



COMMON COUNCIL AGENDA
April 28, 2020

*****Please note that due to the ongoing COVID-19 public health emergency, some or all members of this governing body may attend via telephone or internet.***

The City Council Chambers will be open to the public but limited to 10 attendees or less due to social distancing. (To access, use the lower level doors.) If you wish to speak at "Public Comments," you will need to do so in person. If you wish to watch the meeting, for your personal safety and the safety of our community, you are invited to do so from your home. You can see the meeting by visiting this link: <https://www.youtube.com/user/cityofriverfalls>.**

- Call Meeting to Order - 6:30 p.m.
- Pledge of Allegiance
- Roll Call
- Approval of Minutes-March 24, 2020, Regular and Closed Session

March 24, 2020, Regular Meeting Minutes
[2020-03-24 City Council Minutes .docx](#)

Approval of Bills - (Odeen) from April 14 and 28

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

PUBLIC COMMENT, PETITIONS, REQUESTS AND COMMUNICATIONS:

1. Public Comment

CONSENT AGENDA:

2. Resolution Approving 2020 Fee Schedule

[Memo Amending 2020 Fee Schedule.docx](#)
[Resolution Amending 2020 Fee Schedule.docx](#)
[2020 Fee Schedule Amended Doc.pdf](#)

3. Resolution Referring Sterling Ponds 2nd Addition Final Plat to Plan Commission for 30 Days

[Memo Sterling Ponds 2nd Addition Final Plat " Plan Commission Referral.docx](#)
[Resolution Sterling Ponds 2nd Addition Final Plat " Plan Commission Referral.docx](#)

4. Resolution Referring Sterling Ponds Cottages Final Plat to Plan Commission for 30 Days

[Memo Sterling Ponds Cottages Final Plat " Plan Commission Referral.docx](#)
[Resolution Sterling Ponds Cottages Final Plat " Plan Commission Referral.docx](#)

ORDINANCES AND RESOLUTIONS:

5. Resolution to Amend 2019 TW Equities, LLC Development Agreement

[Memo Addendum to TW Equities, LLC Developers Agreement.docx](#)
[Resolution Addendum to TW Equities, LLC Developers Agreement.docx](#)
[Addendum to TW Equities, LLC Developers Agreement.docx](#)

6. Resolution Ratifying Chief of Police Proclamations

[Memo Ratifying emergency proclamations.docx](#)
[Resolution_Ratifying emergency proclamations.docx](#)
[Emergency Proclamation 04.13.2020.pdf](#)
[Emergency Proclamation 04.16.2020.pdf](#)

7. Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$3,085,000 for a Police Facility

[Memo Sale of \\$6,250,000 General Obligation Corporate Purpose Bonds, Series 2020A v2.rpt.docx](#)
[River Falls, C of - 20 GO Bonds - Initial Resolution \(Police\).DOCX](#)

8. Initial Resolution Authorizing General Obligation Bonds in An Amount Not to Exceed \$665,000 for a Fire Engine

[River Falls, C of - 20 GO Bonds - Initial Resolution \(Fire\).DOCX](#)

9. Initial Resolution Authorizing \$2,500,000 General Obligation Refunding Bonds

[River Falls, C of - 20 GOCPBs - IR \(Refunding Bonds\).DOCX](#)

10. Resolution Directing Publication of Notice to Electors Relating to Bond Issue

[River Falls, C of - 20 GO Bonds - Resolution Directing Publication.DOCX](#)

11. Resolution Providing for the Sale of \$6,250,000 General Obligation Corporate Purpose Bonds, Series 2020A

[River Falls, C of - 20 GO Bonds - Set Sale Resolution.DOCX](#)

REPORTS:

12. Covid 19 Fiscal Impact on the City of River Falls

13. Administrator's Report

[2020-04-28 Administrator's Report.docx](#)

14.

Comptroller's Report

ANNOUNCEMENTS:

15.

Police Appreciation Week Proclamation

[Police Week Proclamation 2020.docx](#)

16. Clerk Week Proclamation

[Municipal Clerks Week Proclamation.docx](#)

17. Public Works Week Proclamation

[Public Works Week Proclamation 2020.doc](#)

18. Arbor Day Proclamation

[2020 ARBOR DAY PROCLAMATION.docx](#)

ADJOURNMENT



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

March 24, 2020

Mayor Dan Toland called the meeting to order at 6:38 p.m. in a virtual meeting format due to the Covid 19 pandemic. The City Council Chambers was open for public to attend.

City Council Members Present: Todd Bjerstedt, Sean Downing, Christopher Gagne, Scott Morrissette, Diane Odeen, Michael Page, Hal Watson

Members Absent: None

Staff Present: City Administrator Scot Simpson; City Attorney Chris Gierhart; Assistant City Administrator Jason Stroud; IT Manager Mike Reardon

Others Present: None

APPROVAL OF MINUTES:

March 10, 2020, Regular Meeting Minutes

MS Watson/Downing approve minutes. The Mayor announced there would be a roll call vote on every item. **The roll call vote passed 7-0 with all voting in favor.**

APPROVAL OF BILLS:

Bills \$664,832.44

MS Bjerstedt/Morrissette move to approve bills subject to the comptroller. The roll call vote passed 7-0 with all voting in favor.

PUBLIC COMMENT, PETITIONS, REQUESTS AND COMMUNICATIONS:

The Mayor asked if anyone from the public was present in the Council Chambers who might want to comment. IT Manager Mike Reardon said no.

Aldersperson Downing encouraged everyone to take part in the 2020 Census.

CONSENT AGENDA:

Acknowledgement of the following minutes:

Park and Recreation Advisory Board – 1/15/20; 2/19/20; River Falls Housing Authority – 2/12/20;
Plan Commission – 2/4/20; Historic Preservation Commission – 2/19/20; Utility Advisory Board –
2/17/20; West Central Wisconsin Biosolids Facility – 1/23/20; Powerful Choices – 2/13/20; BID Board –
11/12/19; Library Board – 3/2/20

Resolution No. 6457 - Approving EMS Agreement, Lease, and Bill of Sale with Allina Health Emergency Medical Services

Resolution No. 6458 - Approving EMS Service Agreements with Area Municipalities

Resolution No. 6459 - Authorizing Purchase of Professional Services and Equipment from Advanced Light & Sound

Resolution No. 6460 - Awarding 2020 Manhole Rehabilitation Bid to Hydro-Klean, LLC

Resolution Approving Revolving Loan for Bikes and Brews→→*pulled by Gagne*

MS Odeen/Morrisette move to approve the remainder of the Consent Agenda. The roll call vote passed 7-0 with all voting in favor.

Resolution No. 6461 - Approving Revolving Loan for Bikes and Brews

Alderson Gagne thought it was a great concept but asked City Administrator Simpson if he could provide some clarity on the loan and where the funding is coming from. Simpson said yes. He also said that the applicants, Stephanie and Matt Johnson, were interested in speaking if the item were pulled off the Consent Agenda and there was a concern about passing it.

Simpson said the commercial revolving loan fund is a tool of the City that has been assembled through some funds returned through grants. There is a committee comprised of commercial bankers and the Finance Director. Currently, there are three outstanding loans that have a combined balance of \$90,000. The fund has been approved for a total of \$300,000 by the Council. Garage Bikes and Brews is a new business asking for \$50,000. The loan committee did meet and recommend approval to the Council.

Gagne is in favor of Garage Bikes and Brews and wanted to clarify that the City isn't generally in the business of giving out loan money outside of economic development.

MS Gagne/Downing move to approve the resolution. Alderson Page asked if the program would be available in the near future to local businesses that are looking for funds in this time of crisis. Simpson said if the Council approved this loan, there would be immediate access to \$160,000. Staff have been asked to identify some target fund amounts to look at other funding mechanisms for businesses in town through a loan fund like this. Simpson spoke further. Page appreciated the information and that the funding mechanism is there. He asked if interested businesses should call City Hall for information. Simpson said yes but he also thought businesses could apply online.

Alderson Morrisette believed this loan was originally intended for downtown businesses. Simpson said yes, he thought that was the original intent but believed the Council amended the boundary a couple of years ago. He didn't think it was restricted to just the BID District. Morrisette thought Council may need to revisit the boundaries at some point. Alderson Watson felt Council could take it up to review the boundary. Gagne agreed. Morrisette was in support too.

The Mayor asked for questions or comments. There were none. Simpson asked if he should call the applicants. Gagne said he pulled it in context of asking about the commercial revolving loan fund - he has no objection.

The Mayor noted that the committee met before the Coronavirus closed businesses. He was concerned if there would be stress on them because the first payment is due September 1. Alderson Odeen asked to speak to his concern. Odeen is on the revolving loan fund committee. She believes the committee was unanimous in its decision to recommend the loan. She felt there was some concern about security on the loan, but they did get it through a second mortgage. That was the only concern she remembered being expressed at the meeting.

Gagne said if there is hesitation based on the coronavirus, he wondered if number 9 would help based on that. He asked Simpson if it could come back to the Council for relief. Simpson believed the Council is approving it as it is, but there would be some potential under the emergency to make modifications as the Council would set policy.

With no other comments, the Mayor asked for a roll call vote. The roll call vote passed 7-0 with all voting in favor.

ORDINANCES AND RESOLUTIONS:

Resolution No. 6462 - Creating Tax Incremental District No. 15, Approving Its Project Plan and Establishing Its Boundaries City of River Falls, Wisconsin-6462

MS Gagne/Bjerstedt move to approve resolution. With no other comments, the Mayor asked for a roll call vote. The roll call vote passed 7-0 with all voting in favor.

Resolution No. 6463 - Declaring an Emergency as a Result of the Coronavirus (COVID-19)

MS Downing/Odeen move to approve resolution. The Mayor asked for questions/comments.

Aldersperson Gagne asked Simpson at what amount do purchases come back to Council for approval. Simpson said typically it is \$50,000, but there are some exceptions with electric inventory items or the public bidding process. Gagne asked there was anything the City may need to purchase that would be more than \$50,000. Simpson didn't want to speculate but thought there may be things the City needs to purchase which can't wait 30 days for Council approval. He said this doesn't give blanket authority to purchase – it needs to be related to the public health emergency. He thinks the City's Covid response will cost in excess of \$1 million.

Gagne said generally he would like to have a Council meeting for purchases of \$50,000, but he is in favor of this and has no objections.

Aldersperson Morrissette asked what Simpson thought the City may need going into the Covid response. Simpson said it is a dual impact – revenues and expenditures. He expects the utility revenues will be reduced by 25 percent or more in the short term depending on how long the shutdown is. He talked about overtime, equipment, leases and purchases. Simpson said a lot of money has been spent on technology. There has been equipment and license purchases.

Morrissette asked if there would be an accounting of the expenditures after the emergency declaration was removed or would it need to be added in the declaration? Simpson said under the powers in 62.15 it is required for when an emergency is declared. In accordance with the statutes, a report is required at the next meeting. Simpson said Council would get preliminary numbers with a final accounting at the end.

Morrissette asked if Council meetings were going to once a month or if they would remain twice a month. Simpson strongly recommended going to one meeting a month as it would be a significant amount less of work for staff. It gives a 30-day window between each meeting to set operations planning. Simpson also wanted to find a better system for citizen participation.

Morrissette asked about committee assignments at the next meeting. Simpson believed there would be an organizational meeting. Odeen clarified that the Mayor can call a special meeting if needed.

Aldersperson Watson feels the Council should be getting an Administrator's Report on the days when the Council doesn't meet. He would like it to be available for the public. Gagne agreed and would like major purchases to be included in the report. Morrissette agreed with Watson. The Mayor asked Simpson if that was possible. Simpson said yes and thought reports would be more frequent than two weeks.

Odeen is in favor of giving the staff some slack as we don't know what they are facing as that's why we are declaring an emergency. She appreciates being copied on emails and minutes.

With no other comments, the Mayor asked for a roll call vote. The roll call vote passed 7-0 with all voting in favor.

REPORTS:

Administrator's Report

City Administrator Simpson talked about the emergency declaration and provided details. Downing asked Simpson to talk about absentee voting. Simpson provided details and encouraged residents to vote absentee.

Gagne thanked IT Manager Mike Reardon for his work on getting the meeting and Council Chamber set up.

Comptroller's Report for February 2020

Comptroller Odeen read the following: General Fund revenues through the end of February were \$3,070,368 or 28 percent of revenues. Revenues in February include property tax settlement, annual payment for state facilities, and a \$10,000 donation to the Fire Department. Expenditures for the same period were \$1,481,077 or 13 percent of expenses, for a net of revenues over expenditures of \$1,589,290.

CLOSED SESSION:

At 7:19 p.m. MS Watson/Morrisette 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 passed 7-0 with all voting in favor.**

Simpson asked if he should stay for the Closed Session. The Council agreed that he should.

RECONVENE INTO OPEN SESSION:

At 7:29 p.m., MS Morrisette/Downing move to return to Open Session. The roll call vote passed 7-0 with all voting in favor.

Resolution No. 6464 - Regarding City Administrator Compensation

MS Morrisette/Gagne move to approve resolution. The roll call vote passed 7-0 with all voting in favor.

MS Bjerstedt/Watson move to adjourn at 7:31 p.m. The roll call vote passed 7-0 with all voting in favor.

Respectfully submitted,

Kristi McKahan, Deputy Clerk



MEMORANDUM

TO: Mayor Toland and City Council

FROM: Brandt Johnson, Assistant to the City Administrator

DATE: April 28, 2020

TITLE: Resolution Amending Fee Schedule

RECOMMENDED ACTION

Adopt the resolution amending the City's fee schedule for 2020.

BACKGROUND

The Common Council first established a comprehensive fee schedule in 1997. Since then, it has been updated by resolution; either amending the fee schedule as a whole or by specific section. Each year, the Council has reviewed and amended the fee schedule as needed in areas such as parking fines, court fees, water/sewer impact fees, ambulance rates, taxi fares, and refuse rates. As attached to this report, the fee schedule has been updated to reflect all the changes to individual fees with changes noted in red.

