

## AGENDA FOR REGULAR MEETING OF COMMON COUNCIL

To be held on Tuesday, November 3, 2015 at 6:30 P.M. in the City Hall Council Chambers, 30 West Central Street, Chippewa Falls, WI

1. CLERK CALLS THE ROLL
2. APPROVAL OF MINUTES OF PREVIOUS MEETING
  - (a) Approve minutes of the Regular Council Meeting of October 20, 2015.
  - (b) Approve minutes of the Special Council Meeting of October 27, 2015.
3. PERSONAL APPEARANCES BY CITIZENS No matter presented by a citizen shall be acted on at the meeting except in emergencies affecting the public health, safety or welfare.
  - (a) Plaque presentation for Karen Tregoning recognizing her years of committed service to the City.
4. PUBLIC HEARINGS - None
5. COMMUNICATIONS - None
6. REPORTS
  - (a) Consider Board of Public Works meeting minutes of October 26, 2015.
  - (b) Consider Business Improvement District (BID) Board of Directors minutes of October 28, 2015.
7. COUNCIL COMMITTEE REPORTS in the order in which they are named in Section 2.21 of the Municipal Code
  - (a) Consider Joint Committee #1 Revenues, Disbursements, Water and Wastewater and Committee #2 Labor Negotiations, Personnel, Policy and Administration minutes of October 21, 2015.
  - (b) Consider Committee #1 Revenues, Disbursements, Water and Wastewater minutes of October 21, 2015.
  - (c) Consider Joint Committee #1 Revenues, Disbursements, Water and Wastewater and Committee #2 Labor Negotiations, Personnel, Policy and Administration minutes of October 27, 2015.
  - (d) Consider Committee #1 Revenues, Disbursements, Water and Wastewater minutes of October 27, 2015.
  - (e) Consider Joint Committee #1 Revenues, Disbursements, Water and Wastewater and Committee #2 Labor Negotiations, Personnel, Policy and Administration minutes of November 2, 2015. *(minutes to be distributed prior to meeting)*
  - (f) Consider Committee #1 Revenues, Disbursements, Water and Wastewater minutes of November 2, 2015. *(minutes to be distributed prior to meeting)*
  - (g) Consider Committee #4 Recycling, Computerization, Building and Intergovernmental Services minutes of October 27, 2015.
  - (h) Consider Committee #4 Recycling, Computerization, Building and Intergovernmental Services minutes of November 3, 2015. *(minutes to be distributed prior to meeting)*
8. APPLICATIONS
  - (a) Consider Operator (Bartender) Licenses as approved by the Police Department. *(Complete list provided prior to Council meeting)*.
  - (b) Consider conditional surrender from Dwayne Lambert (Dewey's Roadhouse, 1 E Canal Street) of his Class "B" / "Class B" Intoxicating Liquor and Malt Beverage License predicated upon the granting of the license to Garrett Watton.
  - (c) Consider Original Alcohol Beverage Retail License Application from Watton Entertainment, LLC, Garrett Watton, Agent, for a Class "B" / "Class B" Intoxicating Liquor and Malt Beverage License for Canal Street Roadhouse located at 1 E Canal Street.
  - (d) Consider Application for Class "B" Annual Dance and Live Music License from Garrett Watton for Canal Street Roadhouse located at 1 E Canal Street.
  - (e) Consider Application for Temporary Class "B" / "Class B" Beer and Wine Retailer's License from McDonell Area Catholic Schools for the 8<sup>th</sup> Annual Spaghetti Spectacular to be held on November 8, 2015 at McDonell Central High School, 1316 Bel Air Blvd.
9. PETITIONS - None
10. MAYOR ANNOUNCES APPOINTMENTS - None

11. **MAYOR'S REPORT** - None

12. **REPORT OF OFFICERS** - None

13. **ORDINANCES**

(a) Second Reading of **Ordinance #2015-22 Entitled:** An Ordinance Allowing a Loading Zone in Front of McDonell Central Catholic High School and Notre Dame Middle School.

(b) First Reading of **Ordinance #2015-23 Entitled:** An Ordinance Extending Compulsory Connection to City Sewer and Water Services to Irregular or Illegal Service Connections - § 11.05 of the Chippewa Falls Municipal Code.

(c) First Reading of **Ordinance #2015-24 Entitled:** An Ordinance Adopting the Community Wayfinding Signs Provisions of the Wisconsin Department of Transportation's Traffic Guidelines Manual - § 7.035 of the Chippewa Falls Municipal Code.

(d) First Reading of **Ordinance #2015-25 Entitled:** An Ordinance Amending the Zoning Code of the City of Chippewa Falls (regarding Parcel #4303, 621 W. Park Avenue).

14. **RESOLUTIONS**

(a) Consider **Resolution #2015-48 Entitled:** Resolution to Adopt the City of Chippewa Falls 2016-2020 Five Year Street Improvement Program as the Official Municipal Street Improvement Plan.

15. **OTHER NEW OR UNFINISHED BUSINESS AS AUTHORIZED BY LAW**

(a) Discuss and consider proposal from SEH to prepare a certified survey map for the proposed fire station site.

16. **CLAIMS**

(a) Consider claims as recommended by the Claims Committee.

17. **CLOSED SESSION**

(a) Closed Session under WI Statutes 19.85(1)(e) for "deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a Closed Session" to discuss potential site location acquisition for the new fire station.

May return to Open Session.

18. **ADJOURNMENT**

The Claims Committee will meet at 6:00 PM to review the claims of various boards and departments of the City.

**NOTE:** REASONABLE ACCOMMODATIONS FOR PARTICIPATION BY INDIVIDUALS WITH DISABILITIES WILL BE MADE UPON REQUEST. FOR ADDITIONAL INFORMATION OR TO REQUEST THIS SERVICE, CONTACT THE CITY CLERK AT 726-2719.

Please note that attachments to this agenda may not be final and are subject to change.  
This agenda may be amended as it is reviewed.

**CERTIFICATION OF OFFICIAL NEWSPAPER**

I, hereby, certify that a copy of this notice has been posted on the bulletin board at City Hall and a copy has been given to the Chippewa Herald on October 30, 2015 at 2:00 pm by BNG.

## MINUTES OF THE REGULAR MEETING OF THE COMMON COUNCIL

The regular meeting of the Common Council of the City of Chippewa Falls was held on Tuesday, October 20, 2015 in the City Hall Council Chambers. Council President Rob Kiefer called the meeting to order at 6:30 pm. The Pledge of Allegiance was recited.

### CLERK CALLS THE ROLL

Council Members present: John Monarski, CW King, Chuck Hull, Paul Olson, and Paul Nadreau. Absent was Brent Ford.

Also Present: City Attorney Robert Ferg, Finance Manager/Treasurer Lynne Bauer, City Planner/Transit Manager Jayson Smith, Director of Public Works/City Engineer/Utilities Manager Rick Rubenzer, Fire Chief Mike Hepfler, Police Chief Wendy Stelter, City Clerk Bridget Givens and those on the attached sign-in sheet.

### APPROVAL OF MINUTES OF PREVIOUS MEETING

**(a) Motion by Monarski/Olson to approve the minutes of the October 6, 2015 Council Meeting. All present voting aye, motion carried.**

### PERSONAL APPEARANCES BY CITIZENS

**(a) Mike and Tricia Houle** appeared to thank the Fire and Police Departments for their compassionate service during the recent fire at Valley Vineyard Church.

Nancy Clark Scobie, 606 Superior Street, spoke against the City contracting with one hauler for waste collection services.

Randy Dresel, 346 E Park Avenue, spoke against the City contracting with one hauler for waste collection services.

Theresa Hughes, 19 E Walnut Street, spoke against the City contracting with one hauler for waste collection services.

Councilor Hull indicated that this topic will be discussed at the Committee #4 Meeting scheduled for Tuesday, October 27<sup>th</sup> at 3:00 pm. The City worked with the County on a joint RFP for recycling and waste collection services, but this does not commit the City to go with any of the bids that are proposed. The City has not even reviewed the data at this point.

Leonard Mondeau, 736 West Haven Road, spoke against the City contracting with one hauler for waste collection services, expressed concerns about residents adhering to the leash laws, and opined that West Haven Road is in need of crack sealing.

**PUBLIC HEARINGS** - None

**COMMUNICATIONS** - None

### REPORTS

**(a) Motion by Hull/Olson to approve the Board of Public Works meeting minutes of October 12, 2015. All present voting aye, motion carried.**

**(b) Motion by King/Monarski to approve the Plan Commission meeting minutes of October 12, 2015. All present voting aye, motion carried.**

**(c) Motion by Hull/Nadreau to approve the Transit Board of Directors meeting minutes of October 13, 2015. Roll Call Vote: Aye – Hull, Nadreau, Monarski, King, Olson. Motion carried.**

### COUNCIL COMMITTEE REPORTS

**(a) Motion by King/Nadreau to approve the Committee #1 Revenues, Disbursements, Water and Wastewater minutes of October 7, 2015. All present voting aye, motion carried.**

**(b) Motion by King/Nadreau to approve the Committee #1 Revenues, Disbursements, Water and Wastewater minutes of October 14, 2015. All present voting aye, motion carried.**

**(c) The Park Board minutes of October 13, 2015 were presented.**

**(d) The Library Board minutes of September 9, 2015 were presented.**

## APPLICATIONS

- (a) **Motion by King/Monarski** to approve the Operator (Bartender) Licenses as approved by the Police Department. **All present voting aye, motion carried.**
- (b) **Motion by Olson/King** to approve the Street Use Permit Application from the Chippewa Manor for a Veteran's Salute at 222 Chapman Road on November 10, 2015; program from 8:00 am – 9:30 am, flags to be displayed in the boulevard from November 9 – 16, 2015. **All present voting aye, motion carried.**
- (c) **Motion by Nadreau/King** to approve the Street Use Permit Application from Chippewa Falls Main Street for Santa's Arrival on November 27, 2015 leaving Spring Street and travelling to the parking lot at 411 N Bridge Street. **All present voting aye, motion carried.**
- (d) **Motion by Olson/King** to approve the Street Use Permit Application from Chippewa Falls Main Street for Horse-Drawn Wagon Rides on December 1, 3, 8-10, and 15-17 from 4:00 pm – 8:00 pm starting at the parking lot at 514 N Bridge Street proceeding through downtown to the Christmas Village at Irvine Park and back. **All present voting aye, motion carried.**
- (e) **Motion by King/Olson** to approve the Street Use Permit Application from Chippewa Falls Main Street for the Bridge to Wonderland Parade to be held on December 5, 2015 from 6:00 pm – 7:00 pm on Bridge Street from Elm Street to E Spring Street (including Market Lot). **All present voting aye, motion carried.**
- (f) **Motion by Olson/Nadreau** to approve the Application for Class "B"/"Class B" Beer Retailer's License from the Knights of Columbus for the Hunter's Stag to be held on November 4, 2015 at the KC Hall, 236 Pumphouse Road. **All present voting aye, motion carried.**
- (g) **Motion by Nadreau/King** to approve the request of Dawn Bye (Bye the Willow) for a temporary extension of premises in relation to her current Alcohol Beverage License Application for a one-time event on October 31, 2015 from 7:00 pm – 10:00 pm. **All present voting aye, motion carried.**
- (h) **Motion by King/Nadreau** to approve the Application for a Class "E" Dance and Live Music License for Bye the Willow, 501 N High Street, on October 31, 2015. **All present voting aye, motion carried.**

## PETITIONS

- (a) The Petition for Rezoning from Dennis Hunt for 621 W Park Avenue from R-1C Single Family Residential to C-4 Highway Commercial was presented for informational purposes.

## MAYOR ANNOUNCES APPOINTMENTS - None

## MAYOR'S REPORT

- (a) Council President Kiefer advised that the Mayor will proclaim October 26 – 30, 2015 as Arbor Week in the City of Chippewa Falls as part of the Tree City USA Community Grant Application.

## REPORT OF OFFICERS - None

## ORDINANCES

- (a) **Motion by King/Monarski** to suspend the rules under Sec. 2.24 and Sec. 2.25 in order to have a first and second reading at one time as this ordinance has already been approved and is only amending an error. **All present voting aye, motion carried.** **Motion by King/Olson** to approve **Ordinance #2015-18 Entitled:** Amended Ordinance Annexing Territory to the City of Chippewa Falls, Wisconsin. **Roll Call Vote: Aye – King, Olson, Nadreau, Monarski, Hull. Motion carried.**
- (b) **Motion by Hull/King** to approve **Ordinance #2015-20 Entitled:** An Ordinance Providing for Control over the Siting of Cell Phone and Broadcast Towers and Small Cell Panel Antennas as Allowed under 2013 Wisconsin Act 20 and New § 66.0404 of the Wisconsin Statutes - §17.08(14) of the Chippewa Falls Municipal Code, which is a part of the Chippewa Falls Zoning Ordinance. **Roll Call Vote: Aye – Hull, King, Olson, Nadreau, Monarski. Motion carried.**
- (c) **Motion by King/Olson** to approve **Ordinance #2015-21 Entitled:** An Ordinance Amending § 12.11 of the Chippewa Falls Municipal Code Relative to the Requirement to Obtain a Kennel License. **Roll Call Vote: Aye – King, Olson, Nadreau, Monarski, Hull. Motion carried.**
- (d) The First Reading of **Ordinance #2015-22 Entitled:** An Ordinance Allowing a Loading Zone in Front of McDonnell Central Catholic High School and Notre Dame Middle School was held.

## RESOLUTIONS

- (a) **Motion by King/Olson** to approve **Resolution #2015-47 Entitled:** Resolution Regarding Exemption from Library Levy. **Roll Call Vote: Aye – King, Olson, Nadreau, Monarski, Hull. Motion carried.**

**OTHER NEW OR UNFINISHED BUSINESS AS AUTHORIZED BY LAW - None**

**CLAIMS**

**(a) Motion by King/Olson** to approve the claims as recommended by the Claims Committee.

City General Claims:	\$315,517.08
Authorized/Handwritten Claims:	\$56,858.13
Department of Public Utilities:	\$64,729.56
Total of Claims Presented	<u>\$437,104.77</u>

**Roll Call Vote: Aye – King, Olson, Nadreau, Monarski, Hull. Motion carried.**

**CLOSED SESSION**

**(a) Motion by Olson/Monarski** to go into Closed Session under WI Statutes 19.85(1)(e) for "deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a Closed Session" to deliberate and/or discuss the availability and investment of public funds or other possible City financing towards the conveyance and development of the properties located at 100 N. Bridge Street, 11-13 W. Spring Street, and 15 W. Spring Street; and to include the Council, Ferg, Smith, Bauer, Rubenzer and Givens; may return to Open Session. **Roll Call Vote: Aye – Olson, Monarski, King, Hull, Nadreau. Motion carried.**

Council discussed the above-referenced items.

**Motion by Nadreau/Olson** to return to Open Session. **All present voting aye, motion carried.**

**ADJOURNMENT**

**Motion by Olson/King** to adjourn at 7:40 pm. **All present voting aye, motion carried.**

Submitted by:  
Bridget Givens, City Clerk

**CITY COUNCIL ATTENDANCE SHEET - October 20, 2015**

NAME	ADDRESS
RF Yu	304 Perry, CF
Wong (phonetic)	396 E Park St CF
Matthew Morning	514 E Tyler Ave Eau Claire.
Nancy Sobie	6876 Superior St Chippewa Falls.
Edith M. Donald	240 Coleman St. Chippewa Falls.
Mary Lou Nelson	634 Olive St. CF.
Margy Wilson	634 Olive St. C.F.
Karen Polzin	405 W. Vine St
Vera Hughes	19 E. Walnut St. CF
Ann Schwick	322 Ed ward st CF
Dive Thomas	15442 93 rd ave chippewa

CITY COUNCIL ATTENDANCE SHEET - October 20, 2015

NAME	ADDRESS
Mrs. Robert F. Jefferson	458 West Spruce Street Springfield,
Pat Sullivan	621 E. Grand Ave CF
Erin Witt	507 Maple Street CF
Margaret MacLennan	224 Mansfield St CF
Mike Rye	501 N High St C.F
Miles Edmunds	8836 Colby Ct. Northfield, MD
Stacy Tamborini	235 Mansfield St.
Maureen + Grant Tamborini	225 Mansfield St
Maureen + Grant Tamborini	1120 W. Willow St.
Tricia Tamborini	520 Westwood Dr
Junita Bernice Gale	1215 Jefferson Ave

CITY COUNCIL ATTENDANCE SHEET - October 20, 2015

NAME	ADDRESS
Don Bell	219 MANSEFIELD ST.
Jemerd Mankon	736 West Harvard.
Scott Tamborino	520 Westwood Dr.



**MINUTES**  
**SPECIAL MEETING OF COMMON COUNCIL**

A special meeting of the Common Council of the City of Chippewa Falls was held on Tuesday, October 27, 2015 in the City Hall Council Chambers. Mayor Gregory Hoffman called the meeting to order at 5:00 pm.

**OPEN SESSION**

**CLERK CALLS THE ROLL**

Council Members present: John Monarski, Rob Kiefer, CW King, Chuck Hull, Paul Olson, Paul Nadreau, and Brent Ford.

Also present: Finance Manager/Treasurer Lynne Bauer, City Attorney Bob Ferg, City Clerk Bridget Givens, City Planner Jayson Smith, and Brian Wogernese.

**CLOSED SESSION**

**(a) Motion by Hull/Monarski** to go into Closed Session under WI Statutes 19.85(1)(e) for "deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a Closed Session" to deliberate and/or discuss the availability and investment of public funds or other possible City financing towards the conveyance and development of the properties located at 100 N. Bridge Street, 11-13 W. Spring Street, and 15 W. Spring Street and consider Developers Agreement; and to include Council, Mayor, Ferg, Bauer, Smith, Givens, and Brian Wogernese; may return to Open Session.

The Council discussed the item above.

**Motion by King/Nadreau** to return to Open Session. **All present voting aye, motion carried.**

Mayor Hoffman reported that in Closed Session, the Council approved the Purchase, Sale and Development Agreement between WHG Companies, LLC and the City of Chippewa Falls for the property located at 100 N. Bridge Street, 11-13 W. Spring Street, and 15 W. Spring Street. On the property will be constructed a 4-story hotel with closing to occur by December 31, 2015.

**ADJOURNMENT**

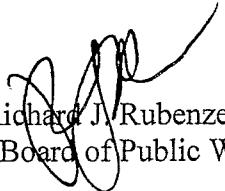
**(a) Motion by Kiefer/Nadreau** to adjourn at 5:32 pm. **All present voting aye, motion carried.**

**Submitted by:**  
Bridget Givens  
City Clerk

**CITY OF CHIPPEWA FALLS  
BOARD OF PUBLIC WORKS  
MEETING MINUTES  
MONDAY, OCTOBER 26, 2015 – 5:30 PM**

The Board of Public Works met in City Hall on Monday, October 26, 2015 at 5:30 PM. Present were Mayor Greg Hoffman, Director of Public Works Rick Rubenzer, Finance Manager Lynne Bauer, Alderperson Paul Olson and Darrin Senn.

1. **Motion** by Bauer, seconded by Olson to approve the minutes of the October 12, 2015 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**
  
2. Director of Public Works Rubenzer presented the attached snow removal policy that was originally drafted and approved in 2011. He suggested adding the reference to Resolution No. 2008-38, (attached), to Section 12, (Mailboxes), of the policy. He then highlighted changes to Municipal Code 8.11, Snow and Ice Removal, in 2013. He stated that the changes were implemented to even the playing field so that all downtown businesses and residents were responsible for their own snow removal. After some additional discussion;  
**Motion** by Senn, seconded by Rubenzer that the Common Council adopt the revised Snow Removal Policy with the revision to Section 12, (Mailboxes), shown in bold italics on the attachment. **All present voting aye. MOTION CARRIED.**
  
3. Director of Public Works Rubenzer presented the attached 2016-2020 Tentative Five Year Street Improvement Program and corresponding resolution. He detailed the items that contribute to a street being placed on the program list:
  - 1) Street surface rating
  - 2) Traffic volumes
  - 3) Drainage issues
  - 4) Distribution among the seven City wards
  - 5) Request or petition from residents
  - 6) Street classification and functionHe pointed out the street surface rating map displayed on the Council room wall and noted reds and oranges are newer streets, yellow and light green are crack fill and seal coat candidates and green through black are older streets, needing complete reconstruction. He stated that adoption of a street improvement program was necessary to receive Local Road Improvement Program funding and that the Council could move streets ahead, back or remove them from the list as the plan is considered annually.  
**Motion** by Rubenzer, seconded by Hoffman to recommend the Common Council approve the resolution adopting the 2016-2020 Tentative Five Year Street Improvement Program. **All present voting aye. MOTION CARRIED.**
  
4. **Motion** by Senn, seconded by Bauer to adjourn. **All present voting aye. MOTION CARRIED.** The Board of Public Works meeting adjourned at 6:00 P.M.

