W, on the north line of the NE1/4 of said Section, 1318.62 feet to the NW corner of the NE1/4 of said NE1/4; thence S00°21'33"W, on the west line of the E1/2 of said NE1/4, 2143.61 feet; thence S89°38'27"E, 50.00 feet to the point of beginning; thence S89°38'27"E, 10.00 feet; thence S00°21'33"W, 30.00 feet; thence N89°38'27"W, 10.00 feet; thence N00°21'33"E, 30.00 feet to the point of beginning.

Grantor's property is subject to the above described easement, containing 300 square feet.

Return to

St. Croix County Highway Department
P.O. Box 108
Hammond, Wisconsin 54015

Parcel Identification Number
040-1127-60-010

Scot Simpson City Administrator

Date

State of Wisconsin)
)ss
County of St. Croix)

On the above date, this instrument was acknowledged before me by the named person(s).

(Signature, Notary Public)

(Print or Type Name, Notary Public)

(Date Commission Expires)

Project Mann Lane



RESOLUTION NO.

RESOLUTION AUTHORIZING DEDICATION OF A TWP PERMANENT LIMITED EASEMENTS TO ST. CROIX COUNTY (MANN LANE)

WHEREAS, on June 16, 2014, the Common Council of the City of River Falls approved a Memorandum of Understanding (MOU) Regarding Roadway Jurisdictional Transfers Between St. Croix County, the Town of Troy, and the City of River Falls, specific to Radio Road, CTH MM, and Mann Lane; and

WHEREAS, in this MOU, St. Croix County agreed to reconstruct and upgrading Mann Lane from CTH MM to CTH M.; and

WHEREAS, St. Croix County needs an easement to grade and maintain roadway drainage outside of the existing 33' right of way; and

WHEREAS, without such an easement being dedicated, the County would need to reduce the planned cross section of the road.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of River Falls hereby authorizes the City Administrator to execute the two permanent limited easements on behalf of the City of River Falls.

Dated this 13th day of December, 2016.

Dan Toland, Mayor

ATTEST:

Jennifer Zeiler, City Clerk

MEMORANDUM

TO: Mayor and City Council

FROM: Julie Bergstrom, Assistant City Administrator

DATE: December 13, 2016

TITLE: 2017-2021 Capital Improvement Plan

INTRODUCTION

Staff is presenting the final 2017-2021 Capital Improvement Plan (CIP) including the Vehicle Replacement Plan for review and approval by the City Council. The link to the complete final document is available [here](#). The CIP contains both projects that are either in development at this time or planned to be implemented within the next five years. Staff utilized Council feedback from the two CIP and two budget workshops to refine the City's priorities and estimate the budget impact of the proposed plan. Projects included in the CIP are subject to the City's purchasing policy, and could be changed by Council reconsideration or direction, availability of funding and ability to manage project.

BACKGROUND

The five year Capital Improvement Plan is updated biennially, along with the two year budget preparation. On June 14, 2016, Staff presented Council with the first draft of the CIP. The plan included projects recommended as needed by department managers and supported by the City Administrator as relevant to the City's ongoing operations. The revised draft was further amended to reflect financial and staffing capacity.

Plan Overview

The City's strategic plan was approved in December, 2014, and this is our first opportunity to incorporate the goals of the plan in the capital planning process. The strategic plan goals are:

1. Ensuring Financial Sustainability
2. Consistently Delivering Quality Municipal Services
3. Promoting Economic Vitality
4. Connecting Community Members
5. Considering Future Generations

Each project has been placed in one of these categories, although some projects, such as park improvements, could meet more than one goal. The graphs below show the City's investment in projects for each of the five goals.



DISCUSSION

The CIP is also integrated with the City's long range fiscal plan, and is prepared in coordination with approved financial policies. Although not fundable every year, having a goal of 5% of the annual property tax levy dedicated to the preservation of the City's infrastructure keeps the City's facilities, parks, and streets in good condition. Major projects such as the replacement of public safety buildings, implementation of the Glen Park master plan, and the Kinnickinnic River Corridor Plan will have a significant impact on the City's long-term financing and budgeting. Therefore, the process of implementing comprehensive and cohesive set of financial policies will require the Council to lay out a strategic plan that prioritizes the major projects and allocates the necessary financial resources.

Policy

The City will develop a five year capital improvement plan, which will be reviewed and updated at least biennially. Property tax levies and debt service requirement associated with capital projects will be included in the City's proposed budget and financial projections.

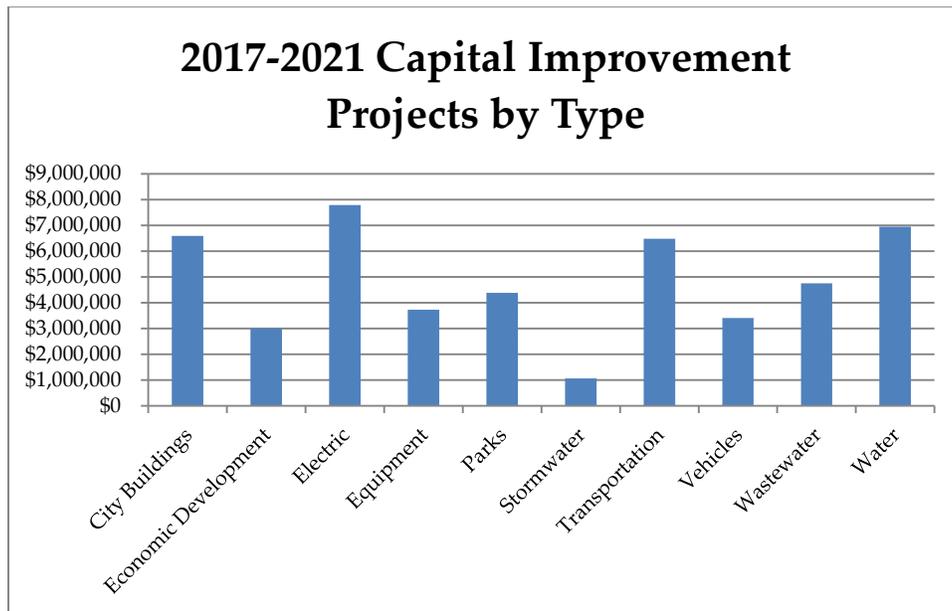
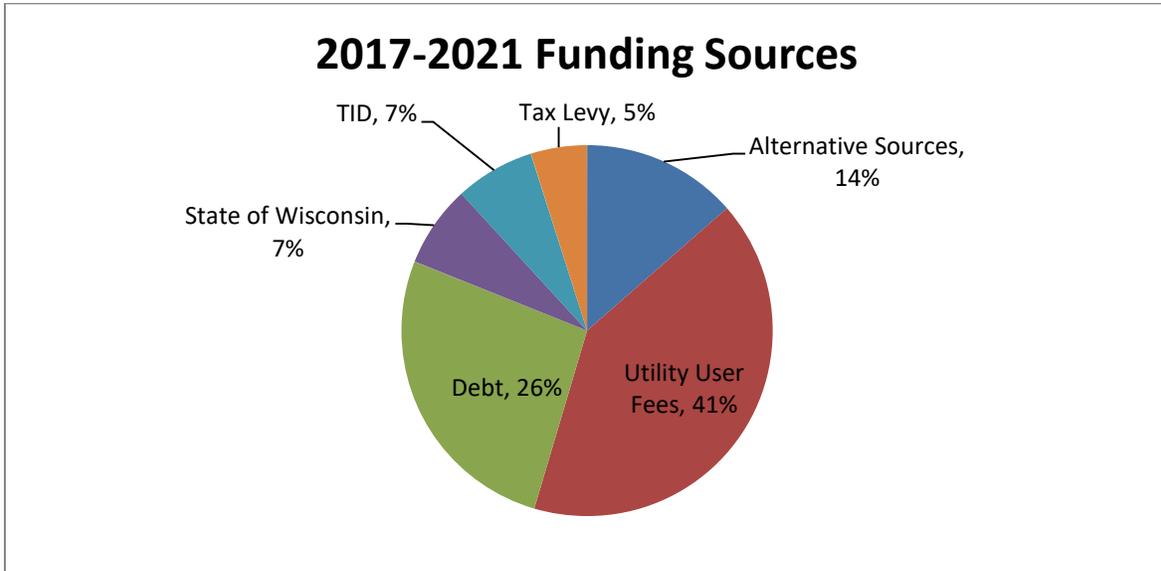
Operating Expenditures as a Percentage of Total Expenditures Policy Statement

The City wishes to maintain its infrastructure by balancing its capital costs with its operating costs. The City will set a minimum of five percent of its levy toward capital improvements.

Implementation

The City will estimate its annual budget for operating expenditures, including proposed increases, and recommend that the property tax levy for capital outlay be equal to at least five percent of the total levy. This ratio will be computed using a three year rolling average of the prior year actual expenditures, a current year budgeted and the future year as projected.

The CIP proposes funding projects with a cost of \$48,138,377 over the next five years. Of this amount, 41% is funded by user based fees including electric, water, wastewater, and storm water; 7% are funded by the State of Wisconsin, and 26% are expected to be paid through the issuance of debt. The proposed tax levy for projects is \$2,357,465 or 5% of the total CIP. The following graph displays a breakdown of funding sources for the various projects.



Notable Project Requests

City Buildings

A major effort toward upgrades and replacement of City buildings has been included in the proposed CIP. The plan allocates funds for the maintenance of systems at the River Falls Library building, which is 20 years old this year, and construction of a Police Services building following a facility needs assessment study for police, fire and emergency medical services in 2017. Anticipated future expansion of the fire and EMS buildings are included in the 10 year plan.

Parks

In 2015, the City Council approved the Glen and Hoffman Park Master Plans and has made Glen Park the priority. The Council held workshops to determine the cost and implementation. Staff will complete preliminary and final design in 2017-18, with construction of a grant funded safe room building in 2018. The remaining implementation will be constructed in 2019 and funded through debt and/or sponsorships. Other projects include replacement of the fencing at the closed landfill on County Road FF with the possible use for a dog park, and installation of playground equipment in Knollwood Park.

Economic Development

The Kinnickinnic River Corridor planning project (\$1,050,000 in the next five years and \$9,250,000 total) is included to continue the community discussion to create a long-term, strategic vision for the river. Possible future land acquisition along the river could provide space for the community to set the growth patterns for recreation, wildlife protection, utilities, and land preservation, but hasn't been included in the five year plan

Tax increment financing is proposed to fund \$830,000 for the completion of Phase 3 of the Sterling Ponds Corporate Park in 2018 and 2019. In addition, \$150,000 is being proposed for sidewalk infill along North Main Street funded from TID #11 tax increment revenues.

Utility Projects

Other notable projects included in the 2017-2021 CIP are the Power Plant Substation project (\$1,750,000), advanced metering technology (\$1,750,000), St. Croix storm water pond rehabilitation (\$230,000) North interceptor sewer rerouting and rehabilitation (\$4,118,100), North zone water tower (\$604,800), water main extension – North loop (\$2,735,000), and potential construction of Well #7 (\$1,700,000).

