



**COMMON COUNCIL AGENDA  
January 13, 2026**

The public may view/listen to the meeting by:

- Calling Toll Free 1-844-992-4726, access code: 2634 284 2088
- Visiting the web link: <https://tinyurl.com/RFCC11326>
- 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 – December 9, 2025 Council Meeting

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](mailto:awhite@rfcity.org)).*

**CONSENT AGENDA**

2. Resolution Approving Uncollectible EMS Accounts for Fiscal Year 2025
3. Resolution Approving the Planned Unit Development Specific Implementation Plan for Valley View Apartments

**ORDINANCES AND RESOLUTIONS**

4. Resolution Approving River Falls Business Leaders Request for Open Container Exemption for Special Events
5. Resolution Approving River Falls Business Leaders Request for Noise Control Exemption Special Events
6. Resolution Approving River Falls Business Leaders Request for Street Closure for Special
7. Resolution Approving River Falls Business Leaders Request for City Assistance for Special Events

**REPORTS**

8. Comptroller Report
9. Administrator's Report
10. Mayor's Good News Report

**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 accommodation should be made at least three (3) business days in advance of the meeting. Every effort will be made to arrange accommodation.

*Posted at City Hall on 12/31/26; Publish: The Pierce County Journal: 1/7/26*



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

**December 9, 2025**

Mayor Toland called the meeting to order at 6:33 p.m.

**City Council Members Present:** Todd Bjerstedt, Jeff Bjork, Sean Downing, Scott Morrissette, Diane Odeen

**City Council Members Absent:** Nick Carow

**Staff Present:** City Administrator Scot Simpson; Community Services Director/City Clerk Amy White; City Attorney Chris Gierhart (via Webex); Police Chief Gordon Young; Utility Director Kevin Westhuis; Community Development Director Amy Peterson; Parks and Conservation Manager Brooks Ostendorf Public Works Manager Erica Ellefson; Public Works Supervisor Charles Larson; Public Works Maintenance Nate Herum; IT Specialist Jonathan Thoen

The pledge of allegiance was said.

**APPROVAL OF MINUTES:**

November 11, 2025 joint meeting minutes and November 25, 2025 regular meeting minutes

**MSC Downing/Odeen to approve the minutes. Unanimous.**

**APPROVAL OF BILLS:**

**MSC Morrissette/Page moved to approve the bills. Unanimous.**

**PUBLIC COMMENT, PETITIONS, REQUESTS AND COMMUNICATIONS:**

Melissa 'Mei Mei' Abdouch – Abdouch spoke about her concerns with downtown snow removal and asked for a review of the process.

Public Works Manager Erica Ellefson and Public Works Supervisor Charles Larson provided a presentation on snow and ice control. Ellefson further provided information on alternate side parking and sidewalk snow removal expectations.

Councilmember Morrissette asked about the relationship with the School District. Ellefson indicated they have a good relationship and work together on the snow event.

Councilmember Downing asked about the relationship with the Counties. Larson indicated they work well with each and provide additional support to one another in specific areas.

**PUBLIC HEARING:**

**At 6:56 p.m., the mayor recessed into a Public Hearing asking if anyone had comments about Resolution Approving the Temporary Relocation of District 1, Wards 1-5 Polling Place for all 2026 Elections.**

**Mayor Toland moved back into Open Session at 6:57 p.m.**

**MS Bjork/Downing to approve Resolution No. 7027 Approving the Temporary Relocation of District 1, Wards 1-5 Polling Place for all 2026 Elections**

Councilmember Downing asked if the public hearing met the statutory requirements. Administrator Simpson indicated yes. Councilmember Downing asked further about voter notification and participation in the selection process. Clerk White said all registered voters will be notified by mail. Notification will also be provided on the City's website, the City's Facebook page and in the River Falls Reader.

Administrator Simpson provided some additional information on the selection process which included providing the least amount of confusion and disruption to the voter. Councilmember Page added he liked this change option because of the proximity to the Library, adding there could be a large sign on election day directing voters.

**Motion carried unanimously.**

**CONSENT AGENDA:**

Resolution No. 7028 Approving Election Inspectors for the 2026-2027 Election Cycle

Resolution No. 7029 Approving Weights and Measures Assessments Schedule

Resolution No. 7030 Approving Lease Agreement with Bearcat Investments, LLC

Resolution No. 7031 Approving the Contract of Tree Services with Willow River

Resolution No. 7032 Approving Development Agreement with Sterling Ponds II, LLC

Resolution No. 7033 Approving Purchase Agreement with Sterling Ponds II, LLC

Resolution No. 7035 Approving First Right of Refusal with Sterling Ponds II, LLC

Resolution Approving Partial Forgiveness of the 2021 Loan Issued to Our Neighbor's Place→→***pulled by Downing***

Resolution No. 7036 Approving Purchase of a Used 2021 Western Star Plow Truck

**MSC Odeen/Page to approve the remaining Consent Agenda. Unanimous.**

Resolution No. 7037 Approving Partial Forgiveness of the 2021 Loan Issued to Our Neighbor's Place

Councilmember Downing said this is a great opportunity for the Council and City to improve on its role in supporting regional housing stability and homelessness prevention efforts in partnership with Our Neighbor's Place.

**MSC Downing/Bjerstedt to approve the resolution. Unanimous.**

**REPORTS**

Comptroller Report

General Fund revenues through the end of November were \$13,649,721 or 102% of total budgeted revenues for the year. Revenues in November include \$2,201,113 for state shared revenue, \$25,909 for building permits, and \$9,696 for vehicle registration fee. Expenditures through the end of November were \$11,580,283 or 87% of total budget expenditures for the year. As of November 30, 2025, net revenues over expenditures were \$2,069,438.

Administrator's Report

Administrator Simpson highlighted some key items from the administrator's report that were included in the packet, including the open house for the City's safety action plan, the partnership with the University for the safety action plan, upcoming City Hall closures for the holidays, and property tax information.

Mayor's Good News Report

Mayor Toland wished the UWRF football team good luck on their playoff journey and took a moment to wish everyone a happy holiday.

**ANNOUNCEMENTS**

**Mayor's Appointments**

Mayor Toland appointed Natalie Juedes and Glen Tobias to the MBOC through December 31, 2027.

Mayor Toland appointed Angie Bond (clerk designee), Anita Slate, and Amber Tubre to the MBAC through December 31, 2027

**MSC Morrissette/Page to approve the Mayor's appointments. Unanimous.**

**MSC Bjerstedt/Morrissette move to adjourn at 7:13 p.m. Unanimous.**

Respectfully submitted,

Amy White, Community Services Director/City Clerk



## MEMORANDUM

**TO:** Mayor Toland and City Council

**FROM:** Josh Solinger, Finance Director  
Scott Kosmo, Senior Accountant

**DATE:** January 13, 2026

**TITLE:** **RESOLUTION APPROVING UNCOLLECTIBLE EMS ACCOUNTS FOR FISCAL YEAR 2025**

### RECOMMENDED ACTION

Adoption of the attached resolution to dispose of uncollectible EMS accounts as of December 31, 2025. Staff will adjust the EMS Fund's balance sheet accordingly.