  
Richard J. Rubenzer, PE  
Secretary, Board of Public Works

Please note, these are draft minutes and may be amended until approved by the Common Council.

**CITY OF CHIPPEWA FALLS  
BOARD OF PUBLIC WORKS  
MEETING MINUTES  
MONDAY, OCTOBER 12, 2015 – 5:30 PM**

The Board of Public Works met in City Hall on Monday, October 12, 2015 at 5:30 PM. Present were Mayor Greg Hoffman, Director of Public Works Rick Rubenzer, Finance Manager Lynne Bauer, Alderperson Paul Olson and Darrin Senn. Also, present at the meeting: Happy Tails Dog Park Board President Karen Polzin and Treasurer Sue Thomas.

1. **Motion** by Olson, seconded by Bauer to approve the minutes of the September 21, 2015 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**
  
2. **Motion** by Olson, seconded by Senn to move up agenda item #4. **All present voting aye. MOTION CARRIED.**
  
3. Sue Thomas, treasurer of Happy Tails Dog Park appeared and presented the attached request for the City of Chippewa Falls to take over mowing of the area outside the storm pond and the ten foot bench around the inside of the storm pond. Ms. Polzin, president of Happy Tails Dog Park, stated she presently cuts those areas every couple weeks and it takes about three hours of time to do so. Mayor Hoffman stated concerns from tax payers that the dog park receives zero taxpayer dollars and restated that was the original condition in allowing the Happy Tails Dog Park to be located at the southeast storm pond area, (present location). He also noted that it was a valued asset and well used. When asked about budget, Ms. Thomas gave an updated amount of \$7688 of income as of October 12, 2015. Board of Public Works member Senn asked why Happy Tails Dog Park couldn't just fund lawn mowing. Ms. Thomas responded that Happy Tails Dog Park could afford it but that it was still City owned and the City mows other City owned properties. Director of Public Works Rubenzer proposed the City plan for three hours per week with summer helpers during May thru August and three hours per week with permanent staff during other months. At the end of the season, Happy Tails Dog Park will be invoiced for the total mowing services so the zero taxpayer dollars investment in Happy Tails Dog Park remains in force. Ms. Thomas invited all interested parties to the Happy Tails Dog Park annual meeting on October 21, 2015.  
**Motion** by Rubenzer, seconded by Senn that the City mow the bench maintenance area and around the inside perimeter of the Alexander Street storm pond and the small dog park area and surrounding area, (estimated to require three hours per week) with summer helpers whenever possible and then annually submit a bill to Happy Tails Dog Park Board at the end of the mowing season. This would uphold the original premise of Happy Tails Dog Park formation that no City taxpayer dollars go toward the park. **All present voting aye. MOTION CARRIED.**
  
4. Director of Public Works/Utility Manager Rubenzer presented existing compulsory connection language, (attached), from City Ordinance 11.05(1). Rubenzer stated that the City could enforce hooking up a water or sanitary sewer service to a habitable building

Please note, these are draft minutes and may be amended until approved by the Common Council.

when the involved property owner wouldn't comply but did not allow the same connection when irregular or illegal water services were involved. He presented the attached rules and regulations from the City of Eau Claire Utilities, (Chapter 14.04.025(E)), and proposed making an ordinance revision to Chapter 11.05 to allow the same in the City of Chippewa Falls. He cited a recent example from the Governor Street Improvement Project.

**Motion** by Hoffman, seconded by Olson that City Attorney Ferg revise City of Chippewa Falls Municipal Ordinance 11.05 to allow the City of Chippewa Falls Public Utilities to cause a connection to be made to the municipal water or wastewater system when existing illegal or irregular connections were in place. In addition that the applicable property owner be invoiced a special charge for such connection and that the same owner, upon request, be allowed to use the special assessment payback procedure for the service. **All present voting aye. MOTION CARRIED.**

5. Director of Public Works Rubenzer presented the attached excerpts from the Wisconsin Department of Transportation Facility Design Manual, "Traffic Guidelines Manual" and the section of Community Wayfaring Signs from the Manual of Uniform Traffic Control Devices. He recommended the City adopt the WDOT policy for all proposed signs in the City of Chippewa Falls Street Right-of-Ways. He noted that STH #124 is located on South Bridge Street, Rushman Drive, High Street, Jefferson Avenue, Elm Street, Cedar Street, Bay Street and River Street and is already subject to the WDOT Traffic Guideline rules and regulations. He stated that sign size, color, letter dimensions, shapes, mounting height and locations are addressed in the manual. Also, regulated are the groups that can have wayfaring signs in public right-of-ways. These groups are municipal area destinations such as Downtown or Historic Districts, individual destinations that are publicly leased or owned and operated for public use, such as City Hall, Convention Center and local parks or privately owned non-profit facilities open to the public, such as a local museum or ice center. Every sign would be permitted by application through the Board of Public Works and City Council. He requested that the City either modify the language and then adopt the WDOT Traffic Guidelines Manual or adopt the manual by reference depending on City Attorney Ferg's opinion.

**Motion** by Hoffman, seconded by Senn that the City of Chippewa Falls either adopt the Wisconsin Department of Transportation Traffic Guidelines Manual found in Chapter 2, Section 15, Subject 6 of the Facilities Design Manual after modifying language for the City or adopt it by reference based on City Attorney Ferg's review and opinion. **All present voting aye. MOTION CARRIED.**

6. **Motion** by Senn, seconded by Bauer to adjourn. **All present voting aye. MOTION CARRIED.** The Board of Public Works meeting adjourned at 6:28 P.M.

  
Richard J. Rubenzer, PE  
Secretary, Board of Public Works

# City of Chippewa Falls Snow Removal Policy

Approved 3/1/2011  
Revised November 3, 2015

## 1. Introduction.

The City of Chippewa Falls believes that it is in the best interest of City residents for City Forces to assume basic responsibility for control of snow and ice on city streets. Reasonable ice and snow control is necessary for routine travel and emergency services. The City will provide such control in a safe and cost effective manner, keeping in mind safety, budget, personnel and environmental concerns. The City will use city employees and equipment to provide this service.

The City of Chippewa Falls will strive to maintain safe conditions for drivers observing winter driving conditions. However, this is not an absolute "bare pavement" policy.

It must be recognized that, although this policy sets general guidelines to be followed, each storm has its own character with variable conditions. The policy must remain flexible and take into consideration these variables.

## 2. Determination of need for snow and ice control procedures.

The on call personnel shall generally keep themselves apprised of changing weather conditions. However, the Chippewa Falls Public Works relies heavily on the observations of the Chippewa Falls Police Department personnel and various other sources to alert them to road conditions.

The on call personnel will decide when to begin snow or ice control operations. The criteria for that decision are:

- A. Total snow accumulation of approximately 2 to 3-inches or more;
- B. Drifting of snow that causes problems for travel;
- C. Icy conditions which seriously affect travel; and
- D. Time of snow in relationship to heavy use of streets.

Generally, operations will continue until all roads are passable. Widening and cleanup operations may continue immediately or on the following work day depending on conditions and circumstances. Safety of the plow operators and the public is important. Therefore, snow plowing/removal operations may be terminated after a period of time to allow personnel adequate rest. There may be instances where this is not possible depending on storm conditions and other circumstances. Operations may also be suspended during times of limited visibility, significant winds or severe cold for employee safety and equipment preservation. Any decision to suspend operations shall be made by on call personnel based on the conditions of the storm. The City will provide access for emergency fire, police and medical services on an "as-needed" basis during the major snow or ice storm.

## 3. How snow will be plowed.

Snow will be plowed in a manner so as to minimize any traffic obstructions. Generally, the center of the roadway will be plowed first. The snow shall then be pushed from left to right. The discharge shall go into the boulevard area of the street.

**4. Snow removal.**

Responsible city personnel will determine when snow will be removed by truck from the area. Such snow removal will occur in areas where there is no room on the boulevard for snow storage and in areas where accumulated piles of snow create a hazardous condition. Snow removal operations will not commence until other snowplowing operations have been completed. Snow removal operations may also be delayed depending on weather conditions, personnel and budget availability. The snow will be removed and hauled to a snow storage area. The snow storage area will be located so as to minimize environmental problems.

**5. Priorities and schedule for which streets will be plowed.**

The City of Chippewa Falls maintains approximately 100 miles of streets. The City has classified city streets based on function, traffic volume, and importance to the welfare of the community. Routes will be plowed in the most cost effective and timely manner. Those streets classified as Priority #1 will be plowed first. These are high volume routes which connect major sections of the city and provide access for emergency fire, police and medical services.

Priority #2 streets are those streets providing access to schools and commercial businesses.

Where steep hills or other safety concerns exist a street may be advanced to a higher priority for plowing. For operating efficiency some lower priority streets may be done when equipment is in the area rather than returning later. This will vary by storm severity.

Priority #3 streets are low volume residential streets.

Priority #4 areas are alleys and city parking lots.

**6. Weather conditions.**

Snow and ice control operations will be conducted only when weather conditions do not endanger the safety of employees or equipment, and operations are effective. Factors that may delay snow and ice control operations include but are not limited to: severe cold, significant winds, limited visibility and rapid accumulations of snow and/or ice.

**7. Use of sand, salt and other chemical.**

The City will use sand, salt and other chemicals when there is hazardous ice or slippery conditions. The City is concerned about cost and the effect of such chemicals on the environment and will limit its use for that reason. Even after reasonable care, snow and ice may still build up.

**8. Sidewalks.**

Sidewalks are addressed in Ordinance #8.11.

**9. Emergency situations.**

For emergency vehicles responding to situations (fire, medical, police) within the city, or Fire Department/Police Department jurisdiction, necessary employees and equipment will be dispatched as soon as possible.

**10. Damage.**

Only legal properties allowed by city ordinance to be adjacent to streets and damaged by actual contact with city equipment will be considered for repair or replacement at city expense. Damage to trees, shrubbery and other landscaping will not be considered for compensation.

**11. Driveways.**

One of the most frequent problems in plowing snow from public streets is snow deposited in driveways. The operators make every attempt to minimize the amount of snow deposited in driveways; however due to the inherent design of plow equipment the amount can still be significant. Due to established policies, city personnel do not provide driveway cleaning. Possible exemptions are at the discretion of on call personnel for a fire or medical emergency situation.

**12. Mailboxes.**

Where mailboxes are placed adjacent to the street it shall be the policy of the City to plow as close as practical to the curb to allow for passage of traffic and mail delivery. It shall be the responsibility of the property owner to keep piles snow away from the mailboxes so mail can be delivered. *When a mailbox is damaged or destroyed during a snow removal operation, City Resolution R-08-38(attached) shall apply and the appropriate actions will be taken.*

**13. State of Wisconsin/Chippewa County Plowing.**

Certain streets, such as sections of STH 124, within the City are maintained by the Wisconsin Department of Transportation or Chippewa County and are subject to other maintenance policies.

**14. Parking**

The City of Chippewa Falls has adopted various ordinances for parking restrictions, which are modified periodically.

**15. Complaints.**

Complaints regarding snow and ice control or damage shall be taken by the Public Works Department during normal business hours Monday – Friday 8:30 am – 4:30 pm at (715) 726-2736. Complaints involving access to property or problems requiring immediate attention shall be handled on a priority basis. Response time may vary for any complaint. It should be understood that complaint responses are to ensure that the provisions of this policy have been fulfilled and that all residents of the City have been treated uniformly.

**RESOLUTION CREATING A POLICY  
FOR DAMAGED MAILBOXES IN CITY RIGHTS-OF-WAY**

**WHEREAS**, the City of Chippewa Falls desires to establish a written policy regarding damage to mailboxes in the City of Chippewa Falls public rights-of-way; and

**WHEREAS**, the City of Chippewa Falls desires to clarify when City Staff will offer to assist with repairs to damaged mailboxes and what services the Street Department will provide when a mailbox is deemed to have been damaged by Street Department Staff; and

**WHEREAS**, the placement of mailboxes in public street rights-of-way is permitted as a matter of convenience to mailbox owners and not as a mailbox owner "right"; and

**WHEREAS**, mailboxes in street rights-of-way are considered an encroachment under Section 86.04 Stats. The City of Chippewa Falls, however, has allowed reasonable and safe mailbox assemblies to exist along streets as a service to mailbox owners; and

**WHEREAS**, mailbox owners are liable for damages or injuries to persons who may strike a mailbox that exists in a street right-of-way; and

**WHEREAS**, mailbox owners are expected to install and properly maintain their own mailbox assemblies, which means:

- a) Securely fastening the box to the post assembly,
- b) Using a safe, break away style post assembly to minimize box owner liability if the unit is struck by an errant motorist, and
- c) Maintain the post assembly in such a manner that the post is unlikely to break if simply bumped by a vehicle or snow.
- d) That the mailbox be installed in accordance with U.S. Postal Service standards.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL  
OF THE CITY OF CHIPPEWA FALLS, WISCONSIN:**

1. When Street Department Staff conclude that a mailbox has been damaged by actions of a Street Department employee, the mailbox owner shall reinstall their own mailbox using whatever type of box they chose. The Street Department will then reimburse the mailbox owner a sum of \$50.00, payable upon installation of the replacement mailbox assembly.



2. If a mailbox is damaged simply by snow being discharged from a passing plow, repairs shall be the sole responsibility of the mailbox owner with no reimbursement.

3. When Street Department Staff do assist with temporary repairs to a damaged mailbox, the work will be done using a similar sized, standard metal U.S. mailbox or large standard metal U.S. mailbox upon a temporary support post.

4. The Street Department shall not be responsible for damages to newspaper delivery tubes.

Dated this 18th day of November, 2008.

APPROVED: November 18, 2008

ADOPTED: [Signature]  
Mayor

ATTEST: Lynne Bauer  
City Clerk

[Signature]  
Aldersperson

application for a permit under this subsection and the grant or denial of the permit.

## 8.11 - SNOW AND ICE REMOVAL.



- (1) FROM SIDEWALKS. (Am. #90-18) The owner or occupant of every premises fronting upon any street within the City shall keep the sidewalks in front of such premises reasonably clear of snow and ice and shall clear the snow from each sidewalk within 24 hours after each snowfall. If the owner or occupant shall fail to clear the snow and ice as required hereunder, the City Building Inspector shall cause the same to be done by removal or by placing sand or a combination thereof and the cost thereof assessed against the abutting property as a special tax.
- (2) SNOW REMOVAL RESTRICTIONS. (Am. #92-4; #97-5; #2013-05) No person in clearing snow from driveways, parking lots, filling stations, garage entrances, or other large areas shall place such snow on the paved portion of any streets or public ways, or on the property of another or on the public right-of-way adjacent to the property of another, without consent of said property owner or in such a manner as to block the vision of motorists at intersections, or create a traffic hazard. Such person shall cause such accumulation of snow to be hauled away immediately. If said person does not cause the accumulation to be hauled away immediately, the City engineer or his appointee shall cause the same accumulation to be removed and the cost thereof assessed against the abutting property as a special tax. The amount of special tax shall be determined to be the cost for a loader and operator and dump truck and driver at the then current rate for City of Chippewa Falls personnel and equipment. The minimum charge shall be one hour of a loader and operator and one hour of a dump truck and driver. In the Central Business District, where walks have been constructed from the street right-of-way line to the curb, snow from the sidewalk may be deposited in the portion of the public way intended for parking, but not in any portion of the traveled section of such public way. With permission of the Street and Utilities Maintenance Manager, residents or businesses located in the City of Chippewa Falls may haul accumulations to one of the City of Chippewa Falls Snow Dumping yards.

City of Chippewa Falls Municipal Code Chapter 8.11(2) after  
February 25, 2013 Board of Public Works recommendations.

8.11(2)

SNOW REMOVAL RESTRICTIONS. (Am. #92-4; #97-5) No person in clearing snow from driveways, parking lots, filling stations, garage entrances, or other large areas shall place such snow on the paved portion of any streets or public ways, or on the property of another or on the public right-of-way adjacent to the property of another, without consent of said property owner or in such a manner as to block the vision of motorists at intersections, or create a traffic hazard. Such person shall cause such accumulation of snow to be hauled away. If said person does not cause the accumulation to be hauled away, the City engineer or his appointee shall cause the same accumulation to be removed and the cost thereof assessed against the abutting property as a special tax. The amount of special tax shall be determined to be the cost for a loader and operator and dump truck and driver at the then current rate for city of Chippewa Falls personnel and equipment. The minimum charge shall be one hour of a loader and operator and one hour of a dump truck and driver. In the Central Business District, where walks have been constructed from the street right-of-way line to the curb, snow from the sidewalk may be deposited in the portion of the public way intended for parking, but not in any portion of the traveled section of such public way. With permission of the Street and Utilities Maintenance Manager, residents or businesses located in the city of Chippewa Falls may haul accumulations to one of the City of Chippewa Falls Snow Dumping yards.

