

AGENDA FOR REGULAR MEETING OF COMMON COUNCIL

To be held on Tuesday, December 19, 2017 at 6:30 P.M. in the City Hall
Council Chambers, 30 West Central Street, Chippewa Falls, WI

The Council will be having a holiday get-together beginning at 5:30 pm with business addressed
as follows beginning at 6:30 pm.

1. CLERK CALLS THE ROLL

2. APPROVAL OF MINUTES OF PREVIOUS MEETING

(a) Approve minutes of the Regular Council Meeting of December 5, 2017.

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) Jackie Boos, Tourism Director, to provide brief tourism update.

4. PUBLIC HEARINGS - None

5. COMMUNICATIONS - None

6. REPORTS

(a) Consider Board of Public Works minutes of December 11, 2017.

(b) Consider Plan Commission minutes of December 11, 2017.

(c) Consider Transit Board minutes of December 11, 2017.

(d) Consider Redevelopment Authority minutes of December 13, 2017.

7. COUNCIL COMMITTEE REPORTS in the order in which they are named in Section 2.21 of the Municipal Code

(a) Consider Committee #1 Revenues, Disbursements, Water, and Wastewater minutes of
December 19, 2017. (*minutes to be distributed prior to meeting*)

(b) Consider Department Head Meeting minutes of December 14, 2017.

(c) Park Board minutes of December 12, 2017.

(d) Library Board minutes of November 15, 2017.

8. APPLICATIONS

(a) Consider Operator (Bartender) Licenses as approved by the Police Department. (*Complete list
provided prior to Council meeting*).

(b) Consider Application for Temporary Class "B"/"Class B" Beer and Wine Retailer's License from
McDonell Area Catholic Schools for the Mardi Gras to be held on February 10, 2018 at McDonell
Central Catholic High School, 1316 Bel Air Blvd.

9. PETITIONS - None

10. MAYOR ANNOUNCES APPOINTMENTS

(a) Consider appointment of Election Inspectors (list attached) for the 2018-2018 Term as
recommended by the Mayor.

11. MAYOR'S REPORT

(a) Recognize the Groundwater Guardian Team for earning their 2017 Groundwater Guardian
designation.

12. REPORT OF OFFICERS - None

13. ORDINANCES

(a) First Reading of **Ordinance #2017-20 Entitled:** An Ordinance Amending the Industrial Waste
Analysis Code Section, §13.20(1) of the Chippewa Falls Municipal Code.

14. RESOLUTIONS

- (a) Consider **Resolution #2017-46 Entitled:** Resolution Adopting Rates for Stormwater Utility Fee.
- (b) Consider **Resolution #2017-47 Entitled:** Resolution to Adopt the City of Chippewa Falls 2018-2022 Five Year Street Improvement Program, as the Official Municipal Street Improvement Plan.
- (c) Consider **Resolution #2017-48 Entitled:** Resolution Authorizing an Annual Adjustment for 2018 for Non-Represented and Management Employees.

15. OTHER NEW OR UNFINISHED BUSINESS AS AUTHORIZED BY LAW - None

16. CLAIMS

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

17. CLOSED SESSION - None

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 December 15, 2017 at 1:30 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, December 5, 2017 in the City Hall Council Chambers. Mayor Greg Hoffman called the meeting to order at 6:30 pm. The Pledge of Allegiance was recited.

CLERK CALLS THE ROLL

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

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, Assistant City Engineer Bill McElroy, Police Chief Matthew Kelm, City Clerk Bridget Givens, and those on the attached sign-in sheet.

APPROVAL OF MINUTES OF PREVIOUS MEETING

(a) Motion by Hoekstra/King to approve the minutes of the Special Council Meeting of November 28, 2017. **All present voting aye, motion carried.**

(b) Motion by Hoekstra/Nadreau to approve the minutes of the Special Council Meeting of December 5, 2017. **All present voting aye, motion carried.**

PERSONAL APPEARANCES BY CITIZENS - None

PUBLIC HEARINGS

(a) Director of Public Works/City Engineer/Utilities Manager Rubenzer advised that the proposed amendment would allow personal storage facilities (self-storage/mini-warehouses) in the C-2 General Commercial and C-4 Highway Commercial Districts as a conditional use. Mayor Hoffman opened a Public Hearing regarding amending Section §17.29 C-2 General Commercial District and Section §17.31 C-4 Highway Commercial District of the Chippewa Falls Municipal Code at 6:36 pm. There being no requests to speak, the hearing was closed at 6:36 pm.

COMMUNICATIONS - None

REPORTS

(a) The Board of Public Works meeting of November 27, 2017 was cancelled due to a lack of agenda items.

COUNCIL COMMITTEE REPORTS

(a) Motion by Kiefer/Monarski to approve the Committee #2 Labor Negotiations, Personnel, Policy and Administration minutes of December 5, 2017. **Roll Call Vote: Aye – Kiefer, Monarski, King, Hull, Olson, Nadreau, Hoekstra. Motion carried.**

(b) Motion by Hoekstra/Hull to approve the Committee #3 Transportation, Construction, Public Safety and Traffic minutes of November 30, 2017. **All present voting aye, motion carried.**

APPLICATIONS

(a) Motion by King/Nadreau to approve the Operator (Bartender) Licenses as approved by the Police Department. **All present voting aye, motion carried.**

(b) Motion by Hoekstra/Olson to deny the Street Use Permit Application of Richard DeBauche, 211 Pine Street, to utilize on-street parking in front of his home from December 5, 2017 – March 31, 2018. **Roll Call Vote: Aye – Hoekstra, Olson, Monarski, Kiefer, King, Hull, Nadreau. Motion carried.**

(c) Mayor Hoffman asked Jordan Hedrington to present his plans for Glen Loch Saloon. Mr. Hedrington has entered into a lease agreement with the owners of the property and intends to do some remodeling/clean-up and will be offering a food menu. The Police Department did not recommend approval of the license for Mr. Hedrington based upon his background investigation. Discussion ensued relative to those concerns. Mr. Hedrington indicated he has been operating Bug Eyed Betty's in Eau Claire since 2014 with no issues.

Motion by Monarski/Olson to approve the conditional surrender from Glen Loch Saloon, LLC (Esther Glenz, Agent, 1300 Jefferson Avenue) of their Class "B" / "Class B" Intoxicating Liquor and Malt Beverage License predicated upon the granting of the licenses to Glen Loch, LLC (Jordan Hedrington, Agent). **Roll Call Vote: Aye – Monarski, Olson, Nadreau, Kiefer; No – King, Hull, Hoekstra. Motion carried.**

APPLICATIONS (continued)

(d) Motion by Monarski/Olson to approve the Original Alcohol Beverage Retail License Application from Glen Loch, LLC, Jordan Hedrington, Agent, for a Class "B" / "Class B" Intoxicating Liquor and Malt Beverage License for Glen Loch located at 1300 Jefferson Avenue. **Roll Call Vote: Aye – Monarski, Olson, Nadreau, Kiefer; No – King, Hull, Hoekstra. Motion carried.**

(e) Motion by Monarski/Olson to approve the Application for Class "B" Dance and Live Music License from Jordan Hedrington for Glen Loch located at 1300 Jefferson Avenue. **All present voting aye, motion carried.**

(f) Motion by King/Hoekstra to approve the Original Alcohol Beverage Retail License Application from Gordy's Market, Inc., Jeffrey Schafer, Agent, for a Class "A"/"Class A" Intoxicating Liquor and Malt Beverage License for Gordy's Market, 212 Bay Street, contingent upon final approval of the sale. **Roll Call Vote: Aye – King, Hoekstra, Monarski, Kiefer, Hull, Olson, Nadreau. Motion carried.**

PETITIONS - None

MAYOR ANNOUNCES APPOINTMENTS - None

MAYOR'S REPORT - None

REPORT OF OFFICERS - None

ORDINANCES

(a) Motion by Hull/Nadreau to approve **Ordinance #2017-17 Entitled:** An Ordinance Adding Conditional Uses to the General Commercial District and the Highway Commercial District Code Sections of the Chippewa Falls Zoning Code. **Roll Call Vote: Aye – Hull, Nadreau, Kiefer, King, Olson; No – Monarski, Hoekstra. Motion carried.**

(b) Motion by Hoekstra/Monarski to approve **Ordinance #2017-18 Entitled:** Ordinance Annexing Territory to the City of Chippewa Falls. **Roll Call Vote: Aye – Hoekstra, Monarski, Kiefer, Hull, Olson, Nadreau; Abstain – King. Motion carried.**

(c) Motion by Kiefer/Hoekstra to approve **Ordinance #2017-19 Entitled:** An Ordinance Creating Ward 3B in the City of Chippewa Falls Due to Annexation of Real Property Located in a Different County Supervisory District. **Roll Call Vote: Aye – Kiefer, Hoekstra, Monarski, Hull, Olson, Nadreau; Abstain – King. Motion carried.**

RESOLUTIONS

(a) Motion by King/Olson to approve **Resolution #2017-43 Entitled:** Resolution Adopting Rates for Wastewater Treatment. **Roll Call Vote: Aye – King, Olson, Nadreau, Hoekstra, Monarski, Kiefer, Hull. Motion carried.**

(b) Motion by Kiefer/Nadreau to approve **Resolution #2017-44 Entitled:** Resolution Authorizing the Execution of the 2018 FTA Supplemental Agreement Between the Cities of Eau Claire and Chippewa Falls. **Roll Call Vote: Aye – Kiefer, Nadreau, Hoekstra, Monarski, King, Hull, Olson. Motion carried.**

(c) Motion by Hull/Nadreau to approve **Resolution #2017-45 Entitled:** A Resolution Authorizing the 2018 General Public Shared Ride Transit Agreement Between the City of Chippewa Falls and Running, Inc. **Roll Call Vote: Aye – Hull, Nadreau, Hoekstra, Monarski, Kiefer, King, Olson. Motion carried.**

OTHER NEW OR UNFINISHED BUSINESS AS AUTHORIZED BY LAW - None

CLAIMS

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

City General Claims:	\$452,821.66
Authorized/Handwritten Claims:	\$7,661.00
Department of Public Utilities:	\$196,476.93
Total of Claims Presented	<u>\$656,959.59</u>

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

CLOSED SESSION - None

ADJOURNMENT

Motion by Monarski/Olson to adjourn at 7:01 pm. All present voting aye, motion carried.

Submitted by:
Bridget Givens, City Clerk

CITY COUNCIL ATTENDANCE SHEET - December 5, 2017

NAME	ADDRESS
BILL McELROY	30 W CENTRAL ST
JORDAN HEARINGTON	644 GALLOWAY ST EC WA 54703
Jill Schaefer	4295 185 ST
Justine Willkom	4867 18and St.

**CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
MONDAY, DECEMBER 11, 2017 – 5:30 PM**

The Board of Public Works met in City Hall on Monday, December 11, 2017 at 5:30 PM. Present were Director of Public Works Rick Rubenzer, Finance Manager Lynne Bauer and Alderperson Paul Olson. Absent were Mayor Greg Hoffman and Darrin Senn. Also attending was Assistant City Engineer Bill McElroy.

1. **Motion** by Bauer, seconded by Rubenzer to approve the minutes of the November 13, 2017 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**

2. The Board considered the attached City of Chippewa Falls Storm Water Rate Study performed by Clifton Larson Allen. Director of Public Works Rubenzer noted that Committee #1 and the Council had looked at the study but that by Municipal Code Chapter 32, the Board of Public Works is the recommending body for rate adjustments. Alderperson Olson inquired about the snow removal, education, yard waste and equipment replacement budget line items. Director of Public Works Rubenzer answered that only downtown snow removal is charged to the Storm Water Utility. He continued that the education item is for public education such as an annual display booth at the Northern Wisconsin State Fair and a public outreach Storm Water promotional video from Rains to Rivers. Director of Public Works Rubenzer stated that a majority of the yard waste items are labor costs for keeping the yard waste site open on weekends. The replacement fund allows the Utility to replace equipment at the end of its useful life without a large amount of borrowing. Assistant City Engineer Bill McElroy stated that the Commercial, Industrial, Multi-Family and Institutional rates were factors of and based on the residential rate. He added the monthly \$3.00 fee per residence had not changed since formation of the Storm Water Utility in 2006. Alderperson Olson suggested reviewing fees on a more frequent basis. Director of Public Works Rubenzer stated that a rate study could and would be done every few years moving forward. **Motion** by Rubenzer, seconded by Bauer to recommend the Common Council accept the revised Storm Water Utility residential fee of \$3.47 per month per household as recommended in the attached City of Chippewa Falls Storm Water Rate Study performed by Clifton Larson Allen and to approve the corresponding attached resolution **All present voting aye. MOTION CARRIED.**

3. The Board considered the attached revision to Municipal Code Chapter 32 changing the Board of Public Works to Committee #1 as the recommending entity for storm water rates. After discussion relating to ponds, street sweeping, yard waste and other public works parts of the storm water utility, it was decided to leave the ordinance as is. **No action taken.**

4. The Board considered revising Municipal Coe 13.20 – Industrial Waste Analysis. Director of Public Works Rubenzer stated that 13.20(1) should be revised because the utility should collect wastewater samples to verify wastewater concentration and

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

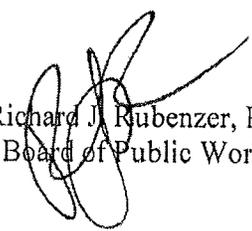
character but not for volume of flow. Applicable industries are required to construct and maintain their own manholes to determine their own wastewater flow volumes.

Motion by Rubenzer, seconded by Bauer to recommend the Common Council revise the City of Chippewa Falls Municipal Code 13.20(1) Industrial Waste Analysis by striking or omitting "the quantity of flow and". **All present voting aye. MOTION CARRIED.**

5. The Board considered the attached Chippewa Falls Tentative Street Improvement Program 2018-2022. Assistant City Engineer Bill McElroy stated that streets had been shifted out to later years but that no new streets had been added to the previous list. Director of Public Works Rubenzer stated that completing the 2017 program was a large challenge without an Assistant City Engineer from May through September. He stated that streets were chosen for the improvement program based on street surface condition, traffic volumes, improving streets in all parts of the city and also on utility conditions. Director of Public Works Rubenzer stated the three reasons for the Street Improvement Program;
- 1) To have an orderly, organized improvement of city streets.
 - 2) Such a program is required in order for the city to receive Local Road Improvement Funds.
 - 3) To have a means of giving all property owners along the streets advance notice, (five years), that their streets are scheduled for improvement.