### BACKGROUND

The City's emergency medical services (EMS) were outsourced to Allina Health EMS in November 2020. The City is still attempting to collect payments for services provided prior to the outsourcing, and the collections are done by Waukesha County through a contract between both entities.

Year	2022	2023	2024
Receivables	\$ 336,965.70	\$ 266,884.82	\$ 199,016.78

At the Biennial Budget workshop on October 18, 2022, staff informed Council that a write-off for a large portion of remaining receivables in the EMS Fund is necessary. At year-end 2022, Council approved to write-off a net amount of \$256,999.16. The 2025 action will seek to write-off the remaining net amount of \$29,852.52.

### DISCUSSION

At the end of 2024, receivables totaled \$199,016.78 and were offset by an allowance for doubtful accounts totaling \$169,164.24. After discussion with the auditors, staff propose adjustments for Fiscal Year 2025 that will write off the remaining uncollected EMS accounts.

Year	2024	2025	Change
Receivables	\$ 199,016.78	\$ 0	\$ (199,016.78)
Allowance for Doubtful	\$ (169,164.26)	\$ 0	\$ 169,164.26
Expected for Collection	\$ 29,852.52	\$ 0	\$ (29,852.52)

Waukesha County will continue to seek collections on these uncollected accounts, and any collections received will be recorded as revenue.

**CONCLUSION**

The large receivables balance and large offsetting allowance for doubtful accounts that have historically been present on the fund's balance sheet will now be removed, since the accounts are not likely to be collected. Staff request Council approval of the attached resolution effectuating the write-off for EMS collections effective in Fiscal Year 2025.



**RESOLUTION NO.**

**RESOLUTION APPROVING UNCOLLECTIBLE EMS ACCOUNTS FOR FISCAL YEAR 2025**

**WHEREAS**, as of the end of Fiscal Year 2025 the City of River Falls has certain outstanding receivables within its EMS Fund; and

**WHEREAS**, those receivables are partially offset by an allowance for uncollectible accounts; and

**WHEREAS**, staff worked with the City's auditors to adjust the balances for receivables and allowance for uncollectible accounts; and

**WHEREAS**, the adjustment produced a decrease in the value of receivables that the City expects to collect, which represents a write-off; and

**WHEREAS**, write-offs are subject to Council approval.

**NOW, THEREFORE, BE IT RESOLVED** by the Common Council of the City of River Falls that it hereby authorizes the write-off for the EMS Fund totaling \$29,852.52 as developed by staff and with the concurrence of the City's auditor, effective for Fiscal Year 2025.

Dated this 13th day of January, 2026.

\_\_\_\_\_  
Dan Toland, Mayor

ATTEST:

\_\_\_\_\_  
Amy White, City Clerk



# MEMORANDUM

**TO:** Mayor Toland and City Council

**FROM:** Harley Mehlhorn, Senior Planner

**DATE:** January 13, 2026

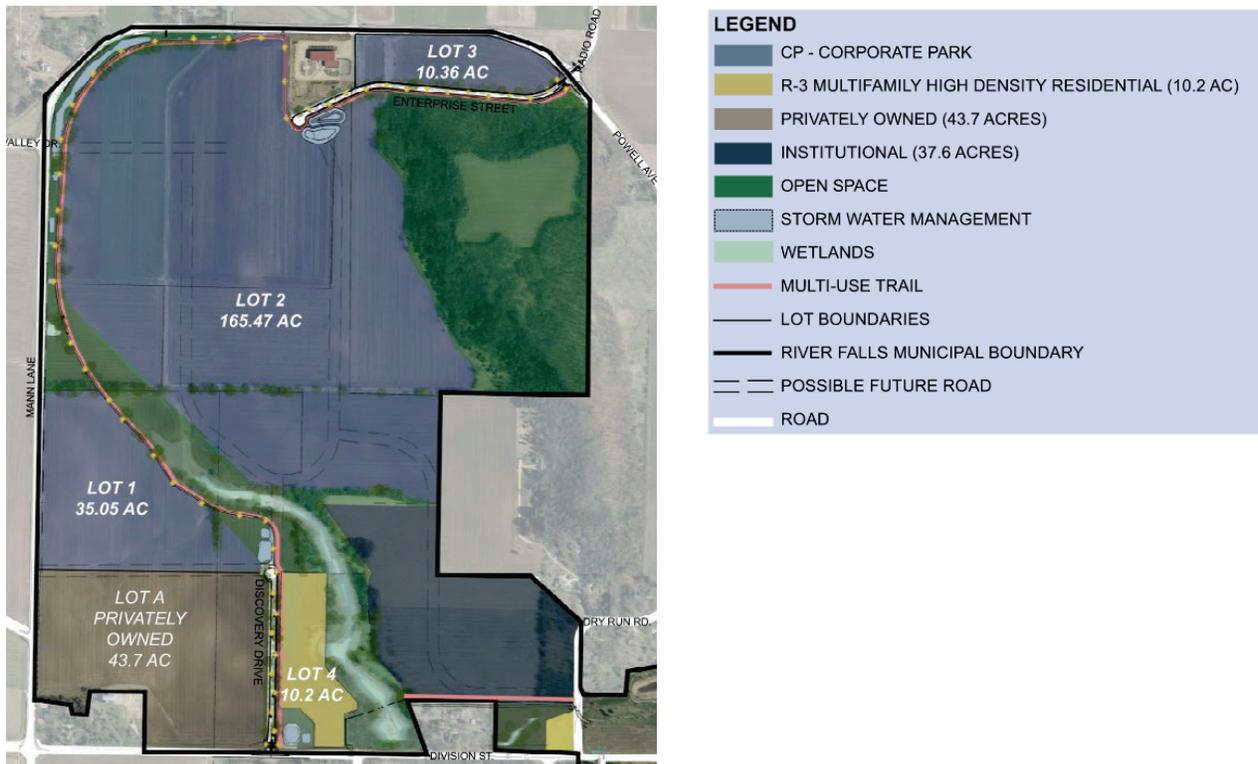
**ITEMS:** RESOLUTION APPROVING THE PLANNED UNIT DEVELOPMENT SPECIFIC IMPLEMENTATION PLAN FOR VALLEY VIEW APARTMENTS

## RECOMMENDED ACTION

Adopt the enclosed resolution approving the Specific Implementation Plan for Valley View Apartments: Lot 4, Mann Valley Housing Development.