DISCUSSION

Changes to the Fee Schedule can be found in red or strikethrough. They include:

- Revised Fees:
 - Accident Response-Within City Limits (Fire): Added towed vehicles only
 - Damage Deposit-WiFi Hot Spot (Library): No change in rates, resolution number was incorrect.
 - Damage Deposit-ChromeBooks (Library): No change in rates, resolution number was incorrect.
 - Damage Deposit-Screen (Library): No change in rates, resolution number was incorrect.
 - Damage Deposit-MovieMate Projector (Library): No change in rates, resolution number was incorrect.
 - Collins Room (Lower Level)Damage Deposit: Deposit increased from \$50 to \$100.

- Collins Room (Lower Level) Rental Fee: Rate increased from \$25 to \$50 for events lasting four hours or less. \$10 for each additional hour longer than four hours.
- Refuse Collection Fee: Consumer Price Index increase for 2020 per the contract with Advanced Disposal.
- Day out at the Park: Resident rate decreased from \$35 to \$30.
- Pool party rentals: Renamed to pool party rentals and removed people and replaced with swimmers.
- Open-Air Park Shelter (Glen and Hoffman) - Half Day: Part of an overall update of classifying park shelters.
- Swimming - Guard Start (when offered): Added when offered.
- Wildcat Cheer and Stunt (No shirt/shirt): Name and Formatting changes.
- Boys Mini Traveling Baseball: Prices went up \$5 for both residents and non-residents.
- Youth One-Day Camps (8 options): Changed from 6 to 8 options.
- Tennis Clinics (Younger 45 mins. / Older 60 mins.): Modified to indicate clinic time length.
- Sign Permits: Rewording for clarity.
- Rental Dwelling: The City charges per building, not per unit.
- **Removed Fees:**
 - Damage Deposit-Meeting Room (Library): Deposit no longer being applied.
 - Library Card-Out of State Resident: Charge no longer being applied.
 - Smith Room/Board Room/Solarium Damage Deposit (Library): Deposit no longer being applied.
 - Counter Service Fee (Police): Charge no longer being applied.
 - Basic First Aid for Kids (Ambulance/Recreation): Activity not offered in 2020.
 - Pool Punch Cards: Season passes are going to be used instead of punch cards.
 - Planes, Trains, and Cars: Activity no longer offered.
 - Enclosed Park Shelter: Removed due to updated shelter categories.
 - Glen Park Shelter (Both Sides): Removed due to updated shelter categories.
 - Glover School House: Removed due to updated shelter categories.
 - Storm Shelter at Hoffman Park: Removed due to updated shelter categories.
 - Storm Shelter at Glen Park: Removed due to updated shelter categories.
 - Youth Baseball Leagues: Activity no longer offered.
 - Glow in the Dark Art: Activity no longer offered.
 - Science/Explorer Camp: Camp no longer offered.
 - Renewal or transfer fee: The City does not charge for these so this fee can be removed.

- New Fees
 - Season pool pass: Switched over from utilizing punch cards. Prices are the for the following:
 - Resident Rate - Single: \$50; Family (2-4): \$100.00; Family (5-8): \$150
 - Non-Resident – Single: \$75; Family (2-4): \$150.00; Family (5-8): \$200
 - Open-Air Park Shelter (Glen and Hoffman) – Full Day: Part of an overall update of classifying park shelters. Resident rate: \$60. Non-Resident rate: \$90.
 - Hoffman Park Octagon Shelter – Half Day: Part of an overall update of classifying park shelters. Resident rate: \$50. Non-Resident rate: \$65.
 - Hoffman Park Octagon Shelter – Full Day: Part of an overall update of classifying park shelters. Resident rate: \$100. Non-Resident rate: \$130.
 - Glover School House – Half Day: Part of an overall update of classifying park shelters. Resident rate: \$50. Non-Resident rate: \$65.
 - Glover School House – Full Day: Part of an overall update of classifying park shelters. Resident rate: \$100. Non-Resident rate: \$130.
 - Hoffman Park Storm Shelter – Half Day: Part of an overall update of classifying park shelters. Resident rate: \$75. Non-Resident rate: \$90.
 - Hoffman Park Storm Shelter – Full Day: Part of an overall update of classifying park shelters. Resident rate: \$150. Non-Resident rate: \$180.
 - Glen Park Pavilion – Half Day: New park shelter. Resident rate: \$125. Non-Resident rate: \$140.
 - Glen Park Pavilion – Full Day: New park shelter: Resident rate: \$250. Non-Resident rate: \$280.
 - T-Ball (Parent & Pipsqueak): Newly included Recreation program.
 - Lawn Games & Water Fun: Newly included Recreation program.
 - ETZ Special Use Permit: Special uses are an option in the ETZ code, however, currently there is no fee listed in the fee schedule. The City has always charged at the City special use permit price, so aligns the line item for clarity.
 - Zoning violation: This is set per code but has not been listed on the fee schedule.

CONCLUSION

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



RESOLUTION NO.

RESOLUTION AMENDING FEE SCHEDULE

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

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

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

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

Dated this 28th day of April, 2020.

Dan Toland, Mayor

ATTEST:

Amy White, City Clerk

City of River Falls Fee Schedule
Amended April 2020

<u>FEE DESCRIPTION</u>	<u>RATE</u>	<u>FEE SET BY</u>	<u>AUTHORIZATION</u>
Ambulance Service			
Resident or Contracted Services:			
Basic Life Support (BLS)	\$1,219	Res. 6230, 2/13/2018	Mun. Code 2.20.010
Advanced Life Support (ALS1)	\$1,495	Res. 6230, 2/13/2018	Mun. Code 2.20.010
Advanced Life Support (ALS2)	\$1,725	Res. 6230, 2/13/2018	Mun. Code 2.20.010
On Scene Care (BLS)	\$247	Res. 6230, 2/13/2018	Mun. Code 2.20.010
On Scene Care (ALS)	\$975	Res. 6230, 2/13/2018	Mun. Code 2.20.010
Mileage	\$20.00/mile	Res. 6230, 2/13/2018	Mun. Code 2.20.010
Critical Care Transport	\$2,300	Res. 6230, 2/13/2018	Mun. Code 2.20.010
Non-Resident: (outside of contracted area)			
Basic Life Support (BLS)	\$1,391	Res. 6230, 2/13/2018	Mun. Code 2.20.010
Advanced Life Support (ALS1)	\$1,716	Res. 6230, 2/13/2018	Mun. Code 2.20.010
Advanced Life Support (ALS2)	\$1,980	Res. 6230, 2/13/2018	Mun. Code 2.20.010
On Scene Care (BLS)	\$288	Res. 6230, 2/13/2018	Mun. Code 2.20.010
On Scene Care(ALS)	\$1,072	Res. 6230, 2/13/2018	Mun. Code 2.20.010
Mileage	\$22.00/mile	Res. 6230, 2/13/2018	Mun. Code 2.20.010
Critical Care Transport	\$2,796	Res. 6230, 2/13/2018	Mun. Code 2.20.010
Community Education Classes:			
Heartsaver CPR/AED	\$65/student; \$40/student for contracted classes of 10 or more students	Res. 6353, 3/12/2019	
Heartsaver First Aid	\$65/student; \$40/student for contracted classes of 10 or more students	Res. 6353, 3/12/2019	
Combined Heartsaver CPR/AED & First Aid	\$100/student; \$75/student for contracted classes of 10 or more students	Res. 6353, 3/12/2019	
BLS Healthcare Provider CPR	\$75/student; \$50/student for contracted classes of 10 or more students	Res. 6353, 3/12/2019	
Bloodborne Pathogens	\$35/student for contracted classes of 10 or more students	Res. 6353, 3/12/2019	
Combined Heartsaver CPR/AED, First Aid and Bloodborne Pathogens	\$35/student for contracted classes of 10 or more students	Res. 6353, 3/12/2019	
Other Instructional Services	\$35/hour per Instructor+Course Fees+Expendable Supplies+10% Administrative Fee	Res. 6353, 3/12/2019	
Other Charges:			
ALS Intercept	\$450	Res. 5188, 11/25/2008	Mun. Code 2.20.010
Individual EMT Contracted Service	\$40 per hour	Res. 6230, 2/13/2018	
Standby/Contracted Services	\$100 per hour	Res. 5188, 11/25/2008	Mun. Code 2.20.010
Standby/Contracted Services-Fire	\$100 per hour	Res. 5188, 11/25/2008	Mun. Code 2.20.010
Standby/Contracted Services-Police	\$85 per hour	Res. 5895, 12/09/2014	Mun. Code 2.20.010
Trailer Special Event Contract	\$100 per hour	Res. 6230, 2/13/2018	Mun. Code 2.20.010

City of River Falls Fee Schedule
Amended April 2020

FEE DESCRIPTION	RATE	FEE SET BY	AUTHORIZATION
City Clerk			
Copies -Black and White (per side)	\$.25 - 8.5"x 11"; \$.30 - 8.5"x14"; \$.35 - 11"x17"; \$10.00 - 22"x34"; \$2.00/sq. ft - 36"wide roll	Res. 4945, 05/08/2007	Mun. Code 2.76.040
Copies -Color (per side)	\$1.00 - 8.5"x11"; \$1.25 - 8.5"x14"; \$1.75 -11"x17"	Res. 4945, 05/08/2007	Mun. Code 2.76.040
Fax Charges	\$.50/page	Res. 3077, 09/09/1997	
Personal Property - Interest	1% per month on delinquent accounts	Wis. Stat. §74.47(1)	Wis. Stat. §74.47(1)
Personal Property - Penalties	0.5% one-time charge on delinquent accounts (St. Croix County only)	Wis. Stat. §74.47(2)	Wis. Stat. §74.47(2)
Special Assessment Searches	\$25 per search/\$20 additional for utility information	Res. 5601, 05/08/2012	Utility Rate Schedule
Engineering			
Address Changes (Owner Initiated)	\$35	Res. 4572, 07/26/2005	
Color Plots of Existing Drawings	No additional manipulation, 22" x 17" \$10; 22x34 \$15; 34x44 \$25; Additional cost for customer requested manipulation of electronic drawings for plotting at \$50 per hour	Res. 3667, 06/27/2000; Res. 3876, 10/09/2001	
Engineering Fees-Public Imp.	Design Engineering: 10% of construction cost, Administrative, Legal, and Construction services: 10% of construction cost	Res. 4945, 05/08/2007	Mun. Code 3.16.010
Engineering Labor	1.5 x Salary + Benefits	Res. 6353, 3/12/2019	
GIS data	Minimum \$25 charge for CD, plus \$5 per 1/4 section	Res. 3876, 10/09/2001	
Right of Way Excavation Permit	\$130 (A bond will also be required)	Res. 6013, 03/22/2016	Mun. Code 12.12.010
Finance/Customer Service			
Finance Charge (Interest Rate)	1.5% over City bond rate	Res. 3077, 09/09/1997	
Missed Appointment	\$10 during normal hours / 1st missed appt waived; \$20 after normal hours	Res. 5601, 05/08/2012	Utility Rate Schedule
NSF Check Charges	\$20 on all accounts	Res. 5601, 05/08/2012	Utility Rate Schedule
Reconnection Fees			
Electric Service	\$35	Res. 5385, 07/13/2010	Utility Rate Schedule
Water Service	\$40 during normal hours / \$60 after normal hours	Res. 5601, 05/08/2012	Utility Rate Schedule
Payment in Lieu of Taxes	Calculation based on housing receipts for H/A; or Based on the property value for electric/water		Per Housing Authority Agreement; PSC for Electric/Water
Room Tax - Tax Return Late Fee	\$100	Ord. 2008-19, 06/24/2008	Mun. Code 3.14.050

City of River Falls Fee Schedule
Amended April 2020

<u>FEE DESCRIPTION</u>	<u>RATE</u>	<u>FEE SET BY</u>	<u>AUTHORIZATION</u>
Fire Department			
Accident Response-Within City Limits	\$500 per vehicle + disposable supplies (Towed vehicles only)	Res. 5684, 02/26/2013	
Accident Response-Car Fire	\$500 public or private property + disposable supplies	Res. 5684, 02/26/2013	
Burning Permit	\$0; RFFD staff will review burning plans with applicants	Ord. 2003-17, 06/24/2003	Mun. Code 8.20.040(I)
Controlled Prairie Burn	\$500 flat fee, plus an additional \$5 per acre; must have written approval of the City Administrator and Fire Chief and must complete a Hold Harmless Agreement with the City	Res. 6353, 3/12/2019	Mun. Code 8.20.040(I)
Extrication	\$100 per vehicle	Res. 5057, 12/11/2007	
False Alarm Fees	1st alarm-no charge; 2nd \$100; 3rd-10th \$250; 11th + \$500	Res. 5021, 10/09/2007	Mun. Code 8.21.010(B)
False Alarm Fees-Refusal to Cooperate	1st and 2nd alarm \$100; 3rd-4th \$250; 5th + \$500	Res. 5021, 10/09/2007	Mun. Code 8.21.010(E)
Fire Call Supplies	Actual costs	Res. 5057, 12/11/2007	
Fire Lock Box	\$250 per box	Res. 4516, 04/26/2005	
Hazardous Materials Response	Violator responsible for all costs incurred by the City; minimum charge \$500	Res. 5057, 12/11/2007	Mun. Code 8.24.030
General Licenses			
Cigarette Licenses	\$100 per year	Res. 6291, 08/14/2018	Mun. Code 5.24.050(C)
Direct Seller (includes transient)	\$20/month or \$200 per year, plus \$25 investigation fee and \$12 per employee	Res. 6291, 08/14/2018	Mun. Code 5.12.040(C)
Dog Licenses	\$5 neutered/spayed, \$10 intact	Res. 3077, 09/09/1997	Mun. Code 6.04.020(A)
Late Dog License Penalty	\$5	Res. 3077, 09/09/1997	Mun. Code 6.04.020(B)
Lost License Tag	\$2	Res. 3077, 09/09/1997	Mun. Code 6.04.040
Dog Park Permit	\$25 for non-resident	Res. 6291, 08/14/2018	
Wild Animal License	\$300	Res. 3077, 09/09/1997	Mun. Code 6.08.060
Garbage Collectors	\$50 1st vehicle, \$10 each additional vehicle	Res. 3077, 09/09/1997	Mun. Code 5.24.040
Mobile Home Park License or Renewal	\$100 for each 50 spaces or fraction of 50 spaces within each community	Wis. Stat §66.0435(3)(a)	Mun. Code 5.16.020
Mobile Home Park Application	\$5 per lot	Res. 3431, 06/08/1999	Mun. Code 17.64.030(D)
Mobile Home Park License Transfer	\$10	Wis. Stat §66.0435(3)(b)	Mun. Code 17.64.040(B)
Permit Mobile Home Out of	\$5	Res. 3431, 06/08/1999	Mun. Code 17.64.160(D)
Pawnbrokers	\$210 + \$1.50 per transaction fee	Res. 4945, 05/08/2007	Mun. Code 5.18.140
Secondhand Article Dealers	\$27.50	Res. 3191, 05/12/1998	Mun. Code 5.18.140
Secondhand Jewelry Dealers	\$30	Res. 3191, 05/12/1998	Mun. Code 5.18.140
Taxicab (Other than Shared-Ride)	\$50 1st vehicle, \$10 each additional vehicle	Res. 3077, 09/09/1997	Mun. Code 5.20.040
Taxicab Drivers (Other than Shared-Ride)	\$15 initial, \$10 renewal, plus actual cost of background check, non-refundable	Res. 6013, 03/22/2016	Mun. Code 5.20.040
Weights and Measures License	\$25 annually	Res. 4157, 05/13/2003	Mun. Code 5.24.070(F)
Liquor Licenses			

