COMMON COUNCIL AGENDA
April 11, 2023

The public may view/listen to the meeting by:
• Calling Toll Free 1-844-992-4726, access code: 263 413 40287
• Visiting the web link: https://tinyurl.com/rfcc41123
• Viewing the City’s YouTube Channel: https://www.youtube.com/user/cityofriverfalls

Call Meeting to Order – 6:30 p.m.
Pledge of Allegiance
Roll Call
Approval of Minutes – March 28, 2023, Regular Minutes
Approval of Bills

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

PUBLIC COMMENT, PETITIONS, REQUESTS AND COMMUNICATIONS:
1. Public Comment
   If you are unable to attend the meeting in person but would like to submit a public comment, please e-mail to the City Clerk’s office (awhite@rfcity.org).

PUBLIC HEARING:
6:31 p.m.
2. Ordinance 2023-04 – Annexation of land and right-of-way in the Town of Troy to the City of River Falls (Parcel Identification Numbers (PIDS) 040113010000 and 040113295025 at County Highway U and County Highway M); and applying a Zoning Classification of A – Agriculture District – Second Reading and Disposition

6:32 p.m.
3. Ordinance 2023-05 – Annexation of the western portion of land and right-of-way in the Town of Troy to the City of River Falls (Parcel Information Number (PID) 040113295101 on County Highway M); and applying a Zoning Classification of R-3 Multifamily (High Density) Residence District to the westernmost portion and C – Conservancy District to the eastern portion of the annexation area – Second Reading and Disposition

6:33 p.m.
4. Ordinance 2023-06 - Amending the Extraterritorial Zoning Map to Rezone a Parcel from A-1 Exclusive Agriculture to A Agriculture (PID 022010310100) – First Reading

6:34 p.m.
5. Ordinance 2023-07 – Amending Section 8.40.040 – Weeds and Noxious Growth – First Reading

6:34 p.m.
6. Request for Combination “Class B” Liquor and Class “B” Beer License for Castro Corporation dba Burrito X.Com, 106 N. Main Street, River Falls, WI
CONSENT AGENDA:
7. Resolution Approving Request for City Assistance for River Falls Area Chamber of Commerce and Tourism Bureau for 2023 Events
8. Resolution Approving the 2023 Wisconsin DNR Urban Nonpoint Source and Stormwater Management Program Planning Grant Application
9. Resolution Supporting 2023-2024 Legislative Priorities
10. Change of Agent – Kwik Trip Store #301

REPORTS:
11. Administrator’s Report

ANNOUNCEMENTS:
12. Mayor’s Appointments
13. Arbor Day Proclamation

ADJOURNMENT

NOTE: Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials to be in an accessible location or format, may contact City Clerk Amy White at (715) 426-3408 or in person at 222 Lewis Street, for accommodations. Requests for accommodations should be made at least three (3) business days in advance of the meeting. Every effort will be made to arrange accommodations.

Posted at City Hall 3/30/23; Publish: The Pierce County Journal: 4/5/23
March 28, 2023

Mayor Toland called the meeting to order at 6:30 p.m.

City Council Members Present: Mayor Dan Toland, Jeff Bjork, Nick Carow, Sean Downing, Alyssa Mueller, Todd Bjerstedt, Scott Morrissette, Diane Odeen

Members Absent: none

Staff Present: City Administrator Scot Simpson; Assistant City Administrator Jason Stroud; City Attorney Chris Gierhart; IT Specialist Jon Smits; Utility Director Kevin Westhuis; Assistant to the City Administrator Jennifer Smith; Management Analyst Fellow Ellen Massey; Community Development Director Amy Peterson; Fire Chief Steven Cash; Assistant Director of Community Development Emily Shively; Community Services Director/City Clerk Amy White; Library Director Tanya Misselt; Human Resources Director Karen Bergstrom; City Planner Sam Burns; City Planner Kendra Eilner; Finance Director Josh Solinger; City Engineer Todd Nickleski; Economic Development Manager Keri Schreiner; Sergeant Denton Anderson

Others: Ken Witt, Scott Knudson, Adam Kastonek, Stephanie and Matt Johnson, Kodi Satra, Boy Scout Troop 54, Stephanie Falkers, Maria Wardoku, others

Boy Scout Troop 54 led the Pledge of Allegiance. The mayor thanked the boy scouts for attending.

APPROVAL OF MINUTES
March 14, 2023, Regular Minutes
MSC Downing/Bjork move to approve minutes. Unanimous.

APPROVAL OF BILLS:
Bills: $1,294,110.38
MSC Carow/Bjerstedt move to approve bills. Unanimous.

PUBLIC COMMENT, PETITIONS, REQUESTS AND COMMUNICATIONS:
Library Director Tanya Misselt spoke in support of the city’s proposed comprehensive plan. She listed what the library was willing to do to assist.

St. Croix County Public Safety referendum
St. Croix County Administrator Ken Witt, Sheriff Scott Knudson, Public Information Officer Adam Kastonek came to provide information on the upcoming public safety referendum. The referendum requests funding to add 24 new staff positions to the department.

Mann Valley Updates Presentation
Economic Development Manager Keri Schreiner provided a presentation. Last year, the council approved the updated concept plan. Schreiner talked about the land uses and provided an overview on the infrastructure and project timeline.
PUBLIC HEARING:
Ordinance 2023-03 - An update to the City’s Comprehensive Plan, to replace the 2005 Comprehensive Plan – Second Reading and Disposition
At 6:49 p.m., Mayor Toland moved into a public hearing and introduced Community Development Director Amy Peterson.

Peterson thanked the parties that participated in the process including the council, community, staff, and the consultant. She introduced Stephanie Falkers from SRF Consulting Group. Falkers provided an in-depth presentation. She gave an overview of the process and three plans – the Comprehensive Plan, The Outdoor Recreation Plan, and the Bike and Pedestrian Plan. She talked about the process, engagement, and Focus River Falls participants.

Falkers explained what a comprehensive plan was. It is required by state statues with updates required every 10 years. She talked about the comprehensive plan goals, the nine requirements, housing, and future land use and boundaries. Falkers talked about the Outdoor Recreation Plan including a needs assessment and recommendations and priorities. Upon conclusion, she introduced Project Manager Maria Wardoku with Alta Planning + Design, who would talk about the Bike and Pedestrian Plan.

Wardoku talked the vision statement, goals, existing conditions analyses, public engagement, network recommendations, project implementation tools, policy and program prioritization. Upon conclusion, Wardoku turned over to Falkers. Falkers talked about what’s next and thanked the council.

The mayor asked if there were any comments from the public.

Stephanie and Matt Johnson, W10439 880th Avenue – came in support of the Bike and Pedestrian Plan and hoped council would adopt it.

With no other public comments, the mayor moved back into Open Session at 7:23 p.m. MS Morrissette/Odeen move to adopt the ordinance. The mayor asked for comments.

Alderperson Downing was in favor of the plan. He thanked SRF, the city planners, and everyone involved in the process for their hard work. He talked about his proposal including vision statements for all city departments in the city’s strategic plan as a planning tool. He provided further details and asked City Administrator Simpson to provide an example. Simpson spoke about ‘nesting’ plans and being related to each other. Downing said again he was in favor and thanked Morrissette and Odeen for being a part of the planning process for the Comprehensive Plan.

Alderperson Bjork is in favor of the plan but has an issue with verbiage saying it’s a local government’s master plan for the community should change in the future. He felt it should be more of a guide for the future and not an etched in stone plan. Bjork spoke about future councils getting opportunities brought to them which will be part of the plan/guide. To him, it’s a guide. Downing agreed saying that in past planning meetings, the mayor said we are working toward these goals. He felt that was important for us to remember.

With no other comments, the mayor asked for a vote. The ordinance passed unanimously with all voting in favor.

Resolution No. 6755 - Adopting the 2023 Outdoor Recreation Plan
MS Mueller/Odeen move to adopt the resolution. The mayor asked for comments.
City Administrator Simpson clarified that the public hearing was available for people who wanted to comment on these plans too. The mayor asked if anyone had any comments on either the Outdoor Recreation Plan or Bike and Pedestrian Plan. There were no comments.
With no other comments, the mayor asked for a vote. The resolution passed unanimously with all voting in favor.

Resolution No. 6756 - Adopting the 2023 Bike and Pedestrian Plan
MS Mueller/Downing move to adopt the resolution. The mayor asked for comments. As there were none, the mayor asked for a vote. The resolution passed unanimously with all voting in favor.

Ordinance 2023-04 – Annexation of land and right-of-way in the Town of Troy to the City of River Falls (Parcel Identification Numbers (PIDS) 040113010000 and 040113295025 at County Highway U and County Highway M); and applying a Zoning Classification of A – Agriculture District – First Reading
At 7:28 p.m., Mayor Toland moved into a public hearing and asked for comments. As there were no comments, the mayor moved back into Open Session at 7:29 p.m. Council did not have questions.

Ordinance 2023-05 – Annexation of the western portion of land and right-of-way in the Town of Troy to the City of River Falls (Parcel Information Number (PID) 040113295101 on County Highway M); and applying a Zoning Classification of R-3 Multifamily (High Density) Residence District to the westernmost portion and C – Conservancy District to the eastern portion of the annexation area – First Reading
At 7:29 p.m., Mayor Toland moved into a public hearing and asked for comments. As there were no comments, the mayor moved back into Open Session at 7:30 p.m. Council did not have questions.

CONSENT AGENDA
Acknowledgement of the following minutes: Park and Recreation Advisory Board – 2/15/2023; Library Board – 1/9/2023; 2/6/23; Plan Commission – 2/7/23; Historic Preservation Commission – 3/8/23; BID Board – 1/10/23

Resolution Approving the Specific Implementation Plan for Oak Hill →→pulled by Carow
Resolution No. 6757 - Approving the Preliminary Plat for Oak Hill
Resolution No. 6758 - Approving the Development Agreement for Oak Hill
Resolution Approving the Specific Implementation Plan for The Current →→pulled by Carow
Resolution No. 6759 - Approving the Development Agreement for The Current
Resolution No. 6760 - Directing Staff to Make a Reasonable Accommodation for a Group Home at W9194 Hwy 29
Resolution No. 6761 - Approving Purchase of Taxi Vehicle
Change of Agent for Tattersall Companies, LLC. →→pulled by Morrissette
Resolution No. 6762 - Approving Uncollectible EMS Accounts for Fiscal Year 2022
MSC Odeen/Morrissette moved to approve the remainder of the Consent Agenda. Unanimous.

Resolution No. 6763 - Approving the Specific Implementation Plan for Oak Hill
Alderperson Carow asked for project information. Simpson provided details on the Oak Hill residential project on South Apollo Road and West Maple Street. MSC Carow/Morrissette moved to approve the resolution. Unanimous.

Resolution No. 6764 - Approving the Specific Implementation Plan for The Current
Alderperson Carow asked for project information. Simpson provided details on the Current residential project. MSC Carow/Morrissette moved to approve the resolution. Unanimous.

Change of Agent for Tattersall Companies, LLC.
Alderperson Morrissette asked Kodi Satra to come forward for questions. Morrissette asked Satra if she understood the role of an agent; if she possessed her responsible server’s certificate; and if she understood if an alcohol-related violation occurs and she is not present, she is still responsible. Satra answered yes to all. MSC Morrissette/Downing move to approve change of agent. Unanimous,
ORDINANCES AND RESOLUTIONS:
Resolution No. 6765 - Amending the City's Uncollectible Policy
MSC Morrissette/Bjerstedt move to approve resolution. Unanimous.

REPORTS:
Comptroller's Report for February 2023
Comptroller Odeen read the following report: General Fund revenues through the end of February were $3,504,859 or 27.4 percent of total budgeted revenues for the year. Revenues in February included $2,353,635 in general property tax and $276,033 in state facilities revenue. Expenditures through the end of February were $1,827,625 or 14.3 percent of total budget expenditures for the year. As of February 28, 2023, net revenues over expenditures were $1,677,234.

CLOSED SESSION:
At 7:42 p.m., MS Morrissette/Odeen move to recess into Closed Session per Wisconsin State Statutes for the following purposes: § 19.85(1)(c) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility, to wit: City Administrator”. The roll call vote to move into Closed Session passed unanimously with all voting in favor.

RECONVENE INTO OPEN SESSION:
MSC Mueller/Bjerstedt move back into Open Session at 7:55 p.m. Unanimous.

Resolution No. 6766 - Approving City Administrator Employment Agreement
MSC Bjork/Mueller move to approve resolution. Unanimous.

MSC Bjerstedt/Morrissette move to adjourn at 7:56 p.m. Unanimous.

Respectfully submitted,

Kristi McKahan, Deputy Clerk
MEMORANDUM

TO: Mayor Toland and City Councilmembers

FROM: Emily Shively, Assistant Director of Community Development

DATE: April 11, 2023

TITLE: Ordinance regarding the annexation of land in the Town of Troy to the City of River Falls on County Highway U and County Highway M (Moelter Property) – Second Reading and Disposition

RECOMMENDED ACTION
Adopt an ordinance approving the annexation of land in the Town of Troy to the City of River Falls and applying a zoning classification of A-Agriculture District to the subject properties.

BACKGROUND
A unanimous petition for annexation has been submitted by Gary Moelter for PIDs 040113010000 and 040113295025 on County Highway U/County Highway M adjacent to the Mann Valley Corporate Park.

Location Map (proposed annexation area outlined in blue):

![Location Map](image-url)
The petition is to annex approximately 48.61 acres from the Town of Troy to the City of River Falls. The full legal description of the property is included with the Annexation Petition (attached).

The City’s process for reviewing this type of annexation includes multiple steps that are scheduled to occur on the following dates:

- 02/28/2023 City Council referral to the Plan Commission for review.
- 03/07/2023 Plan Commission review and recommendation to City Council.
- 03/28/2023 City Council public hearing/first reading of an ordinance to annex the property.
- 04/11/2023 City Council public hearing/second reading and disposition of an ordinance to annex the property.

**ANALYSIS**

The following factors are considered in determining whether to approve an annexation to the City per Section 19.100.030.B.:

1. Location: Is the location contiguous to the city?
2. Use: Is the present use or proposed use of the area proposed to be annexed compatible with the uses in the city adjacent to the territory proposed to be annexed?

**Location – Contiguity**

The image above shows land that is in City as highlighted with a yellow overlay. The subject parcels are contiguous to the City boundary.

**Use – Compatibility**

At this time, there is no proposal to develop the subject properties. The applicant intends to continue the agricultural use of the land until there is a business that would like to develop the land and be part of the Mann Valley Corporate Park. As such, there are no anticipated significant budget impacts or capital costs to be assessed to the annexation area at this time.
Future Land Use and Zoning Classification
The Council adopted a modified concept plan for the Mann Valley Corporate Park on June 28, 2022 (Res.6682) which shows the subject area as intended for corporate park development with an option for mixed use along County Highway M. As there are no current proposals for development, staff is recommending applying a zoning classification of A – Agriculture District to allow for the continuation of the existing use until such time as development occurs.

Mann Valley Corporate Park Concept Plan

SUMMARY
The proposed annexation area is contiguous with City boundaries and the near-term continued use of the property for agricultural purposes and the future use of the property for corporate park/mixed use is anticipated to be compatible with surrounding land uses.

PLAN COMMISSION RECOMMENDATION
Plan Commission reviewed the proposed annexation at their meeting on March 7, 2023 and unanimously recommended that the request for annexation and application of an A – Agriculture District zoning classification for the subject properties be forwarded to the City Council with a favorable recommendation.

CONCLUSION
Staff recommends the City Council approve the ordinance regarding the annexation of two parcels from the Town of Troy to the City of River Falls and applying a zoning classification of A-Agriculture District to the subject properties.
CITY OF RIVER FALLS
ORDINANCE NO. 2023-04

AN ORDINANCE ANNEXING CERTAIN TERRITORY
OF THE TOWN OF TROY TO THE CITY OF RIVER FALLS, WISCONSIN

RECITALS

A. On February 7, 2023, a petition, a copy of which is attached (Exhibit A), was filed with the City Clerk of the City of River Falls seeking to annex the territory legally described in Exhibit B (the “Territory”) to the City of River Falls, Wisconsin from the Town of Troy, St. Croix County, Wisconsin pursuant to Wis. Stat. § 66.0217(2).