## BACKGROUND

The Master Plan for the Mann Valley Corporate Park includes approximately 10 acres for high-density multifamily housing on County Highway M at Discovery Drive as shown below:



In Fall 2023, the City issued a request for proposals to develop mixed use/high-density multifamily housing on the area shown as Lot 4 of the Master Plan. The review committee selected the proposal from ThreeSixty Real Estate Solutions who is partnering with Cinnaire to include workforce housing in the development.

Three Sixty Real Estate Solution, LLC and Cinnaire Solutions received approval of a Planned Unit Development General Development (GDP) Plan for a 255-unit multi-family residential development on the site on October 28, 2025. A PUD GDP request is for approval of a conceptual plan of the project that depicts the proposed land uses, lot layout, access, utilities, open space, landscape areas, location of structures, and densities of any proposed dwelling units.

Approval of the GDP establishes the basic right of use for the area, but the approval is conditioned upon the Specific Implementation Plan (SIP) remaining in substantial conformance with the GDP.

This request is for the income based housing on portion of the development approved under the GDP on "Lot 4".

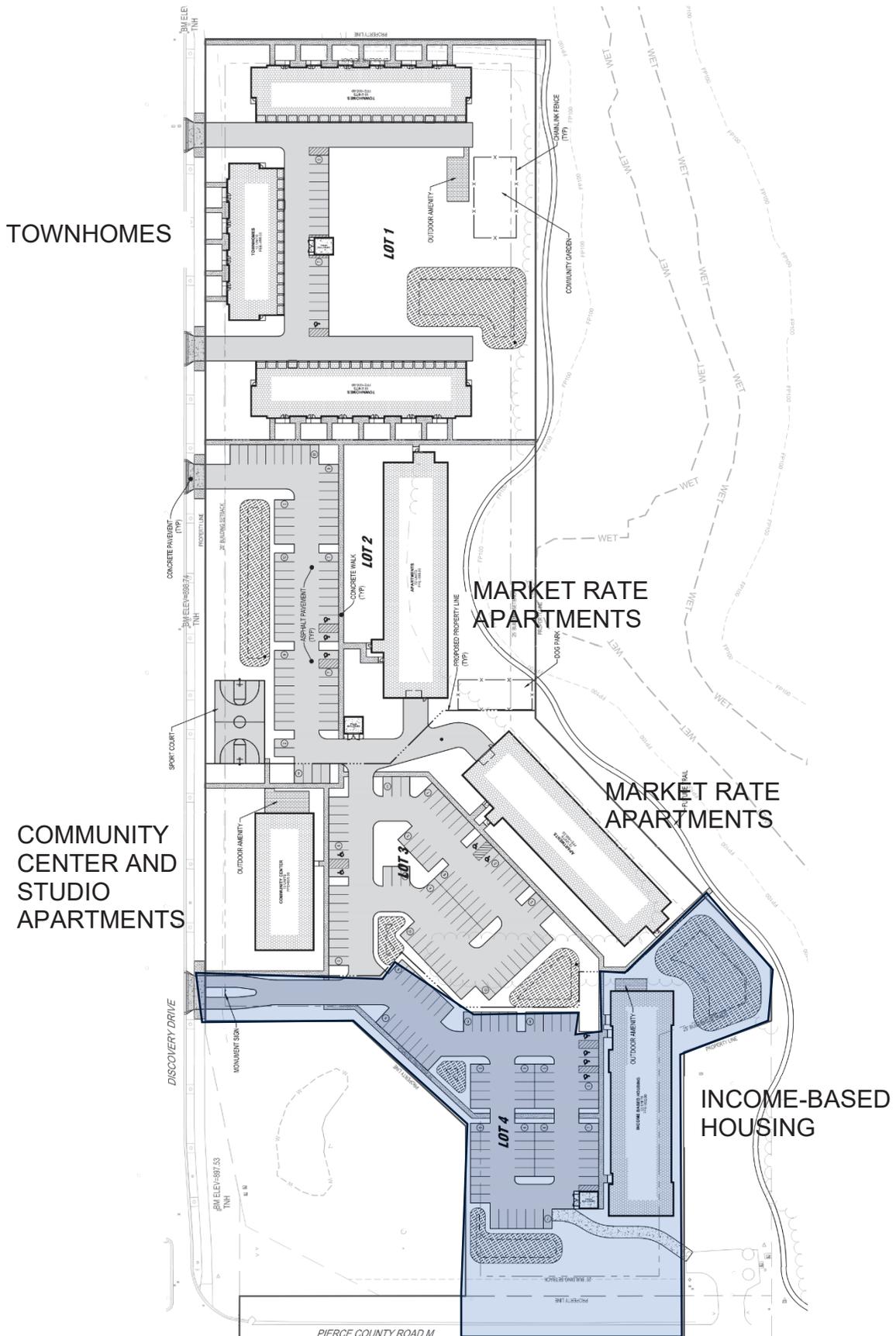
*Location Map (approximate development area outlined in blue):*



**PROJECT DESCRIPTION**

Cinnaire Solutions, LLC, is proposing 50 units of income based housing on Lot 4 of the Mann Valley Residential subdivision. This phase of the development will include a single building with 50 units, consisting of 28 one-bedroom units, 12 two-bedroom units, and 10 three-bedroom units on approximately 2 acres. Lot 4 is at the southern end of development, as shown in the graphic below.

Approved GDP Site Plan – Mann Valley Residential



## **ANALYSIS**

The proposed SIP must be in substantial conformance with the approved General Development Plan (GDP). Staff finds the proposal to be consistent therewith and each criterion is examined in further detail below:

### *Zoning Conformance*

The subject site is zoned R-3 Multiple Family (High-Density) Residence District. This zoning district is designed to accommodate a variety of housing typologies. The allowable uses of the district are residential, such as apartments, townhomes, duplexes, and single-family homes. The proposal is consistent with such zoning considering the flexibility granted via the GDP for setbacks, open space, and parking.

### *Comprehensive Plan Conformance*

The Comprehensive Plan designates the Future Land Use (FLU) of the site as HDR – High Density Residential and the current zoning is in-line with this designation. The proposed development is consistent with this designation. The High-Density Residential designation contemplates densities of 12 dwelling units per acre or higher. This development satisfies this intent by providing a blended development density exceeding 25 du/ac.

### *Access to Open Space*

The proposed development is consistent with the open space requirements set by the General Development Plan. There are a variety of high-quality amenities proposed as part of the master development. The proposed amenities include a dog park, paved trail, fitness areas, community garden, sport court, and other general-purpose spaces, which will be included in future phases. Staff find these improvements to meet the intent of the usable open space requirement and provide quality amenities in exchange for flexibility to deviate from the open space requirement. Finally, the site is proximate to DeSanctis Park and is connected via natural surface and paved trails to the regional park.

### *Access, Building Type, and Stormwater*

Primary access to the development is provided off of Discovery. A secondary emergency access to Lot 4 is provided through a mountable emergency access trail which can be accessed off of CTH M.