Motion by Bauer, seconded by Rubenzer to recommend the Common Council accept the attached Chippewa Falls Tentative Street Improvement Program 2018-2022 and approve the corresponding resolution. **All present voting aye. MOTION CARRIED.**

6. **Motion** by Bauer, seconded by Rubenzer to adjourn. **All present voting aye. MOTION CARRIED.** The Board of Public Works meeting adjourned at 6:09 P.M.


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

NOTICE OF PUBLIC MEETING

CITY OF CHIPPEWA FALLS, WISCONSIN

IN ACCORDANCE with the provisions of Chapter 19, Subchapter IV of the Statutes of the State of Wisconsin, notice is hereby given that a public meeting of the:

Board of Public Works: XXX

Reasonable accommodations for participation by individuals with disabilities will be made upon request. Please call 715-726-2736.

Will be held on Monday, November 27, 2017 at 5:30 P.M. in the City Hall Council Chambers, Chippewa Falls, Wisconsin. Items of business to be discussed or acted upon at this meeting are shown on the attached Agenda or listed below:

NOTE: If you are a board member and unable to attend this meeting, please contact the Engineering Dept at 726-2736.

NOTE:

THE BOARD OF PUBLIC WORKS MEETING

FOR

MONDAY, NOVEMBER 27, 2017

IS

CANCELLED

DUE TO A LACK OF AGENDA ITEMS.

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE CITY COUNCIL MAY BE PRESENT AT THIS MEETING TO GATHER INFORMATION ABOUT A SUBJECT OVER WHICH THEY HAVE DECISION MAKING RESPONSIBILITY.

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

I hereby certify that a copy of this Notice was placed in the Chippewa Herald mailbox, 1st floor, City Hall and posted on the City Hall Bulletin Board on Tuesday, November 21, 2017 at 11:00 AM by Mary Bowe.

**CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
MONDAY, NOVEMBER 13, 2017 – 5:30 PM**

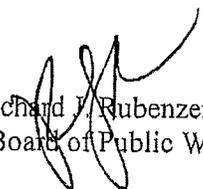
The Board of Public Works met in City Hall on Monday, November 13, 2017 at 5:30 PM. Present were Mayor Greg Hoffman, Director of Public Works Rick Rubenzer, Finance Manager Lynne Bauer and Alderperson Paul Olson. Absent was Darrin Senn. Assistant City Engineer Bill McElroy was also present at the meeting.

1. **Motion** by Olson, seconded by Bauer to approve the minutes of the October 23, 2017 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**

2. The Board of Public Works considered the disposition of a small triangular vacant parcel #22808-0522-60430203, located in the Eastern Addition, Lot #3, lying North of Columbia Street, Block #2, City of Chippewa Falls. Chippewa County lists the parcel's appraised value as \$100. Director of Public Works Rubenzer stated that the City shouldn't pay for the parcel. The disposition of the land surrounding the parcel was discussed. Director of Public Works Rubenzer will determine ownership. Finance Manager Bauer didn't see a reason to accept the parcel. After more discussion; **Motion** by Olson, seconded by Hoffman to recommend the Common Council accept Parcel #22808-0522-60430203, located in the Eastern Addition, Lot #3, lying North of Columbia Street, Block #2, City of Chippewa Falls if all transfer fees and any parcel payment fee are waived. **Voting aye were Olson, Hoffman and Rubenzer. Voting nay was Bauer. MOTION CARRIED on a 3-1 vote.**

3. Director of Public Works Rubenzer presented the attached City of Chippewa Falls Snow Removal Work Plan and Snow Removal Policy. He stated it was presented for information and consideration only. He stated the Herald had summarized the policy in a recent front page article. Alderperson Olson stated that he preferred snow to be removed at two inches so it didn't thaw, freeze and then result in season long ice buildup. **No action was taken.**

4. **Motion** by Hoffman, seconded by Bauer to adjourn. **All present voting aye. MOTION CARRIED.** The Board of Public Works meeting adjourned at 5:57 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, WISCONSIN
STORM WATER UTILITY RATE STUDY



CliftonLarsonAllen

CliftonLarsonAllen LLP
www.cliftonlarsonallen.com

City of Chippewa Falls
Chippewa Falls, Wisconsin

Per your request, we have recalculated service charge rates of the City of Chippewa Falls Storm Water Utility. Our recalculations are based on information provided by the City and estimates developed by us with Utility personnel assistance. Our recalculations have resulted in the following proposed changes to the Utility's current rates:

Customer/Land Use Type:	Current Rates*	Proposed Rates*	Change	
			\$	%
Residential	\$ 3.00	\$ 3.47	\$ 0.47	15.5%
Commercial	39.00	45.05	6.04	15.5%
Industrial	30.36	35.07	4.71	15.5%
Multi-family	25.08	28.97	3.89	15.5%
Institutional	39.00	45.05	6.04	15.5%

* Charge per acre/per month; residential = per household/per month

Rate Adjustment Impact:

Total Annual Revenue Generated by Rates	\$ 596,360	\$ 688,796
Additional Annual Revenue Generated		\$ 92,436
Net Revenue Increase Percentage		15.5%

The current fees generate approximately \$596,360 annually, while expenditures in 2017 are estimated to be \$602,698 and expected to increase to \$650,198 in 2018 and \$688,688 in 2019. When determining the estimated 2017-2019 cash requirements, the following key factors were considered:

- Number of users will stay consistent with fiscal year 2016
- Inflationary factor of 3% was used for 2018 and 2019 O&M expenditures
- Dredging expenditures of \$7,500 was added annually for the expected additional expense
- Expected projects to occur in 2018 and 2019 are anticipated to be financed through additional debt, structured similar to current outstanding debt
- Capital replacement fund goal of \$10,000 monthly

The above rate adjustments represent results based on current and estimated activity within the Storm Water Utility fund. Additional modification to the rates may be necessary if actual results differ significantly than estimated in the rate adjustment calculations.

2019 CASH REQUIREMENT

	Estimated 2019	Cash Requirement Costs				
		Base Year 2017	2016	2015	2014	2013
OPERATIONS						
Street Cleaning and Flushing	127,308	120,000	110,400	123,358	92,844	109,219
Snow Removal	42,436	40,000	34,544	27,496	62,399	64,580
Storm Sewer Maintenance	74,263	70,000	72,089	50,639	37,623	15,742
Storm Pond Maintenance	1,591	1,500	2,474	671	2,474	264
Yard Waste	16,444	15,500	12,777	16,739	19,899	12,135
Dredging	7,957	7,500	-	-	-	-
Total Operation	<u>269,999</u>	<u>254,500</u>	<u>232,284</u>	<u>218,903</u>	<u>215,239</u>	<u>201,940</u>
CUSTOMER ACCOUNT EXPENSE						
Billing and Collection	37,132	35,000	32,216	29,819	23,025	22,728
Uncollectible Accounts	122	115	115	42	77	214
Total Customer Account Expense	<u>37,254</u>	<u>35,115</u>	<u>32,331</u>	<u>29,861</u>	<u>23,102</u>	<u>22,942</u>
ADMINISTRATIVE AND GENERAL						
Administrative and General Salaries	137,917	130,000	149,880	113,549	127,882	119,209
Outside Services Employed	9,548	9,000	9,786	8,980	9,369	7,436
Educational Expenses	13,792	13,000	12,065	9,037	8,052	10,501
Total Administrative and General	<u>161,257</u>	<u>152,000</u>	<u>171,731</u>	<u>131,566</u>	<u>145,303</u>	<u>137,146</u>
Total O&M Expenses	468,509	441,615	436,346	380,330	383,644	362,028
OTHER CASH REQUIREMENTS:						
Debt Service:						
Principal Retirement						
2016A Bonds	5,000	5,000				
2009A Bonds	20,000	20,000				
2017 Bonds	20,000	20,000				
Future Borrowing for projects - estimated	20,000	20,000				
Interest Expense						
2016A Bonds	2,244	2,244				
2009A Bonds	11,935	11,935				
2017 Bonds	10,500	10,500				
Future Borrowing for projects - estimated	10,500	10,500				
Capital Replacement	120,000	120,000				
Total Cash Requirement	<u>688,688</u>	<u>\$ 661,794</u>				
Funding at Current Rates	<u>(596,360)</u>					
Rates (Over)/Under Funding Expenses	<u>\$ 92,328</u>					
Estimated with Adjusted Rates						
Total Cash Requirement	688,688					
Funding at Adjusted Rates	<u>(688,796)</u>					
Rates (Over)/Under Funding Expenses	<u>\$ (108)</u>					

2018 CASH REQUIREMENT

	Estimated 2018	Cash Requirement Costs				
		Base Year 2017	2016	2015	2014	2013
OPERATIONS						
Street Cleaning and Flushing	\$ 123,600	\$ 120,000	\$ 110,400	\$ 123,358	\$ 92,844	\$ 109,219
Snow Removal	41,200	40,000	34,544	27,496	62,399	64,580
Storm Sewer Maintenance	72,100	70,000	72,089	50,639	37,623	15,742
Storm Pond Maintenance	1,545	1,500	2,474	671	2,474	264
Yard Waste	15,965	15,500	12,777	16,739	19,899	12,135
Dredging	7,725	7,500	-	-	-	-
Total Operation	262,135	254,500	232,284	218,903	215,239	201,940
CUSTOMER ACCOUNT EXPENSE						
Billing and Collection	36,050	35,000	32,216	29,819	23,025	22,728
Uncollectible Accounts	118	115	115	42	77	214
Total Customer Account Expense	36,168	35,115	32,331	29,861	23,102	22,942
ADMINISTRATIVE AND GENERAL						
Administrative and General Salaries	133,900	130,000	149,880	113,549	127,882	119,209
Outside Services Employed	9,270	9,000	9,786	8,980	9,369	7,436
Educational Expenses	13,390	13,000	12,065	9,037	8,052	10,501
Total Administrative and General	156,560	152,000	171,731	131,566	145,303	137,146
Total O&M Expenses	454,863	441,615	\$ 436,346	\$ 380,330	\$ 383,644	\$ 362,028
OTHER CASH REQUIREMENTS:						
Debt Service:						
Principal Retirement						
2016A Bonds	5,000	5,000				
2009A Bonds	20,000	20,000				
2017 Bonds	20,000	20,000				
Interest Expense						
2016A Bonds	2,281	2,281				
2009A Bonds	12,575	12,575				
2017 Bonds	15,478	15,478				
Capital Replacement	120,000	120,000				
Total Cash Requirement	650,198	\$ 636,949				
Funding at Rate	(596,360)					
Rates (Over)/Under Funding Expenses	\$ 53,837					
Estimated with Adjusted Rates						
Total Cash Requirement	650,198					
Funding at Rate	(688,796)					
Rates (Over)/Under Funding Expenses	\$ (38,598)					

63.1300.1845
MANHOLES, INLETS, CATCH BASINS

Year	ADDITIONS		Funded	RETIREMENTS		BALANCE 61.1300.1845	
	Amount	#		Amount	#	Amount	#
2007	141,122.58						141,122.58
2007	69,228.55			4,580.16			205,770.97
2007 contributed	6,321,749.32						6,527,520.29
2008	152,901.31			12,012.34			6,668,409.26
2009	738,699.34			13,751.55			7,393,357.05
2010	439,663.47			23,248.87			7,809,771.65
2011	353,007.73			11,611.01			8,151,168.37
2012	190,693.75			19,945.26			8,321,916.86
2013	498,335.56			19,338.20			8,800,914.22
2014	250,670.53			45,334.52			9,006,250.23
2015	164,682.25			7,345.34			9,163,587.14
2016	276,720.89			13,712.29			9,426,595.74
2017							9,426,595.74

2,899,075.45 since utility formed

Stormwater Assets

2012	Mower	\$121,583.40
2012	Sweeper truck broom	\$ 10,861.00
2014	Pelican NP Dual	\$ 356,564.00
2017	Vacall Sweeper	<u>\$188,637.47</u>
2012	2013 International Truck	\$128,671.50
2016	Vac-all Chassis	\$ 86,869.50
Total		\$900,186.87

RESOLUTION ADOPTING RATES FOR STORMWATER UTILITY FEE

BE IT RESOLVED, that the Common Council of the City of Chippewa Falls, Wisconsin, hereby adopts the following stormwater utility fee as provided in Chapter 32 of the Municipal Code of the City of Chippewa Falls:

Residential stormwater utility fee of \$3.47/parcel/month.

BE IT FURTHER RESOLVED, that when bills for stormwater fees are rendered, they become due and payable on the first of the month following the period for which service is rendered.

A late payment charge of 1 percent per month will be added to bills not paid within 20 days of issuance. This late payment charge will be applied to the total unpaid balance for utility service, including unpaid late payment charges. The late payment charge is applicable to all customers.

BE IT FURTHER RESOLVED, that the Department of Public Utilities shall notify stormwater customers of the Stormwater rate with the first bill issued at the new rate.

BE IT FURTHER RESOLVED, that this resolution replaces Resolution 2006-01, adopted January 17, 2006.

BE IT FURTHER RESOLVED that this resolution shall become effective on January 1, 2018.

Dated this 5th day of December, 2017.

Council President

ADOPTED: _____

APPROVED: _____

Mayor

ATTEST: _____

City Clerk

(2) **STORMWATER UTILITY FEE.** The "stormwater utility fee" is defined as the annual charge developed for each parcel of land. The Council may adopt policies by resolution, after recommendation by the Board of Public Works, for adjustment of the stormwater management fees.

(3) **MONTHLY STORMWATER UTILITY REVENUE.** The "monthly stormwater utility revenue" is the estimated monthly expenditures for planning and inventories, capital expenditures, personnel and equipment and operation of the stormwater utility, in accordance with established City policy.

32.06 - STORMWATER UTILITY FACTORS .

The stormwater management fee shall be determined by first determining the percentage of total runoff in the City which is attributed to residential property. The fee per acre for residential is computed by computing the product of the runoff percentage and the monthly stormwater utility revenue, divided by the estimated total acres of residential land use in the City. The per acre fee for all other individual parcels shall be defined as the product of the residential per acre fee, the appropriate utility factor and the total acreage of the parcel. Residential parcels shall be assessed on a per household basis.

