

CITY OF FRANKLIN  
COMMON COUNCIL MEETING\*\*  
FRANKLIN CITY HALL COUNCIL CHAMBERS  
9229 W. LOOMIS ROAD, FRANKLIN, WISCONSIN  
AGENDA\*  
TUESDAY, JULY 23, 2013, 6:30 P.M.

- A. Call to Order and Roll Call
- B.
  - 1. Citizen Comment Period
  - 2. Announcements from Mayor Taylor of upcoming community events & news items:
    - a. Mayoral Proclamation which designates August as Children's Vision and Learning Month.
- C. Approval of Minutes
  - 1. Approval of regular meeting of July 9, 2013.
- D. Hearings
- E. Organizational Business
  - 1. Boards and Commissions Appointments
    - a. Robert Donohoo, Library Board-Dist. #2.
- F. Letters and Petitions
- G. Reports and Recommendations
  - 1. Donations from AT&T in the amount of \$1,000, Great Lakes Dermatology SC in the amount of \$1,000, WaterStone Bank in the amount of \$1,000, and WE Energies in the amount of \$500 to the Police Department for National Night Out.
  - 2. Accept \$2,500 payment in lieu of Horizon Bros. Painting Corp. attempting to remove paint overspray from exterior of Fire Station #1.
  - 3. Resolution conditionally approving a 2 lot Certified Survey Map, being Outlot 1 of Certified Survey Map No. 8181 recorded on Reel 7181 as Document No. 9784108 being a redivision of Outlot 1, Block 11 of the plat of Franklin Business Park Addition No. 1 being part of the Southwest ¼ and Southeast ¼ of the Southeast ¼ of Section 26, Town 5 North, Range 21 East, in the City of Franklin, Milwaukee County, Wisconsin (MLG Development, Inc.) (approximately 4701 to 5099 W. Oakwood Park Drive).
  - 4. Restrictions imposing conditions and restrictions for the approval of a continuing professional education and occupational health department offices use upon property located at 11217 W. Forest Home Avenue, Suite 1 (Aurora Health Care, Inc., applicant).
  - 5. Resolution conditionally approving a Condominium Plat for Rawson 51 Condominium at 5010 to 5070 W. Rawson Avenue (Rawson51 LLC and Priya Corporation, applicants).
  - 6. Ordinance to amend the Unified Development Ordinance Text to amend Section 15-5.0202B. to reduce the minimum parking space size for public secondary schools.
- \*\*\* 6A. Resolution to modify the budget of the Capital Improvement Fund amending the project line items to provide appropriations for the "Extension W. Marquette-PVS (Pleasant View School) to 49th Street" Project.
- 7. Resolution awarding contract to the lowest bidder, BCF Construction Corporation in the amount of \$71,903, for construction of W. Marquette Avenue extension from S. 49th Street to 520 feet east.

8. Resolution awarding contract to the lowest bidder, D.C. Burbach, Inc., for the installation of concrete sidewalk on S. 51st Street from W. Minnesota Avenue south 2,200 feet to the entrance to Clare Meadows in the amount of \$104,777.00.
9. Preliminary resolution declaring intent to exercise special assessment powers granted by Section 207-15 of the Municipal Code and Section 66.0701 of the State Statutes for the extension of sanitary sewer and water main on the west side of S. 76th Street in various locations from W. Puetz Road to W. Faith Drive.
10. Authorization for the Department of Public Works to sell miscellaneous surplus equipment.
11. Resolution awarding contract to the lowest bidder for the 2013 pavement marking program in the City of Franklin.
12. Release of Letter of Credit for the Southwood Court letter of credit located along S. Southwood Court south of W. Central Avenue.
13. Ordinance Establishing Wisconsin Statute § 66.0609 as the System of Approving Claims for the City of Franklin and Establishing a City of Franklin Payment Policy Allowing Weekly Payments of Expenditures.
14. Franklin Senior Citizens Travel Program semi-annual update for 2013.
15. *In the Matter of the Complaint Against:* Kristilynn Smukowski, holder of an operator's alcohol beverage license as a bartender for the Eric's Setback premises at 6357 S. 27th Street, Franklin, Wisconsin; License Committee Recommendation upon Hearing pursuant to Wis. Stat. §125.12(2) and §158-1. of the Municipal Code of the City of Franklin, Wisconsin. The Common Council may enter closed session pursuant to Wis. Stat. §19.85(1)(a) to consider and deliberate upon the July 22, 2013 License Committee recommendation, to discuss the Common Council's determination thereon, and to reenter open session at the same place thereafter to act on such matters as discussed therein as it deems appropriate.

H. Licenses and Permits

1. Miscellaneous Licenses.

I. Bills

1. Vouchers and Payroll approval.

J. Adjournment

\*Supporting documentation and details of these agenda items are available at City hall during normal business hours.

\*\*Notice is given that a majority of the Forward Franklin Economic Development Committee, Complete Streets and Connectivity Committee, and Plan Commission may attend this meeting to gather information about an agenda item over which the Forward Franklin Economic Development Committee, Complete Streets and Connectivity Committee, and Plan Commission has decision-making responsibility. This may constitute a meeting of the Forward Franklin Economic Development Committee, Complete Streets and Connectivity Committee, and Plan Commission per State ex rel. Badke v. Greendale Village Board, even though the Forward Franklin Economic Development Committee, Complete Streets and Connectivity Committee, and Plan Commission will not take formal action at this meeting.

[Note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information, contact the City Clerk's office at (414) 425-7500.]

REMINDERS:

August 5	National Night Out	6:00-9:00 p.m.
August 6	Committee of the Whole AND Common Council	6:30 p.m.
August 8	Plan Commission	7:00 p.m.

**MAYORAL PROCLAMATION:**

**AUGUST IS CHILDREN'S VISION AND LEARNING MONTH**

**WHEREAS**, as children across the State of Wisconsin prepare for the start of another school year, many of them will begin their studies with undiagnosed and untreated vision problems, and

**WHEREAS**, research shows that vision disorders are the number one handicapping condition of children. In fact, as many as one in four school age children have vision problems, according to the College of Optometrists in Vision Development, and

**WHEREAS**, all children deserve the opportunity to learn and to achieve their full potential, and

**WHEREAS**, for the above reasons, public awareness about learning-related vision problems is necessary to ensure that young people receive the prompt vision treatment they need to enhance their lives, and

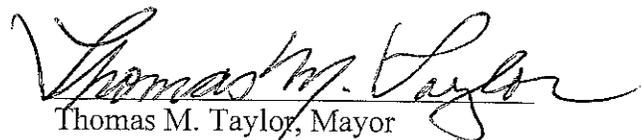
**NOW, THEREFORE, I, THOMAS M. TAYLOR**, Mayor of the City of Franklin, Wisconsin, in accord with the Office of the Governor of the State of Wisconsin, and in recognition of the importance of good vision to learning, do hereby proclaim August 2013

**CHILDREN'S VISION AND LEARNING MONTH**

and I encourage parents, educators, school nurses and all concerned adults to recognize the critical role good vision plays in the learning process and to work together to help prevent or reduce the impact untreated vision problems can have on our children's ability to read and learn.

Dated: July 23, 2013

Signed:

  
Thomas M. Taylor, Mayor

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- ORD 2013-2109  
AMEND  
COMPREHENSIVE  
MASTER PLAN FOR 7120  
TO 7400 W PUETZ ROAD  
(POINT REAL ESTATE  
LLC)
- G.2. Alderman Taylor moved to adopt Ordinance No. 2013-2109, AN ORDINANCE TO AMEND THE CITY OF FRANKLIN 2025 COMPREHENSIVE MASTER PLAN TO CHANGE THE FUTURE LAND USE MAP USE DESIGNATION FOR PROPERTY LOCATED AT APPROXIMATELY 7120 TO 7400 WEST PUETZ ROAD FROM RESIDENTIAL, MULTI-FAMILY USE TO RESIDENTIAL USE (APPROXIMATELY 9.504 ACRES)(POINT REAL ESTATE LLC, APPLICANT). Seconded by Alderman Dandrea. All voted Aye; motion carried.
- ORD 2013-2110  
AMEND USO (ZONING  
MAP) FOR 7120 TO 7400  
WEST PUETZ ROAD  
(POINT REAL ESTATE  
LLC)
- G.3. Alderman Dandrea moved to adopt Ordinance No. 2013-2110, AN ORDINANCE TO AMEND THE UNIFIED DEVELOPMENT ORDINANCE (ZONING MAP) TO REZONE A CERTAIN PARCEL OF LAND FROM R-8 MULTIPLE-FAMILY RESIDENCE DISTRICT TO R-3 SUBURBAN/ESTATE SINGLE-FAMILY RESIDENCE DISTRICT (POINT REAL ESTATE LLC, APPLICANT) (APPROXIMATELY 9.504 ACRES) (APPROXIMATELY 7120 TO 7400 WEST PUETZ ROAD). Seconded by Alderman Mayer. All voted Aye; motion carried.
- PLEASANT VIEW/  
VICTORY CREEK TRAIL
- G.4. Alderman Wilhelm moved to direct staff to inform the Wisconsin Department of Natural Resources that Alternative 1 for the Pleasant View/Victory Creek Trail is the City's preferred trail location; and to direct staff to perform all necessary steps to construct the trail within or near the timeline of the grant application, including but not limited to:  
-field locate and engineer the actual trail location;  
-prepare and submit the DNR and ACOE applications, and natural resource special exception;  
-prepare bidding documents;  
-move forward with the bridge upgrades.  
Seconded by Alderman Schmidt. Motion carried on a voice vote; Alderman Skowronski voted No.
- SPECIAL EXCEPTION  
NATURAL RESOURCE
- G.5. Alderman Wilhelm moved to deny the current Pleasant View/Victory Creek Trail Natural Resource Features Special Exception and have staff revise for submittal to the Environmental Commission and Common Council for Alternative 1. Seconded by Alderman Taylor. All voted Aye; motion carried.  
Alderman Wilhelm moved to allow her to work with staff for alternative spread sheet for submittal to the Wisconsin Department of Natural Resources. Seconded by Alderman Taylor. All voted Aye; motion carried.



- TEMPORARY STREET CLOSURE FOR BIKE RODEO G.6. Alderman Taylor moved to approve street closures on S. Legend Drive and Schlueter Parkway on Saturday July 27, 2013, in conjunction with the City of Franklin sponsored bike safety rodeo. Seconded by Alderman Mayer. All voted Aye; motion carried.
- CONTRIBUTION TO MILWAUKEE GATEWAY AEROTROPOLIS CORP. G.7. Alderman Skowronski moved to authorize a contribution of \$5,000 from the City's contingency appropriation to be made to the Milwaukee Gateway Aerotropolis Corporation, of which the City of Franklin is a member, to support their local and regional economic development efforts. Seconded by Alderman Schmidt. All voted Aye; motion carried.
- ORDINANCE ESTABLISHING SYSTEM OF APPROVING CLAIMS AND CITY PAYMENT POLICY G.8. Alderman Wilhelm moved to table until the 7/23/2013 Common Council meeting, an ORDINANCE ESTABLISHING WISCONSIN STATUTE 66.0609 AS THE SYSTEM OF APPROVING CLAIMS FOR THE CITY OF FRANKLIN AND ESTABLISHING A CITY OF FRANKLIN PAYMENT POLICY. Seconded by Alderman Taylor. All voted Aye; motion carried.
- SANITARY SEWER MAINTENANCE PROJECTS G.9. Alderman Wilhelm moved to authorize staff to proceed with the following sanitary sewer maintenance projects:
1. \$42,500 for the lining of the sanitary sewer on S. 35th Street and S. 36th Street, between W. Madison Blvd. and W. Marquette and W. Marquette Ave. between S. 35th Street and S. 36th Street and on easement south of W. Madison Blvd. between S. 36th Street and S. 37th Place.
  2. \$21,000 for the lining of the walls and benches of 7 manholes in the general area of Home Depot – 6489 S. 27th Street.
  3. \$13,000 to pressure gout twelve leaks in the main line joints, lateral connection and manholes at various locations throughout the City.
- Seconded by Alderman Taylor. All voted Aye; motion carried.
- RYAN CREEK INTERCEPTOR CHANGE ORDER NO. 4 G.10. Alderman Skowronski moved to authorize the City Engineer to sign Change Order No. 4 for Contract #1 of the Ryan Creek Interceptor for \$7,146.53 increasing the total cost to \$5,683,509.16. Seconded by Alderman Taylor. All voted Aye; motion carried.
- BIDS FOR INSTALATION OF SEWER AND WATER MAIN ON S. 76TH STREET G.11. Alderman Dandrea moved to direct staff to advertise for bids for the installation of sanitary sewer and water main extension in areas without said facilities on S. 76th Street from W. Faith Drive to W. Puetz Road and set a public hearing date of August 20, 2013 at 6:30 p.m. before the Common Council. Seconded by Alderman Schmidt. All voted Aye; motion carried.

MISCELLANEOUS  
LICENSES

H.1. Alderman Taylor moved to grant the following licenses;

Restaurant License to Pantheon, Inc., 7621 W. Rawson Ave., Debbie Koutromanous, Agent contingent on licensee compliance with sanitarian's risk control plan;

Operator License to: Nicholas J. Kozinski, 5252 S. Packard Ave., Cudahy with warning letter from City Clerk; Oster, Jonathan J., 3030A S. 48<sup>th</sup> St., Milw.; Bauer, Kaye A., 1715 E. Rusk Ave., Milw.; Bielinski, Tanya J., 10590 W. Cortez Cir.; Calliari, Jenna M., 7133 W. Wind Lake Rd., Wind Lake; Courtright, Amanda J., 5063 N. 37<sup>th</sup> St., Milw.; Crivello, Daniel R., 3015 E. Somers Ave., Cudahy; Curtis, Michele L., 12045 W. St. Martins Rd.; Falvey, Alyssa A., 1106 Fleetfoot Dr., #D, Waukesha; Flasch, Brittany M., 4760 W. Hunting Park Dr.; Fullington, Carrie A., 459 Adeline Dr., Franksville; Hiracheta, Rebecca A., 4609 S. Packard Ave., Cudahy; Hofstedt, Jason W., 4061 W. Mangold Ave., Greenfield; Matecki, Henry, 9501 W. Loomis Rd. #417; Najera, Ali L., 8627 W. Cascade Dr.; Pollen, Gregory G., 17100 W. Shadow Dr., New Berlin; Popp, Denise K., S70W13392 Fennimore Ln., Muskego; Powers, D'Antae D., 245 Southtowne Dr. #E201, South Milwaukee; Saskowski, Hannah M., S80W16536 Pellman Ln., Muskego; Saskowski, Molly J., S80W16536 Pellman Ln., Muskego; Swezey, Jonathan F., 7637 Mission Woods Ct.; Toor, Balbir Kaur, 3840 W. Jerelin Dr.; Walvisch, Laurie C., 234 Montana Ave. #2, South Milwaukee; Woods, Benjamin S., S70W13372 Fennimore Ln., Muskego; Zacher, Alyssa G., 8871 S. Oak Park Dr. #13, Oak Creek and Zeniecki, Sherry L., 5312 S. Nicholson Ave., Cudahy;

Also moved to hold Operator License for Schneider, Halee L., 8100 W. Tripoli Ave., Milw. subject to appearing before the License Committee;

No action was needed on the update from Director of Health & Human Services regarding retail food and restaurant license applicants. Seconded by Alderman Dandrea. All voted Aye; motion carried.

VOUCHERS AND  
PAYROLL

I.1. Alderman Dandrea moved to approve net City vouchers in the range of Nos. 147664 through 147880 dated July 9, 2013 in the amount of \$1,190,426.64. Seconded by Alderman Skowronski. On roll call, all voted Aye. Motion carried.

Alderman Skowronski moved to approve net payroll dated June 28, 2013 in the amount of \$336,121.44. Seconded by Alderman Mayer. On roll call, all voted Aye. Motion carried.



ADJOURNMENT

- J. Alderman Taylor moved to adjourn the meeting at 8:19 p.m. Seconded by Alderman Mayer. All voted Aye; motion carried.

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<b>APPROVAL</b> <i>Slw</i>	<b>REQUEST FOR COUNCIL ACTION</b>	<b>MEETING DATE</b> <b>7/23/13</b>
<b>ORGANIZATIONAL BUSINESS</b>	<b>Boards and Commissions Appointments</b>	<b>ITEM NUMBER</b> <i>E.l.a.</i>

Several terms of offices on various Boards and Commissions have or will be expiring. The Mayor may have appointments for Council confirmation:

Library Board

Robert Donohoo, term expires 6/30/2016

City of Franklin  
9229 West Loomis Road  
Franklin, Wisconsin 53132

**VOLUNTEER FACT SHEET**

Thank-you for your interest in serving on a City Board, Commission, or Committee. In order that consistent information be provided to the Common Council, you are asked to complete the following:

**PERSONAL:**

Name ROBERT O. DONOFRIO  
Address 8836 WHISPERING OAKS CT 53132  
Phone Number 414 403 1346 425-6093  
E-Mail diawebob@att.net  
Length of Time a Franklin Resident 10 YEARS  
Alderman or District Number \_\_\_\_\_

**AREA OF INTEREST:** Please check the line next to the Board, Commission or Committee or area of greatest interest. If listing more than one, please prioritize your top three choices (3 being least priority).

- |  |  |
|--|--|
| <input type="checkbox"/> Architectural Review Board                      | <input type="checkbox"/> Civic Celebrations Commission               |
| <input checked="" type="checkbox"/> Community Development Authority      | <input checked="" type="checkbox"/> Finance Committee                |
| <input type="checkbox"/> Environmental Commission                        | <input type="checkbox"/> Forward Franklin Economic Development Comm. |
| <input type="checkbox"/> Fair Commission                                 | <input type="checkbox"/> Board of Health                             |
| <input type="checkbox"/> Fire and Police Commission                      | <input checked="" type="checkbox"/> Parks Commission                 |
| <input checked="" type="checkbox"/> Library Board                        | <input checked="" type="checkbox"/> Plan Commission                  |
| <input type="checkbox"/> Personnel Committee                             | <input checked="" type="checkbox"/> Board of Review                  |
| <input checked="" type="checkbox"/> Board of Public Works                | <input type="checkbox"/> Board of Water Commissioners                |
| <input type="checkbox"/> Technology Commission                           | <input type="checkbox"/> Waste Facility Siting Committee             |
| <input checked="" type="checkbox"/> Board of Zoning and Building Appeals | <input type="checkbox"/> Waste Facilities Monitoring Committee       |

**Why are you interested in joining this (these) particular Board and/or Commission?**

PUBLIC SERVICE  
\_\_\_\_\_  
\_\_\_\_\_

**VOLUNTEER OR WORK EXPERIENCE**

(Begin with your most recent employment and continue with all past 10 years of employment. Please attach additional paper or include resume, if available.)

Company Name: <b>POLICE + FIRE COM</b>	Address:	Telephone:
Date started: <b>LOST 6 YEARS</b>	Starting Position:	
Date left:	Position upon leaving:	
Description of duties:		

Company Name:	Address:	Telephone:
Date started:	Starting Position:	
Date left:	Position upon leaving:	
Description of duties:		

Company Name:	Address:	Telephone:
Date started:	Starting Position:	
Date left:	Position upon leaving:	
Description of duties:		

**ADDITIONAL EXPERIENCE OR QUALIFICATIONS:** List any other experience, skills, or other qualifications, including hobbies, which you believe should be considered in evaluating your qualifications for volunteering.

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I am aware that all of the information provided and this document itself is a public record which will be released to a requestor; that I authorize such release and that I waive any right to any notice of such release and/or any right of notice to augment the information provided upon this document upon such request or release.

Signature: *R. D. Dial*

Date: 4-2-13

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<p>APPROVAL</p> <p><i>Jim</i></p>	<p>REQUEST FOR COUNCIL ACTION</p>	<p>MEETING DATE</p> <p>07/23/2013</p>
<p>REPORTS &amp; RECOMMENDATIONS</p>	<p>Donations from AT&amp;T in the amount of \$1000; Great Lakes Dermatology SC in the amount of \$1000; WaterStone bank in the amount of \$1000; and WE Energies in the amount of \$500 to the Police Department for National Night Out</p>	<p>ITEM NUMBER</p> <p><i>G.I.</i></p>

The City of Franklin Police Department has received the following donations, which are all to be used for purchase of materials and supplies for the Annual National Night Out.

- AT&T in the amount of \$1000.00.
- Great Lakes Dermatology in the amount of \$1000.00.
- WaterStone Bank in the amount of \$1000.00
- WE Energies in the amount of \$500.00

**COUNCIL ACTION REQUESTED**

Motion to accept the donations from AT&T, Great Lakes Dermatology, Waterstone Bank, and WE Energies made to the Police Department.

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<p>APPROVAL</p> <p><i>Slw</i></p>	<p>REQUEST FOR</p> <p>COUNCIL ACTION</p>	<p>MEETING DATE</p> <p>7/23/13</p>
<p>REPORTS AND RECOMMENDATIONS</p>	<p>Request Council acceptance of \$2500 payment in lieu of Horizon Bros. Painting Corp. attempting to remove paint overspray from exterior of Fire Station #1.</p>	<p>ITEM NUMBER</p> <p><i>G.2,</i></p>

Background:

During the 2012 water tower refurbishing project, paint was dripped onto the exterior bricks at the rear of Fire Station #1 (8901 W. Drexel Ave). The paint spots are near the dumpster storage area and are minimally noticeable. The City Engineer feels that any attempt to scrape or remove the paint would likely damage the brick glazing and or/mortar. Horizon Bros. has offered \$2500 payment in lieu of paint removal.

**COUNCIL ACTION REQUESTED**

Request acceptance of \$2500 payment in lieu of paint removal.

**UNCONDITIONAL WAIVER AND RELEASE  
UPON FINAL PAYMENT**

The undersigned has been paid in full for all labor, services, equipment, or material

furnished to: Horizon Bros. Painting Corp  
on the job of: City of Franklin  
located at: Franklin 500,000 Gallon Drexel Avenue Elevated Tank  
9229 W. Loomis Rd.  
Franklin, WI 53132

and does hereby waive and release any right to a mechanic's lien, stop notice, or any right against labor and material bond on the job, except for disputed claims for extra work in the

amount of: \$0.00 Zero Dollars and Zero Cents

Payment was made in the amount of \$2,500.00 via check number 9157.

Dated: 07/01/2013  
Company: City of Franklin - Fire Department  
Signature: \_\_\_\_\_  
By: \_\_\_\_\_  
(Name & Title)

NOTICE: THIS DOCUMENT WAIVES RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE AGAINST YOU IF YOU SIGN IT, EVEN IF YOU HAVE NOT BEEN PAID. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL RELEASE FORM.

