



CITY OF MENOMONIE
COUNCIL MEETING
CITY COUNCIL CHAMBERS
7:00 PM
Monday – March 4, 2024



City of Menomonie
800 Wilson Ave
1st Floor

AGENDA

Pledge of Allegiance

- 1. Roll Call & Special Recognitions**
- 2. Approval of Minutes**
- 3. Public Hearings**
- 4. Public Comments**
- 5. Unfinished Business**
- 6. New Business**
 - a. Resolution 2024-03 regarding Renaming 650th Avenue/Parkway Road/Parkway Drive to Eagle Point Road NE – discussion and possible action
 - b. New/Updated Job Descriptions – discussion and possible action
 - i. Communication Specialist
 - ii. Parks & Public Property Foreman
 - iii. City Forester
 - c. Special Event requests – discussion and possible action
 - i. Get It Dunn Run (Mind Over Matter, Inc.)
 - ii. Mustang Stampede (Menomonie Jr. Mustangs)
 - iii. Mabel's Community Celebration (Mabel Tainter Theater)
 - iv. Pickleball for Men and Women Leagues
 - d. Resolution 2024-04 regarding Tree City USA – discussion and possible action
 - e. Resolution 2024-05 regarding Bird City Wisconsin – discussion and possible action
 - f. Consideration of Business Improvement District (Downtown Menomonie, Inc.) and Urban Forestry Board Members – discussion and possible motion to approve.
 - i. Downtown Menomonie
 1. Veronika Zazovsky (Menomonie Farmers Market)
 - ii. Urban Forestry
 1. Keith Gilland
 2. Dave Williams
- 7. Budget Transfers**
- 8. Mayor's Report**
- 9. Communications and Miscellaneous Business**

10. **Claims**
11. **licenses**
 - a. Normal license list
12. **Closed**
13. **Return to Open Session**
14. **Adjourn**

“PUBLIC ACCESS”

NOTE: Members of the public may continue to view City Council meetings via Zoom Teleconference /Video Conference or, over the internet by going to <https://zoom.us/join> (URL for Zoom meeting), or by calling 1 312 626 6799. The Access Code for the meeting is **848 4433 6133**. Please note: this is for viewing purposes **ONLY**. If you wish to participate, you must appear in person at the meeting.

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City Council Agenda

Staff Comments

Monday – March 4, 2024



6. New Business

- A. Plan Commission has recommended renaming that portion of the roadway currently referred to as 650th Avenue, Parkway Road, and/or Parkway Drive lying between Stokke Parkway and CTH B and within the corporate boundary of the City of Menomonie to Eagle Point Road NE. This roadway has been inconsistently referred to as “650th Avenue”, “Parkway Road”, “Parkway Drive” or “Eagle Point Road NE” on certified survey maps dating back to 1990. Four properties have been issued street addresses using the Eagle Point Road NE street name. If the City Council concurs with renaming this roadway Eagle Point Road NE, the appropriate motion would be **Approve Resolution 2024-03 to Rename 650th/Parkway Road/Parkway Drive to Eagle Point Road NE** (simple majority).
- B. City Administration seeks approval of the job descriptions for Communication Specialist, Parks & Public Property Foreman and City Forester. City Administration intends to fill these positions in the near future. If the City Council concurs with the job descriptions, the appropriate motion would be **Approve the Job Descriptions for Communications Specialist, Parks & Public Property Foreman and City Forester, as presented** (simple majority).
- C. City Administration seeks approval of the following special event permits for Get It Dunn Run (Mind Over Matter, Inc.) – Saturday June 8, 2024, Mustang Stampede (Menomonie Jr. Mustangs – Friday-Sunday June 14-16, 2024, Mabel’s Community Celebration (Mabel Tainter Theater) – Saturday May 18, 2024, and Pickleball for Men and Women Leagues (Menomonie Pickleball Club) – Tuesday and Thursday evenings, June 4-September 10, 2024. If the City Council concurs with these special events, the appropriate motion would be **Approve the Special Event permits for Get It Dunn Run, Mustang Stampede, Mabel’s Community Celebration and Pickleball for Men and Women Leagues, as presented, contingent upon receiving certificates of insurance** (simple majority).
- D. The City of Menomonie has been recognized has a Tree City USA by the National Arbor Day Foundation for the last 34 years. The Urban Forestry Board again plans to achieve this recognition for 2024 and is planning to host an Arbor Day Celebration on Friday, April 26, 2024. The Urban Forestry Board and City staff are asking the City Council to support a resolution proclaiming April 26, 2024 as Arbor Day in the City of Menomonie. If the City Council approves of supporting the Arbor

Day resolution the appropriate motion would be **Approve Resolution 2024-04 as presented to proclaim April 26, 2024 as Arbor Day in the City of Menomonie** (simple majority).

- E. The City of Menomonie has been recognized as a Bird City Wisconsin by the Bird City Wisconsin Foundation. The Urban Forestry Board plans to achieve this recognition for 2024 and plans to incorporate bird education during the Arbor Day Celebration on Friday, April 26, 2024. The Urban Forestry Board and City staff are asking the City Council to support a resolution proclaiming April 26, 2024 as International Migratory Bird Day in the City of Menomonie. If the City Council approves of supporting the International Migratory Bird Day Resolution, the appropriate motion would be **Approve Resolution 2024-05 to proclaim April 26, 2024 as International Migratory Bird Day in the City of Menomonie** (simple majority).
- F. The Mayor is recommending the following appointments:
- a. Downtown Menomonie
 - i. Veronika Zazovsky – term ending December 2027
 - b. Urban Forestry – complete balance of terms from resigned members (Kropp and Gilberts) and regular 3 year term
 - i. Keith Gilland – term ending December 2028
 - ii. Dave Williams – term ending December 2028

If the City Council concurs with the appointments, the appropriate motion would be **Approve appointment of Veronika Zazovsky to the Downtown Menomonie Board and Keith Gilland and Dave Williams to the Urban Forestry Board** (simple majority).

7. Budget Transfers

9. Communications

10. Claims

11. Licenses

OFFICIAL COUNCIL PROCEEDINGS

A regular meeting of the City Council of the City of Menomonie, Dunn County, Wisconsin, was held in open session on February 19, 2024, and called to order by Mayor Knaack at 7:00 p.m. in the City Council Chambers. The following members were present: Luther, Burstad, Sutherland, Yonko, McCullough, Schwebs, Solberg, Schlough, Erdman. Gentz and Sommerfeld were absent.

MOTION made by Erdman, seconded by Luther, and carried unanimously to approve the minutes of the February 5, 2024 council meeting.

PUBLIC HEARING – None

PUBLIC COMMENTS – Pdraig Gallagher, representing Stepping Stones of Dunn County, gave an update on the Cairn House Shelter & spoke in support of agenda item 6 (l) and 6 (j).

ORDINANCE to annex of a portion of 650th Avenue (also known as Eagle Point Road) from the Town of Red Cedar was INTRODUCED by Erdman. MOTION to waive first reading was made by Schlough, seconded by McCullough, and carried. MOTION to waive second reading was made by Solberg, seconded by Burstad, and carried. MOTION to adopt the ordinance was made by Erdman, seconded by Schlough and carried unanimously on roll call vote.

ORDINANCE to adopt the Title 10 ordinance amendment regarding farming regulations, was INTRODUCED by Schlough. MOTION made by Burstad, seconded by Sutherland, and carried unanimously to refer the ordinance amendment to the Plan Commission.

MOTION made by Yonko, seconded by Schwebs, and carried unanimously on a roll call vote to approve the Cedar Corporation Task Order for Lakebank Trail Feasibility Study in the amount of \$18,000.

MOTION made by Schwebs, seconded by Burstad, and carried unanimously on a roll call vote to approve the Inspections Department purchase of pickup truck from Keyes Chevrolet with ARPA funds in the amount of \$38,000.

MOTION made by Burstad, seconded by Solberg, and carried unanimously on a roll call vote to approve the Community Services Department purchase of a half-ton pickup truck from Northtown Ford in the amount of \$41,944.

MOTION made by Solberg, seconded by McCullough, and carried unanimously on roll call vote to approve of Fire Department purchase of Fitness Equipment from Dynamic Fitness & Strength as presented with ARPA funds in the amount of \$29,923.53.

MOTION made by Burstad, seconded by Solberg, and carried on roll call vote to approve the Police Department purchase of the Flock Camera System as presented with ARPA funds in the amount of \$57,900. Erdman voted no.

NO ACTION was taken on the Menomonie Police Department Annual Report presentation by Chief Hollister.

MOTION made by Erdman, seconded by Schwebs, and carried unanimously to approve Special Event Permit for The bEAT (Stepping Stones).

MOTION made by Luther, seconded by Schwebs, and carried unanimously on roll call vote to approve Change Order #8 with Cedar Falls Building Systems for the Stepping Stones Homeless Shelter project in the amount of \$5,072.99.

MOTION made by Erdman, seconded by Yonko, and carried unanimously on roll call vote to approve the 2024 Joint Electronics Collection Event Agreement between the City of Menomonie, Town of Menomonie and Town of Red Cedar.

MOTION made by Schlough, seconded by Solberg, and carried unanimously on roll call vote to approve the Resolution (2024-02) Providing for the Prepayment and Redemption of a Portion of the Outstanding \$3,070,000 General Obligation Refunding Bonds, Series 2015B.

BUDGET TRANSFERS – Motion was made by McCullough, seconded by Yonko, and carried unanimously on roll call vote to approve the Police Department's internal budget transfer in the amount of the \$1,500 to purchase additional storage lockers.

MAYOR'S REPORT – The Mayor and Administrator Atkinson were in Madison last week attending a WHEDA event and met with the Governor's Office.

COMMUNICATIONS AND MISCELLANEOUS BUSINESS – Administrator Atkinson reported that he and the Mayor attended a Wisconsin Housing and Economic Development Authority event looking for vendors involved in affordable housing development and submitted proposals for developers to review. They also attended an Urban Alliance meeting, and learned more about grant funding and program funding related to electric vehicles. In addition, the Mayor and Administrator Atkinson met with the Mayor of Madison and her Deputy Mayor who is in charge of their housing initiatives to learn more about programs and initiatives Madison has implemented and found successful, especially in the area of creating more affordable-to-mid-level housing in their community. They also met with the Department of Health Services and discussed using funds from the opioid settlement dollars that were recently issued to the state and counties to help build statewide programming like Project Hope. Lastly, their final meeting was with the Governor's Chief of Staff regarding the challenges our region is facing with recent hospital closures.