B. A copy of the petition was filed with the Town Clerk of the Town of Troy.

C. On March 1, 2023, a copy of the petition, including a scale map and a legal description of the Territory, was mailed to the Wisconsin Department of Administration.

D. The City has considered the advice received from the Department, if any.

E. No person currently resides within the Territory.

F. The City’s Plan Commission has recommended a zoning classification of the Territory as A Agricultural District.

ORDINANCE

NOW, THEREFORE, pursuant to Wis. Stat. § 66.0217, the Common Council of the City of River Falls, St. Croix County and Pierce County, Wisconsin, do ordain as follows:

1. Territory Annexed. The Territory is annexed to the City of River Falls.

2. Scale Map. The scale map, attached as Exhibit A, shows the Territory to be annexed and its relationship to the boundaries of the City of River Falls and the Town of Troy.

3. Effect of Annexation. From and after the effective date of this Ordinance, the Territory shall be a part of the City of River Falls for any and all purposes provided by law, and all persons coming or residing within such Territory shall be subject to all ordinances, rules, and regulations governing the City of River Falls.

4. Ward Designation. Upon the effective date of this Ordinance the Territory shall be part of Ward No. 2 in the City of River Falls.
5. **Clerk Duties.** The City Clerk is directed to file and record copies of this Ordinance as required by statute.

6. **Payment to Town of Troy.** Pursuant to section 66.0217(14)(a)1. of the Wisconsin Statutes, the City agrees to pay the Town of Troy for five years an amount equal to the amount of property taxes that the Town of Troy levied on the Territory, as shown by the tax roll prepared under Wis. Stat. § 70.65, in the year in which the annexation of the Territory is final.

7. **Zoning.** The Territory is assigned a zoning classification of A Agricultural District.

8. **Effective Date.** This Ordinance shall take effect upon adoption and publication.

The above and foregoing Ordinance was duly adopted by the Common Council of the City of River Falls at a meeting held on April 11, 2023, by a two-thirds vote of the elected members of the Common Council.

APPROVED:

By: ____________________________
Dan Toland, Mayor

ATTEST:

______________________________
Amy White, City Clerk
Petition for Direct Annexation by Unanimous Approval

We, the undersigned, constituting all of the owners of the real property in which no electors reside in the following described territory of the Town of Troy, St Croix County, Wisconsin, lying contiguous to the City of River Falls, St Croix County, Wisconsin, petition the City Council of River Falls to annex the territory described below and shown on the map below.

THE SOUTHEAST OF THE SOUTHEAST QUARTER (SE% OF SE%K) OF SECTION THIRTY FOUR (34), TOWNSHIP TWENTY EIGHT (28) NORTH, RANGE NINETEEN (19) WEST, TOWN OF TROY, ST. CROIX COUNTY, WISCONSIN, EXCEPT: Commencing on the South line of the East Half of the Southeast Quarter 680.0 feet East of the Southwest corner thereof; thence North 169.0 feet; thence N28°36'E 65.9 feet; thence East 110.2 feet; thence South 229.6 feet to said South line; thence West on said South line 136.0 feet to the place of beginning, AND EXCEPT the South 265 feet of the West 397 feet of said forty, AND EXCEPT parcel in Volume 573, page 449 as document number 348396, AND ALSO EXCEPT Lot 1 of Certified Survey Map in Volume 11, page 3236, as document number 558139.

and

THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER (SW% OF SWK) OF SECTION THIRTY FIVE (35), TOWNSHIP TWENTY EIGHT (28) NORTH, RANGE NINETEEN (19) WEST, TOWN OF TROY, ST. CROIX COUNTY, WISCONSIN, EXCEPT the East 25 acres thereof.

Property Owner

Gary J. Moelter

Date

Parcel Id Numbers: 040-1130-10-000 and 040-1132-95-025
EXHIBIT B

LEGAL DESCRIPTION

THE SOUTHEAST OF THE SOUTHEAST QUARTER (SE¼ OF SE¼) OF SECTION THIRTY FOUR (34), TOWNSHIP TWENTY EIGHT (28) NORTH, RANGE NINETEEN (19) WEST, TOWN OF TROY, ST. CROIX COUNTY, WISCONSIN, EXCEPT: Commencing on the South line of the East Half of the Southeast Quarter 680.0 feet East of the Southwest corner thereof; thence North 169.0 feet; thence N23°96'E 65.9 feet; thence East 110.2 feet; thence South 229.6 feet to said South line; thence West on said South line 136.0 feet to the place of beginning, AND EXCEPT the South 265 feet of the West 397 feet of said forty, AND EXCEPT parcel in Volume 573, page 449 as document number 348396, AND ALSO EXCEPT Lot 1 of Certified Survey Map in Volume 11, page 3236, as document number 558139.

and

THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER (SW¼ OF SW¼) OF SECTION THIRTY FIVE (35), TOWNSHIP TWENTY EIGHT (28) NORTH, RANGE NINETEEN (19) WEST, TOWN OF TROY, ST. CROIX COUNTY, WISCONSIN, EXCEPT the East 25 acres thereof.
MEMORANDUM

TO: Mayor Toland and City Councilmembers

FROM: Emily Shively, Assistant Director of Community Development

DATE: April 11, 2023

TITLE: Ordinance regarding the annexation of land in the Town of Troy to the City of River Falls on Highway M (City-owned Property) – Second Reading and Disposition

RECOMMENDED ACTION
Adopt an ordinance approving the annexation of land in the Town of Troy to the City of River Falls and applying a zoning classification of R-3 Multiple Family (High Density) Residence District and C-Conservancy District to the subject property.

BACKGROUND
The City recently purchased a parcel adjacent to the Mann Valley Corporate Park, the western portion of which is proposed to be annexed to the City. The easterly portion of the parcel containing the farmstead will remain in the Town.

Location Map:

Proposed Annexation Area:
The proposal is to annex approximately 19.81 acres from the Town of Troy to the City of River Falls as shown in the map above.
The City’s process for reviewing this type of annexation includes multiple steps that are scheduled to occur on the following dates:

- 02/28/2023  City Council referral to the Plan Commission for review.
- 03/07/2023  Plan Commission review and recommendation to City Council.
- 03/28/2023  City Council public hearing/first reading of an ordinance to annex the property.
- 04/11/2023  City Council public hearing/second reading and disposition of an ordinance to annex the property.

ANALYSIS

The following factors are considered in determining whether to approve an annexation to the City per Section 19.100.030.B:

1. Location: Is the location contiguous to the city?
2. Use: Is the present use or proposed use of the area proposed to be annexed compatible with the uses in the city adjacent to the territory proposed to be annexed?

Location – Contiguity

The image above shows land that is in City as highlighted with a yellow overlay. The proposed annexation area (outlined in blue) is contiguous to the City boundary.

Use – Compatibility

The eastern portion of the proposed annexation area contains an existing drainageway that will be preserved. The western portion of the proposed annexation area will be marketed for residential development. These uses are anticipated to be compatible with the surrounding area and are not anticipated to have budget impacts that would differ from similar residential development in the City. Infrastructure to serve future development will be installed as part of the Mann Valley Corporate Park project.
Future Land Use and Zoning Classification
The Council adopted a modified concept plan for the Mann Valley Corporate Park on June 28, 2022 (Res.6682) which shows the subject area as intended for mixed use/residential development. Staff anticipates that this area will be highly desirable for residential development given the proximity to natural resource amenities, easy access to downtown River Falls, and proximity to future employment areas in the Mann Valley Corporate Park. Staff is recommending applying a zoning classification of R-3 Multi-family (High Density) Residence District to provide for the greatest flexibility for future residential development in this location.

Mann Valley Corporate Park Concept Plan

Proposed Zoning
SUMMARY
The proposed annexation area is contiguous with City boundaries and the proposed open space and residential uses are anticipated to be compatible with surrounding land uses.

PLAN COMMISSION RECOMMENDATION
The Plan Commission reviewed the proposed annexation at their meeting on March 7, 2023 and unanimously recommended that the proposed annexation and the application of R-3 Multi-family (High Density) Residence District zoning classification be applied to the western portion of the annexation area and C Conservancy zoning classification be applied to the eastern portion of the annexation area be forwarded to the City Council with a favorable recommendation.

CONCLUSION
Staff recommends the City Council approve the ordinance regarding the annexation of a portion of City-owned property from the Town of Troy to the City of River Falls and apply a zoning classification of R-3 Multi-family (High Density) Residence District to the western portion of the annexation area and C Conservancy to the eastern portion of the annexation area.
CITY OF RIVER FALLS
ORDINANCE NO. 2023-05

AN ORDINANCE ANNEXING CERTAIN TERRITORY
OF THE TOWN OF TROY TO THE CITY OF RIVER FALLS, WISCONSIN

RECITALS

A. City of River Falls is seeking to annex the territory owned by the City and described in the Exhibit A (the “Territory”) to the City of River Falls, Wisconsin from the Town of Troy, St. Croix County, Wisconsin pursuant to Wis. Stat. § 66.0223.

B. No person currently resides within the Territory.

C. The City’s Plan Commission has recommended a zoning classification of the western portion of the Territory as R-3 Multifamily (High Density) Residence District and the eastern portion of the Territory as C Conservancy.

ORDINANCE

NOW, THEREFORE, pursuant to Wis. Stat. § 66.0223, the Common Council of the City of River Falls, St. Croix County and Pierce County, Wisconsin, do ordain as follows:

1. Territory Annexed. The Territory is annexed to the City of River Falls.

2. Scale Map. The scale map, attached as Exhibit B, shows the Territory to be annexed and its relationship to the boundaries of the City of River Falls and the Town of Troy.

3. Effect of Annexation. From and after the effective date of this Ordinance, the Territory shall be a part of the City of River Falls for any and all purposes provided by law, and all persons coming or residing within such Territory shall be subject to all ordinances, rules, and regulations governing the City of River Falls.

4. Ward Designation. Upon the effective date of this Ordinance the Territory shall be part of Ward No. 2 in the City of River Falls.

5. Clerk Duties. The City Clerk is directed to file and record copies of this Ordinance as required by statute.

6. Zoning. The western portion of the Territory shall be zoned R-3 Multifamily (High Density) Residence District and the eastern portion of the Territory shall be zoned C Conservancy (legally described in Exhibit C).

7. Effective Date. This Ordinance shall take effect upon adoption and publication.
The above and foregoing Ordinance was duly adopted by the Common Council of the City of River Falls at a meeting held on April 11, 2023, by a two-thirds vote of the elected members of the Common Council.

APPROVED:

By: _________________________
Dan Toland, Mayor

ATTEST:

_________________________________
Amy White, City Clerk
EXHIBIT A
LEGAL DESCRIPTION OF ANNEXATION AREA

Being a part of the Southeast ¼ of the Southwest ¼ and part of the Southwest ¼ of the Southwest ¼, all in Section 35, Township 28 North, Range 19 West, Town of Troy, St. Croix County, Wisconsin, more particularly described as follows:

Commencing at the South ¼ corner of said Section 35; Thence westerly along the south line of the said Southwest ¼ of Section 35-28-19 a distance of 1113.91 feet to the point of beginning; Thence N17°01'53"W 416.22 feet to a point on the easterly line of a parcel described on that deed recorded as Document No. 556032 in the office of the St. Croix County Register of Deeds; Thence N27°19'55"W a distance of 133.55 feet; Thence along said line N39°57'15"W a distance of 311.39 feet; Thence along said line N02°42'13"W a distance of 420.66 feet; Thence along said line N03°58'22"E a distance of 114.66 feet; Thence along said line N25°48'03"E a distance of 39.88 feet; Thence along said line N33°03'25"W a distance of 4.8 feet more or less to the north line of the said Southwest ¼ of the Southwest ¼ of Section 35-28-19; Thence westerly along said line a distance of 506.2 feet more or less to the west line of said parcel in Document No 556032; Thence southerly along said line 1321.71 feet to the said south line of the SW ¼ of Sec 35-28-19; Thence easterly along said south line to the point of beginning;

Said parcel contains 19.81 acres more or less.
EXHIBIT B
MAP OF ANNEXATION AREA

CITY OF RIVER FALLS
NWSW SEC. 35

TOWN OF TROY
SW/SE SEC. 35

ST CROIX COUNTY

TOWN OF TROY
SW/SE SEC. 35

CITY OF RIVER FALLS
SE/SW SEC. 35

ST CROIX COUNTY

W DIVISION STREET

PIERCE COUNTY

TOWN OF RIVER FALLS

FILE NO. RIVER167591
CITY OF RIVER FALLS PROPERTY
ANNEXATION EXHIBIT
RIVER FALLS, WI

DATE: 2/14/2023

EXHIBIT NO.
LEGAL DESCRIPTION OF ZONING CLASSIFICATIONS

AREA TO BE ZONED R-3 MULTIPLE FAMILY (HIGH DENSITY) RESIDENCE DISTRICT:

ALL THAT AREA DEFINED AS COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 35, THENCE N89°57'26"E 489.64 FEET ALONG THE SOUTH LINE OF THE SAID SOUTHWEST 1/4 TO THE SOUTHEAST CORNER OF OUTLOT 1 OF SAID CERTIFIED SURVEY MAP NO. XX ALSO BEING THE POINT OF BEGINNING; THENCE N00°09'38"E 145.56 FEET TO THE SOUTHERLY MOST CORNER OF OUTLOT 2 OF CERTIFIED SURVEY MAP NO. XX; THENCE N11°45'44"W 170.41 FEET ALONG THE WESTERLY BOUNDARY OF SAID OUTLOT 2; THENCE N00°00'00"W 1009.43 FEET TO THE NORTHWEST CORNER OF SAID OUTLOT 2; THENCE S89°59'13"E 334.63 FEET ALONG THE NORTH LINE OF THE SAID SOUTHWEST 1/4 OF THE SOUTHWEST 1/4; THENCE S00°01'19"W 690.00 FEET; THENCE S43°26'16"E 347.59 FEET; THENCE S00°02'25"E 378.96 FEET TO THE SOUTH LINE OF THE SAID SOUTHWEST 1/4 OF THE SOUTHWEST 1/4; THENCE S89°57'26"W 539.29 FEET TO THE POINT OF BEGINNING.