BPW October 20 2015  
C.C. November 3, 2015

CHIPPEWA FALLS TENTATIVE STREET IMPROVEMENT PROGRAM - 2016 - 2020

\*\*Program subject to annual review and change due to budget restrictions and other factors.\*\*

Year	Street Name	From	To	Proposed Work Type	Project Length (mi)	Estimated Cost	Work Types	Special Assessments Required	Sanitary Sewer Age	Watermain Age	Power Surface Rating from 1-10 = best	
2016	River Street/Business 729	West City Limits	Fleet St	Reconstruction	0.760	\$7,040,000	AGG, APP, PG, CG, CW, EC, G, HMA, INT, PM, REM, S, TC, TR, WTR	YES	N/A	N/A	3	
	State Street	Grand Ave	Water St	Reconstruction	0.200	\$360,000	AGG, CG, CW, G, HMA, INT, REM, S, SS, TC, TR, WTR	YES	N/A	N/A	3	
	Grand Avenue	Water St	Albert St	Reconstruction	0.250	\$494,000	AGG, CG, CW, G, HMA, INT, REM, S, SS, TC, TR, WTR	YES	1923	1888	3	
	Willow St/Lumber Ct	Lumber Ct	Terminal St	Reconstruction	0.240	\$481,000	AGG, CG, CW, EC, G, HMA, INT, MH, REM, S, SAN, SERV, TC, TR, WTR	YES	1916 & 1924	1885	3	
	Woodward Avenue	1st St	Terminal St	Reconstruction	0.350	\$338,000	AGG, CG, CW, EC, G, HMA, INT, MH, REM, S, SAN, SERV, TC, TR, WTR	YES	1957	1978	4	
	Woodward Avenue	STH 124	Various	Resurface	0.190	\$230,000	CW, HMA, MILL, PM, REM, TC	YES	1978	1978	4	
	Reurfacing Projects	Various	Locations	Resurface	0.75-1.25***	\$100,000	HMA, MILL, PULV	YES				
2017	Bridgewater Avenue	Duncan Ct	STH 124	Reconstruction	0.246	\$477,000	AGG, CG, CW, EC, G, HMA, INT, PM, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1930	1960	3	
	Dover Street	Wheaton St	Terminal St	Reconstruction	0.250	\$449,000	AGG, CG, CW, EC, G, HMA, INT, PM, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1938	1958	4	
	Bel Air Blvd	Westwood Dr	Manfield St	Resurface	0.280	\$179,000	HMA, PM, REM, S, TC	YES	1987	1964	4	
	Tropicana Boulevard	Bel Air Blvd	Court St	Reconstruction	0.220	\$177,000	HMA, PM, REM, S, TC	YES	1911, 1981	1917	5	
	State Street	Court St	Grand Ave	Reconstruction	0.380	\$749,000	AGG, CG, CW, G, HMA, INT, PM, REM, S, SAN, SERV, TC, TR, WTR	YES	1948	1929	3 & 5	
	Woodward Avenue	Greenville St	Summit Ave	Reconstruction	0.152	\$254,000	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1948	1929	3	
	Dwight Street	Wheaton St	Superior St	Reconstruction	0.340	\$656,000	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1922	1938	2	
	Reurfacing Projects	Various	Locations	Resurface	0.75-1.25***	\$100,000	HMA, MILL, PULV	YES				
	2018	Elm Street	Bay St	Wheaton St	Reconstruction	0.430	\$910,000	AGG, CG, CW, G, HMA, INT, PM, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1916	1835	3 & 4
		Elm Street	Wheaton St	Perry St	Reconstruction	0.330	\$680,000	AGG, CG, CW, G, HMA, INT, PM, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1916	1835	4
STH 124/High Street*		Bridge St	N of Elm St	Resurface	0.568	\$804,343	AGG, CG, CW, G, HMA, INT, PM, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1916	1840	3	
Chief Street		Eva St	Main St	Reconstruction	0.190	\$300,000	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1926 & 1932	1911	3	
Water Street		State St	Division St	Reconstruction	0.410	\$380,399	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1926 & 1932	1911	3	
Irwin Street		Chapman Rd	Wisconsin	Resurface	0.190	\$269,058	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1964	1964	2	
Reurfacing Projects		Various	Locations	Resurface	0.75-1.25***	\$100,000	HMA, MILL, PULV	YES				
2019		Wisconsin Street	A St	Chapman Rd	Resurface	0.106	\$150,106	CG, CW, HMA, REM, SERV	YES	1965	1949	3
		Mills Street	Wheaton St	Coleman St	Reconstruction	0.220	\$453,151	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1916 & 1923	1920 & 1938	2
		Lodge Street	Oxford St	Fleet St	Reconstruction	0.210	\$297,380	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1972	1938	5
	Regent Street	Oxford St	Terminal	Reconstruction	0.100	\$141,610	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1972	1938	3	
	Oxford Street	River St	Terminal	Reconstruction	0.100	\$141,610	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1972	1938	4	
	Bridgewater Avenue	Wheaton St	Huron St	Reconstruction	0.050	\$78,805	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1972	1938	4	
	Technology Way	Wheaton St	Huron St	Reconstruction	0.170	\$240,736	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1940	1915	4 & 5	
	Park Avenue*	Basswood Dr	Cashman Dr	Resurface	0.430	\$1,373,000	D, HMA, PM, PULV, S, TC	YES	1983	1981	4	
	Reurfacing Projects	Various	Locations	Resurface	0.75-1.25***	\$100,000	HMA, MILL, PULV	YES	1948	1933	5	
	2020	Pumpkin Road	RR, Truck	Schledler Rd	Resurface	1.000	\$835,497	HMA, PM, REM, S, TC	YES	1981	1981	4
Schledler Road		Pumpkin	CTH 1	Resurface	0.590	\$169,932	HMA, PM, REM, S, TC	YES	1981	1981	4	
High Street		State St	Grand Ave	Reconstruction	0.120	\$169,932	AGG, CG, CW, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1917	1938	2	
Manfield Street		Wheaton St	Albert St	Reconstruction	0.220	\$311,541	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1914	1885	3	
Irwin Street		Prairie St	Culver St	Reconstruction	0.250	\$354,024	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1910	1916	3 & 4	
Pratice Street		Summit St	Greenville	Reconstruction	0.380	\$538,116	AGG, CG, CW, EC, G, HMA, INT, REM, S, SAN, SERV, SS, TC, TR, WTR	YES	1964	1872	2	
Reurfacing Projects		Various	Locations	Resurface	0.75-1.25***	\$100,000	HMA, MILL, PULV	YES	1931 & 1951	1931 & 1951	2	

\* Project includes outside funding

**MINUTES OF THE  
CHIPPEWA FALLS BUSINESS IMPROVEMENT DISTRICT  
BOARD OF DIRECTORS**

**Wednesday, October 28, 2015**

The Business Improvement District (BID) Board of Directors met in the Chippewa Falls City Hall on Wednesday, October 28, 2015 at 8:00 a.m. Present were: Steve Harmon, Dave Gordon, Joe Wawrzaszek, Jerry Jacobson, Dot Reischel, and Kurt Gaber. Also present: Teri Ouimette, Mike Ruff, and Jayson Smith.

1. Motion by Jacobson, seconded by Harmon to approve the minutes from the July 15, 2015 BID Board meeting. All present voting aye. Motion carried.

2. Main Street presented its 2016 proposed budget and BID funding request of \$85,000. The Board discussed the budget and asked several questions about certain activities of the program and how funds were obtained to carry out certain programs. Teri Ouimette briefed the BID Board on the main areas of the 2016 Main Street budget that is projected at \$149,960. Teri noted that Main Street was planning on hiring a new part time staff person in 2016 to address the many areas that the program is involved in. The new position will free up Teri's time to work on programming new activities that the business community requests such as building remodeling's. It was noted that Main Street has not had a BID funding increase since 2007. Jayson explained to the Board that the Council has been reluctant to increase the BID funding in the past because the method of collecting the funds was part of the City's levy limit. The City has changed the method of collection to a special assessment and as a result the funds raised will not go against the City's levy limits. Teri noted that she has discussed the increase with many property owners/businesses in the downtown and they have been supportive. Teri distributed a letter that will go to the property owners in the BID District to notify them of the increase and to explain its impact.

3. Jayson presented the 2016 Business Improvement District Operating Plan and Budget. Jayson noted that the BID budget request from Main Street was \$85,000 for 2016. Jayson indicated that the Operating Plan for the BID is the funding source for the Main Street program with the objective of the Main Street program carrying out downtown economic development and revitalization.

Motion by Jacobson, seconded by Gaber to approve the 2016 BID Operating Plan and Budget and to authorize the BID Operating Plan and Budget to be forwarded to the City Council for consideration and inclusion in the City budget. All present voting aye. Motion carried.

4. The meeting adjourned at 8:35 a.m.

Submitted by:

Jayson C. Smith, Secretary BID Board  
City Planner

# Chippewa Falls Main Street, Inc



*Downtown Revitalization . Historic Preservation . Business Assistance*

514 NORTH BRIDGE STREET . CHIPPEWA FALLS . WISCONSIN . 54729 . PHONE: 715-723-6661

September 30, 2015

Dear BID Board,

Chippewa Falls Main Street's goal is to improve the community's quality of life by strengthening the Downtown as the center of the community.

Please find a list of our major accomplishments for 2015. As in former reports, these are listed by the committees which develop that accomplishment. Our committees are aligned with the National Trust Main Street Center's Four-Point Approach.

Chippewa Falls Main Street is redefining the way revitalization is done in the downtown area. We continue to focus our organization's mission and scope by promotion of rehabilitation of buildings, marketing of downtown and its businesses, social media and networking.

## **About Main Street**

- Board of Directors consist of 7 members from the community

**Full time Executive Director**, - Manages all administrative aspects: including maintaining an appropriate data system for record keeping, developing and monitoring budgets, accounting, purchasing, preparing reports, documenting all physical changes, retaining information on job creation and business retention, and submitting information to the State Main Street program on a monthly basis. Supervises support staff, interns and volunteers.(over 350)

- Develops strategies for downtown economic development. With the committees and Board of Directors creates an annual action plan focused on these four areas: design, promotion, organization, and economic restructuring.

- Develops and conducts public awareness and education programs. Through speaking engagements, media interviews and appearances, keeps the program highly visible.

- Provides advice and guidance to individual tenants or property owners regarding property improvements.

- Provides advice and information, assesses and encourages joint involvement in the downtown community's promotional events - marketing, special events, business recruitment, parking management, beautification, etc.

- Helps build strong, productive working relationships with appropriate public agencies at the local, regional, state, and national levels.

- Coordinate and recruit an active volunteer force.

- Participate in appropriate community organizations.

- Coordinate all marketing and image building activities as outlined in the workplan.

- Assume responsibility for documenting progress of special events, retail promotion events and marketing committee by preparing agendas, meeting minutes, maintaining information files and conducting post event evaluations.

- Assume responsibility for yearly preparation of workplans and budgets for Marketing, Retail Promotion and special events committees.

- Attend all marketing, retail promotion and special events committee meetings.
- Seek, write and submit articles for newsletter relevant to projects
- Development and printing of all publications developed by Main Street.
- Maintain regular personal contact with all Downtown retailers.
- Maintain information on web site on a bi-monthly basis.
- Recruit and assign volunteers to committees and tasks as needed.
- Coordinate all special events as outlined in each yearly workplan.
- Coordinate all retail promotion events as outlined in each yearly workplan.

#### **1 part time employee**

Learn, understand, and project a positive image of the Main Street Program and downtown Chippewa Falls. Administer the downtown gift certificate program, providing reports as needed.

Build and maintain Chippewa Falls Main Street's official website.

Build websites and social media accounts for downtown businesses and assist them as needed.

Oversee all administrative aspects of events including registrations, confirmations, and preparation and mailing of materials.

Prepare reports and slideshow for Annual Meeting.

Maintain mailing list databases.

Mail event notices and other relevant information to event participants and persons of interest before all events.

File, update, and maintain all permits for events.

Assist with bookkeeping/accounting functions as needed.

Responsible for day-to-day office operation in the Director's absence.

Perform other duties as needed including:

- Conference room setup
- Office cleanup
- Greet visitors
- Grammatically correct documents
- Computer operations

Study, understand and project a positive image of the Main Street Program.

- **Retail/Organization Committee** is to promote the downtown as the community's social, cultural and economic center
- **Design Committee** is to encourage visual improvement through good design that is compatible with historic features and the City Entryway Plan
- **Economic Restructuring Committee** is to strengthen and broaden the economic base of downtown Chippewa Falls

**Organization/Retail Committees** Retail/Organization Committee Strengthen Main Street through an energized Board, volunteers, and enhanced public relations and Promote the downtown as the community's social, cultural and economic center.

Numerous events held in the downtown include:

- **Farmers' Market**
- **Annual Meeting**
- **Earth Day**
- **Paint the Town Red**
- **Paint the Town Pink \* Recipient of Award for Best Retail event. WEDC**

- Trick or Treating
- Haunted Chippewa History Tour
- Who Let the Dogs Out?
- Horse Drawn Wagon Rides
- Santa's House and Santa's Arrival
- Postal Cancellation Stamp
- Christmas Coloring contest
- Santa letters
- Bridge to Wonderland Parade
- Paint the Town Christmas
- Annual Pure Water Days Duck Splash Festival
- Annual Pure Water Days Parade-and organization of all activities
- Businesses Go Dementia Friendly-CF Main Street working with State of Wisconsin to develop a "Toolkit" for other cities

#### Brochures and Publications

- 2015 Directory
- Downtown Eating and Retail Establishments
- Pub Guide
- Historic Walking Tour/Teaming up with St. Joseph's Hospital for their (GO) campaign, listing calories burned
- Haunted History Tour

**Sales of Downtown Gift Certificates amounting to over \$60,000 in downtown spending**

#### **Design: Downtown Public Improvements**

Chippewa Falls Main Street continues to consult with property owners and businesses to promote successful design for facades. We continue to invest in and care for our downtown's physical environment to make it a more appealing place to shop, live, and play and visit.

**Downtown Building Improvements –Main Street continues to facilitate Revolving Loans for Rehabilitation of Downtown Businesses 2015**

**Micro- Brewery- slated to open November 2015**

**Machine Tool Camp-Maker Space-open**

- Flower Beautification Program-ongoing
- Street scaping-ongoing – Painted benches and garbage receptacles -Completed
- Banner Program-ongoing

**Economic Restructuring: Economic Restructuring Promote downtown business development and networking, strengthening the economic base of downtown.**

- **ER Committee Goal:** Prioritize and identify properties according to need and ease of rehab with use of photos and information. Develop a strategy and/or incentive to encourage businesses to rehab and cleanup buildings. **Completed.** 2 businesses slated for paint November 2015.

#### **First Impressions Program**

**Reason and Specific** To assess community development opportunities and develop strategies for community improvement. Learn existing strengths and weaknesses through the eyes of the first-time visitor and provides a structured opportunity to learn about strengths and weaknesses of similar communities. Working with Main Street Marshfield, WI. To agree to do unannounced visits and then report findings. Participants follow procedures and document their visit using participant guide. The guide ensures evaluations and reports are thorough and



uniform.

**Achievable:** Survey results compiled by June 1, 2015- **Completed**

**Results:** The result of the goals is better community development

**Main Street and non-profit and profit organizations have teamed up for events and networking opportunities such as:**

The American Cancer Society  
Heart Association  
St. Joseph's Hospital  
Marshfield Clinic  
Family Support  
Happy Tails Dog Park  
Chippewa Humane Society  
**The Chamber of Commerce**  
**Economic Development of Chippewa County**  
**City of Chippewa Falls**  
Northern Wisconsin State Fair Association  
Kiwanis  
Rotary  
Optimist Club  
Schools/public and parochial  
Chippewa Falls Police Department  
Chippewa Falls Fire Department  
City and County of Chippewa Falls  
Vision 2020  
Steering Committee for Chippewa Falls Comprehensive Plan 2030  
Parks and Recreation Department  
Master Gardeners  
Veteran's Assistance Program  
Groundwater Guardians  
Xcel Energy  
Aging and Disability Resource Center  
Edward and Hannah Rutledge Charities  
Chippewa Valley Art Association  
Boy Scout and Girl Scouts  
Wal-Mart  
Great Northern Kell  
ITW  
Mason Companies  
EOG  
Gordy's County Market  
Chippewa Hardware  
Chippewa County Historical Society and Genealogical Society  
Heyde Center for the Arts  
Cook-Rutledge Mansion  
Duncan Creek Bicycle and Pedestrian Trail  
Lake Wissota State Park and Rays Beach  
Premium Waters  
DJ's Mart  
Chippewa Manor Nursing Home  
Northwestern Bank  
BMO Harris Bank  
RCU

Anchor Bank  
Alzheimer's Association  
All downtown Business owners (264)

**Focus for 2016**

**Promotion of downtown and downtown businesses as the center of the community to include:**

- Downtown Entryway Plan – Steering Committee
- Rehabilitation loans for property owners
- Assistance to downtown business owners-Marketing, Face Book and Websites
- Build on existing successful events to bring awareness to downtown Chippewa Falls and community

***With your help we will continue to improve the community's quality of life by strengthening the Downtown as the center of the community.***

***Thank you,***

Teri Ouimette  
Executive Director  
Chippewa Falls Main Street, Inc

ESTIMATED INCOME 2015 CHIPPEWA FALLS MAIN STREET

DIRECT PUBLIC SUPPORT	18,000	20,000
BID	60,000	85,000
City of CF	17,500	17,500
DESIGN		
Flower Beautification	4320	4,320
ECONOMIC RESTRUCTURING		
Directory	540	540
RETAIL/ORGANIZATION		
Duck Splash	10,000.00	10,000
PWD Pa rade cty room tx	6000	6000
BTW Parade	1000	1,000
WAGON RIDES	5600	5,600
	122,960 TOTAL	149,960

ESTIMATED EXPENSES 2015

ADMINISTRATIVE		
Conference/Meeting/Travel	1000	1000
Equipment-computer	1000	2000
Copier Lease	2800	2800
Copier Printing	5000	5600
General Misc Office Paper	3000	3000
Insurance	4000	4000
Member Dues	1500	1500
Office Supplies	1000	1000
Payroll	58,000	68000
Postage	1250	1450
Professional Fees Accountant	1000	1000
Professt ional Payroll	1400	1400
Rent	8000	8000
Internet/Phone	3490	3490
Event Advertising	8000	10000
Wagon Rides	4200	4200
Annual Meeting	800	800
Unexpected Misc	340	4200
Porta Potty for events	1780	1780
Event Expenses (All)	10,000	14000
Flower E/Banner	5000	10340
New Business Welcome Flower	400	400
	122,960 TOTAL	149,960



Dear Business Improvement District Property owner,

Chippewa Falls Main Street Business Improvement District has requested the Business Improvement District Board of Directors to increase the fiscal year 2016 operating budget by \$25,000. The budget increase is designed to accommodate the continued growth in businesses served by the BID. Chippewa Falls Main Street has not seen an increase in BID funding since 2007. Created in 1989 the Main Street BID was originally intended to revitalize the Main Street business district. Since that time the Chippewa Falls Main Street BID has expanded its services, **parades, events and beautification, no interest loans, marketing and rehabilitation of buildings** in an ever growing community. This budget increase is important and necessary to ensure that the BID continues to provide its extremely high level of service. Main Street is asking for your support.

The assessment will be noted differently on property taxes this year— they would be specifically earmarked for the BID District for total transparency and clarity.

Example: For a property valued at \$100,000 - with the increase, the cost would be \$215.00 per year (less than .60 per day)

**2007-2015**

LEVY	BID VALUE	MILL RATE per \$1000 assessed property value
57,000.00	37,330,100	1.52692

**Proposed 2016**

LEVY	BID VALUE	MILL RATE per \$1000 assessed property value
85,000.00	39,529,100	2.15031

Thank you for your continued support!

Sincerely,

Board of Directors Chippewa Falls Main Street

514 North Bridge Street  
Chippewa Falls, WI  
54729

Phone: 715-723-6661  
E-mail: [teri@cfms.us](mailto:teri@cfms.us)

**CITY OF CHIPPEWA FALLS  
BUSINESS IMPROVEMENT DISTRICT**

**2016 OPERATING PLAN AND BUDGET**

**Chippewa Falls  
Business Improvement District  
Operating Plan/Budget  
2016**

The 2015 Business Improvement District Operating Plan maintains the same goals and objectives as presented in the 1989 Initial Operating Plan. As in the 1989 Initial Operating Plan the business community developed the operating plan and will pay the assessment to cover plan activities. The City Council's role is to officially approve the plan and collect assessments. The 2016 special assessment method is the same as that in the 1989 operating plan where assessments to meet the Business Improvement District's budget will be levied against each property within the district based on its 2015 assessed valuation. Those properties which are used for commercial purposes and those used for manufacturing will be assessed. Real property used exclusively for residential purposes will not be assessed as required by Wisconsin Statute 66.1109.

The BID Board of Directors consists of seven members with the majority either owning or occupying real property within the district. The board is appointed by the Mayor and approved by the City Council.

The Operating Plan proposes a \$85,000 BID budget for 2016 with the estimated expenditures listed on the attached budget. The budget calls for one line item expense funding for the Main Street program. Expenditures for the Main Street Program will occur in accordance with the collection of first half assessments (February, 2016) and second half assessments (August, 2016).

The BID will continue to promote the orderly development of the municipality and the downtown as it works toward achieving its goals through the implementation of the Main Street Program while at the same time meeting the goals and policies as outlined in the City's Land Use Plan.

**Chippewa Falls  
Business Improvement District  
Proposed Budget  
2016**

**Item**

1.	Chippewa Falls Main Street, Inc.	\$85,000.00
	Total	\$85,000.00

The assessment method will remain the same as that used in the 1989 Initial Operating Plan. This will require an assessment against each property within the district based on its 2015 assessed valuation. Property used exclusively for residential purposes will not be assessed.



**MINUTES**  
**JOINT MEETING BETWEEN**  
**Committee No. 1**  
**Revenues, Disbursements, Water and Wastewater**  
**and**  
**Committee No. 2**  
**Labor Negotiations, Personnel, Policy & Administration**  
**October 21, 2015**

**Committee #1 - Revenues, Disbursements, Water and Wastewater met on Wednesday, October 21, 2015 at 8:00 AM in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.**

Committee Members present: CW King, Chuck Hull, Rob Kiefer, John Monarski, and Brent Ford.