CLAIMS - MOTION was made by Erdman, seconded by McCullough and carried unanimously on roll call vote to approve payment of the following claims:

February 19, 2024 Claims

AT&T	\$627.72
MSA	\$2,489.02
Pomps	\$1,835.65
Total	\$4,952.39

2023 Parking Utility Claims

City Treasurer	\$506.67
Parking Total	\$506.67

MOTION was made by Luther, seconded by Sutherland, and carried unanimously to approve the following licenses:

LICENSES – February 19, 2024

TEMPORARY CLASS “B” BEER & “CLASS B” WINE LICENSE:

Stepping Stones of Dunn County, 1602 Stout Road

- The bEAT Concert @ Wilson Park, 07/06/2024

Menomonie Youth Hockey Association, 620 17th St. SE

- MYHA State Hockey Tournaments, 03/02-03/03/2024 & 03/08-03/09/2024

MOTION to adjourn was made by Luther, seconded by Solberg, and carried unanimously.

Kate Martin, City Clerk



City of Menomonie
David Schofield

Director of Public Works
800 Wilson Avenue
Menomonie, WI 54751
715 232-2221 Ext.1020
dschofield@menomonie-wi.gov

TO: Mayor Knaack and City Council
FROM: David Schofield, Director of Public Works
SUBJECT: Renaming 650th Avenue/Parkway Road/Parkway Drive to Eagle Point Road NE
DATE: March 4, 2024 City Council Meeting

Plan Commission has recommended renaming that portion of the roadway currently referred to as 650th Avenue, Parkway Road, and/or Parkway Drive lying between Stokke Parkway and CTH B and within the corporate boundary of the City of Menomonie to Eagle Point Road NE.

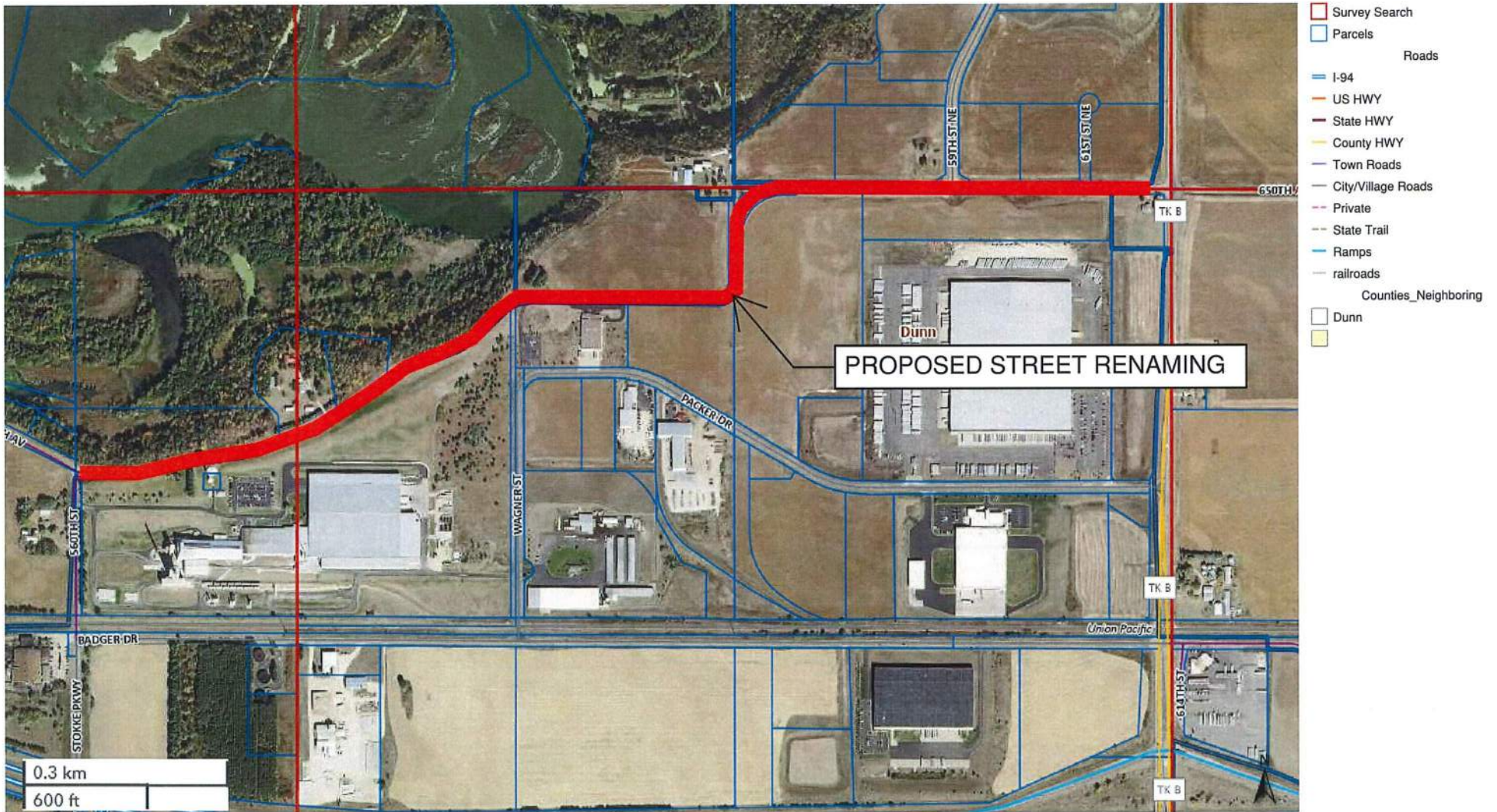
This roadway has been inconsistently referred to as “650th Avenue”, “Parkway Road”, “Parkway Drive” or “Eagle Point Road NE” on certified survey maps dating back to 1990.

Four properties have been issued street addresses using the Eagle Point Road NE street name.

If the City Council concurs with renaming this roadway Eagle Point Road NE, the appropriate motion would be **Approve Resolution 2024-03**.

Attachments:

- Location Map
- Resolution 2024-PC01
- Resolution 2024-03



Date created: 2/22/2024
 Last Data Uploaded: 2/22/2024 2:10:19 AM
 Developed by
 Schneider
 GEOSPATIAL

PROPOSED STREET RENAMING
 OLD: 650TH AVE./PARKWAY RD./PARKWAY DR.
 NEW: EAGLE POINT ROAD NE

2/22/2024 DAS

RESOLUTION NO. 2024-PC01

***RESOLUTION OF THE PLAN COMMISSION RECOMMENDING RENAMING
650th AVENUE, PARKWAY ROAD AND PARKWAY DRIVE TO EAGLE POINT ROAD NE
CITY OF MENOMONIE, WISCONSIN***

WHEREAS, the City of Menomonie recently annexed a portion of 650th Avenue from the Town of Red Cedar; and

WHEREAS, the following certified survey maps have referred to this roadway as:
“Parkway Road” in certified survey map #898 (Volume 3, Page 292),
“Parkway Drive” in certified survey map #1994 (Volume 8, Page 144),
“650th Avenue” in certified survey map #2557 (Volume 11, Page 97),
“650th Avenue Parkway Drive” in certified survey map #3598 (Volume 17, Page 48),
“650th Avenue” in certified survey map #4376 (Volume 21, Page 146),
“650th Avenue” in certified survey map #4522 (Volume 22, Page 122),
“650th Avenue (Parkway Drive) in certified survey map #4625 (Volume 23, Page 65),
“650th Avenue” in certified survey map #5001 (Volume 25, Page 131),
“650th Avenue” in certified survey map #5002 (Volume 25, Page 132), and
“650th Avenue a.k.a. Eagle Point Road NE” in certified survey map #5011 (Volume 25, Page 141); and

WHEREAS, the extension of this roadway to the west, within the Eagle Point Plat, was named “Eagle Point Road NE”.

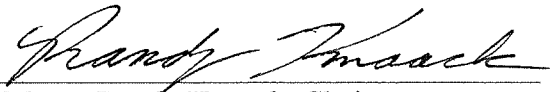
WHEREAS, the City of Menomonie previously issued street addresses 5120 Eagle Point Road NE, 5362 Eagle Point Road NE, 5610 Eagle Point Road NE, and 5821 Eagle Point Road NE for properties fronting this roadway.

NOW, THEREFORE, BE IT RESOLVED, that the Plan Commission of the City of Menomonie recommends formally renaming that portion of the roadway currently referred to as 650th Avenue, Parkway Road and/or Parkway Drive lying between Stokke Parkway and CTH B and within the corporate boundary of the City of Menomonie to Eagle Point Road NE.

BE IT FURTHER RESOLVED, that the Plan Commission recognizes that the Town of Red Cedar will continue to refer to those portions of the roadway lying outside of the corporate boundary of the City of Menomonie as 650th Avenue and recommends that street signs list both Eagle Point Road NE and 650th Avenue.

Adopted by the Plan Commission of the City of Menomonie this 26th day of February 2024.

PLAN COMMISSION
CITY OF MENOMONIE

By: 
Mayor Randy Knaack, Chairperson

Attest: 
David Schofield, Acting Secretary

RESOLUTION NO. 2024-03

***RESOLUTION RENAMING
650th AVENUE, PARKWAY ROAD AND PARKWAY DRIVE
TO EAGLE POINT ROAD NE
CITY OF MENOMONIE, WISCONSIN***

WHEREAS, the City of Menomonie recently annexed a portion of 650th Avenue from the Town of Red Cedar; and

WHEREAS, the following certified survey maps have referred to this roadway as:
“Parkway Road” in certified survey map #898 (Volume 3, Page 292),
“Parkway Drive” in certified survey map #1994 (Volume 8, Page 144),
“650th Avenue” in certified survey map #2557 (Volume 11, Page 97),
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“650th Avenue (Parkway Drive) in certified survey map #4625 (Volume 23, Page 65),
“650th Avenue” in certified survey map #5001 (Volume 25, Page 131),
“650th Avenue” in certified survey map #5002 (Volume 25, Page 132), and
“650th Avenue a.k.a. Eagle Point Road NE” in certified survey map #5011 (Volume 25, Page 141); and

WHEREAS, the extension of this roadway to the west, within the Eagle Point Plat, was named “Eagle Point Road NE”.

WHEREAS, the City of Menomonie previously issued street addresses 5120 Eagle Point Road NE, 5362 Eagle Point Road NE, 5610 Eagle Point Road NE, and 5821 Eagle Point Road NE for properties fronting this roadway.

WHEREAS, the Plan Commission recommended renaming that portion of the roadway currently referred to as 650th Avenue, Parkway Road and/or Parkway Drive lying between Stokke Parkway and CTH B and within the corporate boundary of the City of Menomonie to Eagle Point Road NE with Resolution 2024-PC01.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Menomonie approves renaming that portion of the roadway currently referred to as 650th Avenue, Parkway Road and/or Parkway Drive lying between Stokke Parkway and CTH B and within the corporate boundary of the City of Menomonie to Eagle Point Road NE.