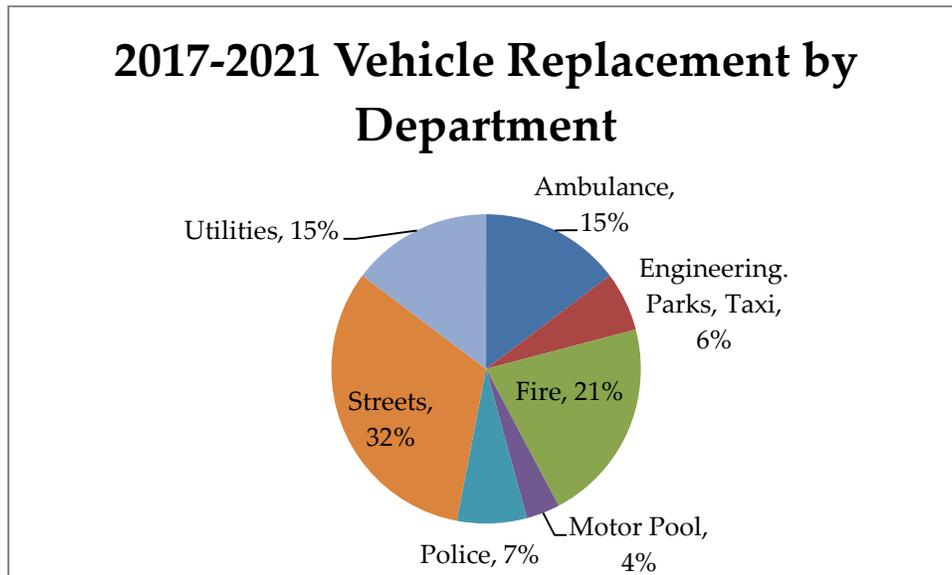
Vehicle Replacement Plan

Notable high cost replacement projects in the 2017-2021 Vehicle Replacement Plan include:

- Electric Line Truck Replacement \$200,000 (2017)
- 1999 624 Loader Replacement 186,000 (2017)
- 6-Yard Dump Truck Replacement 185,000 (2017)

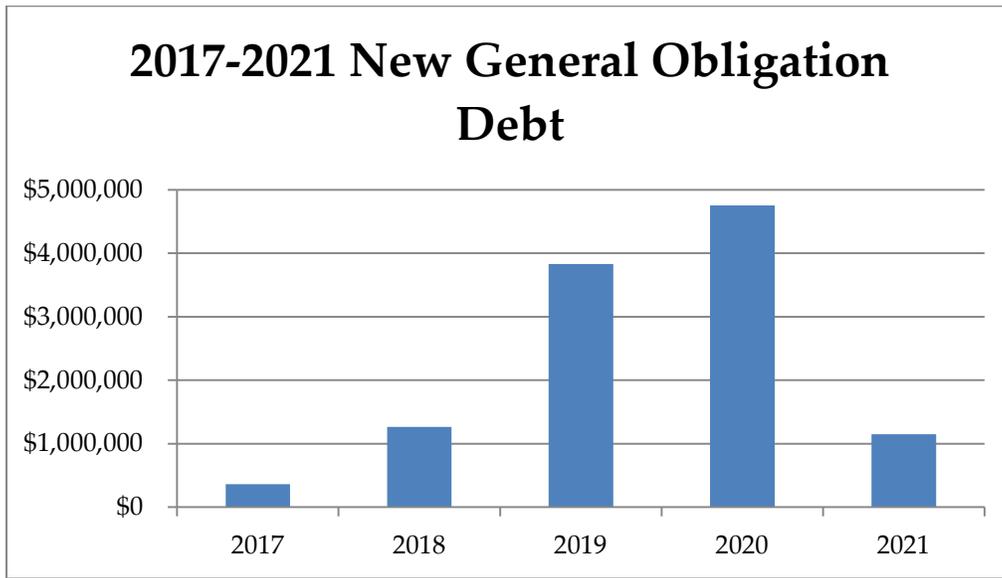
- Replacement Ambulance 175,000 (2017)
- Fire Engine #7 Replacement 650,000 (2019)
- Snow Plow Truck Replacement 200,000 (2021)
- Replacement Ambulance 175,000 (2021)

With the development of the vehicle replacement plan several years ago, the replacement of vehicles and equipment allows for a level amount of funding each year, without a significant impact to the budget. The following graph depicts the percentage of the Vehicle Replacement Plan is being allocated to each department.

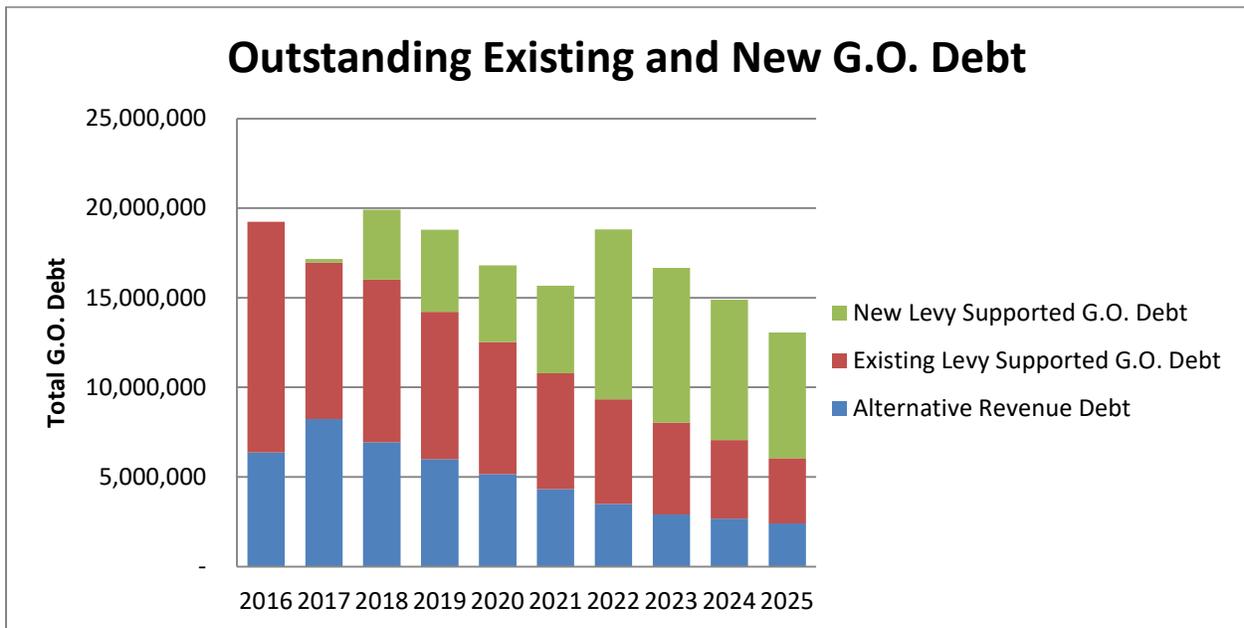


General Obligation Debt

High cost capital projects as well as certain vehicle and equipment replacement projects are proposed to be funded with long term debt. The plan as presented will increase the City's general obligation debt by \$11,352,782 over the next five years, not including tax increment debt. General obligation debt funds 24% of the proposed expenditures of the capital projects and vehicle replacement plans.



The following graph shows the cumulative effect of the proposed tax supported debt outstanding included in the 2017-2021 CIP.



Projects of Note Excluded from the Proposed Plan

With limited funds available, the following projects are not included as active and scheduled projects in the next ten year time frame:

- New City Pool - Glen Park Pool project has been included in prior capital plans, but is not currently included as an active stand-alone project, but is included in the Glen Park Master Plan Implementation project.
- Cascade Avenue Phase 2- Cascade Avenue from Sixth Street through Wasson Lane

- County Road FF Sports Facility- Improvements including sports fields, parking area, and restrooms

FISCAL IMPACT

The 2017-2021 CIP including the vehicle replacement plan totals \$48,138,377.

Funding Source Summary	Total
Ambulance Fund	\$987,380
Developer Contributions	\$1,250,000
Donations	\$10,000
Debt-General Obligation (tax supported)	\$11,352,782
Electric Fund	\$10,118,135
Environmental Utility	\$80,000
Grants	\$983,800
Impact Fees	\$1,892,590
Internal Service Funds- IT, Motor Pool, City Hall	\$776,400
Other Sources	\$393,450
Powerful Choices	\$39,000
Revenue Bonds	\$1,395,200
Sewer Fund	\$5,913,085
Solid Waste Fund	\$20,000
Special Assessments	\$178,000
State of Wisconsin	\$3,421,600
Storm Water Fund	\$298,775
Tax Increment Districts	\$3,337,300
Tax Levy	\$2,357,465
Water Fund	\$3,333,415
Total Funding	\$48,138,377

CONCLUSION

The final 2017-2021 Capital Improvement Plan (CIP) including the Vehicle Replacement Plan for is presented review and approval by the City Council. The feedback gathered from previous workshops has been incorporated into the CIP and staff recommends approval.



RESOLUTION NO.

**RESOLUTION APPROVING 2017-2021
CAPITAL IMPROVEMENT PLAN**

WHEREAS, the City desires to formalize the planned capital expenditures for the next five years; and

WHEREAS, a five year plan has been developed to include those projects that are important to the growth and maintenance of infrastructure in the City; and

WHEREAS, input has been received from Mayor and Council members, staff and other boards and commissions; and

WHEREAS, the Council has reviewed the Capital Improvement Plan;

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of River Falls hereby approves the 2017-2021 Capital Improvement Plan as a guide for future planning.

Dated this 13th day of December, 2016.

Dan Toland, Mayor

ATTEST:

Jennifer Zeiler, City Clerk

City of River Falls, Wisconsin

Capital Improvement Plan

2017 thru 2021

PROJECTS BY DEPARTMENT

Department	Project#	2017	2018	2019	2020	2021	Total
Bridges							
Rehabilitate South Main Bridge over South Fork	16-ENG-005					27,000	27,000
Bridges Total						27,000	27,000
City Buildings							
PSB - Repair Brick Exterior	12-PSB-001		41,620				41,620
City Hall Renovations	14-CH-001	170,000					170,000
Hydroelectric Facility Roof Repair	14-MU-007	20,000					20,000
LED Lighting-City Hall Parking Lots	14-MU-009	6,000					6,000
LED Lighting-PWF Lot and Storage Yard	14-MU-010		8,000				8,000
PWF Fire Detection System Upgrade	14-PW-017				13,000		13,000
A/C Unit for EMS House	16-AMB-007	7,380					7,380
Automation & Security System Upgrade	16-CH-005				20,400		20,400
Fire Department/EMS Property Acquisition	16-FR-001	500,000					500,000
Library Auditorium	16-LIB-001			13,000			13,000
Library Building Maintenance and Upgrades	16-LIB-002		243,372				243,372
Library Roof/Main Level Maintenance and Upgrades	16-LIB-010					346,250	346,250
City Compost Site	16-MU-001					20,000	20,000
Power Plant Roof Replacement	16-PP-001					7,670	7,670
Police Building Design and Construction	16-PSB-001			500,000	4,550,000		5,050,000
Public Safety Facilities Assessment	16-PSB-003	75,000					75,000
Public Works HVAC System	16-PW-018		2,000	15,680			17,680
Demolition-110 West Division Shed	16-PW-026	12,000					12,000
Construct Mechanics Office	16-PW-027			14,825			14,825
Roof Replacement Design-WWTF	16-WWTP-001					7,670	7,670
City Buildings Total		790,380	294,992	543,505	4,583,400	381,590	6,593,867
Economic Development							
Phase 3-Sterling Ponds Corp. Park	14-CD-002		80,000	750,000			830,000
Mann Valley Corporate Park	14-CD-003			75,000	75,000	275,000	425,000
Community Signage Program	16-CD-003	45,000	140,000	30,000	30,000		245,000
Downtown Alley Upgrades	16-CD-005			43,000	313,000		356,000
Downtown Streetscape & Furnishing	16-CD-006		20,000		20,000		40,000
Kinnickinnic River Corridor	16-CD-011	150,000	150,000	250,000	250,000	250,000	1,050,000
Lighting of Trees Downtown	16-CD-015	5,000	50,000				55,000
Economic Development Total		200,000	440,000	1,148,000	688,000	525,000	3,001,000
Electric							
Replace Meters	12-MU-003	30,000	30,750	31,500	32,250	33,000	157,500
Electric Services	12-MU-004	53,000	54,500	56,000	57,500	59,000	280,000
New Subdivisions - Street Lights	12-MU-005	120,000	125,000	125,000	106,000	108,000	584,000
Underground Cable Replacement	12-MU-006	115,000	120,000	125,000	130,000	135,000	625,000
Transformers	12-MU-007	125,000	125,000	125,000	125,000	125,000	625,000
Distribution System Improvements	12-MU-017	164,000	168,850	174,000	179,100	184,500	870,450

Department	Project#	2017	2018	2019	2020	2021	Total
Power Plant Substation	12-MU-041	1,750,000					1,750,000
Hydroelectric Facility Relicensing/Decommissioning	14-MU-052	75,000	75,000	50,000			200,000
County Road MM Feeder Project	16-MU-004					500,000	500,000
Complete Electric Looping - RF Industrial Park	16-MU-009		50,000				50,000
Winter Street to MM	16-MU-022		200,000	200,000			400,000
AMI	16-MU-023	125,000	125,000		750,000	750,000	1,750,000
Electric Total		2,557,000	1,074,100	886,500	1,379,850	1,894,500	7,791,950