The utility factors for various land uses are show in the following table:

Classification	Land Use	Utility
1	Residential (Single, Duplex, Twin)	
2	Commercial Multifamily (3+ Units)	
3	Commercial	
4	Industrial	
5	Institutional	
6	Parks/Open Space/Cemeteries	
7	Road Right-of-Way	



32.07 - CLASSIFICATIONS OF CUSTOMERS .

The Board of Public Works recommends and the Common Council may establish classifications other than the customer classifications under §32.06 as will be likely to provide a reasonable and fair distribution of the costs of the stormwater utility.

32.08 - CREDITS .

The Council may adopt policies by resolution, after recommendation by the Board of Public Works, for adjustment of the stormwater management fees. Information to justify a fee adjustment must be supplied by the property owner. Such adjustments of fees shall not be retroactive. Credits will be reviewed regularly by City stormwater utility staff under the direction of the Department of Public Works.

32.09 - EXEMPTIONS . (Am. #O-07-01)

The following land uses are exempt from the stormwater management fee:

- Public Road Right-of-Way
- Lakes
- Wetlands
- Parks/Open Space/Cemeteries
- City-Owned Property

32.10 - PAYMENT OF FEE .

Stormwater utility fees shall be billed as an additional line item on the water bills. The fee shall be due and payable on the same terms as water and sanitary sewer utility bills. Any prepayment or overpayment of charges shall be retained by the City and applied against subsequent fees.

32.11 - APPEAL OF FEE .

If a property owner or person responsible for paying the stormwater management fee believes that a particular assigned fee is incorrect, such a person may request that the fee be recomputed.

13.20 - INDUSTRIAL WASTE ANALYSIS .

- (1) The City shall collect samples and perform laboratory tests on industrial waste discharges as necessary to verify ~~the quantity of flow and~~ character and concentration of an industrial waste. When previously authorized by the City Council with written guidelines on potential procedural or equipment changes if warranted, samples may be analyzed by a DNR approved outside laboratory agreed upon by the City and the industry. The City Council may authorize that split samples be analyzed by the City's laboratory and 2 agreed upon private laboratories. One approved laboratory shall be selected and paid by the industry and one by the City. The results of such split samples will be averaged to determine compliance and for the calculation of the applicable surcharge for a period of no longer than 3 months. Thereafter, the City laboratory results will be used to determine user charges. (Am. #O-01-29)
- (2) Waste or wastewater discharge may be sampled manually or by the use of mechanical equipment as necessary to obtain a representative 24 hour composite sample. Samples shall be taken in intervals to be established in the CFWD permit.
- (3) The Superintendent may require the installation of permanent 24 hour composite sampling or monitoring equipment or the purchase of portable 24 hour composite sampling or monitoring equipment if the user discharges over 10,000 gals. on any day or discharges a waste containing incompatible pollutants as defined in Ch. NR 211, Wis. Adm. Code. The sampling device shall be owned and maintained by the person and may not be removed without the consent of the Superintendent.
- (4) When Chs. NR 101 and NR 202, Wis. Adm. Code, require the submittal of the character and concentration of wastes, waste volume and production information to the City or Wisconsin Department of Natural Resources (DNR), the user shall have the waste character and concentration determined by an independent testing laboratory. A copy of the test results and DNR reports shall be submitted to the Superintendent.
- (5) All measurements and test analysis of the characteristics of industrial wastes shall be determined in accordance with "Standard Methods." Alternate methods of analysis may be used, subject to prior written approval of the Superintendent.

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

CEIRPWA FALLS TENTATIVE STREET IMPROVEMENT PROGRAM - 2018 - 2022

3PW - 12/11/2017

Year	Street Name	From	To	Proposed Work Type	Project Length (mi)	Estimated Cost	Work Types	Special Assessments Required	Sanitary Sewer Age	Watermain Age	Future Surface Rating (on 1-10)
2018	Adair Lane	SH1124	Tamiami	Reconstruction	0.190	\$46,000	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	NO	1944	1964	2
	Arms Street	Chapman Rd	Wilson	Reconstruction	0.190	\$174,000	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1972	1994	3
	Judge Street	Oxford St	Fred St	Reconstruction	0.210	\$443,000	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1972	1994	3
	Landmark Street	Oxford St	Green St	Reconstruction	0.100	\$249,000	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1972	1994	3
	Grand Street	Terminal	Landmark St	Reconstruction	0.050	\$104,000	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1972	1994	4
	Regent Street	River St	Landmark St	Reconstruction	0.100	\$214,000	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1972	1994	4
2019	State Street	Coast St	Chippewa River	Reconstruction	0.340	\$745,000	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1911, 1931	1994	3 & 5
	SH1124 - Bridge	N. Locust St	N. Locust St	Reconstruction	0.248	\$421,000	CG, CW, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	NO	1916	1940	2
	SH1124/Bridge	Wilson St	Locust St	Reconstruction	0.251, 252**	\$100,000	BMA, WTR, TULV	NO	1916	1940	2
	SH1124/Bridge	Wilson St	Locust St	Reconstruction	0.251, 252**	\$100,000	BMA, WTR, TULV	NO	1916	1940	2
	SH1124/Bridge	Wilson St	Locust St	Reconstruction	0.251, 252**	\$100,000	BMA, WTR, TULV	NO	1916	1940	2
	SH1124/Bridge	Wilson St	Locust St	Reconstruction	0.251, 252**	\$100,000	BMA, WTR, TULV	NO	1916	1940	2
TOTAL						\$6,154,500					

2019	Bridgeway Avenue	Whitson St	Huron St	Reconstruction	0.170	\$270,000	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1940	1915	4 & 5
	Chippewa River Street Trail**	Wilson St	3rd St	Reconstruction	0.630	\$881,000	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1916	1885	3 & 4
	High Street	Spinn St	Grand Ave	Reconstruction	0.120	\$184,000	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1917	1918	2
	Park Avenue	City Limits	Main Street	Reconstruction	0.750	\$1,429,000	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1948	1993	5
	Technology Way	Baywood Dr	Chippewa	Reconstruction	0.430	\$220,000	D, BMA, WTR, TULV, S, TC	YES	1983	1991	4
	Baywood Dr	Various	Chippewa	Reconstruction	0.211, 212**	\$220,000	D, BMA, WTR, TULV	NO	1983	1991	4
TOTAL						\$5,604,000					

2020	Coast Street	7th St	Whitson St	Reconstruction	0.244	\$144,829	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1928 & 1938	1925 & 1933	2 & 3
	2nd Street	Whitson St	Perry St	Reconstruction	0.230	\$80,000	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1916	1885	2 & 3
	3rd Street	Whitson St	Green St	Reconstruction	0.240	\$464,143	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1922	1892	2
	London Street	Madri St	Woodward Ave	Reconstruction	0.141	\$206,451	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1984	1892	2
	Manford Street	Whitson St	Albert St	Reconstruction	0.220	\$112,714	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1914	1885	3
	Perry Street	Goldsmith St	4th Avenue	Reconstruction	0.231	\$147,779	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1926	1931 & 1931	3
TOTAL						\$1,000,000					

2021	3rd Avenue	Madison Ave	Perry St	Reconstruction	0.173	\$243,497	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1942 & 1924	1921	2
	Chippewa Street	Whitson St	Grand St	Reconstruction	0.140	\$190,000	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1921 & 1991	1922	2
	Columbia Street	Albert St	Grand St	Reconstruction	0.238	\$313,300	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1870 & 1915	1885 & 1935	2 & 3
	Dundas Street	Whitson St	Grand St	Reconstruction	0.148	\$113,271	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1925	1925	2 & 3
	Market Street	Whitson St	Huron St	Reconstruction	0.191	\$271,429	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1925 & 1930	1885 & 1938	2 & 3
	Market Street	Whitson St	Huron St	Reconstruction	0.191	\$271,429	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1925 & 1930	1885 & 1938	2 & 3
TOTAL						\$1,717,679					

2022	Byram Street	5th St	Howard St	Reconstruction	0.116	\$254,146	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	-	1927	2
	Coast Street	5th St	Howard St	Reconstruction	0.117	\$164,877	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1880	1922	2
	Howard Street	Whitson St	Howard St	Reconstruction	0.117	\$164,877	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1929 & 1962	-	2
	River Street/Division #2	West City Limits	Howard St	Reconstruction	0.760	\$2,400,000	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	N/A	N/A	4
	Walnut Street	Pear St	Chippewa St	Reconstruction	0.220	\$121,714	AGG, CG, CW, EC, G, BMA, INT, RBK, S, SAN, SERV, SS, TC, TR, WTR	YES	1922	1922	3
	Recreation Project	Various	Locations	Recreation	0.721, 129**	\$370,000	BMA, WTR, TULV	NO	1922	-	3
TOTAL						\$5,765,422					

** Project includes outside funding
 *** Project length depends on BMA timeline, project type, etc.

Average Cost Per Foot/Reconstruction
 \$289.21 *Average Reconstruction Cost Per Foot 2012 - 2016

**See Utility Special Assessment % -
 ***Utility Special Assessment % -

Based on project averages 2012-2016
 Based on project averages 2012-2016

Work Type	MT	Material	DBS
AGG	MT	Material	DBS
APP	PM	Permitting	DBS
BA	PM	Permitting	DBS
BD	PM	Permitting	DBS
CD	PM	Permitting	DBS
CG	PM	Permitting	DBS
CW	PM	Permitting	DBS
D	PM	Permitting	DBS
E	PM	Permitting	DBS
G	PM	Permitting	DBS
BMA	PM	Permitting	DBS
INT	PM	Permitting	DBS
RBK	PM	Permitting	DBS
SAN	PM	Permitting	DBS
SERV	PM	Permitting	DBS
SS	PM	Permitting	DBS
TC	PM	Permitting	DBS
TR	PM	Permitting	DBS
WTR	PM	Permitting	DBS

**MINUTES OF THE PLAN COMMISSION MEETING
CITY OF CHIPPEWA FALLS
MONDAY, DECEMBER 11, 2017 – 6:30 PM**

The Plan Commission met in City Hall on Monday, December 11, 2017 at 6:30 P.M. Present were Commissioners Dave Cihasky, Greg Misfeldt, Dennis Doughty, Mike Tzanakis, Jerry Smith, Alderperson Chuck Hull, Secretary Rick Rubenzer and Vice-Chairperson Tom Hubbard. Absent were Commissioners Dan Varga and Beth Arneberg, and Mayor Greg Hoffman. Also attending were City Inspector Paul Lasiewicz, Steve Pregent and persons on the attached attendance sheet.

1. **Motion** by Cihasky, seconded by Tzanakis to approve the minutes of the November 13, 2017 Plan Commission meeting. **All present voting aye. Motion carried.**

2. U-Haul representatives appeared to support the petition for a Conditional Use Permit for U-Haul to temporarily place ten 10'x10'x9' personal storage units on the parking lot at #409 East Prairie View Road. The Plan Commission discussed condition "a" allowing placement of the units until 90% occupancy of the storage units in the former K-mart building was reached or one year whichever came first. Justin Kaminski was asked how long it may take to reach 90% occupancy. He stated one year was not realistic. He continued that U-Haul was investing \$250,000 in the units and needed more time than one year. He also stated that there would be one thousand storage units in the former K-mart building. Commissioner Doughty stated that he thought a minimum of 2 ½ years might be more realistic. Secretary Rubenzer stated he had added the one year limit in reaction to Council comments but that the Plan Commission could change or remove that condition. Commissioner Cihasky was concerned about long term maintenance and appearance of the pods. Vice-Chairperson Hubbard opened the public hearing to consider Conditional Use Permit Resolution No. 2017-02. No one spoke for or against the resolution. Vice-Chairperson Hubbard closed the public hearing.
Motion by Tzanakis, seconded by Doughty to approve Conditional Use Permit Resolution No. 2017-02 allowing U-Haul to temporarily place ten 10'x10'x9' personal storage units on the parking lot at #409 East Prairie View Road, (Parcel #4428), after changing "one" to "five" in condition "a" and correcting person to personal in the sixth "Whereas" paragraph. Alderperson Hull asked if the Plan Commission wanted the "five" to be a condition. Secretary Rubenzer suggested wording that the occupancy and permit be reviewed by the Plan Commission after five years. Commissioners Tzanakis and Doughty amended the motion accordingly. **All present voting aye. Motion carried.**

3. Ian Kopp, Lee Marks and Charles Erlien appeared to support a Planned Unit Development Conditional Use Permit application to construct Twin Homes on Parcels #2574 and #2575, Lots #3 and #4, Block #4, Mansfield and McBeans Addition. Mr. Kopp added that the lots were located by the WCFW Radio Station on North Street. Inspector Lasiewicz noted that the Planned Unit Developments process was the only mechanism to construct Twin Homes in residential districts. He added City staff were considering alternative zone modifications for Twin Home construction for a future Plan Commission and Council recommendation. He stated that Mr. Kopp needed to provide a to-scale complete site plan.
Motion by Smith, seconded by Cihasky to recommend the Plan Commission conduct a

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

public hearing to consider a Planned Unit Development Conditional Use Permit to allow Ian Kopp, Lee Marks and Charles Erlie to construct Twin Homes on Parcels #2574 and #2575, Lots #3 and #4, Block #4, Mansfield and McBeans Addition. Said public hearing to be scheduled upon:

1. Receipt of the \$300 advertising fee
2. Receipt of a to-scale detailed site map and house floor plan
3. Proper notification of adjacent property owners

All present voting aye except Misfeldt and Hubbard who recused themselves and abstained from the vote. Motion carried on a 6-0 vote.

4. **Motion** by Misfeldt, seconded by Tzanakis to adjourn. **All present voting aye. Motion carried.** The Plan Commission adjourned at 6:55 P.M.


Richard J. Rubenzer, P.E., Secretary
Plan Commission

**MINUTES OF THE PLAN COMMISSION MEETING
CITY OF CHIPPEWA FALLS
MONDAY, NOVEMBER 13, 2017 – 6:30 PM**

The Plan Commission met in City Hall on Monday, November 13, 2017 at 6:30 P.M. Present were Commissioners Dave Cihasky, Greg Misfeldt, Dennis Doughty, Mike Tzanakis, Beth Arneberg, Alderperson Chuck Hull, Secretary Rick Rubenzer, Vice-Chairperson Tom Hubbard and Mayor Greg Hoffman. Absent were Commissioners Dan Varga and Jerry Smith. Also attending were Assistant City Engineer Bill McElroy, City Inspector Paul Lasiewicz and those on the attached attendance sheet.