BE IT FURTHER RESOLVED, that the City Council of the City of Menomonie recognizes that the Town of Red Cedar will continue to refer to those portions of the roadway lying outside of the corporate boundary of the City of Menomonie as 650th Avenue and hereby directs that street signs list both Eagle Point Road NE and 650th Avenue.

Adopted by the City Council of the City of Menomonie this 4th day of March 2024.

CITY OF MENOMONIE

By: _____
Mayor Randy Knaack, Mayor

Attest: _____
Catherine Martin, Clerk



City of Menomonie
Eric Atkinson

City Administrator
800 Wilson Avenue
Menomonie, WI 54751
715 232-2221 Ext.1001
atkinsone@menomonie-wi.gov

TO: Mayor Knaack and City Council
FROM: Eric Atkinson, City Administrator
David Schofield, Director of Public Works
SUBJECT: Job Descriptions
DATE: March 4, 2024 City Council Meeting

City Administration seeks approval of the following job descriptions, which are attached hereto:

- Communication Specialist
- Parks & Public Property Foreman
- City Forester

City Administration intends to fill these positions in the near future.

If the City Council concurs with the job descriptions, the appropriate motion would be ***Approve the Job Descriptions for Communications Specialist, Parks & Public Property Foreman and City Forester, as presented.***

Attachments:

- Communication Specialist Job Description
- Parks & Public Property Foreman Job Description
- City Forester Job Description



CITY OF MENOMONIE

Position Description

Position: Communications Specialist
Reports To: City Administrator
Union Representation: None
Written By: Eric Atkinson
Revised Date: 02/27/2024

Position Summary:

The purpose of this position is to focus on outreach, content management and event coordination within the City of Menomonie (CoM). This position will engage in promoting or creating an intended public image for the CoM. The Communications Specialist is required to attend city council meetings and various events as directed by the Mayor or his/her/their designee. Additionally, this position will work with the Mayor, City Administrator, and various department heads to plan and coordinate events in the CoM that promotes the goals of the organization.

Minimum Requirements:

- Must be a citizen of the United States.
- Must be at least 18 years of age or older.
- Must not have any felony or domestic violence convictions.
- Must have attained a high school diploma or GED.
- Must be proficient in speaking and writing in English language.
- Must be able to operate a computer and use computer software, including applications and programs.
- Must be able to operate a telephone.
- Must be able to operate a photocopier
- Must be able to work in a confidential environment
- Must have a valid Wisconsin Driver's License, or ability to obtain one
- Must have the ability to exchange non-routine information using tact and persuasion when appropriate.

Desired Qualifications:

- Bachelor's Degree in Communications, Public Relations, or similar field.
- Three years of experience in communications and event coordination/planning.

- Experiencing working with local government.

Essential Functions/Responsibilities:

The following duties are intended as illustrations of the various types of work that may be performed. These duties are not to be construed as exclusive or all-inclusive; other duties may be required and assigned by the City Administrator or his/her/their designee.

- Respond to requests for information from the media or designate an appropriate spokesperson or information source.
- Write press releases or other media communications to promote the CoM.
- Write, edit, and create marketing materials.
- Establish or maintain cooperative relationships with representatives of the community, consumers, employees, and public interest groups.
- Plan or direct development or communication of programs to maintain favorable public perceptions of the CoM's accomplishments, agenda, and events.
- Study the objectives, promotional policies, or needs of the organization to develop public relations strategies that will influence public opinion or promote ideas, products, or services.
- Update and maintain content posted on the Web.
- Prepare or edit organizational publications such as employee newsletters for internal or external audiences.
- Arrange public appearances, lectures, contests, or events for the CoM to increase service awareness or to promote goodwill.

Skills

- Talking to others to convey information effectively and communicating effectively in writing as appropriate for the needs of the audience.
- Actively looking for ways to help people.
- Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
- Considering the relative costs and benefits of potential actions to choose the most appropriate one.
- Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.

Abilities

- Ability to advise and interpret on how to apply policies, procedures and standards to specific situations, and the ability to explain, demonstrate and clarify to others within well-established policies, procedures and standards.

- Ability to establish and maintain effective working relationships with co-workers and the general public, including explaining, demonstrating and assessing information received against established policies, procedures and regulations.
- Ability to follow moderately complex written and oral instructions.
- Ability to make decisions in accordance with precedents and regulations and apply these decisions to work situations.
- Ability to organize and prioritize work effectively, within general departmental guidelines.
- Ability to perform mathematical and basic bookkeeping computations rapidly and effectively.
- Ability to perform sustained typing accurately at a satisfactory rate of speed.
- Ability to plan and organize work in the short and long-term, in order to meet multiple deadlines.
- Ability to prepare detailed reports and maintain moderately complex records.
- Ability to sit and stand for long periods of time.
- Ability to lift and/or move up to fifty (50) pounds.
- Ability to manipulate objects related to the performance of one's duties as assigned.

Supervisory Responsibilities

This position currently does not have supervisory responsibilities.

Signature Page

Employee Signature: _____

Date

Employee Name (Printed): _____

Supervisor Signature: _____

Date

Supervisor Name (Printed): _____



CITY OF MENOMONIE

Position Description

Position: Parks & Public Property Foreman
Reports To: Community Services Superintendent
Union Representation: None
Written By: David Schofield
Created Date: 02/27/2024

Position Summary:

The purpose of this position is to focus on maintaining all City Parks and Public Property within the City of Menomonie (CoM). The position works in coordination with the Recreation Manager to ensure all park facilities are properly maintained and serviced for planned and scheduled events. The work is performed under the direction of the Community Services (CS) Superintendent.

Minimum Requirements:

- Must be a citizen of the United States.
- Must be at least 18 years of age or older.
- Must not have any felony or domestic violence convictions.
- Must have attained a high school diploma or GED.
- Must be proficient in speaking and writing in English language.
- Must be able to operate a computer and use computer software, including applications and programs.
- Must be able to operate a telephone.
- Must be able to operate a photocopier
- Must be able to work in a confidential environment
- Must have a valid Wisconsin Driver's License and CDL, or ability to obtain one
- Must have the ability to exchange non-routine information using tact and persuasion when appropriate.

Desired Qualifications:

- Experience in the area of parks and/or public property maintenance; or any combination of training and experience which provides the required knowledge, skills, and abilities.
- The following certifications are preferred but not required:
 - Certified Pool Operator,

- Certified Playground Safety Inspector,
- Apprentice, Journeyman or Master Electrician.

Essential Functions/Responsibilities:

The following duties are intended as illustrations of the various types of work that may be performed. These duties are not to be construed as exclusive or all-inclusive; other duties may be required and assigned by the City Administrator or his/her/their designee.

- Directs the work schedule of assigned staff as determined by the CS Superintendent; assists in selecting and hiring part-time seasonal workers; provides instruction and training; plans, coordinates, assigns and reviews work activities; maintains standards; allocates personnel; acts on problems and concerns; maintains a clean and safe work environment.
- Assigns daily work jobs and directs work crews with direction from the CS Superintendent.
- Maintain and improve electrical systems including street lights, traffic lights and parking meters.
- Maintain and improve public buildings including Community Services Building, Park Maintenance Building, City Hall and Leisure Services Center.
- Coordinates the preparation of all structures in the City parks for use that are scheduled by the Recreation Manager for use by recreation department programs, city-wide events, sports organizations, schools, and other facility users and events. Structures include: ballfields, soccer fields, football fields, park shelters, pickleball/tennis courts, disc golf, the beach area, Wakanda Water Park and skating rinks.
- Assists the CS Superintendent in preparing the operating budget to support City parks and public property. Develops and recommends capital improvements, equipment acquisition, and other improvements.
- Inspects and monitors facilities and equipment and for public safety, maintenance, repair, and/or replacement needs. Maintains maintenance records and reports.
- With direction from the CS Superintendent, responds to inquiries and complaints from citizens and others; investigates and resolves complaints; provides information and answers questions.
- Provides technical assistance to mechanical operations of the Wakanda Waterpark.
- Operate light and heavy equipment and performs mechanical repairs and maintenance when required.
- Supports the City Forester to:
 - Assists City Forester diagnose and prescribe proper treatment for ornamental vegetation, trees, and turf problems within the City Parks.
 - Assists City Forester maintain the urban tree canopy through pruning, trimming, removal and tree planting programs.

- Assists City Forester to serve as the City Weed Commissioner and support the Urban Forestry Board.

Skills:

- Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
- Understanding written sentences and paragraphs in work related documents.
- Talking to others to convey information effectively.
- Communicating effectively in writing as appropriate for the audience.
- Actively looking for ways to help people.
- Using logic and reasoning to identify strengths and weaknesses of alternative solutions, conclusions and approaches to problems.
- Considering the relative costs and benefits of potential actions to choose the most appropriate one.
- Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.

Abilities:

- Requires the ability to provide first line supervision. Ability to persuade, convince, and train others. Ability to advise and provide interpretation regarding the application of policies, procedures and standards to specific situations.
- Requires the ability to utilize a wide variety of reference, descriptive, advisory and/or design data and information such as job applications, budgets, requisitions, evaluations, schedules, staff manuals, computer program manuals, administration manual, vehicle maintenance reports, maps, City employee handbook, statutes, procedures and non-routine correspondence.
- Requires the ability to communicate orally and in writing with the Recreation Manager, CS Superintendent, Public Works Director, City Administrator and Mayor, and other City Hall personnel, Recreation Advisory Board and the general public.
- Requires the ability to perform addition, subtraction, multiplication and division; calculate percentages, and decimals.
- Requires the ability to apply principles of influence systems such as supervision, managing, leading, teaching, directing, planning, coordinating and controlling. Ability to exercise independent judgment to apply facts and principles for developing approaches and techniques to problem resolution.
- Requires the ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against sensory, judgmental and/or subjective criteria, as opposed to criteria that are clearly measurable or verifiable.

- Requires the ability to safely operate light and heavy equipment and perform mechanical repairs and maintenance when required.
- Requires the ability to coordinate eyes, hands, feet and limbs in performing coordinated movements.
- Ability to lift and/or move up to fifty (50) pounds.
- Requires the ability to recognize and identify similarities or differences between characteristics of colors, shapes and sounds associated with job-related objects, materials and tasks.
- Ability to work under generally safe and comfortable conditions where exposure to environmental factors such as toxic agents or chemicals may cause discomfort and poses a limited risk of injury, wetness, lightning extremes, or dusts and pollen. This exposure may cause some discomfort and presents a risk of injury.

Supervisory Responsibilities

This position currently does not have supervisory responsibilities.