Equipment							
Voting Machines	12-CC-001	10,000	25,000				35,000
Fire - Extrication Equipment	12-FR-001			50,000			50,000
Fire - Thermal Imaging Camera Replacement	12-FR-010	14,000					14,000
Fire - Gear Racks	12-FR-011	10,000					10,000
Laserfiche Web Access	12-IT-002			15,000			15,000
New Trimble Unit	12-MU-009		14,500				14,500
Replace Emergency Weather Sirens	12-PD-002		15,000		15,000		30,000
Library PV Equipment	14-MU-012				5,000	20,000	25,000
PWF - Generator	14-PW-013		80,000				80,000
Defibrillators	16-AMB-001	100,000		80,000			180,000
Replace Critical Care Ventilators	16-AMB-004				25,000		25,000
Munis Inspections Integration	16-CD-016			102,000			102,000
North Main and Summit Street Signal	16-ENG-002					46,000	46,000
Large Format Plotter with Scanner	16-ENG-004	12,000					12,000
Enclosed Trailer for Rescue Equipment	16-FR-005	5,000					5,000
Fiber Network Connections to all City Facilities	16-IT-001	210,000	85,000	85,000	85,000	85,000	550,000
Upgrade Wireless Network Hardware	16-IT-002	11,000	4,400	7,150			22,550
Desktop Computer Replacement Project	16-IT-003	144,000	7,200		60,000		211,200
RFPD Laptop Replacement	16-IT-004				28,800		28,800
Conference Room Upgrade	16-IT-005	7,200					7,200
Server/SAN Replacement	16-IT-006		90,000				90,000
TV Video Camera Replacement	16-IT-007		11,000	5,500			16,500
Sonic Wall Replacement	16-IT-008				8,800		8,800
Phone Hardware Replacement	16-IT-009			16,500	16,500		33,000
Additional HP ProCurve Network Switch	16-IT-010		16,500				16,500
Increase Storage on Data Back-Up Unit	16-IT-012	6,050	6,050	6,050	6,050	6,050	30,250
Replacement Camera Server	16-IT-013	15,000				15,000	30,000
Directional Boring Machine	16-MU-002			175,000			175,000
Fault Indicators	16-MU-006	20,000	20,000	15,000	15,000	10,000	80,000
Replace Relays at North Substation	16-MU-013				75,000		75,000
SCADA	16-MU-014	300,000	100,000	250,000			650,000
Small Generator	16-MU-015	30,000					30,000
South Fork Substation Transformer	16-MU-016			1,000,000			1,000,000
Salt Brine Maker	16-PW-016		30,000				30,000
Equipment Total		894,250	504,650	1,807,200	340,150	182,050	3,728,300

Parks							
Glen Park Master Plan Implementation	16-PK-001	326,000	1,375,000	2,500,000			4,201,000
Knollwood Park Improvements	16-PK-003			25,000			25,000
Replacement of Playground Equipment	16-PK-004					50,000	50,000
Upgrade Landfill Fencing-Dog Park	16-PK-008		5,000	100,000			105,000
Parks Total		326,000	1,380,000	2,625,000		50,000	4,381,000

Stormwater							
Outfall 036 Repairs	10-SW-314	50,000					50,000

Department	Project#	2017	2018	2019	2020	2021	Total
St. Croix Pond Rehabilitation	16-SW-001	355,000	650,000				1,005,000
Stormwater Total		405,000	650,000				1,055,000
Transportation							
Lake George Trail-Family Fresh to Walnut Street	14-PW-004	239,000					239,000
Lake George Trail-Heritage Park to Division St.	14-PW-005	425,000	52,600				477,600
Stairway Elm/Lewis to Heritage Park	14-PW-008		10,000				10,000
South Main St. Reconstruction Vine-Cemetery	14-PW-011				114,360		114,360
Main Street Reconst. Division to Locust	14-PW-012		100,000	54,000	10,000	10,000	174,000
CTH MM from Main Street to Radio Road	14-PW-019					589,800	589,800
Locust Street-Grove to Apollo	14-PW-026					36,000	36,000
South Main St-Cemetery to CTH FF	14-PW-028				150,000	850,000	1,000,000
Division Street Interchange with STH 35	14-PW-029			500,000	3,000,000		3,500,000
Public Parking Lot Improvements	14-PW-035	25,000	25,000	25,000	25,000	25,000	125,000
E. Johnson - UWRF Pathway Connection	16-CD-007	20,000					20,000
Trail at Spring Creek Park	16-CD-014		20,000				20,000
North Main Sidewalk Infill (TID 11)	16-ENG-007		50,000		100,000		150,000
Transportation Total		709,000	257,600	579,000	3,399,360	1,510,800	6,455,760
Wastewater							
Collection System Replacements	12-MU-033	58,000	59,700	61,500	63,400	65,300	307,900
WWTP - Pump Replacements	12-MU-045	30,000	10,000	10,000	10,000		60,000
WWTP - Apollo Road Pavement	12-MU-046	150,000					150,000
North Interceptor Sewer Rerouting	16-ENG-001	730,000	1,760,000				2,490,000
North Interceptor Rehabilitation	16-ENG-003	812,100	472,000	236,000	108,000		1,628,100
Front End Screening	16-MU-007		15,000	100,000			115,000
Wastewater Total		1,780,100	2,316,700	407,500	181,400	65,300	4,751,000
Water							
Fire Hydrant Replacement	12-MU-023	40,000	40,000	40,000	40,000	40,000	200,000
Water Meter Replacement	12-MU-024	60,000	60,000	60,000	60,000	60,000	300,000
North Zone Water Tower	12-MU-026					2,000,000	2,000,000
Water Main Extension - North Loop Extension	12-MU-028	240,000	75,000			2,420,000	2,735,000
Well #7	14-MU-055				100,000	1,600,000	1,700,000
Driveway at Golf View Water Tower	16-MU-005		15,000				15,000
Water Total		340,000	190,000	100,000	200,000	6,120,000	6,950,000
GRAND TOTAL		8,001,730	7,108,042	8,096,705	10,772,160	10,756,240	44,734,877

City of River Falls, Wisconsin

Capital Improvement Plan

2017 thru 2021

PROJECTS BY FUNDING SOURCE

Source	Project#	2017	2018	2019	2020	2021	Total
Ambulance Revenues							
Defibrillators	16-AMB-001	100,000		80,000			180,000
Replace Critical Care Ventilators	16-AMB-004				25,000		25,000
A/C Unit for EMS House	16-AMB-007	7,380					7,380
Fire Department/EMS Property Acquisition	16-FR-001	250,000					250,000
Public Safety Facilities Assessment	16-PSB-003	25,000					25,000
Ambulance Revenues Total		382,380		80,000	25,000		487,380
Chamber/BID							
Community Signage Program	16-CD-003		10,000	10,000	10,000		30,000
Downtown Streetscape & Furnishing	16-CD-006		10,000		10,000		20,000
Lighting of Trees Downtown	16-CD-015	5,000	25,000				30,000
Chamber/BID Total		5,000	45,000	10,000	20,000		80,000
City Hall Fund							
City Hall Renovations	14-CH-001	170,000					170,000
Automation & Security System Upgrade	16-CH-005				20,400		20,400
Conference Room Upgrade	16-IT-005	7,200					7,200
City Hall Fund Total		177,200			20,400		197,600
Developer Contributions							
South Main St-Cemetery to CTH FF	14-PW-028				150,000	850,000	1,000,000
Division Street Interchange with STH 35	14-PW-029			250,000			250,000
Developer Contributions Total				250,000	150,000	850,000	1,250,000
Donations							
Fire - Gear Racks	12-FR-011	10,000					10,000
Donations Total		10,000					10,000
Electric - Utility Funds							
Replace Meters	12-MU-003	30,000	30,750	31,500	32,250	33,000	157,500
Electric Services	12-MU-004	53,000	54,500	56,000	57,500	59,000	280,000
New Subdivisions - Street Lights	12-MU-005	120,000	125,000	125,000	106,000	108,000	584,000
Underground Cable Replacement	12-MU-006	115,000	120,000	125,000	130,000	135,000	625,000
Transformers	12-MU-007	125,000	125,000	125,000	125,000	125,000	625,000
New Trimble Unit	12-MU-009		3,625				3,625
Distribution System Improvements	12-MU-017	164,000	168,850	174,000	179,100	184,500	870,450
Hydroelectric Facility Roof Repair	14-MU-007	20,000					20,000

Source	Project#	2017	2018	2019	2020	2021	Total
Hydroelectric Facility Relicensing/Decommissioning	14-MU-052	75,000	75,000	50,000			200,000
PWF Fire Detection System Upgrade	14-PW-017				3,900		3,900
Kinnickinnic River Corridor	16-CD-011	75,000	75,000				150,000
Large Format Plotter with Scanner	16-ENG-004	2,400					2,400
Fiber Network Connections to all City Facilities	16-IT-001	110,000					110,000
Directional Boring Machine	16-MU-002			175,000			175,000
County Road MM Feeder Project	16-MU-004					500,000	500,000
Fault Indicators	16-MU-006	20,000	20,000	15,000	15,000	10,000	80,000
Complete Electric Looping - RF Industrial Park	16-MU-009		50,000				50,000
Replace Relays at North Substation	16-MU-013				75,000		75,000
SCADA	16-MU-014	100,000	50,000	100,000			250,000
Winter Street to MM	16-MU-022		200,000	200,000			400,000
AMI	16-MU-023	125,000	125,000		750,000	750,000	1,750,000
Power Plant Roof Replacement	16-PP-001					7,670	7,670
Public Works HVAC System	16-PW-018		2,000	7,840			9,840
Electric - Utility Funds Total		1,134,400	1,224,725	1,184,340	1,473,750	1,912,170	6,929,385
Electric Revenue Bonds							
Power Plant Substation	12-MU-041	1,750,000					1,750,000
South Fork Substation Transformer	16-MU-016			1,000,000			1,000,000
Electric Revenue Bonds Total		1,750,000		1,000,000			2,750,000
Electric-Powerful Choices							
LED Lighting-City Hall Parking Lots	14-MU-009	6,000					6,000
LED Lighting-PWF Lot and Storage Yard	14-MU-010		8,000				8,000
Library PV Equipment	14-MU-012				5,000	20,000	25,000
Electric-Powerful Choices Total		6,000	8,000		5,000	20,000	39,000
Environmental Utility							
Upgrade Landfill Fencing-Dog Park	16-PK-008		5,000	75,000			80,000
Environmental Utility Total			5,000	75,000			80,000
Fire Impact Fees							
Fire Department/EMS Property Acquisition	16-FR-001	250,000					250,000
Public Safety Facilities Assessment	16-PSB-003	25,000					25,000
Fire Impact Fees Total		275,000					275,000
G.O. Bonds							
South Main St. Reconstruction Vine-Cemetery	14-PW-011				114,360		114,360
Main Street Reconst. Division to Locust	14-PW-012		100,000	54,000	10,000	10,000	174,000
CTH MM from Main Street to Radio Road	14-PW-019					589,800	589,800
Library Building Maintenance and Upgrades	16-LIB-002		243,372				243,372
Library Roof/Main Level Maintenance and Upgrades	16-LIB-010					346,250	346,250
Glen Park Master Plan Implementation	16-PK-001	175,000	735,000	2,500,000			3,410,000
Police Building Design and Construction	16-PSB-001			500,000	4,550,000		5,050,000
G.O. Bonds Total		175,000	1,078,372	3,054,000	4,674,360	946,050	9,927,782

Source	Project#	2017	2018	2019	2020	2021	Total
Grant Revenues							
Lake George Trail-Heritage Park to Division St.	14-PW-005	212,500	26,300				238,800
PWF - Generator	14-PW-013		80,000				80,000
Glen Park Master Plan Implementation	16-PK-001		640,000				640,000
Upgrade Landfill Fencing-Dog Park	16-PK-008			25,000			25,000
Grant Revenues Total		212,500	746,300	25,000			983,800
IT Fund							
Upgrade Wireless Network Hardware	16-IT-002	11,000	4,400	7,150			22,550
Desktop Computer Replacement Project	16-IT-003	144,000	7,200		60,000		211,200
Server/SAN Replacement	16-IT-006		90,000				90,000
TV Video Camera Replacement	16-IT-007		11,000	5,500			16,500
Sonic Wall Replacement	16-IT-008				8,800		8,800
Phone Hardware Replacement	16-IT-009			16,500	16,500		33,000
Additional HP ProCurve Network Switch	16-IT-010		16,500				16,500
Increase Storage on Data Back-Up Unit	16-IT-012	6,050	6,050	6,050	6,050	6,050	30,250
Replacement Camera Server	16-IT-013	15,000				15,000	30,000
IT Fund Total		176,050	135,150	35,200	91,350	21,050	458,800
Library Foundation							
Library Auditorium	16-LIB-001			6,500			6,500
Library Foundation Total				6,500			6,500
Library Trust Fund							
Library Auditorium	16-LIB-001			6,500			6,500
Library Trust Fund Total				6,500			6,500
Park Impact Fees							
Trail at Spring Creek Park	16-CD-014		20,000				20,000
Glen Park Master Plan Implementation	16-PK-001	151,000					151,000
Knollwood Park Improvements	16-PK-003			25,000			25,000
Park Impact Fees Total		151,000	20,000	25,000			196,000
Parking Lot Improvement Fund							
Public Parking Lot Improvements	14-PW-035	25,000	25,000	25,000	25,000	25,000	125,000
Parking Lot Improvement Fund Total		25,000	25,000	25,000	25,000	25,000	125,000
Revenue Bonds							
North Zone Water Tower	12-MU-026					1,395,200	1,395,200
Revenue Bonds Total						1,395,200	1,395,200
Sewer - Utility Funds							
New Trimble Unit	12-MU-009		3,625				3,625
Water Main Extension - North Loop Extension	12-MU-028	60,000	75,000			580,000	715,000

