CITY OF FRANKLIN
COMMON COUNCIL MEETING**
FRANKLIN CITY HALL COUNCIL CHAMBERS
9229 W. LOOMIS ROAD, FRANKLIN, WISCONSIN
AGENDA*
TUESDAY, MARCH 6, 2012, 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. Forest Park Middle School Wisconsin is Better Smoke Free-Franklin 16th Annual Billboard Contest Winners: First Place: Alyssa Heminger; Second Place: Lauren Zwitter; Third Place: Dillon Gulczynski; Fourth Place: Kirsten Kliebenstein; Fifth Place: Megan Krueger.
   b. Mayoral Proclamation which designates April 28, 2012 as Arbor Day in the City of Franklin.
   c. Letter from City of Delafield Mayor Ed McAleer opposing Senate Bill 438 and Assembly Bill 563 which would require municipalities to pay 70% of hotel room taxes to tourism.

C. Approval of Minutes
1. Approval of regular meeting of February 22, 2012.

D. Hearings

E. Organizational Business
1. Boards and Commissions Appointments
   a. Larry Gamble-Forward Franklin Economic Development Commission-Ald. Dist. #4.

F. Letters and Petitions

G. Reports and Recommendations
1. Presentation and request from Franklin Trails Committee to pursue establishment of a Complete Streets and Connectivity Advisory Body.
2. Authorization for the Trails Committee Chairman to letter petition Congressman Paul Ryan expressing concerns as to the elimination of Safe Routes to School program funding and dedicated federal funding for pedestrian and biking trails under the proposed H.R. 7, the American Energy and Infrastructure Jobs Act of 2012.
3. Donation from the late Mr. Hylas Kommers in the approximate amount of $2,200.
4. Recommendation from Police Chief and Director of Health Services regarding an ordinance relating to dog bites.
5. Resolution authorizing officials to execute a Private Property Infiltration and Inflow Reduction Funding Agreement (City wide) with Milwaukee Metropolitan Sewerage District.
6. Extension of sanitary sewer on W. Ryan Road from a point 850 feet east of S. 112th Street to the Franklin/Muskego city limits.
7. Survey of property owners on the west side of S. 76th Street from W. Puetz Road to W. Faith Drive relative to providing sanitary sewer and/or water service prior to the reconstruction of S. 76th Street by Milwaukee County.
8. Resolution awarding 2012 Bituminous and Aggregate Material contracts.

9. Authorization for the Department of Public Works to sell miscellaneous surplus equipment.
10. Resolution to amend the City of Franklin Investment Policy Statement-Reserve & Liquidity Investments.
11. Resolution to amend the Investment Policy Statement for the City of Franklin Post Employment Benefits Trust.
12. Ordinance to amend Ordinance 2011-2063, an Ordinance adopting the 2012 budgets and tax levy for the City of Franklin, to approve budget encumbrances from the 2011 budget to the 2012 budgets.
13. 2013 Budget preparation timetable.
14. Award of contract to low bidder for the City Hall Condenser and Air-Handling Unit Replacement Project and authorize the direct purchase of said HVAC Equipment from Trane U.S., Inc., using stimulus funding made available through the American Recovery and Reinvestment Act of 2009.
15. Award of contract to low responsive bidder for the City Hall Window Replacement and Energy Upgrade Project, using stimulus funding made available through the American Recovery and Reinvestment Act of 2009, and authorize use of approximately $4,040 of fund balance from the Capital Outlay Fund.
16. Reschedule Committee of the Whole meeting of April 2, 2012 and Common Council meeting of April 3, 2012.
17. Acquisition of land for the construction of a multi-use trail on the west side of S. 51st Street from a point 1075 feet north of W. Rawson Avenue to W. Princeton Drive to acquire Parcel No. 1 located at 6771 S. 51st Street. The Council may enter closed session pursuant to Wis. Stat. §19.85(1)(e), to discuss the acquisition of land for the construction of a trail on the west side of S. 51st Street from a point 1075 feet north of W. Rawson Avenue to W. Princeton Drive to acquire Parcel No. 1 located at 6771 S. 51st Street and to reenter open session at the same place thereafter to act on such matters 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.

[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.]

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

REMINDERS:

March 8	Plan Commission	7:00 p.m.
March 20	Common Council	6:30 p.m.

B.2.a.

Wisconsin is Better Smoke Free – Franklin Billboard Contest

These winners are from the 16th Annual Billboard contest in Franklin. This program is funded using tobacco license fees paid by vendors to the City of Franklin.

In response to the presentation by Kathy Hahn, Public Health Nurse, students created billboard art. There were 320 entries. The theme, Wisconsin is Better Smoke Free, is a response to the Wisconsin workplace Law which was enacted on July 5, 2010.

The judges had the difficult job of selecting the five best entries to become billboards in Franklin because the entries were very creative and well-done. Thank you to the judges including:

Mayor **Tom Taylor**
Mark Luberda, Director of Administration
Fire Chief **James Martins**
Principal **Terry West**
Superintendent **Dr. Steve Patz**
Police Chief **Richard Oliva**
Board of Health Chairman – **Dr. Wengelewski**
Art Teacher **Cheryl Prening**

Each winner's artwork is displayed on a billboard in Franklin for one month. The winning artwork has been on display between November 2011 and March 2012. Currently, Dillon's artwork is on a billboard on 27th Street near Rawson Avenue.

In addition to this recognition, the winners received gift cards.

5	Megan Krueger	$100	"We are Better smoke free "
4	Kirsten Kliebenstein	$125	"Thumbs Up!"
3	Dillon Gulczynski	$150	"WI is better smoke free "
2	Lauren Zwitter	$175	"America's Dairyland"
1	Alyssa Heminger	$200	"Keep WI smoke free "

Many people think that because Wisconsin has a Smoke Free Workplace Law that tobacco is no longer a problem for children. This is not the case. Tobacco companies continue to target our children as potential customers. In fact, they have created new products that are candy flavored, smokeless and appeal to children. Just like every other state that has passed a smoke free law, Wisconsin has noted an increase in advertising and placement of these harmful new products. This billboard contest and educational presentation by Public Health Nurse is one way the Franklin Health Department is working to prevent tobacco use by children.

B. 2. b.

PROCLAMATION

TO DESIGNATE APRIL 28, 2012 AS ARBOR DAY IN THE CITY OF FRANKLIN

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

WHEREAS, the holiday now known as Arbor Day is celebrated world wide, and

WHEREAS, the City of Franklin Environmental Commission, and the people of Franklin, Wisconsin have observed Arbor Day since 1999, and

WHEREAS, trees reduce erosion, purify our air and water and provide habitat for wild life, provide a source of spiritual renewal; and

WHEREAS, trees increase our property values, enhance our economic vitality, and beautify our community.

NOW, THEREFORE, I, THOMAS M. TAYLOR, Mayor of the City of Franklin, Wisconsin proclaim:

APRIL 28, 2012 AS ARBOR DAY IN THE CITY OF FRANKLIN

and urge all citizens of the City of Franklin to protect our trees and woodlands and to gladden their hearts by planting trees.

Dated: March 6, 2012

Signed:

_____

Thomas M. Taylor, Mayor

B. 2. c.

City of Delafield

500 Genesee Street, Delafield WI 53018

Tuesday, February 21, 2012

Dear Municipal Elected Official,

At the Monday, February 20, 2012 Common Council meeting, the City of Delafield Common Council adopted Resolution 2012-03 opposing Senate Bill 438 and Assembly Bill 563 which would require municipalities to pay 70% of hotel room taxes to tourism. The City of Delafield currently pays 25% to tourism and keeps 75% for the General Fund.

If Senate Bill 438 and Assembly Bill 563 are passed, the City of Delafield would lose a considerable amount of money in general revenue that will have to be somehow made up. This proposed legislation is unfavorable to municipality's general funds. Municipalities have no other revenue sources and with property taxes being what they are, we would have to cut this much from the budget. For many municipalities, there is no where left to cut except to lay off staff.

Please consider adopting the enclosed resolution. If you would like an electronic copy, please visit the City's website, http://www.cityofdelafield.com/ordinances_and_resolutions.html or email Clerk-Treasurer Gina Gresch, ggresch@ci.delafield.wi.us for the Microsoft Word version for your use.

Please oppose the proposed bills. Thank you for your consideration in this very important matter.

Sincerely,

Ed McAleer
City of Delafield Mayor, Waukesha County
1-262-367-5234
emcaleer@ci.delafield.wi.us

2012 FEB 22 PM 12:53
CITY OF FRANKLIN

c.c.: Governor Walker
Lt. Governor Kleefisch
All League of Wisconsin Municipality Members (582)
All Wisconsin State Representatives (99)
All Wisconsin State Senators (33)
League of WI Municipalities

RESOLUTION 2012-03

RESOLUTION OPPOSING PROPOSED AMENDMENT OF WISCONSIN STATUTE § 66.0615, SENATE BILL 438 AND ASSEMBLY BILL 563 RELATED TO HOTEL ROOM TAX REVENUES

WHEREAS, Senate Bill 438 and Assembly Bill 563 (herein the "Proposed Legislation") have been introduced in the Wisconsin Legislature, and have been referred to Senate and Assembly Committees for review, consideration and recommendation to the full body of the Legislature; and

WHEREAS, Wis. Stat. § 66.0615 currently authorizes the City of Delafield to collect and retain for tourism and general fund purposes a room tax levied upon all hotels located in the City; and

WHEREAS, pursuant to the provisions of Wis. Stat. § 66.0615, the City's budget includes anticipated revenues from room taxes of $341,500.00, of which revenue $256,125.00 is designated for general fund purposes, with the balance of $85,375.00 being designated for staffing, development and promotional services related to the tourism industry; and

WHEREAS, the Proposed Legislation, if adopted, would decrease the City's revenue, based on the 2012 budget, by the sum of $153,675.00, and would substantially reduce that portion of the room tax revenue which is authorized to be used and retained for general fund purposes; and

WHEREAS, the Proposed Legislation, if adopted, would also invade the legislative authority of the Common Council by authorizing individuals to initiate action in the Circuit Court of Waukesha County challenging the allocation and use of room tax revenues;

NOW THEREFORE, BE IT RESOLVED, that the Common Council of the City of Delafield, Wisconsin, by enactment and adoption of this resolution, expresses its opposition to the proposed amendment of Wis. Stat. § 66.0615 as set forth in Senate Bill 438 and Assembly Bill 563, and hereby urges the Wisconsin State Legislature to reject Senate Bill 438 and Assembly Bill 563.

Dated this 20th day of February, 2012.