City of River Falls Fee Schedule
Amended April 2020

<u>FEE DESCRIPTION</u>	<u>RATE</u>	<u>FEE SET BY</u>	<u>AUTHORIZATION</u>
Intoxicating Liquor			
Retail "Class A"	\$500 per year	Ord. 1997-17, 11/25/1997	Mun. Code 5.08.030
Retail "Class B"	\$500 per year	Ord. 1997-17, 11/25/1997	Mun. Code 5.08.030
Retail Reserve "Class B"	\$10,000	Ord. 1997-17, 11/25/1997	Mun. Code 5.08.030
Club	\$250 per year	Ord. 1997-17, 11/25/1997	Mun. Code 5.04.010
Fermented Malt Beverage			
Retail Class "A"	\$100 per year	Ord. 1997-17, 11/25/1997	Mun. Code 5.08.030
Retail Class "B"	\$100 per year	Ord. 1997-17, 11/25/1997	Mun. Code 5.08.030
Temporary Class "B" (Picnic)	\$10 per event and \$10 per premises participating in a beer walk, plus actual cost of background check per officer, non-refundable	Res. 6013, 03/22/2016	Mun. Code 5.08.030
Wholesalers	\$25 per year	Ord. 1997-17, 11/25/1997	Mun. Code 5.08.030
Wines			
Class C Wine	\$100 per year	Ord. 1997-17, 11/25/1997	Mun. Code 5.08.030
Temporary "Class B" (Picnic) Wine	\$10 per event and \$10 per premises participating in a wine walk, plus actual cost of background check per officer, non-refundable	Res. 6013, 03/22/2016	Mun. Code 5.08.030
Operators	\$40 for a two-year period expiring June 30 in the second year, \$20 renewal, plus \$7 application fee, non-refundable	Res. 6013, 03/22/2016	Mun. Code 5.08.140
Wallet Card	No Charge	Res. 5210, 01/13/2009	Mun. Code 5.08.140
Provisional/Temporary	\$10	Res. 4018, 07/23/2002	Mun. Code 5.08.140
Replacement Card	No Charge	Res. 5210, 01/13/2009	Mun. Code 5.08.140
Publication Fees	\$30 per liquor license	Res. 3077, 09/09/1997	Wis Stat. §125.04(3)(g)(6)
Library			
Damage Deposit-WiFi Hot Spot	\$30	Res. 6117 6124, 02/14/2017	
Damage Deposit-ChromeBooks	\$50	Res. 6117 6124, 02/14/2017	
Damage Deposit-Screen	\$10	Res. 6117 6124, 02/14/2017	
Damage Deposit-MovieMate Projector	\$100	Res. 6117 6124, 02/14/2017	
Damage Deposit-Kindle	\$50	Res. 5544, 12/13/2011	
Damage Deposit-LCD Projector/Laptop	\$100	Res. 5210, 01/13/2009	
Damage Deposit-Meeting Room	\$20	Res. 3431, 06/08/1999	
Damage Deposit-Opaque Projector, Camera	\$50	Res. 5210, 01/13/2009	
Damage Deposit-Overhead/Slide Projector, Etc	\$10	Res. 5210, 01/13/2009	
Library Card-Lost Card Replacement Fee	\$2	Res. 5210, 01/13/2009	
Library Card-Out of State-Resident	\$25	Res. 4018, 07/23/2002	

City of River Falls Fee Schedule
Amended April 2020

<u>FEE DESCRIPTION</u>	<u>RATE</u>	<u>FEE SET BY</u>	<u>AUTHORIZATION</u>
Smith Room/Board-Room/Solarium Damage Deposit	\$20	Res. 6117, 02/14/2017	
Collins Room (Lower Level) Damage Deposit	\$50 \$100	Res. 5210, 01/13/2009	
Collins Room (Lower Level) Rental Fee	\$25 \$50 lasting four or less hours. \$10 for each additional hour	Res. 5210, 01/13/2009	
Municipal Court			
See Bond Schedule		Res. 5858, 08/12/2014	Mun. Code 10.08.040
See Forfeiture Schedule		Res. 5858, 08/12/2014	Mun. Code 10.08.050
Police Department			
CD/DVD	\$1.00 photos and data	Res. 3876, 10/09/2001	
Flash Drive	\$10 per flash drive	Res. 6117, 02/14/2017	
Counter Service Fee	\$5 for each vehicle registration	Res. 3471, 08/10/1999	
Dog Impoundment Fee	\$20 1st offense within 1 calendar year; \$25 2nd offense within 1 calendar year; \$30 3rd offense within 1 calendar year (same animal)	Res. 3077, 09/09/1997	Mun. Code 6.04.140(D)
Fingerprinting	\$35	Res. 3077, 09/09/1997	
Paper Service	\$50 per service/\$6 for second and subsequent paper service	Res. 4945, 05/08/2007	
Parking Fines			
Handicapped Parking	\$50 up to 28 days; \$105 (Suspension/Collection) after 28 days	Res. 5692, 03/26/2013	
Improper, Prohibited, Alternate Parking, Etc.	\$20 up to 28 days; \$75 (Suspension/Collection) after 28 days	Res. 5692, 03/26/2013	
Overtime Parking	\$20 up to 28 days; \$65 (Suspension/Collection) after 28 days	Res. 6291, 08/14/2018	
Parking in Fire Lane	\$50 up to 28 days; \$105 (Suspension/Collection) after 28 days	Res. 5692, 03/26/2013	
Residential Parking Permit Violation	\$20 up to 28 days; \$80 (Suspension/Collection) after 28 days	Res. 6291, 08/14/2018	Mun. Code 12.06.120
Residential Parking Permits	Initial permits-no fee; replacement permits \$50, transfers \$10	Res. 4945, 05/08/2007	Mun. Code 12.06.130
Suspension Fee	\$25 Administration fee + cost of ticket	Res. 5601, 05/08/2012	
Temporary Handicapped Parking Permits	\$0	Prior Code § 12.18	Mun. Code 10.12.040(E)
Towed and Impound Vehicles	\$50 Administration fee + cost of tow + \$10 per day after 72 hours	Res. 3077, 09/09/1997 Res. 5684, 02/26/2013	
Public Works			
Equipment	See separate Equipment Fee Schedule	Res. 3077, 09/09/1997	
Mechanical Labor	1.5 x Salary + Benefits	Res. 3876, 10/09/2001	
Public Works Labor	1.5 x Salary + Benefits	Res. 3876, 10/09/2001	
Auto Shop Rate	\$80.79/hr for 2019	Res. 6353, 3/12/2019	
Supplies to Public Entities	Actual cost of supplies plus 10% administration fee	Res. 5210, 01/13/2009	
Lawn Mowing/Weed Removal	\$80	Res. 5385, 07/13/2010	Mun. Code 8.40.050
Snow Shoveling/Ice Removal	\$80	Res. 5385, 07/13/2010	Mun. Code 12.04.030

City of River Falls Fee Schedule
Amended April 2020

<u>FEE DESCRIPTION</u>	<u>RATE</u>	<u>FEE SET BY</u>	<u>AUTHORIZATION</u>
Refuse/Recycling Charges			
Refuse Collection Fee	\$14.20 \$14.40 per unit/month	Res. 5973, 09/22/2015	Mun. Code 8.36.110(A)
Refuse Tags	\$2.05	Res. 5385, 07/13/2010	Mun. Code 8.36.110(A)
Taxi Service			
Senior Citizens over 62	Corporate limits \$1.50, City limits to 5 mile limit \$1.50/mile	Res. 5896, 12/09/2014	Wis Stat. §85.20
Disabled Persons	Corporate limits \$1.50, City limits to 5 mile limit \$1.50/mile	Res. 5896, 12/09/2014	Wis Stat. §85.20
Adults under 62	Corporate limits \$2.75, City limits to 5 mile limit \$1.50/mile	Res. 5896, 12/09/2014	Wis Stat. §85.20
Children 3 thru 17	Corporate limits \$1.25, City limits to 5 mile limit \$1.50/mile	Res. 5896, 12/09/2014	Wis Stat. §85.20
Children 2 and under	Free if accompanied by adult - all areas	Res. 5896, 12/09/2014	Wis Stat. §85.20

Recreation Department Fee Schedule

Amended April, 2020

FEE DESCRIPTION	RESIDENT RATES	NON-RESIDENT RATES
Recreation Programs		
Basic First Aid For Kids (RF Amb.)	Free	Free
Bird Festival (St. Croix Valley Bird Club)	Free	Free
Co-ed Rec Basketball (meets 3 times)	\$20.00	\$35.00
Day out at the Park	\$35.00 \$30.00	\$45.00
Family Kickball	\$5.00 Each	\$5.00 Each
Fighting Fish Baseball Clinic	Free	Free
Firefighters Are Your Friends (RFFD)	Free	Free
Flag Football (5-7 and 8-10 year olds)	\$30.00	\$45.00
Fly Fishing Clinic	\$20.00	\$20.00
Glen Park Pool:		
Daily Passes (all ages)	\$2.50/\$1.50 after 5 p.m.	\$3.00/\$2.00 after 5 p.m.
Family Fun Night	\$1.50	\$2.00
Lap Swimming	\$1.50	\$2.00
Season pool pass	Single \$50.00 Family 2-4 \$100.00 Family 5-8 \$150.00	Single \$75.00 Family 2-4 \$150.00 Family 5-8 \$200.00
Punch Cards	10 Punches for \$20.00	10 Punches for \$22.00
Pool party rentals	\$50.00 (up to 15 people swimmers) / \$75.00 (16-30 people swimmers)	
Hoffman Park Camping Fees (electric)	\$20.00 / night	\$20.00 / night
Hoffman Park Camping Fees (non-electric)	\$10.00 / night	\$10.00 / night
Pickleball 101	\$20.00	\$30.00
Pre-School Camps:		
Little All Stars	\$20.00	\$35.00
Oodles of Art	\$30.00	\$45.00
Planes, Trains, and Cars	\$30.00	\$45.00
Princess Training Camp	\$30.00	\$45.00
Super Hero Training Camp	\$30.00	\$45.00
Pre-School One-Day Camps (5 8 choices)	\$15.00	\$25.00
Shelter Facility Rental		
Open-Air Park Shelter (Glen and Hoffman) - Half Day	\$30.00	\$40.00 \$45.00
Open-Air Park Shelter (Glen and Hoffman) - Full Day	\$60.00	\$90.00

Recreation Department Fee Schedule

Amended April, 2020

FEE DESCRIPTION	RESIDENT RATES	NON-RESIDENT RATES
Hoffman Park Octagon Shelter – Half Day	\$50.00	\$65.00
Hoffman Park Octagon Shelter – Full Day	\$100.00	\$130.00
Glover School House – Half Day	\$50.00	\$65.00
Glover School House – Full Day	\$100.00	\$130.00
Hoffman Park Storm Shelter – Half Day	\$75.00	\$90.00
Hoffman Park Storm Shelter – Full Day	\$150.00	\$180.00
Glen Park Pavilion – Half Day	\$125.00	\$140.00
Glen Park Pavilion – Full Day	\$250.00	\$280.00
Enclosed Park Shelter	\$50.00	\$60.00
Glen Park Shelter (Both Sides)	\$60.00	\$80.00
Clover School House	\$50.00	\$60.00
Storm Shelter at Hoffman Park	\$75.00	\$85.00
Storm Shelter at Glen Park	\$75.00	\$85.00
Soccer Camps (spring and summer)	\$25.00	\$40.00
Softball Field Reservations	\$10.00 / hour	\$10.00 / hour
Field Light Usage Fee	\$30.00 / night	\$30.00 / night
Summer Reading Program - RFPL	Free	Free
Swimming - Guard Start (when offered)	\$50.00	\$65.00
Swimming Lessons (PL1-6)	\$30.00	\$45.00
Swim Lessons Parent/Child (meets 4 times)	\$20.00	\$35.00
T-Ball (All age groups)	\$40.00	\$55.00
T-Ball (Parent & Pipsqueak)	\$30.00	\$45.00
Tennis Camps:		
Tennis Clinics (Younger 45 mins. / Older 60 mins.)	\$25.00 / \$30.00	\$40.00 / \$45.00
Wildcat Camps:		
Wildcat Cheer and Stunt (Younger / Older)(No shirt/shirt)	\$30.00/\$45.00	\$30.00 / \$45.00
Youth Baseball Leagues	\$35.00	\$50.00
Cub A / Cub B/ Pony leagues	\$40.00	\$55.00
Boys Mini Traveling Baseball	\$85.00 \$90.00	\$100.00 \$105.00
Youth One-Day Camps (6 8 options)	\$15.00	\$25.00
Youth 2-3 Day Camps:		
ARTrageous Fun	\$30.00	\$45.00

Recreation Department Fee Schedule

Amended April, 2020

<u>FEE DESCRIPTION</u>	<u>RESIDENT RATES</u>	<u>NON-RESIDENT RATES</u>
CSI Camp	\$30.00	\$45.00
Glow in the Dark Art	\$20.00	\$35.00
Kidz Art in the Park	\$30.00	\$45.00
Mini Sports Camp	\$20.00	\$35.00
Science/Explorer Camp	\$30.00	\$45.00
Lawn Games & Water Fun	\$20.00	\$35.00

Cancellation fee - Renters are entitled to a full refund, less a \$40 cancellation fee, if cancelled at least 14 days prior to the reservation. Cancellations made with less than 14 days prior to the reservation are not eligible for a refund.