PLEASE FAX SIGNED WAIVER TO (810) 632-3367 AND MAIL ORIGINAL TO:

HBP  
1053 Kendra Lane  
Howell, Michigan 48843

	<b>HORIZON BROS. PAINTING CORP.</b> 1053 KENDRA LANE HOWELL, MI 48843 810-632-3362	03-98	9157 9-30/720 M 12280
PAY TO THE ORDER OF <u>City of Franklin</u>		DATE <u>7/1/13</u>	\$ <u>2,500.00</u>
<u>Two Thousand Five Hundred Dollars and 00/100</u>			DOLLARS
<b>Bank of America</b> ACH R/T 072000805			
FOR <u>Overseas</u>			
⑈009157⑈ ⑆072000805⑆ 002254000646⑈			

<p style="text-align: center;"><b>APPROVAL</b></p> <p style="text-align: center;"><i>Shee</i></p>	<p style="text-align: center;"><b>REQUEST FOR COUNCIL ACTION</b></p>	<p style="text-align: center;"><b>MEETING DATE</b></p> <p style="text-align: center;">07/23/13</p>
<p style="text-align: center;"><b>REPORTS &amp; RECOMMENDATIONS</b></p>	<p style="text-align: center;"><b>RESOLUTION CONDITIONALLY APPROVING A 2 LOT CERTIFIED SURVEY MAP, BEING OUTLOT 1 OF CERTIFIED SURVEY MAP NO. 8181 RECORDED ON REEL 7181 AS DOCUMENT NO. 9784108 BEING A REDIVISION OF OUTLOT 1, BLOCK 11 OF THE PLAT OF FRANKLIN BUSINESS PARK ADDITION NO. 1 BEING PART OF THE SOUTHWEST 1/4 AND SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 26, TOWN 5 NORTH, RANGE 21 EAST, IN THE CITY OF FRANKLIN, MILWAUKEE COUNTY, WISCONSIN (MLG DEVELOPMENT, INC.) (APPROXIMATELY 4701 TO 5099 WEST OAKWOOD PARK DRIVE)</b></p>	<p style="text-align: center;"><b>ITEM NUMBER</b></p> <p style="text-align: center;"><i>6.3.</i></p>

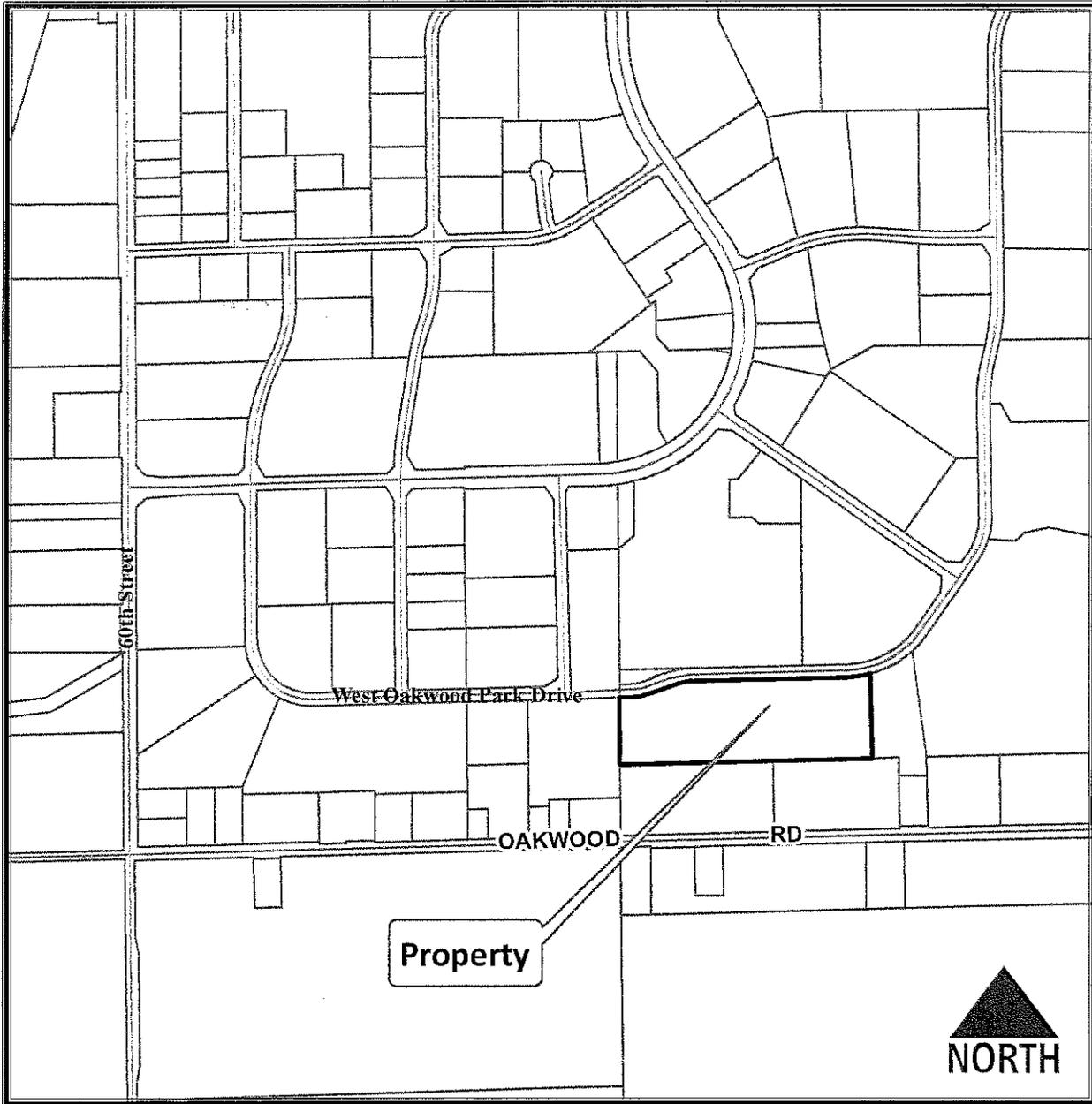
At its July 18, 2013, meeting the Plan Commission recommended approval of a resolution conditionally approving a 2 Lot Certified Survey Map, being Outlot 1 of Certified Survey Map No. 8181 recorded on Reel 7181 as Document No. 9784108 being a redivision of Outlot 1, Block 11 of the plat of Franklin Business Park Addition No. 1 being part of the southwest 1/4 and southeast 1/4 of the southeast 1/4 of Section 26, Town 5 North, Range 21 East, in the City of Franklin, Milwaukee County, Wisconsin (MLG Development, Inc.) (Approximately 4701 to 5099 West Oakwood Park Drive).

**COUNCIL ACTION REQUESTED**

A motion to adopt Resolution No. 2013-\_\_\_\_\_, a resolution conditionally approving a 2 Lot Certified Survey Map, being Outlot 1 of Certified Survey Map No. 8181 recorded on Reel 7181 as Document No. 9784108 being a redivision of Outlot 1, Block 11 of the plat of Franklin Business Park Addition No. 1 being part of the southwest 1/4 and southeast 1/4 of the southeast 1/4 of Section 26, Town 5 North, Range 21 East, in the City of Franklin, Milwaukee County, Wisconsin (MLG Development, Inc.) (Approximately 4701 to 5099 West Oakwood Park Drive).



# TKN 930-0007-002



Planning Department  
(414) 425-4024

0.00 0.03 0.06 0.09  
Miles

*This map shows the approximate relative location of property boundaries but was not prepared by a professional land surveyor. This map is provided for informational purposes only and may not be sufficient or appropriate for legal, engineering, or surveying purposes.*

## RESOLUTION NO. 2013-\_\_\_\_\_

A RESOLUTION CONDITIONALLY APPROVING A 2 LOT CERTIFIED SURVEY MAP, BEING OUTLOT 1 OF CERTIFIED SURVEY MAP NO. 8181 RECORDED ON REEL 7181 AS DOCUMENT NO. 9784108 BEING A REDIVISION OF OUTLOT 1, BLOCK 11 OF THE PLAT OF FRANKLIN BUSINESS PARK ADDITION NO. 1 BEING PART OF THE SOUTHWEST 1/4 AND SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 26, TOWN 5 NORTH, RANGE 21 EAST, IN THE CITY OF FRANKLIN, MILWAUKEE COUNTY, WISCONSIN  
(MLG DEVELOPMENT, INC.)  
(APPROXIMATELY 4701 TO 5099 WEST OAKWOOD PARK DRIVE)

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WHEREAS, the City of Franklin, Wisconsin, having received an application for approval of a certified survey map, such map being Outlot 1 of Certified Survey Map No. 8181 recorded on Reel 7181 as Document No. 9784108 being a redivision of Outlot 1, Block 11 of the Plat of Franklin Business Park Addition No. 1 being part of the Southwest 1/4 and Southeast 1/4 of the Southeast 1/4 of Section 26, Town 5 North, Range 21 East, in the City of Franklin, Milwaukee County, Wisconsin, more specifically, of the property located at approximately 4701 to 5099 West Oakwood Park Drive, bearing tax key no. 930-0007-002, MLG Development, Inc., applicant; said certified survey map having been reviewed by the City Plan Commission and the Community Development Authority and the Plan Commission and the Community Development Authority having recommended approval thereof pursuant to certain conditions; and

WHEREAS, the Common Council having reviewed such application and Plan Commission and Community Development Authority recommendation and the Common Council having determined that such proposed certified survey map is appropriate for approval pursuant to law upon certain conditions:

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Common Council of the City of Franklin, Wisconsin, that the Certified Survey Map submitted by MLG Development, Inc., as described above, be and the same is hereby approved, subject to the following conditions:

1. That any and all objections made and corrections required by the City of Franklin, by Milwaukee County, and by any and all reviewing agencies, shall be satisfied and made by the applicant, prior to recording.
2. That all land development and building construction permitted or resulting under this Resolution shall be subject to impact fees imposed pursuant to §92-9. of the Municipal Code or development fees imposed pursuant to §15-5.0110 of the Unified Development Ordinance, both such provisions being applicable to the development

MLG DEVELOPMENT, INC. – CERTIFIED SURVEY MAP  
RESOLUTION NO. 2013-\_\_\_\_\_

Page 2

and building permitted or resulting hereunder as it occurs from time to time, as such Code and Ordinance provisions may be amended from time to time.

3. Each and any easement shown on the Certified Survey Map shall be the subject of separate written grant of easement instrument, in such form as provided within the *City of Franklin Design Standards and Construction Specifications* and such form and content as may otherwise be reasonably required by the City Engineer or designee to further and secure the purpose of the easement, and all being subject to the approval of the Common Council, prior to the recording of the Certified Survey Map.
4. MLG Development, Inc., successors and assigns and any developer of the 2 lot certified survey map project shall pay to the City of Franklin the amount of all development compliance, inspection and review fees incurred by the City of Franklin, including fees of consults to the City of Franklin, for the 2 lot certified survey map project, within 30 days of invoice for same. Any violation of this provision shall be a violation of the Unified Development Ordinance, and subject to §15-9.0502 thereof and §1-19. of the Municipal Code, the general penalties and remedies provisions, as amended from time to time.
5. The approval granted hereunder is conditional upon MLG Development, Inc. and the 2 lot certified survey map project for the property located at approximately 4701 to 5099 West Oakwood Park Drive: (i) being in compliance with all applicable governmental laws, statutes, rules, codes, orders and ordinances; and (ii) obtaining all other governmental approvals, permits, licenses and the like, required for and applicable to the project to be developed and as presented for this approval.

BE IT FURTHER RESOLVED, that the Certified Survey Map, certified by owners, MLG Development, Inc., be and the same is hereby rejected without final approval and without any further action of the Common Council, if any one, or more than one of the above conditions is or are not met and satisfied within 180 days from the date of adoption of this Resolution.

BE IT FINALLY RESOLVED, that upon the satisfaction of the above conditions within 180 days of the date of adoption of this Resolution, same constituting final approval, and pursuant to all applicable statutes and ordinances and lawful requirements and procedures for the recording of a certified survey map, the City Clerk is hereby directed to obtain the recording of the Certified Survey Map, certified by owners, MLG Development, Inc., with the Office of the Register of Deeds for Milwaukee County.

MLG DEVELOPMENT, INC. – CERTIFIED SURVEY MAP  
RESOLUTION NO. 2013-\_\_\_\_\_

Page 3

Introduced at a regular meeting of the Common Council of the City of Franklin this  
\_\_\_\_\_ day of \_\_\_\_\_, 2013.

Passed and adopted at a regular meeting of the Common Council of the City of  
Franklin this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

APPROVED:

\_\_\_\_\_  
Thomas M. Taylor, Mayor

ATTEST:

\_\_\_\_\_  
Sandra L. Wesolowski, City Clerk

AYES \_\_\_\_\_ NOES \_\_\_\_\_ ABSENT \_\_\_\_\_

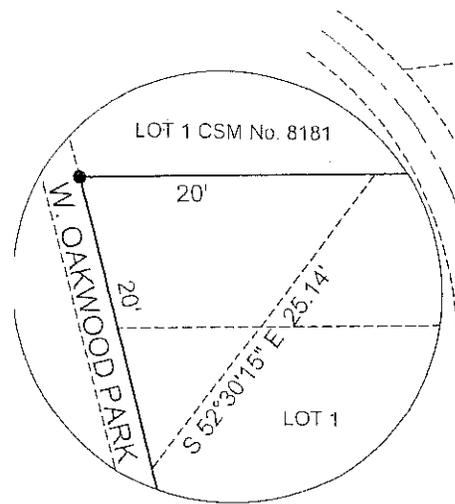
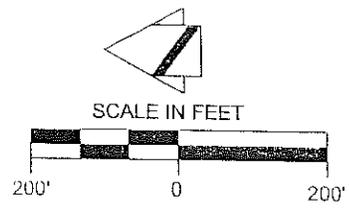


CERTIFIED SURVEY MAP NO. \_\_\_\_\_

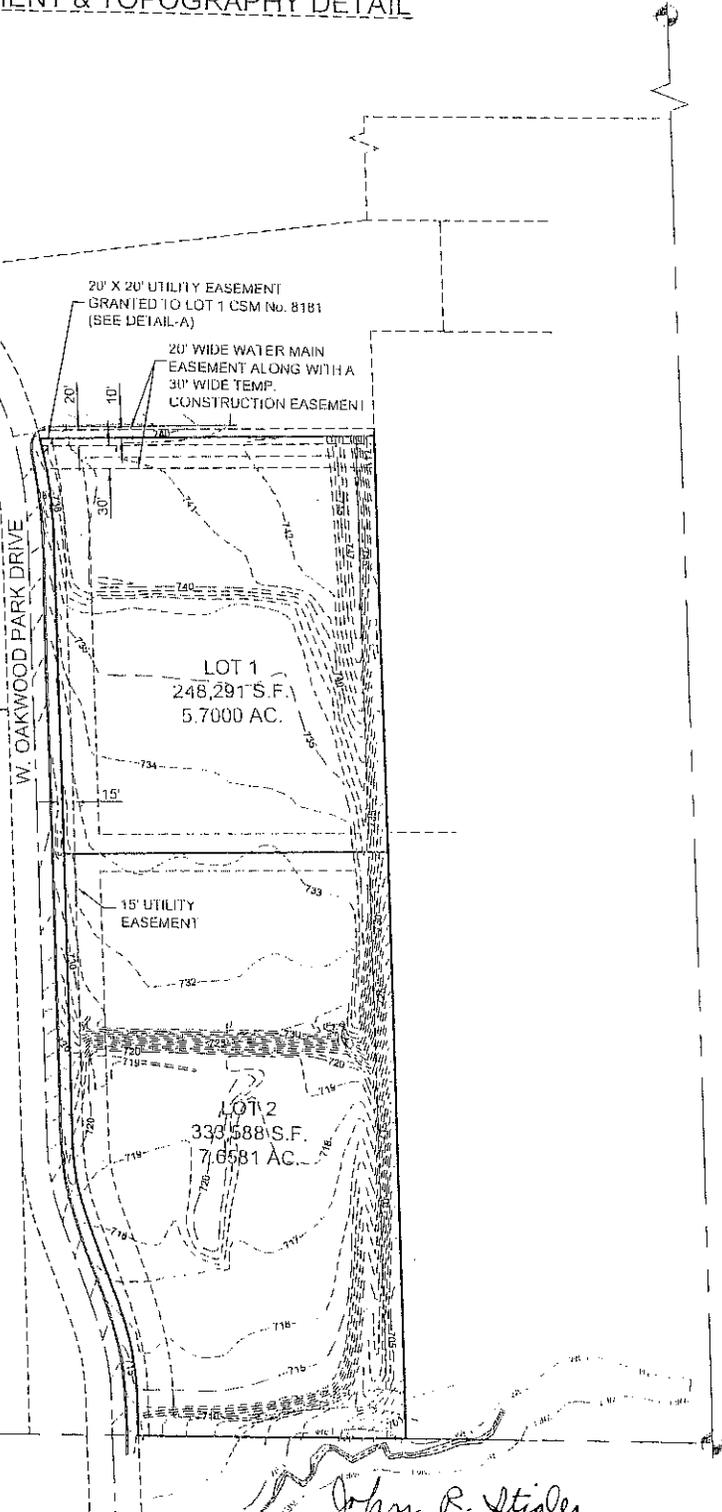
Sheet 2 of 4

A redivision of Outlot 1 of Certified Survey Map No 8181 being a redivision of Outlot 1, Block 11 of the Plat of Franklin Business Park Addition No. 1 and being part of the Southwest Quarter (SW 1/4) and Southeast Quarter (SE 1/4) of the Southeast Quarter (SE 1/4) of Section 26, Town 5 North, Range 21 East CITY OF FRANKLIN, MILWAUKEE COUNTY, WISCONSIN

EASEMENT & TOPOGRAPHY DETAIL



EASEMENT DETAIL  
SCALE: 1" = 10'



*John R. Stigler*  
JOHN R. STIGLER - Wis. Reg. No. S - 1820

DATED THIS 20th DAY OF May, 2013  
REVISED THIS 10th DAY OF July, 2013  
INSTRUMENT DRAFTED BY JOHN R. STIGLER

OWNER: MLG DEVELOPMENT, INC.  
FILE NAME: S7733-2013.DWG  
P.S. MILWAUKEE 1612

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

Sheet 3 of 4

A redivision of Outlot 1 of Certified Survey Map No 8181 being a redivision of Outlot 1, Block 11 of the Plat of Franklin Business Park Addition No. 1 and being part of the Southwest Quarter (SW ¼) and Southeast Quarter (SE ¼) of the Southeast Quarter (SE 1/4) of Section 26, Town 5 North, Range 21 East CITY OF FRANKLIN, MILWAUKEE COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE:

I, John R. Stigler, registered land surveyor, being duly sworn on oath, hereby depose and say that I have surveyed and mapped the following land bounded and described as follows: Outlot 1 of Certified Survey Map No. 8181 recorded on Reel 7181 as Document No. 9784108 being a redivision of Outlot 1, Block 11 of the Plat of Franklin Business Park Addition No. 1 being part of the Southwest Quarter (SW ¼) and Southeast Quarter (SE ¼) of the Southeast Quarter (SE ¼) of Section 26, Town 5 North, Range 21 East and further described as; Commencing at the Southeast corner of the Southeast Quarter (SE ¼) of Section 26 being marked by a concrete monument with brass cap; thence South 88°33'40" West along the south line of said Southeast Quarter (SE ¼) 120.00 feet; thence North 00°56'58" West along a line of Lot 1, Block 11 of said Plat of Franklin Business Park Addition No. 1, 413.06 feet; thence South 88°33'40" West along the south line of said Lot 1, Block 11, 873.66 feet to the east line of Lot 1 of Certified Survey Map No. 8181; thence South 00°54'38" East along said east line 98.07 feet; thence South 88°33'40" West along the south line of Certified Survey Map No. 8181, 150.00 feet; thence North 00°54'38" West 98.07 feet along the south line of said Map No. 8181; thence South 88°33'40" West along said south line 139.78 feet to the place of beginning of the lands hereinafter described; thence continuing South 88°33'40" West 1363.93 feet along the south line of Outlot 1 of Certified Survey Map No. 8181; thence North 00°32'47" West 361.54 feet along the west line of Certified Survey Map 8181 to the south right of way line of W. Oakwood Park Drive; thence North 88°31'34" East 48.91 feet along said south right of way line to a point of curvature; thence Northeasterly 130.30 feet along said right of way line and the arc of a curve of radius 405.00 feet; curve center lies to the north, chord bears North 79°18'33.5" East 129.74 feet; thence North 70°05'33" East 128.98 feet along said south right of way line to a point of curvature; thence easterly 107.78 feet along said south right of way line and the arc of curve of radius 335.00 feet, curve center lies to the south, chord bears North 79°18'33.5" East 107.31 feet; thence North 88°31'34" East along said south right of way line 831.22 feet; to a point of curvature; thence Easterly 122.94 feet along said south right of way line and the arc of a curve of radius 535.00 feet, curve center lies to the north, chord bears North 81°56'35" East 122.67 feet to the northwest corner of Lot 1 of above said Certified Survey Map No. 8181; thence South 01°26'20" East along the west line of said Lot 1, 455.14 feet to the place of beginning. Containing a net area of 581,879 square feet or 13.3581 acres of land.

I further certify that I have made such survey, land division and map by the direction of the owners of said land; that such map is a correct representation of the exterior boundaries of the land surveyed and map thereof made; and that I fully complied with the provisions of Chapter 236 of the Wisconsin State Statutes pertaining to Certified Survey Maps (Section 236.34) and the unified development ordinance - division 15, of the City of Franklin in surveying, dividing and mapping the same.



*John R. Stigler*  
\_\_\_\_\_  
JOHN R. STIGLER - Wis/Reg. No. S-1820  
Dated this 20<sup>th</sup> day of May, 2013  
Revised this 10<sup>th</sup> day of July, 2013

STATE OF WISCONSIN)ss  
WAUKESHA COUNTY)

The above certificate subscribed and sworn to me this 10<sup>th</sup> day of July, 2013.

My commission expires July 5, 2015.

*Peter A. Muehl*  
\_\_\_\_\_  
PETER A. MUEHL - NOTARY PUBLIC



OWNER: MLG DEVELOPMENT, INC.

This instrument was drafted by John R. Stigler

P.S. Milwaukee 1612

CERTIFIED SURVEY MAP NO. \_\_\_\_\_ Sheet 4 of 4

A redivision of Outlot 1 of Certified Survey Map No 8181 being a redivision of Outlot 1, Block 11 of the Plat of Franklin Business Park Addition No. 1 and being part of the Southwest Quarter (SW ¼) and Southeast Quarter (SE ¼) of the Southeast Quarter (SE 1/4) of Section 26, Town 5 North, Range 21 East CITY OF FRANKLIN, MILWAUKEE COUNTY, WISCONSIN

CORPORATE OWNER'S CERTIFICATE

MLG DEVELOPMENT, INC., a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, certifies that said corporation caused the land described on this map to be surveyed, divided, and mapped as represented on this map.

MLG DEVELOPMENT, INC., does further certify that this map is required by S.236.10 or 236.12 to be submitted to the following for approval or objection: City of Franklin

WITNESS the hand and seal of MLG DEVELOPMENT, INC., has caused these presents to be signed by \_\_\_\_\_, its Vice President, and countersigned by \_\_\_\_\_, its Treasurer, this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

MLG DEVELOPMENT, INC.

\_\_\_\_\_  
- VICE PRESIDENT

\_\_\_\_\_  
- TREASURER

STATE OF WISCONSIN )ss  
MILWAUKEE COUNTY)

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2013, the above named \_\_\_\_\_, Vice President and \_\_\_\_\_, Treasurer, of the above named corporation, to me known as the person who executed the foregoing instrument, and to me known to be the Vice President and Treasurer of said corporation and acknowledged that they executed the foregoing instrument as such officer as the deed of the corporation, by its authority.

Notary Public - \_\_\_\_\_  
State of Wisconsin  
My commission expires \_\_\_\_\_

COMMON COUNCIL APPROVAL

APPROVED by the Common Council of the City of Franklin on this \_\_\_\_\_ day of \_\_\_\_\_, 2013.



\_\_\_\_\_  
THOMAS M. TAYLOR - MAYOR

\_\_\_\_\_  
SANDY WESOLOWSKI - CITY CLERK

*John R. Stigler*  
JOHN R. STIGLER - Wis. Reg. No. S1820  
Dated this 20<sup>th</sup> day of May, 2013  
Revised this 10<sup>th</sup> day of July, 2013

OWNER: MLG DEVELOPMENT, INC.

This instrument was drafted by John R. Stigler

P.S. Milwaukee 1612



# CITY OF FRANKLIN

## REPORT TO THE COMMUNITY DEVELOPMENT AUTHORITY AND PLAN COMMISSION

Meeting of July 18, 2013

### Certified Survey Map

**RECOMMENDATION:** Department of City Development staff recommends approval of the proposed Certified Survey Map for property generally located along the south side of West Oakwood Park Drive from the 4700 block to the 5100 block, subject to the conditions of approval in the attached draft resolution.

<b>Project Name:</b>	MLG Certified Survey Map
<b>Project Location:</b>	Generally located along the south side of West Oakwood Park Drive from the 4700 block to the 5100 block
<b>Property Owner:</b>	MLG Development, LLC
<b>Applicant:</b>	MLG Development, Inc.
<b>Current Zoning:</b>	Planned Development District No. 18
<b>2025 Comprehensive Plan:</b>	Commercial
<b>Use of Surrounding Properties:</b>	Franklin Business Park (PDD No. 18) to the north, east and west and single-family residential to the south
<b>Applicant's Action Requested:</b>	Recommendation of approval to the Common Council

### Project Description/Analysis:

On June 18, 2013, MLG Development, Inc. filed a Certified Survey Map (CSM) Application with the Department of City Development requesting approval to divide a 13.36-acre property into one lot and an outlot. The existing property is Outlot 1 of Certified Survey Map No. 8181.

The land division is in anticipation of the development of Lot 1 of the proposed CSM. The remaining portion of land will remain as an outlot; therefore, a CSM will be required in the future to develop all of or a portion of Outlot 1.

Lot 1 of the proposed CSM has an area of 5.70 acres. Outlot 1 of the proposed CSM has an area of approximately 7.66 acres. The subject property is currently vacant and located within Planned Development District (PDD) No. 18. The resulting lot and outlot both exceed the PDD No. 18 minimum lot size of one acre per lot. The Franklin Business Park Association provided staff with an email on July 8, 2013 indicating their approval of the proposed land division.

### Staff Recommendation:

Department of City Development staff recommends approval of the proposed Certified Survey Map for property generally located along the south side of West Oakwood Park Drive from the 4700 block to the 5100 block, subject to the conditions of approval in the attached draft resolution.