CITY OF DELAFIELD

Ed McAleer, Mayor

ATTEST:

Gina C. Gresch, MMC/ WCPC
City of Delafield Clerk-Treasurer
Waukesha County

CITY OF DELAFIELD
CITY CLERK
WAUKESHA COUNTY, WISCONSIN

APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE
Slw		3/06/12
ORGANIZATIONAL BUSINESS	Boards and Commissions Appointments	ITEM NUMBER E.1.a.

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

Forward Franklin Economic Development Commission
Larry Gamble, term expires 7/01/13

From: volunteerfactsheet@franklinwi.gov
Sent: Saturday, April 30, 2011 5:36 PM
To: Lisa Huening; Jodi Vandenboom
Subject: Volunteer Fact Sheet

Name:	Larry Gamble
PhoneNumber:	414-699-9061
EmailAddress:	larry@wi.rr.com
YearsasResident:	14+ (moved here in 1996)
Alderman:	Steve Taylor
ArchitecturalBoard:	0
CivicCelebrations:	0
CommunityDevelopmentAuthority:	0
EconomicDevelopmentCommission:	1
EnvironmentalCommission:	0
EthicsBoard:	0
FairCommission:	0
FinanceCommittee:	0
FirePoliceCommission:	0
BoardofHealth:	0
LibraryBoard:	0
ParksCommission:	0
PersonnelCommittee:	0
PlanCommission:	0
BoardofPublicWorks:	0
BoardofReview:	0
TechnologyCommission:	0
BoardofWaterCommissioners:	0
BoardofZoning:	0
WasteFacilitySiting:	0
WasteFacilitiesMonitoring:	0
CompanyNameJob1:	Deep Blue Adventures
TelephoneJob1:	ceased operations in 2008
StartDateandPositionJob1:	Aug 2007 / President
EndDateandPositionJob1:	Nov 2008 / President
CompanyNameJob2:	Skyway Airlines
TelephoneJob2:	ceased operations in 2008
StartDateandPositionJob2:	Jan 2001
EndDateandPositionJob2:	April 2008 / Airline Pilot
CompanyNameJob3:	USAF 440th Airlift Wing
TelephoneJob3:	

StartDateandPositionJob3:	Oct.1996
EndDateandPositionJob3:	July 2008
Signature:	Larry Gamble
Date:	4/30/2011
Signature2:	Larry Gamble
Date2:	4/30/2011
Address:	3121 W. Southwood Drive
PriorityListing:	
WhyInterested:	Keeping a vibrant economy is critical to maintaining our standard of living and providing the needed revenue to maintain municipal activities. I enjoy meeting with other business owners and think being able to extol the virtues of relocating or expanding a business in Franklin. In my scuba diving business, I met with business owners to market services. The business also earned awards for training programs and was the contracted training facility for several local fire/rescue dive teams.
CompanyAddressJob1:	7224 S. 76th Street Franklin, WI 53132
DescriptionofDutiesJob1:	Owner of small business corporation with two retail stores and training facilities that provided scuba diving lesson, rentals, repairs and sold new diving equipment. With two locations, Capital Drive in Milwaukee and 76th Street in Franklin; employed 4 full time personnel and 6 part time personnel.
AddressJob2:	1152 W. Rawson Ave. Oak Creek, WI 53154
DescriptionofDutiesJob2:	Flew passenger aircraft for Midwest Airlines subsidiary Skyway Airlines.
AddressJob3:	Pope AFB, NC
DescriptionofDutiesJob3:	Aircraft Maintenance Group Commanding Officer; I supervised the overall activities of 371 technicians servicing and maintaining 12 C-130 aircraft. Responsible for orderly transfer of aircraft, equipment and spare parts to Pope AFB, NC when the base closed. Received VIP's and conducted tours of the maintenance facilities during the Base Closure evaluations.
AdditionalExperience:	Excellent communications skills, at ease presenting information to groups large or small.
ClientIP:	173.89.37.13
SessionID:	s2hputvnpgnnj455tyvakpak

See Current Results

APPROVAL Slw	REQUEST FOR COUNCIL ACTION	MEETING DATE 03/06/12
REPORTS & RECOMMENDATIONS	REQUEST FROM FRANKLIN TRAILS COMMITTEE TO PURSUE ESTABLISHMENT OF A COMPLETE STREETS AND CONNECTIVITY ADVISORY BODY	ITEM NUMBER G.1.

At their January 19, 2012, meeting the Franklin Trails Committee approved a motion to notify the Common Council of intent to establish a Complete Streets and Connectivity Advisory Body and poll other Boards and Commissions for input and membership as an extension of the current Trails Committee responsibilities and goals.

At their February 7, 2012, meeting the Common Council approved a motion "to table to March 5, 2012, Committee of the Whole the request from the Franklin Trails Committee to pursue establishment of a Complete Streets and Connectivity Advisory Body." Due to the cancellation of the March 5, 2012 Committee of the Whole meeting, staff is forwarding this item to the March 6, 2012 Common Council meeting.

Members of the Franklin Trails Committee will be in attendance to make a presentation.

COUNCIL ACTION REQUESTED

Approval to allow the Franklin Trails Committee to pursue establishment of a Complete Streets and Connectivity Advisory Body.

APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE
Slw		March 6, 2012
REPORTS AND RECOMMENDATIONS	Authorization for the Trails Committee Chairman to letter petition Congressman Paul Ryan expressing concerns as to the elimination of Safe Routes to School program funding and dedicated federal funding for pedestrian and biking trails under the proposed H.R. 7, the American Energy and Infrastructure Jobs Act of 2012	ITEM NUMBER G.2.

Trails Committee Chairman and Plan Commissioner David C. Fowler has requested authorization to send the attached letter petition to Congressman Paul Ryan.

COUNCIL ACTION REQUESTED

A motion to authorize the Trails Committee Chairman to letter petition Congressman Paul Ryan expressing concerns as to the elimination of Safe Routes to School program funding and dedicated federal funding for pedestrian and biking trails under the proposed H.R. 7, the American Energy and Infrastructure Jobs Act of 2012.

March , 2012

Dear Congressman Ryan,

I am writing you today to voice my concerns with **H.R. 7, the American Energy and Infrastructure Jobs Act of 2012**. If I this bill passes the House floor and becomes law as it now stands, the bill would have the following impacts:

- Eliminates dedicated funding for trails, walking and bicycling;
- Eliminates a successful 30-year precedent of long-term dedicated funding for transit;
- Does away with the rail-trail eligibility category in the Transportation Enhancements (TE) program;
- Eliminates the Safe Routes to School program;
- Eliminates an excellent source of construction jobs, since trail, walking and bicycling projects create substantially more jobs per dollar than do highway projects;

At a time when communities of all shapes and sizes in Wisconsin are clamoring for more resources to enable people to walk, bike or take a trail to get where they're going, the federal government should not eliminate the very funding sources that support these activities.

These programs provide tremendous benefits, including economic development, improved safety, reduced dependence on foreign oil, improved health, independence for the elderly and differently abled, and much more.

I am particularly concerned with the elimination of the Safe Routes to School program. The City of Franklin, through the City Planning Commission, Trails Committee, and in partnership with the Franklin Public School System has been active in this program to improve the safety and awareness of non-vehicle access to our schools. Many students and city residents would like to be able to walk or bike in our community, but don't feel safe doing so; this condition traps many elderly and differently-abled person in their homes.

Please consider restoring revising the current bill to restore Safe Routes to Schools and provide funding more walking and biking infrastructure for the following reasons:

- By investing in walking and biking facilities over many years, communities have enabled their residents to walk and bike safely for their transportation needs.
- No other investment can promise such a great return across several diverse issues: less congestion; climate change; keeping dollars in a community and in residents' pockets in the face of high gas prices; freedom to participate in the community for those who cannot drive; and more exercise to address a growing obesity crisis.
- Trails lead to higher home and business property values along their corridors.

Thank you for considering this matter, and please feel free to contact me if you have any questions.

Sincerely,

David C. Fowler
City of Franklin Planning Commissioner
Chairman City of Franklin Trails Committee

APPROVAL Slw	REQUEST FOR COUNCIL ACTION	MEETING DATE March 6, 2012
REPORTS AND RECOMMENDATIONS	Donation from the late Mr. Hylas Kommers in the approximate amount of $2,200	ITEM NUMBER G.3.

The State of Wisconsin Unclaimed Property Unit contacted the City on March 1, 2012, and advised of the above-intended donation funds being held by it. Attached is a copy of the email and claim form provided by Mary Celentani, Unclaimed Property Administrator in the Office of the Wisconsin State Treasurer. She advised of her understanding from discussions with Mr. Kommers' family that the donation was in appreciation of the maintenance work provided by the City Department of Public Works for the Dutch Reformed Church Cemetery on West Ryan Road.

COUNCIL ACTION REQUESTED

A motion to gratefully accept the donation of approximately $2,200 from the late Mr. Hylas Kommers and to authorize the Mayor to execute and submit the claim form provided by the State of Wisconsin Unclaimed Property Unit.

Unclaimed Property Unit
PO Box 2114
Madison, WI 53701-2114

KURT SCHULLER
STATE TREASURER
STATE OF WISCONSIN
Phone: 608/267-7977
WISMISSINGMONEY.COM

03/01/2012

To: JESSE WESOLOWSKI
MUSKEGO

INSTRUCTIONS FOR COMPLETING UNCLAIMED PROPERTY CLAIM

In order to ensure payment to the rightful owners, please follow these instructions and provide the documents requested in order for your claim to be approved and paid.

ALL CLAIMANTS

1. **complete 1 & 2 of claim form**
2. **notarize claim form in Box 5 for claims of $2000 or more**
3. **attach copy of drivers license or other government-issued ID**
4. **attach document showing your social security number**
5. **attach document bearing your CURRENT address (such as a drivers license, bank statement, etc)**
6. **attach evidence of address in Box 4 of claim form OR document showing you conducted business with the business identified in Box 3**

REPORTED OWNER

1. **complete steps listed under ALL CLAIMANTS (grey area above)**
2. joint owners should sign claim form and provide current identification
   (1) if claiming as guardian or power of attorney, provide attorney documents when claiming on behalf of owner.
   (2) if claiming as custodian for a minor, provide documents showing minor's date of birth and social security number.

SURVIVING SPOUSE/HEIRS

1. **complete steps listed under ALL CLAIMANTS (grey area above)**
2. attach certified copy of owner's death certificate (will be returned to claimant upon request)
3. attach copy of owner's last will and testament
4. if no will exists, a Declaration of Heirship form **MUST** be completed ** **(AVAILABLE ON OUR WEBSITE www.statetreasury.wi.gov)**
5. in the event of multiple heirs, you will be paid only your share of the available funds. All heirs must file separate claims.