Mayor/Other Council Members present: None

Others present: Finance Manager/Treasurer Lynne Bauer, Fire Chief Mike Hepfler, and City Clerk Bridget Givens.

Arriving following the Closed Session: Director of Public Works/City Engineer/Utilities Manager Rick Rubenzer, Street Superintendent Rick Ruf, Police Chief Wendy Stelter, Police Lt. Matthew Kelm, Parks and Recreation Director Dick Hebert, Recreation Supervisor Tommy Eisenhauer, Building/Zoning Inspector Paul Lasiewicz, Library Director Joe Niese, and Utilities Office Manager Connie Freagon.

Call to Order: 8:00 AM

**1. Open Session**

**2. Closed Session**

**Motion by Ford/Kiefer** to go into Closed Session under Wis. Stats. Sec. 19.85(1)(e) for "deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting public business with competitive or bargaining implications" to a) Discuss labor negotiation issues and strategies; and to include Council Members, Finance Manager, Fire Chief, and City Clerk; may return to Open Session. **Roll Call Vote: Aye – Ford, Kiefer, Hull, Monarski, King. Motion carried.**

The Committee discussed labor negotiation issues and strategies.

**Motion by Kiefer/Ford** to return to Open Session. **All present voting aye, motion carried.**

**3. Discuss department personnel requests. Possible recommendations to the Council.**

Department personnel requests were discussed as follows:

**Police Department – Community Service Officer**

Chief Stelter proposed this part-time position be a sworn officer responsible for handling issues like animal complaints, nuisance properties, and parking enforcement. As a sworn officer, this person could also be utilized to fill overtime shifts. Discussion was had about costs to outfit the officer, options for a vehicle, and the ability to help offset the costs associated with this position by generating additional revenues.



Parks & Recreation – Park Maintenance/Zoo Assistant

Parks & Recreation Director Hebert indicated that during the design process of the riverfront park, it was determined that an additional, full-time staff member would be needed. Discussion was had regarding timing and the next phases for the park. It was thought that this position could be pushed to next year's budget.

Street Department – Office Assistant

Street Superintendent Ruf shared that carryover amounts funded this 25% position, but funds will soon be depleted so budget funding is needed. In the past, a mechanic was doing this administrative work at a much higher rate. Discussion was had regarding the requirements and financial impact of this position.

No action taken.

**4. Adjournment**

**Motion by Kiefer/Ford to adjourn at 9:15 am. All present voting aye, motion carried.**

**Minutes submitted by,  
Lynne Bauer, Finance Manager/Treasurer**

**2016 OMITTED BUDGET REQUESTS**

Committee #1 Discussion - October 14, 2015

DEPARTMENT	ESTIMATED COST	OMITTED ITEM DESCRIPTION
City Clerk	\$175	Increase in Publication of Legal Notices.
Police Department	\$11,000	10 Body Cameras
	\$18,000	Recording Equipment
	\$25,000	5 In-Car Camera Systems
	\$27,000	Storage/Software for Video Management
	\$5,000	Construct Range Building as Enclosed Structure
	\$8,000	Landscape Wall on East Side of Police Dept
	\$94,000	
Fire Department	\$3,100	ReaLiving Counseling Agency
Data Processing	\$1,000	Install Emergency Phones in Vaults
	\$1,400	3 New Mitel Headsets
	\$5,500	Mitel VOIP Phone Replacement (Done in Phases)
	\$7,900	
Outdoor Pool	\$10,000	Pool Lift/Handrail
Forestry	\$16,650	Tree Inventory and EAB Response Plan (DNR Grant Match)
<b>TOTAL OMITTED BUDGET REQUESTS</b>	<b>\$131,825</b>	

DEPARTMENT PERSONNEL	ESTIMATED COST	OMITTED ITEM DESCRIPTION
Police Department	Full-time	School Resource Officer (Middle School) (Request withdrawn for 2016 Budget due to lack of funding from school)
	Part-time	Community Service Officer
Parks & Recreation	Full-time	Park Maintenance/Zoo Assistant Starting September 1, 2016
Street Department	25% Part-time	Office Assistant





**MINUTES**  
**COMMITTEE #1**  
**REVENUES, DISBURSEMENTS, WATER AND WASTEWATER**  
**October 21, 2015**

**Committee #1 - Revenues, Disbursements, Water and Wastewater met on Wednesday, October 21, 2015 at 9:00 AM in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.**

Committee Members present: Rob Kiefer, John Monarski, and Brent Ford.

Mayor/Other Council Members present: None

Others present: Finance Manager/Treasurer Lynne Bauer, Fire Chief Mike Hepfler, City Planner/Transit Manager Jayson Smith, City Clerk Bridget Givens, Director of Public Works/City Engineer/Utilities Manager Rick Rubenzer, Street Superintendent Rick Ruf, Police Chief Wendy Stelter, Police Lt. Matthew Kelm, Parks and Recreation Director Dick Hebert, Recreation Supervisor Tommy Eisenhauer, Building/Zoning Inspector Paul Lasiewicz, Library Director Joe Niese, and Utilities Office Manager Connie Freagon.

Call to Order: 9:21 AM

**1. Discuss 2016 department budget requests. Possible recommendations to the Council.**

Finance Manager Bauer distributed a summary of proposed changes in operational expenses from 2015 to 2016 (attached) with the Committee hearing from the various City Departments regarding their expenses. Omitted budget requests and capital equipment requests were also discussed in detail with the Department Heads providing an overview their requests. Additional discussion on operational expenses, omitted budget requests, and capital equipment items will continue at the next meeting.

**No action taken.**

**2. Review preliminary 2016 Budget data. Possible recommendations to the Council.**

This item was covered through discussion under Item 1.

**No action taken.**

**3. Adjournment.**

**Motion by Monarski/Ford to adjourn at 11:57 am. All present voting aye, motion carried.**

**Minutes submitted by,  
Lynne Bauer, Finance Manager/Treasurer**

**2016 OPERATIONAL EXPENSES - DEPARTMENT REQUESTS - COMMITTEE #1 DISCUSSION 10/21/15**

		2015 Adopted	2016 PROPOSED	Change from 2015	Notes/Comments
COUNCIL	10.51110.	\$3,398	\$3,398	\$0	
MAYOR	10.51310.	\$1,550	\$1,550	\$0	
ADMIN	10.51320.	\$0	\$0	\$0	
CLERK	10.51410.	\$10,540	\$10,540	\$0	Omitted Budget Request
ELECTIONS	10.51420.	\$5,450	\$5,450	\$0	
PERSONNEL SERVICES	10.51430.	\$581,912	\$581,912	\$0	
DATA PROCESSING	10.51440.	\$79,200	\$79,200	\$0	Omitted Budget Request
CENTRAL DUP	10.51450.	\$8,384	\$8,384	\$0	
ASSESSOR	10.51540.	\$54,412	\$48,912	-\$5,500	Contract amount reduced
ANNEXATION PROPERTY TAX	10.51550.	\$0	\$390	\$390	Annexation Wheaton Property 2015
FINANCE	10.51560.	\$19,425	\$24,425	\$5,000	**Health Insurance Opt Out Increase
INDEPENDENT AUDITING	10.51580.	\$26,700	\$26,700	\$0	
CITY ATTORNEY	10.51610.	\$71,489	\$72,199	\$710	Includes 1% increase
SPECIAL LEGAL COUNSEL	10.51620.	\$18,000	\$18,000	\$0	
CODIFICATION OF ORDINANCES	10.51630.	\$2,500	\$2,500	\$0	
CITY PLANNER	10.51720.	\$2,150	\$2,125	-\$25	Reduction in postage account
ZONING (PUB OF LEGAL NOTICES)	10.51730.	\$750	\$750	\$0	
ECON. & INDUST DEVELOP	10.51740.	\$30,260	\$30,130	-\$130	Reduction in marketing activities account
CITY HALL	10.51810.	\$43,910	\$43,910	\$0	
TAX REFUNDS/CHARGEBACKS	10.51910.	\$10,210	\$10,210	\$0	
PROPERTY INSURANCE	10.51940.	\$182,483	\$182,483	\$0	Might change depending on quotes
POLICE/FIRE COMMISSION	10.52050.	\$4,000	\$4,000	\$0	
POLICE DEPT	10.52100.	\$337,822	\$342,822	\$5,000	**Health Insurance Opt Out Increase *Also add \$15,000 TAC 10 License Maint Fees *Omitted Budget Request
FIRE DEPT	10.52200.	\$221,400	\$227,900	\$6,500	**Health Insurance Opt Out Increases
HAZ MAT	10.52250.	\$50,000	\$50,000	\$0	
BUILDING INSPECTOR	10.52310.	\$7,886	\$7,886	\$0	
SEALER OF WEIGHTS/MEASURES	10.52360.	\$4,400	\$4,400	\$0	
TORNADO WARNING SYSTEM	10.52430.	\$4,250	\$4,250	\$0	
DAM MAINTENANCE	10.52440.	\$6,295	\$6,295	\$0	
ST DEPT/REP/MAINT BUILDINGS	10.53110.	\$8,000	\$10,500	\$2,500	
CITY SHOP	10.53120.	\$196,000	\$189,150	-\$6,850	
SUPERINTENDENT OF STREETS	10.53210.	\$5,930	\$5,930	\$0	
DIRECTOR OF P. W.	10.53290.	\$19,550	\$17,550	-\$2,000	**Health Insurance Opt Out Decrease

ST DEPT EMTL TESTING	10.53310.	\$3,000	\$1,500	-\$1,500	
MAINT OF ST/SIDEWALKS	10.53330.	\$1,500	\$0	-\$1,500	
SURFACE SEALING	10.53340.	\$72,385	\$92,435	\$20,050	
ST CLEANING/FLUSHING(REFUSE)	10.53350.	\$2,500	\$2,500	\$0	
SNOW/ICE REMOVAL	10.53360.	\$104,500	\$94,500	-\$10,000	
TREE/BRUSH CONTROL	10.53370.	\$900	\$900	\$0	
STREET SIGNS/MARKINGS	10.53380.	\$16,000	\$16,000	\$0	
CURB GUTTER MAINTENANCE	10.53390.	\$9,000	\$9,000	\$0	
STREET LIGHTING	10.53420.	\$174,500	\$172,500	-\$2,000	
SIDEWALK/CROSSWALK MAINT	10.53430.	\$8,000	\$8,000	\$0	
TRAFFIC CONTROLS	10.53450.	\$10,000	\$9,500	-\$500	
BRIDGES	10.53460.	\$2,000	\$2,000	\$0	
DRINKING FOUNTAINS	10.53490.	\$200	\$0	-\$200	
MASS TRANSIT	10.53530.	\$295,724	\$298,060	\$2,336	Increase for signage of vehicles-still under review
HEALTH OFFICER	10.54110.	\$1,540	\$1,900	\$360	Increase for annual license inspection
POLICE DEPT (ANIMAL CONTROL)	10.54310.	\$15,349	\$15,328	-\$21	
SOCIAL SERVICES	10.54500.	\$23,005	\$23,005	\$0	
LIBRARY	10.55110.	\$234,704	\$234,704	\$0	
P&R ADMIN	10.55210.	\$25,433	\$21,268	-\$4,165	
CITY CELEBRATIONS	10.55220.	\$2,495	\$2,495	\$0	
RECREATION	10.55310.	\$34,313	\$32,445	-\$1,868	
SPORTS COMPLEX	10.55320.	\$78,070	\$71,060	-\$7,010	
CABLE TELEVISION	10.55370.	\$40,000	\$40,000	\$0	
OUTDOOR POOL	10.55410.	\$55,150	\$58,280	\$3,130	Increase for lifeguard pay
ZOO	10.55420.	\$41,490	\$46,365	\$4,875	Increase for Welcome Center
PARKS	10.55510.	\$105,200	\$105,460	\$260	
FORESTRY	10.55610.	\$22,250	\$22,250	\$0	
WEED CONTROL	10.55630.	\$1,200	\$1,200	\$0	
LANDFILL SITE MAINTENANCE	10.57220.	\$7,900	\$7,900	\$0	
YARD WASTE DISPOSAL	10.57230.	\$9,000	\$9,000	\$0	
RECYCLING ACTIVITIES	10.57240.	\$165,925	\$166,606	\$681	Increase in Co Recycling Coordinator Fee (5%)
TRANSFER TO OTHER FUNDS	10.59210.	\$0	\$0	\$0	
NUISANCE CLEANUP	10.61011.	\$1,500	\$1,500	\$0	
SIDEWALK CONSTRUCTION	10.64010.	\$15,000	\$15,000	\$0	
2015 ADOPTED VS 2016 PROPOSED		<b>\$3,597,989</b>	<b>\$3,606,512</b>	<b>\$8,523</b>	<b>**\$14,500 opt out increases</b>
		<b>Adopted</b>			

2016 OPERATIONAL PUBLIC WORKS AND STREETS OVERALL IMPACT		
10.51810.	CITY HALL	\$0
10.52430.	TORNADO WARNING SYSTEM	\$0
10.52440.	DAM MAINTENANCE	\$0
10.53110.	ST DEPT/REP/MAINT BUILDINGS	\$2,500
10.53120.	CITY SHOP	-\$6,850
10.53210.	SUPERINTENDENT OF STREETS	\$0
10.53290.	DIRECTOR OF P. W.	-\$2,000
10.53310.	ST DEPT EMPL TESTING	-\$1,500
10.53330.	MAINT OF ST/SIDEWALKS	-\$1,500
10.53340.	SURFACE SEALING	\$20,050
10.53350.	ST CLEANING/FLUSHING(REFUSE)	\$0
10.53360.	SNOW/ICE REMOVAL	-\$10,000
10.53370.	TREE/BRUSH CONTROL	\$0
10.53380.	STREET SIGNS/MARKINGS	\$0
10.53390.	CURB GUTTER MAINTENANCE	\$0
10.53420.	STREET LIGHTING	-\$2,000
10.53430.	SIDEWALK/CROSSWALK MAINT	\$0
10.53450.	TRAFFIC CONTROLS	-\$500
10.53460.	BRIDGES	\$0
10.53490.	DRINKING FOUNTAINS	-\$200
10.55630.	WEED CONTROL	\$0
10.57220.	LANDFILL SITE MAINTENANCE	\$0
10.57230.	YARD WASTE DISPOSAL	\$0
10.64010.	SIDEWALK CONSTRUCTION	\$0
NET OPERATIONAL BUDGETIMPACT		-\$2,000

2016 OPERATIONAL PARKS & RECREATION OVERALL IMPACT		
10.55210.	P&R ADMIN	-\$4,165
10.55310.	RECREATION	-\$1,868
10.55320.	SPORTS COMPLEX	-\$7,010
10.55410.	OUTDOOR POOL	\$3,130
10.55420.	ZOO	\$4,875
10.55510.	PARKS	\$260
10.55610.	FORESTRY	\$0
TOTAL DECREASE IN EXPENSES		-\$4,778

**2016 OMITTED BUDGET REQUESTS**

Committee #1 Discussion - October 14, 2015

DEPARTMENT	ESTIMATED COST	OMITTED ITEM DESCRIPTION
City Clerk	\$175	Increase in Publication of Legal Notices
Police Department	\$11,000	10 Body Cameras
	\$18,000	Recording Equipment
	\$25,000	5 In-Car Camera Systems
	\$27,000	Storage/Software for Video Management
	\$5,000	Construct Range Building as Enclosed Structure
	\$8,000	Landscape Wall on East Side of Police Dept
	\$94,000	
Fire Department	\$3,100	ReLiving Counseling Agency
Data Processing	\$1,000	Install Emergency Phones in Vaults
	\$1,400	3 New Mitel Headsets
	\$5,500	Mitel VOIP Phone Replacement (Done in Phases)
	\$7,900	
Outdoor Pool	\$10,000	Pool Lift/Handrail
Forestry	\$16,650	Tree Inventory and EAB Response Plan (DNR Grant Match)
<b>TOTAL OMITTED BUDGET REQUESTS</b>	<b>\$131,825</b>	

DEPARTMENT PERSONNEL	ESTIMATED COST	OMITTED ITEM DESCRIPTION
		School Resource Officer (Middle School) (Request withdrawn for 2016 Budget due to lack of funding from school)
Police Department	Full-time	Community Service Officer
	Part-time	
Parks & Recreation	Full-time	Park Maintenance/Zoo Assistant Starting September 1, 2016
Street Department	25% Part-time	Office Assistant

September 2, 2015

Date

## 2016 Omitted Budget Request

Prepared by: Bridget Givens  
Department: Clerk  
Account Number: 10.51410.5321  
Account Name: Publication of Legal Notices  
Dollar Amount Requested: \$175.00

USE this form to submit items you did not include in your line item budget requests due to the 0% increase directive.

2011 Actual \$7,091.29

2012 Actual \$6,823.15

2013 Actual \$7,008.76

2014 Actual \$7,647.43

2015 YTD \$5,163.74 (as of 7/31/15)

Four-Year Average \$7,142.66

Comments by Reviewer:



Date: September 21, 2015

**2016 Omitted Operating Budget Justification Sheet**

Prepared by: WENDY L. STELTER

Department: POLICE DEPARTMENT

Account Number:

Account Name:

Dollar Amount Requested: \$51,000-\$94,000

DETAILED description of each budget item except those related to wages, salaries and fringe benefits (these will be completed by Administration/Finance).

\*According to the current 2015 PD Budget Balance, the PD should have an overall budget balance (if carried over into 2016) that could satisfy some of these requests.

**1. Integrated Body Camera, In-Car Video, and Interview Rooms Video System - \$38,000.00 to \$81,000.00  
(To be presented to Committee Members in detail)**

- A. We recently completed significant research on a video recording system that connects body cameras, in-car video, and interview rooms to each other and to our records management system. CFPD currently has 5 body cameras that are 3 years old; however, only two are in working order. They have a poor charging port and the company is unable to fix the issue. This is a common complaint filed by other law enforcement agencies who also own this first generation camera. I suggest purchasing 10 body cameras, which will allow for 24/7 utilization for each patrol shift and investigation division, as part of an integrated system- Approximately \$11,000.00.
- B. We have three interview rooms and, by statute, we are required to record most interviews. The current system is over 25 years old and uses outdated technology. I suggest purchasing and installing new recording equipment that will download all interviews directly to our records management system. This system would integrate with all other PD video. The approximate cost for three interview rooms is \$18,000.00 (with install).
- C. The five police squad in-car video systems are nearing 4 years old. IT advises life expectancy on these units to be 5 years. I would recommend purchasing and installing an

Comments by Reviewer: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

in-car system that integrates with the rest of the PD's video and could be linked to our current records management system. The quote for 5 in-car camera systems is \$25,000.00

- D. With all the video from multiple units and types of recording devices, we need a significant amount of storage and back up storage, as well as software for video management - Approximately \$27,000.00 (includes wireless access, training, and provides backup server).

\*Priority would be to purchase the 10 body cameras and purchase the server and software for the data storage and backup in 2016. (11,000 + 27,000 = \$38,000)

The in-car video and interview room video recording could be put off until 2017.

(18,000 + 25,000 = \$43,000)

## **2. Range Building - \$5,000.00**

- A. In the 2016 Budget, I budgeted (\$7,000 including labor) for a pavilion type range building with the plan of enclosing this building with 2017 budget funds. If funding allowed for the completion of enclosing this building in 2016, I would prefer to do that. To construct the range building as a fully enclosed structure, bids indicate approximately \$5,000 additional dollars are necessary, for a total cost of \$12,000.00 with labor included.

## **3. Landscape Wall on East Side of PD Building - Approximately \$8,000.00**

- A. The block wall between the sidewalk and the front/east side of the PD building is in need of significant repair. The limestone block is deteriorating/crumbling and has been for several years. Each year, maintenance has been applying a sealant to prevent further decay; however, this application is no longer having an impact. Additionally, due that the wall is solid and does extend to the line of sight at the intersection of Island and Central Street, we have had complaints of poor visibility by travelers on Island Street, looking to the west (Central Street). I would propose that the wall (or a portion of it) be removed and some type of "see through" railing be installed. The wall is elevated; therefore, there will be some elevation landscaping necessary. I have not pursued bids at this time; therefore, the above is an approximate that would include a new design based upon building and sidewalk elevations, removal and disposal of current wall, purchase and install of railing and landscape material.