Building Development Fee Schedule
Amended April, 2020

<u>FEE DESCRIPTION</u>	<u>RATE</u>	<u>FEE SET BY</u>	<u>AUTHORIZATION</u>
Building Code			
Building Permit Fees - New Construction, Alterations, Additions, and Repairs	Estimated Building Cost must represent a reasonable value which includes both labor and materials. If only the materials cost is presented, the City will determine the total Estimated Building Cost by multiplying the material value by 1.5.	Res. 3179, 04/14/1998	Mun. Code 15.04.030(I)2
\$1.00 to \$500.00	\$22.50		
\$501.00 to \$2,000.00	\$22.50 for the first \$500 plus \$3 for each additional \$100, or fraction thereof, to and including \$2,000		
\$2,001.00 to \$25,000.00	\$67.50 for the first \$2,000 plus \$13.50 for each additional \$1,000, or fraction thereof, to and including \$25,000		
\$25,001.00 to \$50,000.00	\$378 for the first \$25,000 plus \$9.75 for each additional \$1,000, or fraction thereof, to and including \$50,000		
\$50,001.00 to \$100,000.00	\$621.75 for the first \$50,000 plus \$6.75 for each additional \$1,000, or fraction thereof, to and including \$100,000		
\$100,001.00 to \$500,000.00	\$959.25 for the first \$100,000 plus \$5.25 for each additional \$1,000, or fraction thereof, to and including \$500,000		
\$500,001.00 to \$1,000,000.00	\$3,059.25 for the first \$500,000 plus \$4.50 for each additional \$1,000, or fraction thereof, to and including \$1,000,000		
\$1,000,001.00 and up	\$5,309.25 for the first \$1,000,000 plus \$3.00 for each additional \$1,000, or fraction thereof		
Demolition (Razing) Permit	\$135	Res. 4516, 04/26/2005	Mun. Code 15.04.040(C)
Moving Permit	\$435	Res. 4157, 05/13/2003	Mun. Code 15.04.080(G)
Plan Check Fee	\$100	Res. 3179, 04/14/1998	Mun. Code 15.04.030(I)3
Plan Review Fee	Included in Building Permit Fee	Res. 3179, 04/14/1998	Mun. Code 15.04.030(I)3
State Seal	\$33 for new single-family homes only	Res. 5544, 12/13/2011	
Voluntary Inspection	\$100	Res. 5385, 07/13/2010	Mun. Code 15.04.030(I)5
Plumbing Code - Plumbing Permits	Included in Building Permit Fee	Prior Code § 15.04	Mun. Code 15.08.040
Plumbing Inspection	\$75 per hour	Res. 4572, 07/26/2005	Mun. Code 15.08.030(F)
Electric Code - Electric Permits	Included in Building Permit Fee	Prior Code § 16.05	Mun. Code 15.12.040
Housing Code - Rental Dwelling Unit			
New Rental Dwelling	\$10 per unit	Res. 5385, 07/13/2010	Mun. Code 15.16.110(F)
Delinquent Renewal Fee	\$25 per month	Res. 5601, 05/08/2012	Mun. Code 15.16.110(F)
Transfer Fee	\$25	Res. 3191, 05/12/1998	Mun. Code 15.16.110(H)
Inspection Fee	\$100	Res. 5385, 07/13/2010	Mun. Code 15.16.110(I)

Building Development Fee Schedule

Amended April, 2020

FEE DESCRIPTION		RATE			FEE SET BY	AUTHORIZATION
Impact Fees - Park/Fire/Library Facilities		Single Family Per Dwelling	Multi-Family Per Dwelling	Non-Residential Per Improvement Sq. Ft.		
Park Facilities		\$577.28	\$463.96	\$0.23	Ord. 2002-17, 08/13/2002	Mun. Code 14.12.080
Library Facilities		\$352.09	\$352.09	N/A	Ord. 2003-22, 08/12/2003	Mun. Code 14.16.080
Fire Facilities		\$345.71	\$277.85	\$0.03	Ord. 2002-17, 08/13/2002	Mun. Code 14.12.080
Impact Fees - Water/Sewer		Fees based on 70 REU, Equivalent Meters (5/8" & 3/4" meter = 1 REU)				
Meter Size	Ratio	Water Impact Fee	Sewer Connection Fee	Total Fee	Res. 5883, 10/24/2014	Mun. Code 14.08.060 - Water
3/4"	1	\$2,366 \$2,420	\$1,662 \$1,700	\$4,029 \$4,120	Res. 5883, 10/24/2014	Mun. Code 14.04.060 - Sewer
1"	2.5	\$5,917 \$6,053	\$4,156 \$4,252	\$10,073 \$10,305	Updated to CPI 1/1/19 20	
1 1/2"	5	\$11,835 \$12,107	\$8,312 \$8,503	\$20,147 \$20,610		
2"	8	\$18,935 \$19,371	\$13,298 \$13,604	\$32,233 \$32,975		
3"	15	\$35,504 \$36,321	\$24,934 \$25,507	\$60,438 \$61,828		
4"	25	\$59,173 \$60,534	\$41,556 \$42,512	\$100,730 \$103,046		
6"	50	\$118,347 \$121,069	\$83,113 \$85,025	\$201,460 \$206,094		
8" or larger	80	\$189,353 \$193,708	\$132,981 \$136,040	\$322,334 \$329,748		
Irrigation meters greater than 1" will pay impact fees based on the size of the water meter(s) required.						
Planning Department						
Annexation		All capital costs and capital costs study to be borne by property owners petitioning annexation			Ord. 2008-36, 12/09/2008	Mun. Code 19.100.030
Annexation Review Fee (City)		\$520 initial filing fee; plus \$2,800 10 acres or less; \$4,000 10.01-50 acres; \$5,500 10.01-100 acres; \$7,500 100+ acres			Res. 5057, 12/11/2007	
Board of Appeals - City		\$670 single family residences; \$1,275 multifamily and non-residential			Res. 4516, 04/26/2005	Mun. Code 17.104.030(F)(1)
Board of Appeals - ETZ		\$1,650			Res. 4516, 04/26/2005	Mun. Code 17.108.180
Certified Survey Map		\$750, up to 4 lots within or outside the City			Res. 4945, 05/08/2007	Mun. Code 16.08.030(E)
Minor Subdivisions		See Certified Survey Map fees				Mun. Code 16.04.040(E)
Certified Survey Map - Appeals		\$1,450			Res. 4945, 05/08/2007	Mun. Code 16.08.030(E)
Downtown Design Review Committee		\$150			Res. 5601, 05/08/2012	Mun. Code 17.68.080
Fence Permit		\$40			Res. 6169, 07/11/2017	Mun. Code 17.08.070
Home Occupation Permit		\$50			Res. 5601, 05/08/2012	Mun. Code 17.82.020(F)(1)
Land Management Plan Approval -		N/A			Ord. 2004-12, 07/27/2004	Mun. Code 8.40.060(E)
Park Land Dedication Fee		\$780 per residential unit; commercial/industrial: \$1,000 up to 5,000 sq. ft. gross floor area, plus \$100 for each additional 1,000 sq. ft. gross floor area			Res. 5544, 12/13/2011	Mun. Code 16.20.010

Building Development Fee Schedule
Amended April, 2020

<u>FEE DESCRIPTION</u>	<u>RATE</u>	<u>FEE SET BY</u>	<u>AUTHORIZATION</u>
Planned Unit Developments (PUDs)			
General Development Plan (PUD)	\$3,875	Res. 4516, 04/26/2005	Mun. Code 17.72.070(A)
Specific Development Plan (PUD)	\$4,150	Res. 4516, 04/26/2005	Mun. Code 17.72.080(A)
Planning/Admin Costs (General Plan Review)	Base Fee \$100 + \$50 per hour	Res. 4945, 05/08/2007	
Plats			Mun. Code 16.08.010(E)
Preliminary Plat	\$5,950 for 5-50 lots; \$8,925 50+ lots	Res. 4516, 04/26/2005	Mun. Code 16.08.030(E)
Reapplication Fee - Preliminary Plat	\$6,350 Major; \$1,925 Minor	Res. 4516, 04/26/2005	Mun. Code 16.08.030(E)
Final Plat	\$7,750 for 5-50 lots; \$10,725 for 50+ lots	Res. 4516, 04/26/2005	Mun. Code 16.08.030(E)
Reapplication Fee - Final Plat	\$1,150	Res. 4516, 04/26/2005	Mun. Code 16.08.030(E)
Sign Permits	\$62 plus \$10 for each additional / Fee doubled without a sign permit, plus \$10 for each additional	Res. 5684, 02/26/2013	Mun. Code 17.84.070(B)
Real Estate Sign Recovery Fee	\$5	Ord. 2005-26, 12/13/2005	Mun. Code 17.84.030(F)(6)
Special Sign Permits	\$1,235	Res. 5116, 04/22/2008	Mun. Code 17.84.060(D)
Temporary Sign Permit	\$25	Res. 5601, 05/08/2012	Mun. Code 17.84.70(B)
Site Plan Review	\$1,775	Res. 4516, 04/26/2005	Mun. Code 17.104.020(B)(2)(e)
Special Use Permit	\$2,060	Res. 4516, 04/26/2005	Mun. Code 17.104.040(B)(4)(a)
Bed and Breakfast - Annual Permit			
R-1 Residential Zoning District	\$50	Prior Code § 21.18(4)	Mun. Code 17.20.040(I)
R-2 Residential Zoning District	\$50	Prior Code § 21.19(4)	Mun. Code 17.24.040(I)
RS Suburban Residence District (ETZ)	\$50	Prior Code § 20.08	Mun. Code 17.108.080(C)
Off Street Parking Facilities	\$1,975	Res. 4516, 04/26/2005	Mun. Code 17.80.010(C)
ETZ Special Use Permit	\$2,060	Res. XXXX	Mun. Code 17.108
ETZ Special Use Permit - Mining (Business)	0-1,000 c.y. \$25; 1,001-25,000 c.y. \$100; 25,001-50,000 c.y. \$250; 50,000-250,000 c.y. \$500; 250,000+ c.y. \$1,000; Grading/restoration plans required plus City Engineer review at current billable rate	Res. 3077, 09/09/1997	Mun. Code Ch. 17.108
ETZ Special Use Permit - Small wind	Fee to be determined (separate discussion)	Ord. 2007-18, 07/10/2007	Mun. Code Ch. 17.108.230(C)(4)
Street Vacations	\$2,640	Res. 4516, 04/26/2005	Wis. Stat. §66.1003
Zoning and Plan Amendments	\$2,270	Res. 4516, 04/26/2005	Mun. Code 17.104.050(B)(1)
Zoning Violation	\$25 or no more than \$200. Each day a violation is continued shall be construed to be a separate offense.	Res. XXXX	Mun. Code 17.104

Utilities Fee Schedule

Amended April, 2020

<u>FEE DESCRIPTION</u>	<u>RATE</u>	<u>FEE SET BY</u>	<u>AUTHORIZATION</u>
Electric Utility Rates		Electric Rate Tariff	
Residential Service	Single Phase Customer Charge: \$7.00 Energy Charge: 9.77c per kWh PCAC: Varies Monthly Three Phase Customer Charge: \$13.00 Energy Charge: 9.77c per kWh PCAC: Varies Monthly		
Residential Service - Time of Day	Single Phase Customer Charge: \$7.00 per month Energy Charge: 18.01c per kWh On-Peak; 5.47c per kWh Off-Peak PCAC: Varies Monthly Three Phase Customer Charge: \$13.00 Energy Charge: 18.01c per kWh On-Peak; 5.47c per kWh Off-Peak PCAC: Varies Monthly		
General Service	Single Phase Customer Charge: \$7.00 Energy Charge: 9.77c per kWh PCAC: Varies Monthly Three Phase Customer Charge: \$13.00 Energy Charge: 9.77c per kWh PCAC: Varies Monthly		
General Service - Time of Day	Single Phase Customer Charge: \$7.00 Energy Charge: 18.01c per kWh On-Peak; 5.47c per kWh Off-Peak PCAC: Varies Monthly Three Phase Customer Charge: \$13.00 Energy Charge: 18.01c per kWh On-Peak; 5.47c per kWh Off-Peak PCAC: Varies Monthly		
Small Power Service	Customer Charge: \$50.00 Energy Charge: 5.75c per kWh Demand Charge: \$7.00 per kW Distribution Demand Charge: \$1.50 per kW PCAC: Varies Monthly		
Small Power Service - Time of Day	Customer Charge: \$50.00 Energy Charge: 6.32c per kWh On-Peak; 5.10c per kWh Off-Peak Demand Charge: \$7.00 per kW Distribution Demand Charge: \$1.50 per kW PCAC: Varies Monthly		