NOTE 1: if owner received MEDICAID for the cost of care please STOP and contact State Treasury at (608) 267-7977

NOTE 2: if probate estate is open, the personal representative should provide copy of the domiciliary letter and estate tax ID number

STOCKS/MUTUAL FUNDS OR BONDS/PRINCIPAL PAYMENTS

1. **complete steps listed under ALL CLAIMANTS (grey area above)**
2. attach ORIGINAL bond OR complete AFFIDAVIT OF LOST BOND**
3. complete a W-9** if claiming a MUTUAL FUND account (Adult Claimant or Custodian of a minor child.)
4. If you would like us to sell the stock/mutual funds and send you the proceeds, please contact this Office

CORPORATIONS/BUSINESSES

1. **complete steps listed under ALL CLAIMANTS (grey area above)**
2. attach business card or letterhead reflecting the name of the person signing claim form
3. provide FEIN (tax ID number) instead of social security number
4. if business no longer operating, provide copy of Articles of Dissolution or other document reflecting shareholders & percentage of ownership

****SUPPLEMENTAL FORMS MAY BE FOUND AT WWW.STATETREASURY.WI.GOV****

PLEASE ALLOW 90 DAYS FOR YOUR CLAIM TO BE REVIEWED.

We will contact you if additional information is needed to process your claim.

OFFICE OF STATE TREASURER
UNCLAIMED PROPERTY CLAIM

919272

Kurt Schuller, Treasurer
P.O. Box 2114
Madison, WI 53701-2114
WISMISSINGMONEY.COM

DO NOT PHOTOCOPY
PLEASE ALLOW 90 DAYS FOR YOUR CLAIM TO BE REVIEWED.

NOTE: Please complete this form and submit it, with your evidence of ownership (see instruction sheet), to the address indicated above.

1. Name and Present Address of Claimant - Include maiden name if any

2. Claimant is - All Applicable Boxes
- ☐ Reported owner of property
- ☐ If owner is deceased and was on MEDICAID see Note 1 in instructions
- ☐ Guardian or personal representative and attached are documents evidencing such authority
- ☐ Heir or legatee and attached is a copy of the will OR proof of heirship
- ☐ Claimant's relationship to owner _____
- ☐ Holder Refund

Social Security # of Reported Owner	Reported Owner Date of Birth
Your Social Security #	Your Date of Birth

Property ID **1006534**	Description **SAVINGS ACCOUNTS**
3. Business Reporting the Property **TRICITY NATIONAL BANK** **851 S 70TH ST** **OAK CREEK, WI 53154-**	Date Property was Remitted to the State **2005** Last Activity Date 04/02/1999 Cash Amount to Claim **$457.49**

4. Name(s) and Last Known Address(s) of Reported Owner
DUTCH REFORMED CHURCH CEMETARY UN
W167 S6847 OAKHILL DR MUSKEGO, WI 53150

Property ID **1567995**	Description **MATURED CERTIFICATES OF DEP**
3. Business Reporting the Property **TRICITY NATIONAL BANK** **851 S 70TH ST** **OAK CREEK, WI 53154-**	Date Property was Remitted to the State **2007** Last Activity Date 03/09/1992 Cash Amount to Claim **$1,667.37**

4. Name(s) and Last Known Address(s) of Reported Owner
DUTCH REFORMED CHURCH CEMETERY
W167S6847 OAKHILL DR MUSKEGO, WI 53150
KOMMERS HYLAS UN
W167S6847 OAKHILL DR MUSKEGO, WI 53150

5. ***ALL CLAIMANTS MUST SIGN THIS CLAIM FORM AND HAVE IT PROPERLY ATTESTED BY A NOTARY PUBLIC IF MORE THAN $2000.***
The named claimant hereby certifies that this claim for property presumed abandoned is valid and just, that all statements herein are true and correct, and that upon payment of this claim said Claimant will indemnify and hold harmless the State, its officers and employees, from any other valid claim to said property.

Subscribed and sworn to before me on _____

Notary Public County, State

My commission expires _____

Signatures of Claimants | Claimant's SSN or FEIN

Daytime telephone # _____

Email Address: _____

Any agreement with a locating firm to retrieve unclaimed property that has not been in the custody of the Office of the State Treasurer for at least 12 months is not enforceable per sec. 177.35(2), Wis.Stats.

Source		Reviewer	Approver
DIRECT CON	919272		

DEPARTMENT OF JUSTICE ACTION

☐ Approved ☐ Denied ☐ Hearing Ordered

By _____

Assistant Attorney General Date

APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE
Slw		03/06/12
Reports and Recommendations	**Review & Recommendation of City Ordinance related to Dog Bites by the Director of Health Services and Police Chief**	ITEM NUMBER G.4.

The Common Council has requested that the City of Franklin Police Chief and Director of Health Services review the current city ordinance related to dog bites and make recommendation regarding its application. For the Common Council's consideration the following review and recommendations have been prepared.

Background

The Common Council directed the Police Chief and Health Officer to review and to make recommendation(s) regarding the application of city ordinance related to a biting dog.
This directive was prompted after an incident occurred in September 2010 in which a dog bit both another domesticated dog and its owner during the same incident. The Police Department concluded that the incident occurred on private property. In addition, this dog bite episode was the first known occurrence of this particular dog biting either a person or another dog.

Dog or cat bites occur infrequently in the City of Franklin. In 2010, thirteen (13) dog and three (3) cat bites were investigated. In 2011, thirteen (13) dog bites and two (2) cat bites have been reported. Animal bite reports are usually filed with the City of Franklin by veterinarian clinics or through emergency/urgent care departments.

Like many pet owners, dog and cat owners often have strong emotional attachment to their pets. Even after bite instances, owners are often willing to comply with significant restrictions to prevent their pets from biting again. In addition, all residents believe that they should be afforded safe public places in the course of their daily activities. Current city ordinance outlines distinctions between public and private space as well as when and how a dog or cat may be 'at large' (off the owner's premises and under the control of the owner).

City Ordinance Chapter 80 'Animals' has four articles: I. Rabies Control; II. Dogs, Tiny Horses and Cats; III. Animal Fanciers; IV. Kennels. In March 2001 the Common Council revised Article I. Rabies Control. This revision improved the Police and Health Department investigations and the follow-up for animal bites, animal quarantine, and owner responsibilities.

Article II. Dogs, Tiny Horses and Cats adopts Wis. Stats. Chap. 174. The ordinance also provides a definition for "Vicious" meaning a dog, tiny horse, or cat which suddenly assaults or attacks a person while such person is walking or riding on any street, highway, or ally or within any other public area within the city. The characteristic 'vicious' also means a dog, tiny horse or cat with a propensity to attack or bite. Current city ordinance prohibits an owner from keeping a vicious dog within the city unless restrictive conditions are enforced upon the dog.

Statute does provides guidance for a court order to kill a dog if the court finds both of the following: (1) the dog caused serious injury to a person or domestic animal on two separate occasions off the

owner's property, without reasonable cause; and (2) the owner of the dog was notified or knew prior to the 2nd injury, that the dog caused the first injury.

Analysis

Current city ordinance provided adequate guidance for the Police and Health Departments surrounding the September 2010 dog bite incidence. City Ordinance Chapter 80 'Animals' may benefit from further review including the possible addition of a "Dangerous Dog" designation; conditions by which a vicious or dangerous dog or cat may be kept within the city limits; and the responsibilities of an owner. The following recommendation are recommend:

§ 80-9 Keeping of Vicious or Barking Dogs

A. No person shall knowingly keep, own or harbor any vicious dog or any dog which frequently or habitually barks, yelps or howls.

B. Whenever any dog has been found when unprovoked to inflict bodily harm on a person or domesticated animal on public property the dog shall on the first occasion be deemed a 'Dangerous Dog'. The owner of a Dangerous Dog must comply with the following requirements in order to keep the animal within the City of Franklin:

1. All Dangerous Dogs must be kept or harbored in a visibly fenced yard or securely leashed or chained to an immovable object when outside of the home.
2. All Dangerous Dogs shall be on a leash no longer than 10 feet and muzzled in a humane way while at large.
3. If the dog is kept in an apartment or condominium it must be leashed and muzzled when outside the dwelling on common or shared grounds.

C. Whenever any dog has been found, when unprovoked, to inflict bodily harm on a person or domesticated animal on public property on two or more separate incidents, said dog shall be deemed a 'Vicious Dog'. The owner of a Vicious Dog must comply with one of the following directives within 72 hours after service of a written notice by the city health officer or a police officer:

1. The dog shall be removed from the City of Franklin, or
2. The dog shall be euthanized. If the Franklin Police have issued a 10 day quarantine of the dog, you may not euthanize until 10 days after the bite, or
3. The dog shall remain within the owner's premises. The premises shall plainly display at all points of entrance a warning as to the vicious nature of the dog. In a privately owned house, the enclosure must be a visible fence. In an apartment or condominium all doors shall display a Vicious Dog warning and the dog shall not leave the apartment or condominium except on a leash no longer than 10 feet and muzzled in humane way while at large.

D. Whenever it shall be found, upon the complaint of any person residing within the city and upon investigation and verification by the Police Department, that any dog habitually barks, howls, yelps or in any other way disturbs the peace, such dog shall be removed from the city by the owner or keeper within 72 hours after service of written notice by the Police Department. In case of failure to do so, each day of such failure will constitute a separate offense.

Options

1. The Common Council may table further discussion of City Ordinance Chapter 80 'Animals'.
2. The Common Council may direct the City Attorney to review the recommendations of the Police Chief and Health Officer regarding Article II. 80-9 Keeping of Vicious or Barking Dogs.
3. The Common Council may direct the police, health, or other city departments to review and to provide recommendations for the entire Chapter 80 'Animal' ordinance.

Recommendation

The Police Chief and Health Officer recommend Option 2. Draft ordinance recommendations for Article II. are attached.

Fiscal Note

Depending on the Common Council direction there may be no fiscal impact.

COUNCIL ACTION REQUESTED

The Police Chief & Director of Health Services recommend Option 2 for approval.

Background

The Common Council directed the Police Chief and Health Officer to review and to make recommendation(s) regarding the application of city ordinance related to a biting dog. This directive was prompted after an incident occurred in September 2010 in which a dog bit both another domesticated dog and its owner during the same incident. The Police Department concluded that the incident occurred on private property. In addition, this dog bite episode was the first known occurrence of this particular dog biting either a person or another dog.