1. **Motion** by Hubbard, seconded by Doughty to approve the minutes of the October 9, 2017 Plan Commission meeting. **All present voting aye. Motion carried.**

2. James Stewart of U-Haul appeared to support the attached U-Haul petition for a conditional use permit to place outdoor personal storage units at #409 East Prairie View Road. He handed out the attached site plan and noted that each of the ten storage units, (pods), shown on the plan would be 10' x 10' x approximately nine feet tall and the strip of units would be 50' x 20' footprint. He stated the pods would be temporarily placed as shown on the site plan until 90% occupancy was reached with the climate controlled indoor storage units. He continued that the display parking along the north side of the parking lot along East Prairie View Road would consist of new Ford E-250 Econoline vans and Ford F-150 trucks. They would be changed out every nine months. The Plan Commissioners asked that the display parking vehicles be noted on the plan. A storage pod detail showing dimensions, building materials and appearance is required by the week of November 20th, 2017.

Motion by Tzanakis, seconded by Hubbard to recommend the Plan Commission conduct a public hearing to consider a conditional use permit petition from U-Haul to temporarily locate ten 10' x 10' x 9' high personal storage units, (pods), in the parking lot of #409 East Prairie View Road. Said public hearing to be scheduled upon:

- 1) Receipt of the \$300 legal notice fee.
- 2) Proper notification of adjacent property owners.
- 3) Receipt of storage unit details, (appearance, dimensions and building materials) and labeling of the display parking vehicles.

All present voting aye. Motion carried.

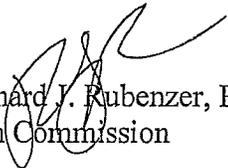
3. The Plan Commission considered the attached petition from Mary Jo Hanson for annexing Parcel #22809-0124-63510405 and Parcel #22809-0124-63510418, Lot #5 and Lot #18, Block #4, Tropicana City Subdivision, from the Town of Wheaton to the City of Chippewa Falls. The Plan Commission discussed the R-1B Single Family zoning surrounding the proposed annexation. Secretary Rubenzer noted the parcels were contiguous with the City of Chippewa Falls and that municipal water and sewer services could be extended across Lot #18 to Lot #5 which currently has just a garden shed on it. He continued that he expected to hear from the Wisconsin Department of Administration about the annexation within the week and in time for an annexation ordinance to be placed on the November 21st, 2017 Common Council agenda.

Motion by Hubbard, seconded by Tzanakis that the Common Council annex Parcel #22809-0124-63510405 and Parcel #22809-0124-63510418, Lot #5 and Lot #18,

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

Block #4, Tropicana City Subdivision, from the Town of Wheaton to the City of Chippewa Falls and assign R-1B Single Family Residential Zoning to the parcels. **All present voting aye. Motion carried.**

4. Jordann Herrling appeared to support her petition, (attached), for a conditional use permit to continue to operate a childcare center on Parcel #1974, Lot #13, Block #1, Korger Heights Addition, located at #822 First Avenue. She stated that she did not plan to alter the building at this time and that all conditions from C.U.P. Resolution No. 2010-01 issued to Helping Hands Childcare would remain the same except for her business name would be Tiny Tree Academy. Secretary Rubenzer added that the zoning had recently been changed from R-3A Multi-Family to C-1 Neighborhood Shopping but that childcare centers were listed as conditional uses in that district. He continued that Attorney Ferg stated that since all conditions other than business name and zoning remained the same as C.U.P. Resolution No. 2010-01, C.U.P. Resolution No. 2017-01 could be granted without a public hearing and upon Plan Commission approval. **Motion** by Hubbard, seconded by Tzanakis to approve Conditional Use Permit Resolution No. 2017-01 allowing Jordann Herrling to operate the Tiny Tree Academy Childcare Center on Parcel #1974, Lot #13, Block #1, Korger Heights Addition, located at #822 First Avenue. **All present voting aye. Motion carried.**
5. The Plan Commission considered the attached certified survey map from Hiess-Loken Associates, LLC proposing subdivision of parcels #4645 and 4646 for owner Gerry Holzem. Secretary Rubenzer noted that proposed vacant Lot #2 would meet the minimum lot requirements for R-1B Single Family Residential Zoning District. City Inspector Lasiewicz added that he had no issues with the subdivision. **Motion** by Hubbard, seconded by Misfeldt to recommend the Common Council approve the attached certified survey map from Hiess-Loken Associates, LLC proposing subdivision of parcels #4645 and 4646 for owner Gerry Holzem upon receipt of the \$100 review fee. **All present voting aye. Motion carried.**
6. **Motion** by Misfeldt, seconded by Hubbard to adjourn. **All present voting aye. Motion carried.** The Plan Commission adjourned at 7:00 P.M.


Richard J. Rubenzer, P.E., Secretary
Plan Commission

PLAN COMMISSION ATTENDANCE SHEET

DATE: November 13, 2017

NAME	ADDRESS	COMPANY REPRESENTING	PHONE #	EMAIL
Jordann Herring	614 11th Street E Menomonie, WI 54751	Tiny Tree Academy LLC	608-279-9982	Herringj@tosemy.wisconsin.edu
Tyler Weltzin	614 11th Street E Menomonie, WI 54751	Tiny Tree Academy LLC	715-514-8462	Weltzin t 2965 @my.wisconsin.edu
Bill McElroy	14340 41st Ave	CITY OF C.F.		
Alex Sandelstrom	1102 Brucewood Ln Neenah	U-hand	920-210-1866	alex_sandelstrom@uhand.com
James Stewart	1130 N 5th Ave Oshkosh, WI	U-hand	920-379-3414	James Stewart @ uhand.com
Robb Majors	415 Roosevelt Ave EC 54701	WRPI, LLC	715-379-2309	rob@collagecwoodgroup.com
Justin Kaminski	1608 N. MAIN ST OSHKOSH, WI	U-HAUL	414-403-1728	

Conditional Use Permit Resolution No. 2017-02

**CITY OF CHIPPEWA FALLS PLAN COMMISSION COMMERCIAL
PLANNED DEVELOPMENT CONDITIONAL USE PERMIT
RESOLUTION #2017-02 TO TEMPORARILY LOCATE TEN 10' X 10' X 9'
HIGH PERSONAL STORAGE UNITS, (PODS) IN THE PARKING LOT OF
#409 EAST PRAIRIE VIEW ROAD**

WHEREAS, the City of Chippewa Falls Common Council conducted a public hearing on January 5, 2016 and then granted a Special Use Permit Ordinance No. 2015-06 allowing Wisconsin Real Property Investments, LLC and Chippewa Commons to use the existing building, (former K-Mart building), to store pallets of bottled water; and

WHEREAS, on November 7, 2016, the City of Chippewa Falls Plan Commission granted Commercial Planned Development Conditional Use Permit Resolution No. 2016-05 to allow zero setback lot lines on parcel #4428, located at #409 East Prairie View Road; and

WHEREAS, Said former K-Mart, parcel number 4428 is zoned C-2 General Commercial District; and

WHEREAS, On November 13, 2017, the Plan Commission heard a request from U-Haul to temporarily locate ten 10' x 10' x 9' high personal storage units, (pods), in the parking lot of #409 East Prairie View Road; and

WHEREAS, the Plan Commission evaluated the development proposal in accordance with Municipal Code Section 17.26 which directs such evaluation as a conditional use permit under section 17.47; and

WHEREAS, the Plan Commission conducted a public hearing on Monday December 11, 2017 at 6:30 P.M. to hear all concerns about Commercial Planned Development Conditional Use Permit Resolution No. 2017-02 to temporarily locate ten 10' x 10' x 9' high personal storage units, (pods), in the parking lot of #409 East Prairie View Road after proper notification of all adjacent property owners within 150 feet of the parcel and the publishing of a Class II notice for the said public hearing.

NOW, THEREFORE, BE IT RESOLVED BY THE PLAN COMMISSION OF THE CITY OF CHIPPEWA FALLS, WISCONSIN, pursuant to Chapters 17.26 and 17.47 of the code of Ordinances of the City of Chippewa Falls, that Commercial Planned Development Conditional Use Permit Resolution No. 2017-02 to temporarily locate ten 10' x 10' x 9' high personal storage units, (pods), in the parking lot of #409 East Prairie View Road is granted under the following conditions:

- a) That U Haul be permitted to temporarily store ten 10'x10'x9'high outdoor personal storage units in the parking lot as shown on the attached site plan until 90 % occupancy of the indoor storage facility is reached and the Plan Commission will review the occupancy and permit after five years.

Conditional Use Permit Resolution No. 2017-02

**CITY OF CHIPPEWA FALLS PLAN COMMISSION COMMERCIAL
PLANNED DEVELOPMENT CONDITIONAL USE PERMIT
RESOLUTION #2017-02 TO TEMPORARILY LOCATE TEN 10' X 10' X 9'
HIGH PERSONAL STORAGE UNITS, (PODS) IN THE PARKING LOT OF
#409 EAST PRAIRIE VIEW ROAD**

- b) That this permit shall apply to parcel #4428 as described on the attached property description and as shown on the attached site plan.
- c) That the attached stated declarations apply to parcel #4428 and adjacent parcel #4430 as long as this permit remains valid.
- d) That a zero setback is required along the South property line of parcel #4428.
- e) That this permit shall run with the land and apply for all present and future owners as long as permitted uses in the C-2 General Commercial District are employed.
- f) That all the attached site plans, declarations and property descriptions become part and parcel of this permit.
- g) This permit will be available in the offices of the City Engineer and City Inspector.
- h) That this permit shall become null and void by non-compliance with the conditions of this permit or related Codes, or by application to the Board of Appeals for any Code variance at these premises.
- i) That all changes or modifications to this permit shall be made only after review and approval by the Plan Commission and after public notice and hearing as required for a Commercial Planned Development Conditional Use Permit.
- j) That except as specifically provided herein, all regulations of City Codes shall apply.

MOTION: Tranakis

SECONDED: Dougherty

I hereby certify that the Plan Commission of the City of Chippewa Falls, Wisconsin, adopted the above Resolution on December 11, 2017 by a vote of 6 ayes, 0 nays and 2 abstentions.

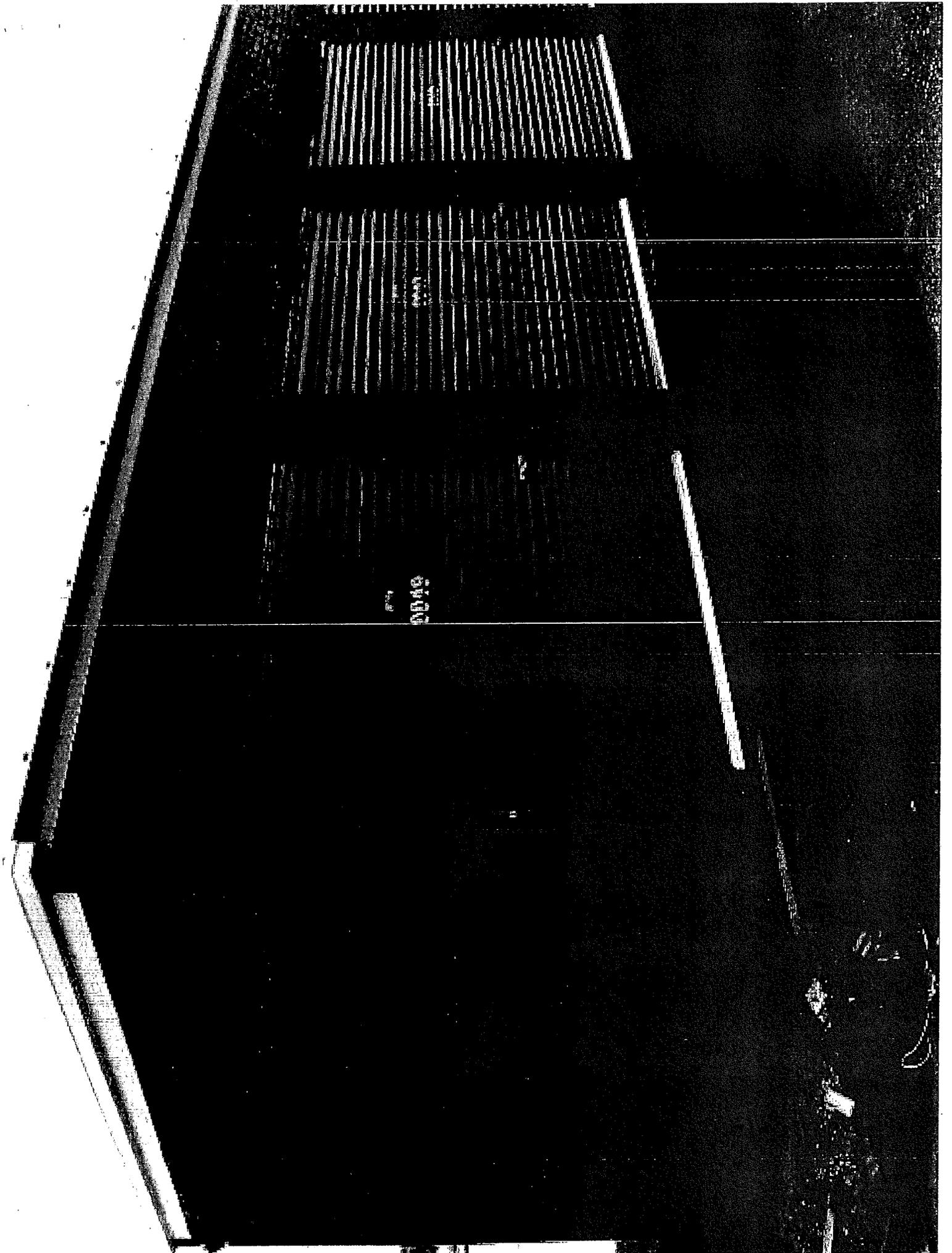
ATTEST: Richard J. Rubenzer
Richard J. Rubenzer, PE
Secretary, Plan Commission