<p style="text-align: center;"><b>APPROVAL</b></p> <p style="text-align: center;"><i>slw</i></p>	<p style="text-align: center;"><b>REQUEST FOR COUNCIL ACTION</b></p>	<p style="text-align: center;"><b>MEETING DATE</b></p> <p style="text-align: center;">07/23/13</p>
<p style="text-align: center;"><b>REPORTS &amp; RECOMMENDATIONS</b></p>	<p style="text-align: center;"><b>RESOLUTION IMPOSING CONDITIONS AND RESTRICTIONS FOR THE APPROVAL OF A CONTINUING PROFESSIONAL EDUCATION AND OCCUPATIONAL HEALTH DEPARTMENT OFFICES USE UPON PROPERTY LOCATED AT 11217 WEST FOREST HOME AVENUE, SUITE 1 (AURORA HEALTH CARE, INC., APPLICANT)</b></p>	<p style="text-align: center;"><b>ITEM NUMBER</b></p> <p style="text-align: center;"><i>G. 4.</i></p>

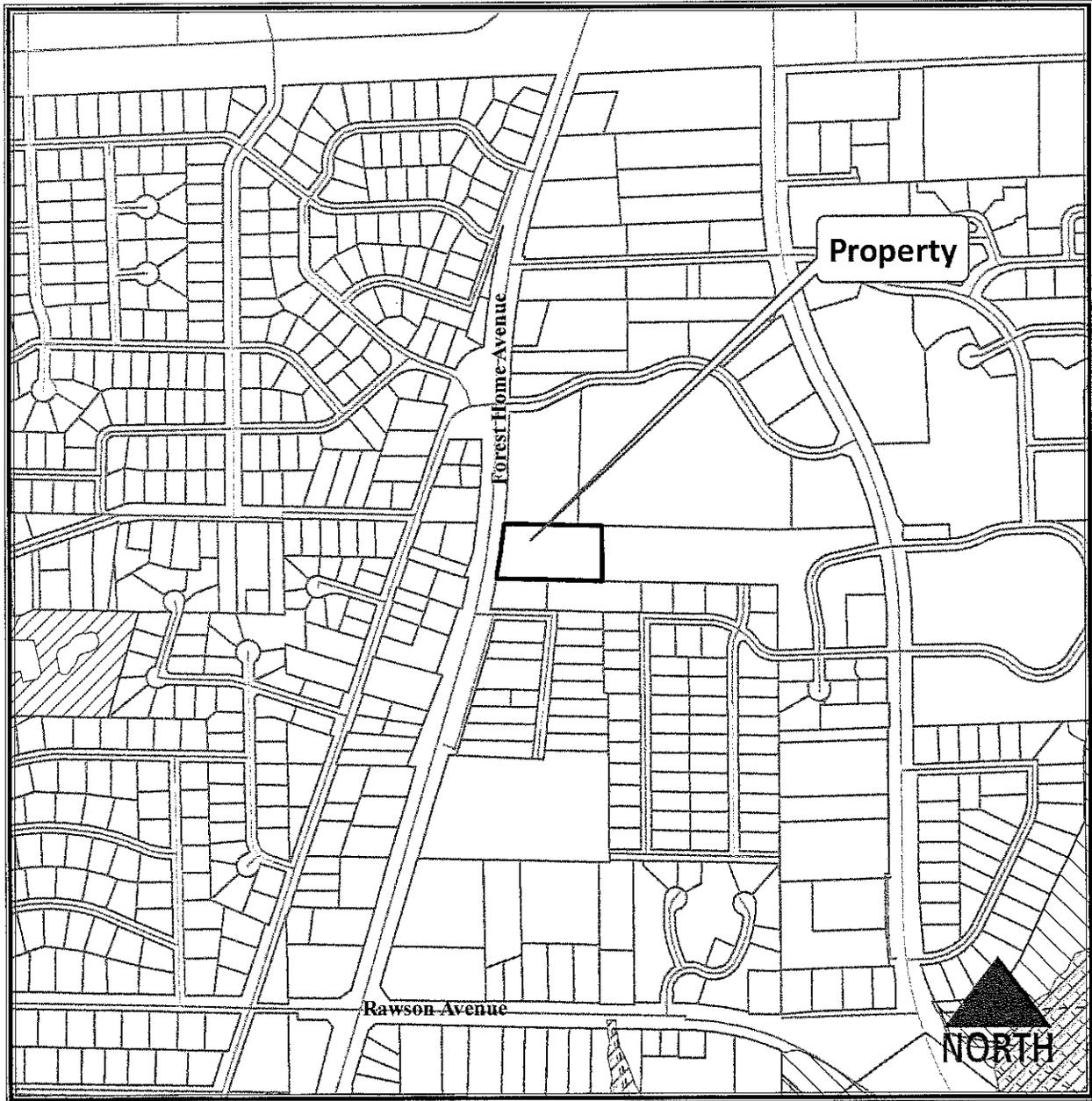
At its July 18, 2013, meeting, the Plan Commission recommended approval of a resolution imposing conditions and restrictions for the approval of a Special Use for a continuing professional education and occupational health department offices use upon property located at 11217 West Forest Home Avenue, Suite 1 (Aurora Health Care, Inc., Applicant).

**COUNCIL ACTION REQUESTED**

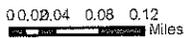
A motion to adopt Resolution No. 2013-\_\_\_\_\_, a resolution imposing conditions and restrictions for the approval of a Special Use for a continuing professional education and occupational health department offices use upon property located at 11217 West Forest Home Avenue, Suite 1 (Aurora Health Care, Inc., Applicant).



# TKN 748-9961-001 11217 West Forest Home Avenue



**Planning Department  
(414) 425-4024**



*This map shows the approximate relative location of property boundaries but was not prepared by a professional land surveyor. This map is provided for informational purposes only and may not be sufficient or appropriate for legal, engineering, or surveying purposes.*

RESOLUTION NO. 2013-\_\_\_\_\_

A RESOLUTION IMPOSING CONDITIONS AND RESTRICTIONS FOR THE APPROVAL OF A SPECIAL USE FOR A CONTINUING PROFESSIONAL EDUCATION AND OCCUPATIONAL HEALTH DEPARTMENT OFFICES USE UPON PROPERTY LOCATED AT 11217 WEST FOREST HOME AVENUE, SUITE 1 (AURORA HEALTH CARE, INC., APPLICANT)

WHEREAS, Aurora Health Care, Inc. having petitioned the City of Franklin for the approval of a Special Use within an M-1 Limited Industrial District under Standard Industrial Classification Title No. 8299 "Schools and educational services, not elsewhere classified", to allow for a continuing professional education and occupational health department offices use upon property located at 11217 West Forest Home Avenue, Suite 1, bearing Tax Key No. 748-9961-001, more particularly described as follows:

Parcel 1 of Certified Survey Map No. 4982, being a part of the N.W. 1/4 and N.E. 1/4 of the S.E. 1/4 of Section 6, Town 5 North, Range 21 East, in the City of Franklin, Milwaukee County, Wisconsin; and

WHEREAS, such petition having been duly referred to the Plan Commission of the City of Franklin for a public hearing, pursuant to the requirements of §15-9.0103D. of the Unified Development Ordinance, and a public hearing having been held before the Plan Commission on the 18th day of July, 2013, and the Plan Commission thereafter having determined to recommend that the proposed Special Use be approved, subject to certain conditions, and the Plan Commission further finding that the proposed Special Use upon such conditions, pursuant to §15-3.0701 of the Unified Development Ordinance, will be in harmony with the purposes of the Unified Development Ordinance and the Comprehensive Master Plan; that it will not have an undue adverse impact upon adjoining property; that it will not interfere with the development of neighboring property; that it will be served adequately by essential public facilities and services; that it will not cause undue traffic congestion; and that it will not result in damage to property of significant importance to nature, history or the like; and

WHEREAS, the Common Council having received such Plan Commission recommendation and also having found that the proposed Special Use, subject to conditions, meets the standards set forth under §15-3.0701 of the Unified Development Ordinance.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Common Council of the City of Franklin, Wisconsin, that the petition of Aurora Health Care, Inc., for the approval of a Special Use for the property particularly described in the preamble to this Resolution, be and the same is hereby approved, subject to the following conditions and

restrictions:

1. That this Special Use is approved only for the use of the subject property by Aurora Health Care, Inc., successors and assigns, as a continuing professional education and occupational health department offices use, which shall be developed in substantial compliance with, and operated and maintained by Aurora Health Care, Inc., pursuant to those plans City file-stamped July 10, 2013 and annexed hereto and incorporated herein as Exhibit A.
2. Aurora Health Care, Inc., successors and assigns, shall pay to the City of Franklin the amount of all development compliance, inspection and review fees incurred by the City of Franklin, including fees of consults to the City of Franklin, for the Aurora Health Care, Inc. continuing professional education and occupational health department offices, within 30 days of invoice for same. Any violation of this provision shall be a violation of the Unified Development Ordinance, and subject to §15-9.0502 thereof and §1-19. of the Municipal Code, the general penalties and remedies provisions, as amended from time to time.
3. The approval granted hereunder is conditional upon Aurora Health Care, Inc., and the continuing professional education and occupational health department offices use for the property located at 11217 West Forest Home Avenue, Suite 1: (i) being in compliance with all applicable governmental laws, statutes, rules, codes, orders and ordinances; and (ii) obtaining all other governmental approvals, permits, licenses and the like, required for and applicable to the project to be developed and as presented for this approval.
4. The hours of operation shall be limited to 7:00 a.m. to 5:00 p.m. daily.

BE IT FURTHER RESOLVED, that in the event Aurora Health Care, Inc., successors or assigns, or any owner of the subject property, does not comply with one or any of the conditions and restrictions of this Special Use Resolution, following a ten (10) day notice to cure, and failure to comply within such time period, the Common Council, upon notice and hearing, may revoke the Special Use permission granted under this Resolution.

BE IT FURTHER RESOLVED, that any violation of any term, condition or restriction of this Resolution is hereby deemed to be, and therefore shall be, a violation of the Unified Development Ordinance, and pursuant to §15-9.0502 thereof and §1-19. of the Municipal Code, the penalty for such violation shall be a forfeiture of no more than \$2,500.00, or such other maximum amount and together with such other costs and terms as may be specified therein from time to time. Each day that such violation continues shall be a

AURORA HEALTH CARE, INC. – SPECIAL USE

RESOLUTION NO. 2013-\_\_\_\_\_

Page 3

separate violation. Failure of the City to enforce any such violation shall not be a waiver of that or any other violation.

BE IT FURTHER RESOLVED, that this Resolution shall be construed to be such Special Use Permit as is contemplated by §15-9.0103 of the Unified Development Ordinance.

BE IT FURTHER RESOLVED, pursuant to §15-9.0103G. of the Unified Development Ordinance, that the Special Use permission granted under this Resolution shall be null and void upon the expiration of one year from the date of adoption of this Resolution, unless the Special Use has been established by way of the issuance of an occupancy permit for such use.

BE IT FINALLY RESOLVED, that the City Clerk be and is hereby directed to obtain the recording of a certified copy of this Resolution in the Office of the Register of Deeds for Milwaukee County, Wisconsin.

Introduced at a regular meeting of the Common Council of the City of Franklin this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

APPROVED:

\_\_\_\_\_  
Thomas M. Taylor, Mayor

ATTEST:

\_\_\_\_\_  
Sandra L. Wesolowski, City Clerk

AYES \_\_\_\_\_ NOES \_\_\_\_\_ ABSENT \_\_\_\_\_

**CITY OF FRANKLIN****REPORT TO THE PLAN COMMISSION**

Meeting of July 18, 2013

**Special Use**


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**RECOMMENDATION:** City Development Staff recommends approval of the proposed special use for a continuing education and occupational health department office use upon property located at 11217 West Forest Home Avenue, Suite 1.

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**Project Name:** Aurora Health Care Inc., Special Use

**Project Address:** 11217 West Forest Home Avenue, Suite 1

**Applicant:** Aurora Health Care, Inc.

**Owners (property):** Erkmanis Family Corporation

**Current Zoning:** M-1 Limited Industrial District

**2025 Comprehensive Master Plan** Industrial

**Use of Surrounding Properties:** Vacant land and Menards (to the north/northeast); Jim K's Landscaping Business and vacant property (to the south); Woodland Prairie Condominiums (to the east) and a communications tower (immediately to the west of the multi-tenant building, on the same property)

**Applicant Action Requested:** Recommendation of approval for the proposed Special Use for Aurora Health Care, Inc. to operate at 11217 West Forest Home Avenue, Suite 1

---

**INTRODUCTION:**

On June 19, 2013, Lorie Stasik submitted a Special Use application on behalf of Aurora Health Care, Inc. requesting approval to operate a continuing education and occupational health office within Suite 1 of an existing multi-tenant building on property located at 11217 West Forest Home Ave. The proposed continuing education and occupational health office corresponds to Standard Industrial Classification (SIC) Title No. 8299, Schools and Educational Services, Not Elsewhere Classified, which is allowed in the M-1 Limited Industrial District as a Special Use.

**HISTORY:**

Aurora Health Care, Inc. has been occupying the building at 11217 West Forest Home Avenue since September of 2010 without any approvals from the City of Franklin. In order to address this situation, Staff has been working with Aurora Health Care, Inc. on obtaining Special Use approval.

**PROJECT DESCRIPTION AND ANALYSIS:**

The applicant is requesting Special Use approval to operate a continuing education and occupational health office in approximately 6,246 square feet of space (Suite 1) within the multi-tenant building located at 11217 West Forest Home Avenue. The property is approximately 3.75

acres or 163,350 square feet. In addition to the multi-tenant building, the property also encompasses a communications tower.

Aurora Health Care, Inc.'s office houses professional, technical and administrative employees for their continuing professional education and occupational health department. Currently there are twenty (20) Aurora employees working from this facility. Hours of operation for the office are Monday through Friday from 7:00 a.m. to 5:00 p.m.

Parking:

Table 15-5.0203 of the City of Franklin Unified Development Ordinance (UDO) defines requirements for off-street parking. According to this section, the proposed office use would require 3.3 spaces per 1,000 square feet of gross floor area (GFA). If one applies this standard, then the proposed 6,246 square foot continuing education and occupational health office would be required to provide a minimum of 21 off-street parking spaces.

The site currently has ninety total off-street parking spaces. Four (4) of the off-street parking spaces are handicap accessible, which meets minimum requirements of Table 15-5.0202(I)(1) of the City of Franklin Unified Development Ordinance. Staff finds the existing off-street parking adequately serves the needs of Aurora Health Care, Inc. and the other businesses within the multi-tenant building.

Section 15-3.0701(A) and (C) of the UDO contains the General Standards and Considerations that must be examined for each proposed Special Use prior to granting approval. The applicant has provided a written response to each of the seven standards, which is included in your packet.

**STAFF RECOMMENDATION:**

City Development Staff recommends approval of the proposed special use for a continuing education and occupational health department office use upon property located at 11217 West Forest Home Ave, Suite 1.

**Aurora Continuing Medical Education Office - Plan of Operations**

11217 W. Forest Home Ave, Franklin, WI

**Organization History and Objectives**

Aurora Health Care (Aurora) is a not-for-profit integrated healthcare delivery system that provides a complete continuum of health care services throughout 90 eastern Wisconsin communities and three communities in Northern Illinois. Aurora is comprised of 15 hospitals, 172 clinics, 70 pharmacies, a hospice center, a social service agency and Wisconsin's largest home visiting nurse association. Services offered through these facilities include primary and tertiary care, home care, hospice care, retail pharmacies, clinical laboratories and social services. The geographic area served by Aurora spans approximately the eastern third of the state of Wisconsin and part of Northern Illinois.

Aurora's mission is to promote health, prevent illness and provide state-of-the-art diagnosis and treatment, whenever and wherever possible to best meet our patients' individual and family needs. Aurora is committed to improving the quality of health care and health outcomes in the communities we serve through the rapid and broad application of knowledge. In 2012, Thompson Reuters ranked Aurora as one of the Top 50 hospitals in the United States. Aurora is engaged in the education of health care professionals and the ongoing quest for new knowledge through medical research to contribute to the quality of health care in the future. It is our goal to provide every patient with the best care.

**Aurora Continuing Medical Education Office**

Aurora is seeking Special Use approval to operate a continuing medical education and occupational health office at the office building located at 11217 W. Forest Home Ave. The space is currently comprised of offices, work cubicles, a copy room, file room and a small storage space.

This building originally housed Wisconsin Health Information Network (WHIN) employees who performed full-time data processing. The space is now used for professional office space for staff in Aurora's continuing professional education and occupational health department. Employees at this facility perform clerical functions, such as data processing, scheduling and filing. Medical and clinical services are not provided at this location.

**Facility operations:** The facility operates Monday through Friday from 7:00am through 5:00pm. Aurora is not proposing any additional landscaping, lighting, signage, or any exterior changes to the building at this time.

**Occupancy:** Twenty professional, administrative and technical employees are located within this facility.

**Parking:** Vehicles that located at this site will include privately owned employee vehicles and small trucks delivering office supplies. No vehicles will be parked on the lot overnight. We have approximately 15 cars per day in the lot at any one given time. There are 90 stalls located on site and average 180 sf per stall.

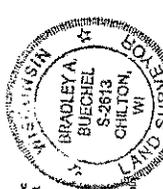
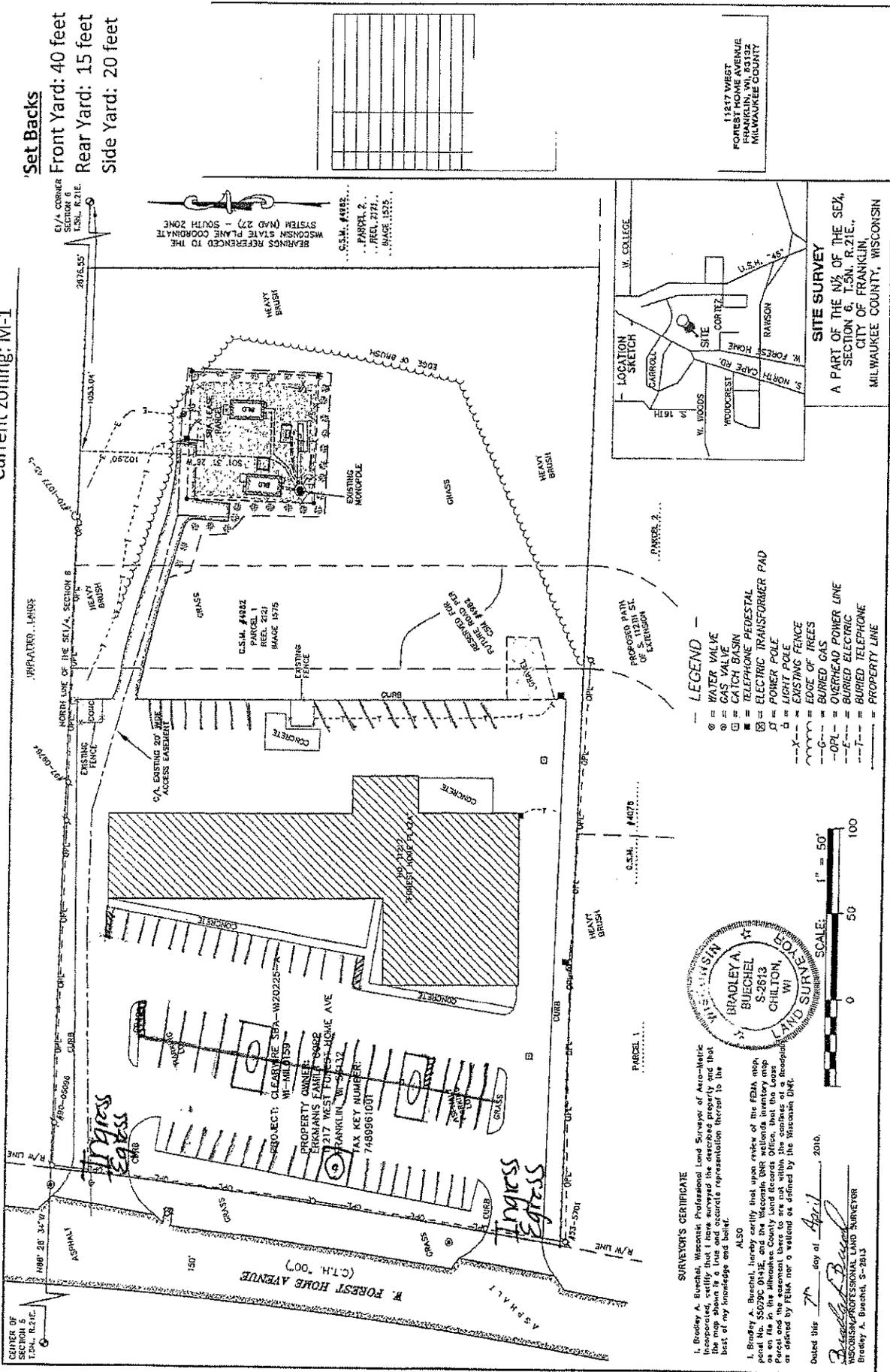
Franklin

JUL 10 2015

City Development

Bus Name: Aurora Health Care  
 Owner: Ed Erkmans, 9059 W Meadow Ln, Franklin WI 53132  
 Date of Plan: 4/7/2010  
 Size of site: 3.766 acres; 164,046.96 sf  
 Current zoning: M-1

**'Set Backs**  
 Front Yard: 40 feet  
 Rear Yard: 15 feet  
 Side Yard: 20 feet



**SURVEYOR'S CERTIFICATE**  
 I, Bradley A. Buechel, Wisconsin Professional Land Surveyor of Aero-Metric Incorporated, certify that I have surveyed the described property and that the same is shown in a true and accurate representation based to the best of my knowledge and belief.  
 ALSO  
 I, Bradley A. Buechel, hereby certify that upon review of the FEMA map and the SDZPC (State Department of Transportation) that the property shown on this map is not within the flood hazard area of a flood plain or other area as defined by FEMA nor a wetland as defined by the Wisconsin DNR.

Dated this 7th day of April, 2010.  
 Bradley A. Buechel  
 Wisconsin Professional Land Surveyor  
 Bradley A. Buechel, S-2813

### **General Standards for Special Uses - Answers**

1. Aurora Health Care special use will complement the general and specific use currently of the property. The suite will encompass our continuing education and occupational health employees. The site will act as a place for data processing and clerical functions of those departments. They are no medical services provided at this location.
2. Aurora Health Care is a partner of the community and assures that there shall not be any use of our departments that will adversely affect the property.
3. The current operations will not dominate or interfere with surrounding development. It is a self-contained group of clerical workers who perform specific data processing functions for Aurora Health Care.
4. The current operations will not require any additional public facilities to this site to be operational.
5. Other than Aurora Health Care staff, there are no daily visitors to this site. Staff shall not have major impacts to the ingress and egress of the site.
6. There will be no changes to any structural or exterior components of the site.
7. Aurora Health Care intends to conform with all applicable regulations as necessary with this special use permit standards.