Dog or cat bites occur infrequently in the City of Franklin. In 2010, thirteen (13) dog and three (3) cat bites were investigated. In 2011, thirteen (13) dog bites and two (2) cat bites have been reported. Animal bite reports are usually filed with the City of Franklin by veterinarian clinics or through emergency/urgent care departments.

Like many pet owners, dog and cat owners often have strong emotional attachment to their pets. Even after bite instances, owners are often willing to comply with significant restrictions to prevent their pets from biting again. In addition, all residents believe that they should be afforded safe public places in the course of their daily activities. Current city ordinance outlines distinctions between public and private space as well as when and how a dog or cat may be 'at large' (off the owner's premises and under the control of the owner).

City Ordinance Chapter 80 'Animals' has four articles: I. Rabies Control; II. Dogs, Tiny Horses and Cats; III. Animal Fanciers; IV. Kennels. In March 2001 the Common Council revised Article I. Rabies Control. This revision improved the Police and Health Department investigations and the follow-up for animal bites, animal quarantine, and owner responsibilities.

Article II. Dogs, Tiny Horses and Cats adopts Wis. Stats. Chap. 174. The ordinance also provides a definition for "Vicious" meaning a dog, tiny horse, or cat which suddenly assaults or attacks a person while such person is walking or riding on any street, highway, or ally or within any other public area within the city. The characteristic 'vicious' also means a dog, tiny horse or cat with a propensity to attack or bite. Current city ordinance prohibits an owner from keeping a vicious dog within the city unless restrictive conditions are enforced upon the dog.

Statute does provides guidance for a court order to kill a dog if the court finds both of the following: (1) the dog caused serious injury to a person or domestic animal on two separate occasions off the owner's property, without reasonable cause; and (2) the owner of the dog was notified or knew prior to the 2nd injury, that the dog caused the first injury.

Analysis

Current city ordinance provided adequate guidance for the Police and Health Departments surrounding the September 2010 dog bite incidence. City Ordinance

Chapter 80 'Animals' may benefit from further review including the possible addition of a "Dangerous Dog" designation; conditions by which a vicious or dangerous dog or cat may be kept within the city limits; and the responsibilities of an owner.

Options

1. The Common Council may table further discussion of City Ordinance Chapter 80 'Animals'.
2. The Common Council may direct the City Attorney to review the recommendations of the Police Chief and Health Officer regarding Article II. 80-9 Keeping of Vicious or Barking Dogs.
3. The Common Council may direct the police, health, or other city departments to review and to provide recommendations for the entire Chapter 80 'Animal' ordinance.

Recommendation

The Police Chief and Health Officer recommend Option 2. Draft ordinance recommendations for Article II. are attached.

Fiscal Note

Depending on the Common Council direction there may be no fiscal impact.

§ 80-9 Keeping of Vicious or Barking Dogs

A. No person shall knowingly keep, own or harbor any vicious dog or any dog which frequently or habitually barks, yelps or howls.

B. Whenever any dog has been found when unprovoked to inflict bodily harm on a person or domesticated animal on public property the dog shall on the first occasion be deemed a 'Dangerous Dog'. The owner of a Dangerous Dog must comply with the following requirements in order to keep the animal within the City of Franklin:

1. All Dangerous Dogs must be kept or harbored in a visibly fenced yard or securely leashed or chained to an immovable object when outside of the home.
2. All Dangerous Dogs shall be on a leash no longer than 10 feet and muzzled in a humane way while at large.
3. If the dog is kept in an apartment or condominium it must be leashed and muzzled when outside the dwelling on common or shared grounds.

C. Whenever any dog has been found, when unprovoked, to inflict bodily harm on a person or domesticated animal on public property on two or more separate incidents, said dog shall be deemed a 'Vicious Dog'. The owner of a Vicious Dog must comply with one of the following directives within 72 hours after service of a written notice by the city health officer or a police officer:

1. The dog shall be removed from the City of Franklin, or
2. The dog shall be euthanized. If the Franklin Police have issued a 10 day quarantine of the dog, you may not euthanize until 10 days after the bite, or
3. The dog shall remain within the owner's premises. The premises shall plainly display at all points of entrance a warning as to the vicious nature of the dog. In a privately owned house, the enclosure must be a visible fence. In an apartment or condominium all doors shall display a Vicious Dog warning and the dog shall not leave the apartment or condominium except on a leash no longer than 10 feet and muzzled in humane way while at large.

D. Whenever it shall be found, upon the complaint of any person residing within the city and upon investigation and verification by the Police Department, that any dog habitually barks, howls, yelps or in any other way disturbs the peace, such dog shall be removed from the city by the owner or keeper within 72 hours after service of written notice by the Police Department. In case of failure to do so, each day of such failure will constitute a separate offense.

APPROVAL Slw	REQUEST FOR COUNCIL ACTION	MTG. DATE 3/6/12
Reports & Recommendations	**SUBJECT:** A resolution authorizing officials to execute a private property infiltration and inflow reduction funding agreement	**ITEM NO.** G.5.

BACKGROUND

Pursuant to the Common Council's approval of agreement with Ruekert-Mielke and Visu-Sewer for the completion of a Milwaukee Metropolitan Sewerage District (MMSD) sponsored private property infiltration and inflow reduction program, the MMSD as developed and submitted a funding agreement for the program.

ANALYSIS

The MMSD will be reimbursing the City for all out-of-pocket costs to complete the program based on the funding allotted to the City.

OPTION

Approve

or

Table

FISCAL NOTE

All out-of-pocket costs will be borne by the MMSD. The City will be responsible for the administration costs which will be handled by staff.

RECOMMENDATION

Motion to adopt Resolution No. 2012- _____ a resolution authorizing officials to execute a private property infiltration and inflow reduction funding agreement.

JMB/sg
Encl.

ca\Authorization for Agrmnt for Private Property I-I Reduction Funding 2012

STATE OF WISCONSIN: CITY OF FRANKLIN: MILWAUKEE COUNTY

RESOLUTION NO. 2012 - _____

A RESOLUTION AUTHORIZING CERTAIN OFFICIALS TO EXECUTE A PRIVATE PROPERTY INFILTRATION AND INFLOW REDUCTION FUNDING AGREEMENT (CITY WIDE) WITH MILWAUKEE METROPOLITAN SEWERAGE DISTRICT

WHEREAS, the Common Council at its regular meeting on December 20, 2011 entered into an agreement with Ruekert-Mielke consulting firm and Visu-Sewer to complete the private property infiltration and inflow reduction program; and

WHEREAS, as part of the consulting duties, a program was to be developed and presented to the Milwaukee Metropolitan Sewerage District for approval; and

WHEREAS, the attached agreement is a result of the City's submittal of the program.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Franklin that the Mayor and City Clerk are hereby authorized and directed to execute the private property infiltration and inflow reduction funding agreement on behalf of the City.

BE IT FURTHER RESOLVED, that the City Clerk is directed to send a signed copy of the private property infiltration and inflow reduction funding agreement to the Milwaukee Metropolitan Sewerage District.

INTRODUCED at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2012 by Alderman _____.

PASSED and approved by the Common Council of the City of Franklin this _____ day of _____, 2012.

APPROVED:

_____
Thomas M. Taylor, Mayor

ATTEST:

_____
Sandra L. Wesolowski, City Clerk

AYES _____ NOES _____ ABSENT _____

JMB/sg
Encl.

Resols\Auth to Execute Agrmnt for Private Property I-I Reduction Funding 2012

Funding Agreement

Private Property Infiltration and Inflow Reduction Agreement

This Agreement is made between the Milwaukee Metropolitan Sewerage District (District) with its principal place of business at 260 West Seeboth Street, Milwaukee, Wisconsin 53204-1446 and the City of Franklin (Municipality), with its municipal offices at 9229 West Loomis Road, Franklin, Wisconsin 53132.

WHEREAS, Wisconsin law, through Section 66.0301 Stats., authorizes any municipality to enter into an intergovernmental cooperation agreement with another municipality for the furnishing of services; and

WHEREAS, the District is responsible for collecting and treating wastewater from the Municipality's locally owned collection system; and

WHEREAS, the Municipality's sewers collect wastewater from lateral sewers located on private property and owned by private property owners; and

WHEREAS, during wet weather events stormwater enters lateral sewers through defective pipes and leaky joints and connections ("infiltration) and stormwater also enters lateral sewers from foundation drains, improper connections and other sources ("inflow"); infiltration and inflow increases the amount of wastewater that the District must collect and treat; and

WHEREAS, during wet weather events infiltration and inflow ("I/I") into privately owned sewers contributes to the risk of sewer overflows; and

WHEREAS, the District wishes to fund measures to reduce I/I from private property.

Now, therefore, for the consideration of the mutual promises made by the parties to this Agreement, the parties agree as follows:

1. Date of Agreement

This Agreement becomes effective immediately upon signature by both parties and shall ends when the Municipality receives final payment from the District; or when this Agreement is otherwise terminated as set forth herein.

2. District Funding

The District shall reimburse the Municipality for $72,500 in costs for the private property I/I control work described in Attachment A ("the Work") excluding work completed for the lateral rehabilitation.. The District funding shall be provided as a reimbursement upon completion of the Work. An additional $7,500 of reimbursement for the completed lateral rehabilitation work is contingent on the requirements detailed in Deliverables. Beyond the financial support for the Work, the District shall have no involvement in ownership, construction, maintenance or operation of the Work. The Municipality shall identify the District as a funder in informational literature and signage.

3. Procedure for Payment

The Municipality shall submit an invoice to the District not more often than monthly for the amount to be reimbursed. The invoice should include a documentation of all costs to be reimbursed. Invoices from consultants shall provide the hourly billing rates, if applicable, the hours worked by individuals, and a summary of the tasks accomplished.

Reports and invoices shall be submitted to:

Jerome Flogel, P.E.
Senior Project Manager
Milwaukee Metropolitan Sewerage District
260 West Seeboth Street
Milwaukee, WI 53204 – 1446

Final reimbursement will not be provided until the project is complete and the Deliverables identified in Attachment A have been received.

4. Changes in Work and Modifications to the Agreement

Any changes to the Work must be approved by the District, in writing, in advance. The District may not reimburse for work that is not included in Attachment A unless prior written approval from the District is obtained.

This Agreement may be modified only by a writing signed by both parties.

5. Ongoing Reporting Obligation

For a period of five years following the completion of the Work, the Municipality agrees to report to the District any problems which may arise with the completed Work. This information may be used by the District in planning future I/I reduction efforts.