Signature Page

Employee Signature: _____

Date

Employee Name (Printed): _____

Supervisor Signature: _____

Date

Supervisor Name (Printed): _____

CITY OF MENOMONIE

Position Description



Position: City Forester
Reports To: Community Services Superintendent
Union Representation: None
Written By: David Schofield
Created Date: 02/27/2024

Position Summary:

The purpose of this position is to focus on maintaining the urban tree canopy within the City of Menomonie (CoM). The position works in coordination with Urban Forestry Board. The position will also serve as the City Weed Commissioner. The work is performed under the direction of the Community Services (CS) Superintendent.

Minimum Requirements:

- Must be a citizen of the United States.
- Must be at least 18 years of age or older.
- Must not have any felony or domestic violence convictions.
- Must have attained a high school diploma or GED.
- Must be proficient in speaking and writing in English language.
- Must be able to operate a computer and use computer software, including applications and programs.
- Must be able to operate a telephone.
- Must be able to operate a photocopier
- Must be able to work in a confidential environment
- Must have a valid Wisconsin Driver's License and CDL, or ability to obtain one
- Must have the ability to exchange non-routine information using tact and persuasion when appropriate.

Desired Qualifications:

- Experience in the area of urban forestry; or any combination of training and experience which provides the required knowledge, skills, and abilities.

Essential Functions/Responsibilities:

The following duties are intended as illustrations of the various types of work that may be performed. These duties are not to be construed as exclusive or all-inclusive; other duties may be required and assigned by the City Administrator or his/her/their designee.

- Assists the CS Superintendent in preparing the operating budget to support urban forestry programs. Develops and recommends capital improvements, equipment acquisition, and other improvements.
- Inspects and monitors facilities and equipment and for public safety, maintenance, repair, and/or replacement needs. Maintains maintenance records and reports.
- With direction from the CS Superintendent, responds to inquiries and complaints from citizens and others; investigates and resolves complaints; provides information and answers questions.
- Operate light and heavy equipment and performs mechanical repairs and maintenance when required.
- Diagnose and prescribe proper treatment for ornamental vegetation, trees, and turf problems within the City Parks.
- Maintain the urban tree canopy through pruning, trimming, removal and tree planting programs.
- Serve as the City Weed Commissioner.
- Attend Urban Forestry Board meetings.
- All duties listed in the Laborer I position description.

Skills:

- Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
- Understanding written sentences and paragraphs in work related documents.
- Talking to others to convey information effectively.
- Communicating effectively in writing as appropriate for the audience.
- Actively looking for ways to help people.
- Using logic and reasoning to identify strengths and weaknesses of alternative solutions, conclusions and approaches to problems.
- Considering the relative costs and benefits of potential actions to choose the most appropriate one.
- Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.

Abilities:

- Requires the ability to provide first line supervision. Ability to persuade, convince, and train others. Ability to advise and provide interpretation regarding the application of policies, procedures and standards to specific situations.
- Requires the ability to utilize a wide variety of reference, descriptive, advisory and/or design data and information such as job applications, budgets, requisitions, evaluations, schedules, staff manuals, computer program manuals, administration manual, vehicle maintenance reports, maps, City employee handbook, statutes, procedures and non-routine correspondence.
- Requires the ability to communicate orally and in writing with the CS Superintendent, Public Works Director, City Administrator and Mayor, and other City Hall personnel, Urban Forestry Board and the general public.
- Requires the ability to perform addition, subtraction, multiplication and division; calculate percentages, and decimals.
- Requires the ability to apply principles of influence systems such as supervision, managing, leading, teaching, directing, planning, coordinating and controlling. Ability to exercise independent judgment to apply facts and principles for developing approaches and techniques to problem resolution.
- Requires the ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against sensory, judgmental and/or subjective criteria, as opposed to criteria that are clearly measurable or verifiable.
- Requires the ability to safely operate light and heavy equipment and perform mechanical repairs and maintenance when required.
- Requires the ability to coordinate eyes, hands, feet and limbs in performing coordinated movements.
- Ability to lift and/or move up to fifty (50) pounds.
- Requires the ability to recognize and identify similarities or differences between characteristics of colors, shapes and sounds associated with job-related objects, materials and tasks.
- Ability to work under generally safe and comfortable conditions where exposure to environmental factors such as toxic agents or chemicals may cause discomfort and poses a limited risk of injury, wetness, lighting extremes, or dusts and pollen. This exposure may cause some discomfort and presents a risk of injury.

Supervisory Responsibilities

This position currently does not have supervisory responsibilities.

Signature Page

Employee Signature: _____

Date

Employee Name (Printed): _____

Supervisor Signature: _____

Date

Supervisor Name (Printed): _____



City of Menomonie
Eric Atkinson

City Administrator
800 Wilson Avenue
Menomonie, WI 54751
715 232-2221 Ext.1001
atkinsone@menomonie-wi.gov

TO: Mayor Knaack and City Council
FROM: Eric Atkinson, City Administrator
SUBJECT: Special Event Permits
DATE: March 4, 2024 City Council Meeting

City Administration seeks approval of the following special event permits, which are attached hereto:

- Get It Dunn Run (Mind Over Matter, Inc.) – Saturday June 8, 2024.
- Mustang Stampede (Menomonie Jr. Mustangs – Friday-Sunday June 14-16, 2024.
- Mabel's Community Celebration (Mabel Tainter Theater) – Saturday May 18, 2024.
- Pickleball for Men and Women Leagues (Menomonie Pickleball Club) – Tuesday and Thursday evenings, June 4-September 10, 2024

If the City Council concurs with these special events, the appropriate motion would be ***Approve the Special Event permits for Get It Dunn Run, Mustang Stampede, Mabel's Community Celebration and Pickleball for Men and Women Leagues as presented contingent upon receiving certificates of insurance.***

City of Menomonie

City Clerk's Office
800 Wilson Ave., Menomonie, WI 54751
(Phone: 715-232-2187; Fax: 715-235-0888; E-mail: clauersdorf@menomonie-wi.gov)

Special Event

Instructions: Complete all questions, indicating N/A where non-applicable. Return to the City Clerk at the above address at least 60 days prior to the event.

Are you representing an organization sponsoring the event? No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> (list information below)		Is the organization non-profit? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
Organization's Name:		mind over matter, (M.O.M.) Inc.	
Organization's Address:		E7465 640th Av., Elk Mound WI 54739	
Organization's Phone:		651-335-1428 (Fax) -	(E-mail) karnegetitdunnrun.com
Purpose of Event: Community 5K + Kids Run		Type of Event: 5K + Kids fun run	

Event Organizer's Name:		Karen Hatfield McCalla	
Event Organizer's Address:		-see above -	
Event Organizer's Phone:		(home)	(work)
		(E-mail)	

Name of Event: Get It + Dunn Run		Type of Event: 5K + Kids run	
Location of Event: downtown (Behind Ted's)		Date of Event: 6-8-24	Rain date: —
Time of Event:	Start: 9:00 AM	Finish: 11:00	
Time on Site:	Start: 7:00 AM	Finish: (include set-up and clean-up time) 12:00	
Total Number of Anticipated Attendees: (include event organizers, staff, volunteers and spectators) <u>2,000</u>	City of Menomonie Support Staff Requested? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		
	Police: <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	Number: 1-2	As Available
	Roads: <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	Number: See 5K map	
	Other: (Specify) <input type="checkbox"/> No <input type="checkbox"/> Yes	Number:	

Are street(s) to be closed? <input type="checkbox"/> No <input type="checkbox"/> Yes, if so list (If less than entire length, indicate by street number where to begin and end)	Entire length? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Check here if City Road <input checked="" type="checkbox"/> (attach approval from City of Menomonie)	1. A portion of Wilson Av. by City lot 2.
	Entire length? <input type="checkbox"/> Yes <input type="checkbox"/> No Check here if County Road <input type="checkbox"/> (attach approval from Dunn County)	2. 4th St. access to Wilson will be closed off.

What provisions are being made for traffic and parking? (Be sure to note traffic flow and parking sites on your site plan) Attach additional sheets if necessary. Barricades from city will block off 4th st, access + cars will be detoured around small portion. Parking lots in the area owned by street will be utilized for event staff + participants.

What provisions are being made for crowd control and security? Attach additional sheets if necessary. many volunteers will be present along with MPD + MFD if available.

What provisions are being made for First Aid and Fire Emergency? (Be sure to show locations of emergency services on your site plan.) Menomonic Fire Dept + a medical tent will be onsite. First aid kits will be available on route + radio operators will be utilized on course to monitor.

What provisions are being made for additional restrooms, port-a-potty facilities? (Be sure to show locations of restrooms and port-a-potty facilities on your site plan.) Port a potties will be on course and at start/finish.

What provisions are being made for collection and removal of litter and recycling generated by the event? (Be sure garbage /recycling receptacles or dumpsters are shown on your site plan.) Garbage + recycling cans will be brought on site + at start for removal of a trash/recycling.

Are vendors, information tables, or volunteer groups a part of your event? No Yes If yes, please explain. Sponsors will have booths at post-race celebration held in Lot 2.

Certificate of Insurance or Surety Bond Information No Yes, attach a copy Will be received for day of event.

DRO policy + Event policy will be obtained. Policy through West Bend.

The applicant is responsible for obtaining any additional permits required by the municipality in conjunction with this event. Contact individual departments to obtain applications.

Check all that apply:

<p align="center">CITY CLERK PERMITS 715-232-2180</p>	<p align="center">PARK AND RECREATION PERMITS 715-232-1664</p>	<p align="center">FIRE DEPARTMENT PERMITS 715-232-2414</p>
<input type="checkbox"/> Temporary Beer/Wine <input type="checkbox"/> Amplified Sound Permit <input type="checkbox"/> _____	<input type="checkbox"/> Park Facility Use <input type="checkbox"/> Shelter Reservations <input type="checkbox"/> Beer Keg Permit	<input type="checkbox"/> Fireworks/Pyrotechnics <input type="checkbox"/> Grills/Open Burning <input type="checkbox"/> Tents (900 sq.ft. or greater or anything less with sides requires permit)
<p align="center">POLICE DEPARTMENT PERMITS 715-232-2198</p>	<p align="center">DUNN COUNTY ENVIRONMENTAL HEALTH DEPARTMENT 715-232-2388</p>	<p align="center">PUBLIC WORKS</p>
<input type="checkbox"/> Traffic Control Officers <input type="checkbox"/> Criminal History Check	<input type="checkbox"/> Temporary Food Permit	<input type="checkbox"/> Race/Map Review

By signing this application, applicant acknowledges that the issuance of a special event permit does not obligate or require the City of Menomonie to provide City services, equipment or personnel in support of the event.