Source	Project#	2017	2018	2019	2020	2021	Total
Collection System Replacements	12-MU-033	58,000	59,700	61,500	63,400	65,300	307,900
WWTP - Pump Replacements	12-MU-045	30,000	10,000	10,000	10,000		60,000
WWTP - Apollo Road Pavement	12-MU-046	150,000					150,000
Mann Valley Corporate Park	14-CD-003			25,000	25,000		50,000
PWF Fire Detection System Upgrade	14-PW-017				390		390
North Interceptor Sewer Rerouting	16-ENG-001	730,000	1,760,000				2,490,000
North Interceptor Rehabilitation	16-ENG-003	812,100	472,000	236,000	108,000		1,628,100
Large Format Plotter with Scanner	16-ENG-004	2,400					2,400
Fiber Network Connections to all City Facilities	16-IT-001	100,000					100,000
Front End Screening	16-MU-007		15,000	100,000			115,000
SCADA	16-MU-014	100,000	25,000	75,000			200,000
Roof Replacement Design-WWTF	16-WWTP-001					7,670	7,670
Sewer - Utility Funds Total		2,042,500	2,420,325	507,500	206,790	652,970	5,830,085

Sewer Connection Fees

Mann Valley Corporate Park	14-CD-003					35,000	35,000
Sewer Connection Fees Total						35,000	35,000

Solid Waste Fund

City Compost Site	16-MU-001					20,000	20,000
Solid Waste Fund Total						20,000	20,000

Special Assessments

Downtown Alley Upgrades	16-CD-005			21,500	156,500		178,000
Special Assessments Total				21,500	156,500		178,000

State of Wisconsin

Division Street Interchange with STH 35	14-PW-029			250,000	3,000,000		3,250,000
Rehabilitate South Main Bridge over South Fork	16-ENG-005					21,600	21,600
St. Croix Pond Rehabilitation	16-SW-001		150,000				150,000
State of Wisconsin Total			150,000	250,000	3,000,000	21,600	3,421,600

Stormwater Utility

Outfall 036 Repairs	10-SW-314	50,000					50,000
New Trimble Unit	12-MU-009		3,625				3,625
Large Format Plotter with Scanner	16-ENG-004	2,400					2,400
St. Croix Pond Rehabilitation	16-SW-001	80,000	150,000				230,000
Stormwater Utility Total		132,400	153,625				286,025

Tax Increment District

Water Main Extension - North Loop Extension	12-MU-028	60,000				640,000	700,000
Phase 3-Sterling Ponds Corp. Park	14-CD-002		80,000	750,000			830,000
Mann Valley Corporate Park	14-CD-003			25,000	25,000	217,500	267,500
Lake George Trail-Family Fresh to Walnut Street	14-PW-004	239,000					239,000
Lake George Trail-Heritage Park to Division St.	14-PW-005	212,500	26,300				238,800
Community Signage Program	16-CD-003	10,000	110,000	10,000	10,000		140,000

Source	Project#	2017	2018	2019	2020	2021	Total
Downtown Alley Upgrades	16-CD-005			10,750	78,250		89,000
North Main and Summit Street Signal	16-ENG-002					46,000	46,000
North Main Sidewalk Infill (TID 11)	16-ENG-007		50,000		100,000		150,000
Demolition-110 West Division Shed	16-PW-026	12,000					12,000
St. Croix Pond Rehabilitation	16-SW-001	275,000	350,000				625,000
Tax Increment District Total		808,500	616,300	795,750	213,250	903,500	3,337,300

Tax Levy

Voting Machines	12-CC-001	10,000	25,000				35,000
Fire - Extrication Equipment	12-FR-001			50,000			50,000
Fire - Thermal Imaging Camera Replacement	12-FR-010	14,000					14,000
Laserfiche Web Access	12-IT-002			15,000			15,000
Replace Emergency Weather Sirens	12-PD-002		15,000		15,000		30,000
PSB - Repair Brick Exterior	12-PSB-001		41,620				41,620
Stairway Elm/Lewis to Heritage Park	14-PW-008		10,000				10,000
PWF Fire Detection System Upgrade	14-PW-017				7,280		7,280
Locust Street-Grove to Apollo	14-PW-026					36,000	36,000
Community Signage Program	16-CD-003	35,000	20,000	10,000	10,000		75,000
Downtown Alley Upgrades	16-CD-005			10,750	78,250		89,000
Downtown Streetscape & Furnishing	16-CD-006		10,000		10,000		20,000
E. Johnson - UWRF Pathway Connection	16-CD-007	20,000					20,000
Kinnickinnic River Corridor	16-CD-011	75,000	75,000	250,000	250,000	250,000	900,000
Munis Inspections Integration	16-CD-016			102,000			102,000
Large Format Plotter with Scanner	16-ENG-004	2,400					2,400
Rehabilitate South Main Bridge over South Fork	16-ENG-005					5,400	5,400
Enclosed Trailer for Rescue Equipment	16-FR-005	5,000					5,000
Fiber Network Connections to all City Facilities	16-IT-001					85,000	85,000
RFPD Laptop Replacement	16-IT-004				28,800		28,800
Replacement of Playground Equipment	16-PK-004					50,000	50,000
Public Safety Facilities Assessment	16-PSB-003	25,000					25,000
Salt Brine Maker	16-PW-016		30,000				30,000
Public Works HVAC System	16-PW-018			7,840			7,840
Construct Mechanics Office	16-PW-027			14,825			14,825
Tax Levy Total		186,400	226,620	460,415	399,330	426,400	1,699,165

Tourism Fund

Lighting of Trees Downtown	16-CD-015		25,000				25,000
Tourism Fund Total			25,000				25,000

Water - Utility Funds

New Trimble Unit	12-MU-009		3,625				3,625
Fire Hydrant Replacement	12-MU-023	40,000	40,000	40,000	40,000	40,000	200,000
Water Meter Replacement	12-MU-024	60,000	60,000	60,000	60,000	60,000	300,000
Water Main Extension - North Loop Extension	12-MU-028	120,000				1,200,000	1,320,000
Mann Valley Corporate Park	14-CD-003			25,000	25,000		50,000
Well #7	14-MU-055				100,000	839,710	939,710
PWF Fire Detection System Upgrade	14-PW-017				1,430		1,430
Large Format Plotter with Scanner	16-ENG-004	2,400					2,400
Fiber Network Connections to all City Facilities	16-IT-001		85,000	85,000	85,000		255,000
Driveway at Golf View Water Tower	16-MU-005		15,000				15,000
SCADA	16-MU-014	100,000	25,000	75,000			200,000

Source	Project#	2017	2018	2019	2020	2021	Total
Small Generator	16-MU-015	30,000					30,000
Water - Utility Funds Total		352,400	228,625	285,000	311,430	2,139,710	3,317,165
Water Impact Fees							
North Zone Water Tower	12-MU-026					604,800	604,800
Mann Valley Corporate Park	14-CD-003					22,500	22,500
Well #7	14-MU-055					760,290	760,290
Water Impact Fees Total						1,387,590	1,387,590
GRAND TOTAL		8,001,730	7,108,042	8,096,705	10,772,160	10,756,240	44,734,877

City of River Falls, Wisconsin

Vehicle Replacement Plan

2017 thru 2021

PROJECTS BY DEPARTMENT

Department	Project#	2017	2018	2019	2020	2021	Total
Ambulance							
2009 Ambulance	AMB6502					250,000	250,000
2003 Ambulance	AMB6504	175,000					175,000
2005 Dodge Durango	MED6		40,000				40,000
2014 Ford Interceptor	MED7					35,000	35,000
Ambulance Total		175,000	40,000			285,000	500,000
Engineering							
2000 Ford F-150	PW60500				26,000		26,000
Engineering Total					26,000		26,000
Fire							
Fire Command Vehicle	FCV05					20,000	20,000
1989 Engine #7	FDE0789			650,000			650,000
2003 Polaris Ranger	FDR0103		31,000				31,000
Fire Engine Loose Equipment	FLE0001			25,000			25,000
Fire Total			31,000	675,000		20,000	726,000
Motor Pool							
2010 Toyota Prius	MP60210		32,000				32,000
2013 Ford Fusion	MP60313		21,000				21,000
2002 Ford Taurus (Gray)	MP60402	0					0
2013 Ford Fusion	MP60513		21,000				21,000
2013 Ford Fusion	MP60613		21,000				21,000
2013 Dodge Grand Caravan	MP60813		25,000				25,000
2005 Ford Taurus (Green)	MP60905				0		0
Motor Pool Total		0	120,000		0		120,000
Parks							
2007 JD Mower 1565	PK10808				40,000		40,000
2005 Kromer Line Painter	PK12205				30,000		30,000
Parks Total					70,000		70,000
Police							
Patrol 1	PD0114		40,000				40,000
Patrol 2	PD0214	40,000				43,000	83,000
Patrol 3	PD0311			41,500			41,500
Patrol 4	PD0413				41,500		41,500
Patrol 5	PD0508			41,500			41,500
Police Total		40,000	40,000	83,000	41,500	43,000	247,500

Department	Project#	2017	2018	2019	2020	2021	Total
Streets							
2001 6 Yard Dump Truck	ST0301		185,000				185,000
1996 14 Ft. Flatbed	ST0696			99,000			99,000
2005 3/4 Ton 4x4 Pickup	ST0705					40,000	40,000
1998 1/2 Ton Pickup	ST1098		29,000				29,000
1999 1 Ton Flatbed	ST1399			45,000			45,000
1999 624 Loader	ST1499	186,000					186,000
1991 Semi Tractor/Trailer	ST1591				80,000		80,000
1997 Ford F-150	ST1797	30,000					30,000
1989 End Dump Trailer	ST3489				43,000		43,000
VariTech Anti-Ice Unit	ST5005				9,000		9,000
2020 Bobcat Toolcat	ST6502				60,000		60,000
Trailer Mounted Hot Water Pressure Washer	ST6503		12,000				12,000
Snow Plow Truck	ST6504					200,000	200,000
UTV	ST6505			20,000	20,000		40,000
Aerial Lift	ST6506					40,000	40,000
Streets Total		216,000	226,000	164,000	212,000	280,000	1,098,000
Taxi							
Replacement Taxi Van	14-TAXI-001	37,000	38,500	40,000			115,500
Taxi Total		37,000	38,500	40,000			115,500
Utilities							
2002 Ford Windstar	UT20902	30,000					30,000
2001 Freightliner (UT 213)	UT21505	200,000					200,000
2002 Ford F-150	UT22202	30,000					30,000
2004 3/4 Ton	UT22504			40,500			40,500
Rough Terrain Forklift	UT24498	35,000					35,000
Service Truck	UT24499		85,000				85,000
Truck 208	UT24500					80,000	80,000
Utilities Total		295,000	85,000	40,500		80,000	500,500
GRAND TOTAL		763,000	580,500	1,002,500	349,500	708,000	3,403,500

City of River Falls, Wisconsin

Vehicle Replacement Plan

2017 thru 2021

PROJECTS BY FUNDING SOURCE

Source	Project#	2017	2018	2019	2020	2021	Total
Ambulance Revenues							
2009 Ambulance	AMB6502					250,000	250,000
2003 Ambulance	AMB6504	175,000					175,000
2005 Dodge Durango	MED6		40,000				40,000
2014 Ford Interceptor	MED7					35,000	35,000
Ambulance Revenues Total		175,000	40,000			285,000	500,000
Building Maintenance							
Aerial Lift	ST6506					10,000	10,000
Building Maintenance Total						10,000	10,000
Electric - Utility Funds							
2020 Bobcat Toolcat	ST6502				20,000		20,000
2002 Ford Windstar	UT20902	30,000					30,000
2001 Freightliner (UT 213)	UT21505	200,000					200,000
2002 Ford F-150	UT22202	15,000					15,000
Rough Terrain Forklift	UT24498	8,750					8,750
Service Truck	UT24499		85,000				85,000
Truck 208	UT24500					80,000	80,000
Electric - Utility Funds Total		253,750	85,000		20,000	80,000	438,750
Forestry							
Aerial Lift	ST6506					10,000	10,000
Forestry Total						10,000	10,000
G.O. Notes							
1989 Engine #7	FDE0789			650,000			650,000
Fire Engine Loose Equipment	FLE0001			25,000			25,000
2001 6 Yard Dump Truck	ST0301		185,000				185,000
1996 14 Ft. Flatbed	ST0696			99,000			99,000
1999 624 Loader	ST1499	186,000					186,000
1991 Semi Tractor/Trailer	ST1591				80,000		80,000
Snow Plow Truck	ST6504					200,000	200,000
G.O. Notes Total		186,000	185,000	774,000	80,000	200,000	1,425,000
Motor Pool Internal Service							
2010 Toyota Prius	MP60210		32,000				32,000
2013 Ford Fusion	MP60313		21,000				21,000