6. Permits, Certificates and Licenses

The Municipality is solely responsible for ensuring compliance with all federal, state and local laws requiring permits, certificates and licenses required to implement the Work.

7. Public Bidding

In addition to the statutory requirements applicable to the Municipality, any work done and any purchases of materials and supplies involving an expenditure of greater than $25,000 shall be subject to public bidding, with a contract awarded to the lowest responsible bidder complying with the invitation to bid.

8. Responsibility for Work, Insurance and Indemnification

The Municipality is solely responsible for planning, design, construction and maintenance of the Work, including the selection and payment of consultants, contractors, and materials. The Municipality is solely responsible for ensuring compliance with Wisconsin prevailing wage law.

The District shall not provide any insurance coverage of any kind for the Work or the Municipality.

The Municipality shall defend, indemnify and hold harmless the District and its Commissioners, employees, and agents against any and all damages, costs, liability and expense whatsoever (including attorneys fees and related disbursements) arising from or connected with the planning, design, construction, operation or maintenance of the Work.

9. Terminating the Agreement

The District may terminate this Agreement at any time prior to commencement of the Work. After the Work has commenced, the District may terminate the Agreement only for good cause, such as, but not limited to, breach of agreement by the Municipality. The Municipality may terminate the Agreement at any time, but will not receive any payment from the District if the Work is not completed.

10. Exclusive Agreement

This is the entire Agreement between the Municipality and the District regarding reimbursement for Work.

11. Severability

If any part of this Agreement is held unenforceable, the rest of the Agreement will continue in effect.

12. Applicable Law

This Agreement is governed by the laws of the State of Wisconsin.

13. Resolving Disputes

If a dispute arises under this Agreement, the parties agree to first try to resolve the dispute with the help of a mutually agreed-upon mediator in Milwaukee County. Any costs and fees other than attorney fees associated with the mediation shall be shared equally by the parties. If the dispute is not resolved within 30 days after it is referred to the mediator, either party may take the matter to court.

14. Notices

All notices and other communications in connection with this Agreement shall be in writing and shall be considered given as follows:

- when delivered personally to the recipient's address as stated on this Agreement; or
- three days after being deposited in the United States mail, with postage prepaid to the recipient's address as stated on this Agreement.

15. No Partnership

This Agreement does not create a partnership relationship nor give the Municipality the apparent authority to make promises binding upon the District. The Municipality does not have authority to enter into contracts on the District's behalf.

16. Assignment

The Municipality may not assign any rights or obligations under this Agreement without the District's prior written approval.

17. Public Records

The Municipality agrees to cooperate and assist the District in the production of any records in the possession of the Municipality that are subject to disclosure by the District pursuant to the State of Wisconsin's Open Records Law, §§19.31-19.39, Wis. Stats. The Municipality agrees to indemnify the District against any and all claims, demands, and causes of action resulting from the Municipality's failure to comply with this requirement.

MILWAUKEE METROPOLITAN SEWERAGE DISTRICT

By: _____
Kevin L. Shafer, P.E.
Executive Director

Date: _____

Approved as to form:

_____
Attorney for the District

CITY OF FRANKLIN

By: _____
Thomas M. Taylor
Mayor

Date: _____

City Clerk:

_____
Sandi Wesolowski

Attachment A
Franklin Funding Agreement #1
Scope of Work

1. Background Information.

The City of Franklin sanitary sewer system is relatively new when compared to the 28 other communities in the District. The District first provided sanitary sewer service to Franklin in early 1970 with the completion of the interceptor that generally follows the Root River to W. Ryan Road (S.T.H. 100) and then flows to the east along W. Ryan Road.

Prior to the District's extension of sanitary sewer service to Franklin, three areas were developed with private sewerage treatment plants: (1) Rawson Homes Subdivision (S. 37th Place and S. 36th Street south of W. Rawson Avenue) was developed during the mid 1950's and have the oldest sanitary sewers in the City; (2) Phase I of the Mission Mills Subdivision (S. Mission Drive both north and south of W. Church Street and connecting streets to S. Mission Drive) was developed in the mid 1960's and (3) Phase I of the Root River Heights Subdivision (S. 60th, S. 59th and S. 58th Street south of W. Drexel Avenue) which also was developed in the mid 1960's and the only area in the City that has sanitary sewers were installed along the rear lot lines. A small area in the northeast corner of the City was provided sanitary sewer service in 1974 from a sanitary sewer located in the City of Milwaukee which serves the two mobile home parks south of W. College Avenue west of S. 27th Street.

The first major sanitary sewer project constructed by the City was the East Central Sanitary Sewer project that was constructed in 1970 and serves the general area west of S. 27th Street to S. 47th Street and from W. Ryan Road to W. Acre Avenue. Over the last four decades many sanitary sewer projects were constructed until at the present time, all but 4.26 percent of the City's population is served by sanitary sewers (over 95 percent of the City's population now has sanitary sewer service). The City sanitary sewer system consists of 1,011,186 feet or 191.5 miles of sanitary sewers ranging from 8 inch diameter to 36 inch diameter which has 4,570 manholes. Beginning with the mid 1960's, all sanitary sewer installations were inspected by full time on-site inspections. During the early years, the District provided inspection services and when the District discontinued providing communities with inspection services, the City employed consulting engineering firms to provide full time on-site inspections.

The private laterals were permitted and inspected by the City's plumbing inspector. Until 1991 the City employed a part-time plumbing inspector who worked under the direction of the Mayor and then a plumbing contractor which provided part-time plumbing inspection. During the years of part-time inspection of laterals, the actual condition of the laterals is unknown as the inspection was not continuous and in many cases handled after normal work hours.

The likelihood of finding foundation drains connected to the sanitary sewer system in the City of Franklin is very unlikely as beginning in 1954 the state plumbing did not allow foundation drains to be connected to the sanitary sewer system and the oldest sanitary sewers were installed in or after 1955. Homes constructed prior to 1955 were served by private onsite systems and were required to comply with the plumbing code when connecting to the sanitary sewer. Also, it is anticipated that very few if any downspouts from roof gutters are connected to the sanitary sewer system as smoke testing in the 1990's confirmed that smoke was not coming from roof tops. This is not the case with many of the older communities within the District.

It is the opinion of staff after living with the City Sanitary Sewer System for over four decades that the private laterals in the older developments are most likely to have leaky private laterals as the materials, installation techniques and inspection improved each year. Staff has observed through closed circuit television that root problems have developed in the older lateral system which is an indication of leaky laterals.

2. Description of Work to be Performed Including Strategies and Methods.

Based on staff's experience with the City's sanitary sewer system (City Engineer 42 years and Sewer and Water Superintendent 38 years) it is our recommendation that the "PP/II" program - the private lateral rehabilitation be centered around the oldest sanitary sewer system as they are more likely to have leaky laterals, and roots have been observed by closed circuit television in many of the older laterals which indicate leaks. (Note: Staff has a closed circuit main line camera and a camera that can travel within the sanitary sewer main line which will provide the viewing of the actual lateral all the way to the building foundation).

The most cost effective method to determine if an area has leaky sanitary sewers or sanitary sewer laterals is to meter small areas that flow into a specific area that can be metered. Staff has already begun metering the oldest sanitary sewers in the City located in the Rawson Homes Subdivision as follows: (1) S. 37th Place between W. Rawson Avenue and W. Madison Boulevard metered in the spring of 2010, (2) the area of S. 36th Street north of Madison Boulevard and the area of S. 36th Street and S. 37th Place south of W. Madison Boulevard metered in the spring of 2011. The result of the metering of Rawson Homes indicates a relatively high level of leaky laterals.

It is recommended that the next older sanitary sewer system, the first phases of Mission Hills and Root River Heights sanitary sewers that were installed in the mid 1960's be metered in six locations in the spring of 2012 to determine if these systems have a clear water problem. The metering would be performed during a three month period during the months of April, May and June. If Mission Hills and/or Root River Heights indicate high levels of inflow and infiltration, the next oldest in the East Central System would be recommended for flow metering.

As staff has identified that the Rawson Homes Subdivision has leaky laterals from the evidence of a root problem in the laterals and the high clear water flow that was metered during rain events, it is recommended that a pilot or demonstration program be developed to correct the leaky laterals on S. 37th Place from W. Rawson Avenue to W. Madison Boulevard. This area of 33 homes was selected as 2/3 of the homes do not have basements, the mainline sanitary sewers are transit pipe with long laying length, and the sanitary sewers are very shallow (5 to 6 feet deep) which should provide least costly rehabilitation process.

The pilot or demonstration project would be completed to ascertain if it is cost effective to rehabilitate the laterals, if the rehabilitation is accepted by the majority of property owners, and if the District's funding is sufficient for the total City. A brief description of the proposed project is as follows:

A. A public relations program would need to be developed as it will be necessary to obtain the permission of the 33 property owners to enter their property to conduct tests and rehabilitation of their laterals
B. That with the property owner's permission, the plumbing inspector inspects the eleven (11) homes with basements.
C. That, with the property owner's permission, a private sewer contractor would be hired to root cut and clean approximately ten laterals that were clogged with roots during an initial CCTV inspection.
D. That, with the property owner's permission, dye would be injected on top of the lateral (at three locations - one at the bottom of the ditch, one near the foundation of the home and one in the middle between the first two).
E. That, with the aid of closed circuit television in the main line sanitary sewer, the flow of the dye water that enters a lateral would be observed for each of the 33 laterals.
F. The result of the dye study will be reviewed by the consultant, and a recommendation made as to the action to be taken, if any, on each lateral.

3. Reimbursement of sewer relining cost of $7,500 at 7333 South 37th Street located in the Rawson Homes Subdivision (see attached documentation).

This Work Plan includes the investigation work to inspect the interior and exterior of 33 properties on 37th Place, the root cutting and cleaning of ten laterals that were clogged during an initial CCTV screening, the dye testing and televising of 33 private laterals, the benchmark flow monitoring at six locations in the City's oldest subdivisions and the reimbursement of $7,500 to reline a lateral at 7333 South 36th Street.

4. Public Information and Education (I&E) Plan.

The City will take the lead in the I&E Program. They will be assisted by the Ruekert/Mielke Project Manager and Mr. Tom Feiza (Mr. Fix-It) at a neighborhood meeting. A letter will be sent to each homeowner seeking their cooperation and access to inspect their property and sewer

lateral. The City also anticipates using some of the I&E material already prepared by the MMSD.