AREA TO BE ZONED C CONSERVANCY DISTRICT:

ALL THAT AREA DEFINED AS COMMENCING AT THE SOUTH ¼ CORNER OF SAID SECTION 35; THENCE WESTERLY ALONG THE SOUTH LINE OF THE OF THE SAID SOUTHWEST ¼ OF SECTION 35-28-19 A DISTANCE OF 1113.91 FEET TO THE POINT OF BEGINNING; THENCE N17°01'53"W 416.22 FEET TO A POINT ON THE EASTERLY LINE OF A PARCEL DESCRIBED ON THAT DEED RECORDED AS DOCUMENT NO. 556032 IN THE OFFICE OF THE ST. CROIX COUNTY REGISTER OF DEEDS; THENCE N27°19'55"W A DISTANCE OF 133.55 FEET; THENCE ALONG SAID LINE N39°57'15"W A DISTANCE OF 311.39 FEET; THENCE ALONG SAID LINE N02°42'13"W A DISTANCE OF 420.66 FEET; THENCE ALONG SAID LINE N03°58'22"E A DISTANCE OF 114.66 FEET; THENCE ALONG SAID LINE A N25°48'03"E A DISTANCE OF 39.88 FEET; THENCE ALONG SAID LINE N33°03'25"W A DISTANCE OF 4.8 FEET MORE OR LESS TO THE NORTH LINE OF THE SAID SOUTHWEST ¼ OF THE SOUTHWEST ¼ OF SECTION 35-28-19; THENCE WESTERLY ALONG SAID LINE A DISTANCE OF 506.2 FEET MORE OR LESS TO THE WEST LINE OF SAID PARCEL IN DOCUMENT NO 556032; THENCE SOUTHERLY ALONG SAID LINE 1321.71 FEET TO THE SAID SOUTH LINE OF THE SW ¼ OF SEC 35-28-19; THENCE EASTERLY ALONG SAID SOUTH LINE TO THE POINT OF BEGINNING

EXCEPT:

THE AREA COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 35, THENCE N89°57'26"E 489.64 FEET ALONG THE SOUTH LINE OF THE SAID SOUTHWEST 1/4 TO THE SOUTHEAST CORNER OF OUTLOT 1 OF SAID CERTIFIED SURVEY MAP NO. XX ALSO BEING THE POINT OF BEGINNING; THENCE N00°09'38"E 145.56 FEET TO THE SOUTHERLY MOST CORNER OF OUTLOT 2 OF CERTIFIED SURVEY MAP NO. XX; THENCE N11°45'44"W 170.41 FEET ALONG THE WESTERLY BOUNDARY OF SAID OUTLOT 2; THENCE N00°00'00"W 1009.43 FEET TO THE NORTHWEST CORNER OF SAID OUTLOT 2; THENCE S89°59'13"E 334.63 FEET ALONG THE NORTH LINE OF THE SAID SOUTHWEST 1/4 OF THE SOUTHWEST 1/4; THENCE S00°01'19"W 690.00 FEET; THENCE S43°26'16"E 347.59 FEET; THENCE S00°02'25"E 378.96 FEET TO THE SOUTH LINE OF THE SAID SOUTHWEST 1/4 OF THE SOUTHWEST 1/4; THENCE S89°57'26"W 539.29 FEET TO THE POINT OF BEGINNING.
TO: Mayor Toland and City Councilmembers
FROM: Kendra Ellner, Planner
DATE: April 11, 2023
TITLE: Resolution Approving the Rezoning Request for a property south of 965th St. in the Extraterritorial Zone (PID 022010310100) – First Reading

RECOMMENDED ACTION
Adopt the attached resolution approving the rezoning request for a property south of 965th St. in the Extraterritorial Zone (PID 022010310100).

INTRODUCTION
An application for rezoning or a zoning map amendment in the Extraterritorial Zoning area has been submitted by Joseph Block for the property south of 965th St. adjacent to the southwest corner River Falls High School (Parcel Identification Number: 022-01031-0100). The Council approved a privilege in the street license agreement to allow access to the parcel on January 24, 2023.

Location Map (subject property outlined in blue)
The applicant is requesting to rezone the 15-acre property from Exclusive Agriculture (A1) to Agriculture (A) for the purpose of building a single-family dwelling on the property without the restriction of needing to “earn substantial part of his or her livelihood from farm operation on that farm parcel” according to the municipal code Section 17.108.150. Access to the parcel has been granted from south 965th St through part of the River Falls School District property and the City of River Falls right-of-way easement to the subject parcel by a privilege in the street agreement. The applicant intends to install and maintain a private driveway with the understanding that a future roadway is designated and whenever constructed, the privilege in the street agreement will expire and they will be able to access their private driveway from a public road.

ANALYSIS:

CONTEXT
The parcel was originally contained within 147.77 acres of the Tostrud Farm. The ETZ boundaries were created in 1974, where the original ETZ map listed the subject parcel as Agriculture (A). In 1985 the subject parcel and the several others were rezoned to Exclusive Agriculture (A1) by the City. The purpose is more fully informed by "The Farmland Preservation Plan (1985), City of River Falls". After 1989, the majority of the Tostrud farm had been sold and annexed to the City; while the final 15 acres of the subject parcel remained in the township and tied to a 50-year Managed Forest Agreement.

EXISTING AND PROPOSED ZONING
The current zoning of Exclusive Agriculture (A1) in the Extraterritorial Zone allows single family dwellings and farm related structures. However the A1 zoning limits the use of single-family dwellings whereas at least one member must earn a “substantial part” of their livelihood from farm operations. The property has significant steep slopes which render it unlikely to balance the preservation of productive farmland, and produce the minimum state required income.

The surrounding land uses include mostly Extraterritorial Zoning, with Single Family to the west, Exclusive Agriculture to the east, and Agriculture to the south of the subject parcel. Northeast is within the City, the property of River Falls High School zoned School Zone. The proposed change from (A1) Exclusive Agriculture to (A) Agriculture is anticipated to remain compatible with the surrounding land uses and the requirements for the proposed request.
Memorandum to Mayor and City Council
April 11, 2023
Page 3

COMPREHENSIVE PLAN AND FUTURE LAND USE
Section 66.1001(3), Wis. Stats. requires consistency between the Comprehensive Plan and the zoning ordinance. The current future land use designation of the project site is Residential Very Low Density which was applied in accordance with the 2005 Comprehensive Plan (in place at the time of application).

To establish consistency between the Future Land Use map and zoning designation, staff recommends a zoning map amendment to change the land use designation of the site from Exclusive Agriculture (A1) to Agriculture (A). The proposed Agriculture zoning amendment aligns with the Future Land Use Map and would be compatible with the surrounding land uses to allow the proposed development of a single-family dwelling without the requirement for substantial income from farming operations on the subject property.

Future Land Use Map: Subject Parcel Outlined in Blue

CRITERIA FOR REZONING A PARCEL FROM EXCLUSIVE AGRICULTURE DISTRICT
The City Council shall approve the amendment of the districts and regulations in accordance with Section 62.23(7a) and (f), Wis. Stats. Considerations of a zoning amendment of a parcel of land zoned exclusive agricultural zoning district (A-1), shall follow the procedures and standards listed in the municipal code Section 17.108.200. The criteria, with staff analysis, are detailed below.

1. Notification. The Town of River Falls notified the department of agriculture, trade and consumer protection on March 21, 2023, as a requirement for all rezonings of an A1 district.
2. Infrastructure and Suitability.
   a. Infrastructure. Adequacy of existing or proposed public facilities to serve the
development and potential burdens which these facilities place on local government. The proposed single-family home will not require public utilities or other public infrastructure for development at this time. There are adequate existing public that could be extended to serve the development from 965th St. if justified by development in the future. This proposed development of a single-family home will not be requesting additional facilities or infrastructure at this time. Thus there is no burden placed on the local government.

b. Suitability. Suitability of the land for development; air and water pollution, soil erosion or adverse effects on rare or irreplaceable natural areas which the development causes. There are no anticipated adverse effects on soil erosion, air and water pollution, or on rare or irreplaceable natural areas if the property were to develop. The continuation of the 50- years of the Managed Forest Contract with the property will provide assurance that the forest will be sustained, and the steep slopes will retain water and snow to reduce erosion. The proposed development of a single-family home will be a suitable use without the requirement of “substantial income” from farming.

3. Potential Conflicts and Productivity.
   a. Potential Conflicts. Potential for conflict with remaining agricultural uses in the area. Staff do not foresee potential conflicts with the remaining agricultural uses in the area as the property will be zoned from (A1) Exclusive Agricultural to (A) Agriculture which allows for the development of a single-family home, but without the requirement that substantial income be generated from farming operations on the property.
   b. Productivity. Productivity of the agricultural lands involved. There should not be any impact on the productivity of the agricultural lands involved. The property owner will still be permitted to farm on the land, if warranted but they won’t have the burden of the income requirement. The subject property is largely unsuitable for agricultural production due to the steep slopes.

4. Location Needs and Alternatives.
   a. Location Needs. Need of the proposed development for a location in an agricultural area and location of the proposed development to minimize the amount of agricultural land converted. The location of the proposed development does not minimize the amount of agricultural land converted as the property is requesting (A) Agriculture zoning designation from (A1) Exclusive Agriculture. The single-family use of the large property will not significantly alter the character of the land.
   b. Alternatives. Availability of alternative locations. While the property is also bordering city limits with residential nearby this shall not impact surrounding agricultural land. There could be a possibility of alternative locations, but staff does not find any issues with the rezoning as proposed. The proposed use is reasonable and the process the property owner(s) are undertaking is appropriate to evaluate this rezoning and development of the property for a single-family home.

NOTIFICATION/PUBLIC COMMENT
The Town of River Falls Town Board voted on approval for this rezoning request on July 18, 2022. However, since the property is within the Extraterritorial Zone the City is also involved. A notice of the proposed rezoning was mailed on March 21, 2023, to property owners within 300 feet of the subject parcel. A Class 2 notice was published on March 15, 2023, and March 22, 2023, for the public hearing at the Extraterritorial Zoning (ETZ) Committee. The ETZ Committee convened on March 27, 2023. There was discussion about the proposed driveway and future roadway. The ETZ Committee recommended approval of the rezoning request and forwarded the resolution to City
Council. As the writing of this memo, no additional comments regarding the proposed rezoning have been received.

SUMMARY
The applicant has stated their intent to build a single-family home on the subject property and has filed an application for a rezoning or zoning map amendment to change from its current Exclusive Agriculture (A1) designation to Agriculture (A) designation in the ETZ area. A rezoning request is a zoning map amendment which is analyzed for consistency with the future land use designation of the site and compatibility with surrounding land uses. The proposed zoning map amendment (rezoning) would apply a zoning designation that is consistent with the surrounding properties in the Township and City of River Falls ETZ area. The ETZ Committee met and recommended approval for the rezone at their March 27, 2023, meeting.

CONCLUSION
Staff recommends the adoption of the resolution approving the rezoning request for a property south of 965th St. in the Extraterritorial Zone (PID 022010310100).
WHEREAS, Joseph Block and Adam Tripp filed an application in 2022 to the Town of River Falls for a Zoning Map Amendment in the Extraterritorial Zone in the Town of River Falls; and

WHEREAS, the Zoning Map Amendment request is to rezone the subject parcel (PID: 022-01031-0100; Legal Description shown on Exhibit A) from Exclusive Agriculture (A1) to Agriculture (A); and

WHEREAS, the subject parcel was once part of a larger farm parcel and does not have characteristics suitable for farming as intended in the A1 District; and

WHEREAS, the proposed zoning is consistent with parcels to the south and west and the proposed use for a single-family home is anticipated to be compatible with surrounding uses; and

WHEREAS, the Extraterritorial Committee considered the rezoning and future land use map amendment at its March 27, 2023 meeting and found the zoning map amendment to be reasonable, appropriate, and consistent with current City and Town plans for the site in question.

NOW, THEREFORE, the Common Council of the City of River Falls does ordain as follows:

- The Extraterritorial Zoning Map is amended to rezone the subject property from Exclusive Agriculture (A1) to Agriculture (A).

Dated this 25th day of April 2023

________________________________________
 Dan Toland, Mayor

ATTEST:

________________________________________
 Amy White, City Clerk
EXHIBIT A
LEGAL DESCRIPTION

The Southwest Fractional Quarter of the Southwest Quarter of Section 7, Township 27 North, Range 18 West, Town of River Falls, Pierce County, Wisconsin, EXCEPT those portions, if any, of the following parcels conveyed from the Southwest Quarter of Section 7, Township 27 North, Range 18 West, Town of River Falls, Pierce County, Wisconsin;

EXCEPT a parcel located in the NW¼ of the SW¼ of Section 7, Township 27 North, Range 18 West, further described as follows: Beginning at the NW corner of said NW¼ of the SW¼; thence East along the North line of said NW¼ of the SW¼ a distance of 430 feet; thence South parallel with the West line of said NW¼ of the SW¼ a distance of 1147.3 feet; thence West parallel with the North line of said NW¼ of the SW¼ a distance of 430 feet; thence North along said West line a distance of 1147.5 feet to the point of beginning.

ALSO EXCEPT that property described in Volume 179, at Page 714 as follows:
A parcel of land located in the SW¼ of Section 7, Township 27 North, Range 18 West, Town of River Falls, Pierce County, Wisconsin, described as follows: Commencing at the W¼ corner of said Section 7; thence S 0°30'44" W (assumed bearing) 1147.98 feet along the West line of said SW¼ to the point of beginning; thence S 89°37'54" E 431.21 feet (previously recorded as 430.00 feet); thence N 0°30'44" E 1113.44 feet (previously recorded as 1114.3 feet); thence S 89°25'37" E 1560.37 feet along the South right of way line of Cemetery Road; thence S 0°30'44" W 486.00 feet; thence N 87°52'46" W 220.64 feet; thence S 0°30'44" W 180.49 feet; thence S 87°52'46" E 220.64 feet; thence S 0°30'44" W 686.74 feet; thence N 89°04'02" W 408.82 feet; thence S 0°14'55" W 1183.43 feet; thence N 89°59'05" W 660.81 feet; thence N 15°53'44" W 286.53 feet; thence N 27°34'36" W 219.27 feet; thence N 38°26'50" W 328.39 feet; thence N 57°28'46" W 161.14 feet; thence N 80°45'48" W 321.28 feet; thence N 0°30'44" E 567.19 feet along said west line of the SW¼ to the point of beginning.

ALSO EXCEPT that property described in Volume 342, at Page 976 as follows:
A parcel of land located in the NE¼ SW¼ and the SE¼ SW¼ of Section Seven (7), Township Twenty-seven (27) North, Range Eighteen (18) West, Town of River Falls, described as follows: Beginning at a point on the East line of said SW¼ a distance of 826.8 feet South of the center of said Section 7; thence West at a right angle a distance of 468.00 feet; thence South at a right angle to the South line of said SW¼; thence Easterly along said South line to the South quarter corner of said Section 7; thence North along the East line of said SW¼ to the point of beginning.

ALSO EXCEPT a parcel of 3.5 acres located in the NE¼ of the SW¼ of Section 7, T27N, R18W, further described as follows: Beginning at a point on the East line of said Southwest Quarter a distance of 481.8 feet South of the center of said Section 7; thence West at a right angle a distance of 177 feet; thence South at a right angle a distance of 31 feet; thence West at a right angle a distance of 291 feet; thence South at a right angle a distance of 314 feet; thence East at a right angle a distance of 468 feet; thence North along the said East line of the SW¼ a distance of 345 feet to the point of beginning.

ALSO EXCEPT a parcel of land located in the Southwest Quarter of Section 7, Township 27 North, Range 18 West, Pierce County, Wisconsin described as follows: Commencing at the Northwest corner of said Southwest Quarter; thence on an assumed bearing of South 88 degrees 17 minutes 28 seconds East, along the north line of said Southwest Quarter a distance of 1993.61 feet to the point of beginning of the parcel to be described; thence South 02 degrees 00
minutes 41 seconds West a distance of 532.62 feet; thence North 86 degrees 22 minutes 49 seconds West a distance of 220.64 feet; thence South 02 degrees 00 minutes 41 seconds West a distance of 180.49 feet; thence South 86 degrees 22 minutes 49 seconds East, a distance of 220.64 feet; thence South 02 degrees 00 minutes 41 seconds West a distance of 686.74 feet; thence South 87 degrees 34 minutes 05 seconds East a distance of 485.44 feet; thence South 02 degrees 25 minutes 55 seconds West a distance of 41.50 feet; thence South 87 degrees 34 minutes 05 seconds East a distance of 200.00 feet to the east line of said Southwest Quarter; thence North 01 degrees 59 minutes 45 seconds East along said east line of said Southwest Quarter, a distance of 1450.00 feet to the northeast corner of said Southwest Quarter; thence North 88 degrees 17 minutes 28 seconds West along said north line of said Southwest Quarter, a distance of 684.42 feet to the point of beginning.

ALSO EXCEPT A parcel of land located in the Southwest Quarter of Section 7, Township 27 North, Range 18 West, Pierce County, Wisconsin described as follows: Commencing at the northwest corner of said Southwest Quarter; thence on an assumed bearing of South 88 degrees 17 minutes 28 seconds West, along the north line of said Southwest Quarter, a distance of 1993.61 feet; thence South 02 degrees 00 minutes 41 seconds West a distance of 532.62 feet; thence North 86 degrees 22 minutes 49 seconds West a distance of 220.64 feet; thence South 02 degrees 00 minutes 41 seconds West a distance of 180.49 feet; thence South 86 degrees 22 minutes 49 seconds East, a distance of 220.64 feet; thence South 02 degrees 00 minutes 41 seconds West a distance of 686.74 feet to the Point of Beginning of the property to be described; thence continuing South 02 degrees 00 minutes 41 seconds West a distance of 41.01 feet; thence South 87 degrees 34 minutes 05 seconds East a distance of 484.63 feet; thence North 02 degrees 25 minutes 55 seconds East a distance of 41.50 feet; thence North 87 degrees 34 minutes 05 seconds West a distance of 485.44 feet to the point of beginning.