Source	Project#	2017	2018	2019	2020	2021	Total
2013 Ford Fusion	MP60513		21,000				21,000
2013 Ford Fusion	MP60613		21,000				21,000
2013 Dodge Grand Caravan	MP60813		25,000				25,000
Motor Pool Internal Service Total			120,000				120,000
Other Sources							
Replacement Taxi Van	14-TAXI-001	31,450	32,000	33,000			96,450
Other Sources Total		31,450	32,000	33,000			96,450
Park							
2020 Bobcat Toolcat	ST6502				20,000		20,000
Trailer Mounted Hot Water Pressure Washer	ST6503		4,000				4,000
Aerial Lift	ST6506					10,000	10,000
Park Total			4,000		20,000	10,000	34,000
Sewer - Utility Funds							
2002 Ford F-150	UT22202	7,500					7,500
2004 3/4 Ton	UT22504			40,500			40,500
Sewer - Utility Funds Total		7,500		40,500			48,000
Storm Sewer - Utility							
Trailer Mounted Hot Water Pressure Washer	ST6503		4,000				4,000
Rough Terrain Forklift	UT24498	8,750					8,750
Storm Sewer - Utility Total		8,750	4,000				12,750
Streets							
2020 Bobcat Toolcat	ST6502				20,000		20,000
Trailer Mounted Hot Water Pressure Washer	ST6503		4,000				4,000
Aerial Lift	ST6506					10,000	10,000
Streets Total			4,000		20,000	10,000	34,000
Tax Levy							
Replacement Taxi Van	14-TAXI-001	5,550	6,500	7,000			19,050
Fire Command Vehicle	FCV05					20,000	20,000
2003 Polaris Ranger	FDR0103		31,000				31,000
2002 Ford Taurus (Gray)	MP60402	0					0
2005 Ford Taurus (Green)	MP60905				0		0
Patrol 1	PD0114		40,000				40,000
Patrol 2	PD0214	40,000				43,000	83,000
Patrol 3	PD0311			41,500			41,500
Patrol 4	PD0413				41,500		41,500
Patrol 5	PD0508			41,500			41,500
2007 JD Mower 1565	PK10808				40,000		40,000
2005 Kromer Line Painter	PK12205				30,000		30,000
2000 Ford F-150	PW60500				26,000		26,000
2005 3/4 Ton 4x4 Pickup	ST0705					40,000	40,000

Source	Project#	2017	2018	2019	2020	2021	Total
1998 1/2 Ton Pickup	ST1098		29,000				29,000
1999 1 Ton Flatbed	ST1399			45,000			45,000
1997 Ford F-150	ST1797	30,000					30,000
1989 End Dump Trailer	ST3489				43,000		43,000
VariTech Anti-Ice Unit	ST5005				9,000		9,000
UTV	ST6505			20,000	20,000		40,000
Rough Terrain Forklift	UT24498	8,750					8,750
Tax Levy Total		84,300	106,500	155,000	209,500	103,000	658,300
Water - Utility Funds							
2002 Ford F-150	UT22202	7,500					7,500
Rough Terrain Forklift	UT24498	8,750					8,750
Water - Utility Funds Total		16,250					16,250
GRAND TOTAL		763,000	580,500	1,002,500	349,500	708,000	3,403,500

MEMORANDUM

TO: Mayor Toland and City Council

FROM: Reid Wronski, City Engineer

DATE: December 13, 2016

TITLE: Ordinance 2017-01 Amending Section 10.12.030, Official Parking Control Maps (15 Minute Parking Zone at 127 N. Main Street) – First Reading

RECOMMENDED ACTION

Adopt Ordinance 2017-01 amending the Official Parking Control Map. The requested action is as follows:

- 127 N. Main St (Riverwalk Square) – 15 Minute Parking Zone.

BACKGROUND

On November 9, 2016, the City Engineer received a request (attached) for a 15 minute parking zone in front of the Riverwalk Square building at 127 N. Main Street. This request was shared and discussed with Police Chief Gordon Young and Deputy Chief Jon Aubart.

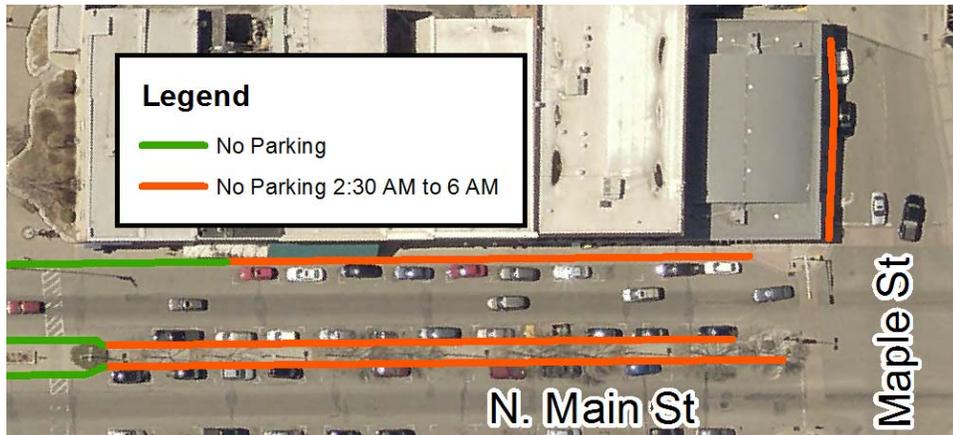
On November 15, 2016, staff contacted the requester indicating that we were not opposed to creating a 15 minute parking space on the west side of Main Street nearest Maple Street if it is supported by the businesses owners on that block. We suggested a petition be circulated among the business owners on the west side of Main Street between Veteran's Park and Maple Street. Such a petition was returned to us on November 21, 2016 and is attached.

DISCUSSION

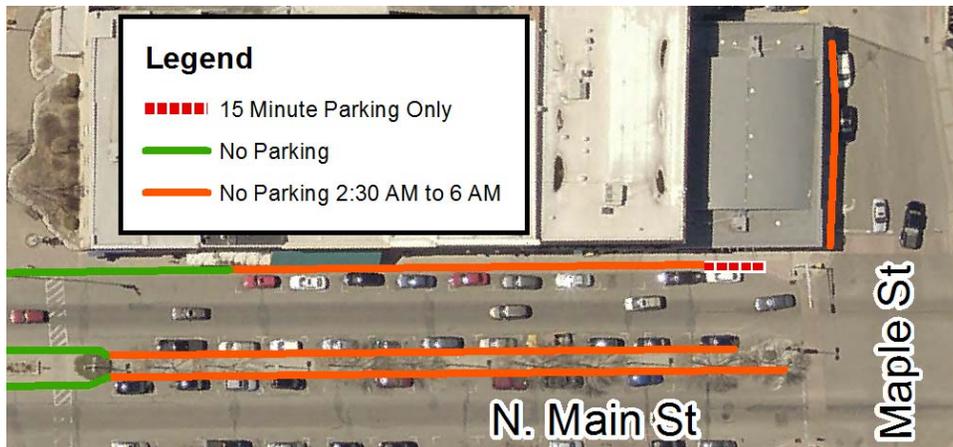
Parking regulations in the downtown business district should attempt to address the needs of the downtown businesses. By circulating and returning a petition supporting their request to establish a 15 minute parking zone in front of their business, Riverwalk Square has provided evidence that this is supported by businesses on their block.

Recommendation

Both the City Engineer and Police Chief recommend adoption of the attached ordinance that will result in changes to the Official Parking Control Map as depicted.



Current Official Parking Control Map



Proposed Official Parking Control Map

FINANCIAL CONSIDERATIONS

The financial considerations for these parking restrictions are minimal. An additional sign will need to be added.

CONCLUSION

Staff recommends City Council approval of attached Ordinance.

RIVERWALK SQUARE • RIVER FALLS, WI

715-629-7686
riverwalksquare.com

127 North Main
River Falls, WI
54022

Reid Wronski
City Engineer
222 Lewis Street
River Falls, WI 54022

Dear Mr. Wronski,

We were wondering if or what was needed to designate the front of our building as a temporary drop off for people and deliveries especially in the winter time. We at Riverwalk Square, which is located at the corner of Main and Maple, are requesting a 15 minute drop off in front of our store for handicapped people such as myself and deliveries. Our building has a lot of businesses that would benefit from this. I as an employee at Riverwalk Square find it extremely difficult to maneuver my chair around especially in the winter time. It would be extremely helpful if I could get dropped off in the front of the building.

Thank you for your consideration in this matter. We look forward to hearing from you.

Sincerely,

Michael Van Someren

Michael Van Someren
Employee of Riverwalk Square

**Petition to River Falls City Council requesting a 15 minute parking space
on the west side of Main Street nearest Maple Street**

We, the undersigned, being business owners on the West side of Main Street, between Maple Street and Veterans Park, support a 15 minute parking spot close to Maple Street to accommodate pick up and deliveries and handicap access to our businesses.

Date	Name - please print	Business Name/Address	contact info/phone or email	Signature
	<i>1254 N. Main</i>		715-338-9360	<i>[Signature]</i>
11/16	Dan Nistler	Kinni View Deli	715-426-1633	Dan Nistler
11/16	Peg Thompson	3 Schweet Sisters	715-410-3392	Peg Thompson
11/16	Robin Bokes	Boks Property Management	715-426-6559	[Signature]
11/16	Karen Sharon	St Croix Valley Title Svcs	715-425-1519	Karen Sharon
11/16	Lynn Bin	QT Nails	715-426-3446	Lynn Bin
11/16	Jennifer King	Kinnic Kinnic Clayworks LLC	715-821-3982	[Signature]
11/16	Jim MacTavish	Sunshine Traditional Chinese Acupuncture	715-629-2108	Jim MacTavish
11/16	Kathy Strauss	Kathy's Embroidery	651-233-8309	Kathy Strauss
11/16	Mary Lucking	Optimal Health	715-821-0361	M. Lucking
11/16	Michael Van Someren	Riverwalk Square Employee	715-222-7351	Michael Van Someren
11/16	Pat Nistler	Riverwalk Art and Antiques	715-425-0149	Pat Nistler
11/16	Jason Schrank	Flashback Filmig Video Transfer 127 N. Main	715-425-2500	[Signature]
11/16	Cyndi Ritger	Shoppys Chic	715-821-8814	Cynthia M. Ritger
11/16	Joey Davis	Field of Dreams	715-381-7374	[Signature]
11/17	Sarah Johnson	Kinni View Deli	612-735-2023	Sarah Johnson
11/17	Kelly Zillmer	Secondchances	715-426-5463	Kelly Zillmer



ORDINANCE NO. 2017-01

**AN ORDINANCE AMENDING SECTION 10.12.030,
OFFICIAL PARKING CONTROL MAPS
(15 Minute Parking Zone at 127 N. Main Street)**

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

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

127 N. Main St

- 15 Minute Parking Only – Approximately 24' zone on the west side of Main Street, south of Maple Street, nearest Maple Street.

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

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

Dated this 10th day of January, 2017.

FOR THE CITY OF RIVER FALLS

ATTEST:

Dan Toland, Mayor

Jennifer Zeiler, City Clerk

Adopted: _____

Published: _____

MEMORANDUM

TO: Mayor Toland and City Council Members

FROM: Julie Bergstrom, Asst. City Administrator

DATE: December 13, 2016

TITLE: **2016 Budget Adjustments**

RECOMMENDED ACTION

Adopt the resolution approving the attached resolution which will amend the 2016 budget for specific revenue and expenditure line items.

BACKGROUND

The City may incur unanticipated costs during the year or receive additional revenues that may change the annual budget amounts. Many of these adjustments are between line items within a department, or between related departments, which can be approved administratively. Other items that affect the total budget or will amend the budget for multiple funds are brought to the City Council to review in December.

DISCUSSION

Current Situation

During this second year of the 2015-2016 budget, most departments are projected to be under the amount budgeted. This is partially due to the changes made to the 2016 budget at the end of 2015, which provided funding for staffing in Community Development, Ambulance, and operations, as well as funding for the Kinnickinnic Corridor plan and Mann Valley Corporate Park planning.