5. Cost Estimate of Work.

Staff has negotiated a proposal with Ruekert/Mielke and have compared costs with the costs provided to the District and have found them very comparable. It has also negotiated a contract with Visu-Sewer to perform the closed circuit television, dye flooding and ditch flooding. The costs submitted are unit costs and the estimated expenditures for the pilot or demonstration program are as follows:

A.	Ruekert/Mielke		
1.	Lateral inspection and external house inspection 33 @ $125 each	$ 4,125	
2.	Summary of inspection report 33 @ $25/each	825	
3.	Prepare MMSD work plan, administration and one staff meeting	3,500	
4.	Review lateral inspection and recommend rehabilitation method 33 @ $25/house	825	
	Subtotal for pilot study:	$ 9,275	
5.	Flow Metering in Root River Heights and Mission Hills (3 meters each) 6 meters for 12 weeks @ $400/meter week	$28,800	
	Reports of results @ $500/meter	3,000	
	Subtotal for metering:	$31,800	
	TOTAL Pilot Study and Metering:		$41,075
B.	Visu-Sewer		
1.	Camera set-up in five manholes @ $350/each	$ 1,750	
2.	Set-up camera to launch in lateral 33 @ $190/each	6,270	
3.	Camera inspection of lateral @ 0.75/ft. (33 laterals @ 60 Ft.)	1,485	
4.	Lateral dye injection, 3 per lateral 33 laterals @ $250/each	8,250	
5.	Sonde location of laterals 33 @ $125/each	4,125	
	TOTAL for pilot study:		$21,880
	TOTAL COST for Ruekert/Mielke and Visu-Sewer		$62,955

In addition to the above cost, it is estimated that in order to run a camera through each lateral, some laterals may require root cutting - estimate about 10 @ $350/lateral or $3,500. Also, some consulting time may be necessary for public information to create brochures and exhibits -

estimate $5,000. The building inspection's plumbing inspector will make the inside inspections of the eleven homes with basements. It is estimated that the eleven inspections would take two hours each for 22 hours at $46.30 per hour including benefits or a billable cost to the District of $1,018.60 - use $1,020.

Sewer lateral relining cost at 7333 S. 36th Street $7,500.00

The total project cost is estimated as follows:

A.	Consultant fees	$62,955
B.	Lateral cleaning	3,500
C.	Public relations	5,000
D.	Inspection	1,020
E.	Lateral relining	7,500
	TOTAL	$79,975

6. Schedule of Work

- Flow Monitoring
  April - June 2012
- Internal House Inspections
  May - June 2012
- Sewer Lateral Dye Testing and CCTV
  May - June 2012
- External House Inspections
  May - June 2012
- Final Report with Recommendation and Estimate of Costs
  July 2012
- Public Relations
  March - July 2012

7. MMSD Reimbursement Requests

	February	March	April	May	June	July
Work Plan & Admin.	2,500			500		500
Flow Monitoring			10,000	10,000	8,800	3,000
Public Relations	3,000	1,000				1,000
Lateral Reimbursement	7,500					
Internal House Inspections					1,020	
External House Inspection					4,950	
Lateral Cleaning				3,500		
Lateral Dye and TV				10,000	11,800	
	$13,000	$1,000	$10,000	$24,000	$26,650	$4,500

8. Procurement Process

- Investigative Work - The City interviewed six firms for the engineering and inspection work and selected Ruekert & Mielke, Inc. and Visu-Sewer using the QBS process.
- Sewer Cleaning - Quotes will be obtained from local plumbing contractors.
- Sewer Relining - Homeowner selected Badger Plumbing and Excavation

9. Data Collection

- Sewer CCTV - Recorded in a log book and on digital video media.
- External House Inspection - recorded in digital file using eFields™ .
- Internal House Inspection - Recorded on paper forms.
- Flow Monitoring - Recorded in digital file.

10. Goals and Anticipated Outcomes

ANALYSIS

It is staff's recommendation that the City participate in the private property inflow and infiltration (PP/II) program that has been established and funded by the District. The proposed program would look at the oldest sanitary sewers and laterals to determine areas that have potential for excessive clean water from entering the sanitary sewer system. These areas can initially be identified through metering sections of the sanitary sewer system. It is staff's recommendation to proceed until excessive clear water is not found.

At the same time, funds are available to solve local drainage problems on private property on which water has entered the basement of homes or has the potential of entering basements of homes. This work will proceed in subsequent phases.

OPTIONS

Proceed on a pilot project to identify laterals that require rehabilitation and bring that information back to the Common Council for the review and action prior to proceeding with any construction of lateral rehabilitation. At the same time, through metering, obtain a better understanding how wide spread lateral rehabilitation is needed. Also, to proceed to identify areas with private property drainage problems where clear water enters basements.

It is also anticipated that the I&E Program will make the public aware of the consequences of PPII.

11. Content of Project Completion Report

- Internal House Inspection Reports and Findings
- External House Inspection Reports and Findings

- Flow Monitor Summary Report and Findings
- Lateral CCTV Logs and Findings
- Cost Estimates to Fix Defects
- Summary of Results, Defect Scoring, Recommendation of Cost Effective Repairs and Flow Summary Analysis

12. Photo/Video Documentation

Digital files will be prepared for all phases of the work with the exception of the internal house inspections.

13. Maps and Attachments. (See Attached)

14. Deliverables

1. Notification of and opportunity for participation in project related meetings including public meetings, contractor meetings, and Council meetings.
2. Samples of public outreach materials including notification letters, consent agreements, and general information materials.
3. The City will provide a summary report to the District consisting of:
    a. Spreadsheet list of properties included in the project with tax id, address, and columns indicating which work tasks were applied to each property. (house inspection, lateral inspected, and defects found.)
    b. Digital data or subset of data (including photos) as desired by the District,
    c. Property rehabilitation recommendations and cost estimates.
    d. Summary of public outreach and education program including strategies for success and response rate.
    e. Flow monitoring results and interpretation.
    f. Lessons learned including field work activities, planning/design process, and public outreach and education efforts.
4. Completed Lateral Rehabilitation work
    a. Evidence of the pre work condtion of the lateral as contributing clear water to the system
    b. Verification of the completed work satisfactory to City standards , State codes, and the goal of eliminating clear water from the system.
    c. Conclusion upon completion of the investigative work in the surrounding target area that the rehabilitation completed is consistent in methods and cost with the recommendations by the Engineer for the adjacent properties.

APPROVAL Slw	REQUEST FOR COUNCIL ACTION	MTG. DATE 3/6/12
Reports & Recommendations	**SUBJECT:** Extension of sanitary sewer on W. Ryan Road from a point 850 feet east of S. 112th Street to the Franklin/Muskego city limits	**ITEM NO.** G.6.

BACKGROUND

Pursuant to the direction of the Common Council at their regular meeting of December 20, 2011 relative to extending sanitary sewer in the subject area of W. Ryan Road, please see the attached letter to the property owners and the survey results.

ANALYSIS

It appears to staff this project could be broken down into three stand-alone sections as follows:

1. The area east of S. 112th Street
2. The area between S. 112th Street and W. Loomis Road
3. The area west of W. Loomis Road

It appears that the results show that all the property owners east of S. 112th Street are against the extension of sanitary sewer and a strong majority is in favor of the extension west of S. 112th Street.

OPTIONS

Action to direct staff to proceed with the necessary action to install sanitary sewer subject to a public hearing on the area west of S. 112th Street.

FISCAL NOTE

Cost for said extension would be financed by special assessment charges and sanitary sewer connection and/or impact fees.

RECOMMENDATION

Motion to staff to proceed with the next step for the installation of sanitary sewer on W. Ryan Road from S. 112th Street to the Franklin/Muskego city limits.

RJR/sg
Encl.

CA\Extension of Sanitary Sewer on Ryan Rd from 112 St to City Limits 2012

Tax Key No: «PARCEL_ID»
Property Address: «PROPERTY_ADDRESS1»

January 26, 2012

«OWNER_NAME»
«OWNER_NAME_2»
«MAILING_ADDRESS»
«CITY», «STATE» «ZIP»

Good Day!

Please be advised that the Franklin Common Council, after receiving a request for the extension of sanitary sewer from a number of property owners fronting W. Ryan Road, from a point 850 feet east of S. 112th Street west to the Franklin/Muskego City limits, has directed the Engineering Department to survey the property owners abutting said section of W. Ryan Road to ascertain whether the majority of the property owners are "in favor of" or "against" the extension of sanitary sewer. A sanitary sewer extension is now possible due to the construction of the Ryan Creek Interceptor (RCI) which is now in process. The Ryan Creek Interceptor is a major transmission sanitary sewer with no local service connections. It is City policy to assess the cost of the local sanitary sewer system that will provide local service. It is possible to install the local sanitary sewer on W. Ryan Road at the same time the RCI is being installed, which would eliminate future disturbance to the roadway area.

The estimated maximum assessment cost based on 2012 cost to extend sanitary sewers to serve the above described are as follows:

<u>One and Two Family Residentially Zoned Property</u>
2012 rate: $81.26/front foot

<u>Business, Industrial & Multi-Family Zoned Property</u>
2012 rate: $105.50/front foot

In addition to the front foot charge a lateral will be included for each existing building. The cost of the lateral is estimated to be $3,250 each. Additional laterals can be requested for future connections.

In addition to the above special assessment costs as stated above, the property owner would need to incur the cost to extend the sanitary sewer lateral from the street right of way to the building. The cost to extend the lateral from the street line to the building will vary from parcel to parcel depending on the distance that the building is from the street right-of-way line, tightness of the construction site, soil conditions and the condition of the existing plumbing within the building. Connection to the sanitary sewer is required within one year after the installation of the sanitary sewer is completed.

At the time of connection to the sanitary sewer the property owner must also pay a connection/impact fee. This fee has not yet been established for the Ryan Creek Service area, but the City's consultant has recommended a fee in the general level of <u>$ 2,900</u> for a single family residence. This fee is paid at the time of connection to the sanitary sewer when the plumbing permit is applied for.

In addition to the actual installation cost of sanitary sewer, a sanitary sewer service charge is billed to the property owner on a quarterly basis. The present fee for a single-family home is $52.01 per quarter (on a monthly basis, this is $17.34).

The following is an example of the sanitary sewer assessment for a 150-foot wide lot based on 2012 charges:

<u>One and Two Family Residentially Zoned Property</u>	
150 ft. x $81.25 per Foot	$ 12,187.50
Lateral Cost	$ 3,250.00
Total Assessment Cost:	$ 15,437.50

<u>Business, Industrial & Multi-Family Zoned Property</u>	
150 ft. x $105.50 per Front Foot	$ 15,825.00
Lateral Cost	$ 3,250.00
Total Assessment Cost	$ 19,072.00

Based on the above information each property owner should be able to calculate the assessment charge by taking the lot frontage times the rate.