Utilities Fee Schedule

Amended April, 2020

FEE DESCRIPTION	RATE	FEE SET BY	AUTHORIZATION
Large Power Time-of-Day Service	Customer Charge \$175.00 Demand Charge \$8.00 per KW Energy Charge 6.57c on peak, 4.0c off peak Customer Demand Charge \$2.00 per KW of highest demand Distribution Demand Charge: \$2.00 per kW PCAC: Varies Monthly		
Industrial Power Time-of-Day Service	Customer Charge \$200.00 Demand Charge \$8.50 per KW Energy Charge 6.1c on peak, 4.0c off peak Customer Demand Charge \$2.00 per KW of highest demand Distribution Demand Charge: \$2.00 per kW PCAC Varies Monthly		
Street Lighting	Based on size of lamp		
Area Lighting	Based on size of lamp		
Electric Department			
Electric Primary Extension	See Public Service Commission Rules	Public Service Commission	
Electric System Relocation	See Public Service Commission Rules	Public Service Commission	
Permanent Electric Service	\$0	Electric Rate Tariff	
Temporary Electric Service	\$180 (labor + materials) plus usage	Utility Policy	
Winter Lateral Fee	\$250 + tax		
Environmental Utility	Residential \$.63/unit; Commercial \$3.15/unit; Heavy Commercial and Industrial	Res. 4891, 01/27/2007	Mun. Code 8.16.030
Water Utility Rates		Res 5925 4/14/2015	Mun. Code 13.04.050(A)
Monthly Service Charge - Meter Size	General Service Meter	Irrigation Service Meter	
3/4"	\$8.00	\$8.00	Rates effective 7/1/2016
1"	\$13.25	\$13.25	
1 1/2"	\$23.00	\$23.00	
2"	\$35.00	\$35.00	
3"	\$59.00	N/A	
4"	\$91.75	N/A	
6"	\$168.75	N/A	
8"	\$260.50	N/A	

Utilities Fee Schedule

Amended April, 2020

FEE DESCRIPTION	RATE	FEE SET BY				AUTHORIZATION
Volume Charge	General Service: Residential - Single Family					
First 4,000 gallons	\$1.39 per 1,000 gallons up to 4,000					
Next 4,000 gallons	\$1.80 per 1,000 gallons next 4,000					
Over 8,000 gallons	\$2.56 per 1,000 gallons over 8,000					
Volume Charge	General Service: Residential - Multifamily					
All water used, per 1,000 gallons	\$1.25 per 1,000 gallons					
Volume Charge	General Service: Non-Residential					
First 15,000 gallons	\$1.72 per 1,000 gallons up to 15,000					
Next 135,000 gallons	\$1.40 per 1,000 gallons next 135,000					
Over 150,000 gallons	\$1.11 per 1,000 gallons over 150,000					
Volume Charge	Irrigation Service					
All water used, per 1,000 gallons	\$2.56 per 1,000 gallons					
Public Fire Protection - Meter Size	Residential	Multifamily	Commercial	Industrial	Public Authority	
3/4"	\$4.15	\$3.07	\$3.76	\$9.15	\$13.20	
1"	\$10.37	\$7.68	\$9.40	\$22.87	\$33.00	
1 1/2"	\$20.75	\$15.37	\$18.80	\$45.74	\$66.01	
2"	\$33.20	\$24.59	\$30.07	\$73.19	\$105.61	
3"	\$62.25	\$46.11	\$56.39	\$137.23	\$198.03	
4"	\$103.74	\$76.84	\$93.98	\$228.72	\$330.05	
6"	\$207.49	\$153.68	\$187.95	\$457.43	\$660.09	
8"	\$331.98	\$245.89	\$300.72	\$731.89	\$1,056.15	
Water Department						
Backflow Preventer Test (Annual)	\$50					Utility Policy
Private Hydrant Flushing (Annual)	\$85					Utility Policy
Security System	\$120					Utility Policy
Water Assessment	Installation, admin, engineering costs, interest at 1% over City borrowing costs					
Well Operation Permit	\$25					Res. 3077, 09/09/1997 Mun. Code 13.20.030
Sewer Utility Rates						Res. 5577, 03/27/2012 Mun. Code 13.04.050(B)
Monthly Service Charge - Meter Size						
3/4"	\$16.50					
1"	\$22.50					
1-1/2"	\$33.50					
2"	\$49.00					
3"	\$77.00					
4"	\$118.00					
6"	\$225.00					
Mobile Home - 1"	\$38.00					
Mobile Home - 3"	\$366.00					
Volume Charge	\$7.04 per 1,000 gallons					
Sewer Department						
Building Sewer Permits	Included in Sewer Connection Fee					Prior code § 13.07 Mun. Code 13.12.040(B)(3)

Utilities Fee Schedule

Amended April, 2020

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

Equipment Fee Schedule
Adopted March 12, 2019

EQUIPMENT	Unit Rate	Labor Rate	Total Rate	Notes
	\$/ HR.	\$/ HR	\$/HR	
Salt Brine	\$0.30			per gallon, w/minimum of 100 gallons
Aerial Lift (JLG)	\$50.00	\$56.00	\$106.00	
Aerial Lift (Scissor)	\$40.00	\$56.00	\$96.00	
Pick-Up	\$35.00	\$56.00	\$91.00	
1-Yd Dump	\$35.00	\$56.00	\$91.00	
5-Yd Dump, Snow Plow, Wing, Sander	\$75.00	\$56.00	\$131.00	\$25/ton for sand or salt w/minimum of
5-Yd Dump	\$45.00	\$56.00	\$101.00	
Air Compressor	\$45.00	\$56.00	\$101.00	
Anti-Icing unit including Pickup	\$55.00	\$56.00	\$111.00	
Bunker Rake	\$35.00	\$56.00	\$91.00	
Cat Loader 3-1/2 Yd	\$100.00	\$56.00	\$156.00	
Cat Loader with Snow Blower	\$125.00	\$56.00	\$181.00	
John Deere Loader 3-Yd	\$70.00	\$56.00	\$126.00	
John Deere Loader with Plow and Wing	\$125.00	\$56.00	\$181.00	
John Deere 6' Mower	\$55.00	\$56.00	\$111.00	
John Deere with Broom or Blower	\$45.00	\$56.00	\$101.00	
Motor Grader	\$100.00	\$56.00	\$156.00	
Motor Grader with wing	\$100.00	\$56.00	\$156.00	
Tymco Sweeper	\$100.00	\$56.00	\$156.00	
Quad Axle Dump Truck	\$100.00	\$56.00	\$156.00	
Skid Loader	\$75.00	\$56.00	\$131.00	
Skid Loader with Blower	\$85.00	\$56.00	\$141.00	
Striper Ball Field, rider	\$35.00	\$56.00	\$91.00	
Striper Streets, walk behind	\$35.00	\$56.00	\$91.00	
Telehandler	\$75.00	\$56.00	\$131.00	
Tractor/Loader/Backhoe	\$60.00	\$56.00	\$116.00	
Toro Wide Area Mower	\$60.00	\$56.00	\$116.00	
Toro with Broom	\$70.00	\$56.00	\$126.00	
Toro Toolcat	\$60.00	\$56.00	\$116.00	
Toro Toolcat with attachment	\$75.00	\$56.00	\$131.00	
Tractor-Kubota	\$60.00	\$56.00	\$116.00	
Tractor with 2-Section Flail Mower	\$85.00	\$56.00	\$141.00	
Tractor with Sprayer	\$75.00	\$56.00	\$131.00	+ Materials
Trailers	\$35.00	NA	\$35.00	+ Towing Unit
Whacker	\$35.00	NA	\$35.00	
Brush Chipper	\$85.00	\$56.00	\$141.00	+ Mowing Unit + Labor

Equipment Fee Schedule
Adopted March 12, 2019

EQUIPMENT	Unit Rate	Labor Rate	Total Rate	Notes
Vac-Tron	\$75.00	\$56.00	\$131.00	
Concrete Mixer with trailer	\$25.00	\$56.00	\$81.00	+ Tow unit labor & materials ; + 15%
Concrete Saw	\$2.50	\$56.00	\$58.50	Per Lineal Foot
Misc. Small Equipment (push mowers, weed whips, trimmers, snowblower, striper)	\$15.00	\$56.00	\$71.00	+ Materials
Barricades	\$10.00	NA	\$10.00	Per Day (Loaded by renter)
Sand, gravel, crushed rock, salt, salt/sand		\$56.00		City Cost + 10% Handling Fee



MEMORANDUM

TO: Mayor Toland and City Council

FROM: Brandy Howe, Senior Planner

DATE: April 28, 2020

TITLE: Sterling Ponds 2nd Addition Final Plat – Plan Commission Referral

RECOMMENDED ACTION

Refer the Sterling Ponds 2nd Addition final plat to the Plan Commission for 30 days, per Wis. Stat. §62.23(5).

BACKGROUND

GMTZ, LLC filed a final plat for Sterling Ponds 2nd Addition, the next phase of single-family homes in the Sterling Ponds neighborhood. Per the Municipal Code, the standard process for final plats begins with Plan Commission review and recommendation, then City Council review and action. Given the state of emergency due to COVID-19, the Plan Commission will not meet during the month of May to review this plat. To allow this item to move forward, the City Council will refer the final plat to the Plan Commission for a 30-day waiting period, as is required per Wis. Stat. §62.23(5), after the waiting period the Council will then review and take action at its June 9 meeting.

During this waiting period, staff will review the final plat and provide a report and recommendation to City Council at the June 9 meeting. Construction plans and engineering documents were approved by staff on April 14, 2020, allowing the developer to begin earthwork on the project. Building permits will be permitted once the final plat is approved by the City Council and the state.

FINANCIAL CONSIDERATIONS

N/A

CONCLUSION

Staff recommends referral of the Sterling Ponds 2nd Addition final plat to the Plan Commission for 30 days, per Wis. Stat. §62.23(5) so that the City Council may take this item up for review and action at its June 9 meeting.



RESOLUTION NO.

REFERRING THE STERLING PONDS 2ND ADDITION FINAL PLAT TO PLAN COMMISSION FOR 30 DAYS, PER WIS. STAT. §62.23(5)

WHEREAS, GMTZ, LLC filed a final plat for Sterling Ponds 2nd Addition, the next phase of subdivision within Sterling Ponds neighborhood; and

WHEREAS, Wisconsin Statutes 62.23(5) requires final plats be referred to or review by the Plan Commission; and

WHEREAS, Chapter 16.08 of the Municipal Code requires Plan Commission review and recommendation prior to Common Council review and action; and

WHEREAS, the Mayor declared a state of emergency on March 24, 2020, due to the COVID-19 pandemic; and

WHEREAS, the Chief of Police issued an emergency proclamation on April 13, 2020, ordering:

- 1) All City Ordinances which require a matter to be referred to or reviewed by the Plan Commission are modified as follows:
 - a. If Wisconsin statutes require referral to or review by the Plan Commission, the matter shall be referred to the Plan Commission and the Common Council may take action pursuant to Wis. Stat. § 62.23(5) after the thirty (30) day period has expired. During this thirty (30) day period, appropriate City personnel shall review the proposal and present a recommendation to the Common Council.

NOW, THEREFORE, BE IT RESOLVED, that the Common Council refers the final plat for Sterling Ponds 2nd Addition to Plan Commission for a 30-day review period.

Dated this 28th day of April 2020.

CITY OF RIVER FALLS

Dan Toland, Mayor

ATTEST:

Amy White, City Clerk



MEMORANDUM

TO: Mayor Toland and City Council

FROM: Brandy Howe, Senior Planner

DATE: April 28, 2020

TITLE: Sterling Ponds Cottages Final Plat – Plan Commission Referral

RECOMMENDED ACTION

Refer the Sterling Ponds Cottages final plat to the Plan Commission for 30 days, per Wis. Stat. §62.23(5).

BACKGROUND

E.W. Homes filed a final plat for Sterling Ponds Cottages, a nine-building twin home subdivision at the southeast corner of the Chapman Drive and Huppert Street intersection. Per the Municipal Code, the standard process for final plats begins with Plan Commission review and recommendation, then City Council review and action. Given the state of emergency due to COVID-19, the Plan Commission will not meet during the month of May to review this plat. To allow this item to move forward, the City Council refer the final plat to the Plan Commission for a 30-day waiting period, as is required per §62.23(5), then review and act at the June meeting.

During this waiting period, staff will review the final plat and provide a report and recommendation to City Council at the June 9 meeting. Engineering plans and technical specifications were approved by staff on April 16, 2020, allowing the developer to begin earthwork on the project. Building permits will be permitted once the final plat is approved by the City Council and the state.

FINANCIAL CONSIDERATIONS

N/A

CONCLUSION

Staff recommends referral of the Sterling Ponds Cottages final plat to the Plan Commission for 30 days, per Wis. Stat. §62.23(5) so that the City Council may take this item up for review and action at its June meeting.



RESOLUTION NO.

REFERRING THE STERLING PONDS COTTAGES FINAL PLAT TO PLAN COMMISSION FOR 30 DAYS, PER WIS. STAT. §62.23(5)

WHEREAS, E.W. Homes filed a final plat for Sterling Ponds Cottages, a new subdivision within Sterling Ponds; and

WHEREAS, Wisconsin Statutes 62.23(5) requires final plats be referred to or review by the Plan Commission; and

WHEREAS, Chapter 16.08 of the Municipal Code requires Plan Commission review and recommendation prior to Common Council review and action; and

WHEREAS, the Mayor declared a state of emergency on March 24, 2020, due to the COVID-19 pandemic; and

WHEREAS, the Chief of Police issued an emergency proclamation on April 13, 2020, ordering:

- 1) All City Ordinances which require a matter to be referred to or reviewed by the Plan Commission are modified as follows:
 - a. If Wisconsin statutes require referral to or review by the Plan Commission, the matter shall be referred to the Plan Commission and the Common Council may take action pursuant to Wis. Stat. § 62.23(5) after the thirty (30) day period has expired. During this thirty (30) day period, appropriate City personnel shall review the proposal and present a recommendation to the Common Council.