Signature:

Karen Hatfield McCalla

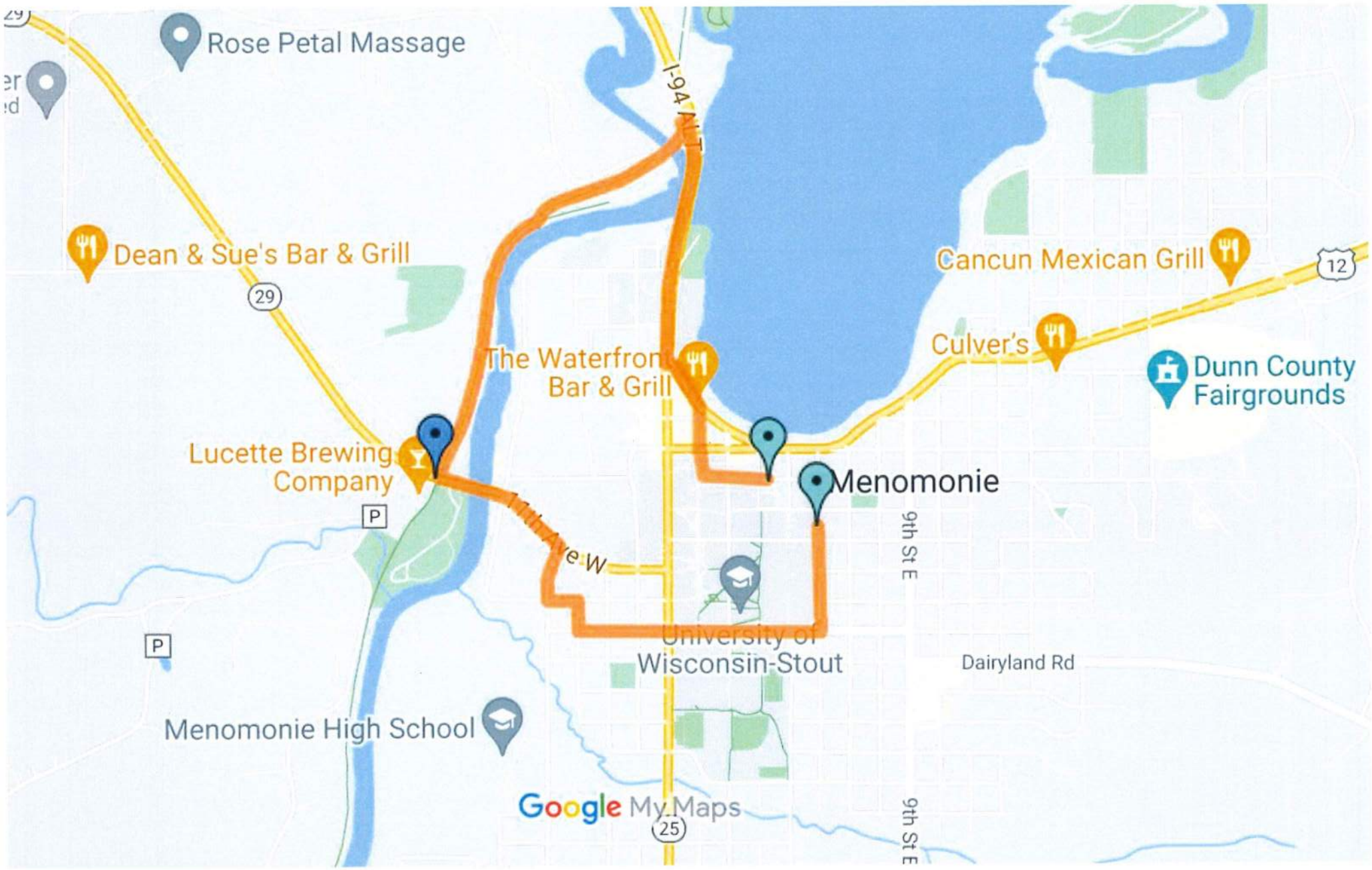
Print Name:

Karen Hatfield McCalla

Affiliation with Applicant (if applicable):

Date:

2-16-24



Rose Petal Massage

Dean & Sue's Bar & Grill

Lucette Brewing Company

The Waterfront Bar & Grill

University of Wisconsin-Stout

Menomonie High School

Menomonie

Cancun Mexican Grill

Culver's

Dunn County Fairgrounds

Google My Maps

29

I-94

12

25

9th St E

Dairyland Rd

9th St E

29

er
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CITY OF
MENOMONIE
SPECIAL EVENTS
PACKET

A GUIDE FOR PUBLIC
SPECIAL EVENTS

City of Menomonie

City Clerk's Office
800 Wilson Ave., Menomonie, WI 54751
Phone: 715-232-2221; E-mail: kmartin@menomonie-wi.gov

Special Event

Instructions: Complete all questions, indicating N/A where non-applicable. Return to the City Clerk at the above address at least 60 days prior to the event.

Are you representing an organization sponsoring the event? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, (list information below)		Is the organization non-profit? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
Organization's Name: Menomonie Jr. Mustangs			
Organization's Address: PO Box 850, Menomonie, WI 54751			
Organization's Phone: 715.790.1614 (Fax)		(E-mail) mustangsjrsoftball@gmail.com	
Purpose of Event: Fundraiser		Type of Event: Softball Tournament	

Event Organizer's Name: Mike Sorensen	
Event Organizer's Address: PO Box 850, Menomonie, WI 54751	
Event Organizer's Phone: (home) 715.279.6587 (work) (E-mail) Sorensenmike2914@gmail.com	

Name of Event: Mustang Stampede		Type of Event: Softball Tournament	
Location of Event: Wakanda Park		Date of Event: 6.14.24 - 6.16.24	Rain date: X
Time of Event:	Start: 8:00 am	Finish: 9:00 pm	
Time on Site:	Start: 7:00 am	Finish: (include set-up and clean-up time) 9:00 pm	
Total Number of Anticipated Attendees: (include event organizers, staff, volunteers and spectators) 500-1000	City of Menomonie Support Staff Requested? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		
	Police: <input type="checkbox"/> No <input type="checkbox"/> Yes	Number:	
	Roads: <input type="checkbox"/> No <input type="checkbox"/> Yes	Number:	
	Other: (Specify) <input type="checkbox"/> No <input type="checkbox"/> Yes	Number:	

Are street(s) to be closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, if so list (If less than entire length, indicate by street number where to begin and end)	Entire length? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Check here if City Road <input type="checkbox"/> (attach approval from City of Menomonie)	1. Roadclosure between dugouts on fields #4 & #5 on Game Park Road.
	Entire length? <input type="checkbox"/> Yes <input type="checkbox"/> No Check here if County Road <input type="checkbox"/> (attach approval from Dunn County)	

* Event dates are June 14-16, 2024. We will plan to set up on June 13th as we are able in the park.

What provisions are being made for traffic and parking? (Be sure to note traffic flow and parking sites on your site plan) Attach additional sheets if necessary. We are requesting partial road closure on Game Park Rd. between the dugouts of fields #4 & #5. Visitors will be encouraged to utilize both park entrances. Partial road closure will provide safety to visitors moving between fields.

What provisions are being made for crowd control and security? Attach additional sheets if necessary. We will notify Menomonic Police Department as a courtesy. Tournament Director and PSM board members will be available to handle concerns if they should arise.

What provisions are being made for First Aid and Fire Emergency? (Be sure to show locations of emergency services on your site plan.) We will plan to notify Menomonic Fire Department as a courtesy. First aid kits/supplies will be accessible at tournament check in area.

What provisions are being made for additional restrooms, port-a-potty facilities? (Be sure to show locations of restrooms and port-a-potty facilities on your site plan.) We will be renting additional port-a-potty facilities for the weekend with daily cleanings/pumping.

What provisions are being made for collection and removal of litter and recycling generated by the event? (Be sure garbage/recycling receptacles or dumpsters are shown on your site plan.) We will rent additional large dumpster to be located near Parks Dept Shop during the event for garbage disposal. Volunteers will also empty receptacles throughout the weekend to the larger dumpster.

Will vendors, information tables, or volunteer groups be part of your event? No Yes If yes, please explain. There will be a t-shirt vendor onsite. We will also plan to have information/welcome packets available for visiting teams with local dining and hotel options.

Certificate of Insurance or Surety Bond Information No Yes, attach a copy

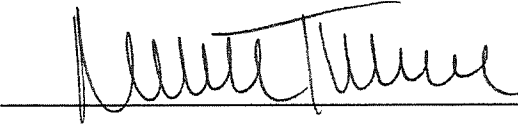
The applicant is responsible for obtaining any additional permits required by the municipality in conjunction with this event. Contact individual departments to obtain applications. APPROVED PERMITS MUST BE INCLUDED WITH THIS APPLICATION FOR SPECIAL EVENTS, OR THE SPECIAL EVENT APPLICATION WILL BE DENIED.

Check all that apply:

CITY CLERK PERMITS 715-232-2180	PARK AND RECREATION PERMITS 715-232-1664	FIRE DEPARTMENT PERMITS 715-232-2414
<input checked="" type="checkbox"/> Temporary Beer/Wine <input type="checkbox"/> Amplified Sound Permit <input type="checkbox"/> _____	<input type="checkbox"/> Park Facility Use <input checked="" type="checkbox"/> Shelter Reservations <input type="checkbox"/> Beer Keg Permit	<input type="checkbox"/> Fireworks/Pyrotechnics <input type="checkbox"/> Grills/Open Burning <input type="checkbox"/> Tents (900 sq.ft. or greater or anything less with sides requires permit)

POLICE DEPARTMENT PERMITS 715-232-2198	DUNN COUNTY ENVIRONMENTAL HEALTH DEPARTMENT 715-232-2388	PUBLIC WORKS
<input type="checkbox"/> Traffic Control Officers <input type="checkbox"/> Criminal History Check	<input type="checkbox"/> Temporary Food Permit	<input type="checkbox"/> Race/Map Review