As stated above a connection fee/impact fee is in the process of being established by the elected officials. The recommended fee is $2,900.00 for single-family and the fee for non-residential will vary based on the type of operation and the amount of waste discharged.

(Note: In addition to the above costs, the property owner would incur the cost to extend the lateral from the lot line into the home (structure) and the connection to the existing plumbing within the house (structure). The City code requires connection within one year after the sanitary sewer is completed.)

The City's assessment policy provides for a twelve (12) year payment program at the current interest rate, which is now at six (6) percent.

Please indicate on the enclosed form whether you are "in favor of" or "against" the extension of sanitary sewer to your property and using the self-addressed, stamped envelope, return the form on or before February 24, 2012.

The results of the survey will be placed on the March 6, 2012 Common Council meeting agenda. The Common Council meets in City Hall, 9229 W. Loomis Road, at 6:30 p.m.

Please note that the questionnaire will only be counted if returned by the deadline date noted above. <u>The Common Council has ordered staff to maintain strict compliance with the return deadline.</u>

If you have any questions, please feel free to contact me, weekdays between the hours of 8:30 a.m. until noon and 1:00 p.m. until 5:00 p.m. at (414) 425-7510.

Very truly yours,

John M. Bennett, P.E.
City Engineer

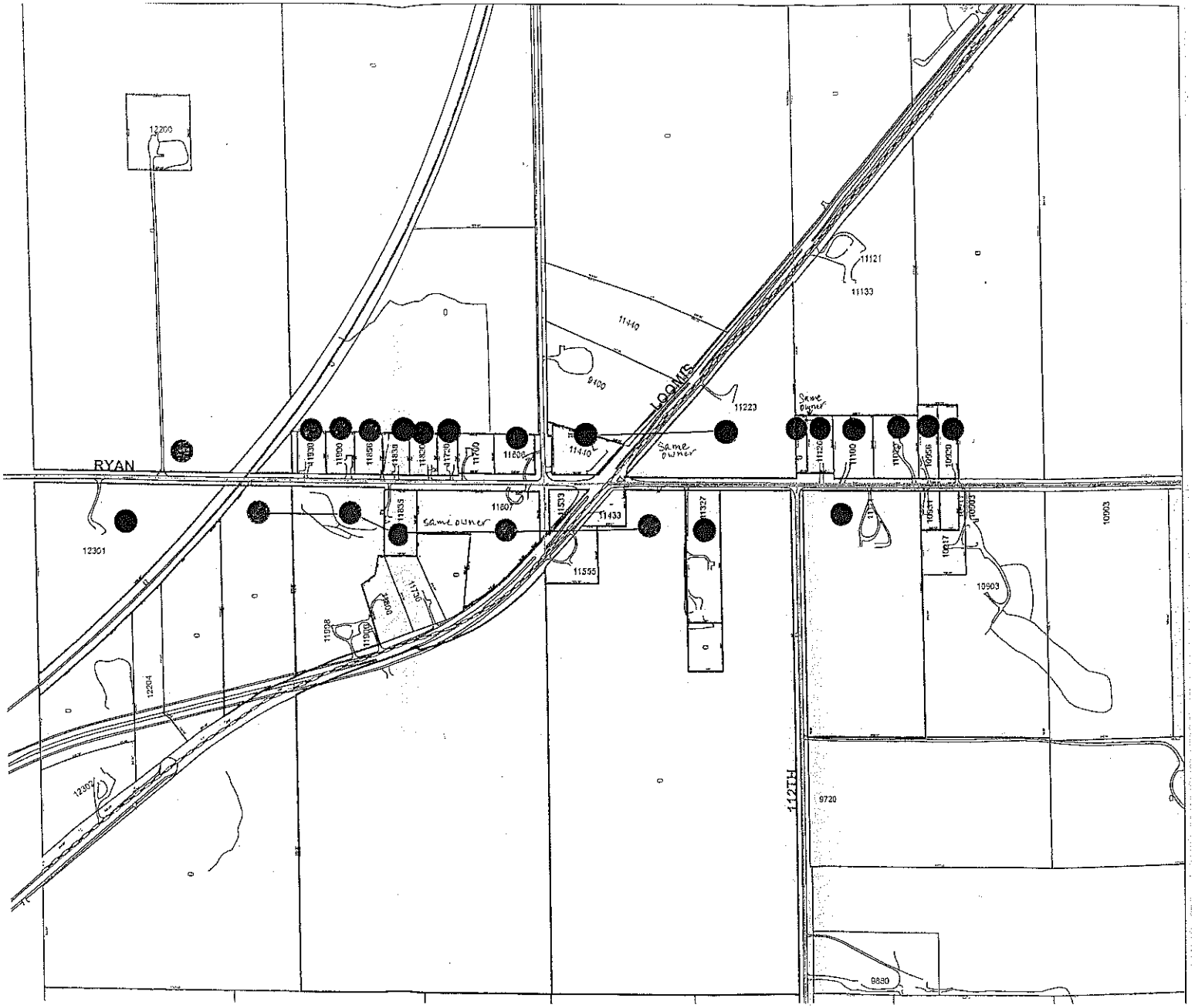
JMB/db/sr
Enc.
cc: Mayor Thomas M. Taylor
Aldermen Ken Skowronski
City Clerk, Sandra Wesolowski
Business Administrator, Mark Luberda

RYAN ROAD SANITARY SEWER EXTENSION SURVEY

(Fronting Ryan Rd, from 112th St west to City Limits)

FOR	AGAINST	PARCEL ID	PROPERTY ADDRESS	OWNER NAME	MAILING ADDRESS	CITY	STATE	ZIP
X		889 9991 006	11440 W Loomis Rd	John Lemke	8320 Virginia Cir	Wind Lake	WI	53185
X		889 9992 000	11223 W Loomis Rd	John Lemke	8320 Virginia Cir	Wind Lake	WI	53185
	X	889 9994 001	11126 W Ryan Rd	Richard & Sharon Larscheidt	11126 W Ryan Rd	Franklin	WI	53132
	X	889 9994 002	W Ryan Rd	Richard & Sharon Larscheidt	11126 W Ryan Rd	Franklin	WI	53132
	X	889 9995 000	11100 W Ryan Rd	Gregory Septon	11100 W Ryan Rd	Franklin	WI	53132
	X	889 9996 000	11020 W Ryan Rd	Jeffrey Biondich	11020 W Ryan Rd	Franklin	WI	53132
	X	889 9997 000	10956 W Ryan Rd	Laurence & Sandra Hinz	10956 W Ryan Rd	Franklin	WI	53132
	X	889 9998 000	10920 W Ryan Rd	Ross & Jennifer Meyer	10920 W Ryan Rd	Franklin	WI	53132
X		890 9991 001	W Ryan Rd	Franklin DC Land LLC	20975 Swenson Dr #325	Waukesha	WI	53186
X		890 9993 000	11900 W Ryan Rd	Michael & Lisa Ciesinski	11900 W Ryan Rd	Franklin	WI	53132
X		890 9992 000	11930 W Ryan Rd	Eric & Michelle Balcerowski	11930 W Ryan Rd	Franklin	WI	53132
X		890 9994 000	11856 W Ryan Rd	William & Jeanette Johnson	4095 Lake Shore Dr	Rhinelander	WI	54501
X		890 9995 000	11838 W Ryan Rd	John & Kathleen Sifuentes	11838 W Ryan Rd	Franklin	WI	53132
	X	890 9996 000	11820 W Ryan Rd	Timothy & Heather Behling	11820 W Ryan Rd	Franklin	WI	53132
X		890 9997 000	11720 W Ryan Rd	Thomas & Alice Benning	11720 W Ryan Rd	Franklin	WI	53132
		890 9998 001	11700 W Ryan Rd	Daniel & Dawn Merritt	11700 W Ryan Rd	Franklin	WI	53132
	X	890 9998 002	11606 W Ryan Rd	Rebecca Higby	11606 W Ryan Rd	Franklin	WI	53132
X		891 9989 001	11906/08 W Loomis Rd	A & E Realty LLC	11835 W Ryan Rd	Franklin	WI	53132
X		891 9989 003	11835 W Ryan Rd	Michael & Joanne Zolecki	11835 W Ryan Rd	Franklin	WI	53132
X		891 9989 004	11607 W Ryan Rd	Loomis Road Properties LLC	11835 W Ryan Rd	Franklin	WI	53132
X		891 9993 000	W Ryan Rd	Loomis Road Properties LLC	11835 W Ryan Rd	Franklin	WI	53132
	X	891 9994 000	12301 W Ryan Rd	Frank & Pamela Janiszewski	12301 W Ryan Rd	Franklin	WI	53132
		891 9995 000	W Ryan Rd	WI Electric Power Co	231 W Michigan St	Milwaukee	WI	53203
		892 9989 002	W Ryan Rd	Joseph Heritz	10931 W Ryan Rd	Franklin	WI	53132
		892 9990 000	10931 W Ryan Rd	Joseph Heritz	10931 W Ryan Rd	Franklin	WI	53132
	X	892 9991 000	11111 W Ryan Rd	Robert Diedrich	11111 W Ryan Rd	Franklin	WI	53132
X		892 9992 000	W Ryan Rd	Loomis Road Properties LLC	11835 W Ryan Rd	Franklin	WI	53132
X		892 9994 000	11327 W Ryan Rd	Eugene & Marlene Magarich	11327 W Ryan Rd	Franklin	WI	53132
		892 9997 000	11533 W Ryan Rd	Wisconsin State Of	P O Box 798	Waukesha	WI	53187-0798
14	10							

Ryan Road
From a pt.
850' east of
S. 112th St.
to the
Franklin/Muskego
City Limits



●-AGAINST
●-FOR

APPROVAL Slw	REQUEST FOR COUNCIL ACTION	MTG. DATE 3/6/12
Reports & Recommendations	**SUBJECT:** Survey of property owners on the west side of S. 76th Street from W. Puetz Road to W. Faith Drive relative to providing sanitary sewer and/or water service prior to the reconstruction of S. 76th Street by Milwaukee County.	**ITEM NO.** G. 7.

BACKGROUND

Pursuant to the direction of the Common Council at their regular meeting of January 10, 2012, relative to extending sanitary sewer and/or water main to areas along the west side of S. 76th Street from W. Puetz Road to W. Faith Drive, please be advised that the survey results are available and shown on the attached sheets. Staff surveyed a total of seven (7) areas – three for the extension of sanitary sewer and four for the extension of water main. (Note: Some areas had both sanitary sewer and water.)