The proposed budgetary changes requiring Council approval are included in the attached information, with a description of these items below.

2016 Budget Year

- Transfers from the General fund to the Sterling Ponds and Mann Valley debt service funds to eliminate small deficit balances. Funds are available in the General fund for these transfers.

- Budget adjustment to account for snow removal equipment budgeted in 2015 and purchased in 2016. Equipment purchased was the snow and ice package for the 2015 plow truck purchased late last year.

The 2016 budget as amended totals \$39,040,188, an increase of \$83,402.

FISCAL IMPACT

Fiscal impact as outlined in the resolution. No additional expenditures are authorized by these adjustments.

CONCLUSION

Roll call approval of the resolution is recommended.



RESOLUTION NO.

RESOLUTION APPROVING 2016 BUDGET ADJUSTMENTS

WHEREAS, the City has approved a two year budget for the 2015-16 calendar years; and

WHEREAS, unforeseen circumstances have necessitated changes from the original budget; and

WHEREAS, funds are available to make these changes.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of River Falls hereby approves the 2016 budget adjustments attached as an addendum to this resolution.

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

Dated this 13th day of December, 2016.

Dan Toland, Mayor

ATTEST:

Jennifer Zeiler, City Clerk

Adjustments to 2016 for Council

				2016			
				<u>Budget</u>	<u>Proposed</u>	<u>Increase/(Decrease)</u>	
General Fund	Revenues:						
	10010000-48900	Fund Balance Applied	From fund balances	-	<u>13,000</u>	<u>13,000</u>	From reserves
		Increase in Revenues		0	13,000	13,000	
	Expenditures:						
	10093000-59330	Transfer to 330 fund	For deficit balance	-	3,000	3,000	For deficit balance
	10093000-59370	Transfer to 370 fund	For deficit balance	-	<u>10,000</u>	<u>10,000</u>	For deficit balance
	Increase in Expenditures		-	13,000	13,000		
Debt Service	Revenues:						
	33091000-49100	Transfer from General Fund	Eliminated deficit balance	0	3,000	3,000	Increase for deficit
	Expenditures:						
	33091000-55840	Reserves	Eliminated deficit balance	0	3,000	3,000	Add to reserve balance
	Revenues:						
	37091000-49100	Transfer from General Fund	Eliminated deficit balance	0	10,000	10,000	Increase for deficit
Expenditures:							
37091000-55840	Reserves	Eliminated deficit balance	0	10,000	10,000	Add to reserve balance	
Capital Equipment Fund	Revenues:						
	420-48900	Fund Balance Applied	Purchase of Snow Removal Equipment	-	<u>57,402</u>	<u>57,402</u>	From 2015 budget
				-	57,402	57,402	
	Expenditures:						
	42032000-54200	Machinery and Vehicles	Snow Removal Equipment	<u>148,000</u>	<u>205,402</u>	<u>57,402</u>	From 2015 budget
			148,000	205,402	57,402		
					-		

MEMORANDUM

TO: Mayor Toland and City Council

FROM: Alex Saxe, UWRF Student

DATE: December 13, 2016

TITLE: **Naming Rights Policy**

RECOMMENDED ACTION

Adopt the resolution approving a Naming Rights Policy for the City of River Falls.

BACKGROUND

There have been many parks and pathways named throughout River Falls. As requests come in to have a park or pathway named, City staff review the suggested name and send it to the City Council for approval. The majority of the parks and pathways in the City are named for a specific person or family. Examples include:

- Brandon's Park – named for Brandon Jenson
- Hoffman Park – named for a former Mayor Maynard "Spike" Hoffman
- Larson Park – named for the family who most recently resided on the property
- White Pathway off of the Kinnickinnic Pathway – named for the White family
- Foster cemetery – named for the Foster family who were the first settlers in River Falls. They are buried in the cemetery
- Chinnock-Foster pathway – developer's agreement with Foster family
- DeSanctis Park – named for Ryan DeSanctis
- Veterans Park - name change at request of American Legion Post 21

Since September, City staff has worked with UW-River Falls students enrolled in the Politics of American Cities class. Students were tasked with developing a policy for the City that creates a guideline for the naming rights of public property.

DISCUSSION

Current Situation

The attached Naming Rights Policy is a guideline for the City to use to accommodate requests for naming landmarks within the City. This policy is not a sponsorship policy and is intended to help City staff and the City Council approve naming rights requests smoothly and efficiently. The guidelines incorporated in this policy include what types of public property are eligible to

be named, the steps that the requester must take when requesting to name a landmark, the term or expiration of the naming rights, and how naming requests are approved. There are no set guidelines on how to implement the naming of City landmarks and the process can be complicated. The primary objective of the Naming Rights Policy is to provide structure for this process and establish a system for naming landmarks throughout the City.

Recommendation

Adoption of the Naming Rights Policy is recommended by UW-River Falls students per the attached resolution.

CONCLUSION

The Naming Rights Policy will create guidelines and will provide future guidance for naming landmarks in the City of River Falls. Approval of the Naming Rights Policy is recommended by UW-River Falls students.



RESOLUTION NO.

**RESOLUTION APPROVING THE NAMING RIGHTS POLICY FOR
THE CITY OF RIVER FALLS**

WHEREAS, numerous parks and pathways have been named for a specific person or family throughout River Falls; and

WHEREAS, the City of River Falls currently does not have a comprehensive Naming Rights Policy;

WHEREAS, it has become desirable to develop a Naming Rights Policy in order to provide guidance for naming landmarks in the City;

WHEREAS, the policy includes guidelines for eligible properties, steps taken when requesting to name a City landmark, the term or expiration of the naming right, and how naming requests are approved;

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of River Falls hereby approves the Naming Rights Policy and adopts the policies and procedures included in the policy.

Dated this 13th day of December, 2016.

Dan Toland, Mayor

ATTEST:

Jennifer Zeiler, City Clerk

City of River Falls, Wisconsin Naming Rights Policy

Policy Statement:

The purpose for the Naming Rights Policy is to provide guidelines to those that have an interest in the naming of landmarks within the City limits. Naming City property is a complicated process and needs some structure in order to function correctly.

Reason for Policy:

The City's Naming Rights Policy is a guideline for the City to use to accommodate requests for naming landmarks within the City. These guidelines are meant to help donors and the City Council to request and approve naming rights requests smoothly and efficiently. This is not for any type of sponsorship or advertising.

Definitions:

Donations: A donation of property, goods (materials), or funds generally with no expectation of return.

Donor: A person who donates property, goods (materials), or funds voluntarily.

Major Donations: A donation of property, goods, or funds generally with no expectation of return that exceeds an amount of \$25,000.

Landmark: The piece of property and/or item that is being named. Items include but are not limited to: Bridges, Shelters, Facilities, Equipment, Parks, and Pathways.

Naming: The permanent name agreed upon by the City of River Falls and the donor via a resolution to a given landmark.

Guidelines for Use:

General Principles

In considering proposals for the naming of landmarks, the following will be taken into account prior to the approval by the City of River Falls:

- Ensure that landmarks are easily identified and located.
- Assure the quality of the title/name, so that it will serve the purpose of the City in a permanent manner.
- Encourage public participation and input in order to fully represent the best interest of the area affected.

Background Research

For landmarks that are proposed to be named for an individual or family, Naming Rights are contingent upon successful completion of background research by City staff authorized with a release form signed by the applicant. This records research may include:

- Criminal history check

- Driving record check
- Verification of employment history, education and references

The City of River Falls reserves the right to rename any park or facility if the person or organization for whom it is named turns out to be disreputable or acts in a disreputable way.

Donation

The donor will request naming rights for a landmark and will properly submit a request to the City Administrator. Once the request is submitted it will either be approved or denied by the City Administrator or City Council depending on the donation dollar amount.

Minor Donations

Any dollar amount under \$25,000 is considered a minor donation. These types of donations are approved administratively and are not required to be approved by the City Council .

Major Donations

When a significant donation of \$25,000 or more is made to the City of River Falls, the naming request must go to the City Council for approval. Recognition of this donation will be considered by naming a park or facility at the request of the donor. Guidelines for naming a park or facility at the request of a donor will include one or more of the following:

- Land for the park was deeded to the City by the donor.
- Contribution by the donor of a minimum of 50% of the construction costs associated with developing the park or facility.
- A contribution by a donor to allow for a significant cost reduction in upgrading/expanding on existing facility within a park.

Donors seeking naming rights for major donations with respect to an individual will be encouraged to follow the guidelines as stated above.

Federal Grants

Money from federal grants will not impact naming rights, private citizens may put forward names for consideration. The name in question does not have to be included in the grant proposal.

Naming Opportunities:

- Buildings and structures throughout the City of River Falls.
- Property that includes: recreational structures, open space, parks, benches, trees, walkways, playgrounds, bridges and picnic tables.
- Any donations shall be entirely of a voluntary and charitable nature.

Requests for Naming of Landmarks:

All requests for the naming of a landmark shall be made in writing to the City Administrator. Requests should contain the following information:

- The proposed name and landmark.
- Specific reasons for the proposed name and why it should be considered.

- If proposing to name a landmark after an outstanding person, include documentation of that person's significance and good reputation as recognized by the City, State, or Nation.
- In order for a landmark to be named after an outstanding person, that person must be deceased or a family name.

Term/Expiration of Naming Rights:

The duration of the naming rights may be permanent, or a term expiration may be established. An example would be if a park bench needs to be replaced the naming rights for that bench may expire. Another example would be if a contract for a certain period of time was established and as soon as the contract expires the naming rights would as well.

Assessing and Approving Naming Requests:

Upon notification of a naming request, the City Administrator will accept the request and if it is a minor donation, can approve or deny the request. If it is a major donation then the City Council of River Falls, with input from other boards and commissions where appropriate, will hear the request and consider the following:

- Review the proposed request for its adherence to this policy.
- Ensure that supporting information has been authenticated, particularly when an individual's name is proposed.
- Take into consideration any public comments associated with the request.

Passage of the request will require a majority vote by the City Council of River Falls.

References

City of Chippewa Falls Naming Rights Policy
City of Waunakee Naming Rights Policy
US Bank Stadium

MEMORANDUM

TO: Mayor Toland and City Council

FROM: Scot Simpson, City Administrator

DATE: December 13, 2016

TITLE: Resolution Approving the Option Agreement Extension for iMark Molding

RECOMMENDED ACTION

Adopt the resolution approving an extension to the option agreement with iMark Molding involving an approximately eight (8) acre lot in the Whitetail Ridge Corporate Park.

BACKGROUND

As part of the City Administrator's role with Economic Development, I work on business recruitment. A network of advisors and people interested in growth and development in the area assist me by providing referrals of existing businesses that may be a good fit for expanding their operations in River Falls. Through these contacts, I have discussed facility options with Mark Sturtevant, owner of iMark Molding. iMark wishes to develop a project on an existing lot in Whitetail Ridge.

On August 25, 2015, the City Council approved an option agreement with iMark Molding which will terminate on April 1, 2017. An extension is needed on the option agreement because iMark Molding is still interested in pursuing a project on this lot.

DISCUSSION

Current Situation

iMark Molding wishes to develop a minimum 35,000 square foot facility in the coming months. [iMark Molding](#) manufactures products for the medical, food and beverage and automotive industries from their current location in Woodville, Wisconsin.

The parameters of the option agreement that the City Council approved on August 25, 2015 would stay the same including:

- Minimum 35,000 square foot building
- \$5,000 option fee

The following parameters have been updated to reflect new dates in the option agreement:

- Minimum \$3,500,000 building with construction to be completed by December 31, 2018

Memorandum to Mayor and City Council

December 13, 2016

Page 2

- Option terminating on August 1, 2018

The option agreement and resolution are attached for your review and authorization.

CONCLUSION

Approval of the option agreement is recommended.



RESOLUTION NO.

RESOLUTION APPROVING OPTION AGREEMENT EXTENSION – iMARK MOLDING

WHEREAS, iMark Molding is interested in constructing a 35,000+ commercial building in Whitetail Ridge Corporate Park; and

WHEREAS, an agreement has been drafted regarding the terms of the option, including location of the property, minimum values, and construction completion date of no later than December 31, 2018; and

WHEREAS, an option fee of \$5,000 has been tendered to the City for the option; and

WHEREAS, if the option is not exercised, said option will terminate on August 1, 2018;

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of River Falls hereby approves the option agreement with iMark Molding subject to confirmation of the financial information and legal review, and authorizes the City Administrator to finalize the necessary terms and agreements.

Dated this 13th day of December, 2016.