ALSO EXCEPT THE FOLLOWING FOUR PARCELS:
Commencing at the W¼ corner of said Section 7; thence S 0°30'44"W (assumed bearing) 1147.98 feet along the west line of said SW¼ to the point of beginning; thence S 89°37'54"E 66.00 feet; thence S 0°30'44"W 577.48 feet; thence N 80°45'48"W 66.77 feet; thence N 0°30'44"E 567.19 feet to the point of beginning.
AND Commencing at the W¼ corner of said section 7; thence S 0°30'44"W (assumed bearing) 1147.98 feet along the west line of said SW 1/4; thence S 89°37'54"E 248.00 feet to the point of beginning; thence S 0°30'44"W 605.87 feet; thence N80°45'48"W 66.77 feet; thence N 0°30'44"E 495.58 feet; thence S 89°37'54"E 66.00 feet to the point of beginning.
AND Commencing at the W¼ corner of said section 7; thence S 0°30'44"W (assumed bearing) 1147.98 feet along the west line of said SW¼; thence S 89°37'54"E 248.00 feet to the point of beginning; thence S 0° 30'44"W 605.87 feet; thence N 80°45'48"W 66.77 feet; thence N 0° 30'44"E 495.58 feet to the point of beginning.
AND Commencing at the W¼ corner of said section 7; thence S 0°30'44"W (assumed bearing) 1147.98 feet along the west line of said SW¼ to the point of beginning; thence S 89°37'54"E 248.00 feet; thence S 0°30'44"W 66.00 feet; thence N 89°37'54"W 248.00 feet; thence N 0°30'44"E 66.00 feet to the point of beginning.

Pierce County, Wisconsin.
MEMORANDUM

TO: Mayor Toland and City Councilmembers

FROM: Ellen Massey, Management Analyst

DATE: April 8, 2023

TITLE: Ordinance 2023-07 an Ordinance Repealing and Recreating Section 8.40.040A of the City of River Falls Municipal Code relating to grass height

RECOMMENDED ACTION
Adopt ordinance 2023-07 repealing and recreating section 8.40.040A to include the time parameters of June 1 – October 1.

BACKGROUND
In December 2004, City Council passed an ordinance establishing responsibility to a lawn owner to maintain grasses “at a height not to exceed six inches.” On November 11, 2023, the city became designated a Bee City. According to Bee City USA this title designates the city as one that “recognizes, supports, and encourages pollinator conservation.” One opportunity to achieve this is to not mow down native grasses that support these early spring pollinators during the month of May often called: “No Mow May.”

DISCUSSION
This ordinance is typically, and practically, not enforced until later in the growing season. To add clarity and transparency to the established ordinance 8.40, staff recommends amending the ordinance to include the timeframe of enforcement from June 1 to October 1. The enforcement timeline also provides an opportunity for residents to choose to participate in “No Mow May.”

CONCLUSION
Staff recommends Council adopt the updated ordinance after two public hearings, and prior to May of this year.
ORDINANCE NO. 2023-07

AN ORDINANCE REPEALING AND RECREATING SECTION 8.40.040.A OF THE CITY OF RIVER FALLS MUNICIPAL CODE RELATING TO GRASS HEIGHT

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

Section 1. That Section 8.40.040.A of the City of River Falls Municipal Code is hereby repealed and replaced in its entirety as follows:

“A. On property having lawns of the conventional bluegrass type, such conventional lawn areas shall be maintained at a height not to exceed six inches (6”) from June 1 to October 1 of each year.”

Section 2. Severability. The provisions of this ordinance shall be deemed severable and it is expressly declared that the City of River Falls would have passed the other provisions of this ordinance irrespective of whether or not one or more provisions may be declared invalid. If any provision of this ordinance or the application to any person or circumstances is held invalid, the remainder of the ordinance and the application of such provisions to other person’s circumstances shall not be deemed affected.

Section 3. Effective date. This ordinance amendment shall take effect from and after its date of publication as provided by law.

FOR THE CITY OF RIVER FALLS

________________________________________
Dan Toland, Mayor

ATTEST:

________________________________________
Amy White, City Clerk

Adopted: ____________
Published: ____________
MEMORANDUM

TO: Mayor Toland and City Council

FROM: Jackie Hanson, Deputy City Clerk

DATE: April 11, 2023

TITLE: Request for a Combination “Class B” Liquor and Class “B” Beer License – Castro Corporation dba Burrito X.com 106 N. Main Street

RECOMMENDED ACTION
Grant, deny, or modify by motion the request for issuance of a Combination “Class B” Liquor and Class “B” Beer License to Castro Corporation dba Burrito X.com, 106 N. Main Street. A reason for denial must be stated in the public record.

BACKGROUND
The following definition from State Law may be helpful:

“Class B” licensees may sell intoxicating liquor to consumers by the glass for on-premises consumption. If the municipality enacts an ordinance under WI State Statute 125.51(3)(b), sales may also be made for off-premises consumption in quantities not exceeding four liters at any one time. Wine, however, may be sold for consumption off-premises in the original package or container in any quantity regardless of whether the municipality has adopted an ordinance for carryout liquor sales. Fee: $500.00/yr

Class “B” licensees may sell beer to consumers for on-premises or off-premises consumption. Fee: $100.00/yr

Quotas
The only class of license the city has a quota on is a “Class B” liquor license. The City’s quota for regular “Class B” liquor licenses is 19. Additionally, five Reserve “Class B” liquor licenses may be issued. This quota is based on the number of liquor licenses that were issued in the City prior to December 1, 1997. Reserve licenses require a payment of $10,000 at first issuance, in addition to the license fee of $600. Currently, 19 regular “Class B” licenses are issued.

City Council has the authority, and may use broad discretion, to grant or deny all liquor licenses within the City of River Falls. Valid reasons for denial of a new retail license are based on concern for the public health, safety, and welfare of the community.

Possible reasons for denial are identified in the League of Wisconsin Municipalities Manual and listed here:
1. Adverse impact on traffic;
2. Adverse impact on the peace, quiet and cleanliness of the neighborhood where the establishment is located;
3. Insufficient parking for patrons;
4. Proximity to other licensed establishments, residential areas, schools, churches, or hospitals;
5. Ability or inability of the police to provide law enforcement services to the new establishment and the impact of the new establishment on the ability of the police to provide law enforcement services to the balance of the community at all times.

DISCUSSION

Castro Corporation dba Burrito X.Com has completed and submitted an application for a Combination “Class B” Liquor and Class “B” Beer License for the premises located at 106 N. Main Street. River Falls Management LLC has indicated their plans to submit, in writing, their intent to surrender their license contingent upon the approval for the issuance of a license to Castro Corporation dba Burrito X.Com. Castro Corporation previously owned and operated Burrito Express at this location.

City staff consulted with City Attorney Gierhart who provided the following information:

A license holder may conditionally surrender a license. A conditional surrender involves a license holder going to the City and advising it would like to conditionally surrender the license if the license is then granted to another party, almost always the purchasers of the business or real estate agreement associated with the licensed premise. This is by far the most common mechanism to lawfully allow a license held by one party to be issued to another and remain consistent with the state statutes, contingent upon City Council approval.

Castro Corporation in conjunction with Cosonero LLC own the building located at 106 N. Main Street and have indicated they will begin operating a restaurant, bar and arcade within the premise. Pierce County Public Health (Public Health) notified the City of issues arising with the condition of the location and their intent to withhold a food permit until repairs are completed. The next scheduled inspection is April 7, 2023, at which time, the owners of Burrito X.com have indicated the required repairs will be complete. Castro Corporation intends to employ 1-5 full time staff and an additional 1-5 part time staff.

Included with this memo are a completed original application, the application supplements, the application for the appointment of an Agent, and auxiliary questionnaires. All corporations and limited liability companies applying for an alcohol beverage license must appoint an Agent. The Agent is given full authority and control over the licensed premises and over all commercial activities on the premises relating to alcohol beverages.

A license cannot be issued to a corporation or limited liability company until the Agent has been approved by the municipality. The Agent must be of legal drinking age, live continuously in the State of Wisconsin for 90 days prior to the date of the application, and must “with respect to character, record and reputation, be satisfactory to the issuing authority.” WI State Statutes 125.04(6)(a)2.

Alejandro Castro has been named as Agent for Castro Corporation and is a satisfactory candidate based on the background check information, per the Police Department. Alejandro Castro is the former Agent for BX Burrito.

CONCLUSION

Council has two options: 1) grant the license to Castro Corporation, subsequently, accepting the conditional surrender of the license from River Falls Management LLC; or 2) deny the license.
application of Castro Corporation, subsequently, River Falls Management LLC retains the license. The city must notify, in writing, the applicant for the new license of its decision to deny and outline the reason for the decision. Staff advises Council members who have not expressed reasons for objection during the course of discussion and then vote to deny should indicate a reason for the record regarding their denial. This is not required by law but improves clarity in the recorded record.

By motion, the Council may grant, deny, or modify the request for issuance of a Combination “Class B” Liquor and class “B” Beer License to Castro Corporation dba Burrito X.Com for the Premises of 106 N. Main St.
Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: _______ ending: _______

To the Governing Body of the: □ Town of □ Village of RIVER FALLS
□ City of

County of PIERCE Aldermanic Dist. No. _____ (if required by ordinance)

Check one: □ Individual □ Partnership □ Limited Liability Company □ Corporation/Nonprofit Organization

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)
CASTRO CORPORATION

An “Auxiliary Questionnaire,” Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

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<th>President / Member Last Name</th>
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<th>Middle</th>
<th>Home Address (Street, City or Post Office, &amp; Zip Code)</th>
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<tr>
<td>CASTRO</td>
<td>ALEJANDRO</td>
<td>G.</td>
<td>4312 CREST CT, EAUCLAIRE, WI 54701</td>
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<tr>
<td>Vice President / Member Last Name</td>
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<tr>
<td>Treasurer / Member Last Name</td>
<td>First</td>
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<td>Agent Last Name</td>
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<td>Directors / Managers Last Name</td>
<td>First</td>
<td>Middle</td>
<td>Home Address (Street, City or Post Office, &amp; Zip Code)</td>
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1. Trade Name BURRITO X. COM Business Phone Number (715) 864-6940

2. Address of Premises 106 N. MAIN ST. RIVER FALLS Post Office & Zip Code 54022 -2315

3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)

MAIN FLOOR APROXIMALLY 6,000 SQ FT

4. Legal description (omit if street address is given above): 

5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? □ Yes □ No

(b) If yes, under what name was license issued? BOLD BURGER

Wisconsin Department of Revenue

AT-106 (R. 3-19)
6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? **If yes, explain** □ Yes  □ No

7. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? **If yes, explain.** □ Yes  □ No

8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? **If yes, explain.** □ Yes  □ No

9. (a) **Corporate/limited liability company applicants only:** Insert state (WI) and date (Jul 03, 2000)

(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? **If yes, explain.** □ Yes  □ No

(c) Does the corporation, or any officer, director, stockholder or agent of limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? **If yes, explain.**


castro corporation dba el patio bx - eau claire, wi


castro corporation dba kahootz bx - menomonee, wi

10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] □ Yes  □ No

11. Does the applicant understand they must hold a Wisconsin Seller’s Permit? [phone (608) 266-2776] □ Yes  □ No

12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? □ Yes  □ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person’s Name (Last, First, MI):

CASTRO ALEJANDRO G.

Title/Member: OWNER

Date: 03/06/2023

Signature:

Alejandro A. Castro

Phone Number: (815) 564-6980
e@patiomenicansrestaurant@gmail.com

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk: 03/23/23

Date report sent to council/board: 03/28/23

Date provisional license issued: 03/28/23

Signature of Clerk/Deputy Clerk: [Signature]

License number issued: [Number]

AT-105 (R. 3-19)
City of River Falls
Alcohol License Application Supplement
Required as Part of New Applications
Pursuant to City Ordinance 5.08.045(B)

1) Please state below and attach a sketch or diagram showing the approximate dimensions and physical layout, including interior and exterior, of the premises proposed to be licensed. (All premises proposed to be licensed must be located on the same legally described lot or parcel of real estate.)

2) Please identify the number of employees anticipated to be hired or retained for purposes of operating the licensed facility, including staff and security personnel.

   (Circle one answer for each question)
   a. Full-time employees? None 1-5 6-10 11 or more
   b. Part-time employees? None 1-5 6-10 11 or more
   c. Security Personnel? None 1-5 6-10 11 or more
      (Including Bouncers)

3) Please outline the following security information proposed for the business. (The use of surveillance systems is not required, but encouraged.) If the premises will utilize surveillance, you do not have to state here, but please notify the River Falls Police Department that you are going to utilize surveillance technology.

   a. If the licensee chooses to utilize surveillance technology, will the licensee voluntarily provide access to law enforcement for the purposes of investigation of crime or other ordinance/forfeiture related offenses.

      (Circle one) Yes No

      If no, please explain:

   b. Please identify below, the location of entrances and exits to and from the proposed licensed premises. If they are also noted in the attached diagram or sketch required in question 1, please check the box and leave blank.

      □ Locations noted in sketch or diagram under question 1.
c. Please acknowledge the applicant’s commitment to provide initial and ongoing training to employees to include training to:
   1. Alcohol consumption by on-duty employees (not recommended), will this be allowed? (Circle one) Yes No
   2. Use of Force
   3. Gambling Laws
   4. Dealing with Disorderly Patrons
   5. Employer responsibilities and procedures relating to persons intoxicated or incapacitated by alcohol.
   6. Sale of Tobacco Products
   7. Procedures to be implemented to deter underage drinking of alcohol and loitering on premises.

   Initial and on-going training will be provided to employees. (Circle one) Yes No

d. Proposed occupancy limits for the premises. (Please coordinate with the City Building Inspector to assist in determining occupancy limits.) If none, enter none.

   Please enter the proposed occupancy limits: 320

e. Please acknowledge the applicant’s ability and willingness to work cooperatively with the City to deal with potential community and law enforcement issues, such as neighborhood complaints, littering, disorderly conduct and other community issues related to the alcohol license requested or issued.

   (Circle one) Yes, will work cooperatively
   No, will not work cooperatively. Explain: ______________________________________

4. Please identify below the applicant’s planned promotional events or entertainment as a means of attracting business:

   - [ ] If no entertainment is planned, please check this box and move on to Question #5.
   - [ ] Music
     - [ ] Live
     - [ ] DJ
     - [ ] Karaoke
     - [ ] Other – Please Identify _______________________________________________
   - [ ] Dancing
   - [ ] Tournaments
     - [ ] Pool
     - [ ] Darts
     - [ ] Poker, other Card Events
     - [ ] Video Gaming*
     - [ ] Other – Please Explain: _______________________________________________

   * Please note the attached information regarding the legality of poker tournaments and video gaming.
5.) Please identify the projected market, whether by age or other category, which the applicant is seeking to attract to the licensed establishment.

MILLENNIALS / GENERATION Z (ZOMERS)

6.) Please identify the applicant’s plan for food sales at the establishment and the anticipated ratio of gross value of sales of food versus that of sales of alcohol.

☐ If license requested is for off-sale only, please check this box and go on to Question #7.

FOOD SALES 90%

ALCOHOL SALES 10%

Does the applicant have or is applicant applying for a restaurant license?

(Circle one)  Yes  No

7.) Please indicate if you have liability insurance with coverage to include the requested licensed premises?

(Circle one)  Yes  No

8.) Please state below or attach any additional information you would like to provide to the City Council for consideration of the applicant’s alcohol license request.