<p style="text-align: center;"><b>APPROVAL</b></p> <p style="text-align: center;"><i>slw</i></p>	<p style="text-align: center;"><b>REQUEST FOR COUNCIL ACTION</b></p>	<p style="text-align: center;"><b>MEETING DATE</b></p> <p style="text-align: center;">07/23/13</p>
<p style="text-align: center;"><b>REPORTS &amp; RECOMMENDATIONS</b></p>	<p style="text-align: center;"><b>RESOLUTION CONDITIONALLY APPROVING A CONDOMINIUM PLAT FOR RAWSON 51 CONDOMINIUM AT 5010 TO 5070 WEST RAWSON AVENUE (RAWSON51 LLC AND PRIYA CORPORATION, APPLICANTS)</b></p>	<p style="text-align: center;"><b>ITEM NUMBER</b></p> <p style="text-align: center;"><i>6.5.</i></p>

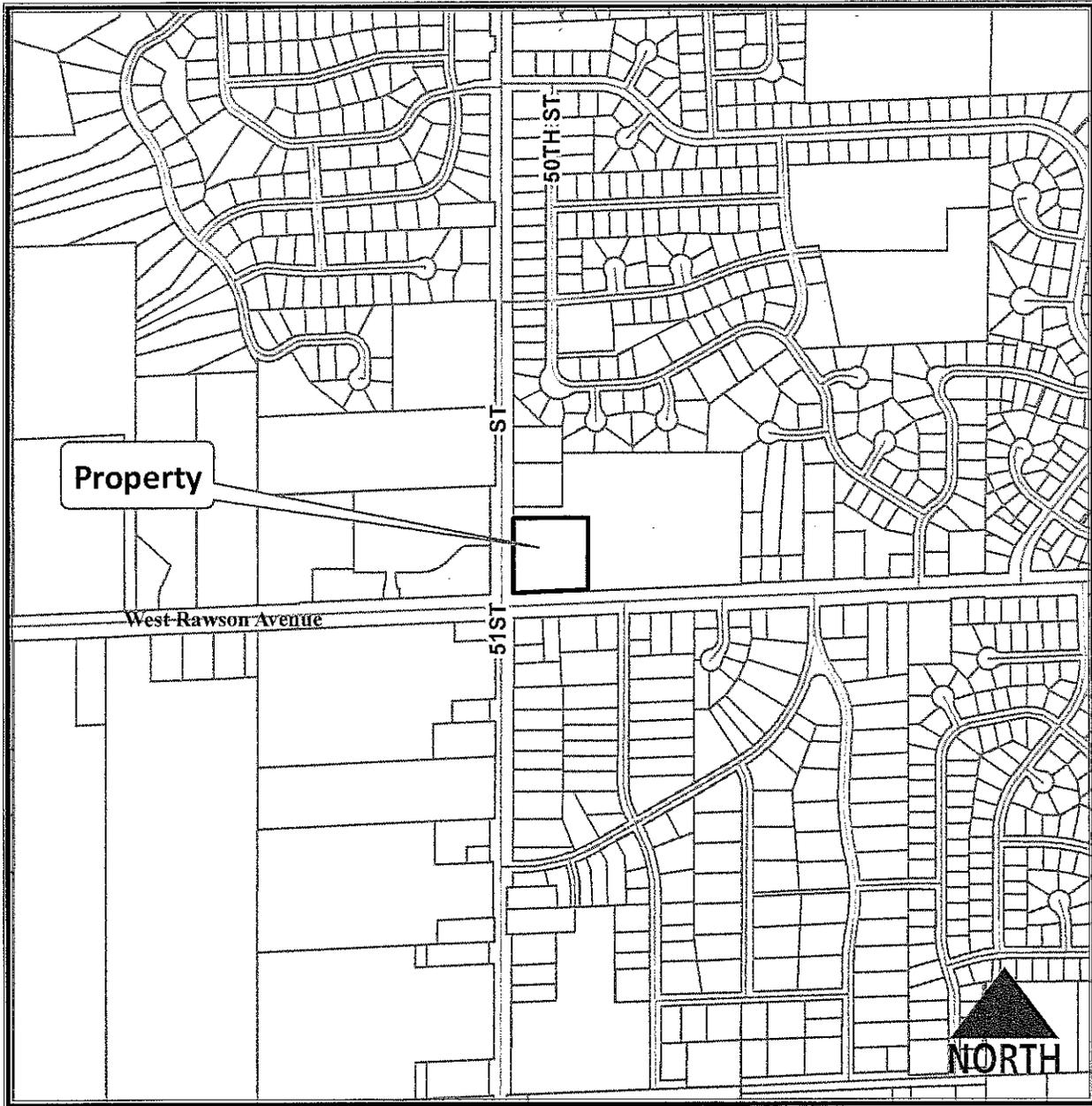
At its July 18, 2013, meeting the Plan Commission recommended approval of a resolution conditionally approving a Condominium Plat for Rawson 51 Condominium at 5010 to 5070 West Rawson Avenue (Rawson51 LLC and Priya Corporation, Applicants).

**COUNCIL ACTION REQUESTED**

A motion to adopt Resolution No. 2013-\_\_\_\_\_, a resolution conditionally approving a Condominium Plat for Rawson 51 Condominium at 5010 to 5070 West Rawson Avenue (Rawson51 LLC and Priya Corporation, Applicants).



# TKN 740-9988-005 5010-5070 West Rawson Avenue



Planning Department  
(414) 425-4024

0 0.02 0.04 0.08 0.12  
 Miles

*This map shows the approximate relative location of property boundaries but was not prepared by a professional land surveyor. This map is provided for informational purposes only and may not be sufficient or appropriate for legal, engineering, or surveying purposes.*

## RESOLUTION NO. 2013-\_\_\_\_\_

A RESOLUTION CONDITIONALLY APPROVING A CONDOMINIUM PLAT FOR  
RAWSON 51 CONDOMINIUM AT 5010 TO 5070 WEST RAWSON AVENUE  
(RAWSON51 LLC AND PRIYA CORPORATION, APPLICANTS)

---

WHEREAS, the City of Franklin, Wisconsin, having received an application for approval of a condominium plat for Rawson51 Condominium, such plat being Parcel 1 of Certified Survey Map No. 4565, being a part of the Southwest 1/4 of the Southeast 1/4 of Section 2, Township 5 North, Range 21 East, in the City of Franklin, Milwaukee County, Wisconsin. Excepting therefrom the South 7.13 feet conveyed to Milwaukee County by Warranty Deed recorded on November 22, 1999 in Reel 4695, Image 758, as Document No. 7839751, more specifically, of the property located at 5010 to 5070 West Rawson Avenue, bearing tax key no. 740-9988-005, Rawson51 LLC and Priya Corporation, applicants; said Condominium Plat having been reviewed by the City Plan Commission following the reviews and recommendations or reports of the Department of City Development and the City Engineering Department, and the Plan Commission having recommended approval thereof at its meeting on July 18, 2013, pursuant to certain conditions; and

WHEREAS, the Common Council having reviewed such application and Plan Commission recommendation and the Common Council having determined that such proposed condominium plat is appropriate for approval pursuant to law upon certain conditions and is consistent with the 2025 Comprehensive Master Plan of the City of Franklin, Wisconsin, and will serve to further orderly growth and development and promote the health, safety and welfare of the Community.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Common Council of the City of Franklin, Wisconsin, that the Condominium Plat for Rawson51 Condominium, as submitted by Rawson51 LLC and Priya Corporation, as described above, be and the same is hereby approved, subject to the following conditions:

1. That any and all objections made and corrections required by the City of Franklin, by Milwaukee County, and by any and all reviewing agencies, shall be satisfied and made by the applicant, and that all minor technical deficiencies within the Condominium Plat be rectified, all prior to the recording of the Condominium Plat.
2. Rawson51 LLC and Priya Corporation, applicants, successors and assigns, shall pay to the City of Franklin the amount of all development compliance, inspection and review fees incurred by the City of Franklin, including fees of consults to the City of Franklin, for the Rawson51 Condominium development, within 30 days of invoice for same. Any violation of this provision shall be a violation of the Unified Development

A RESOLUTION CONDITIONALLY APPROVING A CONDOMINIUM PLAT FOR  
RAWSON51 CONDOMINIUM  
RESOLUTION NO. 2013-\_\_\_\_\_

Page 2

Ordinance, and subject to §15-9.0502 thereof and §1-19. of the Municipal Code, the general penalties and remedies provisions, as amended from time to time.

3. The approval granted hereunder is conditional upon Rawson51 LLC and Priya Corporation, applicants, and the Rawson51 Condominium development for the property located at 5010 to 5070 West Rawson Avenue: (i) being in compliance with all applicable governmental laws, statutes, rules, codes, orders and ordinances; and (ii) obtaining all other governmental approvals, permits, licenses and the like, required for and applicable to the project to be developed and as presented for this approval.
4. The Rawson51 Condominium development project shall be developed in substantial compliance with the terms and provisions of this Resolution.
5. Applicants shall record the revised Condominium Plat with the Milwaukee County's Office of the Register of Deeds within 60 days of Common Council approval.

BE IT FURTHER RESOLVED, that the Condominium Plat for Rawson51 Condominium be and the same is hereby rejected without final approval and without any further action of the Common Council, if any one, or more than one of the above conditions is or are not met and satisfied within 180 days from the date of adoption of this Resolution.

BE IT FINALLY RESOLVED, that upon the satisfaction of the above conditions within 180 days of the date of adoption of this Resolution, same constituting final approval, and pursuant to all applicable statutes and ordinances and lawful requirements and procedures for the recording of a condominium plat, the City Clerk is hereby directed to obtain the recording of the Condominium Plat for Rawson51 Condominium with the Office of the Register of Deeds for Milwaukee County.

Introduced at a regular meeting of the Common Council of the City of Franklin this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

APPROVED:

\_\_\_\_\_  
Thomas M. Taylor, Mayor

A RESOLUTION CONDITIONALLY APPROVING A CONDOMINIUM PLAT FOR  
RAWSON51 CONDOMINIUM  
RESOLUTION NO. 2013-\_\_\_\_\_

Page 3

ATTEST:

\_\_\_\_\_  
Sandra L. Wesolowski, City Clerk

AYES \_\_\_\_\_ NOES \_\_\_\_\_ ABSENT \_\_\_\_\_

Franklin

JUN 7 2013

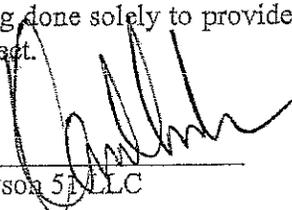
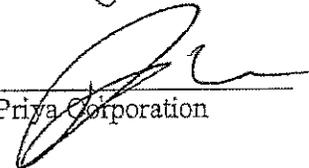
City of Franklin  
9229 West Loomis Road  
Franklin, WI 53132

City Development

RE: Project Narrative for 5010 – 5070 West Rawson Avenue  
Owner: Rawson 51 LLC (Land)  
Priya Corporation (Improvements)

Dear Sir or Madam:

Rawson 51 LLC is the owner of the gas station, convenience store and retail units previously developed on the corner northeast of 51<sup>st</sup> and Rawson in the City of Franklin. The gas station and convenience store is operated as Andy's on Rawson, by Priya Corporation, Inc. under a ground lease. The principal owner of both Rawson 51 LLC and Priya Corporation, Inc. is Anup Khullar. The accompanying application seeks approval of a condominium plat converting the development to two condominium units. Unit No. 1 will include the gas station and convenience store, vehicle fuel sale structure, vacuum island and car wash and Unit 2 will include the remaining five retail units. This project will continue its present use, and there will be no construction, alteration or repurposing of the property. The condominium conversion is being done solely to provide investment and financing flexibility to enhance the viability of the project.

  
\_\_\_\_\_  
Rawson 51 LLC  
\_\_\_\_\_  
Priya Corporation









## CITY OF FRANKLIN



## REPORT TO THE PLAN COMMISSION

Meeting of July 18, 2013

---

**RECOMMENDATION:** City Development Staff recommends approval of the Condominium Plat for The Rawson 51 Condominium, subject to the conditions set forth in the draft resolution.

---

<b>Project Name:</b>	The Rawson 51 Condominium
<b>Project Address:</b>	5010-5070 West Rawson Avenue
<b>Applicant:</b>	Anup Khullar, Priya Corporation and Rawson 51, LLC
<b>Property Owner:</b>	Priya Corporation
<b>Current Zoning:</b>	B-3 Community Business District
<b>2025 Comprehensive Plan</b>	Commercial
<b>Use of Surrounding Properties:</b>	A We Energies facility to the north and east, single-family residential homes to the south and Sendik's and Bank Mutual to the west
<b>Applicant Action Requested:</b>	Approval of the proposed Condominium Plat

---

**Introduction**

On June 11, 2013, the applicant submitted a Final Plat Application to condominiumize the existing Andy's gas station and multi-tenant building development.

In 2006, the subject property was rezoned from B-1 Neighborhood Business District to B-3 Community Business District. The Comprehensive Master Plan was also amended accordingly via Resolution No. 2006-02 and Resoulution No. 2006-6048. The current properly owner received Special Use approval in 2006 (Resoulution No. 2006-6049) for a gasoline station and car wash, including the additional retail tenant space.

**Project Description/Analysis**

The proposed Condominium Plat creates two separate commercial condominium units within the existing Andy's Gas Station and multi-tenant building development. The Condominium Plat includes two units: Unit 1 consists of the Andy's convenience store, fuel pump and canopy area, and car wash. Unit 2 consists of the three tenant spaces located to the west of the convenience store and the two tenant spaces located to the east of the convenience store. Limited Common Elements associated with Unit 1 include the existing signage, vacuums, car wash payment structure and fuel tanks. No site modifications are proposed at this time.

The applicant has indicated that the Condominium Plat is proposed "to provide investment and financing flexibility to enhance the viability of the project."

**Recommendation**

City Development Staff recommends approval of the Condominium Plat for The Rawson 51 Condominium, subject to the conditions set forth in the draft resolution.

<p style="text-align: center;"><b>APPROVAL</b></p> <p style="text-align: center;"><i>slw</i></p>	<p style="text-align: center;"><b>REQUEST FOR COUNCIL ACTION</b></p>	<p style="text-align: center;"><b>MEETING DATE</b></p> <p style="text-align: center;">7/23/13</p>
<p style="text-align: center;"><b>REPORTS &amp; RECOMMENDATIONS</b></p>	<p style="text-align: center;"><b>ORDINANCE TO AMEND THE UNIFIED DEVELOPMENT ORDINANCE TEXT TO AMEND SECTION 15-5.0202B. TO REDUCE THE MINIMUM PARKING SPACE SIZE FOR PUBLIC SECONDARY SCHOOLS</b></p>	<p style="text-align: center;"><b>ITEM NUMBER</b></p> <p style="text-align: center;"><i>G, 6.</i></p>

At their meeting on July 18, 2013, the Plan Commission recommended approval of an ordinance to amend the Unified Development Ordinance text to amend Section 15-5.0202B. to reduce the minimum parking space size for public secondary schools.

**COUNCIL ACTION**

A motion to adopt Ordinance No. 2013-\_\_\_\_\_ to amend the Unified Development Ordinance text to amend Section 15-5.0202B. to reduce the minimum parking space size for public secondary schools.

ORDINANCE NO. 2013-\_\_\_\_\_

AN ORDINANCE TO AMEND THE UNIFIED DEVELOPMENT  
ORDINANCE TEXT TO AMEND SECTION 15-5.0202B. TO REDUCE  
THE MINIMUM PARKING SPACE SIZE FOR PUBLIC SECONDARY SCHOOLS

---

WHEREAS, Section 15-5.0202B. of the Unified Development Ordinance provides for off-street parking requirements, minimum parking space size within the City of Franklin; and

WHEREAS, Franklin Public Schools having applied for a text amendment to Section 15-5.0202B. of the Unified Development Ordinance so as to allow for parking spaces that are not less than 9 feet in width and not less than one hundred sixty-two (162) square feet for public secondary schools; and

WHEREAS, the Plan Commission having reviewed the proposed amendment to allow for parking spaces that are not less than 9 feet in width and not less than one hundred sixty-two (162) square feet for public secondary schools within the City of Franklin, and having held a public hearing on the proposal on the 18th day of July, 2013 and thereafter having recommended approval of such amendment; and

WHEREAS, the Common Council having accepted the recommendation of the Plan Commission and having determined upon the consideration of the experience of Franklin High School in its year-round multidimensional provision and support of concurrent programs and events which attract many people to the site at the same time and create unique traffic and parking needs, that the proposed amendment is necessary for such use, and that the proposed amendment is consistent with the 2025 Comprehensive Master Plan of the City of Franklin, Wisconsin and will serve to further orderly growth and development and promote the health, safety and welfare of the Community.

NOW, THEREFORE, the Mayor and Common Council of the City of Franklin, Wisconsin, do ordain as follows:

SECTION 1: Section 15-5.0202B. of the Unified Development Ordinance of the Municipal Code of the City of Franklin, Wisconsin is hereby amended to read as follows:

**SECTION 15-5.0202 OFF-STREET PARKING REQUIREMENTS**

B. **Minimum Parking Space Size.** The size of each parking space shall be not less than one hundred and eighty (180) square feet nor less than nine (9) feet in width, exclusive of the space required for ingress and egress, except that the size of each parking space in an Accessory Parking structure housing more than 500 vehicles,

and upon a site supporting a public secondary school, shall be not less than one hundred sixty-two (162) square feet nor less than nine (9) feet in width, exclusive of the space required for ingress and egress.

SECTION 2: The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

SECTION 3: All ordinances and parts of ordinances in contravention to this ordinance are hereby repealed.

SECTION 4: This ordinance shall take effect and be in force from and after its passage and publication.

Introduced at a regular meeting of the Common Council of the City of Franklin this \_\_\_\_\_ day of \_\_\_\_\_, 2013, by Alderman \_\_\_\_\_.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

APPROVED:

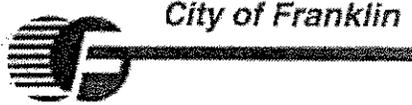
\_\_\_\_\_  
Thomas M. Taylor, Mayor

ATTEST:

\_\_\_\_\_  
Sandra L. Wesolowski, City Clerk

AYES \_\_\_\_\_ NOES \_\_\_\_\_ ABSENT \_\_\_\_\_

Planning Department  
 9229 West Loomis Road  
 Franklin, Wisconsin 53132  
 Email: generalplanning@franklinwi.gov



Phone: (414) 425-4024  
 Fax: (414) 427-7691  
 Web Site: www.franklinwi.gov

## UNIFIED DEVELOPMENT ORDINANCE (UDO) TEXT AMENDMENT APPLICATION

*(Complete, accurate and specific information must be entered, including full legal names. Please Print.)*

Date: <u>June 11, 2013</u>	
Property Owner(s)/Legal Entity: <u>Franklin Public Schools</u> Address: <u>8255 West Forest Hills Ave</u> City: <u>Franklin</u> State: <u>WI</u> Zip: <u>53132</u> Phone: <u>414-529-8220</u> Fax: _____ Email Address: _____ <small>* List legal business owner name, if applicable.</small>	Applicant* <u>Mark Cloutier - Franklin Public Schools</u> Address: <u>8255 West Forest Hills Ave</u> City: <u>Franklin</u> State: <u>WI</u> Zip: <u>53132</u> Phone: <u>414-529-8220</u> Fax: _____ Email Address: <u>mark.cloutier@franklin.k12.wi.us</u>
Project Description: <u>Proposed Amendment to Section 15-5.0202, B to allow for parking spaces to be in line with Institute of Traffic Engineers (ITE) handbook at 9 feet wide by 18 feet deep.</u>	
All UDO Text Amendment submittals must include and be accompanied by the following: <input checked="" type="checkbox"/> This Completed Application accurately completed with original signatures (copies will not be accepted). <input checked="" type="checkbox"/> Application Filing Fee: \$200, payable to the City of Franklin. <input checked="" type="checkbox"/> Ten copies of a Project Narrative (i.e., a full description of the proposed text amendment. Include the proposal's intent, impacts, and consistency with the Comprehensive Master Plan).	
<ul style="list-style-type: none"> <li>* A meeting must be scheduled with the Planning Department prior to Application submittal.</li> <li>* Upon receipt of a complete submittal, staff review will be conducted within ten business days.</li> <li>* All UDO Text Amendment requests require Plan Commission review, a public hearing, and Common Council approval.</li> <li>* The City's Unified Development Ordinance (UDO) is available at <a href="http://www.franklinwi.gov">www.franklinwi.gov</a>.</li> </ul>	
<p>The applicant and property owner(s) hereby certify that: (1) all statements and other information submitted as part of this application are true and correct to the best of applicant's and property owner(s)' knowledge; (2) the applicant and property owner(s) has/have read and understand all information in this application; and (3) the applicant and property owner(s) agree that any approvals based on representations made by them in this Application and its submittal, and any subsequently issued building permits or other type of permits, may be revoked without notice if there is a breach of such representation(s) or any condition(s) of approval. By execution of this application, the property owner(s) authorize the City of Franklin and/or its agents to enter upon the subject property(ies) between the hours of 7:00 a.m. and 7:00 p.m. daily for the purpose of inspection while the application is under review. The property owner(s) grant this authorization even if the property has been posted against trespassing pursuant to Wis. Stat. §943.13.</p> <p>(The applicant's signature must be from a Managing Member if the business is an LLC, or from the President or Vice President if the business is a corporation. A signed applicant's authorization letter may be provided in lieu of the applicant's signature below, and a signed property owner's authorization letter may be provided in lieu of the property owner's signature(s) below. If more than one, all of the owners of the property must sign this Application).</p>	
Signature of Property Owner: <u><i>Steve Patz</i></u> Name and Title: <u>STEVE PATZ, SUPERINTENDENT</u> Date: <u>6-11-13</u>	Signature of Applicant: <u><i>Steve Patz</i></u> Name and Title: <u>STEVE PATZ, SUPERINTENDENT</u> Date: <u>6-11-13</u>
Signature of Property Owner: _____ Name and Title: _____ Date: _____	Project Contact Name: <u>Bob Vaigt</u> Company: <u>Eppstein Uhen Architects</u> Phone: <u>414-291-8182</u> Email: <u>robertv@eua.com</u>



June 11, 2013

**UNIFIED DEVELOPMENT ORDINANCE (UDO) TEXT AMENDMENT APPLICATION - PROJECT NARRATIVE**

Re: Franklin High School Additions and Renovations  
EUA Project No.: 312440-01

The Franklin Public Schools is requesting a change to the language of ordinance 15-5.0202, B.

a. The description being sought is to allow for parking stall dimensions to be in line with the Institute of Traffic Engineering (ITE) handbook which is 9 feet wide by 18 feet deep rather than the ordinance standard of 9 feet wide by 20 feet deep.

b. The intent is to increase the amount of parking on the site by allowing the more standard 18 foot long parking stalls which will provide an additional 101 stalls to be created. The current site has a slope from the northwest corner to the southeast corner of more than a 60 foot vertical height increase, this increase causes the site to be very inefficient. The site also has a large wetland area to the north that is not buildable. Given the size of the school and the outdoor amenities the site does not have additional room for more large parking areas.

Parking counts with 18 foot deep stalls:

- Existing Parking Spaces: 396
- Being created or reconstructed: 694
- Total Proposed Spaces: 810 (total add of 414)

Parking counts with 20 foot deep stalls:

- Existing Parking Spaces: 396
- Being created or reconstructed: 593
- Total Proposed Spaces: 709 (total add of 313)

At the May 9, 2013 Plan Commission meeting the Franklin High School project was granted approval to exceed the minimum parking requirements by more than 25% in order to provide the additional parking the School District had requested and voters approved. The plans originally submitted on April 29, 2013 and approved on May 9th represented 18-0" length parking stalls which provided the parking desired by the School District and the community.

Below are excerpts from the original project narrative related to the parking space width:

Given the quantity of new parking stalls being constructed or reconstructed on the High School site as part of this project (694), the associated costs, and Kapur & Associates, Inc.'s (Civil Engineer on the Project) past experience designing parking lots, we respectfully request an exemption from the City requirement that each parking space be a minimum 180 square feet.

As a firm, we have extensive knowledge from numerous high school design projects throughout the state. In an effort to provide sustainable design for the project, limit impervious area, and provide the parking needs of the facility, we have found that parking stalls 162 square feet in size (9' wide by 18' long) are sufficient for typical high school traffic demands. This is consistent with the City's requirements for parking structures containing over 500 parking stalls, which appears a more applicable comparison.

High school traffic loads are typically considered "low-turnover", with most vehicles entering once, remaining parked for the duration of the school day, and then exiting. The "Institute of Traffic Engineers" (ITE) also recommends a parking stall size of 9-feet x 18-feet for 90 degree parking for this scenario.

By using this stall size we are able to increase sustainability by limiting the amount of storm water runoff produced by the paved areas and the resulting pollutant load, as well as reducing the urban heat island affect by limiting dark colored pavement. By using a parking stall size of 162 square feet, instead of 180 square feet, we reduce the total amount of pavement by 14,580 square feet, or over ¼ acre. Given these reasons, along with the City's reputation for being an extensive advocate for the environment, we again respectfully request an exemption from this requirement.