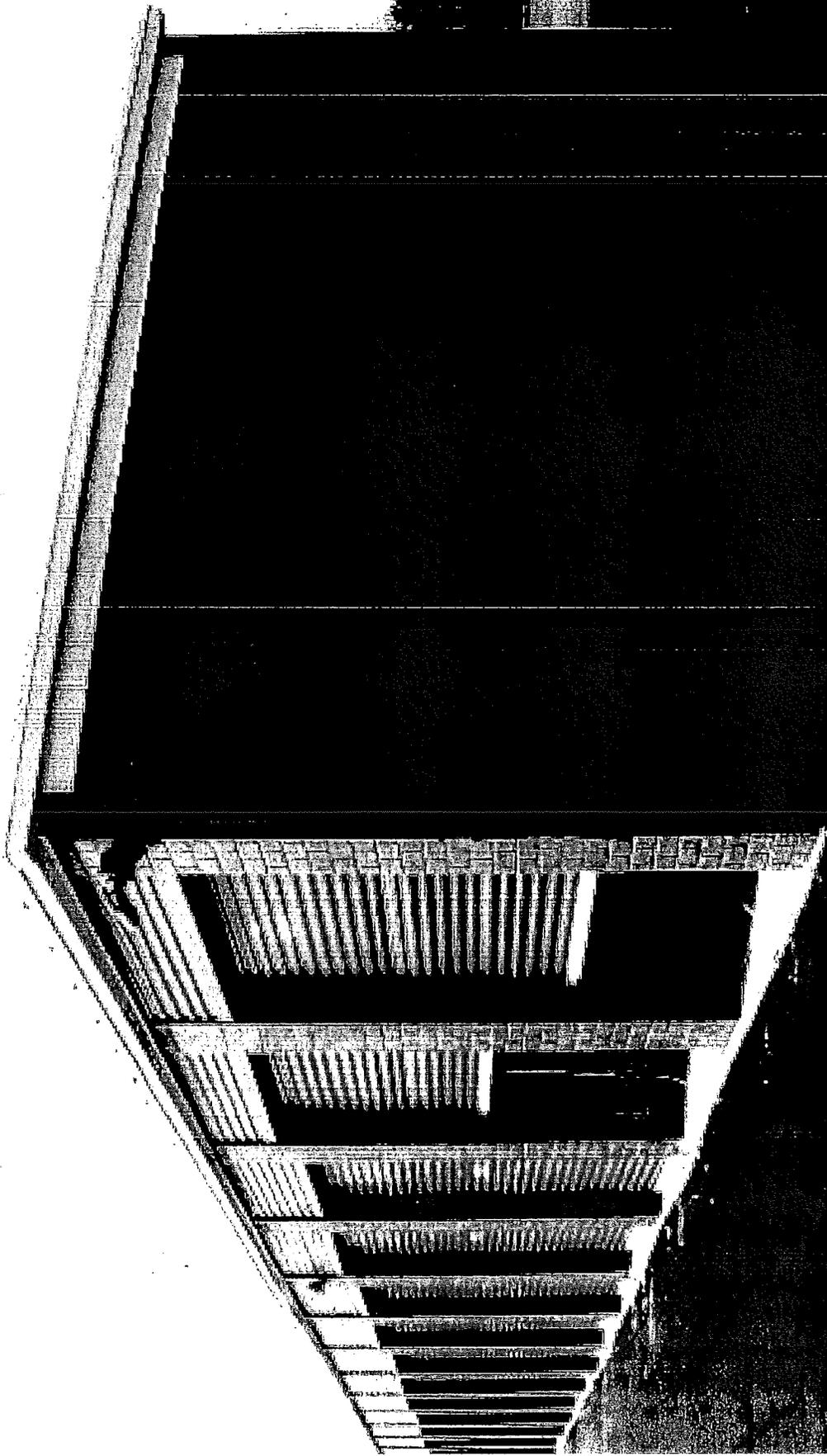
Legal Description

Known as 409 East Prairie View Road, City of Chippewa Falls, Chippewa County, Wisconsin.

That part of Lot 1 of Certified Survey Map #801 as recorded in Volume 2 of Certified Survey Maps on Page 380 as document #479180, being located upon the NW ¼ of the NW ¼ of Section 17, Township 28 North, Range 8 West, City of Chippewa Falls, Chippewa County, Wisconsin, described as follows:

Commencing at the Northwest corner of said Section 17; thence North 89°42'55" East along the North line of the NW ¼ of the NW ¼ of said Section 17 a distance of 1188.00 feet; thence South 00°00'00" West 37.50 feet to the point of beginning; thence continuing South 00°00'00" West 622.50 feet; thence South 89°42'55" West 170.00 feet; thence North 00°00'00" West 115.00 feet; thence South 89°42'55" West 129.40 feet; thence North 45°00'00" West 21.21 feet; thence South 89°42'55" West 385.00 feet; thence North 00°00'00" East approximately 213.37 feet to the Southeast corner of Lot 1 of Certified Survey Map #896; thence North 00°00'00" East 130 feet; thence North 90°00'00" West 8 feet; thence North 00°00'00" East 38.98 feet; thence North 69°30'45" East 320.38 feet; thence North 89°48'00" East 406.60 feet to the point of beginning.





All the things
you love about brick

The look you want...without the cost,
without the hassle



Nichiha's Brick Series offers the look and timeless appeal of traditional brickwork.

The slight variations in color, the stately good looks, even the grout lines; it's all there. And thanks to a proprietary multi-layered coating process the beauty of Nichiha is guaranteed to last. We did leave out two things: the tons of weight and the extra time required to see your project to completion... but we figured they wouldn't be missed.



VINTAGEBRICK™

ALEXANDRIA BUFF



WHITE WASH

VINTAGEBRICK™

DIMENSIONS (NOM. FT. ~ ACTUAL MM)	18" [H] X 6' [L] (455 MM X 1,818 MM)
THICKNESS (NOM. IN. ~ ACTUAL MM)	3/4" (18 MM)
WEIGHT (LBS. PER PANEL)	39.6
WEIGHT (LBS. PER SQ. FT.)	4.4
EXPOSED COVERAGE (SQ. FT. PER PANEL)	9
PACKAGING (PIECES PER PACK)	2 [18 SQ. FT.]

PLYMOUTHBRICK™



CRIMSON



**GET THE CLASSIC LOOK OF
KILN FIRED BRICK WITH
THE MODERN STRENGTH OF
PLYMOUTHBRICK PANELS.**

PLYMOUTHBRICK™

DIMENSIONS (NOM. FT. ~ ACTUAL MM)	18" [H] X 6' [L] (455 MM X 1,818 MM)
THICKNESS (NOM. IN. ~ ACTUAL MM)	5/8" (16 MM)
WEIGHT (LBS. PER PANEL)	35.2
WEIGHT (LBS. PER SQ. FT.)	3.9
EXPOSED COVERAGE (SQ. FT. PER PANEL)	9
PACKAGING (PIECES PER PACK)	2 [18 SQ. FT.]

CANYONBRICK™



SHALE BROWN

CANYONBRICK™

DIMENSIONS (NOM. FT. ~ ACTUAL MM)	18" [H] X 6' [L] (455 MM [H] X 1,818 MM [L])
THICKNESS (NOM. IN. ~ ACTUAL MM)	5/8" (16 MM)
WEIGHT (LBS. PER PANEL)	35.2
WEIGHT (LBS. PER SQ. FT.)	3.9
EXPOSED COVERAGE (SQ. FT. PER PANEL)	9
PACKAGING (PIECES PER PACK)	2 [18 SQ. FT.]

STORE # 3735

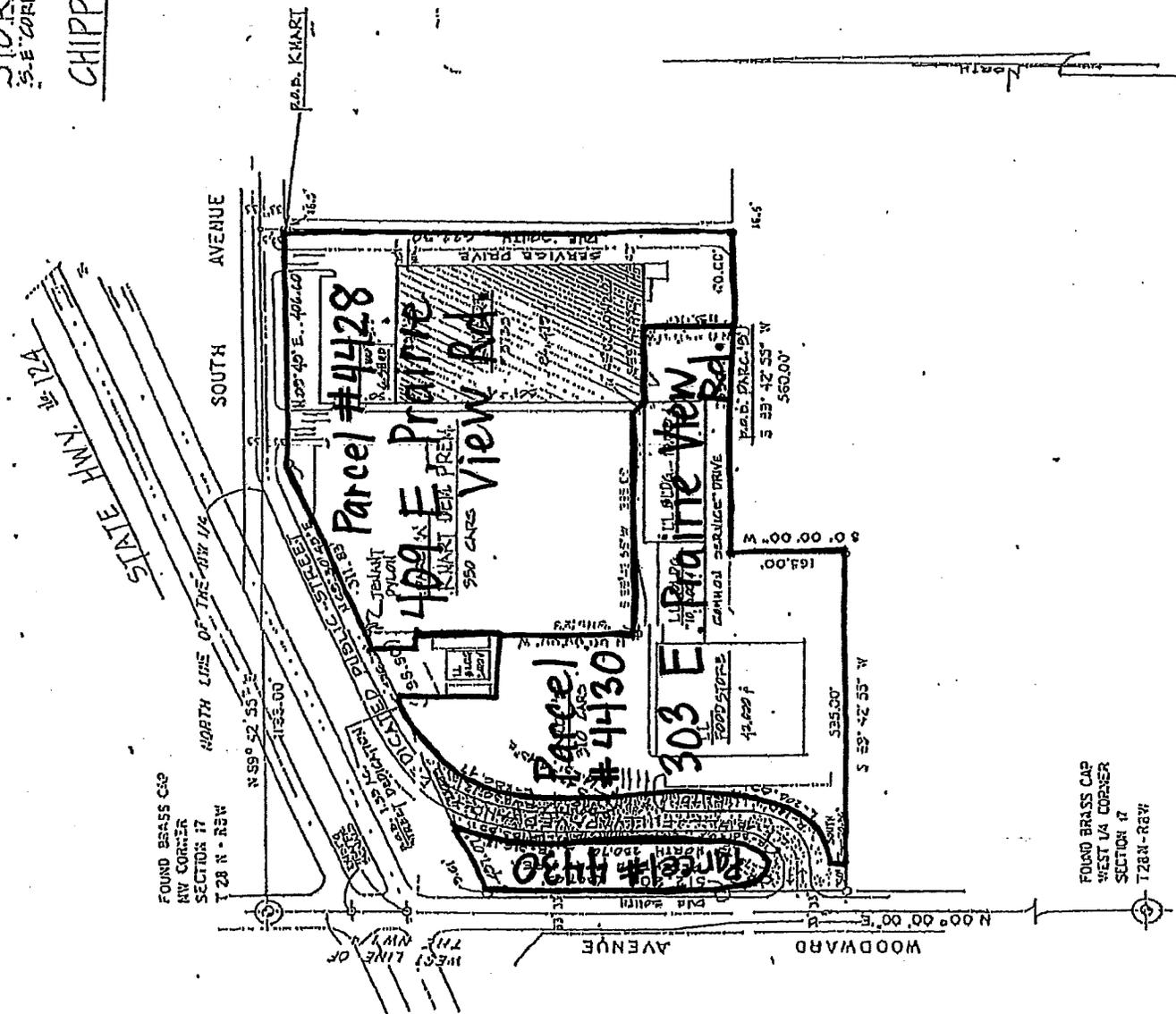
S.E. CORNER STATE HIGHWAY # 124 AND WOODWARD AVENUE

CHIPPEWA FALLS, WI.

EXHIBIT B

DATE: AUG. 1, 1955

SCALE: 100 FT. TO 1 INCH
0 50 100 200'



FOUND BRASS CAP
NW CORNER
SECTION 17
T 28 N - R 8 W

FOUND BRASS CAP
WEST 1/4 CORNER
SECTION 17
T 28 N - R 8 W

INDEXED _____

486705

DECLARATION OF RESTRICTIONS AND EASEMENTS

THIS DECLARATION OF EASEMENT made as of the *22nd* day of *August* 1989, by CHIPPEWA COMMONS a Michigan Partnership, (sometimes hereinafter referred to as "DECLARANT").

WITNESSETH:

WHEREAS, DECLARANT is the owner of certain parcels of real estate located in the County of Chippewa and in the State of Wisconsin, said parcels being sometimes hereinafter referred to as "K mart Demised Premises" and "Balance of Shopping Center" and more particularly described in Parcel A of Exhibit "A" and Parcel B of Exhibit "A" respectively, attached hereto; the K MART DEMISED PREMISES and BALANCE OF SHOPPING CENTER are sometimes collectively hereinafter referred to as "SHOPPING CENTER."

WHEREAS, DECLARANT intends to improve said SHOPPING CENTER with retail stores and/or other buildings and site improvements in conformance to the Exhibit "B" attached hereto and DECLARANT desires for the benefit of said SHOPPING CENTER to provide, create, reserve and grant certain mutual, non-exclusive easement rights for access, ingress, egress, in, on, over, under and through said property, to provide, create, reserve and grant certain mutual non-exclusive rights to use the parking areas of the SHOPPING CENTER and to provide for the common mutual use, maintenance and repair of certain common facilities on and about said property.

NOW, THEREFORE, in consideration of the foregoing, DECLARANT, for itself, its successors and assigns, does hereby declare as follows:

1.(a) Declarant hereby grants to each and every person, partnership, corporation or other entity now or hereinafter owning or having any interest in all or any portion of the K MART DEMISED PREMISES and the BALANCE OF SHOPPING CENTER, a mutual reciprocal and non-exclusive easement, license, right and privilege, for the installation, maintenance, and connection to all underground utilities including all utility lines, wires, pipes, conduits, sewer and drainage lines, and the rights and privileges of passage and use both pedestrian and vehicular including but not limited to, the parking of vehicles, and for ingress and egress to and from the roadways adjoining the SHOPPING CENTER, in, to, upon, through and over the Common Areas from time-to-time located on the SHOPPING CENTER. Common Areas shall include, but not be limited to the parking areas, service drives, driveways, entrances and exits, pedestrians walks and all other areas within the SHOPPING CENTER intended to be used in common as shown on the plot plan which is Exhibit "B" attached hereto. DECLARANT agrees that any future connections to the existing "underground utility lines", the term "underground utility lines" as used herein shall include by way of reference but not limitation, all wires, pipes, conduits, sewer lines, etc., and located on the K MART DEMISED PREMISES shall be subject to the advanced written approval of the Construction Department of K mart Corporation while K mart Corporation is the Tenant thereof, said consent not to be unreasonably withheld. If any future connections are located on the BALANCE OF SHOPPING CENTER, they shall be subject to the prior written approval of the owner thereof, said consent not to be unreasonably withheld.

Notwithstanding any of the foregoing, however, it is specifically understood and agreed that the easement referred to herein shall not affect nor shall it be over, through or under any building or structure located on any Site. No building may be affected, damaged or destroyed in connection with work on utility easements.