______________________________

Applicant

______________________________

Date
Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

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

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

The undersigned duly authorized officer/member/manager of CASTRO CORPORATION (Registered Name of Corporation/ Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as BURRITO X COM (Trade Name)

located at 104 N. MAIN ST. RIVER FALLS, WI

appoints ALEJANDRO G. CASTRO (Name of Appointed Agent)

4312 CREST CT. EAU CLAIRE, WI 54701 (Home Address of Appointed Agent)

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

[ ] Yes [ ] No

If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

CASTRO CORPORATION DBA EL PATIO BX @ EAU CLAIRE

Is applicant agent subject to completion of the responsible beverage server training course?

[ ] Yes [ ] No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 25 YEARS

Place of residence last year 4312 CREST CT. EAU CLAIRE, WI 54701

For: CASTRO CORPORATION (Name of Corporation/Organization/Limited Liability Company)

By: ALEJANDRO G. CASTRO / PRESIDENT (Signature of Officer/Member/Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than $1,000.

ACCEPTANCE BY AGENT

I, ALEJANDRO G. CASTRO (Print/Type Agent's Name), hereby accept this appointment as agent for the corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

ALEJANDRO G. CASTRO (Signature of Agent) 3/07/2023 (Date)

Place of business: 4312 CREST CT. EAU CLAIRE, WI 54701

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY

(Clcer cannot sign on behalf of Municipal Official)

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

Approved on 3/11/23 by ALEJANDRO G. CASTRO (Date) (Signature of Proper Local Official) Title Police Chief

Wisconsin Department of Revenue

AT-104 (R. 4-18)
Auxiliary Questionnaire
Alcohol Beverage License Application

Submit to municipal clerk.

<table>
<thead>
<tr>
<th>Individual's Full Name (please print)</th>
<th>(first name)</th>
<th>(middle name)</th>
<th>(last name)</th>
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</thead>
<tbody>
<tr>
<td>CASTRO ALEJANDRO G.</td>
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</tbody>
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<table>
<thead>
<tr>
<th>Home Address (street/nums)</th>
<th>Post Office</th>
<th>City</th>
<th>State Zip Code</th>
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</thead>
<tbody>
<tr>
<td>4312 CREST CT.</td>
<td></td>
<td>EAU CLAIRE WI</td>
<td>54701</td>
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<table>
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<tr>
<th>Home Phone Number</th>
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<tr>
<td>(715) 864-6980</td>
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<tr>
<th>Place of Birth</th>
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<tr>
<td>MEXICO</td>
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</table>

The above named individual provides the following information as a person who is (check one):

☐ Applying for an alcohol beverage license as an individual.

☐ A member of a partnership which is making application for an alcohol beverage license.

☒ President of CASTRO CORPORATION (Name of Corporation, Limited Liability Company or Nonprofit Organization)
which is making application for an alcohol beverage license.

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

1. How long have you continuously resided in Wisconsin prior to this date? **25 YEARS**

2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes ☐ No ☒

3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes ☐ No ☒

4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes ☒ No ☐

5. Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/inery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes ☐ No ☒

6. Named individual must list in chronological order last two employers.

<table>
<thead>
<tr>
<th>Employer's Name</th>
<th>Employer's Address</th>
<th>Employed From</th>
<th>To</th>
</tr>
</thead>
<tbody>
<tr>
<td>CASTRO CORPORATION</td>
<td>4312 CREST CT.</td>
<td>1999</td>
<td>PRESENT</td>
</tr>
</tbody>
</table>

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

[Signature of Named Individual]
Supplement to
Schedule For Appointment of Agent

1. As designated agent for the license holder, do you understand that you have full responsibility over the business and may be held civilly or criminally liable for violations of the law or City ordinances by its employees, even if you are not physically present?
   Yes [x] No [ ]

2. Do you understand that under the laws of Wisconsin, violations of statutes regulating the sale of liquor do not require the showing of a willful or intentional act?
   Yes [x] No [ ]

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

4. Do you understand that with respect to employees or agents, as long as they are performing acts that fall within their scope of employment, such as serving beer or alcohol, such that for all intents and purposes he or she appears to be representing the interests of the license holder, you as its agent, can be held vicariously liable for violations of the law?
   Yes [x] No [ ]

5. Do you realize that at all times the business is open, as its agent, you are responsible to make certain that all liquor laws and ordinances are being obeyed?
   Yes [x] No [ ]

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

[Signature of Agent]

[3/07/2023]

Date
MEMORANDUM

TO: Mayor Toland and City Council

FROM: Amy White, Community Services Director/City Clerk

DATE: April 11, 2023

TITLE: Chamber Request for City Assistance for Special Events

RECOMMENDED ACTION
Adopt the resolution approving the request for City assistance on behalf of the River Falls Area Chamber of Commerce and Tourism Bureau (Chamber) for its community events.

BACKGROUND
For the past several years, the Chamber has submitted a letter requesting City assistance for various community events. The events included in the request are as follows: Bluegrass, Bourbon & Brews – Music & Tasting Festival, River Falls Day, Bacon Bash, Trick or Treat, and River Dazzle.

Annually, the Chamber submits a new request outlining their needs. A detailed list of assistance requested by the Chamber can be found in their attached letter. The Chamber is requesting varied levels of City assistance for each event.

DISCUSSION
Below is a discussion of three specific exemptions to current Municipal Code the Chamber requests each year. The Chamber has requested, and the Council has approved these exemptions in previous years.

Loud and Unnecessary Noise Prohibited Exemption Request
As in the past, some of these events involve a request by the Chamber to grant an exemption to Section 8.28.020 of the Municipal Code: Loud and Unnecessary Noise Prohibited. This year the Chamber is requesting an exemption for the following events:

• River Falls Days for all days of events
• Bacon Bash for all days of events

City staff, including the Police Chief, do not have any objections to the exemption for these events from the Loud and Unnecessary Noise Prohibited Municipal Code.

Open Container Exemption Request
As in the past, some events involve a request by the Chamber to grant an open container variance for a limited period of time. This is an exemption from Section 9.24.040 (C) of the...
Municipal Code. The Chamber is requesting an open container exemption for the following events:

- River Falls Days in Heritage Park, including Heritage Park parking lot from noon Thursday, July 13, through 5 p.m. Sunday, July 16. Event will close at 10:00 p.m. Thursday and 10:30 p.m. Friday and Saturday evenings. Signage, fencing, wristbands, and other appropriate measures will be taken to ensure safety.
- Bacon Bash in Heritage Park, including Heritage Park parking lot from noon Friday, September 22, through 11:00 p.m. Saturday, September 23. Signage, fencing, wristbands, and other appropriate measures will be taken to ensure safety.
- River Dazzle on Main Street from Pine Street to Cascade Street from 1:00 p.m. through 5:30 p.m., Maple Street from Main Street to City Hall, and the river walking trail from Maple Street to The Garage Bikes & Brews. Signage, wristbands, event cups, and other appropriate measures will be taken to ensure safety.

City staff, including the Police Chief, do not have any objections to the exemption for these events from the Open Container Exemption of the Municipal Code.

Parks and Recreation Areas Exemption Request
The Chamber is requesting exemptions to the parks and recreations areas ordinance in Section 12.20.020 (J)(1) of the Municipal Code to allow intoxicating beverages in those previously listed city parks for two events:

- River Falls Days
- Bacon Bash

City staff, including the Police Chief, do not have any objections to the exemption for these events from the Parks and Recreation Area Exemption of the Municipal Code.

Street Closures and Parking Enforcement
There are street closures and parking enforcement requested for each event.

FINANCIAL CONSIDERATIONS
If approved, the City will provide these services and use room tax funds to partially offset expenses. The temporary electrical service work is also being reused.

CONCLUSION
Staff supports the Chamber’s request for City assistance. A resolution supporting the Chamber’s request is attached for Council action. Russ Korpela, CEO, River Falls Chamber of Commerce and Tourism Bureau, will be available at the Council meeting to answer any questions that may arise.
March 22, 2023

Honorable Mayor and City Council:

On behalf of the River Falls Area Chamber of Commerce & Tourism Bureau, we respectfully submit the following request for city support in facilitating our 2023 community events.

We are submitting this request as early as possible to give the City of River Falls adequate time to plan for these activities. However, due to the nature of these events and the early submittal of the request, there may be slight changes or alterations that may be necessary at a later time. We request your consideration of changes should this occur.

We want to extend a huge "THANK YOU" for your continued support. The financial commitment and staff allocation the City of River Falls provides is extremely valuable to the success of these events. We realize there are many generous deeds that often go unnoticed, so we would like to emphasize that we appreciate everything you do to assist in making these events successful.

As always, we welcome any input you may have and appreciate your consideration in approving our request. Please do not hesitate to contact me at (715) 425-2533 if you have any questions or concerns.

Sincerely,

Russ Korpela, Executive Director
RIVER FALLS DAYS
JULY 13-16, 2023

Our largest summer community event will include the parade, booth fair, family activities, three performances of a lumberjack show, food/beer, car cruze, and more.

Based on the success of the early set up in 2022, to accommodate 4th of July weekend, we will again be requesting an earlier set up time in Heritage Park and the City Hall Plaza.

Downtown/River Location

Street/Property Closures and Parking Enforcement

• Request the partial closure and use of Heritage Park and Parking Lot from Thursday, July 6 at 8 a.m. to Monday, July 10 at 4 p.m. to allow for the setup of snow fence and delivery of city owned infrastructure including picnic tables, garbage cans, etc. At least a one half of the parking lot will be available for parking over the weekend after the fencing and infrastructure are delivered.
• Request full closure of Heritage Park Parking lot from 8:00 a.m. Tuesday, July 11 through 4:00 p.m. on Monday, July 17 for set up, event activities, and tear down. Request remaining vehicles to be towed at 8 a.m. Tuesday, July 11.
• Request the use of gravel area south of Heritage Parking Lot near White Pathway/N Fremont Street for special use event parking and dumpster use from Wednesday, July 12 at 8 a.m. to Monday, July 17 at Noon.
• Request the closure and use of Maple Street from Main Street to Lewis Street and Riverwalk from Maple Street to Walnut Street from Wednesday, July 12 at 8 a.m. to Monday, July 17 at 6 p.m. Allow delivery trucks to access Riverwalk from Maple Street.
• Request the use of City Hall Plaza from Thursday, July 13 at 8 a.m. to Sunday, July 16 at 4 p.m.
• Request the use of Veteran’s Park from Thursday, July 13 at 8 a.m. to Sunday, July 16 at 4 p.m.
• Request the use and closure of the upper-level City Hall parking lot for special event parking and family activities on Thursday, July 13 after 5 p.m., Friday, July 14 after 5 p.m., all-day Saturday, July 15, and all-day Sunday, July 16. On Saturday, July 15 we will use the lot for three performances of a lumberjack show. There will be no alcohol allowed in this area.
• Request the use and closure of the lower-level City Hall parking lot for special event use from Wednesday, July 12 at 8 a.m. to Monday, July 17 at 4 p.m.
• Request the use of City Hall Training Room Thursday, July 13 through Sunday, July 16. Also request the use of Maple Conference Room from Monday, July 10 through Monday, July 17 for volunteers and event storage use.

Electric and Water

• Request temporary electric service in Heritage Parking Lot and City Hall Plaza.
• A list of the specific power requested for the event will be coordinated with River Falls Municipal Utilities prior to the event. A “walk through” is requested prior to the beginning of the event.
• Request access to City Hall exterior water spigot.
• Request that the outlets on Main Street be turned on Friday, July 14th at 8:00 am.
through Monday, July 17th at 8:00 am

Picnic Tables, Garbage Barrels, and Misc. City Assistance
- Request snow fence be installed around the perimeter of Heritage Park and Parking Lot.
- Request several picnic tables in the Heritage Parking Lot, as well as lawn area northeast of City Hall and plaza area.
- Request garbage barrels be placed at Veteran's Park, Heritage Parking Lot, Maple Street, and lawn area northeast of City Hall Plaza from Wednesday, July 12 at 8 a.m. to Sunday, July 17 at 6 p.m.
- Request garbage cans located along Main Street be dumped each morning prior to 9 a.m.
- Request assistance in cleaning (Street Department) and washing down (Fire Department) Heritage Park Parking Lot prior to 8 a.m. on Thursday, July 13, Friday, July 14, Saturday, July 15, and Sunday, July 16.
- Request filling of the lumberjack log rolling tank with a firetruck tanker on Saturday, July 15.
- Request holes created on asphalt to secure tents be properly repaired as soon as possible.
- Request installation and use of City tent to be used northeast of City Hall.
- Request stormwater catch basins within Heritage Parking Lot be screened to protect debris from entering the river.
- Request use of orange cones to cover/identify tent stakes.
- Request use of two ticket booths to be located in Heritage Park.
- Request use of tents, tables, power cords, chairs, brooms, dust pans, and trash pickers.

Open Container Exemption
- Request the exemption of the open container variance in Heritage Park, including Heritage Park parking lot from Noon, Thursday, July 13 through 5:00 p.m. Sunday, July 16.

Variances
- Request an exception to 8.28.020 Municipal Code: Loud and Unnecessary Noise Prohibited
- Request an exception to 12.20.020(J) Municipal Code: Alcoholic Beverages within Heritage Park during River Falls Days Thursday, July 13 through Sunday, July 16, with the intent to end music and beer sales at 10:00 p.m. on Thursday and 10:30 p.m. on Friday and Saturday nights.

Security
- Request assistance from the Police and Emergency Services (Allina EMS) throughout the weekend to maintain safety.
- Request one or two reserve officers to provide overnight security from 11 p.m. to 7 a.m. on Thursday, July 13 and Friday, July 14.
Fireworks (Sunday, July 16 - Dusk)
• Request that “No Parking” be enforced on East Division Street between Eighth Street and Hanson Drive from 6 p.m. until the completion of the fireworks.
• Request that East Division be closed to all non-emergency vehicles during the fireworks.
• Request the use of Hoffman Park, north of the softball fields for the fireworks display held on Sunday, July 16 at dusk. Liability for any problems arising from the fireworks display will be assumed under insurance by the vendor.
• Request Fire and Police support during fireworks at Hoffman Park on Sunday, July 16.

Parade (Friday, July 14 - 6:30 p.m. Start)
Street / Property Closures and Parking Enforcement
• As deemed appropriate by the River Falls Police Department, we respectfully request the street be closed/monitored for the parade route beginning at Powell Avenue and ending at Spring Street utilizing North Main Street, East Division Street, and Second Street.
• Request restricted access of all streets in the Industrial Park, including Quarry, Troy, Summit, Mound View, and Benson for the parade line-up beginning at 4:30 p.m.
• Request “No Parking – Tow Zone” be enforced along the parade route after 4 p.m. until the completion of the parade.
• Request “No Through Traffic - Open to Local Businesses Only” sign posted at St. Croix Street and Powell Avenue.
• Request “No Parking” be enforced on Spring Street from Second to Fourth Streets (parade exit).
• Request “No Parking” be enforced on the 100 block of E Maple Street from the alley to Second Street and on the 200 block of E Maple Street from Second Street to the alley from 5-9 p.m. during the parade (fire truck parking).
• Request the 100 block of E Elm Street from the alley to Second Street be closed from 10 a.m. to parade completion (parade judging stand).
• Request “No Parking” be enforced on Cedar Street starting at 4 p.m. for ambulance parking only.
• Request barricades at the right turn lane from Division Street onto Second Street (route turn), at the intersection of Second Street and Spring Street (route turn), and as well as Cascade and Second Street (to deter traffic into parade route exit).

Picnic Tables, Garbage Barrels, and Misc. City Assistance
• Request garbage barrels be placed along the parade route and UWRF Lot Q prior to parade, then moved to the food vendor area in Heritage Park prior to 9 a.m. on Saturday, July 15.
• Request picnic tables and water bin be placed in UWRF Lot Q by 12 p.m. on Friday, July 14, then relocated to the food vendor area and Heritage Park prior to 9 a.m. on Saturday, July 15.
• Request the parade route be cleaned before and after the parade.
• Request use of tents, tables, power cords, chairs, brooms, dust pans, and trash pickers.
Car Cruze (Sunday, July 16, 11 a.m.- 4 p.m.)
Street / Property Closures and Parking Enforcement
• "Reserved Parking" and closure of north and south bound lane of Main Street from Maple to Locust Streets and east and west bound lane of E. Elm Street from Main Street to the alley at 10 a.m.