Stormwater is maintained in private ponds spread throughout the site to meet City and Wisconsin Department of Natural Resources requirements for managing stormwater quality and quantity.

### *Parking*

The parking provided is consistent with the policy and flexibility set in the General Development Plan, that being an ~15% reduction from standard parking code in favor of a graded per-bedroom split. 85 stalls are provided at an average space per unit of 1.7.

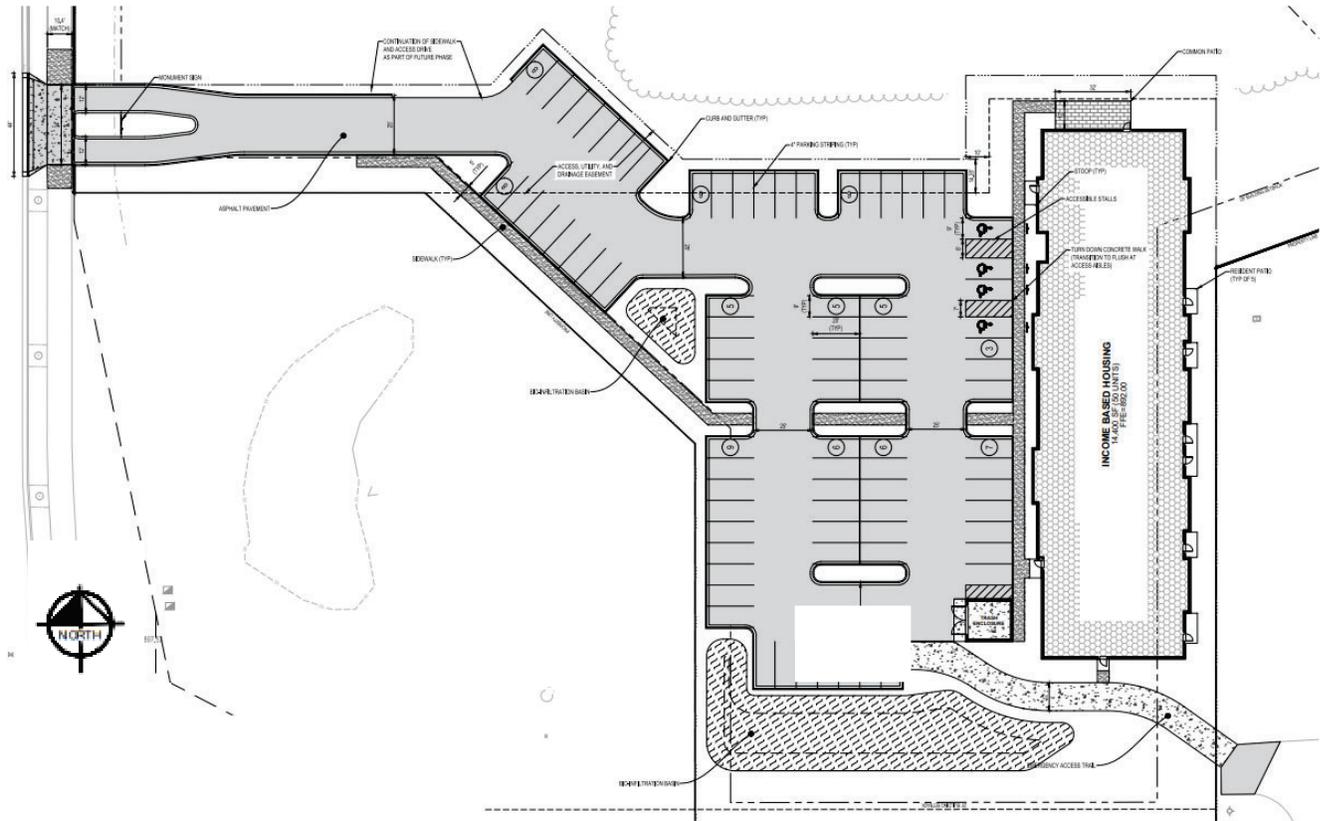
### *Setbacks*

The R-3 zoning district sets certain setback standards for multi-family development. The setbacks proposed are consistent with the GDP which granted a reduction from the 25' rear yard setback, that being a minimum rear yard setback of 10' along the eastern property line of Lot 4.

**Architecture and Site Design**

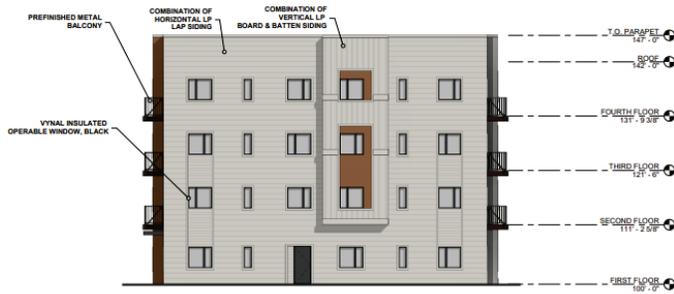
The proposed architecture is of a high level of quality, providing for material variety, ornamentation, and a strong theme. The proposed elevations are consistent with the GDP.

**SIP Site Plan – Valley View Apartments**



**Building Elevations**





2 SOUTH ELEVATION  
 1/8" = 1'-0"



3 NORTH ELEVATION  
 1/8" = 1'-0"



4 EAST ELEVATION  
 1/8" = 1'-0"

**CONCLUSION**

The proposed development consists of one 50-unit building with income based housing. Staff find the SIP to be in substantial conformance with the GDP approved for the project. The development maintains the same number of units, access points, site layout, and the same implementation of the requested flexibility from code granted conceptually in the GDP. Staff finds the proposed SIP conformant to the Council approved GDP and consistent with the Comprehensive Plan.

**RECOMMENDATION**

Plan Commission reviewed the Specific Implementation Plan at their meeting on December 2, 2025, and recommended that City Council approve the enclosed resolution approving the Specific Implementation Plan for Valley View Apartments: Lot 4, Mann Valley Housing Development.