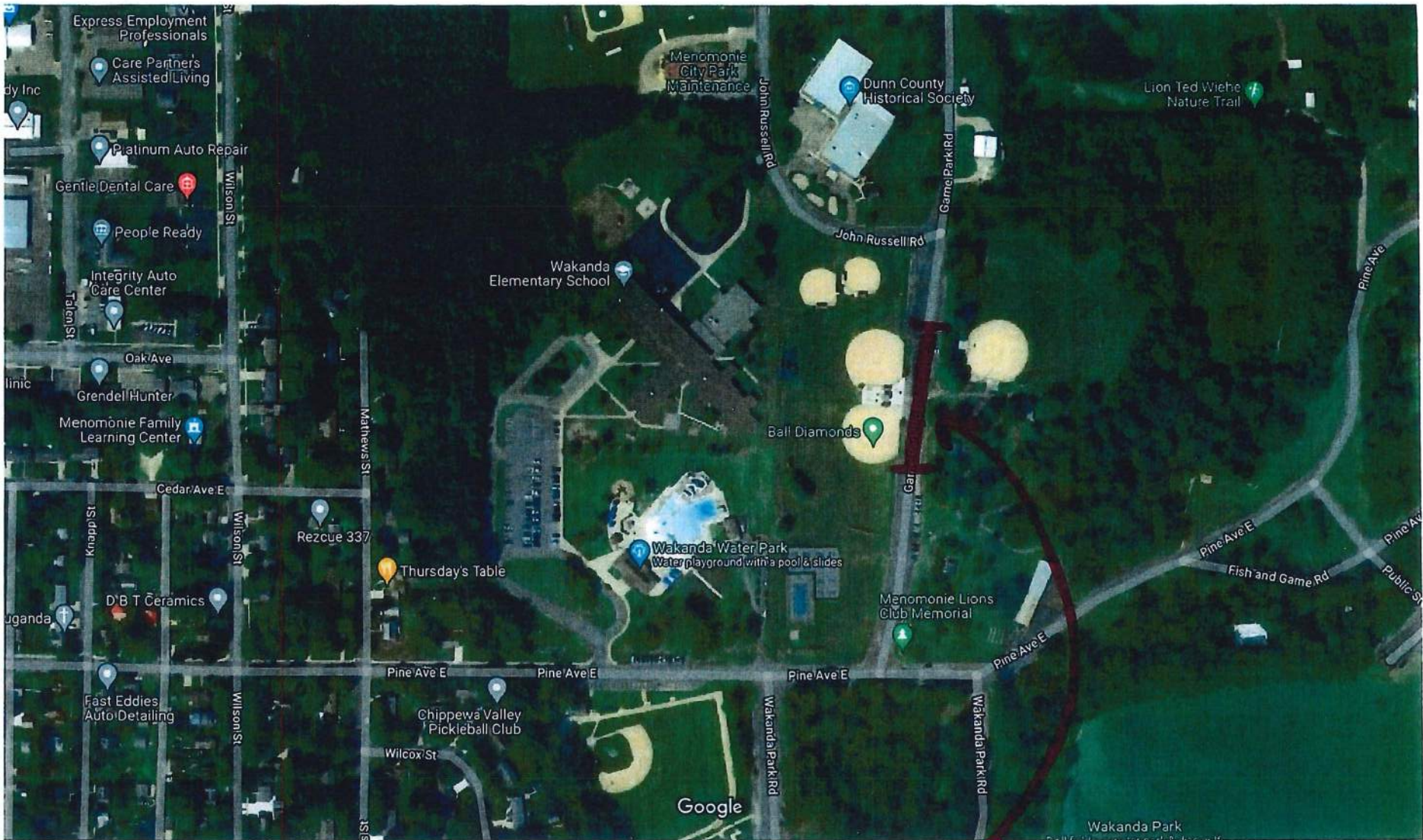
By signing this application, applicant acknowledges that the issuance of a special event permit does not obligate or require the City of Menomonie to provide City services, equipment or personnel in support of the event.

Signature: 

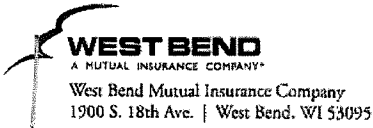
Print Name: Nikk L. Turner

Affiliation with Applicant (if applicable): Secretary/Volunteer Coordinator - Mym

Date: 2.14.24



PROPOSED ROAD CLOSURE



New Business

Commercial Lines Policy Declaration

Customer Number: 1000506156
Policy Number: B307712 00

Policy Period: 04/18/2023 to 04/18/2024
at 12:01 AM Standard Time at Your Mailing Address Shown Below

Named Insured and Address:
Menomonie Jr Mustangs Softball
PO Box 850
Menomonie, WI 54751

Agency Name and Address: 48817
SCHULER INSURANCE AGENCY INC
700 WOLSKE BAY RD SUITE 240
MENOMONIE, WI 54751
715-235-3580

In return for the payment of the premium, and subject to all the terms of this policy, we agree with you to provide the insurance as stated in this policy.

This policy consists of the following coverage parts for which a premium is indicated. This premium may be subject to adjustment.

Table with 2 columns: Coverage Part, Premium. Includes Commercial General Liability Coverage (\$901.00), Total Premium (\$901.00), and Total Including Taxes, Fees and Surcharges (\$901.00).

This is not a bill. A billing invoice will be sent separately.

See attached schedule for forms applicable to all coverage parts.

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: 02/14/2024

Town Village City of Menomonie

County of Dunn

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 06/14/2024 and ending 06/16/2024 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. **Organization** (check appropriate box) → Bona fide Club Church Lodge/Society
 Veteran's Organization Fair Association or Agricultural Society
 Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Menomonie Jr. Mustangs

(b) Address PO Box 850
(Street) Town Village City

(c) Date organized 01/01/2018

(d) If corporation, give date of incorporation _____

(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 and addresses of all officers:

President Shane Elliott, PO Box 850, Menomonie, WI 54751

Vice President _____

Secretary Nikki Turner, PO Box 850, Menomonie, WI 54751

Treasurer Jenna Creaser, PO Box 850, Menomonie, WI 54751

(g) Name and address of manager or person in charge of affair: Shane Elliott/MJM, PO Box 850, Menomonie, WI 54751

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 Wakanda Park, Game Park Rd, Menomonie, WI 54751

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? no

(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: _____

3. Name of Event

(a) List name of the event Mustang Stampede Youth Softball Tournament

(b) Dates of event 06/14/2024

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer [Signature] 2.14.24
(Signature / Date)

Menomonie Jr. Mustangs
(Name of Organization)

Date Filed with Clerk 02/16/2024

Date Reported to Council or Board 03/04/2024

Date Granted by Council _____

License No. _____

Receipt #: 69623

Additional Information

May be Granted and Issued only to (secs. 125.26(6), and 125.51(10), Wis. Stats.):

- (1) Bona fide clubs.
- (2) State, county, or local fair associations, or agricultural societies.
- (3) Churches, lodges, or societies that have been in existence for at least 6 months prior to the date of application.
- (4) Posts of veterans organizations.
- (5) Chambers of commerce or similar civic or trade organizations organized under ch. 181, Wis. Stats.

Application:

- (1) Filing: In writing, for each event, on Form AT-315.
- (2) The local licensing authority may act on application or authorize an official or body of the municipality to issue the license. (secs. 125.26(1) and 125.51(10), Wis. Stats.)
- (3) The written application shall be filed with the clerk of the municipality in which premises are located:

Class "B" (Beer):

- a. The governing body shall establish any waiting period before granting of a license for events lasting less than 4 days (sec. 125.04(3)(f), Wis. Stats.)
- b. At least 15 days prior to the granting of the license for events lasting 4 or more days.

"Class B" (Wine):

The application shall be filed with the clerk of the local municipality in which the event will be held at least 15 days prior to the granting of the license.

- (4) Seller's Permit: (sec. 77.54 (7m), Wis. Stats.), provides an exemption from Wisconsin sales and use taxes relating to certain sales by a nonprofit organization. Check the box if your organization qualifies for the exemption and therefore is not required to hold a seller's permit.
- (5) Publication: Not required. (sec. 125.04(3)(g), Wis. Stats.)

Fee: Determined by the municipality, but may not exceed \$10. (Exception: No additional fee may be charged if organization is applying for both a Temporary Class "B" and a Temporary "Class B" license for the same event.) (secs. 125.26(6) and 125.51(10), Wis. Stats.)

Duration: The day, or consecutive days, that the specified event is in progress. A municipality may issue up to 20 licenses to the same licensee for a single event, if each license is issued for the same date and time. (sec. 125.51(10)(b), Wis. Stats.)

Restrictions:

- (1) License may not be issued to individuals. (secs. 125.02 (14), 125.26(6), 125.51(10), Wis. Stats.)
- (2) Licenses to organizations, other than ex-servicemen's organizations, can be issued only for a picnic or similar gathering. (secs. 125.26(6) and 125.51(10), Wis. Stats.)
- (3) License may cover either a specified area or the entire picnic grounds. (secs. 125.26(6) and 125.51(10), Wis. Stats.)
- (4) License issued to a county or district fair must cover the entire fairgrounds (secs. 125.26(6) and 125.51(10), Wis. Stats.)
- (5) No license to clubs having any indebtedness to any wholesaler for more than 15 days for beer (sec. 125.33(7), Wis. Stats.) and 30 days for wine (s. 125.69(4)(b), Wis. Stats.)
- (6) Licensed operator(s) must be present at all times (secs. 125.17, 125.26(6), 125.32(2) - Beer; 125.17, 125.51(10), 125.68(2) - Wine; Wis. Stats.)
- (7) The licensed club, club members, or any other persons are not permitted to possess intoxicating liquor on licensed premises on the Temporary Class "B"/"Class B" licensed picnic area. (sec. 125.32(6), Wis. Stats.)
- (8) Not more than 2 wine licenses may be issued to any club, county or local fair association, agricultural association, church, lodge, society, chamber of commerce or similar civic or trade organization or veterans' post in any 12 month period. A municipality may issue up to 20 wine licenses to the same licensee if: 1) each license is issued for the same date and times, 2) the licensee is the sponsor of an event held at multiple locations within the municipality on this date and at these times, 3) an admission fee is charged for participation in the event and no additional fee is charged for service of alcohol beverages at the event, and 4) within the immediately preceding 12-month period, the municipality has issued these multiple licenses for fewer than 2 events. In addition, each event for which multiple licenses are issued shall count as one license toward the 2-license limit. (sec. 125.51(10), Wis. Stats.)
- (9) Licensed organizations must purchase their alcohol beverages only from permitted Wisconsin wholesalers, breweries and brewpubs. (secs. 125.33(6), and 125.69(6), Wis. Stats.)

CITY OF MENOMONIE

SPECIAL EVENTS PACKET

A GUIDE FOR PUBLIC
SPECIAL EVENTS

Mabel's Community Celebration
Sat. May 18th 2024

City of Menomonie

City Clerk's Office
800 Wilson Ave., Menomonie, WI 54751
Phone: 715-232-2221; E-mail: kmartin@menomonie-wi.gov

Special Event

Instructions: Complete all questions, indicating N/A where non-applicable. Return to the City Clerk at the above address at least 60 days prior to the event.