NOW, THEREFORE, BE IT RESOLVED, that the Common Council refers the final plat for Sterling Ponds Cottages to Plan Commission for a 30-day review period.

Dated this 28th day of April 2020.

CITY OF RIVER FALLS

Dan Toland, Mayor

ATTEST:

Amy White, City Clerk



MEMORANDUM

TO: Mayor Toland and City Council

FROM: Keri Schreiner, Economic Development Manager

DATE: April 28, 2020

TITLE: 2019 TW Equities, LLC Developers Agreement Addendum Deferring Payment Due to COVID-19

RECOMMENDED ACTION

Approve the addendum to the 2019 TW Equities, LLC Developers Agreement deferring payment for six months due to COVID-19.

BACKGROUND

The City of River Falls entered into a development agreement with TW Equities, LLC in December 2019 for approximately 4.5 acres in the Sterling Ponds Corporate Park. Per the development agreement, the developer is obligated to construct an approximately 60,000 gross square foot warehouse facility with office and light manufacturing space within Tax Increment District No. 10 with substantial completion of the Minimum Improvements to the building by December 31, 2024. The agreement also requires TW Equities, LLC to pay the City back the value of the land (\$495,000) with zero percent interest over a four-year period.

Due to COVID-19, TW Equities, LLC requested a deferral of their \$7,000 monthly payment to the City as required by the 2019 development agreement. They stated that deferring the payments would help to preserve some capital in order to pay their employees. Currently, TW Equities, LLC has not furloughed any of their employees.

FINANCIAL CONSIDERATIONS

Per the proposal, the monthly payments from TW Equities, LLC to the City will be deferred for six months between April – September 2020. Regular monthly payments will resume on October 1, 2020. The City and TW Equities, LLC agree to the following updated payment table:

Memorandum to Mayor and City Council

April 28, 2020

Page 2

Date Range	Monthly Payment
Jan. 1, 2020-March 1, 2020	\$7,000
April 1, 2020-Sep. 30, 2020	Deferred
Oct. 1, 2020-Dec. 1, 2021	\$7,000
Jan. 1, 2022- Aug. 1, 2024	\$10,000
Sept. 1, 2024-March 1, 2025	\$7,000

The six months of deferred payments will be added on to the end of the payment period and payments will be made until March 2025.

CONCLUSION

Staff recommends Council approve the addendum to the 2019 TW Equities, LLC Development Agreement deferring six months of payments due to COVID-19.



RESOLUTION NO.

APPROVING AN ADDENDUM TO THE
2019 DEVELOPMENT AGREEMENT BETWEEN CITY OF RIVER FALLS AND
TW EQUITIES, LLC DEFERRING PAYMENTS

WHEREAS, the City of River Falls entered into a development agreement with TW Equities, LLC (Developer) in December 2019 for approximately 4.5 acres in the Sterling Ponds Corporate Park; and

WHEREAS, that Agreement obligates the developer to construct an approximately 60,000 gross square foot warehouse facility with office and light manufacturing space within Tax Increment District No. 10 with substantial completion of the Minimum Improvements to the building by December 31, 2024; and

WHEREAS, the agreement requires the Developer to pay the City back the value of the land (\$495,000) with zero percent interest over a four-year period; and

WHEREAS, due to COVID-19, the City agrees to a six-month payment deferral by the Developer between April 1 – September 30, 2020; and

WHEREAS, the Developer agrees to resume monthly payments to the City on October 1, 2020, agrees that the six months of deferred payments will be added on to the end of the payment period, and payments will be made until March 2025; and

WHEREAS, in order to allow the above payment deferral to move forward, a City Council-approved addendum to the 2019 Development Agreement is necessary.

NOW, THEREFORE, BE IT RESOLVED, that the Common Council hereby approves the addendum to the 2019 TW Equities, LLC Development Agreement between the City of River Falls and TW Equities, LLC deferring six payments due to COVID-19.

Dated this 28th day of April 2020.

CITY OF RIVER FALLS

Dan Toland, Mayor

ATTEST:

Amy White, City Clerk

**ADDENDUM TO THE 2019 DEVELOPMENT AGREEMENT
BETWEEN THE CITY OF RIVER FALLS AND
TW EQUITIES, LLC.**

This Addendum is made and entered into this ____ day of April 2020, by and between the City of River Falls, a municipal corporation organized under the laws of the State of Wisconsin (hereinafter called “City”) and TW Equities, LLC, a Wisconsin limited liability company (hereinafter referred to as “Developer”); collectively referred to as the “Parties”.

WHEREAS, in accordance with Developer’s Agreement dated December 17, 2019, and any and all addendums, supplements, resolutions and amendments, the Developer reaffirms that it will construct an approximately 60,000 gross square foot warehouse facility with office and light manufacturing space within Tax Increment District No. 10 and the Developer reaffirms that it will repay the original principal amount of \$495,000 with a rate of zero (0) percent interest over a four-year period.

WHEREAS, the Parties desire to amend the Developer’s Agreement.

NOW, THEREFORE, the Parties hereby agree as follows:

1. Due to COVID-19, the City hereby agrees to a six (6) month payment deferment by the Developer for the duration of April 1 – September 30, 2020.
2. The Parties hereby agree to the following updated payment table:

Date Range	Monthly Payment
Jan. 1, 2020-March 1, 2020	\$7,000
April 1, 2020-Sep. 30, 2020	Deferred
Oct. 1, 2020-Dec. 1, 2021	\$7,000
Jan. 1, 2022- Aug. 1, 2024	\$10,000
Sept. 1, 2024-March 1, 2025	\$7,000

3. The Developer hereby agrees to resume monthly payments to the City on October 1, 2020.
4. The Developer hereby agrees that the six months of deferred payments will be added on to the end of the payment period and payments will be made until March 2025. Upon full payment and satisfaction of the promissory note and upon issuance of a Certificate of Completion and Occupancy by the City, the City shall mark the Note "paid in full" and satisfy the Mortgage of record.

IN WITNESS WHEREOF, the City of River Falls and TW Equities, LLC, have caused this Agreement to be duly executed in its name and behalf and on the date first above written.

CITY OF RIVER FALLS

TW Equities, LLC

BY: _____
Dan Toland, Mayor

By: _____
Todd Westby, Owner

ATTEST: _____
Amy White, City Clerk



MEMORANDUM

TO: Mayor and City Council

FROM: Scot Simpson, City Administrator

DATE: April 28, 2020

TITLE: Resolution Ratifying Chief of Police Proclamations

PROPOSED ACTION

Adopt the resolution ratifying the Chief of Police's proclamations.

BACKGROUND

On March 24, 2020, the Common Council of River Falls adopted Resolution No. 6463 declaring a state of emergency in the City of River Falls. The City's declaration authorizes the Mayor, and/or the City Administrator, or the City Administrator's designee, with the full authority as stated under §§ 323.11, 323.14, Wis. Stats., to take action necessary and expedient for the health, safety, welfare, and good order of the City during the duration of this declared emergency, unless any of said authority is removed sooner by lawful action of the City Council.

While said emergency authority exists, it shall include, but not be limited to, the following expressly granted powers: cooperate with other local units of government under Wis. Stat. § 66.0301 to furnish emergency services; employ volunteer, personnel, facilities and other resources; temporarily modify or suspend local ordinances, regulations and standards not contrary to state, federal, or constitutional laws and principles, and such other action necessary and expedient for the health, safety, protection and welfare of persons and property within the City of River Falls.

DISCUSSION

On April 13, Chief of Police Gordon Young, who is also the emergency government director, issued an attached Proclamation containing a list of orders as follows:

1. The River Falls Public Library is closed to the public.
2. City Hall is closed to the public, except for limited exceptions approved by the Mayor or City Administrator for the purpose of required public meetings or events.
3. All park shelters, bathrooms, and playgrounds are closed.
4. The opening of Glen Park and the City Pool are indefinitely postponed.
5. In-home visits conducted by River Falls Utilities are suspended except for emergencies as determined by the Utilities Director.
6. Disconnections of utilities operated by River Falls Municipal Utilities are suspended.
7. No late fees will be assessed on utilities operated by River Falls Municipal Utilities.
8. All City of River Falls committee, commission, and board meetings are suspended unless preapproved by the Mayor or City Administrator.
9. To the extent authorized by Wisconsin law, any matter which is to be reviewed or approved by any City committee, commission, or board pursuant to the City's Ordinances may be reviewed and approved by the Common Council.
10. All City Ordinances which require a matter to be referred to or reviewed by the Plan Commission are modified as follows:
 - a. If Wisconsin statutes require referral to or review by the Plan Commission, the matter shall be referred to the Plan Commission and the Common Council may act pursuant to Wis. Stat. § 62.23(5) after the 30-day period has expired. During this 30-day period, appropriate City personnel shall review the proposal and present a recommendation to the Common Council.
 - b. If Wisconsin statutes do not require referral to or review by the Plan Commission, the Common Council shall act in place of the Plan Commission to the extent authorized by applicable Wisconsin law.

On April 16, Chief of Police Gordon Young, issued an attached Proclamation containing a list of orders as follows:

1. The River Falls Dog Park will be closed starting on April 17, 2020.

Memorandum to Mayor and City Council

April 28, 2020

Page 3

Under Resolution No. 6463 and Wis. Stat. §323.14(4)(b), this Proclamation was issued under the authority granted to the Mayor, and/or the City Administrator, or the City Administrator's designee, to act by proclamation under Wis. Stats. §323.11 and §323.14(4)(a).

SUMMARY

Under Wis. Stat. § 323.14(4)(b), the Emergency Government Director's Proclamation is "subject to ratification, alteration, modification, or repeal by the governing body as soon as that body can meet." Attached is a copy of the referenced proclamations, and a resolution for the Common Council's ratification of such, that is recommended for adoption on April 28, 2020. Ratifying the resolution will confirm the provisions therein; however, "subsequent action taken by the governing body shall not affect the prior validity of the proclamations." Id.

CONCLUSION

Staff recommends adoption of the resolution for City Council to confirm and ratify the proclamations of the Chief of Police, dated April 13 and 16, 2020.



RESOLUTION NO.

RESOLUTION RATIFYING CHIEF OF POLICE PROCLAMATIONS

WHEREAS, on March 12, 2020, Wisconsin Governor, Tony Evers, issued Executive Order No. 72 proclaiming a public health emergency, as defined in Wis. Stat. § 323.02(16), exists for the State of Wisconsin which expressly authorized and directed certain actions be taken to address the public health emergency; and

WHEREAS, on March 24, 2020, the Common Council of River Falls adopted Resolution No. 6463 declaring a state of emergency in the City of River Falls; and

WHEREAS, the emergency power granted to the governing body by Wis. Stat. §323.14(4)(a) includes the general authority to order, by ordinance or resolution, whatever is necessary and expedient for the health, safety, protection, and welfare of persons and property within the local unit of government in the emergency; and

WHEREAS, if, because of the emergency conditions, the governing body of the local unit of government is unable to meet promptly, Resolution No. 6463 and Wis. Stat. §323.14(4)(b) grants the Mayor and/or the City Administrator, or City Administrator's designee, the authority to act by proclamation under Wis. Stats. §323.11 and §323.14(4)(a); and

WHEREAS, any proclamation of the Chief of Police issued under the authority of Resolution No. 6463 and Wis. Stat. §323.14(4)(b) shall be subject to ratification, alteration, modification, or repeal by the Common Council as soon as the Common Council can meet; and

WHEREAS, two Chief of Police proclamations have been signed by Chief of Police Gordon Young since the last meeting of the Common Council on March 24, 2020; and

WHEREAS, on April 28, 2020, the Common Council of the City of River Falls will hold its first meeting since the above referenced proclamations were signed; and

NOW, THEREFORE, BE IT RESOLVED that proclamations of the Chief of Police, dated April 13, 2020 and April 16, 2020, are hereby confirmed and ratified by the Common Council of the City of River Falls.

Dated this 28th day of April 2020.

Dan Toland, Mayor

ATTEST:

Amy White, City Clerk



**EMERGENCY PROCLAMATION OF THE CHIEF OF POLICE
PURSUANT TO RESOLUTION DECLARING AN EMERGENCY AS A RESULT OF
THE CORONAVIRUS (COVID-19)**

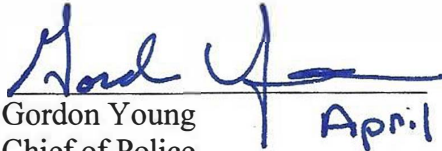
I, Gordon Young, as Chief of Police and head of emergency government for the City of River Falls do hereby make the following emergency proclamation pursuant to Chapter 2.32 of the City's Municipal Code, Wis. Stat. §§ 323.11 and 323.14, and the City of River Falls Resolution Declaring an Emergency adopted March 24, 2020, and hereby order as follows:

- 1) The River Falls Public Library is closed to the public.
- 2) City Hall is closed to the public, except for limited exceptions approved by the Mayor or City Administrator for the purpose of required public meetings or events.
- 3) All park shelters, bathrooms, and playgrounds are closed.
- 4) The opening of Glen Park and the City Pool are indefinitely postponed.
- 5) In-home visits conducted by River Falls Utilities are suspended except for emergencies as determined by the Utilities Director.
- 6) Disconnections of utilities operated by River Falls Municipal Utilities are suspended.
- 7) No late fees will be assessed on utilities operated by River Falls Municipal Utilities.
- 8) All City of River Falls committee, commission, and board meetings are suspended unless preapproved by the Mayor or City Administrator.
- 9) To the extent authorized by Wisconsin law, any matter which is to be reviewed or approved by any City committee, commission, or board pursuant to the City's Ordinances may be reviewed and approved by the Common Council.
- 10) All City Ordinances which require a matter to be referred to or reviewed by the Plan Commission are modified as follows:
 - a. If Wisconsin statutes require referral to or review by the Plan Commission, the matter shall be referred to the Plan Commission and the Common Council may take action pursuant to Wis. Stat. § 62.23(5) after the thirty (30) day period has

expired. During this thirty (30) day period, appropriate City personnel shall review the proposal and present a recommendation to the Common Council.