**RESOLUTION NO.**

**RESOLUTION APPROVING THE PLANNED UNIT DEVELOPMENT (PUD) SPECIFIC IMPLEMENTATION PLAN (SIP) FOR VALLEY VIEW APARTMENTS**

**WHEREAS**, Cinnaire Solutions Corporation has submitted an application for a 50-unit income based multi-family development on “Lot 4” of the Mann Valley Residential Subdivision pursuant to the approved General Development Plan; and approval of a Specific Implementation Plan (SIP) is the final step in the PUD process; and

**WHEREAS**, the applicant was granted flexibility from three development standards including a reduction in minimum rear yard setbacks from 25’ to 10’, a parking ratio reduction from 2 spaces/unit to 1.5 spaces/unit, and an open space ratio reduction from 1,200 sq. ft./unit to 837 sq. ft./unit; and

**WHEREAS**, the City granted the requested flexibility in exchange for the provided density and the inclusion of income-based units, which supports the goals of the Comprehensive Plan of housing availability, attainability, and efficient use of public infrastructure; and

**WHEREAS**, the Council approved the General Development Plan on October 28, 2025, and found it to be acceptable and consistent with City plans for the area; and

**WHEREAS**, the Plan Commission reviewed the Specific Implementation Plan on December 2, 2025, and found it to be consistent with the General Development Plan;

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of River Falls hereby approves the Specific Implementation Plan for a 50-unit income based Multi-Family Development subject to the following conditions:

1. Development shall be in substantial conformance with the Specific Implementation Plan (SIP) approved herein.

Dated this 13<sup>th</sup> day of January 2026.

CITY OF RIVER FALLS

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Dan Toland, Mayor

ATTEST:

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Amy White, City Clerk



## MEMORANDUM

**TO:** Mayor Toland and City Council

**FROM:** Amy White, Community Services Director/City Clerk

**DATE:** January 13, 2026

**TITLE:** RESOLUTION APPROVING RIVER FALLS BUSINESS LEADERS REQUEST FOR CITY ASSISTANCE AND EXEMPTIONS FOR SPECIAL EVENTS

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### RECOMMENDED ACTION

Consider the four resolutions related to the River Falls Business Leaders request for City assistance. The resolutions are for the following: 1) street closure request, 2) an open-container ordinance exemption, 3) an exemption to the noise ordinance and 4) use of city resources and assistance paid for by the River Falls Business Leaders.

### BACKGROUND

The River Falls Business Leaders has presented a special event request letter for the following events: St. Patrick's Day Potato Soup Crawl on March 14, 2026, Celebrate River Falls (formally Taste of River Falls) on June 7, 2026, and Ladies Night Out on September 24, 2026. The River Falls Business Leaders have made similar requests in the past. A detailed list of assistance requested by the River Falls Business Leaders can be found in the attached letter. The River Falls Business Leaders is requesting various level of City assistance for each event.

### DISCUSSION

Below is a discussion of four requests the River Falls Business Leaders is making for Council consideration. The River Falls Business Leaders has requested, and the Council has approved the exemptions and City assistance request last year.

#### Open Container Exemption Request

The River Falls Business Leaders is requesting an exemption from [Section 9.24.040 \(C\)](#) and [Section 12.20.020 \(J\)\(1\)](#) of the Municipal Code to allow the consumption of intoxicating beverages on sidewalks along during the following events:

- St. Patrick's Day Potato Soup Crawl, March 14, 2026, on Main Street from Pine Street to Cascade Street, Elm Street from Main St. to alley, Walnut Street from 2<sup>nd</sup> Street to Riverwalk Alley, near Lazy River, Maple Street from Main Street to City Hall, and the river walking trail from Maple Street to Garage Bikes & Brews from 12:00 p.m. through 5:00 p.m. Signage, wristbands, event cups, and other appropriate measures, including roaming volunteers to monitor compliance will be taken to ensure safety.

- Celebrate River Falls, June 7, 2026, on Main Street from Locust to Maple and Elm Street from the alley behind Mei Mei's to the back side of Veteran's Park from 11:00 a.m. through 5:00 p.m. Signage, wristbands, event cups, and other appropriate measures, including roaming volunteers to monitor compliance will be taken to ensure safety.
- Ladies Night Out, September 24, 2026, on Main Street from Pine Street to Cascade Street, Elm St. from Main St. to alley, Walnut Street from 2<sup>nd</sup> Street to Riverwalk Alley, near Lazy River, Maple Street from Main Street to City Hall, and the river walking trail from Maple Street to Garage Bikes & Brews from 4:00 p.m. through 9:00 p.m. Signage, wristbands, event cups, and other appropriate measures, including roaming volunteers to monitor compliance will be taken to ensure safety.

Noise Control Exemption Request

An exemption to [Section 8.28.020](#) would be needed to authorize the use of loudspeakers and/or amplifier on Main St. from Maple to Locust, on Elm St. from Main St. to alley and in Veteran's park for St. Patrick's Day Potato Soup Crawl and Celebrate River Falls.

Street Closure Request

The River Falls Business Leaders has requested to close the following street:

- St. Patrick's Day Potato Soup Crawl, March 14, 2026, no closures requested.
- Celebrate River Falls, June 7, 2025, northbound Main Street from Locust to Maple, except for the roadway on Walnut and southbound Main Street from Maple to Walnut, Elm Street from Main Street to the alley, not including the alley from 9:30 a.m. through 6:00 p.m.
- Ladies Night Out, September 24, 2026, no closures requested

Use of City Resources and Assistance

The River Falls Business Leaders is requesting city staff to conduct the street closure(s) and parking enforcement for the event. In addition, they are requesting the use of public electrical services in Veterans Park, along Main Street from Maple to Locust and on Elm Street at the alley, 10-12 picnic tables and use of the band shell at Veterans Park for the Celebrate River Falls Events. They are requesting assistance from the River Falls Police Department for all events.

**FINANCIAL CONSIDERATION**

The River Falls Business Leaders is requesting City assistance to be billed according to the city's fee schedule, approved by the Council in November 2024. Invoicing will take place after the conclusion of the event as to provide a complete cost for the event.

- Public Works Labor: 1.5 x Salary + Benefits
- Equipment (Truck, Loader, Trailer of picnic tables): \$35/hour for a truck, \$70 for loader, \$35/hour for trailer (we do not charge for the trailer use for delivering picnic tables separately). Attached is the billing request I sent for the June Taste of River Falls for reference on what/how we bill.
- Barricades: \$10/day for each barricade

Uses	
Public Works Labor – 2 staff for 5.5 hours	\$550
20 Barricades	\$200

Picnic Tables	\$105
Temporary Electric – 1 staff walk through	\$100
Signage – materials and labor	\$57
<b>Total Uses</b>	<b>\$1012</b>

**CONCLUSION**

A member of the River Falls Business Leaders will be available at the Council meeting to answer any questions that may arise. Included with this memorandum is the event request letter from the River Falls Business Leaders Board of Directors and four resolutions for consideration.

January 2, 2026

River Falls Mayor, City Council, and Police Chief:

On behalf of the River Falls Business Leaders, we respectfully submit the following request for city support in facilitating our 2026 community events: St. Patrick's Day Potato Soup Crawl - Saturday, March 14, Celebrate River Falls - Sunday, June 7, and Ladies Night Out - Thursday, September 24.

St. Patrick's Day Soup Crawl will entail participants walking from business to business to sample potato soups and voting for their favorite. No street closures are necessary. No alcohol will be sold outside licensed facilities.