To provide better clarification on the plans, a typical parking space will be dimensioned within each new bay of parking. All new parking stalls located along arcs have 9-feet as the minimum width dimension. In addition, all diagonal parking also has a minimum width of 9-feet and a minimum length of 18-feet.



epsstein when : architects  
 4481147  
 411 EAST CINCINNATI STREET  
 MILWAUKEE, WI 53212  
 PHONE: 414.224.1181  
 WWW.EPSSTEINWHEN.COM

PROJECT INFORMATION  
**FRANKLIN HIGH SCHOOL RENOVATIONS AND ADDITION**

8222 South 51st Street,  
 Franklin, WI 53132

REVISIONS AND REVISIONS  
**CONSTRUCTION SET**

REVISIONS  
 P.L. SHEET DESCRIPTION



KURTZ & ASSOCIATES, INC.  
 1000 W. WISCONSIN AVENUE  
 MILWAUKEE, WI 53233  
 WWW.KURTZANDASSOCIATES.COM

Franklin

July 2, 2013

Case# 20130000000000000000

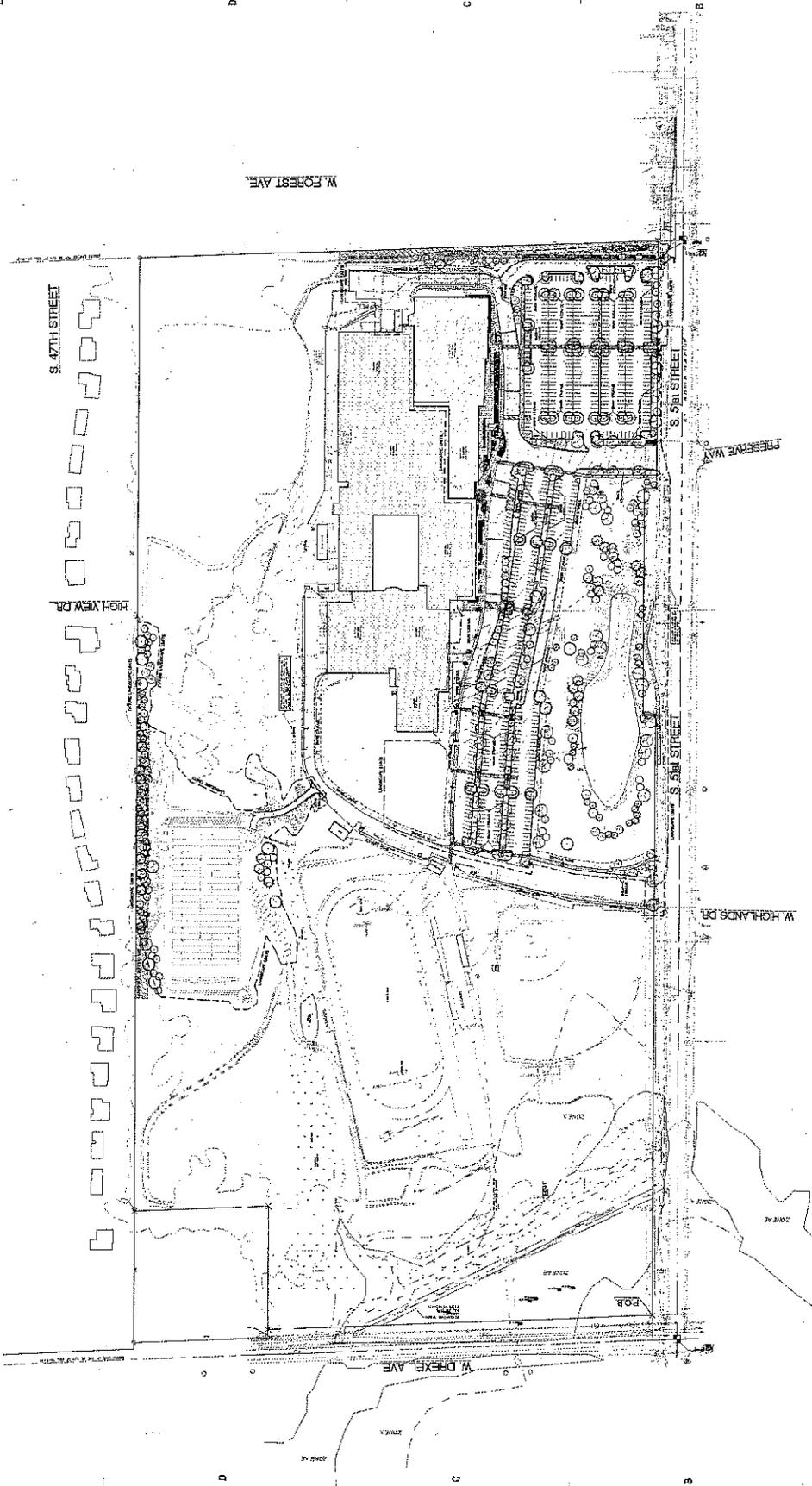
SHEET INFORMATION

PROJECT MANAGER: RAY  
 PROJECT NUMBER: 31240  
 DATE: JUNE 21, 2013

OVERALL SITE  
 LANDSCAPE PLAN

L100

REVISIONS



Scale: 1" = 100'  
 0 50 100 200  
 Feet

**DIGGERS HOTLINE**  
 7201 W. WISCONSIN AVE., SUITE 111  
 MILWAUKEE, WI 53233  
 Heating/Impaired TDD: (800) 542-2289  
 www.DiggersHotline.com



REPORT TO THE PLAN COMMISSION

Meeting of July 18, 2013

**Unified Development Ordinance Text Amendment and Landscape Plan**

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**RECOMMENDATION:** City Development Staff recommends approval of the revised Landscape Plan and Unified Development Ordinance Text Amendment, subject to the conditions of approval in the attached draft ordinance.

---

<b>Project Name:</b>	Franklin High School Expansion
<b>Project Address:</b>	8222 South 51 <sup>st</sup> Street
<b>Applicant:</b>	Franklin Public Schools
<b>Property Owner:</b>	Franklin School District #5
<b>Current Zoning:</b>	I-1 Institutional District, FW Floodway District and C-1 Conservancy District
<b>2025 Comprehensive Plan</b>	Institutional
<b>Use of Surrounding Properties:</b>	Two-family and single-family residential to the north and single-family residential to the south, east and west
<b>Applicant Action Requested:</b>	Approval of the Unified Development Ordinance Text Amendment to allow for 9' x 18' parking spaces.

---

**PROJECT DESCRIPTION AND ANALYSIS:**

On June 12, 2013, the applicant submitted a revised Landscape Plan and a Unified Development Ordinance (UDO) Text Amendment Application. The proposed UDO text amendment requests amending Section 15-5.0202B. of the UDO to allow parking spaces that are 9 feet wide and 18 feet deep. The Landscape Plan has been revised based upon discussions at the June 6, 2013 Plan Commission meeting and is further described below.

UDO Text Amendment:

The applicant is requesting to amend the UDO to allow 18-foot long parking spaces, opposed to 20-foot long spaces. The UDO currently states that the minimum parking space size shall be:

“The size of each parking spaces shall not be less than one hundred and eighty (180) square feet nor less than nine (9) feet in width, exclusive of the space required for ingress and egress, except that the size of each parking space in an Accessory Parking structure housing more than 500 vehicles shall be not less than one hundred sixty-two (162) square feet nor less than nine (9) feet in width, exclusive of the space required for ingress and egress.”

The applicant has indicated that the modification allows for an additional 101 parking spaces onsite. The applicant has also stated that the modification will allow the additional parking with less impervious surface, which will maintain greenspace and limit the amount of storm water runoff. Furthermore, the applicant has emphasized that the High School has low

parking turnover and that the Institute of Transportation Engineers (ITE) recommends a parking stall size of 9-feet by 18-feet for 90 degree parking.

If the Plan Commission desires to recommend approval of the UDO Text Amendment, staff recommends replacing Section 15-5.0202B. of the UDO with the following:

“The size of each parking space shall be not less than one hundred and eighty (180) square feet nor less than nine (9) feet in width, exclusive of the space required for ingress and egress, except that the size of each parking space in an Accessory Parking structure housing more than 500 vehicles, and upon a site supporting a public secondary school, shall be not less than one hundred sixty-two (162) square feet nor less than nine (9) feet in width, exclusive of the space required for ingress and egress.”

Landscape Plan:

Following discussions at the June 6<sup>th</sup> Plan Commission meeting, the applicant has resubmitted the Landscape Plan that was originally presented at the May 9<sup>th</sup> Plan Commission meeting, which complies with UDO landscaping standards. The plan, however, has been revised to remove snow storage from parking spaces. The applicant has identified several additional areas of snow storage around the perimeter of the parking areas to provide adequate snow storage without utilizing parking spaces. Moreover, the applicant has previously indicated that the School District has the equipment and capability to relocate snow throughout the site as necessary.

STAFF RECOMMENDATION:

City Development Staff recommends approval of the revised Landscape Plan and Unified Development Ordinance Text Amendment, subject to the conditions of approval in the attached draft ordinance.

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<b>APPROVAL</b> 	<b>REQUEST FOR COUNCIL ACTION</b>	<b>MEETING DATE</b>  <b>7/23/13</b>
<b>REPORTS &amp; RECOMMENDATIONS</b>	<b>A Resolution to Modify the Budget of the Capital Improvement Fund Amending the Project Line Items to Provide Appropriations for the "Extension W. Marquette - PVS (Pleasant View School) to 49<sup>th</sup> Street" Project</b>	<b>ITEM NUMBER</b>  <b>G.6A.</b>

Item G.7. on the Common Council agenda for 7/23/13, related to the above referenced project, indicated that "Additional funds will be necessary." The Fiscal Note clarifies that \$11,427 of additional appropriations are required. This project is in the Capital Improvement Funds, pages 44-46 of the 2013 Adopted Budget.

Although the Finance Department and Finance Committee are in the process of reviewing a broader scope evaluation of the status of the Capital Improvement fund, the shortfall for this project is small in scope and can be addressed with adjustments between identified projects without significant impact on the overall status of the fund.

As such, the Director of Administration recommends that the shortfall can be addressed by transferring the following project appropriations to the "Extension W. Marquette - PVS to 49<sup>th</sup> Street" Project.

Contingency	\$4,000
51st Street Sidewalk-Claire Meadows to Minnesota	\$7,500

The \$4,000 Contingency appropriation is all that remains of the original appropriated amount of \$20,000. The 51st Street Sidewalk project is also addressed in Item G.8. on this agenda, which item identifies approximately \$11,000 of appropriations for this project that are not required for approval of the contract for that item. As that Council Action Sheet indicates, that remaining funding would have been used largely to fund some drainage pipe and stone to assist in portions of the project where storm sewer is necessary. These costs, however, could alternatively be covered by the DPW operating budget to the extent necessary. Note that the 2013 appropriation for the sidewalk project was established by a by the Common Council at their meeting of May 21, 2013, where the unused 2012 budget was reappropriated.

In summary, approving the attached budget modification enables both the sidewalk project and the extension of W. Marquette to proceed by reallocating existing appropriations and by anticipating the potential for some operating expenses in DPW for tasks performed on the sidewalk project by their department.

Although the total appropriation remains the same, the intent of the original appropriations are being changed, as such the recommended action constitutes a budget modification which, therefore, requires approval by a 2/3 majority.

### COUNCIL ACTION REQUESTED

Motion to approve Resolution No. 2013-\_\_\_\_\_, "A Resolution to Modify the Budget of the Capital Improvement Fund Amending the Project Line Items to Provide Appropriations for the 'Extension W. Marquette - PVS (Pleasant View School) to 49<sup>th</sup> Street' Project."

A STATE OF WISCONSIN: CITY OF FRANKLIN: MILWAUKEE COUNTY

RESOLUTION NO. 2013-\_\_\_\_\_

A RESOLUTION TO MODIFY THE BUDGET OF THE CAPITAL IMPROVEMENT FUND AMENDING THE PROJECT LINE ITEMS TO PROVIDE APPROPRIATIONS FOR THE "EXTENSION W. MARQUETTE – PVS (Pleasant View School) TO 49<sup>TH</sup> STREET" PROJECT

WHEREAS, the Common Council appropriated \$80,000 for the extension of W. Marquette Avenue within the Capital Improvement Fund, and

WHEREAS, the cost of the contract as submitted by the lowest bidder, together with property acquisition costs for the project, exceed the available appropriation by approximately \$11,500, and

WHEREAS, current Capital Improvement Fund appropriations could be reallocated by modifying the appropriations for the project line items referenced below, thereby allowing both projects to be completed within available appropriations, which the Common Council deems to be in the best interest of the City.

NOW, THEREFORE, be it resolved by the Mayor and Common Council of the City of Franklin that the project line items of the Capital Improvement Fund for the following three projects be modified and reestablished as set forth herein for the purpose of providing sufficient appropriations for the "Extension W. Marquette – PVS to 49<sup>th</sup> Street" Project.

	Modification	Net Appropriation
Contingency	-\$4,000	\$16,000
51st Street Sidewalk-Claire Meadows to Minnesota	-\$7,500	\$32,500
Extension W. Marquette – PVS to 49 <sup>th</sup> Street	+11,500	\$91,500

Introduced at a regular meeting of the Common Council of the City of Franklin this 23rd day of July, 2013 by Alderman \_\_\_\_\_.

Passed and adopted by the Common Council of the City of Franklin this 23rd day of July, 2013.

APPROVED:

\_\_\_\_\_  
Thomas M. Taylor, Mayor

ATTEST:

\_\_\_\_\_  
Sandra L. Wesolowski, Director of Clerk Services

AYES \_\_\_ NOES \_\_\_ ABSENT \_\_\_

APPROVAL	REQUEST FOR COUNCIL ACTION	MTG. DATE
Reports & Recommendations	<b>SUBJECT:</b> A resolution awarding contract to the lowest bidder, BCF Construction Corporation in the amount of \$71,903, for construction of W. Marquette Avenue extension from S. 49th Street to 520 feet east.	7/23/2013  ITEM NO. G.7.

**BACKGROUND**

The City of Franklin received two (2) bids on July 18, 2013 for the construction of W. Marquette Avenue. W. Marquette Avenue extension will provide a second access to Pleasant View School. The road will be constructed as a 20 foot bituminous road with stone shoulders and road side ditches. The project is anticipated to begin in early August with completion is scheduled to be by September 27, 2013.

**ANALYSIS**

The bids received were as follows:

BCF Construction Corporation	\$71,903.00
Willkomm Excavating & Grading	\$78,719.00

The engineer's estimate was \$45,500. The bids were significantly more than the engineering estimate. This is potentially because of the following:

- The project is small in scope with a very narrow profit margin.
- Bidding climate is very tight for road building, witness only two bids.
- Subcontractors for paving and curb and gutter gave relatively high prices.
- Spring and summer frequent rains have set contractors behind fixed schedules.

Staff, none the less, recommends the award to BCF Construction Corporation in the amount of \$71,903.

**OPTIONS**

Approve or deny the award.

**FISCAL NOTE**

Funding for this project will be taken from capital improvements fund.

The budget for W. Marquette Avenue is \$80,000. To date including property acquisition \$19,523.81 has been expended; therefore, cost with this contract would be \$91,427 which will be \$11,427 over budget. Additional funds will be necessary.

**RECOMMENDATION**

Motion to adopt Resolution No. 2013-\_\_\_\_\_, a resolution awarding contract to the lowest bidder, BCF Construction Corporation, in the amount of \$71,903, for construction of W. Marquette Avenue extension from S. 49th Street to 520 feet east.

RJR/db

STATE OF WISCONSIN: CITY OF FRANKLIN: MILWAUKEE COUNTY

RESOLUTION NO. 2013 - \_\_\_\_\_

A RESOLUTION AWARING CONTRACT TO THE  
LOWEST BIDDER, BCF CONSTRUCTION CORPORATION  
IN THE AMOUNT OF \$71,903,  
FOR CONSTRUCTION OF W. MARQUETTE AVENUE  
FROM S. 49TH STREET TO 520 FEET EAST

-----  
WHEREAS, the City of Franklin advertised and solicited bids for the construction of W. Marquette Avenue extension; and

WHEREAS, the low bidder was BCF Construction Corporation, with a bid of \$71,903; and

WHEREAS, BCF Construction Corporation are qualified public works contractors.

WHEREAS, it is in the best interest of the City as recommended by the City's staff to award the contract at the total base bid of \$71,903 to BCF Construction Corporation,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Franklin, that BCF Construction Corporation be awarded the contract for the construction of W. Marquette Avenue extension from S. 49th Street east 520 lineal feet.

BE IT FURTHER RESOLVED that the Mayor and City Clerk are authorized and directed to execute a contract with BCF Construction Corporation on behalf of the City.

Introduced at a regular meeting of the Common Council of the City of Franklin this \_\_\_\_\_ day of \_\_\_\_\_, 2013 by Alderman \_\_\_\_\_.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

APPROVED:

\_\_\_\_\_  
Thomas M. Taylor, Mayor

ATTEST:

\_\_\_\_\_  
Sandra L. Wesolowski, City Clerk

AYES \_\_\_\_\_ NOES \_\_\_\_\_ ABSENT \_\_\_\_\_

RJR/db

<b>APPROVAL</b> <i>slw</i>	<b>REQUEST FOR COUNCIL ACTION</b>	<b>MTG. DATE</b> 7/23/13
<b>Reports &amp; Recommendations</b> 	<b>SUBJECT:</b> A resolution awarding contract to the low bidder, D.C. Burbach, Inc., for the installation of concrete sidewalk on S. 51st Street from W. Minnesota Avenue south 2,200 feet to the entrance to Clare Meadows in the amount of \$104,777.00	<b>ITEM NO.</b> <i>G.S.</i>

**BACKGROUND**

The City of Franklin received 4 bids for the S. 51st Street sidewalk extension project. This project consists of the installation of concrete sidewalk on S. 51st Street from W. Minnesota Avenue south 2,200 feet to Clare Meadows Senior Center. This handicap accessible sidewalk is the first and second of three phases which will allow residents of Clare Meadows walking access to W. Rawson Avenue and shopping opportunities and St. Paul Lutheran Church and school. This project previously was bid in September, 2012 but since CDBG funding could not be secured, bids were rejected. The third phase installation of sidewalk from W. Minnesota Avenue to W. Rawson Avenue is addressed through the 2013 CDBG allocation.

**ANALYSIS**

The bids received were as follows:

D.C. Burbach, Inc.	\$104,777.00
Marvin Gleason Construction	\$113,836.00
Zenith Tech, Inc.	\$118,670.00
Milwaukee General	\$118,775.00

The bids were reviewed by Engineering Staff and found to be correct. The Engineer's project estimate is \$105,700.00. Staff recommends award to the low bidder, D.C. Burbach, Inc., a qualified contractor, for the total base bid amount of \$104,777.00.

The project is scheduled to begin soon after the anticipated notice to proceed date, with installation of the sidewalk completed by September 27, 2013 and project acceptance by October 1, 2013.

**OPTIONS**

Accept bid and authorize contract

or

Reject bids

**FISCAL NOTE**

The City has received project approval for Community Development Block Grant (CDBG) funding for this project construction totaling \$74,844. The City, therefore, must commit \$29,933 for this phase of the project needed to cover the base bid. \$40,000 of City funding is currently budgeted for this purpose. Please note that in addition to the contract costs recommended herein, there will be some additional direct costs associated with work to be performed directly by the Department of Public Works, but the total project will remain within budget allocations. Also note that the final City appropriation required is \$40,000 less than the original funding set aside in 2011 and 2012 for this project.

**RECOMMENDATION**

Motion to approve Resolution No. 2013- \_\_\_\_\_, a resolution awarding contract to the low bidder, D.C. Burbach, Inc., for the installation of concrete sidewalk on S. 51st Street from W. Minnesota Avenue south 2,200 feet to the entrance to Clare Meadows in the amount of \$104,777.00.

RJR/sg

STATE OF WISCONSIN: CITY OF FRANKLIN: MILWAUKEE COUNTY

RESOLUTION NO. 2013 - \_\_\_\_\_

A RESOLUTION AWARDED CONTRACT TO THE LOWEST BIDDER, D.C.BURBACH, INC., FOR THE INSTALLATION OF CONCRETE SIDEWALK ON S. 51<sup>ST</sup> STREET FROM W. MINNESOTA AVENUE SOUTH 2,200 FEET TO THE ENTRANCE TO CLARE MEADOWS IN THE AMOUNT OF \$104,777.00

WHEREAS, the City of Franklin advertised and solicited bids for installation of concrete sidewalk on S. 51<sup>st</sup> Street from W. Minnesota Avenue south 2,200 feet to the entrance to Clare Meadows; and

WHEREAS, the low bidder was D.C. Burbach, Inc. with a bid of \$104,777.00; and

WHEREAS, D.C. Burbach, Inc. are qualified public works contractors.

WHEREAS, it is in the best interest of the City as recommended by the City's staff to award the contract at the total base bid of \$104,777.00 to D.C. Burbach, Inc.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Franklin, that LaLonde Contractors, Inc. be awarded the contract for the S. 51<sup>st</sup> Street sidewalk project from W. Minnesota Avenue south 2,200 feet to the entrance to Clare Meadows on their low total base bid of \$104,777.00 in accordance with bid specifications.

BE IT FURTHER RESOLVED that the Mayor and City Clerk are authorized and directed to execute a contract with D.C. Burbach, Inc. on behalf of the City.

Introduced at a regular meeting of the Common Council of the City of Franklin this \_\_\_\_\_ day of \_\_\_\_\_, 2013 by Alderman \_\_\_\_\_.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

APPROVED:

\_\_\_\_\_  
Thomas M. Taylor, Mayor

ATTEST:

\_\_\_\_\_  
Sandra L. Wesolowski, City Clerk

AYES \_\_\_\_\_ NOES \_\_\_\_\_ ABSENT \_\_\_\_\_

RJR/sg

Resolutions\Awarding Contract for Sidewalk on 51<sup>st</sup> from Minneosta to Clare Meadows 2013

APPROVAL <i>slw</i>	REQUEST FOR COUNCIL ACTION	MTG. DATE 7/23/13
Reports & Recommendations	<b>SUBJECT:</b> A preliminary resolution declaring intent to exercise special assessment powers granted by Section 207-15 of the Municipal Code and Section 66.0701 of the State Statutes for the extension of sanitary sewer and water main on the west side of S. 76 <sup>th</sup> Street in various locations from W. Puetz Road to W. Faith Drive.	ITEM NO.  <i>69</i>

**BACKGROUND**

In order to extend sanitary sewer and water main to various locations on the west side of S. 76th Street between W. Puetz Road and W. Faith Drive that are not presently served by sanitary sewer and water, it is necessary per City Code and the State Statutes to adopt a preliminary resolution for special assessments.

**ANALYSIS**

The Common Council has established a public hearing for August 20, 2013 and after the public hearing is held, if the Common Council wants to proceed with the project they will need to adopt the final resolution for special assessments.

**OPTIONS**

Adopt resolution  
or  
Table

**FISCAL NOTE**

None

**RECOMMENDATION**

Motion to adopt a preliminary resolution declaring intent to exercise special assessment powers granted by Section 207-15 of the Municipal Code and Section 66.0701 of the State Statutes for the extension of sanitary sewer and water main on the west side of S. 76th Street in various locations from W. Puetz Road to W. Faith Drive.

JMB/db

RESOLUTION NO. 2013- \_\_\_\_\_

A PRELIMINARY RESOLUTION DECLARING INTENT TO EXERCISE SPECIAL ASSESSMENT POWERS GRANTED BY SECTION 207-15 OF THE MUNICIPAL CODE AND SECTION 66.0701 OF THE STATE STATUTES FOR THE EXTENSION OF SANITARY SEWER AND WATER MAIN ON THE WEST SIDE OF S. 76TH STREET IN VARIOUS LOCATIONS FROM W. PUETZ ROAD TO W. FAITH DRIVE

-----  
WHEREAS, the Common Council has determined that it is expedient and necessary for the best interests of the City, its people and the property affected thereby that the following permanent improvements be made as described in this preliminary resolution.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Common Council of the City of Franklin.

1. The Common Council declares its intent to exercise police powers granted to it by law and adjudge that it is necessary for the health, safety and welfare of the public and affected property owners that a public work of improvement be made for the installation of sanitary sewer and water main on the west side of S. 76th Street at various locations form W. Puetz Road to W. Faith Drive.
2. The Common Council in this process exercises its power to levy special assessments under its police power as authorized in Section 207-15 of the Municipal Code and Section 66.0701 of the Wisconsin Statutes.
3. The Common Council further declares that all assessments may be paid in one (1) payment when the work is completed, or in the next succeeding tax roll, or in the number of annual installments as determined by the Common Council.
4. The Common Council further declares that the amount assessed against any property for this improvement shall be upon a reasonable basis as determined by the Common Council.
5. That the City Engineer and/or his authorized representative is directed to prepare the report as described in Section 207-15.E. of the Municipal Code for the extension of sanitary sewer and water main on the west side of S. 76th Street at various locations from W. Puetz Road to W. Faith Drive.
6. Upon completion of such report the City Engineer and/or his authorized representative is directed to file a copy thereof in the Office of the City Clerk for public inspection.
7. That the City Clerk is directed to schedule and give notice of a Public Hearing to be conducted by the Mayor and Common Council in accordance with the provisions of Section 207-15.I. of the Municipal Code.

Resolution – S. 76th Street west side Puetz to Faith Drive.

INTRODUCED at a regular meeting of the Common Council of the City of Franklin this -  
\_\_\_\_\_ day of \_\_\_\_\_, 2013, by Alderman  
\_\_\_\_\_.

PASSED AND ADOPTED by the Common Council of the City of Franklin on the  
\_\_\_\_\_ day of \_\_\_\_\_, 2013.

APPROVED:

\_\_\_\_\_  
Thomas M. Taylor, Mayor

ATTEST:

\_\_\_\_\_  
Sandra L. Wesolowski, City Clerk

AYES \_\_\_\_\_

NOES \_\_\_\_\_

ABSENT \_\_\_\_\_

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<b>APPROVAL</b> <i>She</i>	<b>REQUEST FOR COUNCIL ACTION</b>	<b>MEETING DATE</b> 7/23/13
<b>REPORTS &amp; RECOMMENDATIONS</b>	<b>Authorization For The Department Of Public Works To Sell Miscellaneous Surplus Equipment</b>	<b>ITEM NUMBER.</b> <i>G-10</i>

At the June 25, 2013 Board of Public Works meeting, commission members authorized staff to post for sale the following surplus Public Works equipment:

- #22 – 1986 PB Loader Slip-In Asphalt Patcher
- #28 – 1986 Miller Drag Paver
- #61 – 2000 New Holland Skid Steer
- #722 – 1990 Ford Bucket Truck
- #734 – 1990 Ford Single Axle Dump Truck
- 4 – Tires w/ Rims, 14L – 16.1 SL, 12 ply, Farm Service

Staff has posted the listed equipment for sale on [www.wisconsinsurplus.com](http://www.wisconsinsurplus.com), an online auction website. During the auction each item will be displayed for sale and available for inspection at the Public Works garage. Interested parties will be directed to the Wisconsin Surplus website for bidding. The equipment was posted starting July 15<sup>th</sup> and the auction will close at 10:00 a.m. July 30<sup>th</sup>. At the close of the auction staff is requesting to sell the surplus equipment if a reasonable bid is received. There is no cost to the seller for this website service, whether the items are sold or not sold.