(b) DECLARANT agrees that any costs or expenses incurred by the owner or Tenant of the K MART DEMISED PREMISES or the BALANCE OF SHOPPING CENTER in repairing or maintaining the underground sanitary sewer line (or other underground lines) shall be paid by the owner or Tenant (if obligated pursuant to a valid existing lease).

(c) The easements, rights, and privileges granted hereby shall be for the benefit of and be restricted solely to the owner or owners and/or Tenants from time-to-time of all or any portion of the property described in Parcel A of Exhibit "A" and Parcel B of Exhibit "A" and such owner or owners shall grant the benefit of such easement, rights, privileges to its tenants now or hereafter occupying a building or portions thereof on the SHOPPING CENTER for the period of such tenancy, and to the customers, employees, and business invitees of said tenants, but the same is not intended and shall not be constructed as creating any rights in and for the benefit of the general public.

(d) The easements, rights, and privileges hereinbefore granted shall be used and enjoyed in such a manner as to cause the least possible interference with the conduct and operations of the business at any time existing on the SHOPPING CENTER.

2. The owner or owners and/or tenants (if obligated to do so pursuant to any lease) of the respective parcels of property comprising the SHOPPING CENTER shall be responsible at their own expense for all costs and expenses of the maintenance of the Common Area located on their respective parcels which shall include but not be limited to all utilities, cleaning, snow removal, repairs and replacements, including resurfacing and restriping, maintenance of lights and light standards, landscaping, and all other functions necessary for the property maintenance, upkeep and operation of such Common Areas.

3. DECLARANT hereby agrees that the Shopping Center will not be used for a purpose other than primarily for retail sales and services, and further, will not be used for skating rinks, bowling alleys, health clubs, movie theatres, theatres, dancing ballrooms or establishments, night clubs, entertainment facilities, family centers (such as, without limitation, video arcades or game centers and pool rooms).

4. The terms, covenants and agreements contained herein shall be binding upon and inure to the benefit of DECLARANT, its successors, assigns, and mortgagees and the owners from time-to-time of the SHOPPING CENTER and shall run with and against the SHOPPING CENTER. Anything to the contrary notwithstanding, DECLARANT, its successors, assigns and mortgagees shall not be personally liable for the performance of the covenants contained in this Agreement, but instead said covenants are made solely for the purpose of binding the fee or leasehold interest owned by DECLARANT in said property.

5. Notwithstanding anything to the contrary herein, this Declaration shall in no way limit K mart Corporation's rights under Article 16, "Alterations and Additional Construction", of the lease between K mart Corporation, as Tenant, and Chippewa Commons, as Landlord, covering Parcel A of Exhibit "A", the K.mart Demised Premises.

IN WITNESS WHEREOF, DECLARANT has hereunto set its hand the day and year first above written.

WITNESSES:

Claudia Torres
Clayton P. Costa
CLAYTON P. COSTA

CHIPPEWA COMMONS

BY:

Richard Agree
Richard Agree

STATE OF MICHIGAN
COUNTY OF OAKLAND

The foregoing instrument was acknowledged before me, a Notary Public,
on this 16 day of AUGUST, 1989, by RICHARD AGREE

My commission expires:

Claudia Jane Kayfes
CLAUDIA JANE KAYFES
Notary Public, Oakland County, Michigan
My Commission Expires May 8, 1990

CONSENT OF LESSEE

The undersigned Lessee hereby acknowledges the terms, covenants and
conditions contained in the foregoing Declaration of Easement and agrees to be
bound thereby.

K MART CORPORATION
a Michigan Corporation

WITNESSES:

C.S. Thomas
C.S. Thomas
Marilyn Thomas
MARILYN THOMAS

By: M. L. Skiles
M. L. SKILES

STATE OF MICHIGAN)
COUNTY OF OAKLAND)

The foregoing instrument was acknowledged before my this 23rd day
of August, 1989, by M. L. Skiles of K MART CORPORATION, a
Michigan Corporation on behalf of the said Corporation.

My commission expires:

Patricia A. Hewelt
PATRICIA A. HEWELT
Notary Public, Macomb County, Mich.
My Commission Expires July, 26 1992
Acting in Office of County

Register's Office
Chippewa County, WI } ss.

Received for Record
the 16 day of Feb
A.D. 1990 at 9:30 o'clock a. m.
and recorded in vol. 662
of Records Page 265-271
Patricia M. Kayscraft
Register

0777q

Loken Abstract & Title Co
106 W. Grand Ave
East Chair, WI 54701
16 pp.

Date Filed: 12/5/2017

Fee Paid: 25.00 Date: 12/5/17 TR#: 54253

Fee Paid: _____ Date: _____ TR#: _____

PETITION FOR A CONDITIONAL USE PERMIT

TO THE CITY OF CHIPPEWA FALLS, WISCONSIN:

I/We, the undersigned, hereby petition the Plan Commission of the City of Chippewa Falls, WI, for a Conditional Use Permit as authorized by the Chippewa Falls Zoning Code, Section 17.46, for the following described property:

Address of Property: TBD North Street

Lot#: 344 Block#: 4 Subdivision: Mansfield & McBeens Parcel# 22908-3234-60130403 AND 0404 211-2574 & 211-2575

Legal Description: Lots 3 and 4, Block 4, Map of Mansfield and McBeens Addition to the City of Chippewa Falls

Zoning classification of property: R-1C Single Family

Purpose for which this Permit is being requested: Allow proposed owners of lots to build a Twin Home together with zero set back between lots 3 and 4.

Existing use of property within 300 feet of subject property: (List or attach map)
Same

Recite any facts indicating that the proposed use will not be detrimental to the general public's interest, the purposes of this Chapter and the general area in which it is located:

Both owners will occupy as their primary residence

Operational plans of the proposed use:

Hours of Operation: N/A
Days of Operation: N/A
Number of Employees: N/A
Part-time Full-time

Capacity:

Number of Units: 1 each
Size: 600 to 900 SF each
Number of Residents/Children: 1-2 each
Ages: 50, 49, 78
Other:

Building plans:

Existing buildings: None
Proposed buildings: Residence
Use of part of building: Residential
Proposed additions: None
Future additions: None

Change in use: N/a

Outside appearance: Residential

Number of buildings: 1

Planting & Landscaping:

Type: Grass

Timetable: 6-9 months

Screening:

Type: N/a

Fences: Existing ON Adjoining Property

Type: N/a

Height: N/a

Location: N/a

Earth Bank:

Planting: N/a

Maintenance: N/a

Other: N/a

Lights:

Number of lights: n/a

Location: n/a

Hours: n/a

Type: n/a

Signs:

Type: n/a

Lighted: n/a

Size: n/a

Location: n/a

Setbacks: n/a

Drives:

Number of: 1

Location: Center of lots

Width: Minimum Required

Parking:

Number of stalls: Minimum Required

Location of stalls: driveway

Setbacks: zero

Surfacing: Minimum Required

Screening: n/a

Drainage:

Storm sewer: n/a

Rock beds: n/a

Detention pond: n/a

Retention pond: n/a

Submit site plan showing property line, buildings and other structures.

List any additional information being submitted with this permit application: _____

IN ORDER FOR THIS PETITION TO BE CONSIDERED, THE OWNER(S) OF THE PROPERTY MUST SIGN BELOW:

Owner(s)/Address(es):

Stephen Pregent
Present owner
Stephen Pregent Development LLC
Phone #: 715-
Email: _____

Lee C. Marks
Contracted owner
Phone #: _____
Email: _____

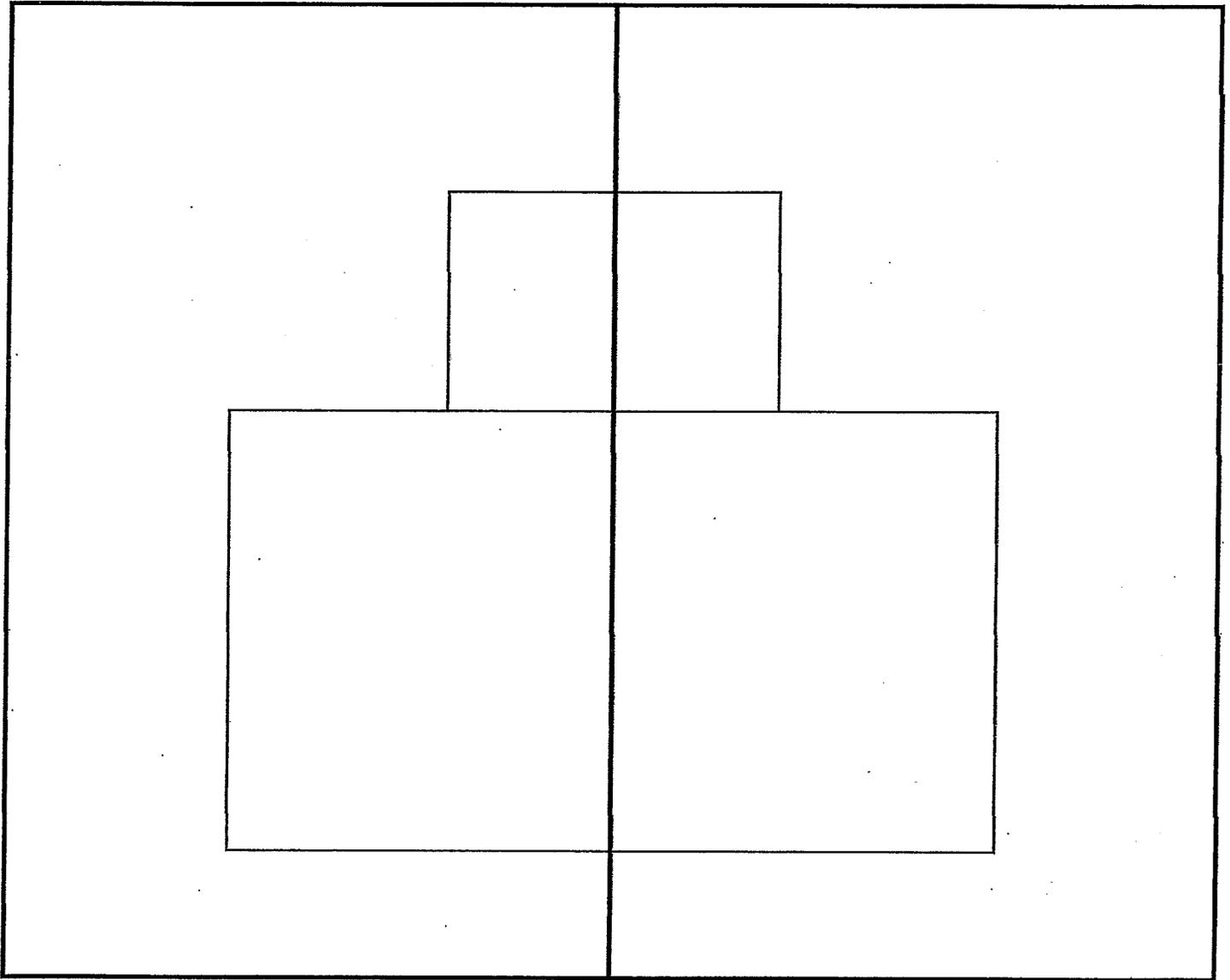
Charles P. Erlien TRUST
Contracted owner
Phone #: _____
Email: _____

Petitioner(s)/Address(es):

Jan Kopp FOR Lee and Charles
Phone #: 715-456-7582
Email: rangerkopp@gmail.com

Lee C. Marks
616 OAKRIDGE DR
Chippewa Falls WI 54729
Phone #: N/A
Email: N/A

Charles P. Erlien TRUST
848 Wilson ST
Chippewa Falls WI 54729
Phone #: N/A
Email: N/A