Are you representing an organization sponsoring the event? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, (list information below)		Is the organization non-profit? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
Organization's Name: Mabel Tainter Theater			
Organization's Address: 205 Main St. E			
Organization's Phone: 715-235-0001 (Fax)		(E-mail) director@mabeltainter.org	
Purpose of Event: Community Event		Type of Event: Outdoor Celebration	

Event Organizer's Name: Lucas Chase	
Event Organizer's Address: 2621 Panorama Dr. Menomonie	
Event Organizer's Phone: (home) 715-308-7412 (work) (E-mail)	

Name of Event: Mabel's Community Celebration		Type of Event: Community	
Location of Event: 2nd St. Downtown		Date of Event: 5/18/24	Rain date: 5/19/24
Time of Event:	Start: 2pm	Finish: 10pm	
Time on Site:	Start: 6am	Finish: 2am (include set-up and clean-up time)	
Total Number of Anticipated Attendees: (include event organizers, staff, volunteers and spectators) 800-1200	City of Menomonie Support Staff Requested? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes		
	Police:	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	Number: Already confirmed w/
	Roads:	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	Number: police +
	Other: (Specify)	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	Number: St. dept.

Are street(s) to be closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, if so list <i>(If less than entire length, indicate by street number where to begin and end)</i>	Entire length? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Check here if City Road <input checked="" type="checkbox"/> <i>(attach approval from City of Menomonie)</i>	1. 2nd St between Mabel + Cobblestone
	Entire length? <input type="checkbox"/> Yes <input type="checkbox"/> No Check here if County Road <input type="checkbox"/> <i>(attach approval from Dunn County)</i>	2.

What provisions are being made for traffic and parking? (Be sure to note traffic flow and parking sites on your site plan) Attach additional sheets if necessary.

Map is attached. Already in contact w/ Street dept.

What provisions are being made for crowd control and security? Attach additional sheets if necessary.

Memomnie Police + Fire will be on hand

Already connected w/ police + fire chiefs

What provisions are being made for First Aid and Fire Emergency? (Be sure to show locations of emergency services on your site plan.)

Police + Fire will be nearby. Mabel has plenty of first aid.

What provisions are being made for additional restrooms, port-a-potty facilities? (Be sure to show locations of restrooms and port-a-potty facilities on your site plan.)

port - a - potty facilities will be provided.
See map attached.

What provisions are being made for collection and removal of litter and recycling generated by the event? (Be sure garbage / recycling receptacles or dumpsters are shown on your site plan.)

Mabel will have plenty of garbage + recycling receptacles. We have our own Dumpster.

Will vendors, information tables, or volunteer groups be part of your event? No Yes If yes, please explain.

Certificate of Insurance or Surety Bond Information No Yes, attach a copy

Mabel is insured through Cincinnati Insurance.
As we hold events regularly, our insurance covers the liability of others.

The applicant is responsible for obtaining any additional permits required by the municipality in conjunction with this event. Contact individual departments to obtain applications.

APPROVED PERMITS MUST BE INCLUDED WITH THIS APPLICATION FOR SPECIAL EVENTS, OR THE SPECIAL EVENT APPLICATION WILL BE DENIED.

Check all that apply:

CITY CLERK PERMITS 715-232-2180	PARK AND RECREATION PERMITS 715-232-1664	FIRE DEPARTMENT PERMITS 715-232-2414
<input type="checkbox"/> Temporary Beer/Wine <input type="checkbox"/> Amplified Sound Permit <input checked="" type="checkbox"/> <i>Already have Class B license</i>	<input type="checkbox"/> Park Facility Use <input type="checkbox"/> Shelter Reservations <input type="checkbox"/> Beer Keg Permit	<input type="checkbox"/> Fireworks/Pyrotechnics <input type="checkbox"/> Grills/Open Burning <input type="checkbox"/> Tents (900 sq-ft. or greater or anything less with sides requires permit)

POLICE DEPARTMENT PERMITS 715-232-2198	DUNN COUNTY ENVIRONMENTAL HEALTH DEPARTMENT 715-232-2388	PUBLIC WORKS
<input type="checkbox"/> Traffic Control Officers <input type="checkbox"/> Criminal History Check	<input type="checkbox"/> Temporary Food Permit	<input checked="" type="checkbox"/> Race/Map Review <i>map attached</i>

By signing this application, applicant acknowledges that the issuance of a special event permit does not obligate or require the City of Menomonie to provide City services, equipment or personnel in support of the event.

Signature: _____ *Lucas Chase*

Print Name: _____ *Lucas Chase*

Affiliation with Applicant (if applicable): _____

Date: _____ *2/15/21*



Mabel's Community Celebration

The Mabel Tainter Board of Directors and Staff is excited to announce our 4th annual Mabel's Community Celebration on **Saturday, May 18**. We are thrilled that the public has supported this event over the last three years and are excited to continue this community-engaging tradition into 2024.

This year, we are again looking for \$1,000.00+ corporate sponsors to help financially support this event. In exchange for your sponsorship, each organization will receive:

- **Logo recognition on banners at event**
- **Vocal recognition from MC's at event**
- **Opportunity to speak about your organization at event**
- **Social media and email blast recognition**
- **VIP tickets which include private lounge, restrooms, and bar/snack area**

The schedule of events for Mabel's Community Celebration is as follows:

2pm: Artisan market, food trucks, bars, 40' bouncy house, fire truck & police vehicles open to public

2-3pm: Children's performance in theater

3-6pm: Free guided tours of Mabel Tainter

4pm: Opener: TBA – Mainstage performance

6pm: Uncommon Denominator – Mainstage performance

8pm: Headliner: TBA – Mainstage performance

We so hope you consider supporting Mabel's Community Celebration for 2024. Please contact Lucas Chase, Executive Director at director@mabeltainter.org with any questions.



CITY OF
MENOMONIE
SPECIAL EVENTS
PACKET

A GUIDE FOR PUBLIC
SPECIAL EVENTS

City of Menomonie

City Clerk's Office
800 Wilson Ave., Menomonie, WI 54751
Phone: 715-232-2221; E-mail: kmartin@menomonie-wi.gov

Special Event

Instructions: Complete all questions, indicating N/A where non-applicable. Return to the City Clerk at the above address at least 60 days prior to the event.

Are you representing an organization sponsoring the event? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, (list information below)	Is the organization non-profit? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
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Organization's Name:	Menomonie Pickleball Club
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Organization's Address:	Menomonie, WI 54751
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Organization's Phone:	715-323-2890 (Fax)	(E-mail) jeanbreen1@gmail.com
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Purpose of Event: Provide competitive fun Raise funds for court maintenance + additional courts	Type of Event: Competitive Events - PB competition
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Event Organizer's Name:	Jean Breen
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Event Organizer's Address:	N6198 County Road K 54751
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Event Organizer's Phone:	(home) 715-323-2890 (work)	(E-mail) jeanbreen1@gmail.com
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Name of Event: Pickleball Competition, Men's + Women's League	Type of Event: Competitive Events
---	-----------------------------------

Location of Event: Wakanda PB Courts	Date of Event: Tues + Thurs evenings June 4 - Sept 10, 2024	Rain date: Weekends TBD
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Time of Event:	Start: 5:00	Finish: 8:00	
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Time on Site:	Start: 4:30	Finish: (include set-up and clean-up time) 8:15	
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Total Number of Anticipated Attendees: (include event organizers, staff, volunteers and spectators) <u>26</u>	City of Menomonie Support Staff Requested? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
	Police: <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	Number:
	Roads: <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	Number:
	Other: (Specify) <input type="checkbox"/> No <input type="checkbox"/> Yes	Number:

Are street(s) to be closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, if so list (If less than entire length, indicate by street number where to begin and end)	Entire length? <input type="checkbox"/> Yes <input type="checkbox"/> No Check here if City Road <input type="checkbox"/> (attach approval from City of Menomonie)	1.
	Entire length? <input type="checkbox"/> Yes <input type="checkbox"/> No Check here if County Road <input type="checkbox"/> (attach approval from Dunn County)	2.

What provisions are being made for traffic and parking? (Be sure to note traffic flow and parking sites on your site plan) Attach additional sheets if necessary.

No additional needs

What provisions are being made for crowd control and security? Attach additional sheets if necessary.

No additional crowds.

Players will use the courts as is normal,
spectators - if any - will sit at picnic tables

What provisions are being made for First Aid and Fire Emergency? (Be sure to show locations of emergency services on your site plan.)

There is a medical bag provided by Parks + Rec with ice packets, etc.

What provisions are being made for additional restrooms, port-a-potty facilities? (Be sure to show locations of restrooms and port-a-potty facilities on your site plan.)

No additional facilities needed.
Public park restrooms nearby are sufficient.

What provisions are being made for collection and removal of litter and recycling generated by the event? (Be sure garbage /recycling receptacles or dumpsters are shown on your site plan.)

Players use the city provided garbage cans onsite.

Will vendors, information tables, or volunteer groups be part of your event? No Yes If yes, please explain.

Certificate of Insurance or Surety Bond Information No Yes, attach a copy

The applicant is responsible for obtaining any additional permits required by the municipality in conjunction with this event. Contact individual departments to obtain applications.

APPROVED PERMITS MUST BE INCLUDED WITH THIS APPLICATION FOR SPECIAL EVENTS, OR THE SPECIAL EVENT APPLICATION WILL BE DENIED.

Check all that apply:

CITY CLERK PERMITS 715-232-2180	PARK AND RECREATION PERMITS 715-232-1664	FIRE DEPARTMENT PERMITS 715-232-2414
<input type="checkbox"/> Temporary Beer/Wine <input type="checkbox"/> Amplified Sound Permit <input type="checkbox"/> _____	<input type="checkbox"/> Park Facility Use <input type="checkbox"/> Shelter Reservations <input type="checkbox"/> Beer Keg Permit	<input type="checkbox"/> Fireworks/Pyrotechnics <input type="checkbox"/> Grills/Open Burning <input type="checkbox"/> Tents (900 sq.ft. or greater or anything less with sides requires permit)

POLICE DEPARTMENT PERMITS 715-232-2198	DUNN COUNTY ENVIRONMENTAL HEALTH DEPARTMENT 715-232-2388	PUBLIC WORKS
<input type="checkbox"/> Traffic Control Officers <input type="checkbox"/> Criminal History Check	<input type="checkbox"/> Temporary Food Permit	<input type="checkbox"/> Race/Map Review

By signing this application, applicant acknowledges that the issuance of a special event permit does not obligate or require the City of Menomonie to provide City services, equipment or personnel in support of the event.