Garbage Barrels and Misc. City Assistance
• Deliver garbage barrels, safety cones, and barricades to street closing areas by 9 a.m. Sunday, July 16 and pick them up following the event.
• Request assistance from the River Falls Police Department for road closure and to ensure safety.
• Request assistance for “No Parking – Tow Zone” signage installation.
This two-day event celebrates all things bacon. The event includes live music, vendor booths, pig-themed activities, and bacon-inspired food booths.

To avoid competition from NFL Sunday football games, Bacon Bash will continue to be a Friday night and all-day Saturday event.

**Street / Property Closures and Parking Enforcement**
- Request the closure and use of Heritage Park and Parking Lot from Tuesday, September 19 at 8 a.m. through Monday, September 25 at 5 p.m. Request remaining vehicles to be towed at 8 a.m. Tuesday.
- Request the use of gravel area south of Heritage Parking Lot near White Pathway/N Fremont Street for special use event parking and dumpster parking from Thursday, September 21 at 6 a.m. to Monday, September 25 at 6 p.m.
- Request the closure and use of Maple Street from Main Street to Lewis Street and Riverwalk from Maple Street to Walnut Street from Thursday, September 21 at 3 pm. to Sunday, September 24 at 6 p.m. Allow delivery trucks to access Riverwalk from Maple Street.
- Request the use of the City Hall Plaza from Friday, September 22 through Sunday September 24.
- Request the use and closure of lower- and upper-level City Hall parking lots for special use event parking, activities, expos, or bacon prep from Friday, September 22 at Noon to Sunday September 24 at 6 p.m.
- Request the use of City Hall Training Room on Friday, September 22 through Sunday, September 24.
- Request the use of the Maple Street Conference Room from Monday, September 18 through Monday, September 25.

**Electric and Water**
- Request temporary electric and water service in Heritage Parking Lot and City Hall Plaza.
- A list of the specific power requested for the event will be coordinated with River Falls Municipal Utilities prior to the event. A “walk through” is requested prior to the beginning of the event.
- Request access to City Hall exterior water spigot.

**Picnic Tables, Garbage Barrels and Misc. City Assistance**
- Request several picnic tables and garbage barrels to be located within Heritage Parking Lot, City Hall Plaza, and Maple Street from Wednesday, September 20 at 8 a.m. to Sunday, September 24 at 6 p.m.
- Request holes created on asphalt fixtures to secure tents be properly repaired as soon as possible.
- Request stormwater catch basins within Heritage Parking Lot be screened to protect debris from entering the river.
- Request installation and use of City tent to be used northeast of City Hall.
• Deliver two ticket booths to Heritage Park by 12 p.m. on Wednesday, September 20.
• Request use of tents, tables, power cords, chairs, brooms, dust pans, and trash pickers.

Open Container Exemption
• Request the exemption of the open container variance in Heritage Park, including Heritage Park parking lot from Noon, Friday, September 22nd through 11:00 p.m. Saturday, September 23.

Variances
• Request an exception to 8.28.020 Municipal Code: Loud and Unnecessary Noise Prohibited
• Request an exception to 12.20.020(J) Municipal Code: Alcoholic Beverages within Heritage Park during Bacon Friday, September 22 through Saturday, September 23, with the intent to end music and beer sales at 10:30 p.m. on both evenings.

Security
• Request assistance from the Police and Emergency Services (Allina EMS) throughout the weekend to maintain safety.
• Request one or two reserve officers to provide overnight security from 11 p.m. to 7 a.m. on Friday, September 22.
This event includes a visit from Mr. and Mrs. Claus, chili crawl, lighting of the trees downtown, horse-drawn wagon or trolley rides, and costumed carolers. The event concludes with a lighted parade on Main Street.

Street Closures and Parking Enforcement
- Request “No Parking – Tow Zone” be enforced along north and southbound lanes on Main Street from Pine Street to Locust Street and the westbound and eastbound lanes of E Pine Street from Main to Second Street at 3 p.m. Request remaining vehicles to be towed by 5 p.m.
- Request the closure of Riverwalk Alley from 1 – 8 p.m.
- Request the use of Veteran’s Park from 12 – 8 p.m.
- Request closure of Main Street from Pine to Locust Streets (including north lane of Locust Street intersection) at 6 p.m.
- Request the use of the White Pathway and the South end of the Heritage Park parking lot from 12 p.m. – 6:30 p.m.
- Request assistance for “No Parking – Tow Zone” signage installation.

Garbage Barrels and Misc. City Assistance
- Request the city to empty downtown garbage bins immediately prior to event.
- Deliver garbage barrels along Main Street by 12 p.m. and pick up following event.
- Deliver ticket booth to Veteran’s Park by 10 a.m.
- Request two barricades at Heritage Park Parking Lot to reserve space for the wagon or trolley rides.
- Request two barricades at Bo Jon’s Flowers and Gifts, two barricades at N Main Street and E Pine Street, and two barricades at N Second Street and E Pine Street for parade lineup.

Electric
- Request power in Veteran’s Park for ticket booth and sound system.
- Request holiday lights in Veteran’s Park are turned on by 12 p.m.
- Request holiday lights on Main Street are turned on at 6:30 p.m. to signal start of lighted parade.

Security
- Request assistance from the River Falls Police Department for road closure and traffic control to ensure safety.

Open Container Exemption
- Request the exemption of the open container variance on Main Street from Pine Street to Cascade Street from 1 – 5:30 p.m., Maple Street from Main Street to City Hall, and the river walking trail from Maple Street to The Garage Bikes & Brews. Signage, wristbands, event cups, and other appropriate measures will be taken to ensure safety. We will work with the River Falls Police Department to ensure concerns are addressed prior to the event.
RESOLUTION NO.

RESOLUTION APPROVING RIVER FALLS AREA CHAMBER OF COMMERCE AND TOURISM BUREAU REQUEST FOR CITY ASSISTANCE FOR SPECIAL EVENTS FOR 2023

WHEREAS, the Chamber requests annually for City assistance for various community events. The events included in the request for the following events scheduled in 2023: Music in the Park, River Falls Day, Bacon Bash and River Dazzle.

WHEREAS, these requests relate to street closures, utility hookups, picnic tables, bleachers, police reserve assistance and security, parade route authorization, temporary power, police and fire department assistance, fireworks at Hoffman Park whereby Chamber representatives shall coordinate with City staff in facilitating these requests; and

WHEREAS, the Chamber further requests that the City Council grant an exception to Section 8.28.020 of the Municipal Code, Excessive and Unnecessary Noise Prohibited for River Falls Days and Bacon Bash events; and

WHEREAS, the Chamber requests that the City Council grant an exception to the open container ordinance, Section 9.24.040 (C) of the Municipal Code, for River Falls Days and River Dazzle; and

WHEREAS, the Chamber requests that the City Council grant an exception to the parks and recreation areas ordinance, Section 12.20.020(J)(1) of the Municipal Code, for River Falls Days and Bacon Bash events; and

NOW, THEREFORE, BE IT RESOLVED the Common Council of the City of River Falls hereby approves the request for City assistance for annual events held by the Chamber; and

BE IT FURTHER RESOLVED the Common Council hereby grants the Police Chief the ability to close additional streets and modify the existing list of closures to facilitate safe and successful events. Such modifications shall be reported to the City Council but shall not require further authorization.

Dated this 11th day of April, 2023.

Dan Toland, Mayor

ATTEST:

Amy White, City Clerk
MEMORANDUM

TO: Mayor Toland and City Council

FROM: Chris Buntjer, Senior Civil Engineer

DATE: April 11, 2023

TITLE: Resolution Approving the 2023 Wisconsin DNR Urban Nonpoint Source and Stormwater Management Program Planning Grant Application.

RECOMMENDED ACTION
Adopt a resolution authorizing the City Administrator to submit a Planning Grant Application to the Wisconsin Department of Natural Resources’ (DNR’s) Urban Nonpoint Source (UNPS) Stormwater Management Grant Program.

BACKGROUND
In 2012, the EPA approved the DNR’s Lake St. Croix Total Maximum Daily Load (TMDL), which requires a reduction in Total Phosphorus (TP) discharges from the City of River Falls into the Kinnikinnic River. Excess phosphorus can cause reduced water quality for fish, waterfowl, and other animals. The last analysis indicated a future need to reduce TP discharges to comply with TMDL requirements of our Wisconsin Pollution Discharge Elimination System (WPDES) permit.

DISCUSSION
This planning grant would provide 50% funding for a planning project to:

1. Update the City’s phosphorus modeling and develop an implementation plan to satisfy the City’s obligations under the WPDES.
2. Complete a Stormwater Utility Rate Update Study. The last rate study was completed in 2006.
3. Complete a Leaf Management Program Analysis to determine what TP reduction could be credited through a street sweeping program targeted at leaf collection.

This study will identify projects to be considered by Council for Capital Improvement Planning to improve stormwater quality in our watershed and meet compliance obligations in our WPDES permit.

FINANCIAL CONSIDERATIONS
This planning project is identified in the 2022-2026 Capital Improvement Plan as project 20-SW-002 (Stormwater Plan for TMDL Compliance), with $38,000 budgeted in 2025 from the Stormwater Utility Fund and $40,000 from the State via grants. The grant application will be requesting more than the currently budgeted amount. The final planning project cost will be determined based on the amount of the grant that is awarded and the availability of stormwater utility funds. Our application is for a 50% matching grant of $170,000, so the City’s share could be up to $85,000 and would be authorized by Council upon grant award.
CONCLUSION
Staff recommends the City Council authorize the City Administrator to act on behalf of the City of River Falls to sign and submit all materials required for the application and execution of the grant.
RESOLUTION NO.

RESOLUTION APPROVING THE 2023 WISCONSIN DNR URBAN NONPOINT SOURCE AND STORMWATER MANAGEMENT PROGRAM PLANNING GRANT APPLICATION

WHEREAS, the City of River Falls is interested in acquiring a grant from the Wisconsin Department of Natural Resources (DNR) for the purpose of planning projects to help the City demonstrate compliance with its phosphorus discharge limit to Lake St. Croix as identified in its Wisconsin Pollution Discharge Elimination System (WPDES) permit; and

WHEREAS, a cost-sharing grant is required to carry out the planning project as identified in the current CIP; and

WHEREAS, staff has reviewed and inspected the grant application and recommends its acceptance; and

NOW, THEREFORE, BE IT RESOLVED that the City Council authorize the City Administrator to act on behalf of the City of River Falls to sign and submit all materials required for the application and execution of the grant.

BE IT FURTHER RESOLVED that the City of River Falls shall comply with all state and federal laws, regulations, and permit requirements pertaining to the implementation of this project and fulfillment of the grant document provisions.

Dated this 11th day of April 2023.

__________________________________________
Dan Toland, Mayor

ATTEST:

__________________________________________
Amy White, City Clerk
MEMORANDUM

TO: Mayor Toland and City Council
FROM: Jennifer Smith, Assistant to the City Administrator
DATE: April 11, 2023
TITLE: Resolution Supporting 2023-2024 Legislative Priorities

RECOMMENDED ACTION
Adopt the resolution supporting the legislative priorities for the 2023-2024 State Legislative session.

BACKGROUND
The Wisconsin State Legislature convened on January 3, 2023, for the start of the 2022-2023 legislative session. The attached resolution will focus staff and city council interactions with legislators for the legislative period. The Common Council of the City of River Falls conducted a review of legislative priority topics for the coming year in a workshop on January 10, 2023, and discussed the intention to focus upon the League of Wisconsin Municipalities’ main legislative priority to support an increase in shared revenues funded by a portion of state sales tax and the modernization of the current state-local funding partnership. Additionally, the council discussed including support of the Capital Improvement Plan initiatives via pursuit of state and federal funding. On February 28, 2023, the council received a memo summarizing topics for consideration to be adopted as legislative priorities for 2023-2024.

DISCUSSION
The River Falls Common Council has identified areas of legislative priority that are congruent with the vision, mission, values, and goals detailed in the 2018-2022 Strategic Plan. The council has expressed support of two priorities of the League of Wisconsin Municipalities:

- Increase in shared revenues funded by a portion of state sales tax
- Modernization of the current state-local funding partnership
Additionally, the council has indicated motivation to support the capital improvement priorities listed below via the pursuit of state and federal budget initiatives:

- Fire Station Improvements
- Mann Valley Development
- Kinni Corridor Plan Projects
- Transportation Projects

**CONCLUSION**
Staff recommends Council adopt the resolution to support these legislative priorities consistent with previous activities and decisions of the council agreeing to the potential of enhancing the financial stability of the City.
RESOLUTION NO.

RESOLUTION SUPPORTING 2023-2024 LEGISLATIVE PRIORITIES

WHEREAS, The City of River Falls staff seeks to assist the common council in establishing a sustainable budget and revenue stream consistent with the priorities of the 2018-2022 Strategic Plan; and

WHEREAS, The City of River Falls staff has identified a legislative proposal that directly seeks to have a positive impact on the financial stability of the City; and

WHEREAS, The strategy for accomplishing this goal includes an aggressive pursuit of federal funding and supporting the League of Wisconsin Municipalities’ recommended actions toward advocating for shared revenue reform; and

WHEREAS, The Common Council of the City of River Falls requests the support of its elected officials for the strategic goal of financial sustainability; and

NOW, THEREFORE, BE IT RESOLVED that The Common Council of the City of River Falls hereby supports the following legislative priority of the League of Wisconsin Municipalities:

- Increase in shared revenues funded by a portion of state sales tax
- Modernization of the current state-local funding partnership

AND, THEREFORE, BE IT RESOLVED that the capital improvement priorities listed below will be supported via the pursuit of state and federal budget initiatives:

- Fire Station Improvements
- Mann Valley Development
- Kinni Corridor Plan Projects
- Transportation Projects

Dated this 11th day of April 2023

__________________________________________
Dan Toland, Mayor

ATTEST:

__________________________________________
Amy White, City Clerk
TO: Mayor Toland and City Council
FROM: Jackie Hanson, Deputy City Clerk
DATE: April 11, 2023
TITLE: Change of Agent Request – Kwik Trip Store #301

RECOMMENDED ACTION
Approve appointment of Temma Meyers as Agent for Kwik Trip Store #301.

BACKGROUND
Kwik Trip was granted a Class “A” Combination License. §125.04(6) states Corporations and Limited Liability Companies must appoint an Agent and that Agent shall be approved by the issuing authority. Council approved Brandyn Ruesink as the agent of Kwik Trip Store #301. Brandyn Ruesink has been reassigned store locations and appoint agent of Store #453; therefore, approval for appointment of a new agent is necessary for store #301.

DISCUSSION
Kwik Trip is requesting Temma Meyers as Agent. Temma was recently promoted to Store #301 and has successfully completed the requirements to be appointed as Agent and will be in attendance at the meeting.

CONCLUSION
Consider appointing the change of Agent request for Kwik Trip Store #301 and appoint Temma Meyers.
Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

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

To the governing body of: ☑ City of River Falls County of Pierce

The undersigned duly authorized officer/member/manager of KWI K TRIP, INC. (Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Kwik Trip 301

located at 1202 S. Main St., River Falls, WI 54022

appoints Temma G. Meyers (Name of Appointed Agent)

512 Landing Cir., Hudson, WI 54016 (Home Address of Appointed Agent)

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

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

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

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? Entire life.

Place of residence last year 512 Landing Cir., Hudson, WI 5401

For: KWI K TRIP, INC. (Name / Organization / Limited Liability Company)

By: Scott P. Zeller (Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than $1,000.

Acceptance by Agent

I, Temma G. Meyers (Print / Type Agent’s Name), hereby accept this appointment as agent for the corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

512 Landing Cir., Hudson, WI 5401 (Home Address of Agent)

(appointment date)

Approval of Agent by Municipal Authority

(Clerk cannot sign on behalf of Municipal Official)

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

Approved on 5/31/23 by Chief Young (Signature of Proper Local Official) Title Police Chief (Town Chair, Village President, Police Chief)

Wisconsin Department of Revenue
Auxiliary Questionnaire
Alcohol Beverage License Application

Submit to municipal clerk.