- b. If Wisconsin statutes do not require referral to or review by the Plan Commission, the Common Council shall act in place of the Plan Commission to the extent authorized by applicable Wisconsin law.

The orders set forth in this Emergency Proclamation shall be effective until a superseding order is issued or the State of Emergency has ended:


Gordon Young
Chief of Police

April 13, 2020



**EMERGENCY PROCLAMATION OF THE CHIEF OF POLICE
PURSUANT TO RESOLUTION DECLARING AN EMERGENCY AS A RESULT OF
THE CORONAVIRUS (COVID-19)**

I, Gordon Young, as Chief of Police head of emergency government for the City of River Falls do hereby make the following emergency proclamation pursuant to Chapter 2.32 of the City's Municipal Code, Wis. Stat. §§ 323.11 and 323.14, and the City of River Falls Resolution Declaring an Emergency adopted March 24, 2020, and hereby order as follows:

- 1) The River Falls Dog Park will be closed starting on April 17, 2020.

The orders set forth in this Emergency Proclamation shall effective until a superseding order is issued or the State of Emergency has ended:


Gordon Young
Chief of Police

April 16, 2020



MEMORANDUM

TO: Mayor Toland and City Council Members

FROM: Sarah Karlsson, Finance Director

DATE: April 28, 2020

TITLE: Resolution Providing for the Sale of Approximately \$6,250,000 General Obligation Bonds for Police Department Building Purchase; Remodel at 2815 Prairie Drive; Financing of the Purchase of a Fire Engine from Pierce Manufacturing; and Refunding of 2017A State Trust Fund Loan

RECOMMENDED ACTION

Adopt resolutions to approve the sale of approximately \$6,250,000 in general obligation bonds to fund the Police department building purchase and remodel at 2815 Prairie Drive, the financing of the 2019 purchase of a fire engine from Pierce Manufacturing, and the refunding of the 2017A State Trust Fund loan.

BACKGROUND

Police Department Building at 2815 Prairie Drive -\$1,500,000 for purchase of property and \$3,085,000 of debt issued for construction

In 2017, a Public Safety Feasibility Study was prepared by Wold Architects and Engineers (Wold) and presented to the River Falls City Council on April 24, 2018. The study examined options for a future police facility. Options included remodeling of existing building at 125 East Elm Street, constructing an addition onto City Hall, constructing a new police station or a combined public safety building in the River Falls Industrial Park. The report concluded with a recommendation that the City pursue new construction of a stand-alone police station in the River Falls Industrial Park.

After approval of the CIP, an additional alternative was evaluated to purchase, renovate and relocate the Police Department to the existing building at 2815 Prairie Drive (former River Falls Journal facility). On October 23, 2018, City Council passed resolution approving purchase

agreement for 2815 Prairie Drive from the Marcil Family Limited Partnership for \$1,500,000. The City closed on the property January 4, 2019.

On February 25, 2020, City Council approved by resolution the bid proposal for Police Department remodel and addition project by Dell Construction Co. Inc. in amount of \$2,330,000. The resolution also authorized a total project cost of \$4,500,000.

Purchase of a Fire Engine from Pierce Manufacturing - \$665,000

On September 24, 2019, City Council approved by resolution the purchase of a new fire engine from Pierce Manufacturing for \$627,861 to replace the 31 years old, Engine 7. The order for the fire engine was placed with Pierce in November of 2019 and it is currently being constructed. Funding for the new engine was budgeted to be future financing in 2020. Bundling this purchase with financing the police building should yield a lower interest rate than a stand-alone debt issuance option.

2017A State Trust Fund Loan - \$912,000

On November 22, 2016, City Council approved by resolution the 2017A State Trust Fund loan to finance the construction of improvements to the Sterling Ponds corporate park. The project delivered on the City's obligations to provide sewer, water and storm connections at Sterling Ponds corporate park. The 2017A State Trust Fund loan has an outstanding balance of \$912,215 with a 3.5% interest rate and a 12-year remaining term.

Elhers conducted a rate review of all existing debt to determine if it is advantageous to refinance any of it in conjunction with this offering given the low interest rate environment. It was noted the only outstanding debt issuance that could be refinanced at this time with tax exempt general obligation bonds was the 2017A State Trust Fund loan. Based on an analysis done by Elhers, refinancing this debt will result in an interest cost savings of approximately \$72,000.

DISCUSSION

Approval of the following five resolutions is required to permanently finance the Police Department remodel, the fire engine financing and the refunding the 2017A state trust fund loan.

- Initial resolution authorizing general obligation bonds in an amount not to exceed \$3,080,000 for a Police Facility – Resolution will authorize issuance of debt for the Police Department project.
- Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$665,000 for a Fire Engine – Resolution will authorize issuance of debt for the Fire Engine purchase.

- Initial Resolution Authorizing \$2,500,000 General Obligation Refunding Bonds - Resolution will authorize issuance of debt for paying costs to refund principal and interest obligations of the City for both the initial purchase of the police building and the 2017A State Trust Fund loan.
- Resolution directing publication of notice to electors relating to bond issue – Resolution describes requirement for publication of initial notice to public.
- Resolution providing for the sale of not to exceed \$6,250,000 General Obligation Corporate Purpose Bonds, Series 2020A – Provides information on sale of bonds, include requiring of a public sale and creation of an official statement.

Actual financing can be less than \$6,250,000 but cannot be greater without a new resolution. If financing bids are not acceptable, bids can be rejected, and alternative options be revisited.

FINANCIAL CONSIDERATIONS

The estimated average annual debt service costs projected for the total debt offering of \$6,245,000 are \$381,000 per year, beginning in 2021 and using a 20-year term. These funds were included in the [2019 fiscal plan](#) presented to City Council on August 13, 2019. Bond issuance costs of approximately \$71,500 are included in planned borrowing. As noted above, the refinancing of the 2017A State Trust Fund loan will result in an approximate interest savings of \$72,000.

CONCLUSION

Recommendation to approve six resolutions provided above for the sale of up to \$6,250,000 in general obligation bonds for the Police Department building purchase and remodel at 2815 Prairie Drive, the financing of the 2019 purchase of a fire engine from Pierce Manufacturing, and the refunding of the 2017A State Trust Fund loan



**INITIAL RESOLUTION NO.
AUTHORIZING GENERAL OBLIGATION BONDS IN AN
AMOUNT NOT TO EXCEED \$3,085,000 FOR A POLICE
FACILITY**

BE IT RESOLVED by the Common Council of the City of River Falls, Pierce and St. Croix Counties, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$3,085,000 for the public purpose of paying the cost of constructing a police facility.

Adopted, approved and recorded April 28, 2020.

Danial H. Toland
Mayor

ATTEST:

Amy White
City Clerk

(SEAL)



**INITIAL RESOLUTION NO.
AUTHORIZING GENERAL OBLIGATION BONDS IN AN
AMOUNT NOT TO
EXCEED \$665,000 FOR A FIRE ENGINE**

BE IT RESOLVED by the Common Council of the City of River Falls, Pierce and St. Croix Counties, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$665,000 for the public purpose of paying the cost of a fire engine.

Adopted, approved and recorded April 28, 2020.

Danial H. Toland
Mayor

ATTEST:

Amy White
City Clerk

(SEAL)



**INITIAL RESOLUTION NO.
AUTHORIZING
\$2,500,000 GENERAL OBLIGATION REFUNDING BONDS**

BE IT RESOLVED by the Common Council of the City of River Falls, Pierce and St. Croix Counties, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$2,500,000 for the public purpose of paying the cost of refunding obligations of the City, including interest on them.

Adopted, approved and recorded April 28, 2020.

Danial H. Toland
Mayor

ATTEST:

Amy White
City Clerk

(SEAL)



**RESOLUTION NO.
DIRECTING PUBLICATION OF NOTICE TO ELECTORS
RELATING TO BOND ISSUE**

WHEREAS, initial resolutions authorizing general obligation bonds have been adopted by the Common Council of the City of River Falls, Pierce and St. Croix Counties, Wisconsin (the "City") and it is now necessary that said initial resolutions be published to afford notice to the residents of the City of their adoption;

NOW, THEREFORE, BE IT RESOLVED that the City Clerk shall, within 15 days, publish a notice to the electors in substantially the form attached hereto in the official City newspaper as a class 1 notice under ch. 985, Wis. Stats.

Adopted, approved and recorded April 28, 2020.

Danial H. Toland
Mayor

ATTEST:

Amy White
City Clerk

(SEAL)



RESOLUTION NO.

**RESOLUTION PROVIDING FOR THE SALE OF \$6,250,000
GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2020A**

WHEREAS, on the date hereof the City of River Falls, Pierce and St. Croix Counties, Wisconsin (the "City") adopted initial resolutions (the "Initial Resolutions") authorizing the issuance of general obligation bonds for the following public purposes and in the following not to exceed amounts:

- (a) \$2,500,000 for refunding certain outstanding obligations of the City;
- (b) \$665,000 for a fire engine; and
- (c) \$3,085,000 for a police facility.

WHEREAS, the Common Council now deems it necessary, desirable and in the best interest of the City that general obligation bonds be issued in an amount not to exceed \$6,250,000 for the purposes authorized by the Initial Resolutions.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that:

Section 1. Combination of Issues. The issues referred to above are hereby combined into one issue of bonds designated "General Obligation Corporate Purpose Bonds, Series 2020A" (the "Bonds") and shall be issued in an amount not to exceed \$6,250,000 for the purposes above specified.

Section 2. Sale of the Bonds. The Common Council hereby authorizes and directs that the Bonds be offered for public sale. At a subsequent meeting, the Common Council shall consider any proposals for the Bonds as may have been received and take action thereon.

Section 3. Notice of Sale. The City Clerk (in consultation with Ehlers & Associates, Inc. ("Ehlers")) is hereby authorized and directed to cause the sale of the Bonds to be publicized at such times and in such manner as the City Clerk may determine and to cause pertinent data to be forwarded to interested bidders as the City Clerk may determine.

Section 4. Official Statement. The City Clerk (in consultation with Ehlers) shall also cause an Official Statement to be prepared and distributed. The appropriate City officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Adopted, approved and recorded April 28, 2020.

Danial H. Toland
Mayor

ATTEST:

Amy White
City Clerk

(SEAL)



Administrator's Report

April 28, 6:30 p.m. – City Council Meeting

May 4-8, - In Person Absentee Voting in Clerk's Office for Special Election

May 12, 7 a.m. – 8 p.m. - Special Election US Representative in Congress District 7

May 12, 5 p.m. – City Council Workshop Covid 19 Response and Recovery

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

Tuesday's Council Meeting Preview:

- Resolution Approving 2020 Fee Schedule
- Resolution Referring Sterling Pond 2nd Addition Final Plat to Plan Commission for 30 Days
- Resolution Referring Sterling Pond Cottages Final Plat to Plan Commission for 30 Days
- Resolution to Amend 2019 TW Equities, LLC Development Agreement
- Resolution Ratifying Chief of Police Proclamations
- Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$3,085,000 for a Police Facility
- Initial Resolution Authorizing General Obligation Bonds in An Amount Not to Exceed \$665,000 for a Fire Engine
- Initial Resolution Authorizing \$2,500,000 General Obligation Refunding Bonds
- Resolution Directing Publication of Notice to Electors Relating to Bond Issue
- Resolution Providing for the Sale of \$6,250,000 General Obligation Corporate Purpose Bonds, Series 2020A
- Police Appreciation Week Proclamation
- Clerk Week Proclamation
- Public Works Week Proclamation
- Arbor Day Proclamation
- COVID-19 Fiscal Impact Report

Upcoming Events

On May 12, a Special Election Representative in Congress District 7 will be held for St. Croix County residents only (District 1, Wards 1-4, 15). Due to the Covid-19 pandemic, residents are urged to absentee vote by mail.

In-person absentee voting is available on a limited basis at the city clerk's office May 4-8 by appointment only. Voters must set up an appointment by calling 715-426-3523. Appointments are available Monday through Thursday, 9 a.m.-4 p.m. and Friday 9 a.m.-5 p.m., every half hour, two people per appointment.

COVID-19 - Updates

LATEST UPDATES

Safer at Home Order Extended: Wisconsin Gov. Tony Evers extended the Safer at Home order from April 24, 2020, to 8 a.m. Tuesday, May 26, 2020, or until a superseding order is issued. There are several new changes in the order, which are noted here: <https://tinyurl.com/order-28>. The order also states that public and private K-12 schools will remain closed for the remainder of the 2019-2020 school year.

Governor Evers announces Badger Bounce Back, Wisconsin's plan to get moving again. [Visit the webpage here.](#)

Facial coverings: The CDC now recommends wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain (e.g., grocery stores and pharmacies), especially in areas of significant community-based transmission.

However, be aware that social distancing and handwashing are still the best ways to prevent the virus from spreading. Wearing a mask does not prevent you from getting the virus, but, if you are asymptomatic, it might prevent you from spreading it to others.

For more information, including making and cleaning your cloth mask, visit the CDC site [here](#).

Community Care: The City has created a comprehensive [website](#) for community resources including food assistance, social and emergency services, financial resources, and more.

DAILY UPDATES (Mon.-Fri.):

- o [Wisconsin Outbreaks and Investigations](#)
- o [Coronavirus Situation Summary \(CDC\)](#)

ACCESS CITY SERVICES

City services online: Many City services can be accessed online including obtaining permits, reporting potholes, scheduling refuse pick-ups, and completing license applications. Check www.rfcity.org for more information or call 715-425-0900.