Celebrate River Falls will entail the closure of parts of Main Street and Elm Street in order to set up vendor booths, sidewalk sales, music, and scavenger hunt. No alcohol will be sold outside licensed facilities.

Ladies Night Out will entail participants, mainly women, walking from business to business to enjoy specials and sales within the event area. No alcohol will be sold outside licensed facilities.

Due to the nature of these events and the timing 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 our thanks 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 do notice and appreciate everything you do to assist in making these events successful.

We appreciate your consideration and welcome your input in approving our request. Please contact Mei Mei at (651) 500-4002 or IHeartRiverFalls@gmail.com if you have any questions or concerns.

Sincerely,

Mei Mei Abdouch, Dan Suffield, Craig Hoffland, Heather Williams, Lori Moran, and Grace Gilberg  
River Falls Business Leaders Board of Directors

**St Patrick's Day Potato Soup Crawl  
March 14, 2026**

**Downtown/River Location**

**Street/Property Closures and Parking Enforcement**

- N/A for this event

**Electric**

- Request temporary electric service in Veterans Park from 12PM - 5PM

**Picnic Tables, Garbage Barrels, and Misc. City Assistance**

- N/A for this event

**Open Container Exemption**

- Request the exemption of the open container variance within the event area on Saturday, March 15 from 12 pm to 5 pm. Signage, wristbands, event cups, and other appropriate measures, including roaming volunteers to monitor compliance, will be taken to ensure safety. We will work with the River Falls Police Department to ensure concerns are addressed prior to the event.

**Variances**

- Request an exception to 8.28.020 Municipal Code: Loud and Unnecessary Noise Prohibited for announcements at Veterans Park.

**Security**

- Request assistance from the Police and *Emergency Services (Allina EMS)* throughout the event to maintain safety.

**CELEBRATE RIVER FALLS**  
**June 7, 2026**

**Downtown/River Location**

**Street/Property Closures and Parking Enforcement**

- Request the closure and use of northbound Main Street from Locust to Maple, with the exception of the roadway on Walnut, from 9:30AM to 6PM.
- Request the closure and use of southbound Main Street from Maple to Walnut from 9:30AM to 6PM.
- Request the closure and use of Elm Street from Main Street to the Alley, not including the alley, from 9:30AM to 6PM.
- Request the use of Veterans Park and the band shell from 9:30AM to 6PM.
- As deemed appropriate by the River Falls Police Department, we respectfully request the street be closed and monitored for the event including the streets requested on Main and Elm.
- Request “No Parking – Tow Zone” be enforced within the event area after 8AM on the event day until the completion of the event.
- Request barricades on Main Street at the intersections of
  - Maple and Main to prevent traffic from entering onto southbound Main Street
  - Maple and northbound Main Street as a visual marker for the event parameters
  - Walnut and Main Street to prevent traffic from entering onto northbound Main Street
  - Walnut and southbound Main Street as a visual marker for the event parameters
  - Locust and Main Street to prevent traffic from entering onto northbound Main Street
- Request barricades on Elm Street in the east and west bound lanes at the west side of the alley to prevent traffic from entering westbound Elm Street
- Request barricades on Riverwalk between the footbridge and the bandshell to give a visual marker for the event parameters

**Electric**

- Request temporary electric service in Veterans Park
- Request temporary electric service on Main Street between Maple and Locust
- 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 that the outlets in Veterans Park and on Main Street be turned on no later than 10 am and kept on until 5 pm for the event.

**Picnic Tables, Garbage Barrels, and Misc. City Assistance**

- Request several picnic tables on Elm Street.
- Request garbage barrels be placed at Veterans Park, Main Street at Elm Street, and Main Street at Walnut Street from 10AM to 6PM.

### **Open Container Exemption**

- Request the exemption of the open container variance on the dates from 11 am to 5 pm. The area being requested includes Main Street from Locust to Maple and Elm Street from the alley at Mei Mei's to the back side of Veteran's Park. Signage, wristbands, event cups, and other appropriate measures, including roaming volunteers to monitor compliance, will be taken to ensure safety. We will work with the River Falls Police Department to ensure concerns are addressed prior to the event.

### **Variations**

- Request an exception to 8.28.020 Municipal Code: Loud and Unnecessary Noise Prohibited for music on Elm Street.

### **Security**

- Request assistance from the Police and *Emergency Services (Allina EMS)* throughout the event to maintain safety.

**Ladies Night Out  
September 24, 2026**

**Downtown/River Location**

**Street/Property Closures and Parking Enforcement**

- N/A for this event

**Electric**

- N/A for this event

**Picnic Tables, Garbage Barrels, and Misc. City Assistance**

- N/A for this event

**Open Container Exemption**

- Request the exemption of the open container variance within the event area on Thursday, September 24 from 4 pm to 9 pm. Signage, wristbands, event cups, and other appropriate measures, including roaming volunteers to monitor compliance, will be taken to ensure safety. We will work with the River Falls Police Department to ensure concerns are addressed prior to the event.

**Variations**

- N/A for this event

**Security**

- Request assistance from the Police and *Emergency Services (Allina EMS)* throughout the event to maintain safety.



**RESOLUTION NO.**

**RESOLUTION APPROVING RIVER FALLS BUSINESS LEADERS REQUEST FOR OPEN CONTAINER EXEMPTION FOR SPECIAL EVENTS**

**WHEREAS**, the River Falls Business Leaders intend to hold the following events: St. Patrick's Day Potato Soup Crawl on March 14, 2026, from 12:00 p.m. to 5:00 p.m., Celebrate River Falls on June 7, 2026 from 11:00 a.m. until 5 p.m. and Ladies Night Out on September 24, 2026 from 4:00 p.m. to 9:00 p.m.; and

**WHEREAS**, St. Patrick's Day Potato Soup Crawl, March 14, 2026, event area is Main Street from Maple Street to Cascade Street, Elm St. from Main St. to alley, Walnut Street from 2<sup>nd</sup> Street to Riverwalk Alley, near Lazy River, Maple Street from Main Street to City Hall, and the river walking trail from Maple Street to Garage Bikes & Brews; and

**WHEREAS**, Celebrate River Falls, June 7, 2026, event area is Main Street from Locust to Maple and Elm Street from the alley behind Mei Mei's to the back side of Veteran's Park from 11:00 a.m. through 5:00 p.m.; and

**WHEREAS**, Ladies Night Out, September 24, 2026, event area is Main Street from Pine Street to Cascade Street, Elm St. from Main St. to alley Walnut Street from 2<sup>nd</sup> Street to Riverwalk Alley, near Lazy River, Maple Street from Main Street to City Hall, and the river walking trail from Maple Street to Garage Bikes & Brews

**WHEREAS**, the River Falls Business Leaders is requesting an exemption to Sections 9.24.040 (C) and 12.20.020 (J)(1) of the Municipal Code to allow the consumption of intoxicating beverages along each event area; and

**NOW, THEREFORE, BE IT RESOLVED** the Common Council of the City of River Falls hereby approves the request for the open container exemptions for events: St. Patrick's Day Potato Soup Crawl on March 15, 2026, from 12:00 p.m. to 5:00 p.m. and Celebrate River Falls on June 7, 2026, from 11:00 a.m. until 5:00 p.m. and Ladies Night Out on September 24, 2026, from 4:00 p.m. until 9:00 p.m.