### COUNCIL ACTION REQUESTED

Authorize the Public Works Superintendent to execute such documents and contracts as necessary to sell miscellaneous surplus City of Franklin equipment on the Wisconsin Surplus website, [www.wisconsinsurplus.com](http://www.wisconsinsurplus.com) at the close of the auction.

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APPROVAL <i>slw</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE 7/23/13
REPORTS & RECOMMENDATIONS	Resolution Awarding Contract To The Lowest Bidder For The 2013 Pavement Marking Program In The City Of Franklin	ITEM NUMBER <i>G.11.</i>

**BACKGROUND**

Pavement marking is completed on a yearly basis. Streets showing severe paint deterioration are selected. Typically streets are striped every other year.

**ANALYSIS**

Contract documents were prepared by staff, the project advertised and bids opened July 16, 2013. One bid was received as follows:

Crowley Construction Corporation            \$31,280.00 (\$.092 per ft)

The bid was found to be in order. Crowley Construction has completed our pavement marking program 10 of the last 11 years. The only other contractor we have received bids from is Century Fence, who completed the work in 2010. The bid received from Crowley Construction is a .004 cent per foot increase from last year, which is minimal. Please note that in 2012 the second bidder was Century Fence, and their (2012) bid was \$.101 per foot. Crowley Construction has always done an exceptional job and has worked well with city staff in the past. Staff recommends to award the contract to Crowley Construction.

**OPTIONS**

Award or reject bids.

**FISCAL NOTE**

Sufficient funds are available through the Public Works Department 2013 Operating Budget (pavement marking).

**RECOMMENDATION**

Motion to adopt Resolution No. 2013-\_\_\_\_\_, awarding contract to the lowest bidder, Crowley Construction Corporation, in the amount of \$31,280.00, for the 2013 Pavement Marking Program in the City of Franklin.

STATE OF WISCONSIN : CITY OF FRANKLIN : MILWAUKEE COUNTY

RESOLUTION NO. 2013- \_\_\_\_\_

A RESOLUTION AWARDDING CONTRACT TO THE LOWEST BIDDER FOR THE 2013 PAVEMENT MARKING PROGRAM IN THE CITY OF FRANKLIN

-----  
WHEREAS, the City of Franklin advertised and solicited bids for the 2013 Pavement Marking Program in the City of Franklin, and

WHEREAS, one bid was received as follows:

Crowley Construction Corporation                      \$31,280.00

WHEREAS, the low bidder is Crowley Construction Corporation, with a bid in the amount of \$31,280.00, and

WHEREAS, Crowley Construction Corporation is a pre qualified public works contractor, and

WHEREAS, it is in the best interest of the City, as recommended by the City's staff, to award the contract at the total base bid of 31,280.00 to Crowley Construction Corporation.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Franklin, that Crowley Construction Corporation be awarded the contract for the 2013 Pavement Marking Program in the City of Franklin for the sum of \$31,280.00 in accordance with bid specifications.

BE IT FURTHER RESOLVED that the Mayor and City Clerk are authorized and directed to execute a contract with Crowley Construction Corporation on behalf of the City.

INTRODUCED at a regular meeting of the Common Council of the City of Franklin on this \_\_\_\_\_ day of \_\_\_\_\_, 2013 by Alderman \_\_\_\_\_.

PASSED AND ADOPTED at a regular meeting of the Common Council of the City of Franklin this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

APPROVED:

\_\_\_\_\_  
Thomas M. Taylor, Mayor

ATTEST:

\_\_\_\_\_  
Sandra L. Wesolowski, City Clerk

AYES \_\_\_\_\_ NOES \_\_\_\_\_ ABSENT \_\_\_\_\_

JS/dlz  
council/res-pavmark

<b>APPROVAL</b> <i>Shw</i>	<b>REQUEST FOR COUNCIL ACTION</b>	<b>MTG. DATE</b> 7/23/13
<b>Reports &amp; Recommendations</b>	<b>SUBJECT:</b> Release of Letter of Credit for the Southwood Court letter of credit located along S. Southwood Court south of W. Central Avenue	<b>ITEM NO.</b> <i>G. 12.</i>

**BACKGROUND**

Pursuant to the development of the Southwood Court Subdivision located east of S. 35th Street and north of W. Ryan Road, STH 100, please be advised that the development has completed all the public improvements contained in the development agreement and the one year warrantee of the final lift of asphalt has expired.

**ANALYSIS**

Staff recommends the release of Letter of Credit No. 8082005A from Park Bank dated August 8, 2005 provided by Wimmer Brothers.

**OPTIONS**

Approve release  
or  
Table

**FISCAL NOTE**

None

**RECOMMENDATION**

Motion to release Letter of Credit No. 8082005A, for the Southwood Court Subdivision, from Park Bank provided by Wimmer Brothers as recommended by the Engineering Department.

JMB/db

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<p><b>APPROVAL</b></p> <p><i>slw</i></p>	<p><b>REQUEST FOR COUNCIL ACTION</b></p>	<p><b>MEETING DATE</b></p> <p>July 23, 2013</p>
<p><b>REPORTS AND RECOMMENDATIONS</b></p>	<p>Ordinance Establishing Wisconsin Statute § 66.0609 as the System of Approving Claims for the City of Franklin and Establishing a City of Franklin Payment Policy Allowing Weekly Payments of Expenditures</p>	<p><b>ITEM NUMBER</b></p> <p><i>G.13.</i></p>

The City Attorney reviewed the above matter with the Director of Administration as directed at the meeting of July 9, 2013. A very brief summary of conclusions reached by the City Attorney is as follows.

- 1) The statutes applicable to the City historically and through current provide:
  - a) all disbursements are to be authorized by the Common Council by action (separate from budget approval) prior to the actual "physical" payment thereof;
  - b) all claims are to be filed with the Clerk and examined by the Comptroller (and examined by the Mayor pursuant to Resolution No. 2005-5965 for vouchers over \$5,000.00) prior to submission to the Common Council for action; and
  - c) checks are to be signed by the Clerk, the Treasurer and the Mayor.
  
- 2) The alternative procedure under Wis. Stat. § 66.0609 provides:
  - a) that the comptroller or clerk audit and approve each disbursement and then make the actual "physical" payment thereof, provided the claim has been budgeted, department or official or board or commission authorized, and is valid; and
  - b) a list of the claims paid shall be filed with the governing body monthly.

The statutes applicable to the City through current are not a perfect read. There is a relative dearth of case law under all of the applicable statutes (though the statutes by way of some of their apparent predecessors appear to date back to the 1800's); Attorney General Opinions are limited on the bottom line subjects and address county finance inquiries; 72 plus League of Wisconsin Municipalities Legal Opinions were reviewed, though none were specifically limited to the overall bottom line point as set forth in the previously cited League Handbook: "[a] municipal governing body must review and approve all claims (i.e., bills, vouchers and invoices submitted to the municipality for payment) before they can be paid..."; among other sources researched, discussions were had with a number of municipal lawyers, municipal financial consultants, municipal administrators and with League Legal Counsel – all concurred with conclusion 1) above, except one who had no opinion. Such further review was undertaken due to the original concern that the applicable statutes were not a perfect read. As such, conclusion 1) above does not include payroll, which is the subject of a specific statutory subsection, and which is reserved for further and process and procedure review.

Copies of the agenda packet materials upon the above subject from the July 9, 2013 and the June 18, 2013 Common Council meetings are attached.

**COUNCIL ACTION REQUESTED**

As the Common Council may deem appropriate.

<b>APPROVAL</b> <i>Slw</i>	<b>REQUEST FOR COUNCIL ACTION</b>	<b>MEETING DATE</b> July 9, 2013
<b>REPORTS AND RECOMMENDATIONS</b>	Ordinance Establishing Wisconsin Statute § 66.0609 as the System of Approving Claims for the City of Franklin and Establishing a City of Franklin Payment Policy Allowing Weekly Payments of Expenditures	<b>ITEM NUMBER</b> <i>G.8.</i>

The above subject matter was before the Common Council on June 18, 2013. A motion to adopt the proposed ordinance to establish Wis. Stat. § 66.0609 as the system of approving claims for the City failed. A motion to refer the subject matter to the City Attorney for review and return at this meeting then passed. Upon the related subsequent subject matter item on that agenda regarding establishing a purchasing policy, a motion to put the matter over to this meeting passed. Attached is the entirety of the above subject matter materials as were contained in the June 18, 2013 Council agenda packet. The City Attorney is prepared to report upon the review. The Director of Administration on Friday, due to his prior vacation and holiday absence, advised and requested and asks that the Common Council allow more time for the Department of Administration to review until the next Common Council meeting.

**COUNCIL ACTION REQUESTED**

As the Common Council may deem appropriate.

<p>APPROVAL</p> <p><i>Slw</i>      <i>CRP</i></p>	<p>REQUEST FOR COUNCIL ACTION</p>	<p>MEETING DATE</p> <p>6/18/2013</p>
<p>REPORTS &amp; RECOMMENDATIONS</p>	<p>Ordinance Establishing Wisconsin Statute 66.0609 as the system of approving claims for the City of Franklin and establishing a City of Franklin Payment Policy allowing weekly payments of expenditures</p>	<p>ITEM NUMBER</p> <p><i>6.11.</i></p>

**Background**

The Common Council has in the past asked if approval of vouchers was necessary at each Common Council meeting. The answer has been yes. That is correct as long as the City is operating under Wisconsin Statute 66.0607. An alternate system of approving claims is available that does not require Council approval prior to payment of claims. It requires reporting of amounts paid to the Council at least monthly.

For efficiency and effectiveness reasons the Finance Department desires to switch to a weekly payment of bills. The City of Franklin presently pays bills twice a month the day after the Common Council meetings. The present practice authorizes the Director of Finance & Treasurer to issue manual checks in specific situations when it is the best interest of the City of Franklin. The number of manual checks per week averages between 10 to 20 checks and is mostly due to our twice a month payment system. They require duplicate entry, first on a typewriter and second into our payment system (newer systems may have a one write capacity ours does not). Switching to the alternate payment system would facilitate a weekly payment of claims.

In addition our Bank has been encouraging the City of Franklin to increase its fraud prevention capabilities by instituting a process called either positive pay or positive payee pay. In this system we provide the check numbers to the bank and they verify all checks attempting to clear our account to make sure that they are clearing valid check numbers against our accounts. One of the major difficulties in a positive pay environment is the amount of manual check issuance. To date we have not had any fraud activities on our bank accounts. Banks are generally responsible for fraud losses. They may reach a point that they transfer that responsibility to the customer unless the customer exercises available antifraud options such as positive pay.

**Analysis**

The Finance Department is proposing that the City of Franklin adopt, through an ordinance, paying its bills under Wisconsin Statute 66.0609 an alternate system of approving claims. This will allow:

- Weekly payment of vouchers
- The Director of Finance & Treasurer will sign each week's voucher listing indicating that the requirements under section 66.0609 have been met
- The Mayor, if he elects to review a voucher listing, will sign the weekly voucher listing indicating that his review has been completed
- At each meeting Council will receive a report for each week since the last Council meeting
- Council will be able to receive the report without having a roll call vote
- Ability to create and provide a weekly file to our bank for fraud prevention purposes

We currently comply with all four points in the statute with the fourth point instead of a fidelity bond of \$10,000 for the Director of Finance & Treasurer the City has a \$300,000 in insurance coverage for all employees that handle money including the Director.

The existing policy/procedure document from 2005 incorporates the policy changes necessary to change to the alternate payment system and to a weekly payment of bills is found in the attached payment policy that is recommended for approval.

Copies of Wisconsin Statutes 66.0607 and 66.0609 are attached for reference.

The relative section of the League Handbook is also attached indicating that the governing body must approve all claims before payment is made under 66.0607 and describing the alternate system of claims under 66.0609 which does not require governing body approval before payment.

The Municipalities our size were surveyed and three of the six Municipalities are using the alternate system. See attached survey.

The proposed format of the report to Council can be in check number order (copy attached), Department order or vendor order for each weekly report. Staff is recommending check number order which is mostly in alphabetic order except for manual checks which will be rare due to weekly processing. The other two orders require an additional processing step to produce. Council should indicate which order they prefer to see the reports.

Another difference between statutes is section 66.0607 requires the Mayor to sign all checks unless the Council has taken a specific action that he not sign the checks. Under 66.0609 the Mayor is not required to sign checks. Our current bank resolution authorizes the Mayor to sign checks. If the organization desires a change a new resolution designating authorized signors for checks & orders can be presented at a future Council meeting.

The Finance Committee has reviewed these policy changes and is recommending approval to the Common Council.

### **COUNCIL ACTION REQUESTED**

Motion to adopt Ordinance No. 2013 - \_\_\_\_\_ establishing Wisconsin Statute 66.0609 as the system of approving claims for the City of Franklin and establishing a City of Franklin Payment Policy.

STATE OF WISCONSIN : CITY OF FRANKLIN : MILWAUKEE COUNTY

ORDINANCE NO. 2013 \_\_\_\_\_

AN ORDINANCE ESTABLISHING WISCONSIN STATUTE 66.0609 AS THE SYSTEM OF APPROVING CLAIMS FOR THE CITY OF FRANKLIN AND ESTABLISHING A CITY OF FRANKLIN PAYMENT POLICY

WHEREAS the City of Franklin would like to switch to an alternative system of approving claims under section 66.0609; and

WHEREAS, that would enable the City of Franklin to pay its bills on a weekly basis; and

WHEREAS, weekly payment of bills will enable staff to implement available antifraud procedures; and

WHEREAS, the Common Council will receive reports at each meeting with the information required in section 66.0609.

NOW, THEREFORE, the Common Council of the City of Franklin does hereby ordain as follows:

Section 1 that the City of Franklin approves the switch to an alternative system of approving claims under section 66.0609 of the Wisconsin Statutes.

Section 2 that the Payment Policy 151-03-002 be adopted.

Section 3 that the voucher listing reports be prepared in Check no./alphabetic order or vendor order or department order (Pick One)

Introduced at a regular meeting of the Common Council of the City of Franklin this \_\_\_\_ day of June, 2013.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this \_\_\_\_ day of June, 2013 .

APPROVED:

ATTEST:

\_\_\_\_\_  
Thomas M. Taylor, Mayor

\_\_\_\_\_  
Sandra L. Wesolowski, City Clerk  
AYES \_\_\_\_ NOES \_\_\_\_ ABSENT \_\_\_\_

City of Franklin  
Finance Department Policy/Procedure

**Subject:** Payment Policies

**Issue Date:** June \_\_, 2013

**Source:** Ordinance 2013-xxxx

**Affected  
Departments:** All City of Franklin Departments

**Prior Practice** All amounts due by the City of Franklin from the receipt of goods and services shall be paid in accordance with Wisconsin statutes sec 66.0607(1) that indicates that the Treasurer shall make all disbursements from the treasury after the Common Council has approved the vouchers for that period.

All payroll amounts due by the City of Franklin to employees for services rendered shall be paid in accordance with Wisconsin statutes sec 62.12(8)(b) that indicates that the payroll is verified by the proper official. The designated official shall be the Director of Finance and Treasurer or the Accounting Supervisor for payroll and payroll related vouchers for that period.

In some situations it is in the City of Franklin's best interest to pay a voucher prior to the approval date. Examples of those situations could be a significant discount for payment by a specified date, a statutory deadline, a deposit with an order or payments to avoid late payment charges. In those situations the Director of Finance and Treasurer has been authorized to make judgments and release those individual checks prior to general Council approval as necessary for the best interests of the City of Franklin.

**Statutory  
Authority:**

**66.0609 Financial procedure; alternative system of approving claims.**

"(1) The governing body of a village or of a city of the 2nd, 3rd or 4th class may by ordinance enact an alternative system of approving financial claims against the municipal treasury other than claims subject to s. 893.80. The ordinance shall provide that payments may be made from the city or village treasury after the comptroller or clerk of the city or village audits and approves each claim as a proper charge against the treasury, and endorses his or her approval on the claim after having determined that all of the following conditions have been complied with:

(a) That funds are available for the claim pursuant to the budget approved by the governing body.

(b) That the item or service covered by the claim has been duly authorized by the proper official, department head or board or commission.

(c) That the item or service has been actually supplied or rendered in conformity with the authorization described in par. (b).

(d) That the claim is just and valid pursuant to law. The comptroller or clerk may require the submission of proof to support the claim as the officer considers necessary.

(2) The ordinance under sub. (1) shall require that the clerk or comptroller file with the governing body not less than monthly a list of the claims approved, showing the date paid, name of claimant, purpose and amount.

(3) The ordinance under sub. (1) shall require that the governing body of the city or village obtain an annual detailed audit of its financial transactions and accounts by a certified public accountant licensed or certified under ch. 442 and designated by the governing body.

(4) The system under sub. (1) is operative only if the comptroller or clerk is covered by a fidelity bond of not less than \$5,000 in villages and 4th class cities, of not less than \$10,000 in 3rd class cities, and of not less than \$20,000 in 2nd class cities.

(5) If an alternative procedure is adopted by ordinance in conformity with this section, the claim procedure required by ss. 61.25 (6), 61.51, 62.09 (10), 62.11 and 62.12 and other relevant provisions, except s. 893.80, is not applicable in the city or village."

**Policies:**

All amounts due by the City of Franklin from the receipt of goods and services shall be paid in accordance with Wisconsin statutes sec 66.06097(1), that indicates that t

The Director of Finance and Treasurer or in his absence the Deputy Finance Director shall make all disbursements from the treasury after the Finance Department has reviewed each weekly voucher for items 1 (a) to (d) in the above listing and the Director of Finance and Treasurer or in his absence the Deputy Finance Director has signed the voucher listing. If the Mayor elects to review a voucher listing he will sign the weekly voucher listing indicating that his review has been completed. The weekly voucher listings will be reported at the next Council meeting.

All payroll amounts due by the City of Franklin to employees for services rendered shall be paid in accordance with Wisconsin statutes sec 62.12(8)(b) that indicates that the payroll is verified by the proper official. The designated official shall be the Director of Finance and Treasurer Deputy Finance Director or the Accounting Supervisor for payroll and payroll related vouchers for that each payroll period.

In ~~rare some~~ situations it ~~is~~ will be in the City of Franklin's best interest to pay a voucher prior to the next weekly voucher listing approval date. Examples of those situations could be a significant discount for payment by a specified date, a statutory deadline or a deposit with an order. In those situations the Director of Finance and Treasurer or the Deputy Finance Director ~~are~~ has been authorized to make judgments and release those individual checks prior to the next weekly voucher listing general Council approval as necessary for the best interests of the City of Franklin.

Types of Disbursements:

- Petty Cash reimbursements
- Special Clearance checks
- Voucher checks
- Wire Transfers
- ACH Debits to City Accounts

**Description:**

**Petty Cash Reimbursements**

- Available to employees of the City of Franklin
- Limited to a maximum of \$25.00
- Petty Cash voucher required with following information:
  - Name and signature of employee being reimbursed
  - Business purpose of reimbursement
  - Receipt for item(s) being reimbursed
  - Account Number(s) to be charges
  - Signature of Department Head or designee
  - Petty Cash is reimbursed at least monthly

**Special Clearance Checks**

- Available for occasional payments to Vendors that are needed to be made to address urgent needs
- Limited to maximum of \$250.00
- Special Clearance voucher required with the following information:
  - Name and address of vendor being paid
  - Business purpose of the payment
  - Invoice being paid, purchase order or voucher to be paid
  - Account Number(s) and amounts to be charged
  - Signature of Department Head or designee
  - Special Clearance account is reimbursed at least monthly

**Voucher Checks**

- Regular method for paying City Obligations
- ~~All purchases over \$250.00 are made with Voucher checks unless agreement is in place to use Wire Transfer or ACH debits have been agreed to~~

- No purchase made that is not in the currently approved budget, ~~or if not~~ has explicit Common Council approval if not budgeted or restricted funding source
- Purchase order/voucher requisition then issued and signed by department head
- Invoices submitted to department ordering material or service
- Department is responsible for insuring that the materials were received or the service was performed
- Voucher is prepared for each invoice or charge to be processed
  - Name and address of vendor being paid
  - Business purpose of the payment
  - Invoice being paid, purchase order or voucher to be paid
  - Account Number(s) and amounts to be charged
  - Signature of Department Head or designee

#### **Manual Checks**

In ~~some rare~~ situations it is in the City of Franklin's best interest to pay a voucher prior to the weekly voucher listing approval date. Weekly processing will minimize the issuance of this type of check

#### **Wire Transfers**

- Required form of payment for Debt service payments
- Property Tax Payments to other taxing jurisdictions
- Transfers of funds between City of Franklin bank and investment accounts
- Process is covered by a policy document which requires separate initiators and confirmers

#### **ACH Debits to City Accounts**

- Certain vendors by terms of their agreements with the City of Franklin are paid by regular debits to City of Franklin bank accounts Examples include:
  - Auxiant for Self funded health claims
  - Ceridian for payroll and payroll taxes
  - ING for deferred tax deductions
  - Principal Mutual for Defined Contribution deductions
  - WE Energies for utility payments
  - Federal grant payments

#### **The Accounts**

Payable process: **The Finance Office**

- Receives all vouchers from departments
- Vouchers over Mayoral limit currently \$5,000, or whatever limit established by the Mayor from time to time, not already counter signed by the Mayor are sent for Mayor's signature.

- Reviews the vouchers for correctness of name, amounts and account numbers ( two people review)
- For construction contracts reviews the payment draws against the total contract amount
- Prepares the voucher reports for the Common Council
- Determines the method of payment (check, wire transfer or ACH Debit)
- Prepares the checks for signing
- Sorts the checks above \$25,000 from the remainder of the checks
- Circulates the checks above \$25,000 to the authorized signors
- ~~after Common Council approval mails the checks to the vendors.~~
- Property tax refund voucher listings are signed by the Director of Finance and Treasurer or the Deputy Finance Director before distribution

The Treasury Office:

- Receives the checks from the Finance Office
- Maintains the custody to the check signing facsimile stamp
- Affixes the facsimile stamp to the checks below \$25,000 and ~~returns the checks to the Accounts Payable area.~~
- ~~After Common Council approval mails the checks to the vendors.~~
- ~~In the event that an individual voucher is not approved that check is placed in the vault until approved or returned to the Finance Office to be voided if there is not an expectation of future approval.~~
- Manual checks requires the actual signature of the authorized signors

9/9/05

66.0607 Withdrawal or disbursement from local treasury.

- (1) Except as otherwise provided in subs. (2) to (5) and in s. 66.0608, in a county, city, village, town, or school district, all disbursements from the treasury shall be made by the treasurer upon the written order of the county, city, village, town, or school clerk after proper vouchers have been filed in the office of the clerk. If the statutes provide for payment by the treasurer without an order of the clerk, the clerk shall draw and deliver to the treasurer an order for the payment before or at the time that the payment is required to be made by the treasurer. This section applies to all special and general provisions of the statutes relative to the disbursement of money from the county, city, village, town, or school district treasury except s. 67.10 (2).
- (2) Notwithstanding other law, a county having a population of 500,000 or more may, by ordinance, adopt any other method of allowing vouchers, disbursing funds, reconciling outstanding county orders, reconciling depository accounts, examining county orders, and accounting consistent with accepted accounting and auditing practices, if the ordinance prior to its adoption is submitted to the department of revenue, which shall submit its recommendations on the proposed ordinance to the county board of supervisors.
- (3) Except as provided in subs. (2), (3m) and (5), disbursements of county, city, village, town or school district funds from demand deposits shall be by draft or order check and withdrawals from savings or time deposits shall be by written transfer order. Written transfer orders may be executed only for the purpose of transferring deposits to an authorized deposit of the public depositor in the same or another authorized public depository. The transfer shall be made directly by the public depository from which the withdrawal is made. No draft or order check issued under this subsection may be released to the payee, nor is the draft or order check valid, unless signed by the clerk and treasurer. No transfer order is valid unless signed by the clerk and the treasurer. Unless otherwise directed by ordinance or resolution adopted by the governing body, a certified copy of which shall be filed with each public depository concerned, the chairperson of the county board, mayor, village president, town chairperson or school district president shall countersign all drafts or order checks and all transfer orders. The governing body may also, by ordinance or resolution, authorize additional signatures. In lieu of the personal signatures of the clerk and treasurer and any other required signature, the facsimile signature adopted by the person and approved by the governing body may be affixed to the draft, order check or transfer order. The use of a facsimile signature does not relieve an official from any liability to which the official is otherwise subject, including the unauthorized use of the facsimile signature. A public depository is fully warranted and protected in making payment on any draft or order check or transferring pursuant to a transfer order bearing a facsimile signature affixed as

provided by this subsection notwithstanding that the facsimile signature may have been affixed without the authority of the designated persons.