Dan Toland, Mayor

ATTEST:

Jennifer Zeiler, City Clerk

OPTION AGREEMENT

For good and valuable consideration given to City of River Falls (hereinafter "Seller") by iMark Molding (hereinafter "Buyer") receipt of which is hereby acknowledged, said Seller does hereby give to said Buyer, their heirs, executors, administrators, successors and assigns, the option to purchase real estate located in the County of St. Croix, State of Wisconsin, legally described on the attached Exhibit A, under the following terms and conditions:

An option fee of FIVE THOUSAND AND 00/ 100 (\$5,000.00) DOLLARS shall be paid by Buyer on or before January 1, 2017, for an eighteen (18) month Option, which shall not be refundable if the Option is not exercised. If the Option is exercised, the option fee shall not be a credit against the purchase price at closing. Said Option shall terminate on August 1, 2018.

If this Option is exercised per the terms of this Option, the following shall be the terms of purchase:

1. The purchase price shall be ONE DOLLAR (\$1. 00) DOLLAR and other good and valuable consideration.

2. At the time of closing, Seller and Buyer shall enter into a Developer's Agreement which shall include, but shall not be limited to, the following terms and conditions:

A. Buyer must construct a single commercial building (with a minimum square footage of 35,000) on said real property legally described on Exhibit A (consisting of approximately 8 acres) and having a minimum value of \$3,500,000.00 (not including real property); with said construction to be completed no later than December 31, 2018.

B. In the construction of said improvements, Buyer must comply with all applicable federal, state and city codes.

C. The parties hereto acknowledge that other terms and conditions may arise that will be included within the Developer's Agreement.

D. Seller shall convey to Buyer the real property legally described on Exhibit A attached hereto, at the purchase price as stated in Paragraph 1 above.

Notice of intention to exercise this option shall be served upon Seller, no later than 90 days prior to the termination of this Option, as stated above, either by personal delivery or by registered mail, addressed to the City of River Falls, c/o Scot Simpson, City Administrator, 222 Lewis Street, Suite 202, River Falls, WI 54022.

Within thirty (30) days from the date such notice is so served, said Seller will furnish complete abstract of title or title policy by a responsible abstract company, extended to date of delivery showing good and merchantable title of record to said premises or at the option of Buyer, an owner's policy of title insurance, in the amount equal to the fair market value

of the vacant real estate referred to herein, written by an insurance company licensed by the State of Wisconsin and iMark Molding showing title as called for by this agreement. Sale shall be consummated and the conveyance made within thirty (30) days after service of the notice above specified; conveyance shall be made by warranty deed free and clear of all liens and encumbrances, except: No exceptions.

It is agreed that time is of the essence of this option.

Should Buyer fail to exercise this option within the time herein limited all rights and privileges granted hereunder shall be deemed completely surrendered and this option terminated.

Should any disputes arise concerning the terms and conditions of this Agreement, jurisdiction shall be governed by the laws of the State of Wisconsin.

If more than one person executes this option as owner, singular terms used herein shall be read as if written in plural.

Dated this day of _____ day of _____, 2016.

SELLER
City of River Falls

BUYER
iMark Molding

By Dan Toland, Mayor

By Mark Sturtevant

By Jennifer Zeiler, City Clerk

By Diane Odeen, Comptroller

By Scot Simpson, City Administrator

Administrator's Report

December 7, 2016

December 8 – Library Open House, 9 a.m.-8 p.m.

December 8 –Kinni River Corridor Kick Off Meeting, 6:30 p.m. at Library

December 9 – Library closed for inventory

December 13, 6:30 p.m. – Last City Council Meeting of 2016

December 23, 24, 25, 26 and January 2 – City Offices Closed

January 10, 6:30 p.m. – City Council meeting

January 24, 4:30 p.m. – City Training Workshop

January 24, 6:30 p.m. – City Council meeting

Tuesday's Council Meeting Preview:

- Recognition of retiring City Clerk Lu Ann Hecht
- Ordinance 2016-18 Amending Section 10.12.030, Official Parking Control Maps (400-500 Block W Maple St and 800 Block E Cascade Ave) - Second Reading and Disposition
- Resolution Authorizing Dedication of Easements to St. Croix County (Mann Lane)
- Resolution Approving 2017-2021 Capital Improvement Plan
- Ordinance 2016-19 Amending Section 10.12.030, Official Parking Control Maps (15 Minute Parking Zone at 127 N. Main Street) – First Reading
- Resolution Approving 2016 Budget Adjustment
- Resolution Approving Naming Rights Policy
- Resolution Approving the Option Agreement Extension for iMark Molding
- Fun Committee Presentation
- River Falls History Storyboard Report

Upcoming Events

Thursday, December 8 – Holiday Open House at the Library, 9 a.m.-8 p.m.

There will be music throughout the day, Marjorie Johnson will be back for a meet and greet, and to help judge our gingerbread contest, and there will be crafts, refreshments, coloring, and more.

Thursday, December 8 - Kinni River Corridor Project, 6:30-8 p.m. lower level of the Library

This is the official Kick-Off for the Kinni River Corridor Project. Please join us as we begin this important project.

River Falls in the Spotlight

- We are #2 in the [ELGL rankings](#) for Best Local Government Employer. Thanks to all of you who voted and got the word out. (FYI: ELGL is a national organization serving local government employees looking to engage with others in the profession.)
- We are in the top 11 in Wisconsin for a “magical” holiday Main Street. See [here](#) for more. Thanks to all of you who work hard to make that happen, especially the Public Works and Utility Departments for hanging our new lights – just another great team effort.
- The [Municipality magazine](#) ran a feature in their December issue about community engagement in River Falls – and our Fire Dept. made the cover. I encourage you to read the article when you get a chance.

Employee Updates

Comings and goings:

- We say goodbye to our long-time City Clerk, Lu Ann Hecht, on December 16 and thank her for her 29 years’ of service.
- Deanne Claypool has been rehired as a Full Time Critical Care Paramedic.
- Management Analyst Fellow Brent Buesking’s last day is December 22. Please wish him well on his new endeavors.
- Positions remain open for a Lead Journeyman Lineperson, temporary Paid-Per-Call Emergency Medical Technician, and a Part-time EMT/AEMT.

Kudos:

- Kudos to Reid Wronski who was sworn in this fall for another term on the [Board of Directors](#) of the Minnesota Chapter of the American Public Works Association.

Election Recount Update

Jennifer Zeiler, City Clerk, and Bridget Hieb, Deputy Clerk, were both involved in the recount process at the counties. Bridget assisted in Pierce County two days last week and 2 ½ days this week. Jennifer assisted in St. Croix County four hours this week. In addition, Public Works employees transported the election tabulator to Pierce County for their use in the recount.

The outcome of the recount process was a confirmation of the accuracy of the election process and the benefits of the training given to election workers. The complete recount totals for each county and the State as a whole are available on the Wisconsin Elections Commission [website](#).

County	Municipality	Reporting Units	Donald J. Trump / Michael R. Pence	Hillary Clinton / Tim Kaine	Darrell L. Castle / Scott N. Bradley	Gary Johnson / Bill Weid	Jill Stein / Ajamu Baraka	Monica Moorehead / Lamont Lilly	Rocky Roque De La Fuente / Michael Steinberg	Donald J. Trump / Michael R. Pence	Hillary Clinton / Tim Kaine	Darrell L. Castle / Scott N. Bradley	Gary Johnson / Bill Weid	Jill Stein / Ajamu Baraka	Monica Moorehead / Lamont Lilly	Rocky Roque De La Fuente / Michael Steinberg	Donald J. Trump / Michael R. Pence	Hillary Clinton / Tim Kaine	Darrell L. Castle / Scott N. Bradley	Gary Johnson / Bill Weid	Jill Stein / Ajamu Baraka	Monica Moorehead / Lamont Lilly	Rocky Roque De La Fuente / Michael Steinberg	
Pierce County	CITY OF RIVER FALLS	Ward 5	128	140	0	9	1	0	0	128	140	0	10	1	0	0	0	0	0	0	0	0	0	0
Pierce County	CITY OF RIVER FALLS	Wards 6-8	718	1,063	8	129	43	1	0	720	1069	8	129	43	1	0	2	9	0	0	0	0	0	0
Pierce County	CITY OF RIVER FALLS	Wards 9-11	738	754	13	114	35	0	1	738	753	13	114	35	0	1	0	0	-1	0	0	0	0	0
Pierce County	CITY OF RIVER FALLS	Wards 12-14	707	773	6	106	26	0	0	707	773	6	107	26	0	0	0	0	0	1	0	0	0	0
St. Croix County	CITY OF RIVER FALLS	Wards 1-4,15	817	929	11	106	33	1	1	816	928	11	107	32	1	1	-1	-1	0	1	-1	0	0	0

Utility Electric Project Updates

- Installed a new primary service on the Northside of the Foley building at 1195 Benson Street.
- Radio tower primary extension and service has been installed and energized.
- Power Plant transformer containment structure was poured and Virginia Transformer will be installing the new Power Plant transformer on December 5.
- Sterling Ponds Corporate Park: The center island primary extension for this lot has been installed and energized.
- Winfield's primary extension for the Sterling Ponds Cooperate Park was installed on November 30.
- Radio Road has been completed and Winfield's permanent service has been energized.
- Replaced two of the ornamental street lights on Main Street by Family Fresh from accidents.
- Started and completed seasonal lighting on Main Street with the help of Public Works Department.
- Disconnects have been completed for this year.

Utility Water/Sewer Project Updates

- Private water services on the Winfield Solutions property located at Sutherland Ave. have been filled, sampled, and proven safe.
- Planned water shutdowns for contractor construction projects:
 - Contractor requested for water hookup on two 4-plexes on Bennett Street. Sampling will be required before service will be turned on.
 - Water main loop around the Hospital was shut down for the plumbing contractors to lay new private water main and relocate hydrants for the new clinic. Water use was not disrupted for any of the facilities in the area. New mains will have to be sampled before use.
- A water main break at Spring and Hillcrest was discovered on November 30 and fixed the same day including the removal of four lead goose necks.
- Water meter change-outs for 2016 should be completed the first week of December to be in compliance with PSC regulations.
- Manhole rehab went very well this year as 11 manholes were refurbished, brought to grade, and asphalted. This has been a yearly program along with sanitary sewer lining that is beneficial to our aging sanitary infrastructure.
- Fire hydrant winterization is complete for the year with the exception of usage from the City's street sweeper.

Miscellaneous

- All water samples for DNR compliance have been completed and tested safe.

- Letters were sent to commercial, industrial, and public authority customers who were noncompliant with the cross-connection inspection done by General Engineering in October. RFMU Water Department will be doing the re-inspections (15 total) to be compliant for 2016.
- Door hangers were put out to voluntary lead and copper sampling program customers notifying them of new DNR pre-inspection requirement in this voluntary sampling program. The door hanger instructs the customers to call and make an appointment for the inspection. These voluntary customers have been doing this sampling program since 1992. DNR now requires a pre-inspection to be done at these sample sites to insure that the proper criteria are met before samples are taken.

Conservation and Efficiency

Community solar

Customers continue to purchase shares for themselves and as gifts. Solicited input from Sterling Ponds neighborhood on banner and landscaping on the site. Feedback was positive. Owen Haugen, UWRF student studying pollinator plants under the panels submitted his mid-project report to APPA.

Renewable Energy blocks

A total of 557 customers are purchasing green blocks and we are at 8.9 percent customer participation. We continue to increase our lead as #1 in the state for customer participation.

Solar Bench

Submitted grant to Rotary for 2-3 solar benches.

LED Light Exchange

We held a very successful LED holiday lighting exchange and recycling event. The community filled two shopping carts with donated food and brought in over 800 strands of old lights to be recycled at sheltered workshops in Minnesota.

Blue Bike program

Received bikes from Free Bikes 4 Kids (75 repaired and cleaned and 20 that need some repair). Anna Lubke, a High School student starred in a one-minute city rap entitled Blue Bike Wrap-up.

Police Updates-Staff Outreach

School Resource Officer Gottfredsen gave an Active Shooter Response presentation for the city library staff. He also did a forensic evidence presentation for a Renaissance class.

Community Policing Specialist Officer P. Jensen attended the Chancellor's Advisory Council on Alcohol, Tobacco, and other Drugs meeting at UWRF, discussing their alcohol concerns and what RFPD was doing to address alcohol issues.

Officer Jensen also did a Policeman Introduction presentation for the UWRF pre-K, a tour of the Police Department for Girl Scout Troop 56159 presentation on open party concerns for UWRF Greek Fraternity.

Fire Department Updates

In order to plan for the future and operate more effectively in the present, we restructured our advisory committees. Every member is assigned to one of the following committees: Succession & Future Planning; Policy & Standard Operating Guidelines; Training; Equipment & Apparatus; Public Education; and Safety & Inspections. Committees will be meeting quarterly to provide valuable input on operational issues facing the department.