Dated this 13<sup>th</sup> day of January 2026.

\_\_\_\_\_  
Dan Toland, Mayor

ATTEST:

\_\_\_\_\_  
Amy White, City Clerk



**RESOLUTION NO.**

**RESOLUTION APPROVING RIVER FALLS BUSINESS LEADERS REQUEST FOR NOISE CONTROL EXEMPTION FOR SPECIAL EVENTS**

**WHEREAS**, the River Falls Business Leaders intend to hold the following events: St. Patrick's Day Potato Soup Crawl on March 14, 2026, from 12:00 p.m. to 5:00 p.m. and Celebrate River Falls on June 7, 2026, from 11:00 a.m. until 5:00 p.m.; and

**WHEREAS**, these events occur on Main Street from Maple to Locust, on Elm from Main St. to the alleyway to the east, and in Veterans Park; and

**WHEREAS**, the River Falls Business Leaders is requesting an exemption to Section 8.28.020 of the Municipal Code to allow the use of loudspeaker and amplified sound on Main St. from Maple St. to Locust, on Elm St. from Main St. to alley and in Veteran's park; and

**NOW, THEREFORE, BE IT RESOLVED** the Common Council of the City of River Falls hereby approves the request for the exemption to the noise control ordinance from 12:00 p.m. to 5:00 p.m. on March 14, 2026, and from 11:00 a.m. until 5:00 p.m. on June 7, 2025.

Dated this 13th day of January 2026.

\_\_\_\_\_  
Dan Toland, Mayor

ATTEST:

\_\_\_\_\_  
Amy White, City Clerk



**RESOLUTION NO.**

**RESOLUTION APPROVING RIVER FALLS BUSINESS LEADERS REQUEST FOR STREET CLOSURE FOR SPECIAL EVENTS**

**WHEREAS**, the River Falls Business Leaders intend to hold the following events: Celebrate River Falls, June 7, 2026; and

**WHEREAS**, the Taste of River Falls event is to occur on northbound Main Street from Locust to Maple, except for the roadway on Walnut and southbound Main Street from Maple to Walnut, Elm Street from Main Street to the alley, not including the alley from 9:00 a.m. through 6:00 p.m.; and

**WHEREAS**, The River Falls Business Leaders is requesting authorization for the closure of these streets; and

**WHEREAS**, street closure will require the use of public works personnel, barricades and parking enforcement; and

**NOW, THEREFORE, BE IT RESOLVED** the Common Council of the City of River Falls hereby approves the request for the closure of these streets to be coordinate through the River Falls Police Department.

Dated this 13th day of January 2026.

\_\_\_\_\_  
Dan Toland, Mayor

ATTEST:

\_\_\_\_\_  
Amy White, City Clerk



**RESOLUTION NO.**

**RESOLUTION APPROVING RIVER FALLS BUSINESS LEADERS REQUEST FOR CITY ASSISTANCE FOR SPECIAL EVENTS**

**WHEREAS**, the River Falls Business Leaders intend to hold the following events: Celebrate River Falls, June 7, 2026; and

**WHEREAS**, these events occur on Main Street from Maple to Locust, on Elm from Main St. to the alleyway to the east, and in Veterans Park, and;

**WHEREAS**, the River Falls Business Leaders is requesting the use of city owned barriers, picnic tables, trash receptacles, and city electricity; and

**WHEREAS**, police personnel may be needed for parking enforcement and public works personnel will be needed to set up and take down barriers, picnic tables and trash receptacles before and after the event and such services are outside of regular work hours for public works personnel; and

**NOW, THEREFORE, BE IT RESOLVED** the Common Council of the City of River Falls hereby approves the use of these public resources to be billed according to the city's fee schedule, approved by the Council in November 2025. Invoicing will take place after the conclusion of the event as to provide a complete cost for the event.

Dated this 13th day of January 2026.

\_\_\_\_\_  
Dan Toland, Mayor

ATTEST:

\_\_\_\_\_  
Amy White, City Clerk



**Administrator’s Report**

January 27, 6:30 p.m. – Council Meeting  
 February 10, 6:30 p.m. – Council Meeting

**COMMUNITY DEVELOPMENT**

**Ensure sustained (re)development of the city from the prospect stage through construction**

- Brookgreen – Occupancy granted for Buildings 1, 2, 3 and Clubhouse. Buildings 4-10 are under construction.
- Oak Hill – 1 CO issued.
- Construction for the Sycamore Two senior housing and 4 duplexes project has begun.
- Cinnaire Solutions applied for Specific Implementation Plan approval for the 50-unit income-based housing in the Mann Valley Residential neighborhood. Plan Commission reviewed the request on December 2, 2025 and forwarded it to Council with a favorable recommendation.
- An annexation petition was submitted by the Delbert and Elaine Johnson Trusts for approximately 55 acres south of County Highway M at County Highway U and 1060<sup>th</sup> Street. Plan Commission reviewed the petition at their meeting on December 2, 2025 and forwarded it to Council with a favorable recommendation.

• BUILDING PERMITS ISSUED				
Permit Type	DECEMBER	YTD	Permit Value DECEMBER	Permit Value YTD
Building Permits	9	287	\$6,874,000	\$78,109,000
New Home Permits	0	68	\$0	\$18,899,750

**Library renovations**

- Phase I is substantially complete and included new office spaces and much of the main floor.
- Phase II includes conference room expansion and the Teen Center and Children’s room and is in progress.

**Fire Station Building**

- Council approved entering into a construction contract with BCI Construction at their September 23 meeting.
- The contractor expects to start demolition of the old Police Department area of the building in late January.

**Safe Streets Action Plan (will be completed in 2026)**

- Task Force Meeting # 2 was held on Monday, December 1<sup>st</sup>.
- A Safe Streets for all public open house was held Thursday, December 11<sup>th</sup>.

**Hoffman Basin Study**

- The consultant provided a final copy of the Hoffman Basin Study.

**Conservation and Parks Division**

- The City was awarded the 2026 Urban Forestry Grant from the WIDNR in the amount of \$25,000, which the City will match. The grant will fund tree planting efforts and updating our tree inventory.
- Council approved entering a contract with Willow River Company for the City’s Tree Care Services. The contract is a three year term from 2026 to 2028.
- Hoffman Park Campground had 2,004 RV reservations and 468 campground reservations.