<table>
<thead>
<tr>
<th>Individual's Full Name (please print)</th>
<th>(last name)</th>
<th>(first name)</th>
<th>(middle name)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meyers</td>
<td>Temma</td>
<td>Grace</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Home Address (street/number)</th>
<th>Post Office</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>512 Landing Cir.</td>
<td>Hudson</td>
<td></td>
<td>WI</td>
<td>54016</td>
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</table>

<table>
<thead>
<tr>
<th>Home Phone Number</th>
<th></th>
<th></th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>715-245-7320</td>
<td></td>
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<td></td>
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</tbody>
</table>

The above named individual provides the following information as a person who is (check one):

- Applying for an alcohol beverage license as an individual.
- A member of a partnership which is making application for an alcohol beverage license.
- Agent of Kwik Trip, Inc.

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

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

<table>
<thead>
<tr>
<th>Employer's Name</th>
<th>Address</th>
<th>From</th>
<th>To</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nanny for Conway Family</td>
<td>St. Paul, MN</td>
<td>2016</td>
<td>2019</td>
</tr>
<tr>
<td>Mattress Galexy &amp; Chipotle</td>
<td>Hudson, WI</td>
<td>2013</td>
<td>2016</td>
</tr>
</tbody>
</table>

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application, that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

[Signature]

Temma G. Meyers

Wisconsin Department of Revenue
Supplement to
Schedule For Appointment of Agent

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

Yes ☑ No ☐

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

Yes ☑ No ☐

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

Yes ☑ No ☐

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

Yes ☑ No ☐

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

Yes ☑ No ☐

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

Yes ☑ No ☐

Signature of Agent:

Date:

2/1/87
Administrator’s Report

April 11, 6:30 p.m. – City Council Meeting
April 18, 6:30 p.m. – City Council Organizational Meeting
April 21-23 – River Falls Bluegrass, Bourbon and Brews
April 22 – River Falls Earth Fest, 12-4 p.m., Glen Park
April 25, 6:30 p.m. – City Council Meeting

ELECTION RESULTS AND STATISTICS

<table>
<thead>
<tr>
<th>Alderperson at Large</th>
<th>Vote Totals</th>
<th>Spring Election Statistics</th>
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<tbody>
<tr>
<td>Patricia La Rue</td>
<td>1,544</td>
<td>Number of absentee voters</td>
</tr>
<tr>
<td>Diane Odeen</td>
<td>2,045</td>
<td>Number of voters at the polls</td>
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<tr>
<td></td>
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<td>Grand total</td>
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<table>
<thead>
<tr>
<th>Alderperson District 1</th>
<th>Vote Totals</th>
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</thead>
<tbody>
<tr>
<td>Sean Downing</td>
<td>908</td>
<td>Voter turnout percentage</td>
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<table>
<thead>
<tr>
<th>Alderperson District 2</th>
<th>Vote Totals</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Nick Carow</td>
<td>366</td>
<td>Total number of registered voters</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Alderperson District 3</th>
<th>Vote Totals</th>
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</thead>
<tbody>
<tr>
<td>Alyssa Mueller</td>
<td>913</td>
<td>Number of new registrations</td>
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<table>
<thead>
<tr>
<th></th>
<th></th>
<th>Percentage of those who voted that voted absentee</th>
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<tbody>
<tr>
<td>Absentee by Mail</td>
<td>769</td>
<td>27%</td>
</tr>
<tr>
<td>Absentee In-Person</td>
<td>402</td>
<td></td>
</tr>
<tr>
<td>SVD Absentee</td>
<td>32</td>
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</tr>
</tbody>
</table>

LIBRARY

River Falls Student Art Show
The River Falls School Art Show will be open in the gallery Thursdays from 4–8 p.m., Fridays from 4–6 p.m. and Saturdays from 10 a.m. – 2 p.m. Call ahead to make sure the gallery is open.

AARP Tax Help
Call AARP at (715) 391-9220 for appointments. AARP volunteers will offer tax assistance to older adults, who are Wisconsin residents. AARP’s focus is on persons 60+, persons with disabilities or low income. Tax Assistance will be by appointment only. NO walk-in assistance will be available. Click here for more information.

Author Larry Rasmussen - virtual only
Tuesday, April 11, 6:30 p.m., virtual only on the library Facebook and YouTube
Rasmussen will discuss his recent book which raises the questions: What kind of world do the children have a right to expect from us? How do we become good ancestors?

Kyle Whyte - virtual only
Wednesday, April 26, 6:30 p.m., virtual only on the library Facebook and YouTube
Kyle Whyte discusses the social, cultural, environmental, and economic importance of freshwater access and protection from a traditional, ecological, knowledge perspective.

PEEP Diorama Contest
Judging will take place Friday, March 31. PEEPle’s Choice voting Friday, March 31 – Thursday, April 6. Winners will be announced Friday, April 7.
Seed Library
Monday, May 15
Starting on Monday, May 15, stop by the library to pick up five different types of easy to grow seed packets, while supplies last. The five types of seeds are tenderette green bush beans, spacemaster cucumbers, little marvel peas, yellow zucchini squash, and gourmet blend lettuce seeds. All the seeds can be sown directly into the soil and don’t need to be started early to grow this summer. There will also be a variety of extra donated seeds and possibly tomato and pepper seedlings to plant.

Friday, June 2 – 100 Year Anniversary of the RFPL
Alice Olson and Library Director Tanya Misselt are working with the River Falls Historical Preservation Commission (RFHPC) and Tuesday Club to bring the library’s history to life in photos, newspaper articles, and more. RFHPC is also working on a hallway display of general city history. Katie Chaffee’s work from years ago and her historical documents will be used too.

Though the official anniversary of the opening of the first RFPL is June 28, there will be an anniversary celebration at the library on Friday, June 2, in conjunction with our Summer Library Program Kick-Off Party.

We will have games and other activities for children from 4 – 6 p.m. There will be music, ice cream and pie from 6 – 8 p.m. Special anniversary t-shirts will be available for purchase by the Library Board and Foundation Board.

Left Photo:
Doctor Elbridge Toby Doctor Office – 1900 – torn down in 1957 – 121 E. Elm Street
   Doctor Elbridge Toby Doctor Office 1900 – 1908
   Jay Grimm Lawyer Office 1908 – 1911
   Everett W. Sanderson Studio 1911 – 1922
   Mrs. Ceasar Spillke River Falls Bluebird Lunch Counter 1922 – 1923
   River Falls Public Library 1923 - 1957

Right Photo: Matron Lucy Copley 1923 – 1979)
The various clubs of River Falls were asked to be present at the City Hall last Thursday to hear what Miss Akers had to say. She answered many questions and gave much elucidative information. Almost to a man, the people present declared that they wanted to have a Public Library in River Falls if such a thing were at all possible, and a committee of four was appointed to investigate if there was any centrally located place available that could be financed for heating, lighting, etc. This committee learned that the City Council found it necessary to move the comfort station out of the City Hall for lack of space there and in order to provide larger quarters for that purpose they have rented the former Sanderson Studio which gives adequate room for a comfort station and also for the beginning of a good library. The City Council granted permission to use the front part of that building, which is at present occupied by the River Falls Restaurant, for a library and reading room. That eliminates the expense for room, light, heat, etc. In addition to that, the Council has granted permission to engaged to attend at the comfort station as librarian during the day time. The evening librarian will have to be procured some other way. This arrangement leaves whatever fund is raised as so much clear money wherewith to buy books, periodicals, newspapers—in other words, library reading matter. The various clubs of the city are taking hold of this matter, and with the support of the people of River Falls, will make a successful beginning of a Public Library.
**COMMUNITY DEVELOPMENT**

**Development Review/Current Planning**
- Currently working with developers that plan to submit over the next few months
- Fielded questions and review of ETJ potential projects
- On February 27, 2023, Council approved the Specific Implementation Plan and Final Plat for Thompson Heights, an 86-unit twinhome development on Paulson Road at Radio Road.
- General Development Plan application was approved for The Current, a 106-unit multi-family development on Radio Road at Paulson Road in January 2023. The site is 5 acres located on the southwest portion of the recently approved Thompson annexation area. The Specific Implementation Plan application was recommended for approval by Plan Commission on March 7, 2023. Council approved the SIP at their March 28, 2023, meeting.
- A Specific Implementation Plan and Preliminary Plat application has been reviewed for a single- and two-family neighborhood by Creative Homes on S. Apollo Road (Wells annexation area) – Plan Commission recommended approval of the General Development Plan on October 4, 2022; Council approved the GDP on October 25, 2022. The SIP and Preliminary Plat was presented to Plan Commission on March 7, 2023, and recommended approval to Council. Council approved the SIP and Preliminary Plat at the March 28, 2023, meeting.
- On March 7, 2023, Plan Commission denied the appeal and variance application for a Certified Survey Map application submitted by Bill Huppert to create a 2.5-acre lot at 204 Huppert Street in the Extraterritorial Subdivision Area.
- Plan Commission recommended approval of an annexation petition to annex approximately 48 acres adjacent to the Mann Valley Corporate Park. Council held a first reading of the ordinance on March 28, 2023; second reading will occur on April 11, 2023.
- Plan Commission recommended approval of the proposed annexation of approximately 19 acres of City-owned property adjacent to the Mann Valley Corporate Park on March 7, 2023. The ordinance had the first reading at Council on March 28, 2023 and will have a second reading on April 11, 2023.
- An annexation petition has been received to annex approximately 5 acres of land at 99 and 101 Hwy 35 which was recently purchased by New Life Worship Center of River Falls. Plan Commission will review the petition on April 5, 2023.
- The Extraterritorial Zoning Committee met on March 27, 2023 to consider an application to rezone a parcel from A-1 Exclusive Agriculture to A Agricultural District south of the River Falls High School. The Committee recommended approval of the rezoning. The request will be reviewed by Council on April 11, 2023 and April 25, 2023.

**Historic Preservation Commission**
- HPC and Park Board met for their joint meeting on March 8th, discussions included Glen Park’s 125th Anniversary, Glover Station School and the Glen sign. They will meet again in May to finalize some of their decisions.
- HPC is working on a library display for the lower level and display cabinets upstairs slated for May for Historic Preservation Month and the 100th Anniversary of the River Falls Public Library system.
- Fabrication of “The Glen” produced and delivered by Pannier on Feb 24th. It is to replace the Cascade Mill sign at Glen Park. Installation slated for Spring 2023.
- Exploring quality Glover Station School images and information to incorporate inside building and kiosk.
- HPC was awarded a $12,000 reimbursable Certified Local Government grant from the WI Historical Society in February hire a consultant to nominate two individually eligible properties to the National Register of Historic Places.

**Mapping**
- Map of available sites for development; [Click here for map](#)
- Map of active development projects map; [Click here for map](#)
Projects

- Focus River Falls – Steering Committees for the Comprehensive Plan, Outdoor Recreation Plan, and Bicycle and Pedestrian Plan have completed their work. The Bike and Pedestrian Plan was recommended for approval by the Steering Committee on November 30 and Plan Commission on December 15th. The Parks and Recreation Advisory Board reviewed and recommended approval of the Outdoor Recreation Plan on December 14; the Plan Commission reviewed the plan recommended approval on January 3, 2023. The Comprehensive Plan Steering Committee reviewed the draft plan on January 26, 2023, and recommended the plan be released for public comment. Public comment period open from Feb 6 – 26. Community Engagement – engagerf.org has over 900 registered participants and website homepage and project pages refreshed. All three draft plans posted online. An open house was held at City Hall on Thursday, February 9th from 4:30-6:30pm and plans were available to review at City Hall and the Library throughout the month of February. Plan Commission held a public hearing on the Comprehensive Plan on March 7, 2023, and approved the updated Comprehensive Plan, Outdoor Recreation Plan, and Bicycle and Pedestrian Plan on March 28, 2023.

- Assist customers with zoning and subdivision questions daily

Economic Development

- Attended online Innovation Center Management Committee Meetings (Schreiner)
- Treasurer duties for the RFEDC and Innovation Center Management Committee (Schreiner)
- Secretary duties for the RFEDC (Burns)
- Sent five RFIs
- Continue Mann Valley project management
- Attended 2023 Momentum West Annual Luncheon and Economic Development Awards Program (Schreiner)
- Attended Minnesota Land Development Summit (Schreiner and Peterson)
- Attended St. Croix Valley Business Innovation Center Management Committee Strategy Meeting (Schreiner)

Building and Inspections/Code Enforcement

- 745 Sycamore St, Frisbie/River Falls Senior Living – inspections for plumbing and fire separation
- 140 Quarry Road, Dunkin Donuts – inspection of plumbing
- 120 S. Main, Swinging Bridge – inspection of internal footings
- 677 Whitetail, BOH – Inspection of concrete slab and plumbing

Engineering

- Internal Consulting Projects
  - Mann Valley Design (SEH) – Project is advertised with a March 30 bid date with construction expected in late summer.
  - Powell Avenue Bridge Rehabilitation –Anticipating May 2023 bidding with Summer/Fall 2023 construction.
  - S. Wasson Lane Reconstruction (Strand) design is ongoing.
  - Wells Park Sidewalk (Stevens). Public Information meeting held at City Hall 3/23/23. Project is expected to go out for bids in May, and to be up for Council consideration in June.
  - The Wastewater Utilities Biosolids Design Contract (Strand) kick-off meeting was 9/27/22, equipment selection and preliminary site layout is ongoing with the 30% design meeting held on 3/28/23.
  - North Water Tower (SEH) – Foundation completed. Materials anticipated to be delivered to the site the week of 4/3/23, with fabrication of the tower to start 4/10/23.
  - Water & Sewer Service Area Plan Updates (Strand) – Models are being updated to guide future utility maintenance and improvements.

- Development review assistance for the following sites:
  - Paulson Road Apartments (The Uplands): SIP approval.
  - Renaissance Academy: SIP Approval, finalizing DA, anticipated to break ground spring 2023.
Saturday Townhomes (North of Paulson Road): GDP review completed. Waiting on SIP submittal.

Oak Hill (Maple St. and Apollo Rd)

The Current (South of Paulson Road, West of Thompson Heights): SIP review completed, revisions requested in February 2023.

Red’s Place: Staff commented on preliminary concept December 2022, and is answering questions every couple of weeks.

CVTC: Project review.


**Stormwater**

- Erosion control inspections are ongoing
- Application preparation for Wisconsin DNR non-point source grant in process.
- Application prepared and submitted for FEMA “Building Resilient Communities” flood study grant. Grant award is expected in June/July 2023 and funding available ~November 2023.

**Public Construction Projects/Subdivisions**

- North Interceptor is substantially complete.
- North Water Tower – Watermain and foundation construction are complete. Anticipating construction to start up after April 1.
- North Loop Utility Loop awarded to Total Excavating for expected start in late April.
- Highview Meadows 7th Addition, building permits are being issued
- Parking Map Updates Complete (Meadows Drive and West Cascade Avenue)
- Sterling 3/4th Subdivision public improvements accepted by council.

**Private Development Projects**

- BOH Electronics (Whitetail Blvd): Under construction, ~50% complete.
- Paulson Road Apartments (aka The Uplands): Anticipated to break ground spring 2023.
- Eurofins (Highland Dr): Footings complete, ~10% complete.
- Dawes Place Phase II: Majority of water and sewer installed, several building permits issued, and several foundations poured.
- The Sycamore: Public curb and gutter and roadway construction is complete. Sidewalk is re-opened.
- Wasson Townhomes: Slow progress is reported due to supply issues.
- Lake George Lofts has commenced underground and foundation work.
- Public utilities associated with Dawes Place Phase I were accepted by Council on November 22, commencing their warranty period.