Not to Scale

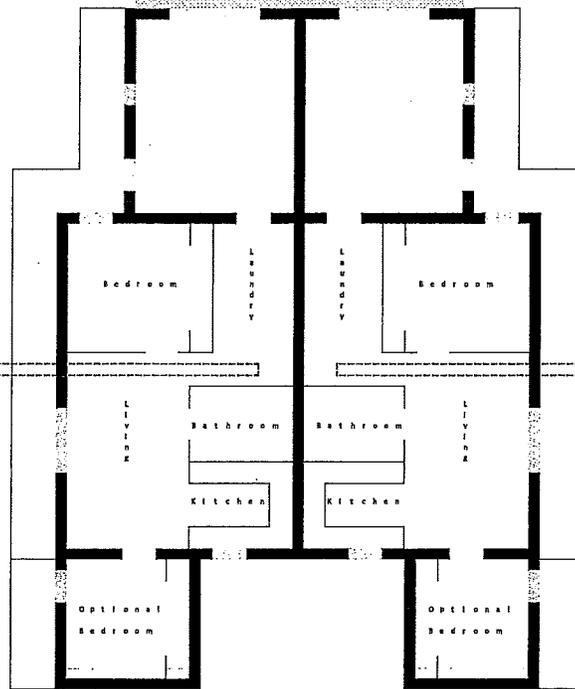
Water Sewer Sewer Water

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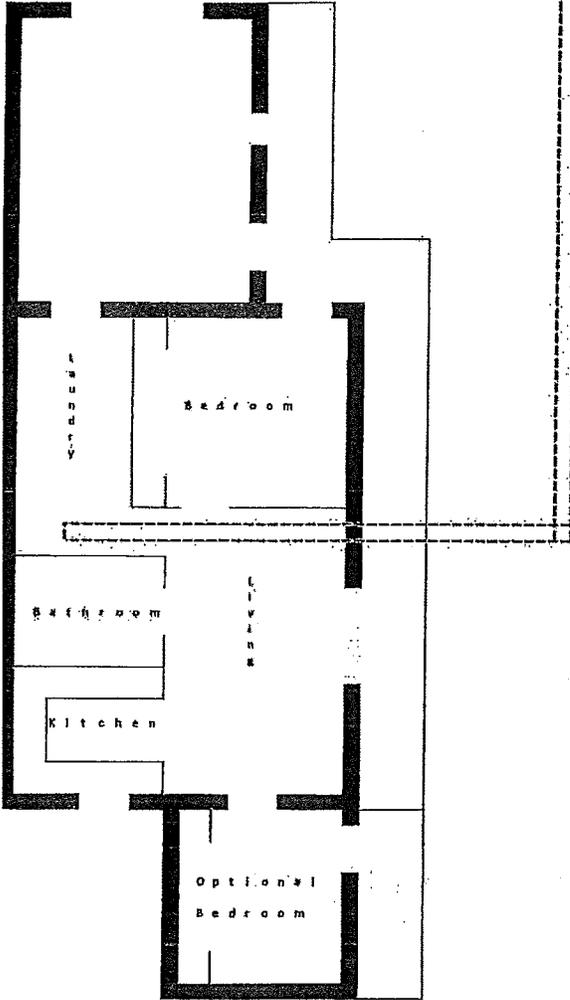
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Lot 3
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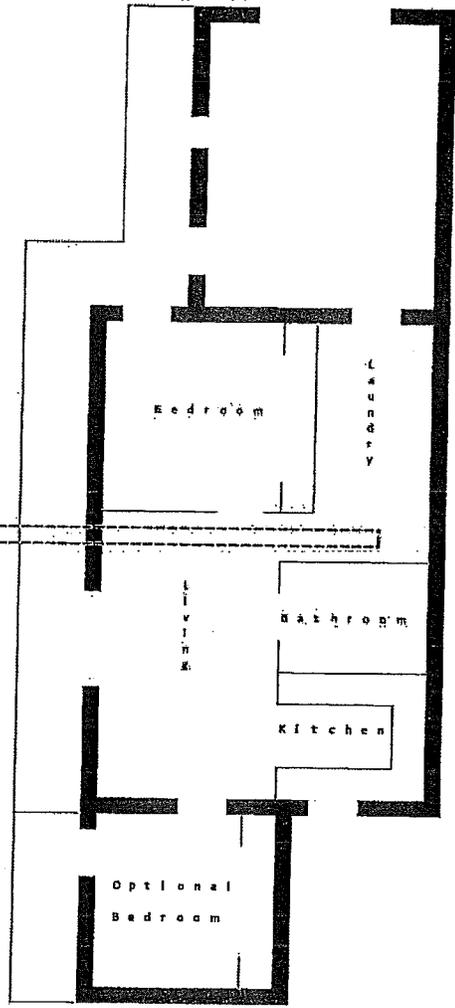
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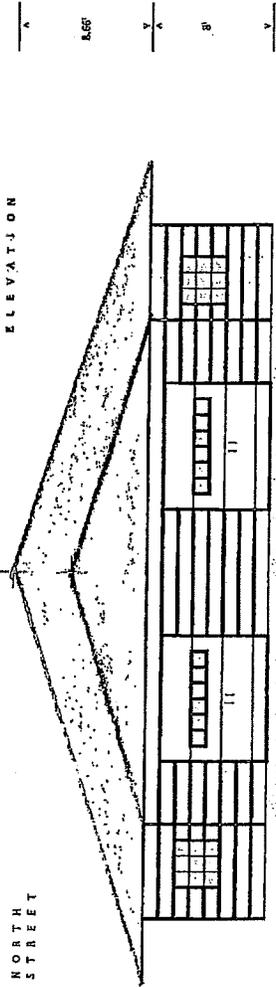
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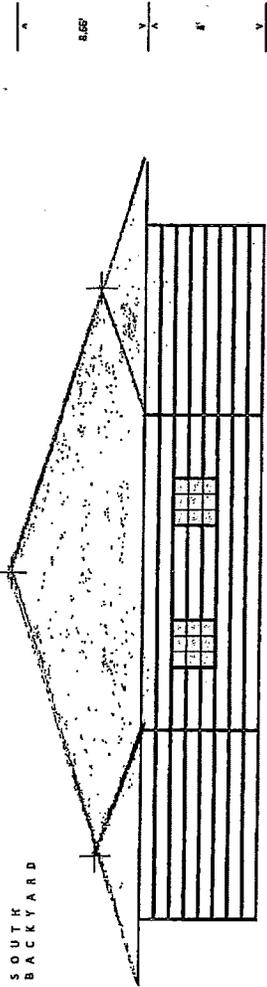
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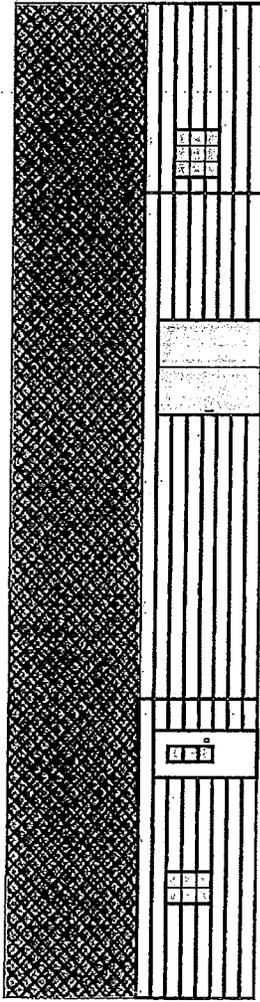
NORTH STREET



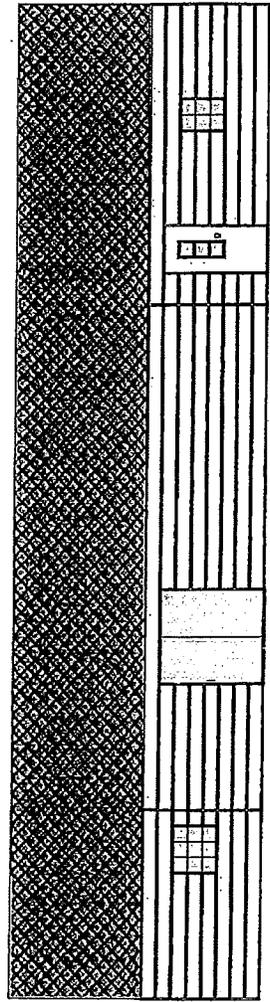
SOUTH BACKYARD



WEST SIDE



EAST SIDE



Outside Dimensions	
Driveway	25 x
Garage	15 x
House	32 x

Structure

Opt. BR	12 x
---------	------

With Optional BR

Lot	66 x
-----	------

Living Space	
Garage/BR	18
Utility	15
Bedroom	12
Closet	12
Bathroom	7
Kitchen	8
Living Room	18
Hallway	2

Total Living Space

Opt. BR	11
---------	----

With Optional BR

Dimensions +/- 6"

	Sq Ft
15	375
20	300
26	832
	1132
12	144
	1276
124	8184

14	252
7	105
11	132
2	24
9	63
9	72
11	198
3	6
	<hr/>
	852

10	110
	962

City of Chippewa Falls, Wisconsin
TRANSIT BOARD OF DIRECTORS

Monday, December 11, 2017
MEETING MINUTES

Transit Program Manager, Jayson Smith, called the meeting to order at 4:30 PM in the Council Chambers of City Hall on Monday, December 11, 2017. Present: Transit Board Members, Arlan Bergquist, Ed Cadwell, Sue Carlson, Peggy Nehring, Councilmen Paul Nadreau and Chuck Hull. Also present: Transit Manager Jayson Smith.

1. **MOTION by Cadwell; Seconded by Berquist, to approve the Minutes of the December 6, 2016 Transit Board of Directors Meeting. All present voting aye, MOTION CARRIED.**

2. **DISCUSS ARRIVAL OF NEW SRT FLEET VANS, GRAPHICS UPDATE AND CHANGES TO BROCHURE.**

Two new 2017 Dodge Caravans have been delivered (side-load with Braun Accessible Conversion). They will replace two of the oldest vans in the fleet. The replaced vans will be sold in early 2018.

3. **UPDATE BOARD MEMBERS ON SRT PERFORMANCE FOR 2017.**

Jayson explained that operations are running smoothly with ridership tracking toward 63,500 to 64,000 for 2017. The program is also within budget.

Running, Inc. will continue to provide services into 2018. The hourly rate will be \$27.42 for services beginning January 1, 2018 as set by the WIDOT.

4. **MAKE A RECOMMENDATION TO THE CITY COUNCIL ON HOURS OF OPERATION FOR CHRISTMAS DAY, 2016.**

MOTION by Nadreau, Seconded by Carlson, to recommend adjusting the SRT hours of operation on December 25, 2017 to 11:00 AM until 3:00 PM. All present voting aye, RECOMMENDATION CARRIED.

6. **MOTION by Caldwell, Seconded by Nehring, to adjourn at 5:00 PM. All present voting aye, MOTION CARRIED.**

Submitted by:
Jayson Smith, Transit Manager

MEETING MINUTES
CHIPPEWA FALLS REDEVELOPMENT AUTHORITY
December 13, 2017

The Chippewa Falls Redevelopment Authority met in the Council Chambers of City Hall on December 13, 2017 at 9:30 a.m. Present were Dan Zylstra, Jerry Kuehl, Greg Hoffman, John Monarski, Teresa Germain, Debi Waldusky, and Bill Burich. Also present: Tobi LeMahieu, Jordan Pospishil, Julie Korger, Carol Christenson, Jamie Leibrandt, and Jayson Smith.

1. Greg Hoffman called the meeting to order and introductions were made. Motion by Monarski, seconded by Kuehl to approve the minutes of the February 1, 2013 Redevelopment Authority meeting. All present voting aye. Motion carried.

2. Motion by Monarski, seconded by Burich to go into Closed Session under 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 consider:

- A. Negotiating the restructuring of Loans #1 and #2 with Cobban Block, LLC; and to include Redevelopment Authority Board Members, Smith, LeMahieu, Pospishil, Korger, Chirstenson, and Leibrandt; may return to Open Session. Roll Call Vote: Aye – Monarski, Burich, Zylstra, Kuehl, Hoffman, Germain, Waldusky. Motion carried.

The Board discussed Item (A) above.

Motion by Monarski, seconded by Kuehl to return to Open Session. All present voting aye, motion carried.

Chairperson Hoffman reported that the RDA Board made and approved a motion in Closed Session to restructure Loan #1 and Loan #2 with Cobban Block, LLC.

3. Jayson Smith briefed the Board on the Status of the RDA revolving loan fund noting that with the loan repayments over the last four years there was approximately \$455,000 available to the Board for future loan requests. Jayson advised the Board that currently the funds can only be loaned to property owners located in RDA District #1 that is the same area as the original TIF #4 boundaries. Jayson recommended that the Board consider revising the Policies and Procedures Manual and the RDA Plan District #1 to allow the Board to make loans outside of the current District #1 boundaries. Jayson noted that the City Council would also have to approve amending the RDA Plan District #1. Jayson explained that the Board can make loans outside of District #1 if the Board determines that the property that the loan would be used for was determined, by the RDA Board, to be blighted following a public hearing. Jayson explained that he would leave notes for his replacement regarding the procedure and what the Board and City Council would have to do to allow the RDA Board to make spot blight loans outside of District #1. Jayson also indicated that he would develop a set of definitions/criteria that the Board can use when making a spot blight determination that can be incorporated into changes to the P&P Manual. Jayson also explained that the Policies and Procedures Manual was last updated in 2008. Jayson noted that when he reviewed the current P&P Manual he found a number of contradictions and discrepancies that can be confusing. Jayson indicated he would outline his concerns for his replacement to review and use for possible changes to the manual. No action taken

4. **Motion** by Monarski, seconded by Zylstra to adjourn. The meeting adjourned at 10:20 a.m.

Submitted by:

Jayson C. Smith, Secretary, RDA



Minutes
Department Head Review Committee
December 14, 2017

The Department Head Review Committee met on Thursday, December 14, 2017 at 8:30 AM at City Hall, Mayor's Office, 30 W. Central Street, Chippewa Falls, Wisconsin.

Committee members present: Mayor Hoffman, CW King, Rob Kiefer.

Others present: Finance Manager/Treasurer Lynne Bauer, Building/Zoning Inspector Paul Lasiewicz, City Clerk Bridget Givens.

Call to Order: 8:33 AM

1. Open Session

2. Closed Session

Motion by King/Kiefer to go into Closed Session under Sec. 19.85 (1) (c), Wis. Stats. for Contemplated Closed Session under Sec. 19.85 (1) (c), Wis. Stats. for "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility" to: A) Conduct the annual performance reviews for the following Department Heads: Joe Niese, Library Director; Paul Lasiewicz, Building/Zoning Inspector; Bridget Givens, City Clerk; and Lynne Bauer, Finance Manager/Treasurer; and to include in the Closed Session the Mayor, Committee and Council members, Lynne Bauer, Bridget Givens, and Paul Lasiewicz; and may return to Open Session for possible recommendations.

Roll Call Vote: King - Aye; Kiefer - Aye; Hoffman - Aye. Motion carried.

The Committee conducted annual reviews for Building/Zoning Inspector Paul Lasiewicz, City Clerk Bridget Givens, and Finance Manager/Treasurer Lynne Bauer. Note: Library Director Joe Niese did not appear and has been evaluated by the Library Board.

Motion by King/Kiefer to return to Open Session. **All present voted aye. Motion carried.**

Mayor Hoffman reported there was a unanimous vote in closed session to approve the January 1, 2018 step advancements for Paul Lasiewicz (14G to 14MAX); Bridget Givens (14B to 14C), and Lynne Bauer (18F to 18G).

3. Adjournment

Motion by King/Kiefer to adjourn at 9:20 AM. **All present voted aye. Motion carried.**

Minutes submitted by,
Mayor Greg Hoffman

PARKS, RECREATION & FORESTRY BOARD MEETING
Tuesday, December 12, 2017

1. Call to order by Beth Arneberg at 6:03 p.m.
Roll Call: Members Present: Audrey Stowell, Dale Berg, Carmen Muenich, Beth Arneberg, Nate Seckora and Rob Kiefer. Absent: Heidi Hoekstra.
Staff present: Dick Hebert and Josh Kriesel.
2. Approval of November 14, 2017, Minutes: **Motion by Kiefer/Seckora to approve November 14, 2017, minutes. Motion passed.**
3. Personal Appearances By Citizens. None.
4. Discuss / Consider Special Event Applications: None.

Heidi Hoekstra arrives.