**Division Street crosswalks**

- Staff is working with UW-Madison to develop conceptual plans for improved pedestrian crossings on East and West Division Street to provide safer access to DeSanctis and Hoffman Parks, respectively.

## Stewardship of Public Infrastructure

- Staff is preparing the 2026 Mill and Overlay bidding and construction documents. The project is expected to mill and overlay portions of Paulson Road that are significantly deteriorated.

## Mapping

- Map of [available sites](#) for development
- Map of [active development](#) projects map

## POLICE DEPARTMENT

### Training

- December 8-12 – Advanced Traffic Law – Ofc Perry, Ofc Perronne, Ofc Austin, Ofc Wysocki, Ofc Zupanc
- December 10 – Safe Roads Ahead – Kim Fischer
- December 16 – Beyond the Normal Do's and Don'ts of Internal Investigations – Sgt Bangert, Sgt Rudesill, DC Kennett

## FIRE DEPARTMENT

### Run Volume

- In December 2025, we responded to a total of 31 calls for service, which compares to 26 calls for the same period in 2024. Year to date: 2025 = 380 calls; 2024 = 326 calls.

### Activities/Highlights

- The River Falls Fire Department hosted a multi-department live burn training utilizing a donated residential structure. This training was conducted safely and successfully, providing valuable hands-on experience for RFFD members as well as firefighters from our mutual aid departments.
- Members gathered for the department's annual holiday party, providing an opportunity to have fun, enjoy each other's company, and build morale.

Incident Type Category (FD1.21)	Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
1 - Fire	100 - Fire, other	1	3.23%				
1 - Fire	111 - Building fire	2	6.45%				
1 - Fire	131 - Passenger vehicle fire	1	3.23%	20,000	5,000	25,000	100%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	220 - Overpressure rupture from air or gas, other	1	3.23%				
3 - Rescue & Emergency Medical Service Incident	311 - Medical assist, assist EMS crew	3	9.68%				
3 - Rescue & Emergency Medical Service Incident	322 - Motor vehicle accident with injuries	3	9.68%				
3 - Rescue & Emergency Medical Service Incident	324 - Motor vehicle accident with no injuries.	3	9.68%				
4 - Hazardous Condition (No Fire)	422 - Chemical spill or leak	1	3.23%				
4 - Hazardous Condition (No Fire)	424 - Carbon monoxide incident	1	3.23%				
4 - Hazardous Condition (No Fire)	451 - Biological hazard, confirmed or suspected	1	3.23%				
5 - Service Call	5311 - Smoke or odor investigation	3	9.68%				
5 - Service Call	571 - Cover assignment, standby, moveup	1	3.23%				
6 - Good Intent Call	611 - Dispatched and cancelled en route	3	9.68%				
6 - Good Intent Call	6112 - EMS assist, dispatched and cancelled en route	1	3.23%				
7 - False Alarm & False Call	700 - False alarm or false call, other	1	3.23%				
7 - False Alarm & False Call	743 - Smoke detector activation, no fire - unintentional	2	6.45%				
7 - False Alarm & False Call	745 - Alarm system activation, no fire - unintentional	3	9.68%				

## UTILITIES

### Electric

- Maintenance repairs were performed. This is maintenance work found through our required system inspections.
- Substation monthly inspections completed.
- Junction Falls is checked daily. We had this offline this month to do some maintenance.

- Underground services continue a weekly/monthly basis. 11 new customers last month.
- Meter readings continue each month.
- Miscellaneous service orders to look at tree trimming around service wires and streetlight repairs.
- We had 4 outages affecting about 14 customers this last month.
- Powell Ave/Radio Rd Project – We will be working in this as well with setting primary peds and primary switches. We have completed the installation of this project.
- Osrose pole testing is in town, doing our 10-year pole testing for the utility. This has been completed at this time. We had 29 pole failures with this inspection. Pole replacement on some of these structures has started. We continue to do a few of these when our work schedule allows us to.
- Underground and Overhead inspections have started for this year. This work includes going to each location and inspecting the equipment for conditions that might need any repair or replacement. The Overhead inspections have been completed, and we are still working on the underground system yet.
- We started Brook Green primary extension was worked on this month, services for buildings 1 through 4 are installed and ready to be energized when the project is ready for us. Buildings 5 and 6 are ready to be energized when the project is ready. These have been energized for both buildings. This project will be paused until spring of 2026.
- We have started on the Oak Hill development project extending primary and secondary infrastructure this month. We have finished the top half of the project, just have the W. Locust St. project left in this development. This project is completed on our end.
- We have started on the Oak Hill development project extending primary and secondary infrastructure this month. We have finished the top half of the project, just have the W Locust St. project left in this development. This project is completed on our end.
- We are working on the Sycamore II project with new primary underground and removing the overhead infrastructure when the new infrastructure is in place and the old can be removed. The overhead poles have been removed on this project, just some street lighting left to do at this point. Temp service is being worked on for the memory care building.

Transmission Tree trimming on RF 6 transmission line is going on now, Zielies Tree Services is doing this work. This project has been completed.

### **Customer Service**

- Residential customers cannot be disconnected during moratorium which began November 1. Business disconnection letters were sent out on December 9 to 13 businesses with past due amounts reflecting the threshold of \$250.00 or more.
- Outbound calls were made on December 16 to nine 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 four payment arrangements established on or before the disconnection day of December 22. No businesses were disconnected in the month of December.
- Customer service scheduled 34 water service requests in the month of December of which 28 were to exchange older water meters for updated AMI water meters.
- Customer Service welcomed Theresa Folak to the team on December 2. She will be assisting the court department as well.

### **Engineering Technician Work**

- Mapped 15 AMI meters changes.
- 1 Training Session (CPR & 1<sup>st</sup> Aid)
- Attached more sanitary videos and reports to the mapping system from field crew.
- Sent data to surveyor for future projects
- Emphasis on electric mapping of closed work orders from line crew.

### **Water department**

- Finished testing all meters for the year
- Water main dig on St. Croix St. (In between holidays)
- Started year end meter inventory

- Continued water meter changeouts
- Televised some mains for the upcoming spring lining project
- Started cleaning/reorganizing the shop
- Cleared hydrants from snow

## **WPPI**

- Incentive Programs and Green Blocks
  - Total RFMU Program participation (as of December 31st, 2025)
    - 60 customers received \$40,846 in incentives
  - Total River Falls Focus on Energy Participation (as of December 31st – final numbers given in February)
    - 447 customers given \$161,257 in incentives
  - Green Blocks Update – (as of November 1st)
    - 38,691 blocks sold through November 1st – final numbers given in February.
    - 2024 participation was 18.30%, and we are on track to be near that number in 2025.
- Upcoming events
  - January 11-13 – APPA Joint Action Conference
  - January 13-16 – MEUW Annual Conference
  - January 22 – WPPI Executive Committee Meeting
  - February 23-25 – APPA Legislative Rally