Comments by Reviewer: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

September 21, 2015

Date

## 2016 Omitted Budget Request

Prepared by: Mike Hepfler, Fire Chief

Department: Fire

Account Number: 10.52200.5900

Account Name: Employee Physical Exams

Dollar Amount Requested: \$3,100.00

USE this form to submit items you did not include in your line item budget requests due to the 0% increase directive.

The Chippewa Falls Fire & Emergency Services Department works very closely and interacts with the staff at both L.E. Phillips and St. Joseph's Hospital when handling calls on a daily basis. L.E. Phillips and St. Joseph's Hospital provides the EAP Services for the City of Chippewa Falls.

When an employee is seeking counseling from the provided EAP program some of the same personnel from either facility may be part of the counseling process which may prevent the employee from asking for counseling because of the close acquaintance.

An alternative program, ReaLiving Counseling Agency provides an EAP program specific to the needs of protected services personnel. They also provide personal and professional coaching, management consultation, crisis support, legal consultation, wellness newsletter, etc.

Recently a retired firefighter committed suicide.

An EAP program such as this may have helped in his case.

Merging with the Chippewa Falls Police Department whom already have ReaLiving services will bring a cost savings per employee for both departments.

Comments by Reviewer:

9/24/2015

Date

## 2016 Omitted Budget Request

Prepared by: Connie Freagon  
Department: \_\_\_\_\_  
Account Number: \_\_\_\_\_  
Account Name: \_\_\_\_\_  
Dollar Amount Requested: \$1,000

USE this form to submit items you did not include in your line item budget requests due to the 0% increase directive.

Estimated cost for Marco to install emergency phones in vaults. Wiring is completed.

Comments by Reviewer:

9/24/2015

Date

## 2016 Omitted Budget Request

Prepared by: Connie Freagon  
Department: \_\_\_\_\_  
Account Number: \_\_\_\_\_  
Account Name: \_\_\_\_\_  
Dollar Amount Requested: \$1,400

USE this form to submit items you did not include in your line item budget requests due to the 0% increase directive.

Replace older version of the Mitel headsets - 3 headset @ \$350 plus installation costs.

Comments by Reviewer:

9/24/2015

Date

## 2016 Omitted Budget Request

Prepared by: Connie Freagon  
Department: \_\_\_\_\_  
Account Number: \_\_\_\_\_  
Account Name: \_\_\_\_\_  
Dollar Amount Requested: \$5,500

USE this form to submit items you did not include in your line item budget requests due to the 0% increase directive.

Replace older version of the Mitel VOIP phones, model 5212,5220 and 5224. 46 phones to replace at \$250 - \$300 each. Plus any potential installation costs.

Phase in approach - 16 in 2016, 16 in 2017, 14 in 2018.

Comments by Reviewer:

9/24/15

Date

## 2016 Omitted Budget Request

Prepared by: Tommy Eisenhauer  
Department: Parks, Recreation & Forestry Dept.  
Account Number: 10.55410.5299  
Account Name: Miscellaneous Contractual  
Dollar Amount Requested: \$10,000

USE this form to submit items you did not include in your line item budget requests due to the 0% increase directive.

Carrico Aquatic Resources, Inc. was brought in to do an ADA Assessment for the Bernard F. Willi Pool to determine if we were compliant with the laws implemented in 2010. It was determined that in order for the pool to be compliant we must install a handrail on the stairs near the slide and a lift for patrons with disabilities and limited mobility. This request is based on the quote to become compliant with these recommendations.

Pool Lift "Pro Pool XR" - \$6500.00  
Concrete work and lift installation - \$3000.00  
Handrail - \$400.00  
Handrail Installation - \$100.00

Comments by Reviewer:

10/16/2015

Date

## 2016 Omitted Budget Request

Prepared by: Dick Hebert

Department: Parks, Recreation & Forestry Department

Account Number: 10.55610.5349

Account Name: Forestry - Operating Supplies

Dollar Amount Requested: \$16,650

USE this form to submit items you did not include in your line item budget requests due to the 0% increase directive.

The dollar amount requested will be needed if the City is awarded to 50% matching DNR Grant to complete a Tree Inventory and EAB Response Plan. There may be a revenue source from timber sales from thinning Park and Public Works Forests.

Comments by Reviewer:



The Mission of the

# Chippewa Falls Police Department



To Provide Quality Policing ~  
Through Community Partnerships  
that Focus on Problem Solving &  
Through Employees who  
are Driven to Fight Crime.

**TO:** Finance Manager Lynne Bauer  
**FROM:** Chief Stelter *WS*  
**DATE:** September 23, 2015  
**RE:** 2016 Police Department Budget

The 2016 Police Department Budget is presented with a zero percent increase; however, I want to bring your attention to Account 10.52100.5346 – Uniforms. The Police Department will receive federal grant funds for a specified amount as noted, once we purchase five ballistic vests. As a result, I reduced this account by the amount of the grant that we are already approved to receive.

Additionally, I would request an opportunity to discuss adding two police department positions.

1. School Resource Officer- this position would be a full-time sworn position and would (primarily) be responsible for the Middle School. The position would provide (as needed) back up to the HS SRO position. I have a meeting scheduled with the Superintendent in October.  
This added position would require an increase in two PD Budget Accounts- Initial Issue and Uniforms.
2. Community Service Officer- this position would be a half-time sworn position and would be responsible for such things as: investigating animal complaints, enforcing animal violations, initiating and investigating nuisance complaints while assisting the City Inspector, enforcing parking violations while assisting the part-time Parking Enforcement Officer, and other patrol activities as assigned, etc. This position would be trained as a sworn officer and would be encouraged to accept overtime patrol hours at their regular rate, until the total hours worked reached a required overtime rate. This position would likely require a vehicle that supports the primary responsibility of investigating animal complaints. Additionally, this added position would require an increase in two PD Budget Accounts-Initial Issue and Uniforms.

I am currently preparing position descriptions for each proposed position.

If you have any questions or concerns with the above proposal or the presented 2016 Budget, please let me know.

**NEW PERSONNEL REQUEST FORM**

<u>Parks and Rec Dept</u>	<u>Park Maintenance/Zoo Assistant</u>	<u>100% FTE</u>	
<u>Requesting Department</u>	<u>Job Title</u>	<u>% of FTE (Note: if LTE or Seasonal)</u>	
<u>September 1, 2016</u>	<u>Union</u>	<u>Class Two/Start</u>	<u>\$18.11/Hour</u>
<u>Date Position Begins</u>	<u>Union or Managerial</u>	<u>Grade/Step</u>	<u>Hourly Rate</u>

**Justification for this request:**

*(Please give a 2-4 sentence narrative why this position is essential to departmental operations)*

The new Riverfront Park upkeep and maintenance will require the hiring of an additional Full-time maintenance employee. The start date will be dependent on the future construction schedule.

**How will the position be funded?**

*(Please indicate any resources beyond property taxes such as fees, grants, donations etc.)*

There may be future Park Rental Fees for Special Events.

**Additional information regarding this request:**

***Recommendation***

***(Administration/Mayor):*** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NEW PERSONNEL REQUEST FORM**

<u>Street Dept.</u>	<u>Office Assistant</u>	<u>25%</u>	
Requesting Department	Job Title	% of FTE (Note: if LTE or Seasonal)	
<u>A.S.A.P.</u>	<u>Non-union</u>	<u>N/A</u>	<u>\$18.10</u>
Date Position Begins	Union or Managerial	Grade/Step	Hourly Rate

**Justification for this request:**

*(Please give a 2-4 sentence narrative why this position is essential to departmental operations)*

This position was funded for six months last year the monies carried over from previous years. It allowed a mechanic to spend more time in the shop fixing equipment. If this position is not funded the mechanic will resume the duties again at a much higher hourly rate.

**How will the position be funded?**

*(Please indicate any resources beyond property taxes such as fees, grants, donations etc.)*

Part of her time is spent of the gas system. That time could be split between all Dept. The Street Dept. has been paying the entire cost for a long time.

**Additional information regarding this request:**

The existing person is also working part-time for the Engineering Dept.

***Recommendation***

***(Administration/Mayor):*** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## 2016 CAPITAL PROJECTS/EQUIPMENT REQUESTS

Committee #1 Discussion - October 14, 2015

DEPARTMENT	ESTIMATED COST	ITEM(S) REQUESTED	Included in Capital Items Discussion
Fire	\$185,000	Ambulance Replacement	Yes - 2016 Schedule
	\$52,000	Cardiac Monitor Replacement (2)	Yes - 2016 Schedule
	\$237,000		
Library	\$49,700	Air Conditioning Replacement	No - New Request
	\$50,000	Replace Hydraulic Cylinder on Elevator	No - New Request
	\$99,700		
Parks & Recreation (For Downtown Entrance Park)	\$83,000	Bobcat 5600	Yes - 2017 Schedule
	\$25,000	1/2 Ton Pick Up Truck	No - New Request
	\$14,000	72" Mower with Bagger	No - New Request
	\$4,000	42" Mower with Bagger	No - New Request
	\$4,500	16' Trailer	No - New Request
	\$350	Trimmer	No - New Request
	\$130,850		
Street	\$175,000	Plow/Dump Truck	Yes - 2016 Schedule
	\$56,000	T-2 Asphalt Recycler	No - New Request
	\$35,000	1-Ton Truck	Yes - 2016 Schedule
	\$35,000	4-Ton Asphalt Patch Trailer	Yes - 2016 Schedule
	\$16,000	1/2 Ton Manager's Patrol Truck	Yes - 2017 Schedule
	\$317,000		
<b>TOTAL REQUESTS</b>	<b>\$784,550</b>		

**CAPITAL PROJECT OR EQUIPMENT REQUEST SHEET  
2016 CAPITAL IMPROVEMENT PLAN**

Project Title: Ambulance replacement

Department Requesting Project: Fire

**Brief Project Description:**

Replace Medic #4 which is a 2003 Ford E-450/Road Rescue, 7.3 liter power stroke diesel engine.

Mileage: 117,372

Hours: 9,107

**Project Cost Breakdown:**

				<u>\$185,000</u>
	<u>Engineering</u>	<u>Construction</u>	<u>Other</u>	<u>% Contingency</u>
				<u>Total</u>
<b>Funding:</b>				
	<b>2015</b>		<b>2016</b>	
<b>Year (s)</b>				
General Fund	_____	_____ %	_____	_____ %
Borrowing	_____	_____ %	<u>185,000</u>	<u>100</u> %
Assessable	_____	_____ %	_____	_____ %
Grants	_____	_____ %	_____	_____ %
Utility	_____	_____ %	_____	_____ %
Other	_____	_____ %	_____	_____ %
<b>Estimated Revs.</b>				
<b>All Sources</b>	_____	<u>100</u> %	_____	<u>100</u> %

Life Span if Applicable: 10 years

**CAPITAL PROJECT OR EQUIPMENT REQUEST SHEET  
2016 CAPITAL IMPROVEMENT PLAN**

**Cardiac Monitor replacement (2)**

Project Title: \_\_\_\_\_

Department Requesting Project: Fire

**Brief Project Description:**

Replace (2) two Phillips Cardiac Monitors which were purchased through a grant in 2008. Estimated cost for replacement is \$26,000.00 per unit with trade in.

**Project Cost Breakdown:**

				<u>\$52,000.00</u>
	<u>Engineering</u>	<u>Construction</u>	<u>Other</u>	<u>% Contingency</u>
				<u>Total</u>
<b>Funding:</b>				
	<b>2015</b>		<b>2016</b>	
Year (s)				
General Fund	_____	_____ %	<u>52,000</u>	<u>100</u> %
Borrowing	_____	_____ %	?	_____ %
Assessable	_____	_____ %	_____	_____ %
Grants	_____	_____ %	_____	_____ %
Utility	_____	_____ %	_____	_____ %
Other	_____	_____ %	_____	_____ %
<b>Estimated Revs.</b>				
<b>All Sources</b>	_____	<u>100</u> %	_____	<u>100</u> %
<b>Life Span if Applicable:</b>	<u>8</u>			years

**CAPITAL PROJECT OR EQUIPMENT REQUEST SHEET  
2016 CAPITAL IMPROVEMENT PLAN**

Project Title: Replacement of Air conditioning Unit  
 Department Requesting Project: Chippewa Falls Public Library

**Brief Project Description:**

Proposed is for replacement of the existing air conditioning unit. This unit is old and utilizes R22 refrigerant which is currently being phased out.

**Project Cost Breakdown:**

_____	_____	49,700.00	_____	49,700.00
Engineering	Construction	Other	% Contingency	Total

<b>Funding:</b>	2016		2017	
Year (s)				
General Fund	_____	____%	_____	____%
Borrowing	49,700.00	100%	_____	____%
Assessable	_____	____%	_____	____%
Grants	_____	____%	_____	____%
Utility	_____	____%	_____	____%
Other	_____	____%	_____	____%
<b>Estimated Revs. All Sources</b>	<b>49,700.00</b>	<b>100 %</b>	_____	<b>100 %</b>

Life Span if Applicable: \_\_\_\_\_ years

**CAPITAL PROJECT OR EQUIPMENT REQUEST SHEET  
2016 CAPITAL IMPROVEMENT PLAN**

Project Title: Refurnish Elevator

Department Requesting Project: Chippewa Falls Public Library

**Brief Project Description:**

Propose to furnish the necessary materials and labor to remove and replace the existing hydraulic cylinder on elevator number ACG394 based on the following: New Cylinder with Sealed PVC protection, a new plunger,

**Project Cost Breakdown:**

_____	_____	<u>50,000</u>	_____	<u>50,000</u>
Engineering	Construction	Other	% Contingency	Total

Funding:	2016		2017	
Year (s)				
General Fund	_____	____%	_____	____%
Borrowing	<u>50,000</u>	<u>100</u> %	_____	____%
Assessable	_____	____%	_____	____%
Grants	_____	____%	_____	____%
Utility	_____	____%	_____	____%
Other	_____	____%	_____	____%
<b>Estimated Revs. All Sources</b>	<u>50,000</u>	<u>100</u> %	_____	<u>100</u> %

Life Span if Applicable: \_\_\_\_\_ years



**CAPITAL PROJECT OR EQUIPMENT REQUEST SHEET  
2016 CAPITAL IMPROVEMENT PLAN**

**Riverfront Park Equipment Needs**

Project Title: \_\_\_\_\_  
 Department Requesting Project: Parks, Recreation & Forestry Dept.

**Brief Project Description:**

Below is a list of equipment that should be purchased to maintain new Riverfront Park.  
 Bobcat 5600, \$83,000.00 (Replaces Dept. 1996 John Deere Compact Tractor); 1/2 Ton Pick Up  
 Truck, \$25,000.00; MOWER - 72", with Bagger \$14,000.00; MOWER - 42", with Bagger  
 \$4000.00, Trailer - 16' \$4,500.00; Trimmer, \$350.  
 Total Estimated Estimated Equipment Cost = \$130,850.

**Project Cost Breakdown:**

	Engineering	Construction	Other	% Contingency	Total
<b>Funding:</b>					
<b>Year (s)</b>		2016			2017
General Fund		_____	_____ %		_____ %
Borrowing		_____	_____ %		_____ %
Assessable		_____	_____ %		_____ %
Grants		_____	_____ %		_____ %
Utility		_____	_____ %		_____ %
Other		_____	_____ %		_____ %
<b>Estimated Revs.</b>					
<b>All Sources</b>		_____	<b>100 %</b>		_____ <b>100 %</b>

Life Span if Applicable: \_\_\_\_\_ years

**CAPITAL PROJECT OR EQUIPMENT REQUEST SHEET  
2016 CAPITAL IMPROVEMENT PLAN**

Project Title: Plow/Dump Truck

Department Requesting Project: Street Dept.

**Brief Project Description:**

Our existing trucks are 20 plus years old. Parts are getting obsolete. This truck would be able to haul more allowing us to get more material to the work site with less trips.

**Project Cost Breakdown:**

Engineering	Construction	Other	% Contingency	Total
				\$175,000.00

Funding:	2016		2017	
Year (s)				
General Fund	_____	____%	_____	____%
Borrowing	_____	____%	_____	____%
Assessable	_____	____%	_____	____%
Grants	_____	____%	_____	____%
Utility	_____	____%	_____	____%
Other	_____	____%	_____	____%
<b>Estimated Revs. All Sources</b>	_____	<b>100 %</b>	_____	<b>100 %</b>

Life Span if Applicable: 10 - 15 years

**CAPITAL PROJECT OR EQUIPMENT REQUEST SHEET  
2016 CAPITAL IMPROVEMENT PLAN**

Project Title: T-2 Asphalt Recycler  
 Department Requesting Project: Street Dept.

**Brief Project Description:**

The T-2 Asphalt Recycler is a mini asphalt plant. With it we can take old asphalt and recycle it into a like new hot mix. This would eliminate the use of expensive poor quality cold mix for winter patching. Recycling has the potential to save \$9, 000.00 per year. The quote we have is for a 2012 Demo. model with 30hrs on it.

**Project Cost Breakdown:**

				<u>\$56,000.00</u>
	<u>Engineering</u>	<u>Construction</u>	<u>Other</u>	<u>% Contingency</u>
				<u>Total</u>
<b>Funding:</b>				
	<b>2016</b>		<b>2017</b>	
<b>Year (s)</b>				
General Fund	_____	_____ %	_____	_____ %
Borrowing	_____	_____ %	_____	_____ %
Assessable	_____	_____ %	_____	_____ %
Grants	_____	_____ %	_____	_____ %
Utility	_____	_____ %	_____	_____ %
Other	_____	_____ %	_____	_____ %
<b>Estimated Revs.</b>				
<b>All Sources</b>	_____	<b>100 %</b>	_____	<b>100 %</b>

Life Span if Applicable: 10 years

**CAPITAL PROJECT OR EQUIPMENT REQUEST SHEET  
2016 CAPITAL IMPROVEMENT PLAN**

Project Title: One Ton Truck

Department Requesting Project: Street Dept.

**Brief Project Description:**

This would replace 1997 one ton truck. This would be for a chassis only. Existing dump body are in good shape and should make one more chassis change.

**Project Cost Breakdown:**

				<u>\$35,000.00</u>
<u>Engineering</u>	<u>Construction</u>	<u>Other</u>	<u>% Contingency</u>	<u>Total</u>

<b>Funding:</b>	<b>2016</b>		<b>2017</b>	
<b>Year (s)</b>				
General Fund	_____	_____%	_____	_____%
Borrowing	_____	_____%	_____	_____%
Assessable	_____	_____%	_____	_____%
Grants	_____	_____%	_____	_____%
Utility	_____	_____%	_____	_____%
Other	_____	_____%	_____	_____%
<b>Estimated Revs.</b>				
<b>All Sources</b>	_____	<b>100 %</b>	_____	<b>100 %</b>

Life Span if Applicable: 10 years

**CAPITAL PROJECT OR EQUIPMENT REQUEST SHEET  
2015 CAPITAL IMPROVEMENT PLAN**

Project Title: 4-Ton Asphalt Patch Trailer

Department Requesting Project: Street Dept.

**Brief Project Description:**

Our existing 2-ton patch trailer was purchased in 1997. The normal life span is 10 years. When out patching we use approx 4-ton of hot mix per day. That is 2 - 45min. trips to Sem Black top per day. This trailer also has many added feature to make it safer and easier to operate. One feature is reclaiming old hot mix which would account for a savings of \$2,500.00 per year. The larger capacity would account for a savings of \$1500.00 per year.