- (3m) A county, city, village, town or school district may process periodic payments through the use of money transfer techniques, including direct deposit, electronic funds transfer and automated clearinghouse methods. The county, municipal or school district treasurer shall keep a record of the date, payee and amount of each disbursement made by a money transfer technique.
- (4) Except as provided in sub. (3m), if a board, commission or committee of a county, city, village, town or school district is vested by statute with exclusive control and management of a fund, including the audit and approval of payments from the fund, independently of the governing body, payments under this section shall be made by drafts or order checks issued by the county, city, village, town or school clerk upon the filing with the clerk of certified bills, vouchers or schedules signed by the proper officers of the board, commission or committee, giving the name of the claimant or payee, and the amount and nature of each payment.
- (5) In a 1st class city, municipal disbursements of public moneys shall be by draft, order, check, order check or as provided under sub. (3m). Checks or drafts shall be signed by the treasurer and countersigned by the comptroller. Orders shall be signed by the mayor and clerk and countersigned by the comptroller, as provided in the charter of the city. Disbursements of school moneys shall be as provided by s. 119.50.
- (6) Withdrawal or disbursement of moneys deposited in a public depository as defined in s. 34.01 (5) by a treasurer as defined in s. 34.01 (7), other than the elected, appointed or acting official treasurer of a county, city, village, town or school district, shall be by endorsement, written order, draft, share draft, check or other draft signed by the person or persons designated by written authorization of the governing board as defined in s. 34.01 (1). The authorization shall conform to any statute covering the disbursement of the funds. A public depository is fully warranted and protected in making payment in accordance with the latest authorization filed with it.
- (7) No order may be issued by a county, city, village, town, special purpose district, school district, cooperative education service agency or technical college district clerk in excess of funds available or appropriated for the purposes for which the order is drawn, unless authorized by a resolution adopted by the affirmative vote of two-thirds of the entire membership of the governing body.

History: 1971 c. 154; 1971 c. 211 s. 124; 1977 c. 142, 225; 1979 c. 318; 1981 c. 20; 1983 a. 145; 1983 a. 189 s. 329 (21); 1983 a. 192 s. 303 (2); 1983 a. 368, 538; 1985 a. 91, 225; 1989 a. 56 s. 258; 1993 a. 399; 1999 a. 150 s. 109; Stats. 1999 s. 66.0607; 2001 a. 16.

66.0609 Financial procedure; alternative system of approving claims.

- (1) The governing body of a village or of a city of the 2nd, 3rd or 4th class may by ordinance enact an alternative system of approving financial claims against the municipal treasury other than claims subject to s. 893.80. The ordinance shall provide that payments may be made from the city or village treasury after the comptroller or clerk of the city or village audits and approves each claim as a proper charge against the treasury, and endorses his or her approval on the claim after having determined that all of the following conditions have been complied with:
  - (a) That funds are available for the claim pursuant to the budget approved by the governing body.
  - (b) That the item or service covered by the claim has been duly authorized by the proper official, department head or board or commission.
  - (c) That the item or service has been actually supplied or rendered in conformity with the authorization described in par. (b).
  - (d) That the claim is just and valid pursuant to law. The comptroller or clerk may require the submission of proof to support the claim as the officer considers necessary.
- (2) The ordinance under sub. (1) shall require that the clerk or comptroller file with the governing body not less than monthly a list of the claims approved, showing the date paid, name of claimant, purpose and amount.
- (3) The ordinance under sub. (1) shall require that the governing body of the city or village obtain an annual detailed audit of its financial transactions and accounts by a certified public accountant licensed or certified under ch. 442 and designated by the governing body.
- (4) The system under sub. (1) is operative only if the comptroller or clerk is covered by a fidelity bond of not less than \$5,000 in villages and 4th class cities, of not less than \$10,000 in 3rd class cities, and of not less than \$20,000 in 2nd class cities.
- (5) If an alternative procedure is adopted by ordinance in conformity with this section, the claim procedure required by ss. 61.25 (6), 61.51, 62.09 (10), 62.11 and 62.12 and other relevant provisions, except s. 893.80, is not applicable in the city or village.

History: 1971 c. 108 ss. 5, 6; 1971 c. 125 s. 523; 1977 c. 285 s. 12; 1979 c. 323; 1985 a. 29; 1991 a. 316; 1999 a. 150 s. 113; Stats. 1999 s. 66.0609; 2001 a. 16.

From: Jesse Wesolowski [JWeslaw@aol.com]  
Sent: Saturday, April 14, 2012 10:04 AM  
To: Cal Patterson  
Subject: Wis. Stats. 66.0607 and 66.0609

Found nothing in the Mun. Code. Zero hits on both statute numbers in the League opinions. Below is the League Handbook history and discussion. Unless the alternative method was adopted by an ordinance not in the Code book or unless I somehow missed it in the search, an ordinance would need to be adopted for that method. Let me know if you have any further questions. Thanks.

#### Financial Administration Claims Against Municipalities

A municipal governing body must review and approve all claims (i.e., bills, vouchers and invoices submitted to the municipality for payment) before they can be paid unless it adopts an ordinance directing that an alternative procedure, described below, be followed delegating approval authority to the municipal clerk. If the governing body retains the authority to approve claims, it may want to establish a claims policy to make the process more efficient. For example, a policy could direct the clerk to organize the list of claims presented to the governing body for approval so that several claims by the same claimant are grouped together. In addition, the governing body might want to reserve close examination for larger claims. Also, a governing body might consider establishing an audit committee to review the claims and make a recommendation to the governing body. Schneider, Handbook for Wisconsin Town Officials, (1994).

In most instances, claims are for previously approved services or materials and are allowed. All claims or bills against a city or village must be presented to the clerk in an itemized form as required by secs. 62.12(8), 61.51(1), and 893.80(1)(b), Stats. "Itemized" means listed in sufficient detail to clearly identify the nature of all items. In many instances, detailed duplicates of the sales slips representing the items on the claim can be attached to the claim to fully explain all items. It is customary for the clerk to provide a uniform claim form under either sec. 61.51 or 62.12(8), Stats. Stock claim forms, which also are sometimes called invoices or vouchers, may be purchased from office supply businesses.

**Cities**  
In cities having a comptroller, the clerk must deliver the sworn claims to the comptroller for examination. The comptroller or person serving as such must examine the claim within thirty days and return it to the clerk for her or his approval or with a disapproval report. The clerk then places the claim before the council for action at its next meeting. If the clerk acts as comptroller, he or she performs this step under secs. 62.09(10)(c) and 62.12(8), Stats.

**Villages**  
In villages, each claim must be audited. The audit is usually performed by a committee of the board or by an individual designated by the board after which the clerk must endorse on the claim the words "Allowed" or "Disallowed," adding the actual amount allowed, if any. Sec. 61.51(l), Stats. The actual amount allowed on each claim must be shown in the minutes of the proceedings of the board. Every claim allowed must be filed by the clerk, and those of each year consecutively numbered, as required by sec. 61.51(l), Stats. This numbering should be for the calendar year, which is the fiscal year.

Certain boards and commissions also may audit and approve payment of claims against funds over which they have exclusive control under sec. 66.0607(4), Stats.

Claims for Damages

Before any claim for damages may be brought or maintained against a city or village, the claim must be presented to the governing body in the manner prescribed for filing a claim by sec. 893.80, Stats. The party bringing the claim must give written notice of the circumstances of the claim, within 120 days after the happening of the event giving rise to the claim, to the appropriate governmental entity, officer, agent or employee. However, failure to give the requisite notice will not bar action on a claim if the municipality had actual notice of the claim and the claimant shows to the court's satisfaction that the delay or failure to give the required notice has not been prejudicial to the defendant municipality, employee or officer. Sec. 893.80(i)(a), Stats. The claimant must also submit an itemized statement of the relief sought within the applicable time period for the type of relief sought. *Schwetz v. Employers Ins. of Wausau*, 126 Wis.2d 32, 374 N.W.2d 241 (Ct. App. 1985). If the claim is disallowed, the claimant has six months to institute an action after receiving notice of such disallowance by registered or certified mail. Sec. 893.80(l)(b), Stats.

#### Alternative Procedure for Approval of Financial Claims

In 1945, the League successfully persuaded the state legislature to adopt a law providing for an alternative method of paying claims. This method is available to cities and villages by the adoption of a simple ordinance. It permits the payment of legal claims under proper conditions without formal governing body approval of each and every claim.

The conditions outlined in sec. 66.0609, Stats., authorizing this alternative procedure are several. Payments from the treasury are made after the clerk or comptroller has audited and endorsed each claim as a proper charge against the treasury and determined that:

1. funds are available in the budget to pay the claim;
2. the item or service covered by the claim has been authorized by the proper official or agency;
3. the item or service has been actually supplied or rendered;
4. the claim is just and valid pursuant to law.

The clerk or comptroller may require submission of proof to show compliance with the above items.

Under this alternative procedure, the clerk or comptroller must file a monthly list of claims with the governing body showing the date paid, name of claimant, purpose and amount. Sec. 66.0609(2), Stats. The ordinance implementing the alternative procedure must also provide that an annual detailed post-audit of all financial transactions be performed and that the clerk or comptroller file a fidelity or surety bond. Sec. 66.0609(3), Stats. Adoption of this claim approval process does not negate the necessity of filing a claim under sec. 893.80, Stats., with the governing body to bring and maintain legal action against the municipality for all or any portion of a claim disallowed by the clerk or comptroller. Sec. 66.0609(5), Stats.

#### Disbursements from the Treasury

Disbursements from the municipal treasury are made as provided in sec. 66.0607, Stats. Under that procedure, the municipal treasurer makes the disbursement following the written order of the clerk after proper vouchers have been filed with the clerk and approved. Sec. 66.0607, Stats. In circumstances where the statutes allow for payment by the treasurer without an order from the clerk, the clerk must draw an order and give it to the treasurer prior to payment. The clerk's written order is not required where the municipality has designated a fiscal agent under sec. 77.10(2), Stats., and where the governing body has authorized the periodic payments to be made under sec. 66.0607(3m), Stats., through the use of "money transfer techniques, including direct deposit, electronic funds transfer and automated clearinghouse methods." In such cases, the municipal treasurer must keep a record of the date, payee and amount of each transfer made by the money transfer technique.

If any municipal board, commission or committee is vested by statute with exclusive control and management of a fund, including the audit and approval of payments from the fund, such as the library board, payments are made by draft or order check issued by the clerk upon the filing of certified vouchers signed by the proper officers of the board, commission or committee. The vouchers must show the name of the claimant and the amount and nature of each payment. Sec. 66.0607(4), Stats.

Municipal clerks may not issue orders in excess of funds available or appropriated for the purpose of

the order, unless authorized by a resolution adopted by a two-thirds vote of the governing body. Secs. 66.0607(7) and 65.90(5), Stats.

Disbursements of municipal funds from demand deposits (i.e., checking accounts) must be by draft or order check. Sec. 66.0607(3), Stats. Money may be withdrawn from savings or time deposits only by written transfer order. Transfers may be made only to another authorized deposit in the same or another authorized public depository. In other words, cash withdrawals cannot be made from municipal accounts.

The clerk and treasurer must sign draft or order checks and transfer orders. The village president or mayor must also countersign such documents unless the municipality, by resolution or ordinance, decides not to require their signatures. If the governing body decides not to require the village president or mayor to countersign checks and transfer orders, a certified copy of the resolution or ordinance must be filed with each concerned public depository. Sec. 66.0607(3), Stats.

A municipal governing body may also, by resolution or ordinance, require other signatures on draft or order checks and transfer orders. In addition, governing bodies may authorize facsimile signatures in lieu of personal signatures. Use of facsimile signatures does not relieve any official from liability for the unauthorized use of the signature. Public depositories are protected from liability by making payments or transfers pursuant to approved facsimile signatures. Sec. 66.0607(3), Stats.

City of Franklin  
Surrounding Cities - Surveyed

Municipality	Population	Contact	Voucher Payment under		Manuals Allowed	Separate Treasurer	UFD
			66.0607	66.0609 other			
West Allis	C 60,300	Mark Weiss Finance Manager	414-302-8292	No Response			
Wauwatosa	C 46,320	John Ruggini Finance Director	414-479-8962	Y	Each Council meeting	Y	N
New Berlin	C 39,770	Ralph Chipman Finance Director	262-797-2448	Y	Each Council meeting	Y	N
Brookfield	C 37,870	Robert Scott Director of Finance	262-782-9650	Y	BiWeekly	Few	N
Greenfield	C 36,740	Paula Schaefer Finance Director	414-329-5285	Y	Weekly	Few	N
Menomonee Falls	V 35,680	Jason Kaczmarek Finance Director <a href="mailto:jkaczmarek@menomoneefalls.org">jkaczmarek@menomoneefalls.org</a>	262-532-4235	Y	Weekly	Few	Y N-Clerk
Franklin	C 35,320	Cal Patterson Director of Finance & Treasurer		Y	Each Council meeting	Y	N
Oak Creek	C 34,530	Vacant Barb Guckenberger	414-768-6514 414-768-6559	Y	Each Council meeting	Y	Y N Elected-3Yr
Muskego	C 24,217	Sharon Mueller Director of Finance & Adr	262-679-5622	No Response			
Not Contacted:							
Milwaukee	C 595,425						
South Milwaukee	C 21,103						
Cudahy	C 18,247						
Greendale	V 14,123						
Whitefish Bay	V 14,105						
Shorewood	V 13,174						
Glendale	C 12,808						
Brown Deer	V 12,065						
Hales Corners	V 7,683						
Fox Point	V 6,644						
Bayside	V 4,380						
West Milwaukee	V 4,200						
River Hills	V 1,591						

ATP

6/4/12

ACS GOV'T FINANCIAL SYSTEM  
05/31/2012 09:34:14

Disbursement Journal

CITY OF FRANKLIN, WISCONSIN  
610605-007.20 RECAPPAGE  
61540R

FUND RECAP:

FUND DESCRIPTION	DISBURSEMENTS
01 GENERAL FUND	466,307.70
15 LIBRARY FUND	53,823.05 ✓
19 SOLID WASTE COLLECTION FUND	36,090.00 ✓
24 ST MARTINS FAIR FUND	485.00 ✓
25 HEALTH DEPT GRANT FUND	3,873.44 ✓
26 OTHER GRANTS	1,550.00 ✓
28 DONATIONS FUND	702.01 ✓
41 CAPITAL OUTLAY FUND	14,216.74 ✓
45 TIF 2 BUSINESS PARK PHASE 3	828,317.71 ✓
46 CAPITAL IMPROVEMENT FUND	3,010.82 ✓
47 STREET IMPROVEMENT FUND	2,095.02 ✓
48 TIF 3 BUS PK-S27-31/DREHEL	883.40 ✓
49 TIF 4 BUS PK-S27/BAKWOOD	252.00 ✓
61 SEWER FUND	54,078.93 ✓
75 SELF-INSURANCE FUND	160,272.24 ✓
80 RETIREE HEALTH FUND	23,349.70 ✓
88 EMPLOYEE ACTIVITIES	8.38 ✓
TOTAL ALL FUNDS	1,644,314.14 ✓

1,644,314.14

BANK RECAP:

#15

BANK NAME	DISBURSEMENTS
CITY US BANK	1,644,314.14
TOTAL ALL BANKS	1,644,314.14

#45

1,644,314.14

- #143046 Johns 35,386.00
- #143056 McFLS 28,213.96
- #145134 Wesolowski 25,147.49
- #145144 World Fuel 37,107.01
- 117 314 000

ACS GOV'T FINANCIAL SYSTEM  
05/31/2012 09:34:13

Disbursement Journal

CITY OF FRANKLIN, WISCONSIN  
61540R-U07.20 PAGE 1

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	POS	F P S ACCOUNT
US BANK								
1957	05/31/12	FRANKLIN TRUST ACCT/	6057 5/4 WFS MED CURR Y	14,631.37	050912	050912		
1957	05/31/12	FRANKLIN TRUST ACCT/	6057 5/4 WFS MED CURR RETD	109.58	050912	050912		N N 75,000.5010.5501
1957	05/31/12	FRANKLIN TRUST ACCT/	6057 5/4 WFS MED PRIOR YR	510.95	050912	050912		N N 80,000.5015.5501
1957	05/31/12	FRANKLIN TRUST ACCT/	6057 5/4 AFI FEE	282.20	050912	050912		N N 75,000.5010.5509
1957	05/31/12	FRANKLIN TRUST ACCT/	6057 5/4 AFI FEE	1.86	050912	050912		N N 75,000.5010.5509
				15,535.97	*CHECK TOTAL			N N 80,000.5015.5509
1958	05/31/12	FRANKLIN TRUST ACCT/	6057 4/20 WFS AFI FEE ADJ	8.51CR	051112			
1958	05/31/12	FRANKLIN TRUST ACCT/	6057 4/20 WFS PRIOR ADJ	500.21CR	051112	051112		N N 75,000.5015.5509
				508.72CR	*CHECK TOTAL			N N 75,000.5010.5509
1959	05/31/12	FRANKLIN TRUST ACCT/	6057 5/11 AFI FEE	1,201.12	051112	051112		
1959	05/31/12	FRANKLIN TRUST ACCT/	6057 5/11 WFS MED CURR	69,573.67	051412	051112		N N 75,000.5010.5509
1959	05/31/12	FRANKLIN TRUST ACCT/	6057 5/11 WFS MED CURR RETD	81.00	051412	051112		N N 75,000.5010.5501
				70,855.79	*CHECK TOTAL			N N 75,000.5010.5509
1960	05/31/12	ALLIANCE BENEFIT GRD	13053 5/10 MED CURR YR	21,007.40	051012	051412		
1960	05/31/12	ALLIANCE BENEFIT GRD	13053 5/10 MED PRIOR YR	352.69	051012	051412		N N 75,000.5010.5501
1960	05/31/12	ALLIANCE BENEFIT GRD	13053 5/10 DENTAL CURR YR	1,153.25	051012	051412		N N 75,000.5010.5509
1960	05/31/12	ALLIANCE BENEFIT GRD	13053 5/10 DENTAL PRIOR YR	149.00	051012	051412		N N 75,000.5020.5501
1960	05/31/12	ALLIANCE BENEFIT GRD	13053 SF MULTIPLES '11 PRIOR	500.21	051012	051412		N N 75,000.5020.5509
1960	05/31/12	ALLIANCE BENEFIT GRD	13053 5/10 MED CURR RETD	1,254.67	051012	051412		N N 75,000.5010.5506
1960	05/31/12	ALLIANCE BENEFIT GRD	13053 5/10 MED PRIOR RETD	110.28	051012	051412		N N 80,000.5015.5501
1960	05/31/12	ALLIANCE BENEFIT GRD	13053 5/10 DENTAL CURR RETD	127.50	051012	051412		N N 80,000.5015.5509
				24,655.00	*CHECK TOTAL			N N 75,000.5025.5501
1961	05/31/12	FRANKLIN-PAYROLL ACC	6097 5/17 PAYROLL TRANS	33,045.87	051712	051812		
								N N 01,1100.1111
1962	05/31/12	IRS PAYROLL TAXES	9070 5/18 FED TAX PAYRD	52,177.66	051612	051812		
1962	05/31/12	IRS PAYROLL TAXES	9070 5/18 SDC SEC TAX P	50,217.42	051612	051812		N N 01,2000.2141
1962	05/31/12	IRS PAYROLL TAXES	9070 5/18 MEDICARE TAX	14,003.83	051612	051812		N N 01,2000.2149
				116,398.11	*CHECK TOTAL			N N 01,2000.2144
1963	05/31/12	WI DEPT OF REVENUE	23067 5/18 STATE PYRL T	26,495.75	051612	051812		
								N N 01,2000.2142
1964	05/31/12	FRANKLIN TRUST ACCT/	6057 5/18 WFS MED CURR	22,758.76	052112	051812		
1964	05/31/12	FRANKLIN TRUST ACCT/	6057 5/18 WFS MED CURR RET	166.25	052112	051812		N N 75,000.5010.5501
1964	05/31/12	FRANKLIN TRUST ACCT/	6057 5/18 AFI FEE	401.85	052112	051812		N N 80,000.5015.5501
1964	05/31/12	FRANKLIN TRUST ACCT/	6057 5/18 AFI FEE RETD	2.83	052112	051812		N N 75,000.5010.5509
				29,329.69	*CHECK TOTAL			N N 80,000.5015.5509
1965	05/31/12	ALLIANCE BENEFIT GRD	13053 5/17 MEDICAL CURR Y	9,073.02	051812	052112		
1965	05/31/12	ALLIANCE BENEFIT GRD	13053 5/17 MEDICAL PRIOR YR	55.82	051812	052112		N N 75,000.5010.5501
1965	05/31/12	ALLIANCE BENEFIT GRD	13053 5/17 DENTAL CURR YR	3,805.25	051812	052112		N N 75,000.5010.5509
1965	05/31/12	ALLIANCE BENEFIT GRD	13053 5/17 MED CURR RETD	19,427.42	051812	052112		N N 75,000.5020.5501
1965	05/31/12	ALLIANCE BENEFIT GRD	13053 5/17 MED CURR RETD	14.04	051812	052112		N N 80,000.5015.5501
				32,375.55	*CHECK TOTAL			N N 80,000.5015.5509

ACS EMPY FINANCIAL SYSTEM  
05/31/2012 09:34:13

Disbursement Journal

CITY OF FRANKLIN, MISSOURI  
GL540R-V07.20 PAGE 2

WARRANT DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM INVOICE	PRG	F P S ACCOUNT
US BANK						
1966 05/31/12	PRINCIPAL MUTUAL	16007 MAY'12 PENSION PAY	29,988.03	051812 052112		N N 01.2000.2147
1966 05/31/12	PRINCIPAL MUTUAL	16007 MAY'12 PM EMPLOYEE	2,549.60	051812 052112		N N 01.2000.2147
1966 05/31/12	PRINCIPAL MUTUAL	16007 MAY'12 RWFD/REIMBURSH	1.06CR	051812 052112		N N 01.0000.4781
			32,536.57	*CHECK TOTAL		
1967 05/31/12	WE ENERGIES	23016 APR'12 ELECTRIC	4,913.95	060412 060412		N N 01.181.0000.5552
1967 05/31/12	WE ENERGIES	23016 APR'12 ELECTRIC	159.26	060412 060412		N N 01.551.0000.5552
1967 05/31/12	WE ENERGIES	23016 APR'12 ELECTRIC	1,503.87	060412 060412		N N 01.331.0000.5552
1967 05/31/12	WE ENERGIES	23016 APR'12 ELECTRIC	1,481.69	060412 060412		N N 01.331.0000.5539
1967 05/31/12	WE ENERGIES	23016 APR'12 ELECTRIC	3,264.54	060412 060412		N N 61.731.0000.5552
1967 05/31/12	WE ENERGIES	23016 APR'12 ELECTRIC	4,175.43	060412 060412		N N 01.351.0000.5552
1967 05/31/12	WE ENERGIES	23016 APR'12 ELECTRIC	14,662.61	060412 060412		N N 01.351.0000.5537
1967 05/31/12	WE ENERGIES	23016 APR'12 ELECTRIC	127.38	060412 060412		N N 01.331.0000.5419
1967 05/31/12	WE ENERGIES	23016 APR'12 ELECTRIC	267.09	060412 060412		N N 01.351.0000.5552
1967 05/31/12	WE ENERGIES	23016 APR'12 ELECTRIC	118.38	060412 060412		N N 01.331.0000.5412
1967 05/31/12	WE ENERGIES	23016 APR'12 ELECTRIC	5,725.97	060412 060412		N N 15.511.0000.5552
1967 05/31/12	WE ENERGIES	23016 APR'12 ELECTRIC	5,675.70	060412 060412		N N 01.211.0000.5552
1967 05/31/12	WE ENERGIES	23016 APR'12 ELECTRIC	2,218.77	060412 060412		N N 01.221.0000.5552
1967 05/31/12	WE ENERGIES	23016 APR'12 GAS	689.80	060412 060412		N N 01.221.0000.5554
1967 05/31/12	WE ENERGIES	23016 APR'12 GAS	1,481.08	060412 060412		N N 15.511.0000.5554
1967 05/31/12	WE ENERGIES	23016 APR'12 GAS	1,838.71	060412 060412		N N 01.211.0000.5554
1967 05/31/12	WE ENERGIES	23016 APR'12 GAS	1,292.53	060412 060412		N N 01.181.0000.5554
1967 05/31/12	WE ENERGIES	23016 APR'12 GAS	39.00	060412 060412		N N 01.551.0000.5554
1967 05/31/12	WE ENERGIES	23016 APR'12 GAS	50.22	060412 060412		N N 01.331.0000.5554
1967 05/31/12	WE ENERGIES	23016 APR'12 GAS	231.05	060412 060412		N N 61.731.0000.5554
			52,091.95	*CHECK TOTAL		
141545 05/31/12	MI DEPT FINANCIAL IN	12009 NOTARY RENEWAL-VOID	20.00CR	012412 HALIK RENEW		N N 01.211.0000.5329
142082 05/31/12	AURORA MEDICAL GROUP	1133 PHYSCLS-REISSUE #1429	148.30CR	030712 EG0023117		N N 01.221.0000.5211
142082 05/31/12	AURORA MEDICAL GROUP	1133 PHYSCLS-REISSUE #14	1,038.10CR	030712 EG0023117		N N 01.221.0000.5211
			1,186.40CR	*CHECK TOTAL		
142865 05/31/12	SCHAEFER/JEROME	19078 DONA'T ENVIR CONM-VOID	91.00CR	051512 TREES		N N 26.102.7030.5821
142905 05/31/12	CARROLL/DIANA	12008 REFUND 2ND CHARGE	104.00	051012 796-9992-006		N N 19.0000.4490
142906 05/31/12	MILM CO CLERK OF COU	13165 BAIL C#FFD 12-001674	150.00	050812 TR77014		N N 01.2000.2436
142907 05/31/12	BROWN DEER POLICE DE	12027 BAIL 80 #K1032870	235.00	050912 TR77035		N N 01.2000.2436
142908 05/31/12	RACINE CO CIRCUIT CO	12028 BAIL C#11-2068	235.00	050312 TR76890		N N 01.2000.2436
142909 05/31/12	CFDA	12029 CFDA REVIEW FEE	435.00	051012 05/10/12		N N 01.152.0000.5213
142910 05/31/12	AT&T	1184 APR'12 911 WIRELESS T	193.46	042812 414245635304	096453 F K K	N N 01.211.0000.5415
142911 05/31/12	EHS MEDICAL BILLING	5014 MEDICARE REVALIDA'T F	523.88	051512 REVALIDA'T'12	096292 F N N	N N 01.221.0000.5296

<b>APPROVAL</b> 	<b>REQUEST FOR COUNCIL ACTION</b>	<b>MEETING DATE</b> <b>7/23/2013</b>
<b>REPORTS &amp; RECOMMENDATIONS</b>	<b>Franklin Senior Citizens Travel Program Semi-Annual Update for 2013</b>	<b>ITEM NUMBER</b> <i>6.14.</i>

To fulfill the June 19, 2007 directive of the Common Council requesting that an update of the Franklin Seniors Travel Program be prepared semi-annual, with Mrs. Shirley Bird, Tour Director, reporting in January and July of each year, attached is correspondence from Mrs. Shirley Bird on 2013 trip statistics and activities.