**Director**

- Focus River Falls project management
  - Worked with consultant team to finalize draft plans and public review of all three draft plans to bring through Plan Commission and Council in March
  - The draft Comprehensive Plan, Bike and Pedestrian Plan and Outdoor Recreation Plan are available on EngageRF and City website for public view.
  - Outreach: Attend all four township for meetings on planning updates (Feb & Mar)
    - EngageRF Analytics as of 3/28/23
      - 942 site registrations to date
      - 11,752 total visits

**Department**

- Continued work on CIP
Preparing Department staffing and organization study
Meetings: Staff 1:1s, consultant check ins, ED meetings, developer meetings, development team, exec team, Merchant McIntyre meetings
Assist with RF Reader and State of the City
Met with Grow to Share, Turning Point and RFBC
Presented on UWRF Project Management Panel
Attended the MREJ 2023 Land Development Summit
Assisted WestCAP with production crew for 1300 S Main video

- Kinni Corridor implementation
  - Met with KCC
  - Held Kinni Project internal kick off meeting
  - Updating Kinni Corridor website
  - Met with USACE
  - Attended River Management Conference

### POLICE DEPARTMENT

**Training**
- March 2 – St. Croix Valley Girls Meeting - Ailene Splittgerber
- March 6-10 & 20-24th – New Detective Training – Inv. Travis Rudesill
- March 10 – WILEAG Accreditation Manager Training – DC Matt Kennett
- March 22 – Introduction to osTriage – Inv. Ryan Miller
- March 28-31 – LESB Instructor Development Course – Ofc. Patrick McGinty

**Miscellaneous**
- School Resource Officer Chris Gottfredsen had the following activity:
  - Homeroom discussion to 7th students about Sexting
  - Illegal drug presentation for 7th grade health classes
  - Underage drinking presentation for 8th grade health classes
- School Resource Officer Bryan Jensen had the following activity:
  - Vaping Presentation to high school students HS 1st block.

### FIRE DEPARTMENT

**Activities/Highlights**
- Probationary firefighters continued to work through their Firefighter I classes. Anticipated graduation date is April 27, 2023.
- Molly Foley has been promoted to Interim Division Chief. Molly has some additional training to complete in which she has one year to complete. Once completed, she will be fully instated as Division Chief of Community Risk Reduction.
- Fire Chief Cash gave a presentation to River Falls High School students on April 22 on careers in the fire service.

**Run Volume**
- In March 2023, we responded to a total of 24 calls for service, which compares to 17 calls for the same period in 2022. Year to date: 2022 = 78 calls; 2021 = 58 calls
UTILITY DEPARTMENT

Electric
- Performed maintenance repairs through required system inspections
- Completed monthly substation inspections
- Continued weekly and monthly underground services
  - Installed 12 new customers
  - Winter lateral fee is in place for the winter season
- Worked on monthly meter readings
- Worked on miscellaneous service orders of tree trimming around service wires and streetlight repairs
- Worked on miscellaneous inspection reports and maintenance repairs
- There were 1 outage this month affecting 1 customer
- Continued work on annual inspections for our 600 amp Switching and Capacitor insertions
- Continued annual inspections for the overhead and underground systems
  - This year we in the South Fork Substation area (feeders 11,12,13,14)
    - Completed the overhead portion of this year's inspections
- Tree trimming contractor worked on the south end of town

Water Projects
- Approved Total Excavating for the N. Loop project with water and sewer main
- Began televising sewer lining
- Started receiving material for assembly of the new water tower
- Waiting for the contractor to get here to start assembling process
- Water / Wastewater Operator Brent Wiersma passed his Water Distribution and Ground Water exams. He is completely certified in water and wastewater.

Wastewater Projects
- Met with Stand Associates and we have 30% of the dryer project plan completed
- Finished up the plan for our dryer electrical services
Finalized a rotation with all the Water/Wastewater Operators to shadow Lead WWTP Operator Bill at the Wastewater Treatment Plant to continue to learn the operations of the treatment process.

- Performed spring cleaning at the WWTP garage
- Completed yard work at the wells and WWTP after a hard winter of plowing

**Utility Customer Service Projects**

- Moratorium began November 1
  - No disconnections for residential customers at this time
  - Past due notices went out to 295 customers with a past due amount of $250 on March 8
  - Business disconnection letters were sent out on March 8 to 15 businesses with past due amounts reflecting the threshold of $250 or more
  - Customer Service staff reached out to over 200 residents with past due balances at or above the $250 threshold by phone call or emails in early March
    - Personal calls were made on March 17 to four business customers on the disconnection list informing them of the disconnection date and phone numbers for payment as well as payment arrangement options. There were two payment arrangements established on or before the disconnection day of March 20. There were two payment arrangements established on or before the disconnection day of March 20
  - No businesses were disconnected in the month of March
- An election to be held on April 4 did increase calls about absentee voting times and voting questions in general
- The due date for dog license renewals ended March 31 and this brought in many dog owners during the month of March
- Parks and Recreation calls were also prominent this month with the registration start date for recreation as of March 13
- There were 40 water meter exchange appointments for the month of March. 25 of these were set up over the phone by Customer Service staff

**Energy efficiency and Renewable Energy**

- The River Falls Area Hospital has made the commitment to go 100% renewable with the purchase of 421 green blocks
- The Home Energy Audit billing insert in the February billing continued to generate great interest as customers continued to sign up
- The “Go Solar” residential rebate application was the March insert
- Received many inquiries, but considering the upfront investment, we won’t see the impact until later in the year
- Working with local developer to install 2 large solar arrays on a multifamily development
- Green Block/Choose Renewable participation continues to reach historic heights and now over 17% customer participation
- Working with City staff to determine opportunities and barriers to develop electric vehicle charging stations
- Also, on UWRF and CVTC committees studying the feasibility of installing EV charging stations on their campuses

**Focus on Energy**

- Working with Focus on Energy to perform a detailed energy audit on a local hotel and restaurant

**Low Income**

- Baker Tilly performed the commitment to community program for the WI Public Service Commission
- Various RFMU staff was very helpful in providing the data required by Baker Tilly
Working with Beneficial Electrification League (BEL) to prepare for federal funds from the Inflation Reduction Act later in 2023. Our plan is to use IRA funds for the beneficial electrification of low income homes.

**Residential, Business, and Industrial**
- Staff continues to offer RFMU/WPPI and Focus on Energy programming at the earliest stages of development and throughout the life of the building and business
- Performed an energy audit on an indoor agriculture business. The result was significant energy savings through programming of HVAC to meet their needs.

**Speaking Engagements, committees, partnership, training and education**
- UWRF – Sustainability Working Group
- Earth Fest – Planning committee
- Green Team development – partnering with UWRF, RFSD and WPPI to create a summer Green Team training for local government, schools and non-profits

**Engineering Tech Work**
- Attended 3 training sessions: AY McDonald Fittings; Misc. online ESRI trainings
- Attended 2 preconstruction meetings: North Loop and Thompson Heights
- Mapped 4 new AMI meters
- Worked with SEH on water model issues
- Sent Water/Wastewater Superintendent hydrant information for age replacement
- Updated online sanitary maintenance maps as requested by the field crew
- Started manhole rehabilitation analysis
- Attended demonstration pertaining to water reporting requirements given by MSA consulting using ESRI

**OPERATIONS**

**Public Works: Forestry** – **Trimming:** Trimming took place on Foster Street at the end of March. Additional tree trimming is planned, including alleys, if weather permits. It is best to complete tree trimming by March 31 of each year, but given this year’s tough winter weather, we will push slightly into April. **Removal:** Mother Nature assisted in Ash tree removal during the storm on 4/1. SAVATREE will be cutting down 10-15 trees and trimming some branches that are hanging in the Golf View and Wasson areas after the storm. **Grant:** Proposals were received for a consultant to inventory the Ash trees with GPS, review their condition, and recommend a management plan of the trees over upcoming years. It was determined that the lowest responsible responder was CNUC located out of Des Moines, IA.

**Public Works: Parks** – Staff continue to regularly assist with snow maintenance activities, which also includes storm drain clearing. The ground is thawed and wet, so staff have been using discretion in plowing trails to minimize property being damaged from the plow. The new playground equipment for Wells Park, DeSanctis Park, Sterling Hills Park, and Collins Park have all been ordered and install is scheduled for August 2023.

**Public Works: Streets** – Staff have continued to stay busy with snow removal activities in March and so far in April. The winter storm that took place on Saturday, April 1, felt like a cruel April Fool’s Day joke from Mother Nature. Two maintenance staff plowed main routes on Friday, March 31, and were still working in the early hours of Saturday, April 1, when trees started to be reported down on Wasson and Golf View. Staff stayed on tree clearing duty while the remainder maintenance team started at 3 AM to plow. Snowplows were faced with downed trees and power lines all around town. The teamwork that occurred between the utility and maintenance staff was on point; power was restored and the streets made safe in record time.
Public Works: Fleet – The wood chipper has been getting a lot of use between tree trimming and the storm and unfortunately it is out of commission until April 15 as we wait for a replacement part. The Water/Wastewater work truck has been ordered and is planned to be received on Monday, April 17. The new taxi was received on Wednesday, March 29. Staff is coordinating the decals and radios to be installed. The new taxi should be in service the week of April 10.

Staffing – The mechanic vacancy was filled by Jeff Wolf who started on Monday March 27. Jeff comes to the city with almost seven years of experience from the City of Menomonie. The city is partnering with Express Personal Services on the recruitment and hiring of the seasonal employees. The posting can be viewed: Work for The City of River Falls in river falls, WI (expresspros.com)

Events – Bluegrass Festival is Friday April 21 – Sunday April 23. Earth Fest is Saturday April 22.

RECREATION
Summer camping at Hoffman Park Campground - reservations need to be made online at riverfalls.activityreg.com. Pre-payment for a stay is required before setting up. Bathrooms, shower, water to fill tanks, and a dump station are available. The fee is $25/night for an electric site or $15/night for a tent site in the grassy area. For non-campers, the dump station may be used for $5 cash or check payable at the dump station.
MEMORANDUM

TO:       City Council

FROM:    Dan Toland, Mayor

DATE:    January 24, 2023

TITLE:   Mayor's Appointment to Boards and Commissions

RECOMMENDED ACTION

Consideration of appointment:

BID BOARD
Reappointment of Mike Miller through December 2025

BOARD OF APPEALS
Reappointment of Jeanette Leonard through October 2025

LIBRARY BOARD
Reappointment of Rebecca Ferguson through July 2026
Reappointment of Kari Heinselman through July 2026

RIVER FALLS HOUSING AUTHORITY
Reappointment of Jacqueline Niccum through December 2027

UTILITY ADVISORY BOARD
Reappointment of Adam Gierl through May 2026
Hi Dan,

I hope all is well with you, Joni, and your family. It has come to my attention that my term on the Bid Board has come up for renewal. Please accept this email as my request to be reappointed to the Bid Board. As a loan officer at the River Falls State Bank, it helps me keep on top of what is happening in our city. I have lost count on the number of years I have been on the board but have enjoyed it and would like to continue.

Regards,

Mike Miller

-------- Original message --------
From: Jacqueline L Niccum
Date: 3/30/23 10:49 (GMT-06:00)
To: Jason Stroud
Subject: Re: RFHA Board Appt

If you’ll have me? Yes, I will stay on if the mayor is in agreement.

Thank You,

Jacquie

On Mar 29, 2023, at 2:34 PM, Jason Stroud wrote:

Jacquie -

Do you want to be considered for reappointment by the Mayor for another term?

I have to put that together for the next City Council meeting if you do.

From: Adam Gierl
Sent: Tuesday, March 21, 2023, 11:40 PM
To: Dan Toland
Subject: UAB Appointment
Good evening, Mayor!

Kevin informed me recently that my appointment with the UAB is up this May. I’m writing to express interest in continuing my work and participation on the Utilities Advisory Board.

I’ve appreciated the opportunity to learn more about our Municipal Utilities, and to have participated in some impactful decisions for the future of our City. I know there is still a lot of work to do, and I would love to contribute further.

Please let me know if you have any questions, or if I can support in another way!

Best regards,
Adam

From: Kari Heinselman
Sent: Wednesday, March 22, 2023 3:29:41 PM
To: Dan Toland
Subject: Library Board of Trustees

Mayor Toland,
I am writing to express my interest in continuing service on the Library Board of Trustees. My term expires this July. Thank you for your consideration!
Kari Heinselman
April 3, 2023

386 Church Street
River Falls, WI 54022
715.425.6984

Dan Toland, Mayor
City of River Falls
River Falls, WI 54022

Dear Mayor Toland:

I have been a member of the Board of Appeals and Extraterritorial Board for many years. It was brought to my attention today that my term expired in 2022. I would like to continue to serve on both these Boards.

If you have any questions, you may contact me at the number above. Thank you for your consideration.

Jeanette M. Leonard
March 28, 2023

The Honorable Dan Toland
Mayor of River Falls
River Falls City Hall
222 Lewis Street
River Falls, Wisconsin 54022

Dear Mayor Toland:

As I approach the end of my current term on the River Falls Public Library Board of Trustees, I am looking forward to continuing in our long-range planning process and finding ways to coordinate our efforts with those of the City’s Comprehensive Plan.

I ask that you consider my past efforts for our community as indicators of my future commitment to both city and library. I hope that you reappoint me to another term.

Thank you for your leadership, sir, and all your efforts for River Falls.

Sincerely,

[Signature]

Rebecca Ferguson
2315 Rangeview Lane
River Falls, Wisconsin 54022
MEMORANDUM

TO: Mayor Toland and City Council

FROM: Mike Noreen, City Forester

DATE: April 28, 2023

TITLE: Proclamation for River Falls Arbor Day 2023

BACKGROUND
The idea for Arbor Day originated in 1872 in Nebraska and is a traditional spring event celebrated in all 50 states and across the world. Arbor Day’s intent is to raise awareness about the importance of trees and the benefits they provide to our daily lives. Arbor Day is typically observed on the last Friday of April, but will be observed on Thursday, April 28, in River Falls.

This year, the City and River Falls Municipal Utilities has a host of great tree related events planned. We’re partnering with the Wisconsin DNR to provide a white cedar sapling to every fourth grader in River Falls. Our Energy Educator has incorporated the sapling give away into her curriculum, so the kids are educated and the trees get planted. Forestry also purchased 1,500 saplings from the DNR to give away at Earth Fest on April 22. At Earth Fest, we will also provide opportunities for the public to learn to properly plant a tree as we plant four potted trees in the park.

The city will again partner with the UWRF in rearing 150 bare root trees in the gravel bed at UWRF Lab Farm 1. The trees will be used for infill of boulevard and parks throughout the year.

CONCLUSION
River Falls has been designated a Tree City USA Community since 1994 and was recently recertified for our most recently completed year (2022). Observance of Arbor Day is a requirement for Tree City USA designation and has been observed by our community for many years. Attached is a proclamation for the Mayor to read at the Council meeting to help publicize the observance of Arbor Day 2023.
PROCLAMATION

ARBOR DAY 2023

WHEREAS, trees are a vital resource in the City of River Falls, across Wisconsin, the nation and the world; and

WHEREAS, trees help to conserve soil and energy, filter our air and intercept storm water runoff from entering our waterways, create jobs through a large forest products industry, provide wildlife habitat, and make our homes, cities, and countryside more livable and beautiful; and

WHEREAS, human activities, along with acts of nature, threaten our trees, creating the need for concerted action to ensure the future of our rural and urban forests; and

WHEREAS, each year in late April Arbor Day is celebrated as people across the country pay special attention to the wonderful treasure our trees represent, and dedicate themselves to the continued health of our forests;

NOW, THEREFORE, BE IT RESOLVED that I, Dan Toland, Mayor of the City of River Falls, do hereby proclaim April 28, 2023, to be Arbor Day in the City of River Falls, Wisconsin;

BE IT FURTHER RESOLVED that I urge all citizens to become more aware of the importance of trees to their well-being, and to participate in tree planting programs that will ensure a healthy and green City and an inheritance for future generations in River Falls.

Given under my hand and seal of the City of River Falls this 28th day of April 2023

____________________________
Dan Toland, Mayor

ATTEST:

____________________________
Amy White, City Clerk