**Project Cost Breakdown:**

				<b>\$35,000.00</b>
<u>Engineering</u>	<u>Construction</u>	<u>Other</u>	<u>% Contingency</u>	<u>Total</u>

<b>Funding:</b>	<b>2015</b>		<b>2016</b>	
<b>Year (s)</b>				
General Fund	_____	____%	_____	____%
Borrowing	_____	____%	_____	____%
Assessable	_____	____%	_____	____%
Grants	_____	____%	_____	____%
Utility	_____	____%	_____	____%
Other	_____	____%	_____	____%
<b>Estimated Revs.</b>				
<b>All Sources</b>	_____	<b>100 %</b>	_____	<b>100 %</b>

Life Span if Applicable: 10 years

**CAPITAL PROJECT OR EQUIPMENT REQUEST SHEET  
2016 CAPITAL IMPROVEMENT PLAN**

Project Title: 1/2 Ton Managers Patrol Truck

Department Requesting Project: Street Dept.

**Brief Project Description:**

This expense would be shared. Approx. 50% Street, 30% Water and 20% Storm water. This request would be for the Street Dept. portion.

**Project Cost Breakdown:**

Engineering	Construction	Other	% Contingency	Total
				\$16,000.00

Funding:	2016		2017	
Year (s)				
General Fund	_____	____%	_____	____%
Borrowing	_____	____%	_____	____%
Assessable	_____	____%	_____	____%
Grants	_____	____%	_____	____%
Utility	_____	____%	_____	____%
Other	_____	____%	_____	____%
<b>Estimated Revs. All Sources</b>	_____	<b>100 %</b>	_____	<b>100 %</b>

Life Span if Applicable: 10 years



**MINUTES**  
**JOINT MEETING BETWEEN**  
**Committee No. 1**  
**Revenues, Disbursements, Water and Wastewater**  
**and**  
**Committee No. 2**  
**Labor Negotiations, Personnel, Policy & Administration**  
**October 27, 2015**

**Committee #1 - Revenues, Disbursements, Water and Wastewater met on Tuesday, October 27, 2015 at 8:00 AM in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.**

Committee Members present: CW King, Chuck Hull, Rob Kiefer, John Monarski, and Brent Ford.

Mayor/Other Council Members present: None

Others present: Finance Manager/Treasurer Lynne Bauer, Fire Chief Mike Hepfler, and City Clerk Bridget Givens.

Call to Order: 8:00 AM

**1. Open Session**

**2. Closed Session**

**Motion by Ford/Kiefer** to go into Closed Session under Wis. Stats. Sec. 19.85(1)(e) for "deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting public business with competitive or bargaining implications" to a) Discuss labor negotiation issues and strategies; and to include Council Members, Finance Manager, Fire Chief, and City Clerk; may return to Open Session. **Roll Call Vote: Aye – Ford, Kiefer, Monarski, King, Hull. Motion carried.**

The Committee discussed labor negotiation issues and strategies.

**Motion by Kiefer/Hull** to return to Open Session. **All present voting aye, motion carried.**

**3. Discuss preliminary 2016 Budget data. Possible recommendations to the Council.**

This item will be discussed further at the next meeting scheduled for Monday, November 2<sup>nd</sup> at 8:00 am.

No action taken.

**4. Adjournment**

**Motion by Kiefer/Ford** to adjourn at 8:50 am. **All present voting aye, motion carried.**

Minutes submitted by,  
Lynne Bauer, Finance Manager/Treasurer



**MINUTES**  
**COMMITTEE #1**  
**REVENUES, DISBURSEMENTS, WATER AND WASTEWATER**  
**October 27, 2015**

**Committee #1 - Revenues, Disbursements, Water and Wastewater met on Tuesday, October 27, 2015 at 9:00 AM in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.**

Committee Members present: Rob Kiefer, John Monarski, and Brent Ford.

Mayor/Other Council Members present: Mayor Hoffman

Others present: Finance Manager/Treasurer Lynne Bauer, City Clerk Bridget Givens, Director of Public Works/City Engineer/Utilities Manager Rick Rubenzer, Assistant City Engineer Rob Krejci, Wastewater Supervisor Georg Hobbs, Water Supervisor Rory Olson, Utilities Office Manager Connie Freagon, and Chippewa Falls Area Senior Center Representatives Angie Walker and Bob Jorsch.

Call to Order: 9:00 AM

**1. Presentation from Chippewa Falls Area Senior Center regarding request for 2016 funding from the City. Possible recommendations to the Council.**

Angie Walker and Bob Jorsch of the Chippewa Falls Area Senior Center appeared to present their request for funding from the City and provide an overview of the services and activities they provide to the community and their members.

**No action taken.**

**2. Review Utility Department Budgets. Possible recommendations to the Council.**

Director of Public Works/City Engineer/Utilities Manager Rubenzer provided a budget recap for the Utility Department (a copy of which is attached) including revenues, operational expenses, capital expenditures, and projects in process.

The Utility Budget will be voted on at a future meeting.

**No action taken.**

**3. Review preliminary 2016 Budget data. Possible recommendations to the Council.**

Finance Manager Bauer provided an update on progress with the budget including revenues, wages and benefits, and omitted budget requests. Discussion was had regarding the three positions that were requested including possible avenues for funding the positions.

Areas where there was potential to decrease the budget were also discussed including reducing the Wellness Committee budget, changes to the City cell phone policy, and a reduction in postage budgets.



The Committee also discussed the policies surrounding the care and maintenance of trees in the boulevard. Discussion on these items will continue at the next Committee #1 Meeting.

**No action taken.**

**4. Adjournment.**

**Motion by Ford/Monarski to adjourn at 10:33 am. All present voting aye, motion carried.**

**Minutes submitted by,  
Lynne Bauer, Finance Manager/Treasurer**

**Department of Public Utilities**  
**2016 Budget Recap**  
10/22/16

### **Water Department**

**Revenues** – The Water Utility rates increased January 1, 2015. 2016 will be the first year the full increase will be recognized. Tower lease payments reflect a small increase, miscellaneous non-operating income varies with projects however figures are unavailable for this budget.

**Expenditures** – The Water Department overall operational 2016 budget reflects an increase of \$6,087 over 2015.

Increase in expense:

- Increase expected in maintenance of pumphouse structures, net \$434
- Increase in materials and supplies from replacing construction safety equipment, net \$2,500
- Increase in meter expense due to changes in accounting for ERT's, \$7,500

Decrease in expense:

- Decrease \$5,960 due to decrease in long term interest expense

### **Wastewater Department**

**Revenues** – The Utility is in the process of a rate study, user charges are left stagnant from 2015 budget as the result of the study are unknown. Income from liquid waste disposal recognizes a sizable increase due to the acceptance of leachate and increase in hauled waste.

**Expenditures** – The Wastewater Department overall operational 2016 budget reflects an increase of \$7,384 over 2015.

Increase in expense:

- Increase expected in energy expense. \$4,900
- Increase in outside lab expense both in cost and number of tests. \$1,700.
- Amortization of debt. \$5,000
- Increase in long term debt interest. \$9,989. New CWF interest expense data not available at this time.

Decrease in expense

- Decrease of chemical, Ferric Chloride. \$5,000
- Decrease depreciation of transportation. \$561

### **Storm Water Department**

**Revenues** – User charges are anticipated to remain steady through 2016.

**Expenditures** – The Storm Water Department overall 2016 budget reflects an increase of \$73,576 over 2015 budget.

Increase in Expense:

- Increase in postage to reflect actual. \$1,300
- Depreciation to reflect 2016 projects. \$65,231
- Record loss on removal of Vac Truck \$6,300

Decrease in Expense:

- Decrease \$221 in long term interest expense.

## **2016 Capital Expenditures**

Water and Wastewater utility capital expenditures are paid from a combination of resources. If it is a replacement expenditure, monies are available from depreciation or replacement accounts and operating cash. If it is a new project, it is paid from operating cash. All capital expenditures are depreciated for the life of the project.

Although projects for 2016 have not been determined, for budgetary purposes the 2016 tentative street improvement program was used.

### **Water**

**Meter Replacement –\$50,000** - replace residential and assorted large meters.

**Tapping Machine - \$6,000** – replace failing 1983 tapping machine.

**West Well 1 Roof Replacement - \$20,000** – replace leaking flat roof with pitch style roof.

**VFD – \$30,000** - replace Nitrate Plant Booster & Displacement pump VFD's -

**Valve Turner – \$9,500** - replace 1980's handheld valve turner -

**UPS – \$13,000** - Replace 1997 rack mounted Nitrate Plant UPS -

**Chlorine Pumps – \$15,000** - replace three 2007 West Wellfield chlorine pumps - \$15,000

### **Wastewater**

**Primary Clarifier – scum troughs - \$40,000** – replace steel scum troughs built in 1950 and 1960 with nonmetallic troughs.

**Primary Sludge Pumps - \$85,000** – replace 2 primary sludge pumps

**Roof Replacement - \$15,000** – Control Building

**Stormwater contributes to a replacement account for future purchases of equipment. There are ample resources for the 2016 requested expenditures.**

### **Stormwater**

**Vac Truck - \$300,000** – Replace 1967 Vac-all truck and leaf trailer

## **Projects in Process (depreciation and replacement not included in 2016 budget)**

### **Wastewater**

Biosolids Dewatering Improvement Project

User Charge System Update and Funding Application

Influent Screening and Hauled Waste Receiving Project

Codigestion and Cogeneration Upgrades

SCADA Upgrade



**Minutes**  
**Committee #4**

**Recycling, Computerization, Building, and Intergovernmental Services**

**Committee #4 met Tuesday, October 27, 2015 at 3:00 pm in the City Hall Council Chambers, 30 West Central Street, Chippewa Falls, WI.**

Committee Members present: Chuck Hull, Paul Nadreau, Paul Olson.

Mayor/Other Council Members present: Mayor Greg Hoffman, Rob Kiefer and John Monarski.

Others present: Finance Manager/Treasurer Lynne Bauer, City Attorney Bob Ferg, Police Chief Wendy Stelter, Police Lt. Brian Micolichuk, Chippewa County Conservationist Dan Masterpole, Chippewa County Recycling Coordinator Renee Yohnk, Andrew Dane of SEH, City Clerk Bridget Givens, and those on the attached sign-in sheet.

The meeting was called to order at 3:00 pm.

- 1. Discuss results and details related to the facilitated competitive bid process for recycling and waste collection services as coordinated by Chippewa County. Possible recommendations to the Council.**

Councilor Hull gave a brief overview of the history of recycling in the City indicating that the City agreed to participate in a Request for Proposal (RFP), facilitated by the County, for recycling and solid waste collection. This meeting will be an opportunity to review the results of the RFP.

County Conservationist Dan Masterpole explained the RFP process and that the County contracted with SEH as a consultant to determine if efficiencies could be gained if members of the county pooled their curbside recyclables and solid waste.

Andrew Dane of SEH distributed a handout entitled: Recycling & Solid Waste Collection Evaluation Memo (attached) and reviewed the details thereon. It was suggested that the City has three primary options to consider:

1. Continue with the current arrangement where the City contracts with a single hauler for curbside recyclables and allows multiple haulers to provide solid waste collection;
2. Contract with a single hauler for solid waste collection and a second hauler for recycling; or
3. Contract with a single hauler for both solid waste collection and recycling.

**No action taken.**

- 2. Discuss options for the City's recycling program and review present policy on waste collection in the City. Possible recommendations to the Council.**

Hull indicated that the City had to consider its options relative to recycling as the current contract expires December 31, 2015. He further stated it was not necessarily the City's intention to look for a single hauler for solid waste collection, but that the Committee wanted to look at all the information before making a decision.

The Committee then discussed the quoted pricing structures and the pros and cons of each of the above-referenced options (1-3).

Hull suggested that issues we have with uncollected trash at residences in the City could potentially be remedied if every household was being charged for waste collection like they are for recycling. Perhaps more people would take advantage of the service if they are being charged for it. It was thought though that the general consensus of the citizens is that they want to keep their own haulers for solid waste collection.

This item will be discussed further at the next meeting which is scheduled for Tuesday, November 3<sup>rd</sup> at 5:00 pm. As a transition will need to be made by January 1, 2016, education of the residents will be very important; the County will help provide these educational services.

**No action taken.**

**3. Adjournment**

**Motion by Olson/Nadreau to adjourn at 4:34 pm. All present voting aye, motion carried.**

Minutes submitted by:  
Chuck Hull, Chair

**COMMITTEE #4 ATTENDANCE SHEET - October 27, 2015**

NAME	ADDRESS
Lisa Fasching Advanced Disposal Daver	2626 Mandoni Rd EC
RF/ur	1304 Perry St CF
Don KEND	219 MANSEFIELD ST.
Kiet Zerbea	N14985 Fernau Ave Thorp WI
Tricia Tambornino	520 Westwood Dr.
Sally Tambornino	735 Mansfield st.
Dorcas Korte	Mansfield, Burnsville
Dan Mastenpile	Chipp. Co. LCFM
Rence Yohnk	Chippewa Co. Recycling



October 27, 2015

RE: Chippewa CO MRF Study – Phase 3

## **Recycling & Solid Waste Collection Evaluation Memo**

### **Background**

State cuts have reduced recycling grants to counties and municipalities. Tax levy caps have removed the capacity of the County and local municipalities to raise revenue through increases in property taxes. Recycling costs to municipalities and landowners are expected to continue to rise.

In response to these circumstances, the Chippewa County **Responsible Unit (RU)**, through the Recycling Division of the Chippewa County Department of Land Conservation and Forest Management, commissioned a study in 2012 to determine where changes could be made to gain efficiencies in municipal programs.

### **Key findings from the study and subsequent research include:**

1. Single stream recycling is the future of recycling in cities and urban areas.
2. Recyclable materials are a commodity and have market value.
3. The volume of recyclable materials collected will increase and the volume of garbage generated will decrease as municipalities make a transition to effective single stream curbside recycling.
4. Public funds can be saved and recycling service costs can be controlled if municipalities in the Chippewa Falls urban area and Highway 29 corridor work together in a competitive market environment to consolidate household recyclables collected from their municipality.
5. To achieve greater efficiency and cost savings, the potential for combining residential recycling and waste collection services should be examined, with the objective of moving toward a system of volume based waste disposal.
6. Residential waste collection fees in Chippewa Falls are high when compared to municipalities in the County with single-hauler waste collection services.

### **Request for Proposals (RFP)**

On August 19, 2015, an RFP was issued by the Chippewa County Department of Land Conservation and Forest Management to solicit proposals for single stream recycling and solid waste collection and transfer services. Six communities chose to participate in the bid process, including the villages of Boyd

and Cadott, and the City of Stanley (Zone 1), as well as the city of Chippewa Falls, and the towns of Lafayette and Eagle Point (Zone 2).

The RFP was sent directly to all haulers with a presence in the Chippewa Valley. Respondents were asked to provide a statement of qualifications and provide cost information for the following services:

1. Bi-weekly (every other week) Single Stream Recycling Collection
2. Volume-Based Waste Collection
3. Combined bi-weekly Recycling and Weekly Waste Collection

Respondents were asked to provide the above cost information by municipality, by zone, and for serving the entire service area defined in the RFP. Five firms responded to the RFP, including Express Disposal, Waste Management, Advanced Disposal, Boxx Sanitation, and Provyro.

Short Elliott Hendrickson Inc (SEH) and Resource Recycling Systems (RRS), on behalf of Chippewa County, evaluated the experience and strength of operations of the Proposer's services and their cost proposals. All of the proposing companies provide the technical and managerial expertise to fulfill the requirements of the RFP.

A financial analysis for each cost proposal was completed covering the full term of services, including solid waste collection costs and recycling collection and transfer costs. The following tables provide the information for each cost proposal. All costs are based on a 5-year collection contract term, which every respondent asked for in their RFP response.

#### Evaluation Criteria

All proposals were evaluated by the following criteria to determine that all technical and managerial requirements were met and that the Proposers were capable of providing all required services.

#### Organizational

- Proposal understands and is consistent with the needs of the Community
- Proposer has demonstrated strength and experience in Solid waste and recycling collection
- Proposer has demonstrated experience providing contracted services to municipalities or other governmental agencies
- Proposer accepts required terms/conditions of proposed contract(s) and has no major exceptions
- High level of experience for facility Key personnel

#### Technical

- Curbside and Recycling Waste Collection Services
- Proposal fulfills all requirements (org chart and experience)
- Management experience to deliver operations performance requirements



- Efficient access to major transportation routes and Transfer Capabilities to MRF

**Financial**

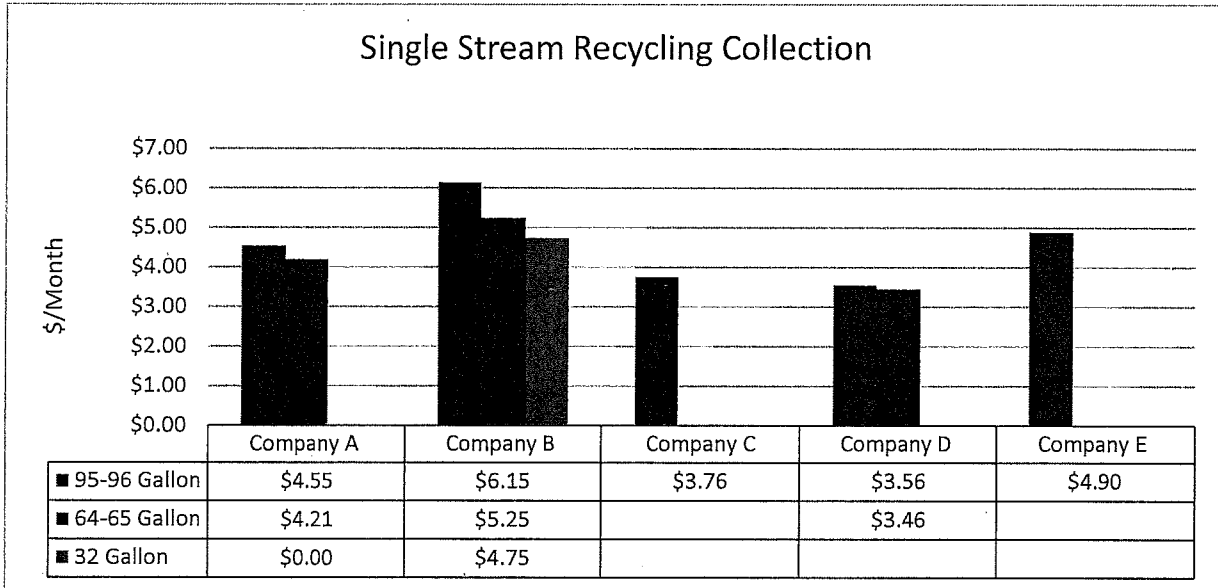
- Weekly Waste and Bi weekly Recycling Collection Services Cost

**Bi-Weekly Single Stream Recycling Collection**

Table 1 provides a comparison of respondent’s cost proposals to provide bi-weekly single stream recycling collection for Chippewa Falls using three different cart sizes. It should be noted that not all respondents provided costs for every size cart. Looking just at the 95-96 gallon cart size Company D provided the best cost proposal (\$3.56) followed by Company C (\$3.76), Company A (\$4.55), Company E (\$4.90), and Company B (\$6.15).

Respondents were asked to include in their recycling collection costs the cost of transferring recyclables to a designated MRF. All respondents agreed to transfer recyclables to the designated MRF. However, most respondents only provided transfer costs to the MRF they are currently utilizing. Therefore, it should be noted that the consultant team added a \$.84/month recycling transfer charge to the monthly costs identified in the table below and in Table 3 except for Company C which is already utilizing the designated MRF. This charge was added in order to allow for an “apples to apples” comparison of costs.