Members who responded to and were impacted by a particularly severe vehicle accident were offered Critical Incident Stress Debriefing (CIDS), which was arranged by our Human Resources Department. The debriefing was also offered to Ambulance personnel who were impacted.

The run volume for November 2016 was a total of 28 fire calls, which compares to 26 calls for the same period last year. Year to date is: 2016 – 217 calls; 2015 – 249 calls.

EMS Updates

Deanne Claypool has been rehired as a Full Time Critical Care Paramedic. She will be Derek Merriam's partner on the A-shift rotation. We are looking forward to having her expertise and experience on our department in this new role.

EMT Whitney Valento welcomed a baby boy on 11/29/16. Both mom and baby are doing well.

PT EMT-Prescott Station Ben Prager resigned and accepted a full time job in the cities as a security officer. We wish him well.

The current EMT class at CVTC is finishing up and students will be completing their national testing in mid-December. Our department will welcome five new members once completed. We are now hiring for a Part Time EMT position in Prescott.

We have finalized the specifications process for the next ambulance replacement. It should arrive in early January 2017. The new ambulance will be on a Chevy Chassis like our other units. Manufacturing for the new ambulance began in September. It will come with a new power cot and stair chair.

Due to the many generous donations this past year, we were able to purchase three new Stat Packs to replace our current first-in bags. These are much more manageable and practical to use.

The EMS Advisory Board met this week to start discussions of suggested changes to the EMS contract with Prescott next year. New board member Ken McNiff, representing the Prescott

area, was able to participate in this discussion. Director Jeff Rixmann will be attending the Prescott Area EMS and Fire Association meeting this month to obtain feedback on future contract changes.

Library Updates

Circulation in November was 23,346. There were 12,500 visitors to the library in November. Meeting rooms were used 93 times. There were 30 programs and events for children and adults, including story times. There were also 21 class visits. There were 1,999 individual sessions logged on the public computers. Our patrons borrowed 3,540 items from the MORE system, and the library loaned 3,781 items to other libraries. There are 1,619 questions answered at three service points. Volunteers worked 176 hours.

Programming

Author Mary Casanova will be here on December 10 at 2 p.m. We have submitted information to Community Ed and to the City about our program calendar for winter/spring 2017.

Next show in the gallery is a collection of works celebrating the 100th anniversary of the National Park System from Project Art for Nature, a group of area and Twin Cities' artists.

Budget / Pierce County funding

The Pierce County Board voted to increase funding for libraries by five percent. This will give the library about \$11,000 additional dollars in our budget.

Building

Monica, Cole and Nancy submitted a grant request to the River Falls Rotary for new shelving in the children's library as well as new seating and wall decorations in the children's computer corner, and a creative play center that will help children with literacy skills. The coffee counter is installed and a contract signed with Viking Coke which will provide the coffee maker and air pots.

City Administrator Comings and Goings

- Staff 1 on 1s
- Council 1:1s
- Executive Team Meeting
- Management Team Meeting
- Incubator
- Chamber Retreat
- Kinni Corridor Meetings
- Meeting with David Miller
- Meeting with Shannon Zimmerman and Sheila Harsdorf



Games

Holiday Photo Booth

Holiday Treats

Please join us at the
River Falls Public Library

for the 2016

holiday
Open House

Thursday, December 8th

9 am to 8 pm

140 Union St., River Falls, WI

Free fun for everyone!

Music

Crafts

Refreshments

Face Painting

& MORE!

**Vote for your
favorite
Gingerbread
creation!**



Meet and Greet **Blue Ribbon Baker**, Marjorie Johnson

1-6:30pm Cookbooks for sale and signing

Meet and Greet

Marjorie Johnson

author of

The Road to

BLUE RIBBON BAKING

with **Marjorie**



Thursday, December 8

1-6:30 PM

River Falls Public Library

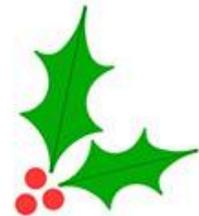
140 Union St, River Falls, WI

Cookbooks for sale and signing

\$25.00



HOLIDAY OPEN HOUSE



Thursday, December 8 - All Day

City of River Falls Monthly Status Report

Department Name: Community Development

Reporting Period: 12/1/2016

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"/>	Kinni Corridor Planning Committee has met twice so far. The kick-off meeting is Dec. 8 th at 6:30pm at the library.
Glen Park Master Plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff is beginning to draft the RFP for Preliminary Design. Rotary grant proposal was submitted.
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.
SLUC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No updates.
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. The City has signed contracts with the state and feds for grant funding.
South Main Street Corridor Study	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The study is complete; it will be on both Plan Commission and Council agendas in December.
Wisconsin Historical Society Grant for National Register Nomination	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The National Register of Historic Places nomination for the Glen Park Swinging Bridge is underway. Heritage Research LTD. will have the project completed by August of 2017.
Site Plan Review	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site Plan Review has slowed for the winter season.
EDC Covenant Review	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No reviews pending at this time.
214 & 220 Union Street	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff is working with the Housing Authority to rent the units.
BID	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No applications at this time.
DRC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No reviews at this time.
Kilkarney Hills Golf, INC	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A master plan for future development of the complete property including the city property within Whitetail Ridge Corp. Park bluff top is underway.
1300 South Main Street River Falls Motel	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Work is underway.
Cooperative Plan with Kinnickinnic	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The group met in November and discussions are ongoing.
Spring Creek Estates 1 st Addition PUD	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Plan Commission & Council approved a General Development Plan for additional lots in Spring Creek Estates. Construction on infrastructure has begun; the Specific Implementation Plan will go to Plan Commission & Council on December.

				The name of the PUD has been changed by the Developer to Spring Creek Estates South.
Knollwood 1st Addition	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Plan Commission approved the final Plat of Knollwood 1st Addition on September 6th. Council review will follow at a later date. The developer hopes to have lots available for construction by next spring/summer.
Board of Appeals	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No new requests at this time; The City received notice of an appeal of the BOA decision regarding Paige Olson. The appeal is pending with St Croix County Circuit Court
Ordinance Update Package	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff is in process of drafting ordinance changes to take to Plan Commission. Early spring adoption is anticipated.
Glen Park Safe Room	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff has submitted follow up questions and cost estimate details to FEMA regarding our project. Staff continues to work with Wisconsin Emergency Management on follow-up questions The State estimates that a grant agreement will take place sometime between February and June of 2017.
Parks & Recreation				
Pool Operations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The pool is closed for the season. It was a smooth summer at the pool, with no major incidents to report.
Park & Rec Fee Study	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Waiting for classes to be completed for this year's review.
Park & Rec Survey	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Survey is complete and has been presented to Park Board.
Building & Inspection				
Permitting	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	See the department dashboard for building permit totals. Permit issued and footings poured for Allina Clinic on Division.
Code Enforcement	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Following up on complaints and completing building permit finals from previous years. Completing footing inspections for Land O Lakes, County MM.
Modifications to B&I	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff is working on a proposal of modifications to B&I's codes, permitting and processes.

Comments/Announcements:

- ComDev website updates will be completed for January roll out.
- Second Community Barn Dance 11-19-16 of the season at River Falls Academy building brought in 85 participants.
- Whitetail Ridge bike trails held another great event November 5, 2016 Icebox 480 bringing 150 runners running 56 miles and they donated \$800.00 back to KORC for trail maintenance.
- Received the BRONZE DESIGNATION FOR BICYCLE FRIENDLY COMMUNITY again for the next four years 2016-2020.

City of River Falls Monthly Status Report

Department Name: Finance

Reporting Period: 12/1/2016

Department Projects and Status

Name of Project	Completed	In Progress	Delayed	Updates
2016 planning for CIP/Budget/Fiscal plan updates	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	2017-2018 Budget adopted on 11/22/16. CIP to be considered for adoption on 12/13/16. Fiscal plan is in the process of being revised.
Purchasing card vendor change	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	After analyzing the cost/benefit of the City's purchasing card vendor, a switch to a different company was completed in October, 2016.
Annual Audit Preparation	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	First field work will be December 13 th , next will be March 6-10 th
Storm Water Rates	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Storm water rates are being reviewed. A 3% increase for 2017 was included in the 2017-2018 budget. An action request on rates will be coming to the Council in early 2017.

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

Mike Reardon will celebrate his 2nd anniversary as IT Coordinator on January 1.

City of River Falls Monthly Status Report

Department Name: Engineering

Reporting Period: 12/7/2016

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"/>	UAB adopted the recommended preferred route for the N interceptor and preferred concept for the St. Croix Street outfall on 11/21. TKDA will prepare preliminary plans which will be used to identify permanent and temporary easements needed to construct the project and maintain the system. An acquisition map will be brought to the City Council for approval before the Land Acquisition Specialist begins negotiations with affected property owners.
Veterans Park Pedestrian Bridge	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Waiting for consultant's final report.
S Main Crosswalk Study	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	Work complete. Final acceptance of project will wait for spring so that acceptable turf establishment can be confirmed.
Kinnickinnic River Pathway, University Falls to Family Fresh	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Path is paved. Final acceptance of project will wait for spring so that acceptable turf establishment can be confirmed.
2016 Sanitary Sewer Lining	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Insituform finished lining project. Closeout documentation including post-lining videos have been received and is being reviewed before final payment.
Residential Permit Parking	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff assisted with parking control changes in the Oak Knoll Avenue and Grotenhuis area of the City.
First National Bank	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff continues to monitor progress
Lake George Trail (Heritage Park to Division Street)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff reviewed updated preliminary design plans for this trail project.
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.
Allina Health Campus Planning	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff sent Allina signed Quit Claim deed for City owned storm water Outlot in accordance with City Council direction. Recorded copy

				has yet to be received.
Erosion Control Inspections	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff continued routine erosion control inspections.
Civil Engineer Recruitment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Currently on hold.
Kinnickinnic River Watershed Strategic Plan	<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.
Sterling Ponds Corporate Park Phase 2	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff conducted a preliminary walkthrough of the work. Final acceptance of project will wait for spring so that acceptable turf establishment can be confirmed.
Stratasys Drainage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Over the winter, staff will develop preliminary ideas of solutions that could be implemented for a gully erosion issue that begins at the Kilkarney Golf Course and extends east through City owned steep slopes and review them with Kilkarney.
Kinni Corridor Plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff continues to support this planning effort and will have station assignments at Public Kickoff meeting on December 8.
STH 35/65/Division Street Jug Handle	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff continued coordination with WisDOT consultant for this project slated for 2020-2021. It was discovered that the original Hoffman Park project used LAWCON funding which may complicate project approvals.
Mann Valley Corporate Park	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff monitoring construction activity at site.
TW Vending	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff continues to coordinate with developer and monitor site.
Montessori Parking Change Request	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff received a request from the Montessori School to remove "No Parking" zone on Maple Street. Parking Map amendment has been added to City Council agenda. Adoption anticipated on December 13.
E Cascade Parking Change Request	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff received a request for extending a no parking area on E Cascade. It was reviewed and staff recommended Police implement a temporary zone. Parking Map amendment has been added to City Council agenda. Adoption anticipated on December 13.
Glen Park Project	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff continued formulating RFP for Preliminary and Final design of Glen Park improvements.
Sixth and Cemetery Crosswalk	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff conducted observations of the crosswalk along with RFSD officials. Some possible changes are being investigated. Meeting with PD is scheduled.
Spring Creek Estates 1 st Addition	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sewer and water installation continues. Staff addressed

				concerns with the developer's engineer regarding backfill for trenches that was unacceptable to large rocks that could affect the long-term stability of roads, sewer, and water.
MS4 Stormwater Permit Audit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Wisconsin DNR an audit of the City of River Falls stormwater management permits November. We are awaiting notice of any specific requests for us to change our methods.
2016 Pavement Inspections	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff has begun updating pavement ratings and recommendations for 2016.
2016 WisDOT Certified Mileage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff submitted 2016 WisDOT Certification of Mileage and report on road construction and maintenance.
UW-RF Stormwater Utility Rate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff updated the Stormwater Management Fee for UW-RF to reflect recent construction on campus
Ped Flasher Knock Down	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Staff assisted with evaluating repairs after the center median pedestrian flasher was knocked down at Spruce/Cascade.
APWA-MN Fall Conference	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Two staff members attended the APWA-MN Fall Conference in Minneapolis.
N. Main St. Parking Request	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff received a request to establish a 15 minute parking zone in front of the Riverwalk Square building. The request was supported by a petition signed by business owners on that block.