Signature: _____ *Jean Breen*

Print Name: _____ *Jean Breen*

Affiliation with Applicant (if applicable): _____

Date: _____ *February 12, 2024*



MEMO

TO: Mayor & City Council
FROM: Megen Hines, Environmental Program Coordinator
SUBJECT: Tree City USA & Bird City Wisconsin Resolutions
DATE: March 4, 2024 City Council Meeting

The City of Menomonie has been recognized as a Tree City USA by the National Arbor Day Foundation for the last 34 years. The Urban Forestry Board again plans to achieve this recognition for 2024 and is planning to host an Arbor Day Celebration on Friday, April 26, 2024. The Urban Forestry Board and City staff are asking the City Council to support a resolution proclaiming April 26, 2024 as Arbor Day in the City of Menomonie. If the City Council approves of supporting the Arbor Day resolution the appropriate motion would be **Approve Resolution 2024-04 as presented to proclaim April 26, 2024 as Arbor Day in the City of Menomonie.**

The City of Menomonie has been recognized as a Bird City Wisconsin by the Bird City Wisconsin Foundation. The Urban Forestry Board plans to achieve this recognition for 2024 and plans to incorporate bird education during the Arbor Day Celebration on Friday, April 26, 2024. The Urban Forestry Board and City staff are asking the City Council to support a resolution proclaiming April 26, 2024 as International Migratory Bird Day in the City of Menomonie. If the City Council approves of supporting the International Migratory Bird Day Resolution, the appropriate motion would be **Approve Resolution 2024-05 as presented to proclaim April 26, 2024 as International Migratory Bird Day in the City of Menomonie.**

Attachments:

- Arbor Day Resolution
- International Migratory Bird Day Resolution

RESOLUTION NO. 2024 - 04

OFFERED BY ALDERPERSON _____



WHEREAS, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than one million trees in Nebraska, and

WHEREAS, Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderate the temperature, clean the air, produce oxygen, and provide a habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

WHEREAS, trees are a source of community joy and pride, and

WHEREAS, Menomonie has been recognized as a **Tree City USA** by **The National Arbor Day Foundation** and desires to continue its tree-planting ways,

NOW, THEREFORE, I, RANDY KNAACK, as Mayor of the City of Menomonie do hereby

Proclaim **April 26, 2024,** as

ARBOR DAY

in the City of Menomonie, and I urge all citizens to support efforts to care for our trees and woodlands and to support our city's community forestry program, and

FURTHER, I urge all citizens to plant trees to gladden the hearts and promote the well-being of present and future generations.

Approved this ____ day of _____, 2024

Randy Knaack, Mayor

RESOLUTION NO. 2024-05

OFFERED BY: _____



Recognizing International Migratory Bird Day

Whereas, migratory birds are some of the most beautiful and easily observed wildlife that share our communities, *and*

Whereas, many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring, *and*

Whereas, these migrant species also play an important economic role in our community, controlling insect pests and generating millions in recreational dollars statewide, *and*

Whereas, migratory birds and their habitats are declining throughout the Americas, facing a growing number of threats on their migration routes and in both their summer and winter homes, *and*

Whereas, public awareness and concern are crucial components of migratory bird conservation, *and*

Whereas, citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining health bird populations, *and*

Whereas, since 1993 International Migratory Bird Day (IMBD) has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in our communities and throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern U.S., *and*

Whereas, hundreds of thousands of people will observe IMBD, gathering in town squares, community centers, schools, parks, nature centers, and wildlife refuges to learn about birds, take action to conserve them, and simply to have fun, *and*

Whereas, while IMBD officially is held each year on the second Saturday in May, its observance is not limited to a single day, and planners are encouraged to schedule activities on the dates best suited to the presence of both migrants and celebrants, *and*

Whereas, IMBD is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation, but also a call to action,

NOW, THEREFORE, BE IT RESOLVED, that the City Council does hereby recognize International Migratory Bird Day this **26th day of April, 2024** and urges all citizens to celebrate this observance and to support efforts to protect and conserve migratory birds and their habitats in our community and the world at large.

Approved by the Common Council of the City of Menomonie this _____, 2024.

**COMMON COUNCIL
CITY OF MENOMONIE
DUNN COUNTY**

By: _____
Randy Knaack, Mayor

Attest: _____
Catherine Martin, City Clerk



City of Menomonee
Eric Atkinson

City Administrator
800 Wilson Avenue
Menomonee, WI 54751
715 232-2221 Ext.1001
atkinsone@menomonee-wi.gov

TO: Mayor Knaack and City Council
FROM: Eric Atkinson, City Administrator
SUBJECT: Appointments
DATE: March 4, 2024 City Council Meeting

The Mayor is recommending the following appointments:

Downtown Menomonee
Veronika Zazovsky – term ending December 2027

Urban Forestry – complete balance of terms from resigned members (Kropp and Gilberts) and regular 3 year term
Keith Gilland – term ending December 2028
Dave Williams – term ending December 2028

If the City Council concurs with the appointments, the appropriate motion would be **Approve appointment of Veronika Zazovsky to the Downtown Menomonee Board and Keith Gilland and Dave Williams to the Urban Forestry Board** (simple majority).

Pam Wildner <pwildner@menomonie-wi.gov>
to Becca

12:59 PM (40 minutes ago)

Becca - One last request on this appointment. Do you have/or can you get a small bio from Veronika?
Just something short about her and why she wants to be on the board.

Pam Wildner
Assistant to:
Mayor Randy Knaack
City Administrator Atkinson
Public Works Director Schofield
CITY OF MENOMONIE
800 Wilson Ave
Menomonie, WI 54751
pwildner@menomonie-wi.gov
715 232 2221 Ext 1000



Becca – Downtown Menomonie Executive Director

1:09 PM (29 minutes ago)

to me

Hi Pam,

Here are her answers to a couple of the board application questions:

Are you representing a business? If so, which one?: Menomonie Farmers Market Inc

Why are you interested in serving on the Downtown Menomonie board?: I would like to be involved in Downtown events to help build amazing community gatherings and promote local businesses. I am a creative individual that thinks outside the box and I believe my ideas and passion for local businesses will greatly benefit the community & Downtown Menomonie.

Tell us a little bit about yourself! I am a Menomonie transplant; born in Soviet Union and raised in Indiana I moved to Menomonie in 2006. My background is in the theatre and education, but my love for adventure and entrepreneur spirit lead me to open my own home-based business, and later re-locate out in a country, where we could expand it even more. We now live just north of Menomonie and maintain an apple orchard, a hobby farm and a kennel, while offering many of products internationally. I am heavily involved with Farmers Markets in the state of Wisconsin, serve on the WI Farmers Markets Association board, and manage our local Menomonie Farmers Market. I am very active in the community events, theatre and sport events, especially with my kids.

Thanks!
Becca

--

**Please update your contact for Downtown Menomonie to director@downtownmenomonie.org. Previous email addresses associated with Downtown Menomonie are expired and not accessible.*

Becca Schoenborn
Executive Director | She/Her
Downtown Menomonie
503 Broadway St. S. Suite 20
(c) 715-279-8502
www.downtownmenomonie.org

Keith Gilland – Possible UFB Member Appointment

I am writing in support of my nomination to the Menomonie Urban Forestry Board. I have been a resident of the city of Menomonie since August 2016 and have been involved in numerous projects around the city of Menomonie and Dunn County focusing on improving our natural environment. I am an associate professor of biology at UW-Stout and in that role have organized an annual invasive removal project with my and other faculty's' students in late October each October since 2017. We have worked at Lakeside Park, Riverside Park, and along the bank of Lake Menomin bordering Crescent Street removing buckthorn and honeysuckle to improve aesthetics and promote native vegetation. We have partnered with the city services department on these projects, and I have always been impressed with their willingness to help out with our work. I was deeply involved with (and continue to be) the Galloway Creek corridor restoration project near the Heights. My students and I along with Menomonie HS folks worked on buckthorn removal and tree planting at the site and have continued to monitor and water the trees as needed and will continue with site maintenance as the project matures. Prior to taking this job at UW-Stout I lived and worked in Southwest Ohio where I was involved with the city of Middletown's tree commission in a similar capacity involving my students in regular beautification projects around the city. In my younger days I worked for the West Chester (OH) township parks/roads/ and cemeteries department as a laborer for five years and wrote their Emerald Ash Borer management plan while working there in 2007 to align us with state requirements at that time that we have a plan. I mention this to help show that outside of my academic interests in trees, forestry and the environment, I'm familiar with and sensitive to the constraints on local governments and what can and can't be done. I'm active with a few groups in the area including the Prairie Enthusiasts and serve on the management board of the Colfax Red Cedar Preserve and Recreation Area. We have made huge strides on management projects on land with both of these groups including active restoration work as well as grant writing to fund purchases and hire outside contractors for work we can't perform with volunteer crews. I feel strongly about the importance of civic engagement and doing what you can to make the place you live the kind of place you want to be and I'd be honored to serve on the Menomonie Urban Forestry Board.

Statement about Urban Forestry Board
By David K. Williams

When I bought my home in Menomonie in 1981, Dutch Elm disease was decimating trees in the city, including the three mature elms on my boulevard. Fast forward to 2024, when emerald ash borer is doing the same to the mature ash trees the city planted after Dutch elm disease ravished neighborhoods. I have been concerned with the state of our city's tree populations, and have been trying to preserve as many of my lot's trees as possible. I've hired arborists to treat the beautiful white oak in my front yard for two-lined chestnut borer, and paid the same arborist to treat the two ash trees on my boulevard (with city permission). I'm concerned how we protect trees in the city, how we make decisions about plantings, both variety and where, and would welcome the chance to serve the city on the Urban Forestry Board. I am sure there is much I would need to learn, but would welcome that opportunity to serve and bring my interest and commitment to the table.

5-Mar-24

2023 Claims

CDW
Cardmember Services
Foster & Foster

Description

Water Admin & Gen Off Supply
Police School & Conferences
Health Insurance

Total Invoice Amt Overdrawn

\$166.14 \$166.14
\$990.00 \$990.00
\$4,700.00 \$4,700.00

Total \$5,856.14 \$5,856.14

2023 Parking Utility Claims

Description

Total Invoice

Parking
Total \$0.00

2/29/2024

2024 Claims

5-Mar-24

Description

Total Invoice Amt Overdrawn

Total \$0.00 \$0.00

2024 Parking Utility Claims
Cardmember Services

Description
Fleet Farm - Credit Card Charge

Total Invoice
\$9.99

Parking
Total \$9.99

2/29/2024

LICENSES – March 4, 2024

TEMPORARY CLASS “B” BEER LICENSE:

Menomonie Jr. Mustangs, PO Box 850

- Mustang Stampede Youth Softball Tournament, Wakanda Park, 06/14/2024 – 06/16/2024

SECONDHAND ARTICLE DEALER:

GameStop #6743 (2421 Hwy. 25 N., Suite #117)

Town & Country LLC/TC Vintage (633 Broadway St. S.)