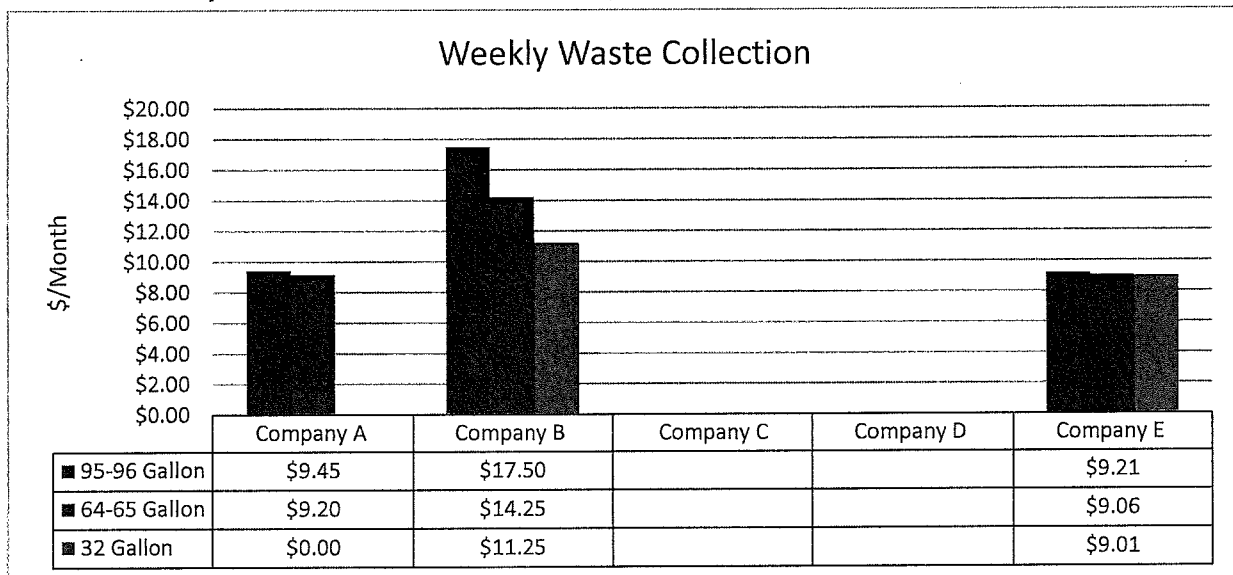
**Table 1: Bi-Weekly Single Stream Recycling Collection Cost Table (\$/HH/Month Cost Table)**



## Volume-Based Waste Collection

Table 2 on the following page provides a comparison of respondent's cost proposals to provide weekly waste collection for Chippewa Falls using three different cart sizes. It should be noted that not all respondents provided costs for every size cart. Looking just at the 95-96 gallon cart size Company E provided the best cost proposal (\$9.21) followed by Company A (\$9.45), and Company B (\$17.50). Companies C and D chose not to provide cost proposals for weekly waste collection only.

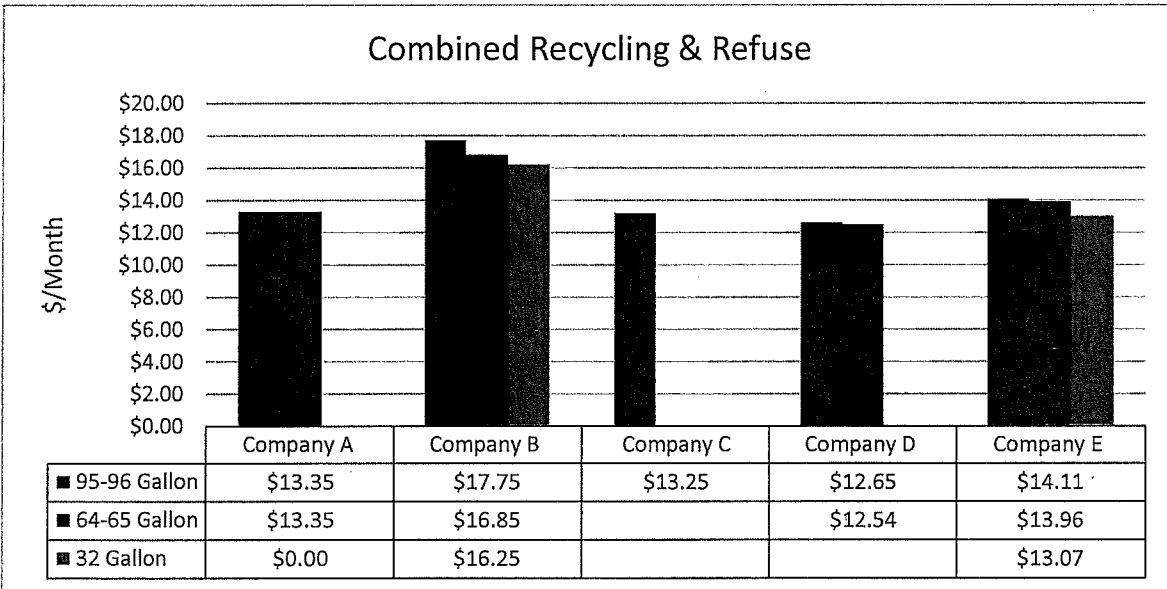
**Table 2: Weekly Waste Collection Cost Table (\$/HH/Month Cost Table)**



### Combined Waste and Recycling Collection

Table 3 provides a comparison of respondent's cost proposals to provide combined waste and recycling collection for Chippewa Falls using three different cart sizes. It should be noted that not all respondents provided costs for every size cart. Looking just at the 95-96 gallon cart size Company D provided the best cost proposal (\$12.65) followed by Company C (\$13.25), Company A (\$13.35), Company E (\$14.11), and Company B (\$17.75).

**Table 3: Combined Waste and Recycling Collection Cost Table (\$/HH/Month)**



### Current Rates

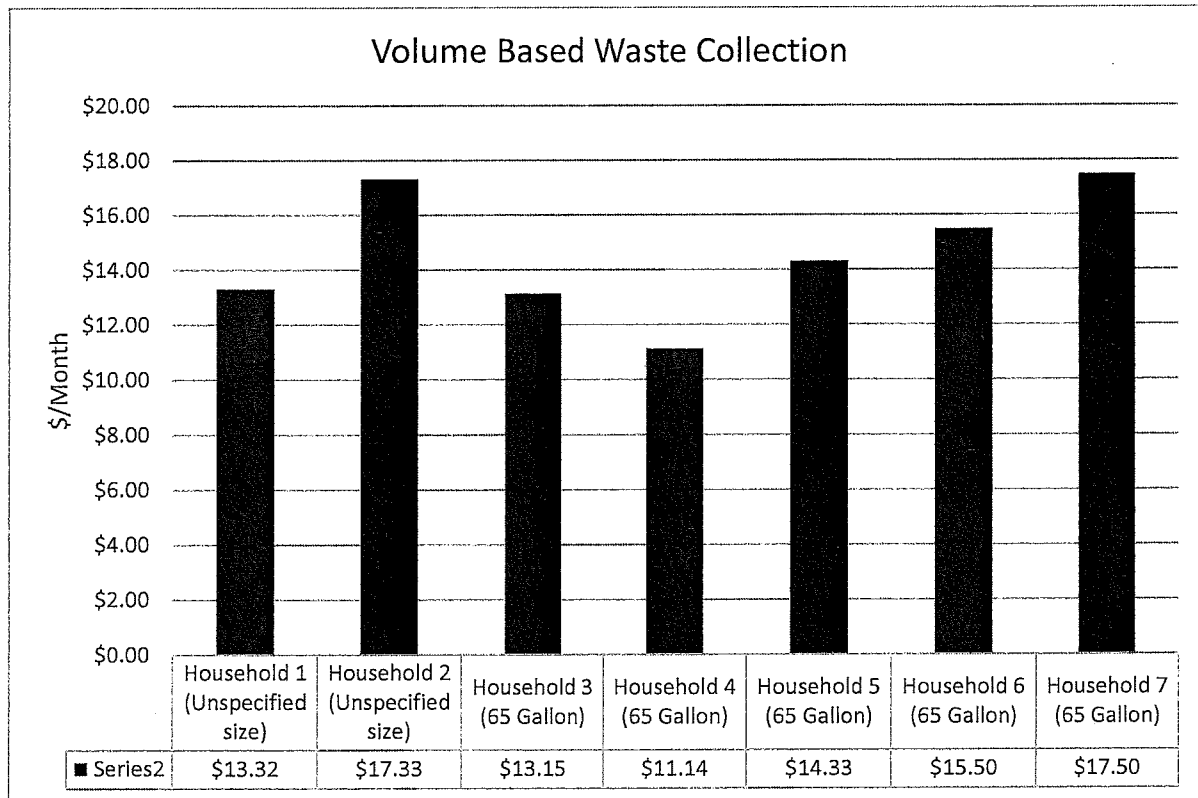
The City of Chippewa Falls does not currently contract for waste collection services. Rather, individual households subscribe to service directly from the hauler of their choice. Table 4 provides a comparison of rates for seven (7) different households. It should be noted that the costs for Household 4, Household 5, and Household 6 were obtained by calling the service providers and asking for quotes. Households 1, 2, 3, and 7 are actual costs of service currently being provided.

The average cost for volume based waste collection service based on the data below is \$14.61 per household per month. This cost does not include recycling collection.

The current cost of recycling in the City of Chippewa Falls is \$2.14 per household per month.

If recycling collection were factored in the average cost per household per month would be \$17.61 per household per month.

**Table 4: Individual Subscription Rates for Volume Based Waste Collection Cost (\$/HH/Month)**



## Recommendation

The City has three primary options to consider in terms of ensuring that residents have access to cost effective, quality recycling and solid waste collection service. These options include:

1. Continue with the current arrangement, allowing multiple haulers to provide solid waste collection service to individual households through subscription service. The City continues to contract with a single recycling hauler for single stream recyclables collection.
2. Contract with a single waste hauler to provide waste collection to all households in the City. The City continues to contract with a single recycling hauler for single stream recyclables collection.
3. Contract with a single hauler to provide both solid waste and recycling collection.

**If the City chooses Option 1** the consultant recommendation is for the City to enter into contract negotiations with Company D, which provided the most cost effective proposal for single stream recycling collection (Table 1)

**If the City chooses Option 2**, the consultant recommendation is for the City to enter into contract negotiations with Company E, which provided the most cost effective proposal for volume based waste collection (Table 2), and for the City to enter into contract negotiations with Company D, which provided the most cost effective proposal for single stream recycling collection (Table 1). Company C and D did NOT bid on Waste Collection Only.

**If the City chooses Option 3**, the consultant recommendation is for the City to enter into contract negotiations with Company D, which provided the most cost effective proposal for providing **both** volume based waste collection and single stream recycling collection services (Table 3). The most cost effective proposal is the combined recycling and waste collection (Option 3) with a single hauler for both recycling and waste collection that provides the overall lowest system cost for residents.

CITY OF CHIPPEWA FALLS

SURRENDER OF LICENSE

This is to advise that, as licensee, I (We) hereby surrender a Combination "Class B" Intoxicating Liquor & Fermented Malt Beverage license for the premise located at 1 E CANAL ST, on the condition that it be granted to the applicant (future licensee) as described below.

DWAYNE LAMBERT, d/b/a DEWEYS ROADHOUSE  
(Current business owner) (Current business name)  
and GARRET WATTON, as applicant, make a  
(Future business owner)

concurrent application for said license.

\*\*\*\*\*

CURRENT LICENSEE

Signature DL Date 10 16 2015

Name DWAYNE LAMBERT  
Home address 1 E CANAL ST  
City CHIPPEWA FALLS WI Zip 54729  
Phone (715) 271-4829

APPLICANT - FUTURE LICENSEE

Signature Garrett Watton Date 10-16-15

Name GARRET WATTON  
Home address 18 Woodward Ave  
City Chippewa Falls WI Zip WI  
Phone (715) 797-1147

**ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION**

Submit to municipal clerk.

For the license period beginning November 16 20 15 ;  
ending June 30 20 16

TO THE GOVERNING BODY of the:  Town of } CHIPPEWA FALLS  
 City of }

County of CHIPPEWA Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

1. The named  INDIVIDUAL  PARTNERSHIP  LIMITED LIABILITY COMPANY  
 CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (Individual/partners give last name, first, middle; corporations/limited liability companies give registered name): Watton Entertainment, LLC, 1E Canal St., Chippewa Falls, WI 54729

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

*GW* President/Member Garett Watton - member Title member Name Garett Watton Home Address 18 Woodward Ave Chippewa Falls, WI 54729 Post Office & Zip Code 54729  
Vice President/Member \_\_\_\_\_  
Secretary/Member \_\_\_\_\_  
Treasurer/Member \_\_\_\_\_  
Agent  \_\_\_\_\_  
Directors/Managers \_\_\_\_\_

3. Trade Name CANAL STREET ROADHOUSE Business Phone Number 715-797-1147

4. Address of Premises 1 EAST CANAL STREET Post Office & Zip Code 54729

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period?  Yes  No

6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant?  Yes  No

7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business?  Yes  No

8. (a) Corporate/limited liability company applicants only: Insert state \_\_\_\_\_ and date \_\_\_\_\_ of registration.

(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company?  Yes  No

(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin?  Yes  No

(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

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

10. Legal description (omit if street address is given above): \_\_\_\_\_

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

(b) If yes, under what name was license issued? DWAYNE B LAMBERT

12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) before beginning business? [phone 1-800-937-8864]  Yes  No

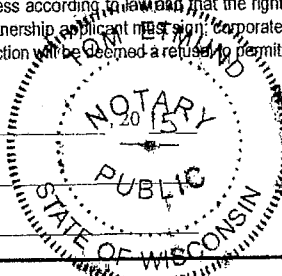
13. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]  Yes  No

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

**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

**SUBSCRIBED AND SWORN TO BEFORE ME**

this 16 day of October  
Tom E. [Signature]  
(Clerk/Notary Public)



GARETT WATTON  
\_\_\_\_\_  
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)  
[Signature]  
\_\_\_\_\_  
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)  
[Signature]  
\_\_\_\_\_  
(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

My commission expires 8-27-17

**TO BE COMPLETED BY CLERK**

Date received and filed with municipal clerk <u>10-16-15</u>	Date reported to council/board <u>11-3-15</u>	Date provisional license issued _____	Signature of Clerk / Deputy Clerk <u>Bridget Givens</u>
Date license granted _____	Date license issued _____	License number issued _____	Wisconsin Department of Revenue

Applicant's WI Seller's Permit No.: FEIN Number: _____	
LICENSE REQUESTED	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input checked="" type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$
<b>TOTAL FEE</b>	<b>\$</b>



# APPLICATION FOR DANCE AND LIVE MUSIC LICENSE

<b>Name of Applicant:</b> WATTON GARETT L	<b>Address of Applicant:</b> 18 WOODWARD AVE																									
<b>Name of Premises to be Licensed:</b> CANAL STREET ROADHOUSE	<b>Address of Premises:</b> 1 EAST CANAL STREET	<b>Date(s) of Event</b> (Class "E" Licenses only):																								
<b>Class of License Applied for:</b>	<table style="width: 100%; border: none;"> <tr> <td style="padding: 2px;">Class "A" Annual</td> <td style="text-align: center; padding: 2px;"><input type="checkbox"/></td> <td style="text-align: right; padding: 2px;">\$125.00</td> </tr> <tr> <td style="padding: 2px;">Class "B" Annual</td> <td style="text-align: center; padding: 2px;"><input checked="" type="checkbox"/></td> <td style="text-align: right; padding: 2px;">\$80.00</td> </tr> <tr> <td style="padding: 2px;">Class "C" Annual</td> <td style="text-align: center; padding: 2px;"><input type="checkbox"/></td> <td style="text-align: right; padding: 2px;">\$30.00</td> </tr> <tr> <td style="padding: 2px;">Class "D" Annual</td> <td style="text-align: center; padding: 2px;"><input type="checkbox"/></td> <td style="text-align: right; padding: 2px;">\$25.00</td> </tr> <tr> <td style="padding: 2px;">Class "D" If holder of Class "C"</td> <td style="text-align: center; padding: 2px;"><input type="checkbox"/></td> <td style="text-align: right; padding: 2px;">\$10.00</td> </tr> <tr> <td style="padding: 2px;">Class "E"</td> <td style="text-align: center; padding: 2px;"><input type="checkbox"/></td> <td style="text-align: right; padding: 2px;">\$10.00/day</td> </tr> <tr> <td style="padding: 2px;">Live Music Annual</td> <td style="text-align: center; padding: 2px;"><input type="checkbox"/></td> <td style="text-align: right; padding: 2px;">\$30.00</td> </tr> <tr> <td style="padding: 2px;">Juke Box</td> <td style="text-align: center; padding: 2px;"><input type="checkbox"/></td> <td style="text-align: right; padding: 2px;">\$30.00 (annual)</td> </tr> </table>		Class "A" Annual	<input type="checkbox"/>	\$125.00	Class "B" Annual	<input checked="" type="checkbox"/>	\$80.00	Class "C" Annual	<input type="checkbox"/>	\$30.00	Class "D" Annual	<input type="checkbox"/>	\$25.00	Class "D" If holder of Class "C"	<input type="checkbox"/>	\$10.00	Class "E"	<input type="checkbox"/>	\$10.00/day	Live Music Annual	<input type="checkbox"/>	\$30.00	Juke Box	<input type="checkbox"/>	\$30.00 (annual)
Class "A" Annual	<input type="checkbox"/>	\$125.00																								
Class "B" Annual	<input checked="" type="checkbox"/>	\$80.00																								
Class "C" Annual	<input type="checkbox"/>	\$30.00																								
Class "D" Annual	<input type="checkbox"/>	\$25.00																								
Class "D" If holder of Class "C"	<input type="checkbox"/>	\$10.00																								
Class "E"	<input type="checkbox"/>	\$10.00/day																								
Live Music Annual	<input type="checkbox"/>	\$30.00																								
Juke Box	<input type="checkbox"/>	\$30.00 (annual)																								

### EXCERPT FROM MUNICIPAL CODE 12.04 (3) DANCES

APPLICATION AND REPRESENTATIONS. Each applicant shall represent at the time of application that the premises for the license meets all fire, safety and sanitary requirements of the City Code and the State Department of Health and that the premises comply with any applicable building code requirements together with such other requirements as may from time to time be imposed by the City Council. The applicant shall further represent that such compliance will continue at all times during which the license is held.

I have read and understand the above.

\_\_\_\_\_  
 Signature of Applicant

10 16 2015  
 \_\_\_\_\_  
 Date

Attest: 
 \_\_\_\_\_  
 City Clerk/Deputy Clerk

Date of Council Approval: \_\_\_\_\_

License No.: \_\_\_\_\_



# APPLICATION FOR TEMPORARY CLASS "B"/"CLASS B" RETAILER'S LICENSE

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

Application Date: 10-19-15

Town  Village  City of Chippewa Falls County of Chippewa

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
- A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 11/8/15 and ending 11/8/15 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. ORGANIZATION (check appropriate box)  Bona fide Club  Church  Lodge/Society  Veteran's Organization  Fair Association

(a) Name McDonnell Area Catholic Schools

(b) Address 1316 Bel Air Blvd, Chippewa Falls  
(Street)  Town  Village  City

(c) Date organized 1892

(d) If corporation, give date of incorporation 1892

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m) box:

(f) Names, addresses and phone numbers of all officers:

President Jeffrey Heinzen, 711 24th St NE, Menomonie WI 54751

Vice President \_\_\_\_\_

Secretary \_\_\_\_\_

Treasurer Robert Konop, Controller, 13455 45th Ave, Chippewa Falls

(g) Name and address of manager, or person in charge of affair: Jenny Schaffer, Dir. of Advancement  
19697 53rd Ave, Chippewa Falls WI 54729 723-0538 sch1

PAID  
CITY OF CHIPPEWA FALLS

OCT 22 2015

Wis. Stats., check this  
CITY TREASURER  
TR # 47428

2. LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:

(a) Street number 1316 Bel Air Blvd

(b) Lot \_\_\_\_\_ Block \_\_\_\_\_

(c) Do premises occupy all or part of building? PART

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: Gymnasium, Commons, Kitchen

(e) Will minors be present? yes Reason for minors being present: family spaghetti meal

Security measures: Students not allowed to serve the alcohol

3. NAME OF EVENT

(a) List name of the event 8th Annual Spaghetti Spectacular

(b) Dates and times of event Sunday November 8th, 11am to 6pm

### DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

McDonnell Area Catholic Schools  
(Name of Organization)

Officer [Signature] 10/19/2015  
(Signature/date)

Officer [Signature] 10-19-2015  
(Signature/date)

Officer \_\_\_\_\_  
(Signature/date)

Officer \_\_\_\_\_  
(Signature/date)

Date Filed with Clerk \_\_\_\_\_

Date Reported to Council or Board \_\_\_\_\_

Date Granted by Council \_\_\_\_\_

License No. \_\_\_\_\_

Police Department Approval Chief Randy Y. Still

Date 10-27-2015

*BSPM*  
*10/27/15*

ORDINANCE NO. 2015-22

AN ORDINANCE ALLOWING A LOADING  
ZONE IN FRONT OF McDONELL CENTRAL  
CATHOLIC HIGH SCHOOL AND NOTRE  
DAME MIDDLE SCHOOL

THE COMMON COUNCIL OF THE CITY OF CHIPPEWA FALLS, WISCONSIN DO ORDAIN AS  
FOLLOWS:

1. That § 7.09(2)(c) of the Chippewa Falls Municipal Code be amended to provide  
as follows:

7.09 PARKING RESTRICTIONS.

• • •

(2) LIMITED PARKING

• • •

(c) Restricted Parking During School Hours. No operator of a vehicle shall  
park such vehicle in any of the following places in the City between 7:30  
a.m. and 4:30 p.m. on days when school is in session:

Bel Air Boulevard, north side, between Terrill Street and Westhaven  
Road, except for that section established as a loading zone as set forth in  
§ 7.10(10) of this Code.