5. Discuss/Consider:
 - a. Discuss Riverfront Park. Jayson Smith gives an update on the project. Heartland was the low bidder for Phase 2. They eventually withdrew, and Chippewa Concrete, who was the next lowest bidder, came in and is doing the work at Heartland's bid amount. Chippewa Concrete has done a fantastic job and started right away once the contract was signed. The underground work is done, some surface work and some landscaping is done also. Work will start up again in Spring. Huffcutt will be providing bathrooms and maintenance buildings from its new plant. We were awarded a 50% grant for the bathrooms and picnic pavilions worth \$281,000. He also discussed food truck and picnic pavilion locations and the stage area. As Board members have expressed concern about speed of traffic at the roundabout, Police Chief Kelm has presented Dick with five options. Dick will advise Chief Kelm that we would like to try the no-cost options first. Rick Rubenzer will also look into use of amber lights. Educating pedestrians to use cross-walks was also discussed. Dick thanks Jayson for his work with the Parks, Rec & Forestry Dept. and expresses what an honor it's been to work with him over the years.
 - b. Discuss Improvements to Welcome Center. Dick Hebert presents the financial report for the project. Revenues and expenditures were reviewed. Dick also went through proposed high priority expenditures, which are snow dams, fencing between outside exhibits, technology inside the Welcome Center, tables and chairs (which will be an in-kind donation from Spectrum), freezer, refrigerator, and AED. Dick also presented proposed projects. **Motion by Kiefer/Arneberg to request CBSquared to proceed with construction documents and bidding for the Welcome Center Parking Lot and Street Improvements, Duck Pond and Swale Improvements, and Bison Barn Parking Lot projects with Bison Barn Parking Lot being bid as an alternate. Motion passed.**
 - c. Discuss Erickson Park Improvement Project. Dick Hebert reports that a lead paint, asbestos and hazardous materials study does need to be done at the

frozen food locker. This will cost \$1,800. Dick distributes Ayres' contract. **Motion by Kiefer/Stowell to approve contract with Ayres for assessment of asbestos, lead based paint and hazardous materials at the former frozen food locker contingent upon funds from Erickson Park Pass-thru Account for \$1,800. Motion passed.** Ron Bakken states \$208,000 is left to raise.

- d. Recreation Report. Josh Kriesel presents the pool report. Attendance was not as good as last year; the weather was cooler. He also gave report on Run for the Lights; there were 398 participants. Profit for this year was \$4,834.30.

Audrey Stowell left.

- e. Director Report. Dick Hebert reports on Forestry and the DNR grant. Staff is concentrating on East Hill trees now, going door to door discussing ash trees and whether homeowners wish to treat their trees. Dick states the Lights look great and staff and volunteers did an amazing job.
6. Approve Claims. Claims reviewed. **Motion by Kiefer/Hoekstra to approve claims of \$78,180.74. Motion passed.**
7. Park Board Members' Concerns or Comments. Would like to discuss fees for food trucks and Welcome Center rental next month.
8. Adjournment. **Motion by Muenich/Kiefer to adjourn at 7:50 p.m. Motion passed.**

Submitted by:

Audrey Stowell, Secretary and
Josh Kriesel

**Minutes of the
Meeting of the Chippewa Falls Public Library Board of Trustees
November 15, 2017**

1. Call to Order

Meeting was called to order by Board President Sarah Jones at 5:00 p.m.

2. Roll Call of Members

Members Present: Ambelang, Hoekstra, Jones, King, Newton, Pamperin, Rasmus
Others Present: Director Joe Niese; Confidential Administrative Assistant Deb Braden

3. Approval of Agenda

Motion by Hoekstra seconded by Ambelang to approve the agenda as amended. All present Voting Aye.
Motion carried.

4. Disposition of the minutes of the regular meeting of October 11, 2017.

Motion made by King seconded by Hoekstra to approve the minutes of the regular meeting of October 11, 2017 as corrected. All present Voting Aye. Motion carried.

5. Disposition of the vouchers to be paid from the 2017 budget after November 21, 2017.

Motion made by Ambelang seconded by King to approve payment of the vouchers to be paid from the 2017 budget after November 21, 2017. Roll call Vote take. Aye – Ambelang, Hoekstra, Jones, King, Newton, Pamperin, Rasmus. All present Voting Aye. Motion carried.

6. Public appearances by citizens.

Library Science Student Christine Hill was presented to listen to the meeting.

7. Correspondence

A thank you from Chad Lewis after his presentation in October. The Community Foundation Report was also shared with the Board of Trustees.

8. Management report

Director Niese presented the Management Report. He talked about highlights from the report. The Library has submitted a Science Kits for Libraries Grant with the Children's Department and Young Adults Department working together on the application. The Children's Department is working on a Read Off for Fines promotion to help the children have a fresh start in the New Year.

9. Committee reports

a) None

10. Current Business

a) Strategic Planning

Information is available from the Webinar Director Niese participated in earlier. The plan is to take staff input along with a community survey about Library needs. The Board will meet later to work on the plan.

b) Approve 2018 Budget

Motion made by Hoekstra, second by King to approve the 2018 budget as presented. Roll call Vote take. Aye – Ambelang, Hoekstra, Jones, King, Newton, Pamperin, Rasmus. All present Voting Aye. Motion carried

c) Dedication of Meeting Room

Director Niese showed the picture of Virginia O. Smith and the donated plaque for the room. It was suggested to have the dedication done in January. Director Niese will contact the family about the date for the dedication and reception afterwards.

d) Honorariums for two volunteers

After discussion Board decided to let the Friends of the Library handle the recognition of all volunteers.

11. Announcements

- a) None

12. Items for future consideration.

- a) Building Operations Manual.
- b) Library Strategic Long-Range Plan – Old Library Strategic Plan will be emailed out to all Board of Trustee Members for work in January. Plans to look at yearly after the five year review.
- c) Staff raises will be voted on next month..

13. Adjournment

Motion made to adjourn by Hoekstra seconded by Pamperin. All present Voting Aye. Motion carried.
Meeting adjourned at 6:00 p.m.

Respectfully Submitted,
Deb Braden, Confidential Administrative Assistant

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: November 21, 2017

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 February 10, 2018 and ending February 10, 2018 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
 Chamber of Commerce or similar Civic or Trade Organization
 Veteran's Organization Fair Association

(a) Name McDonell Area Catholic Schools

(b) Address 1316 Bel Air Blvd
(Street)

Town Village City

(c) Date organized 1881

(d) If corporation, give date of incorporation 6-1-1964

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

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

President Rev. Justin Kizewski, Holy Ghost Church, 412 S Main St, Chippewa Falls, WI, 715-723-4890

Vice President Jeffrey Heinzen, McDonell Area Catholic Schools, 1316 Bel Air Blvd, Chippewa Falls, WI 54729, 715-723-0538

Secretary _____

Treasurer _____

(g) Name and address of manager or person in charge of affair: Jeffrey Heinzen

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 1316 Bel Air Blvd, Chippewa Falls, WI

(b) Lot _____ Block _____

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

(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:

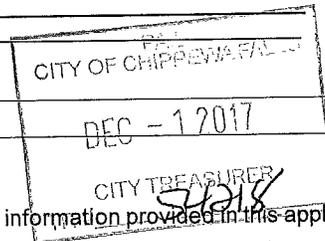
(e) Will minors be present? NO

Reason for minors being present: _____
 Security measures: _____

3. Name of Event

(a) List name of the event Mardi Gras

(b) Dates and times of event February 10, 2018 from noon to midnight



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.

McDonell Area Catholic Schools

(Name of Organization)

Officer _____

[Signature] 12/1/2017
(Signature/date)

Officer _____

(Signature/date)

Officer _____

[Signature] 12/1/17
(Signature/date)

Officer _____

(Signature/date)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

Police Department Approval [Signature]

Date 12/04/17

*BSM
12/14/17*

**ELECTION INSPECTORS
2018-2019 TERM**

WARD 1	
NAME	ADDRESS
Barbara Burghardt	667 Goldsmith Street
Carleen Wilbur	1221 Pine Acre Lane
Carol Pevan	1015 Evergreen Lane
Debbie Murphy	23 N Herschel Street
Emily Meinen	236 Second Avenue
Jeanne Hintz	21 Badger Street
Joanne Bates	404 Edward Street
Karen Moe	247 First Avenue
Pat Peloquin	517 Goldsmith Street
Vincent Pernsteiner	1221 Pine Acre Ln Apt 2

WARD 2	
NAME	ADDRESS
Beth Arneberg	1900 Eagle Street
Betty Hedrington	1216 Superior Street
Deanne Rubenzer	515 Bridgewater Ave
Ed Cadwell	823 Dwight Street
Jacqueline Price	1122 Macomber St
Katherine Bollom	621 Northridge Drive
Kris Dimock	1835 Luke Place
Linda Marinello	936 N Bridge Street
Lucianne Boardman	221 Olive Street
Marjorie Bjork	513 Macomber Street
Marsha Wiley	1630 Eagle Street
Mary Ann Dachel	1202 Wheaton Street
Nancy Hebert	662 Heritage Court
Nancy Hoag	805 Bridgewater Ave #18
Roberta Rasmus	936 N Bridge Street
Ruth Anne Gilbertson	320 Macomber Street
Stephen Rasmus	936 N Bridge Street
Susan Brandt	910 Macomber Street
Susan Verwey	514 Fairfield Court
Thomas Arneberg	1900 Eagle Street

WARD 3	
NAME	ADDRESS
Amy Mason	717 Westhaven Road
Carl Loff	707 Westhaven Road
Christine Franz	730 Coleman Street
Mary Ann King	1050 W Spruce Street
Nancy Loff	707 Westhaven Road
Steve Joas	1225 W Willow Street
Thomas Joas	605 Westhaven Road

WARD 4

NAME	ADDRESS
Dan Johnholtz	722 Rand Street
Debbie Smith	701 W Grand Avenue
Donovan Kuehn	723 Rand Street
Jean Liedl	303 Governor
Kris Denning	619 Coleman Street
Kristen Brown	610 W Columbia
Mavis Bleskachek	401 W Grand Avenue

WARD 5

NAME	ADDRESS
Cecilia Schemenauer	22 N. Grove Street
Dean Marlowe Jr.	1010 Pumphouse Rd Unit B
Linda Crosby	24 Grady Dr
Susan Delong	615 Allen Street

WARD 6

NAME	ADDRESS
Charles Klukas	811 Woodward Avenue
Dennis Doughty	620 Woodward Avenue
Kathy Tanner	711 Maple Street
Lola Laramy	814 Woodward Avenue
Sally Kjorlien	544 Irvine Street

WARD 7

NAME	ADDRESS
Barbara Murphy	734 Buttenhoff Drive
Darlene Wagers	587 Maitland Drive Apt 6
Debrah Adams	619 Summit Avenue
Dennis Buttke	726 Veronica Street
Linda Ahlen	849 Buttenhoff Drive
Mary Knoble	802 Lynn Street
Michael Murphy	734 Buttenhoff Drive
Sharon Starr	555 E Wisconsin Street
Shirley Gormley	745 Buttenhoff Drive
Wanda Levesseur	839 Summit Avenue

CHIPPEWA COUNTY RESIDENTS

NAME	ADDRESS
Charlene Kerving	10361 130th Avenue, Bloomer
Kevin DeCook	12146 120th Avenue , Chippewa Falls
Vicki Sanders	8806 26th Avenue, Lake Hallie

AN ORDINANCE AMENDING THE INDUSTRIAL
WASTE ANALYSIS CODE SECTION, § 13.20(1)
OF THE CHIPPEWA FALLS MUNICIPAL CODE

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

WHEREAS applicable industries are required to construct and maintain their own manholes to determine their own wastewater flow volumes, § 13.20(1) of the Chippewa Falls Municipal Code which presently provides as follows:

13.20 INDUSTRIAL WASTE ANALYSIS.

- (1) The City shall collect samples and perform laboratory tests on industrial waste discharges as necessary to verify the quantity of flow and character and concentration of an industrial waste...

is amended to delete the requirement of verifying the quantity of flow and is amended to provide as follows:

13.20 INDUSTRIAL WASTE ANALYSIS.

- (1) The City shall collect samples and perform laboratory tests on industrial waste discharges as necessary to verify the character and concentration of an industrial waste...

DATED this 2nd day of January, 2018.

COUNCIL PRESIDENT: _____
Rob Kiefer

FIRST READING: December 19, 2017

SECOND READING: January 2, 2017

APPROVED: _____
Gregory S. Hoffman, Mayor

ATTEST: _____
Bridget Givens, City Clerk

RESOLUTION ADOPTING RATES FOR STORMWATER UTILITY FEE

BE IT RESOLVED, that the Common Council of the City of Chippewa Falls, Wisconsin, hereby adopts the following stormwater utility fee as provided in Chapter 32 of the Municipal Code of the City of Chippewa Falls:

Residential stormwater utility fee of \$3.47/parcel/month.

BE IT FURTHER RESOLVED, that when bills for stormwater fees are rendered, they become due and payable on the first of the month following the period for which service is rendered.

A late payment charge of 1 percent per month will be added to bills not paid within 20 days of issuance. This late payment charge will be applied to the total unpaid balance for utility service, including unpaid late payment charges. The late payment charge is applicable to all customers.

BE IT FURTHER RESOLVED, that the Department of Public Utilities shall notify stormwater customers of the stormwater rate with the first bill issued at the new rate.

BE IT FURTHER RESOLVED, that this resolution replaces Resolution 2006-01, adopted January 17, 2006.

BE IT FURTHER RESOLVED that this resolution shall become effective on January 1, 2018.

Dated this 19th day of December, 2017.

Council President

ADOPTED: _____

APPROVED: _____
Mayor

ATTEST: _____
City Clerk

PUBLISHED: _____

**RESOLUTION TO ADOPT THE CITY OF CHIPPEWA FALLS
2018-2022 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 2018-2022 Five Year Street Improvement Program as the official municipal street improvement plan.

Dated this 19th day of December, 2017

ADOPTED: _____

Council President

APPROVED: _____

Mayor

ATTEST: _____

City Clerk

PUBLISHED: _____

**RESOLUTION AUTHORIZING AN ANNUAL ADJUSTMENT FOR 2018 FOR
NON-REPRESENTED AND MANAGEMENT EMPLOYEES**

WHEREAS, Committee #1 has reviewed and approved an annual adjustment of all base wages for 2018 for all regular permanent full-time and regular permanent part-time employees except represented protective service employees as follows:

January 1, 2018 one percent (1.0 %);

NOW BE IT RESOLVED, that all employees in the above categories except for represented protective service employees shall be granted the annual adjustment as specified above, and

NOW BE IT FURTHER RESOLVED that all steps in the non-represented and managerial matrix as adopted in 1999 shall be amended to reflect this adjustment.

Dated this 19th day of December, 2017.

ADOPTED: _____

Council President

APPROVED: _____

Mayor

ATTEST: _____