Five (5) trips have been taken thus far for the period January 1, 2013 through June 30, 2013, expending \$4,365 of the \$10,000 Senior Travel Program Budget for 2013. The City was approved for \$5,883 in Milwaukee County Community Development Block Grant (CDBG) Funds for the 2013 Program year for Senior Travel Program purposes.

**COUNCIL ACTION REQUESTED**

This item is being provided at the direction of the Common Council for its information. No action is being requested.

*Shirley J. Bird*  
8904 S. 81st Street  
Franklin, WI 53132  
414-425-4502

RECEIVED  
CITY OF FRANKLIN  
2013 JUL 16 PM 3:45

July 23, 2013

Honorable Mayor and Members of the City of Franklin Common Council  
9229 W. Loomis Road  
Franklin, WI 53132

Ladies and Gentlemen:

Listed below are the trip statistics from 1/1/13 to 6/30/13 for the Franklin Seniors Trip Program.

### **2013 Travel Program Statistics**

#### **1. Participation**

- 5 trips have been taken of the 11 trips scheduled for the year 2013.
- Attachment #1 lists the trip statistics through the 6/30/13 trip.
- A total of 218 people have taken trips through 6/30/13.
- Of this number, 121 are Franklin residents and club members, 86 are Franklin non-member residents, and 11 are non-city residents.
- 125 different people have taken trips through the travel program.
- 82 people have gone on at least one trip.
- 43 people have gone on two or more trips.
- There were 40 men on the 5 trips and 178 women on the trips.
- Special need people requiring walker/cane and oxygen participated in the 5 trips — 8 handicapped men and 22 handicapped women.
- Some of the remaining trips for 2013 include the Fireside Dinner Theater, Schauer Arts Center - Hartford For A Show With the "Riders In The Sky," Classic Cowboy Quartet, Sunset Playhouse, Tour Green County and New Glarus area, and Oil Lamp Theatre in Glevew Illinois.

## **2. Phone Calls and Advertising**

- 46 phone calls were received that required trip flyers to be sent out.
- From those calls, 42 Franklin residents booked trips.
- I have received numerous calls regarding general trip information.
- The Travel Program is advertised in the Franklin Recreation Department Guide, the City newsletter, and the City of Franklin government access TV channel under "News and Events." (See Attachment #2)

## **3. 2013 Bus Budget**

- Using a budget of \$10,000.00, \$4365.00 is the total bus cost for the 5 trips taken through 6/30/13. This leaves a balance of \$5635.00 for the remainder of the year. (See Attachment #3)

Should you have questions or concerns regarding the Franklin Seniors Travel Program, please contact me at any time.

Sincerely,



Shirley J. Bird  
Franklin Seniors Tour Coordinator

Enclosures



Reserved May 10, 2013

# SAVE THE DATE

## DJ's Court Tourney

3-on-3 basketball tournament in honor of Christine Rathke

Saturday, July 27

8:30 AM to 1:00 PM

Southwood Glen School

Co-ed, Ages 16+

For more information contact DJ Slater at: 414-416-2176 or dj.slater3@gmail.com



## Enroll Now! New Students for Fall 2013

Don't wait until August!

To enroll your child in Franklin Public Schools K-12 call 414-529-8330 or visit our website: www.franklinpublicschools.org

Click on Registration

Kindergarten students must be 5 years old on or before September 1, 2013 to enroll in Kindergarten. If you have a child currently enrolled in Early Childhood or Preschool Speech, they need to be registered for Kindergarten and a registration packet must be completed.

If you have any questions or concerns, please contact Mary Jo Herrmann at 414-525-7634.

# SENIOR CITIZENS

Received - MAY 10, 2013

### JULY 16

*"It's All in the Bag"* – Green County, WI – When you board the coach, you will receive a bag for all the treats you will encounter along the way. Our first stop is Alp and Deli Cheese. See cheese being made and receive your souvenir for your bag. Next stop is Minhas Craft Brewery. There will be a lot of surprises for your bag here! Lunch will be at New Glarus Hotel, with Swiss entertainment and a chef demonstration. Next stop will be at New Glarus Bakery, Maple Leaf cheese and chocolate and the Bramble Patch. We will end with a guided tour of Swiss Historic Village.

Resident ..... \$69 Non-Resident ..... \$79

**Reservation Deadline: June 5**

### AUGUST 14

*Run for your Wife* – Lunch and show at the Fireside Dinner Theater. Resident ..... \$66 Non-Resident ..... \$76

**Reservation Deadline: July 10**

**Look for up and coming Senior trips in the next issue of the Franklin Recreation Department Guide.**

The Franklin Senior Citizen Club is open to ALL Franklin Residents who are 55 years of age or older. Luncheon: First Wednesday of each month at Clifford's Supper Club (10418 W. Forest Home Ave, Hales Corners). Social: Third Wednesday of each month at Noon at Brenwood Park Senior Apartments (9501 W. Loomis Road). Membership Fee is \$15 per year. For information, contact Fred Kneuppel 414-421-2603.

## Franklin Senior Walking Club

**Meets:** 9:00 – 11:00 AM every Thursday at Milwaukee Sports Complex, 60th and Ryan Road

**Dues:** \$5.00 (includes T-shirt)

**Contact:** Russ Sepanski at 414-425-7984

See specific Senior Citizen information about the Monthly Luncheon and Monthly Social on our website www.franklin.k12.wi.us. Recreation tab, and then Additional Programs/classes tab.

### CITY OF FRANKLIN SENIOR TRAVEL PROGRAM

#### RESERVATIONS:

Must be a Franklin resident and 55 years of age or older. Reservations: accepted on a **first come first served basis. No phone reservations.** Full payment guarantees your reservation.

#### REFUNDS

No refunds given after the deadline unless your ticket can be resold.

#### NON RESIDENT

Non residents of Franklin may participate in tours **if space is available after deadline of the trip.** The cost is \$10 more, if space is available.

#### INSURANCE

The City of Franklin or The Franklin Senior Citizen, Inc. Club does not provide medical insurance or hospitalization coverage for people participating in tours or activities.

#### CANCELLATIONS

Tours may be cancelled due to weather or lack of interest.

**ALL TRIPS HAVE LIMITED SEATING. Trips depart from the NE corner of Pick 'n Save parking lot at 76th & Rawson.**

Questions or more information on trips, call Shirley Bird, 425-4502

### JUNE 12

*Clowning Around in Wisconsin – Wisconsin Dells & Baraboo* – Ride a horse-drawn carriage through Lost Canyon. Lunch will be at Glacier Rock Restaurant. Next we will stop at the International Clown Hall of Fame and Research Center. There we will view a video and guides will take us through the museum and share interesting facts and stories. We will also see shelves of costumes, props and walls of portraits.

Resident ..... \$60 Non-Resident ..... \$70

**Reservation Deadline: May 6**

Received May 30 2011

# Franklin Senior Citizens Club

Open to Franklin Residents 55 Years of Age & Older



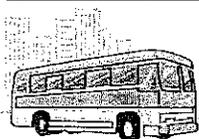
## Becoming a Member

The Franklin Senior Citizens Club is open to all Franklin residents who are 55 years of age or older. Activities include luncheons, holiday parties, guest speakers, movies, card playing, and social camaraderie. Annual dues are \$15 per person. A **business meeting luncheon** is held the first Wednesday of each month at 11 a.m. at Clifford's Supper Club, 10418 W. Forest Home Avenue, Hales Corners. A **social luncheon** is held the third Wednesday of each month at Noon at Brenwood Park Senior Apartments, 9501 W. Loomis Road, Franklin. For more information or reservations, contact Fred Knueppel at 421-2603.

## Franklin Seniors Walking Club

Meets 9 a.m. to 11 a.m. every Thursday at Milwaukee County Sports Complex, 6000 W. Ryan Road. Dues: \$5 (includes T-shirt). Contact Russ Sepanski at 425-7984 for more details.

**Elder Link**—24-hour resource center for older adults. Call 289-6874 for senior or family care and meal site information.



## City of Franklin Senior Travel Program

Looking to meet new friends and enjoy traveling? Then the Franklin Senior Travel Program is for YOU!

### July—September 2013 Trips

#### July 16—Its All in the Bag, Green County, WI

First stop will be Alp & Deli Cheese Store to see how cheese is made and to taste a variety of samples. Next, visit Minhas Craft Brewery for a tour and tasting. Enjoy lunch at New Glarus Hotel with Swiss entertainment and a chef demonstration featuring choice of Swiss meatballs, Wienerschnitzel, or baked ham, Roesti (Swiss-style potatoes), Swiss-style noodles, vegetable, beverage, and dessert. Next, shop at the local stores including Brenda's Garden & Gift Shop, Bramble Patch, and New Glarus Bakery. Lastly, enjoy a guided tour of the Swiss Historic Village.

RSVP Deadline: June 5. Cost: \$69 Resident/\$79 Non-Res.

#### Sept. 27—Riders In The Sky-Classic Cowboy Quartet, Schauer Arts Center, Hartford, WI

Winners of two Grammy Awards, "Riders In The Sky" have kept the flame passed on by Gene Autry and Roy Rogers for over 30 years, becoming modern-day icons with their wacky humor, western-wit and cowboy way of life. Lunch will be at Fox and Hounds prior to the performance. Entrée choice is all you can eat Beer Battered Cod fish or Rotisserie Style Chicken, coleslaw, fries, baked bread with honey butter, beverage, and chef's choice dessert.

RSVP Deadline: July 15. Cost: \$79 Resident/\$89 Non-Res.

#### August 14—"Run For Your Wife", Fireside Dinner Theater, Fort Atkinson, WI

Lunch and show at the Fireside Dinner Theater.

RSVP Deadline: July 10. Cost: \$66 Resident/\$76 Non-Resident

**Reservations:** Open to Franklin residents who are 55 years of age and older. Accepted on a first come/first serve basis. No phone reservations; full payment guarantees your reservation.

**Refunds:** No refunds are given after the RSVP deadline unless ticket can be resold.

**Non-Resident:** Non-residents may participate in tours if space is available after the deadline date of the trip. All trips have limited seating. Non-residents pay an additional \$10 cost.

**Insurance:** The City and the Franklin Senior Citizens Club do not provide medical insurance or hospitalization coverage for participants in tours or activities.

**Cancellations:** Tours may be cancelled due to weather or lack of registrations.

**All trips depart from the Northeast corner of Pick 'N Save parking lot at 76th Street & Rawson Avenue (unless otherwise noted).**

**Contact Shirley Bird, Tour Director, at 425-4502 with questions.**

2013 BUS BUDGET - Franklin Seniors

Date Range	Bus Trip Description	Bus Cost	Date Paid	Check #	By Whom	Budget Balance
1/23/2013	Fireside "Sizzlin 60's"	\$750.00	12/4/2012	145219	City of Franklin	\$10000.00
2/2013	NO TRIP	—	—	—	—	\$9250.00
3/13/2013	Fireside "Footloose"	\$750.00	2/5/2013	145945	City of Franklin	\$8500.00
4/16/2013	Down a Country Road	\$1265.00	3/5/2013	146322	City of Franklin	\$7235.00
5/8/2013	Fireside "Annie Get Your Gun"	\$750.00	3/19/2013	146503	City of Franklin	\$6485.00
6/12/2013	Clowning Around in Wisconsin	\$850.00	5/7/2013	146962	City of Franklin	\$5635.00

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APPROVAL <i>slw</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE 7/23/13
<b>Reports and Recommendations</b>	<i>In the Matter of the Complaint Against:</i> Kristilynn Smukowski, holder of an operator's alcohol beverage license as a bartender for the Eric's Setback premises at 6357 S. 27th Street, Franklin, Wisconsin; License Committee Recommendation upon Hearing pursuant to Wis. Stat. §125.12(2) and §158-1. of the Municipal Code of the City of Franklin, Wisconsin	ITEM NUMBER  <i>6.15.</i>

*In the Matter of the Complaint Against:* Kristilynn Smukowski, holder of an operator's alcohol beverage license as a bartender for the Eric's Setback premises at 6357 S. 27th Street, Franklin, Wisconsin; License Committee Recommendation upon Hearing pursuant to Wis. Stat. §125.12(2) and §158-1. of the Municipal Code of the City of Franklin, Wisconsin. The Common Council may enter closed session pursuant to Wis. Stat. §19.85(1)(a) to consider and deliberate upon the July 22, 2013 License Committee recommendation, to discuss the Common Council's determination thereon, and to reenter open session at the same place thereafter to act on such matters as discussed therein as it deems appropriate.

**COUNCIL ACTION REQUESTED**

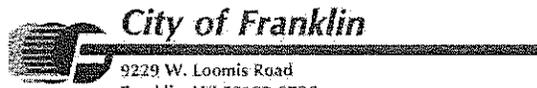
The Common Council may enter closed session pursuant to Wis. Stat. §19.85(1)(a) to consider and deliberate upon the July 22, 2013 License Committee recommendation, to discuss the Common Council's determination thereon, and to reenter open session at the same place thereafter to act on such matters as discussed therein as it deems appropriate.

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<p>APPROVAL</p> <p><i>Slw</i></p>	<p>REQUEST FOR</p> <p>COUNCIL ACTION</p>	<p>MEETING DATE</p> <p>7/23/13</p>
<p>LICENSES AND</p> <p>PERMITS</p>	<p>MISCELLANEOUS LICENSES</p>	<p>ITEM NUMBER</p> <p><i>4.1</i></p>

See attached list from meeting of July 23, 2013

COUNCIL ACTION REQUESTED



**City of Franklin**

9229 W. Loomis Road  
Franklin, WI 53132-9728

414-425-7500

**License Committee**

**Agenda\***

**Alderman's Room**

**July 23, 2013 – 5:30 pm**

<b>1.</b>	<b>Call to Order &amp; Roll Call</b>	<b>Time</b>		
<b>2.</b>	<b>Applicant Interviews &amp; Decisions</b>			
<b>License Applications Reviewed</b>		<b>Recommendations</b>		
<b>Type/ Time</b>	<b>Applicant Information</b>	<b>Approve</b>	<b>Hold</b>	<b>Deny</b>
Operator - New 2013-14 5:30 p.m.	<b>Serceki, Renata</b> 5652 S 104 <sup>th</sup> St Hales Corners, WI 53130 Hideaway Pub & Eatery			
Operator - New 2013-14 5:45 p.m.	<b>Galindo, Angelina</b> 2920 S 9 <sup>th</sup> St Milwaukee, WI 53215 Walgreen – Loomis Rd			
Operator -New 2013-14 5:50 pm	<b>Boldt, Sheila M</b> 1554 S 76 <sup>th</sup> St Caledonia, WI 53108 Landmark			
Operator -New 2013-14 5:55 pm	<b>Schneider, Halee L</b> 8100 W Tripoli Ave Milwaukee, WI 53220 Walgreen – S 76 <sup>th</sup> St			
Class A Combination 2013-14 6:00 pm	<b>7-Eleven, Inc</b> 7610 W Rawson Ave James F. Fiene, Agent			
Temporary Operator 2013-14 St Martins Fair	<b>Terp, Jeffrey F</b> 26430 Grace Dr Wind Lake, WI 53185 Franklin Lions Club			
Operator -New 2013-14	<b>Arce, Miguel Jr</b> 2208 S 75 <sup>th</sup> St West Allis, WI 53219 Bowery Pub & Grille			
Operator - Renewal 2013-14	<b>Balistreri, James H</b> 2923 S 43 <sup>rd</sup> St Milwaukee, WI 53219 Chilli's Bar & Grill			
Operator -New 2013-14	<b>Christofferson, Scott J</b> 576 W17145 Deer Creek Ct Muskego, WI 53150 Walgreen – Loomis Rd			
Operator - Renewal 2013-14	<b>Demiri, Myzafer</b> 631 E Deer Ridge Ct Oak Creek, WI 53154 Mulligan's Irish Pub & Grille			
Operator - New 2013-14	<b>Dilaveri, Ekrem</b> 4360 W Victory Creek Dr Franklin, WI 53132 Mulligan's Irish Pub & Grille			
Operator - New 2013-14	<b>Dilaveri, Teki</b> 4338 W Victory Creek Dr Franklin, WI 53132 Mulligan's Irish Pub & Grille			

Type/ Time	Applicant Information	Approve	Hold	Deny
Operator - Renewal 2013-14	<b>Feest, Stephanie M</b> 6073 W Armour Ave Greenfield, WI 53220 Mulligan's Irish Pub & Grille			
Operator - Renewal 2013-14	<b>Helm, Amber E</b> 11401 Parkview Ln Hales Corners, WI 53130 Landmark			
Operator - New 2013-14	<b>Hintze, Michael J</b> 3627A E Cudahy Ave Cudahy, WI 53110 Squirrel Haus			
Operator - Renew 2013-14	<b>Jensen, Ellen L</b> 2415 W Hilltop Ln Oak Creek, WI 53154 Buckhorn Inn			
Operator - Renew 2013-14	<b>Jung, Judith A</b> 8612 W Montana Ave West Allis, WI 53227 Chilli's Grill & Bar			
Operator - Renew 2013-14	<b>Klein, Sarah B</b> 368 Indian Bend Road Burlington, WI 53105 Chilli's Grill & Bar			
Operator - Renew 2013-14	<b>Lewis, Brian J</b> 6011 S Barland Ave Cudahy, WI 53110 Chilli's Grill & Bar			
Operator - Renew 2013-14	<b>Lonzaga, Marcia G</b> 753 N 116 <sup>th</sup> St Wauwatosa, WI 53226 Walgreen – 27 <sup>th</sup> St			
Operator - New 2013-14	<b>McCracken, Kerri A</b> 4368 S Iowa Ave St Francis, WI 53235 Mulligan's Irish Pub & Grille			
Operator - New 2013-14	<b>Meyer, Jennifer D</b> 5414 S Nicholson Ave Cudahy, WI 53110 Rawson Pub			
Operator - New 2013-14	<b>Mooren, Celena M</b> 5746 S 116 <sup>th</sup> St Hales Corners, WI 53130 Romey's Place			
Operator - New 2013-14	<b>Mora, Josefina</b> 435 W Aspen Dr, #19 Oak Creek, WI 53154 Walgreen – 27 <sup>th</sup> St			
Operator - New 2013-14	<b>Mulcahy, Dennis J</b> 5020 W Coldspring Rd Greenfield, WI 53220 Walgreen – 27 <sup>th</sup> St			
Operator - New 2013-14	<b>Olson, Ariel R</b> 5426 Middleton Dr Greendale, WI 53219 Rock Sports Complex			
Operator -New 2013-14	<b>Olson, Lori J</b> 8551 S Chicago Rd, #130 Oak Creek, WI 53154 Walgreen – 27 <sup>th</sup> St			

Type/ Time	Applicant Information	Approve	Hold	Deny
Operator -New 2013-14	<b>Page, Sarah J</b> 1227 Williams Ave South Milwaukee, WI 53172 Walgreen – 27 <sup>th</sup> St			
Operator - New 2013-14	<b>Santos, Joseph D</b> 3014 W Pierce St Milwaukee, WI 53215 Polish Center of Wisconsin			
Operator - New 2013-14	<b>Senk, Theresa A</b> 6923 W Imperial Dr Franklin, WI 53132 Rock Sports Complex			
Operator - New 2013-14	<b>Swezey, Bruce H</b> 7637 Mission Wood Ct Franklin, WI 53132 Rock Sports Complex			
Operator - New 2013-14	<b>Tajnai, Jonathan J</b> N48W27950 Jerilane Ct Pewaukee, WI 53072 Target Store T-2388			
Operator - Renewal 2013-14	<b>Toor, Mandeep Singh</b> 6556 S 35 <sup>th</sup> St, #106 Franklin, WI 53132 27 <sup>th</sup> St Mobil			
Operator - Renewal 2013-14	<b>Torralba, Anderzon</b> 1029 S 10 <sup>th</sup> St Milwaukee, WI 53204 Little Cancun Restaurant			
Operator - New 2013-14	<b>Velazquez, Joseph D</b> 1427 E Buckwood Ct Oak Creek, WI 53154 Walgreen - 27 <sup>th</sup> St			
Operator - Renewal 2013-14	<b>Vermillion, Melissa M</b> 5065 S 19 <sup>th</sup> St Milwaukee, WI 53221 Walgreen – 27 <sup>th</sup> St			
Operator - Renewal 2013-14	<b>Winkowski, Diane L</b> 7024 S Lovers Lane Rd Franklin, WI 53132 St Martin of Tours			
Operator - Renewal 2013-14	<b>Winkowski, John P</b> 7024 S Lovers Lane Rd Franklin, WI 53132 St Martin of Tours			
Class A Combination Change of Agent 2013-14	<b>Wal-Mart Stores East LP</b> d/b/a Wal-Mart Store #1551 6701 S 27th St New Agent: David Allen Brunette			
Temporary Class B Beer	<b>Franklin Lion's Club</b> Person in Charge: Dave Lindner Location: St. Martins Fair Event Date: September 1-2, 2013			

Type/ Time	Applicant Information	Approve	Hold	Deny
<b>Temporary Class B Beer</b>	<b>Franklin Lioness Club</b> Person in Charge: Jacqueline Glanzmann Location: St. Martins Fair Event Date: September 1-2, 2013			
<b>3.</b>	<b>Adjournment</b>	Time		

\*Notice is given that a majority of the Common Council may attend this meeting to gather information about an agenda item over which they have decision-making responsibility. This may constitute a meeting of the Common Council per State ex rel. Badke v. Greendale Village Board, even though the Common Council will not take formal action at this meeting.

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<b>APPROVAL</b> <i>slw</i> <i>MP</i>	<b>REQUEST FOR COUNCIL ACTION</b>	<b>MEETING DATE</b> <b>7/23/13</b>
<b>Bills</b>	<b>Vouchers and Payroll Approval</b>	<b>ITEM NUMBER</b> <i>I.1.</i>

Provided for Council approval is a list of vouchers dated July 23, 2013 Nos. 147881 through 148062 in the amount of \$827,524.12. Included in this listing is \$ 430.35 in library vouchers.

The net city vouchers for July 23, 2013 are \$827,093.77.

Approval is requested for the net payroll dated July 12, 2013 in the amount of \$ 342,722.06.

**COUNCIL ACTION REQUESTED**

Motion approving net City vouchers in the range Nos.147881 through Nos.148062 in the amount of \$ 827,093.77 dated July 23, 2013.

Motion approving net payroll dated July 12, 2013 in the amount of \$ 342,722.06.