• • •

Coleman Street, both sides, between Terrill Street and the west end of  
Coleman Street, except for that section along the South curb line  
established for a loading zone as set forth in § 7.10(9) of this Code.

• • •

2. That § 7.10(10) of the Chippewa Falls Municipal Code be created to provide as  
follows:


7.10 LOADING ZONES.

The following described portions of streets in the City are hereby set aside as loading zones to be used exclusively for the loading and unloading of freight and merchandise, other commercial purposes and customer service. Such loading and unloading shall be limited to 30 minutes for loading and unloading of freight, merchandise and other commercial purposes and 10 minutes for customer service.

• • •

- (10) A portion of street 80 feet in length along the northerly curb of Bel Air Boulevard which commences at a point 290 feet west of the west right-of-way of Terrill Street to a point 370 feet west of the said west right-of-way of Terrill Street.

Dated this 3<sup>rd</sup> day of November, 2015.

  
\_\_\_\_\_  
Rob Kiefer, Council President

FIRST READING: October 20, 2015

SECOND READING: November 3, 2015

APPROVED: \_\_\_\_\_  
Gregory S. Hoffman, Mayor

ATTESTED: \_\_\_\_\_  
Bridget Givens, City Clerk

**ORDINANCE NO. 2015-23**

**AN ORDINANCE EXTENDING COMPULSORY  
CONNECTION TO CITY SEWER AND WATER  
SERVICES TO IRREGULAR OR ILLEGAL  
SERVICE CONNECTIONS - § 11.05 OF THE  
CHIPPEWA FALLS MUNICIPAL CODE**

THE COMMON COUNCIL OF THE CITY OF CHIPPEWA FALLS, WISCONSIN, DO ORDAIN AS FOLLOWS:

1. That § 11.05 of the Chippewa Falls Municipal Code which presently provides as follows:

**11.05 - COMPULSORY CONNECTION TO SEWER AND WATER.**

(1) NOTICE TO CONNECT. Whenever sewer and water becomes available to any building for human habitation, the Board of Public Works shall notify in writing the owner, agent or occupant thereof to connect all facilities thereto required by the Board of Public Works. If the person to whom the notice has been given fails to comply within that period of time required by the order, but not to exceed one year, the Board of Public Works shall cause the necessary connections to be made and the expense thereof shall be assessed as a special tax against the property under §144.06, Wis. Stats.

(2) FAILING SYSTEM. When a failing or malfunctioning private sewage system is encountered, the Health Officer shall notify in writing the owner, agent or occupant thereof to connect all facilities thereto if available or to correct all facilities thereto, if available, or to correct the failing private sewerage system where City facilities are not available. If the person to whom the notice has been given fails to comply for more than 10 days after the notice, the Health Officer shall cause the necessary connections to be made and the expense thereof shall be assessed as a special tax against the property under §144.06, Wis. Stats.

(3) ABATEMENT OF PRIVATE SEWAGE SYSTEMS. After connection to a water main and public sewer, no private sewage system shall be constructed or maintained upon such lot or parcel and shall be abated upon 10 days' written notice for such abatement by the Board of Public Works. If not so abated, the Board of Public Works shall cause the same to be done and the cost thereof assessed as a special tax against the property.

(4) TIME EXTENSION. The Board of Public Works may extend the time for the connection hereunder or may grant other temporary relief where strict enforcement would work an unnecessary hardship without corresponding public or private benefit.

(5) PRIVATE SEWAGE SYSTEM. Where sewer or water mains are not available, a private sewage system may be constructed or maintained on any lot or parcel upon permit granted by the Board of Public Works. Such shall be cleaned and the contents removed

when required by the Health Officer and in accordance with such conditions as he may impose.

(6) UTILITIES SERVICE LIMITS. Under §66.069 (2)(c), Wis. Stats., the City hereby limits the services of its Water Utility, Wastewater Treatment Utility and sewage collection system to within the municipal boundaries of the City as they now exist or as they may be hereafter defined, upon annexation or detachment of territories and to service areas "A" and "B" which are described as follows:

Service Area "A"

A parcel of land located in the NW ¼ of the SE ¼ of Sec. 33, T29N, R8W, Town of Eagle Point, Chippewa County, Wisconsin and more particularly described as follows:

Commencing at the west ¼ corner of Sec. 33; thence N 90°00'00" E along the east-west ¼ line 1,454.85 feet; thence S 00° E 23.00 feet to the centerline of CTH "I"; thence N 90°00'00" E along the said centerline of CTH "I" 1,200.00 feet; thence S 00°11'00" E 33.00 feet to the south right-of-way line of said CTH "I" and an existing 2-inch iron pipe; continuing thence S 00°11'00" E 350 feet to the point of beginning; continuing thence S 00°11'00" E 755.73 feet; thence N 89°51'35" E 441.25 feet to a 1-inch iron pipe; thence N 00°08'25" W 754.65 feet; thence S 90°00'00" W, parallel to CTH "I" 441.25 feet to the point of beginning.

Service Area "B"

A parcel of land located in the SW ¼ of the SE ¼ of Sec. 33, T29N, R8W, Town of Eagle Point, Chippewa County, Wisconsin and more particularly described as follows:

Commencing at the west ¼ corner of Sec. 33; thence N 90°00'00" E along the east-west ¼ line 1,454.85 feet; thence S 00°11'00" E 23.00 feet to the centerline of CTH "I"; thence N 90°00'00" E along the said centerline of CTH "I" 1,200.00 feet; thence S 00°11'00" E 33.00 feet to the south right-of-way line of said CTH "I" and an existing 2-inch iron pipe; continuing thence S 00°11'00" E 1362.10 feet; thence N 89°55'15" E 150.00 feet to the point of beginning; continuing thence N 89°55'15" E 320.00 feet; thence S 0°11'00" E 200.00 feet; thence S 89°55'15" W 320.00 feet; thence N 0°11'00" W 200.00 feet to the point of beginning.

be amended to include compulsory connection for irregular or illegal services connections, to provide for payment for the connection, and to provide as follows:

**11.05 - COMPULSORY CONNECTION TO SEWER AND WATER.**

(1) NOTICE TO CONNECT. Whenever sewer and water becomes available to any building for human habitation, the Board of Public Works shall notify in writing the owner, agent or occupant thereof to connect all facilities thereto required by the Board of Public Works. If the person to whom the notice has been given fails to comply within that

period of time required by the order, but not to exceed one year, the Board of Public Works shall cause the necessary connections to be made and the expense thereof shall be assessed as a special tax against the property under §281.45, Wis. Stats.

(2) **ILLEGAL OR IRREGULAR CONNECTIONS.** Whenever there is a sewer or water connection to a building which is illegal or irregular under this Municipal Code or any State statutes or administrative regulations the Board of Public Works shall so notify the owner, agent or occupant thereof to correct or remedy the illegality or irregularity and to bring it into compliance with the applicable Municipal Code provision(s) or State statute(s) or administrative regulation(s). If the person to whom the notice has been given fails to comply for more than 10 days the Board of Public Works shall cause the necessary connections to be made and the expense thereof shall be assessed as a special tax against the property under § 281.45, Wis. Stats.

(3) **FAILING SYSTEM.** When a failing or malfunctioning private sewage system is encountered, the Health Officer shall notify in writing the owner, agent or occupant thereof to connect all facilities thereto if available or to correct all facilities thereto, if available, or to correct the failing private sewerage system where City facilities are not available. If the person to whom the notice has been given fails to comply for more than 10 days after the notice, the Health Officer shall cause the necessary connections to be made and the expense thereof shall be assessed as a special tax against the property under §281.45, Wis. Stats.

(4) **SPECIAL TAX PAYMENT.** Where an expense is assessed as a special tax against property under § 281.45, Wis. Stats., the owner(s) of the property may, within 30 days after the completion of the work, file a written option with the City Clerk stating that he or she cannot pay the amount in one sum and asking that it be levied in not to exceed five (5) equal annual installments, and the amount shall be so collected with interest at a rate of 6% per year from the completion of the work. The unpaid balance of the special tax shall be placed as a special tax lien on the property.

(5) **ABATEMENT OF PRIVATE SEWAGE SYSTEMS.** After connection to a water main and public sewer, no private sewage system shall be constructed or maintained upon such lot or parcel and shall be abated upon 10 days' written notice for such abatement by the Board of Public Works. If not so abated, the Board of Public Works shall cause the same to be done and the cost thereof assessed as a special tax against the property.

(6) **TIME EXTENSION.** The Board of Public Works may extend the time for the connection hereunder or may grant other temporary relief where strict enforcement would work an unnecessary hardship without corresponding public or private benefit.

(7) **PRIVATE SEWAGE SYSTEM.** Where sewer or water mains are not available, a private sewage system may be constructed or maintained on any lot or parcel upon permit granted by the Board of Public Works. Such shall be cleaned and the contents removed when required by the Health Officer and in accordance with such conditions as he may impose.

(8) UTILITIES SERVICE LIMITS. Under §66.0813, Wis. Stats., the City hereby limits the services of its Water Utility, Wastewater Treatment Utility and sewage collection system to within the municipal boundaries of the City as they now exist or as they may be hereafter defined, upon annexation or detachment of territories and to service areas "A" and "B" which are described as follows:

Service Area "A"

A parcel of land located in the NW ¼ of the SE ¼ of Sec. 33, T29N, R8W, Town of Eagle Point, Chippewa County, Wisconsin and more particularly described as follows:

Commencing at the west ¼ corner of Sec. 33; thence N 90°00'00" E along the east-west ¼ line 1,454.85 feet; thence S 00° E 23.00 feet to the centerline of CTH "I"; thence N 90°00'00" E along the said centerline of CTH "I" 1,200.00 feet; thence S 00°11'00" E 33.00 feet to the south right-of-way line of said CTH "I" and an existing 2-inch iron pipe; continuing thence S 00°11'00" E 350 feet to the point of beginning; continuing thence S 00°11'00" E 755.73 feet; thence N 89°51'35" E 441.25 feet to a 1-inch iron pipe; thence N 00°08'25" W 754.65 feet; thence S 90°00'00" W, parallel to CTH "I" 441.25 feet to the point of beginning.

Service Area "B"

A parcel of land located in the SW ¼ of the SE ¼ of Sec. 33, T29N, R8W, Town of Eagle Point, Chippewa County, Wisconsin and more particularly described as follows:

Commencing at the west ¼ corner of Sec. 33; thence N 90°00'00" E along the east-west ¼ line 1,454.85 feet; thence S 00°11'00" E 23.00 feet to the centerline of CTH "I"; thence N 90°00'00" E along the said centerline of CTH "I" 1,200.00 feet; thence S 00°11'00" E 33.00 feet to the south right-of-way line of said CTH "I" and an existing 2-inch iron pipe; continuing thence S 00°11'00" E 1362.10 feet; thence N 89°55'15" E 150.00 feet to the point of beginning; continuing thence N 89°55'15" E 320.00 feet; thence S 0°11'00" E 200.00 feet; thence S 89°55'15" W 320.00 feet; thence N 0°11'00" W 200.00 feet to the point of beginning.

Dated this 17<sup>th</sup> day of November, 2015.

FIRST READING: November 3, 2015

\_\_\_\_\_  
Rob Kiefer, Council President

SECOND READING: November 17, 2015

APPROVED:

\_\_\_\_\_  
Gregory S. Hoffman, Mayor

ATTESTED:

\_\_\_\_\_  
Bridget Givens, City Clerk

**ORDINANCE NO. 2015-24**

AN ORDINANCE ADOPTING THE COMMUNITY  
WAYFINDING SIGNS PROVISIONS OF THE WISCONSIN  
DEPARTMENT OF TRANSPORTATION'S TRAFFIC  
GUIDELINES MANUAL - § 7.035 OF THE  
CHIPPEWA FALLS MUNICIPAL CODE

THE COMMON COUNCIL OF THE CITY OF CHIPPEWA FALLS, WISCONSIN, DO ORDAIN AS  
FOLLOWS:

1. That § 7.035 of the Chippewa Falls Municipal Code which presently provides as  
follows:

**7.035 – COMMUNITY WAYFINDING SIGNS**

The Community Wayfinding Signs provisions set forth at Chapter 2, Section 15, Subject  
6 of the State of Wisconsin Department of Transportation's Traffic Guidelines Manual  
are hereby adopted and by reference made a part of this chapter as if fully set forth  
herein. Any future amendments, revisions, modifications, or renumbering of said subject  
6 are intended to be made a part of this chapter and this section in order to secure uniform  
statewide regulation of community wayfinding signs.

Dated this 17<sup>th</sup> day of November, 2015.

\_\_\_\_\_  
Rob Kiefer, Council President

FIRST READING: November 3, 2015

SECOND READING: November 17, 2015

APPROVED: \_\_\_\_\_  
Gregory S. Hoffman, Mayor

ATTESTED: \_\_\_\_\_  
Bridget Givens, City Clerk



**AN ORDINANCE AMENDING THE ZONING CODE  
OF THE CITY OF CHIPPEWA FALLS**

THE COMMON COUNCIL OF THE CITY OF CHIPPEWA FALLS, WISCONSIN, DO  
ORDAIN AS FOLLOWS:

1. That the following described real estate situated in the City of Chippewa Falls, Chippewa County, Wisconsin, be rezoned:

**Parcel #4303  
City of Chippewa Falls  
Located at 621 West Park Avenue**

**1C Single Family Residential District to C-4 Highway Commercial District**

2. That the Zoning District Map of the City of Chippewa Falls be and the same is hereby amended in accordance with the foregoing.
3. That this Ordinance shall take effect from and after its passage and publication.

Dated this 17<sup>th</sup> day of November, 2015.

FIRST READING: November 3, 2015

\_\_\_\_\_  
Council President

SECOND READING: November 17 2015

PUBLIC HEARING: November 17, 2015

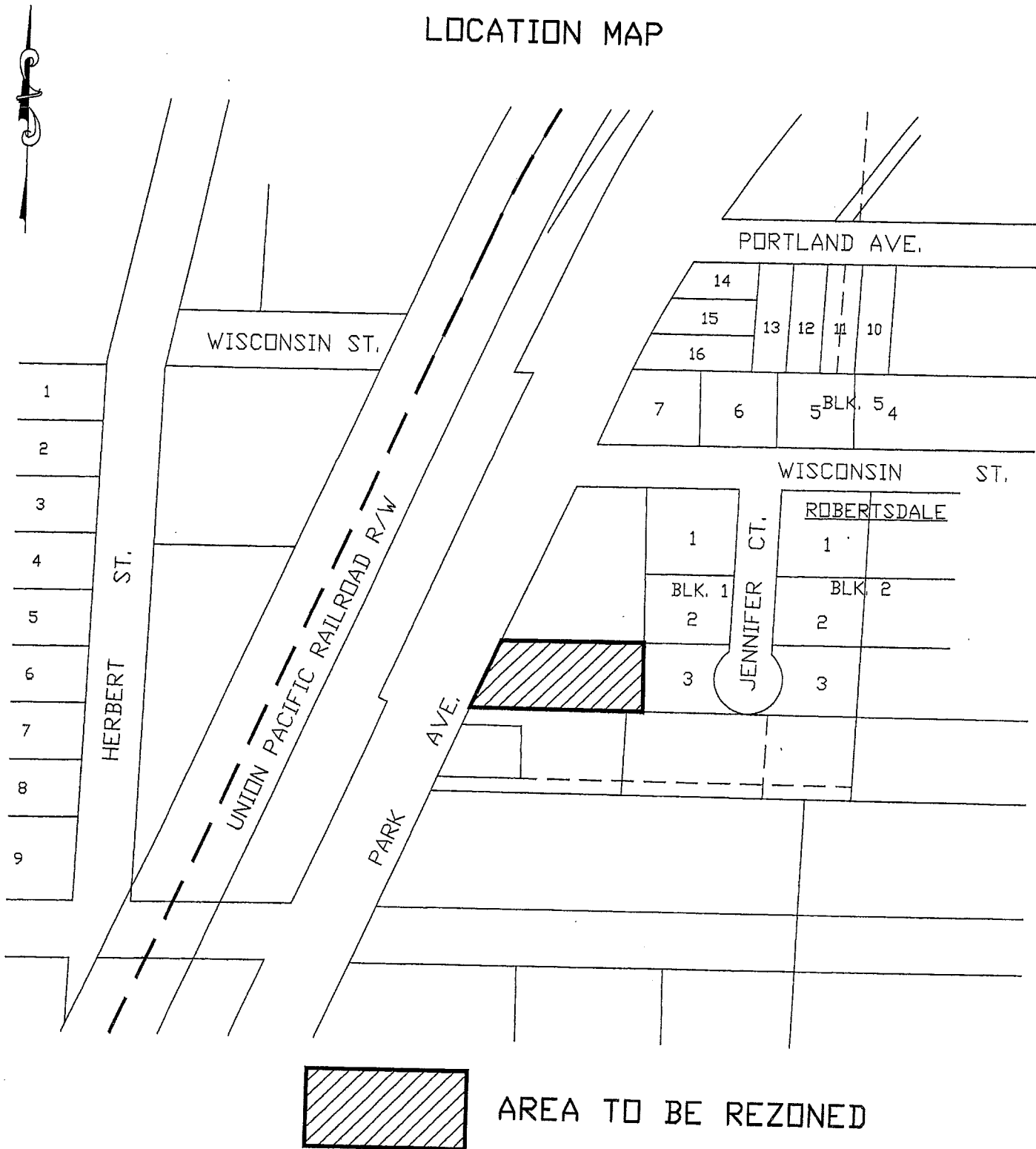
APPROVED: \_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
Bridget Givens, City Clerk

PUBLISHED: \_\_\_\_\_

# 621 W. PARK AVENUE REZONING

## LOCATION MAP



**RESOLUTION TO ADOPT THE CITY OF CHIPPEWA FALLS  
2016-2020 FIVE YEAR STREET IMPROVEMENT PROGRAM,  
AS THE OFFICIAL MUNICIPAL STREET IMPROVEMENT PLAN**

WHEREAS, the City of Chippewa Falls, has updated the five year street improvement plan for the City; and

WHEREAS, this plan identifies specific recommendations and priorities for improving the streets within the City of Chippewa Falls; and

WHEREAS, municipalities are required to have a municipal street improvement plan on file with the Wisconsin Department of Transportation in order to be eligible to obtain state and federal cost-sharing financial aids for the improvement of streets.

NOW, THEREFORE BE IT RESOLVED, that the Common Council hereby adopts the City of Chippewa Falls 2016-2020 Five Year Street Improvement Program as the official municipal street improvement plan.

Dated this 3<sup>rd</sup> day of November, 2015

ADOPTED: \_\_\_\_\_

\_\_\_\_\_  
Council President

APPROVED: \_\_\_\_\_

Mayor

ATTEST: \_\_\_\_\_

City Clerk

PUBLISHED: \_\_\_\_\_