On-site bill-pay: The City has provided a self-help, bill-pay service between its main doors, accessed from the upper (Lewis St.) parking lot.

CLOSURES, CANCELLATIONS, AND SERVICE UPDATES

Building closures: All City buildings are CLOSED to the public.

Court: All initial court appearances for March, April, and May have been CANCELLED. All initial appearances are rescheduled to June 4, 2020. Contact the court if you have questions or do not receive a letter at 715-426-3429 or rfmunicourt@rfcity.org.

City Council meetings: The City Council will meet virtually on the fourth Tuesday of each month. See [here](#) for agendas and minutes. All City advisory, committee, and board meetings are CANCELLED until further notice.

City of River Falls Dog Park: In the interest of public health and safety, and at the direction of the Pierce County Public Health Department, the City of River Falls Dog Park temporarily CLOSED on April 17 at 7 a.m. until further notice. We understand that this will be disappointing to our four-legged friends and their humans. <https://tinyurl.com/RFdogparkclosure>

Garbage/recycling: Advanced Disposal (the City's residential refuse hauler) will not collect any refuse or recycling that is not properly contained in the bin/cart that was issued for such purpose.

Parks and playgrounds: Parks are open to the public, but users are advised to adhere to social distancing guidelines. Playgrounds are CLOSED.

Police Department: Persons needing to contact the police department can do so by calling 715-425-0909 or by using our online [contact form](#) to report any non-emergency matters. Between 9 a.m.-5 p.m., calls are answered locally. Outside of that time frame, calls are answered by the Pierce County Sheriff Department. In the case of an emergency, please call 911.

Recreation program: You will receive a full refund if we cancel an activity due to COVID-19. Spring soccer and spring swim lessons are cancelled. Questions? Call 715-425-0924.

River Falls Shared-Ride Taxi: Hours of operation have been modified and new restrictions implemented. See [here](#) for more.

Business and retail

The [River Falls Chamber of Commerce and Tourism Bureau](#) has posted information on their website including:

- [Retailers, bars, and restaurants offering alternative delivery services](#)
- [Financial and other resources for employers and employees](#)

Preventative measures

Remember—there are no medications or vaccines to protect us. Physical separation is the best way to stop this virus from spreading further.

Here's what we are asking:

- Stay at home.
- Limit your physical interactions to the same people during this time. Less than five people in total will help us stop the virus from spreading.
- Keep at least 6 feet apart from others and avoid direct physical contact.

- Limit the amount of time you spend making essential trips to the grocery store or to pick up medication.
- Make essential trips no more than once a week.
- And stay in touch over the phone with your family and friends as much as possible. We all need support through this time.
- Also, continue to wash your hands with soap and water regularly.

RESOURCES AND INFORMATION

Center for Disease Control and Prevention (CDC)

- [Coronavirus Disease 2019](#)
- [Frequently Asked Questions](#)
- [What to do if you are sick](#)
- [Guidance for households](#)
- [Guidance for businesses and employers](#)

Wisconsin Department of Health Services

- [COVID-19](#)
-

County public health sites

- [Pierce County, WI](#)
- [St. Croix County, WI](#)

The public may also contact 211 for updated information or questions about COVID-19.

Updates from the Fire Department

In March 2020, we responded to a total of 13 calls for service, which compares to 18 calls for the same period in 2019. Year to date: 2019 = 81 calls; 2020 = 75 calls.

Activities/Highlights

Prepared the Department for response during Pandemic

- Protective Equipment Policy
- Revised Response Protocols
- Initiated “Zoom” meetings for firefighters for on-line meetings and training
- Limited access by members to Fire Hall

Updates from Community Development

Planning and Zoning

- Current Planning
 - Annexations
 - None
 - Development review
 - Anticipating three projects in the next couple months
 - Variance – Board of Appeals
 - None
 - Subdivisions
 - Engineering plan review for Sterling Ponds Cottages
 - Engineering plan review for Sterling Ponds 2nd Addition
 - CSMs
 - Finalized CSM to create a new lot for T.W. Vending expansion
 - ROW Vacation
 - River Street from W. Division St. to W. Cedar St.
 - Extraterritorial Zoning/Subdivision
 - Review of a waiver for subdivision review in the Town of Troy – recommended for approval by Plan Commission on 3/9; City Council review TBD. Requested to be put on hold during COVID-19 by applicant.
 - Rezoning of 5 Mann Lane in the Town of Troy; ETZ Committee meeting to be scheduled
 - Town of Kinnickinnic Cooperative Boundary Agreement
 - Application review of Event Barn at 1165 Cty. Rd. M
- Zoning ordinances/map amendments
 - Continue work on Shoreland and Shoreland – Wetland zoning ordinances. Staff anticipates one more workshop and then sending the ordinance to the commission.
 - Traditional Neighborhood Development (TND) minor amendment to district regulations
- Plan Commission prep
 - Cancelled until further notice
- Extraterritorial Zoning Committee (ETZ) meeting prep
 - Rezoning at 5 Mann Ln, Town of Troy
- HPC projects and meeting prep
 - Finalizing Glen Park pavilion photo boards
 - Cancelled until further notice
- BID Board meeting prep
 - March 10 meeting held; 2020 façade and sign grant funding now available
 - First façade and sign grant awarded
 - Cancelled until further notice
- Mapping
 - Ongoing updates for the map highlighting recent development projects; [Click here for map](#)
 - Regularly produce maps on an as-needed basis for various City departments

- Background maps for Comprehensive Outdoor recreation Plan
- Projects
 - Staff is currently drafting background, demographic, and inventory components of the Comprehensive Outdoor Recreation Plan (CORP). Staff sent a Request for Qualifications (RFQ) with planning assistance for public participation and recommendations in the plan. The submission deadline was April 3, 2020. The consultant portion of this project is on hold.
 - Submitted revised draft power plant report to City Administrator for review.
 - Three Sixty Real Estate, LLC was chosen to move forward with the development for city-owned land south of DeSanctis Park. Three Sixty requested a 60 day pause on the project on March 26.
 - Alley project delayed until 2021; letters will be sent to property owners next week.
- Conferences/Trainings/Events
 - Attended Sensible Land Use Committee (Peterson and Howe)
- Grant Writing
 - Applied for Multimodal Local Supplement (MLS) Grant in December, to fund construction of a Trestle Bridge connecting existing trails across the Kinnickinnic River near Heritage Park; grant was not awarded.
- Customer Service
 - Respond to zoning confirmation requests
 - Handle customer inquiries and code enforcement items

Economic Development

- Attended Pierce County EDC Awards (Peterson and Schreiner)
- Attended 2020 Annual Meeting and Awards (Peterson and Schreiner)
- Attended multiple webinars on the topic of economic development and COVID-19 (Peterson and Schreiner)
- Attended online Innovation Center Management Committee Meetings (Schreiner)
- Treasurer and Secretary duties as well as Management Committee meetings for the EDC
- JRB approved TID 15 on April 15, 2020
- Helped to support businesses during COVID-19
- Assisted with the April 7 election
- Worked on Garage Bike & Brews Revolving Loan
- Peterson lead Business Support Team during COVID-19
 - Check in calls to all City businesses
 - Weekly check in calls to groceries and pharmacies
 - Bi-weekly check in calls to banks
 - Set economic metrics to track during COVID-19

Building and Inspections

Permits (February 21 – April 10)	
34	Building Permits
16	New Home Permits
4	Fence Permits
4	Sign Permits

- Aberdeen Place apartment buildings - completed commercial plumbing inspections on the last 4 buildings
- The Depot – completed 7 commercial plumbing inspections and 3rd floor insulation inspection
- Accompanied State Inspector, Joe Merchak on inspections of the following;
 - The Garage Bike & Brews
 - The Depot
 - Montessori School
 - Aberdeen Place apartments
- Attended a CVTC Residential Construction advisory board meeting in Eau Claire
- Kinnic Falls ADA – remodel framing inspection for another two rooms
- The Garage Bike & Brews - completed an above ground plumbing inspection
- Westside Elementary – final inspection on bathroom remodel
- March 20, started working remote 2½ days a week, some inspections completed using facetime technology

Engineering

Internal Consulting Projects

- North Interceptor Sewer & St. Croix Street Pond Reconstruction (TKDA 2020-21 Construction)
- Troy-Pomeroy Watermain Relocation (SEH 2020 Construction)
- River Falls Police Department Building Reconstruction (Wold 2020 Construction)
- WisDOT Projects
 - Hoffman Place jug handle (NWBE 2020 Construction)
 - Cemetery Road Reconstruct (AECOM 2021 Construction)
 - STH 29 between CTH FF and Cemetery Road (AECOM 2021 Construction)
- Stormwater
 - Submitted Annual MS4 Compliance in March
 - City is compliant for TMDL through 2025
- Utilities
 - Preparing to bid 2020 Sewer Line Grouting project
 - Bidding/Construction for adjustments to accommodate WisDOT projects (Strand 2020 Construction)
- Streets/Traffic
 - Preparing 2020 Pavement Maintenance plan adjusted down due to Covid 19 (Includes mill & overlay, microsurface, chip seal, fog seal, and crack seal)
 - Powell Avenue bridge emergency repair
- Construction
 - Residential lateral inspections (ongoing)
 - Preconstruction Meetings – Peregrine Terrace, Sterling Ponds – 2nd Addition, Sterling Ponds Cottages, 1300 S. Main Street
 - Construction staking for small utility trench for Jughandle
 - Utility abandonments for River Falls Montessori project
 - Erosion control inspections
-

- Conferences/Trainings/Events
 - Raleigh and Regnier attended a U of M course on Pavement Preservation Techniques
 - Regnier Spring '20 Professional Engineering Exam delayed due to Covid 19
 - All upcoming trainings have been cancelled.
 - Staff looking to take advantage of free online ESRI ArcGIS training as time allows
- GIS
 - Mapping newly installed infrastructure
 - Meeting with ESRI representatives and consultants to better understand future of ArcMap as it relates to online applications
 - Working with RFPD on an online crime tracking map
- Capital Improvement Budget (CIP)
 - Ravery is managing CIP
 - All Com Dev staff assisting
- Covid 19
 - Worked on project decisions to postpone or delay due to Covid 19
 - Regnier worked elections on April 7
 - Raleigh to back-up Utilities/Operations team in case of emergency

Management

Moved team to work from home status

- Put staffing plan and new hires on hold
- Participated in Executive Team meetings, FERC meeting
- Hold weekly staff meetings, weekly individual staff check ins and staff 1:1 meetings
- Complete one staff person review
- Participate in COVID19 Operations Team
- Continue close discussions with developers and banks
- Met with three Plan Commission members



POLICE APPRECIATION WEEK

May 10 – 16, 2020

WHEREAS, the police officers of River Falls have worked devotedly and unselfishly on behalf of the people of this community, regardless of peril or hazard to themselves; these officers have safeguarded the lives and property of all in River Falls; and by their service and their dedicated efforts, these men and women have earned the gratitude of the City of River Falls; and

WHEREAS, in 1962, President John F. Kennedy was authorized by Congress to proclaim May 15th of each year as “National Peace Officers Memorial Day” in honor of all peace officers who have been killed or disabled in the line of duty; and

WHEREAS, the Presidential Proclamation also designated that each year the calendar week in which May 15th occurs or precedes shall be proclaimed as “Police Appreciation Week” in recognition of the service given by the men and women who, day and night, stand guard in our communities, and proclaim May 15, 2020, as “Peace Officers Memorial Day.”

NOW, THEREFORE, I, Dan Toland, Mayor of the City of River Falls do hereby proclaim the week of May 10-16, 2020, as “**Police Appreciation Week**” in the City of River Falls and encourage all citizens to observe the week with law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities, and proclaim May 15, 2020, as “**Peace Officers Memorial Day**” in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty.

Given under my hand and seal of the City of River Falls this 28th Day of April, 2020.

Dan Toland, Mayor

ATTEST:

Amy White, City Clerk



PROCLAMATION
MUNICIPAL CLERKS WEEK

May 3-9, 2020

WHEREAS, the office of the municipal clerk, a time honored and vital part of local government, exists throughout the world as the oldest profession among public servants and provides the professional connections between the citizens, the governing bodies, and agencies at the local, county, and state levels; and

WHEREAS, the duties of the municipal clerks are many including serving as the official record keeper for the municipality, issuing licenses and permits, facilitating the annual board of review and municipal redistricting project, attending meetings, and serving as a community resource; and

WHEREAS, the 1,854 municipal clerks and 72 county clerks contribute to election administration by attending required training and dedicating themselves to providing fair, non-biased, non-partisan, accurate, and responsible elections in Wisconsin; and

NOW, THEREFORE, I, Mayor Dan Toland, do hereby recognize the week of May 3-9, 2020, as Municipal Clerks Week and further extend appreciation to our staff for the vital services they perform and their exemplary dedication to the communities they represent.

Given under my hand and seal of the City of River Falls this 28th day of April 2020.

Dan Toland, Mayor

ATTEST:

Amy White, City Clerk



City of
RIVER FALLS
P R O C L A M A T I O N

NATIONAL PUBLIC WORKS WEEK

May 17-23, 2020

WHEREAS, public works services provided in our community are an integral part of our citizens' everyday lives; and

WHEREAS, the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs such as water, sewers, streets and highways, public buildings, and solid waste collection; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning design, and construction, is vitally dependent upon the efforts and skill of public works officials.

NOW, THEREFORE, I, Mayor Dan Toland of the City of River Falls, do proclaim the week of May 17-23, 2020, as National Public Works Week, and call upon the people of River Falls to acquaint themselves with the issues involved in providing our public works and to recognize the contribution which public works officials make every day to our health, safety, comfort and quality of life.

Given under my hand and seal of the City of River Falls, this 28th day of April, 2020.

Dan Toland, Mayor

ATTEST:

Amy White, City Clerk



PROCLAMATION

ARBOR DAY 2020

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 30, 2020, 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 2020

Dan Toland, Mayor

ATTEST:

Amy White, City Clerk