Please note that lately staff has learned that there is a good possibility that the County will be postponing the reconstruction of S. 76th Street until the 2014 construction season rather than the 2013 construction season.

ANALYSIS

Please note from the map, indicating properties for or against the sanitary sewer and water main, that only one area indicated that a majority would like to see the extension of both sanitary sewer and water main. That area being the area between W. Forest Hill Avenue and W. Norwood Lane where two of the three properties voted for both sanitary sewer and water main and the third property did not vote. In all the remaining areas only one property owner voted for water main and none for sanitary sewer. Please note that one survey was received late and was in favor of water main for the water main extension from W. Puetz Road to W. Lake Pointe Drive – with this survey the vote in this area is two for and two against.

OPTIONS

Policy decision as how to proceed.

FISCAL NOTE

The cost of the sanitary sewer and water main would be financed through special assessments and sewer and water impact/connection fees.

RECOMMENDATION

Policy decision by the Common Council. The only area that indicted positive results was in the area between W. Forest Hill Avenue and W. Norwood Lane. This area had two votes in favor – none against - one not voting. All other areas, a majority did not vote for the installation of sanitary sewer and water main extension.

JMB/db

Enc.

APPROVAL	REQUEST FOR COUNCIL ACTION	MTG. DATE 1/10/12
Reports & Recommendations	**SUBJECT:** Consideration for installing sanitary sewer and water main on S. 76th Street in areas where none are available prior to Milwaukee County reconstructing S. 76th Street between W. Terrace Drive and W. Puetz Road in 2013.	**ITEM NO.**

BACKGROUND

Pursuant to the Milwaukee County's plan to reconstruct S. 76th Street from W. Terrace Drive to W. Puetz Road, staff recommends that the City consider the extension of sanitary sewer and/or water main to the areas on the west side of S. 76th Street that do not have sanitary sewer and/or water main.

ANALYSIS

In the past for the reconstruction of W. Rawson Avenue and W. Ryan Road, the City staff has considered the installation of sanitary sewer and water main and has surveyed the abutting property owners. As the City has a maximum assessment rate for sanitary sewer and water main, staff has recommended to the Common Council in the past, that the property owner be informed that if the installation is not completed prior to the road reconstruction, that the future assessment for said installation would reflect the additional cost due to the new pavement.

OPTIONS

The staff recommends consideration of one of the following alternatives:

a. Proceed with design without a survey.
b. Survey the property owners with the understanding that if the facilities are not installed prior to the reconstruction of S. 76th Street the assessments would increase based on the additional cost.

FISCAL NOTE

Water main extensions:	Project Cost	$460,974
	Amount Assessed	$241,655
	Amount from Connection/Impact Fee	$219,319
Sanitary sewer extensions:	Project Cost	$221,550
	Amount Assessed	$112,445
	Amount from Connection Fees	$109,105

RECOMMENDATION

Motion "A"

Motion to authorize staff to survey the property owner on the west side of S. 76th Street between W. Terrace Drive and W. Puetz Road to ascertain if they wished to have sanitary sewer and water main installed in areas without such facilities based on the condition that if installed after the reconstruction the additional cost would be included in the assessment.

Motion "B"

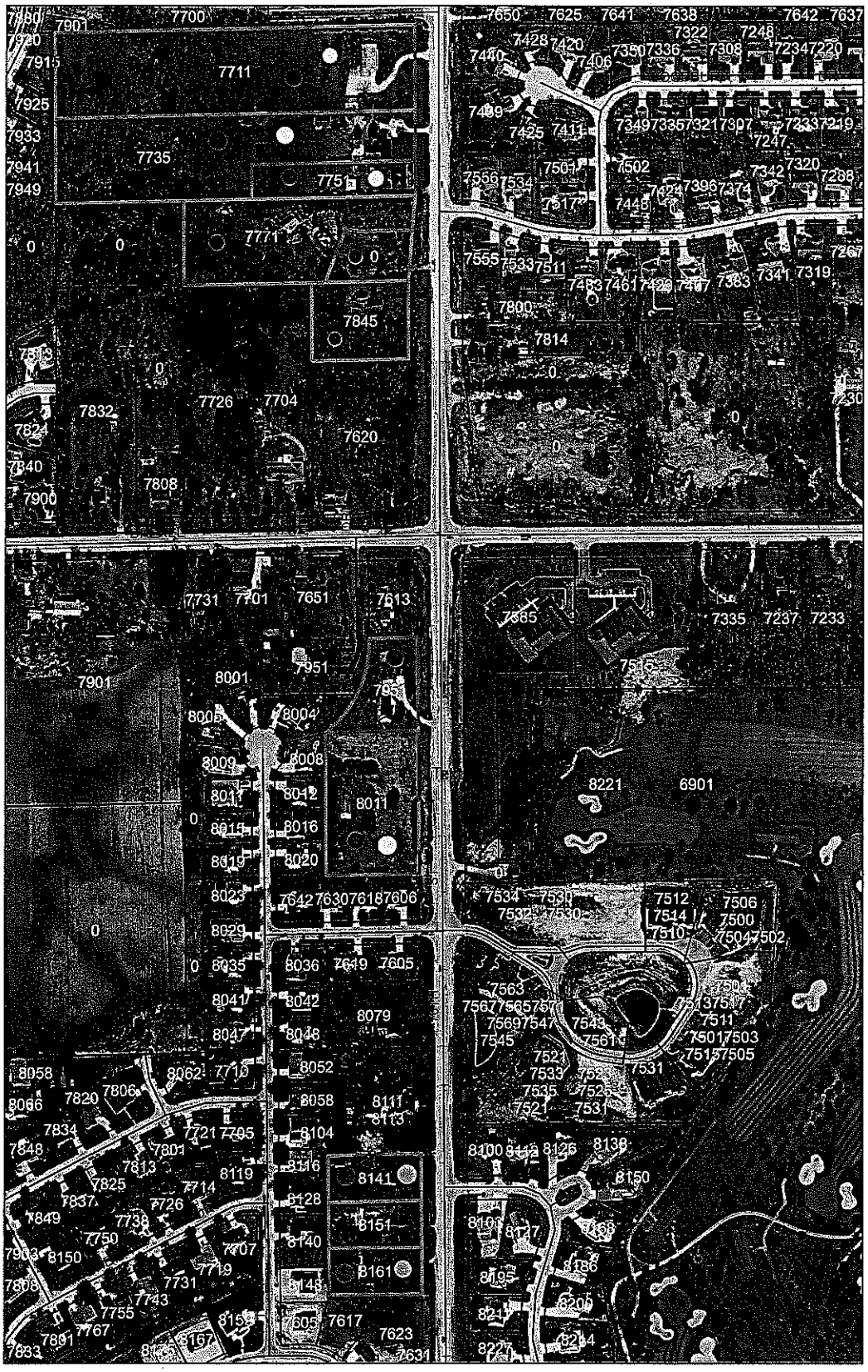
Direct staff to proceed with the necessary steps to have sanitary sewer and water main installed at this time without a survey.

RJR/db
Enc.

76th Street Reconstruction FOR or AGAINST Sanitary Sewer Water Surveys 2012

FOR	AGAINST	PARCEL_ID	OWNR_NAME1	ADDRESS	OMAIL_STRE	OMAIL_CITY	OMAIL_	OMAIL_ZIP
	X	792 9990 000	Thomas C Kyser	7711 S 76TH ST	7711 S 76TH ST	FRANKLIN	WI	53132
	X	792 9992 000	Vincent P Gallo IV	7751 S 76TH ST	7751 S 76TH ST	FRANKLIN	WI	53132
	X	792 9991 000	Dennis F & Joanne L Schaefer	7735 S 76TH ST	7735 S 76TH ST	FRANKLIN	WI	53132
			76th **Sanitary Sewer** from 660' North of W. Drexel to W. Faith Dr.					
X		803 9996 000	Richard R & Maxine M Eddy	8141 S 76TH ST	8141 S 76TH ST	FRANKLIN	WI	53132
		803 9997 000	Robert & Tricia McCuen	8151 S 76TH ST	8151 S 76TH ST	FRANKLIN	WI	53132
X		803 9998 000	George G & Victoria Rakowski	8161 S 76TH ST	8161 S 76TH ST	FRANKLIN	WI	53132
			76th **Sanitary Sewer** Forest Hill to Norwood Lane					
	X	803 9980 001	Jerome & June Dybul	8011 S 76TH ST	P.O. Box 313	Mukwonago	WI	53149
2	**4**	**TOTAL SEWER**	76th **Sanitary Sewer** Norwood to a pt. 763' north					
	X	792 9990 000	Thomas C Kyser	7711 S 76TH ST	7711 S 76TH ST	FRANKLIN	WI	53132
	X	792 9992 000	Vincent P Gallo IV	7751 S 76TH ST	7751 S 76TH ST	FRANKLIN	WI	53132
	X	792 9993 001	Blase & Cathleen Catanese	7771 S 76TH ST	7771 S 76TH ST	FRANKLIN	WI	53132
	X	792 9999 001	John E & Dianne M Tice	7845 S 76TH ST	7845 S 76TH ST	FRANKLIN	WI	53132
	X	792 9993 002	Blase & Cathleen Cantanese	0 S 76TH ST	7771 S 76TH ST	FRANKLIN	WI	53132
	X	792 9991 000	Dennis F & Joanne L Schaefer	7735 S 76TH ST	7735 S 76TH ST	FRANKLIN	WI	53132
			76th **Water Main** W. Drexel to W. Faith Dr.					
X		803 9996 000	Richard R & Maxine M Eddy	8141 S 76TH ST	8141 S 76TH ST	FRANKLIN	WI	53132
		803 9997 000	Robert & Tricia McCuen	8151 S 76TH ST	8151 S 76TH ST	FRANKLIN	WI	53132
X		803 9998 000	George G & Victoria Rakowski	8161 S 76TH ST	8161 S 76TH ST	FRANKLIN	WI	53132
			76th **Water Main** Forest Hill to Norwood Lane					
	X	803 9979 000	Gregory A & Anne M Fox	7951 S 76TH ST	7951 S 76TH ST	FRANKLIN	WI	53132
	X	803 9980 001	Jerome & June Dybul	8011 S 76TH ST	P.O. Box 313	MUKWONAGO	WI	53149
			76th **Water Main** Norwood to a pt. 763' north					
		838 9984 000	2 MIKE'S LLC	8547 S. 76TH ST	6500 INDUSTRIAL LO	GREENDALE	WI	53129
X		838 9995 000	Elisabeth & Steven Joyal	8601 S. 76TH ST	8601 S 76TH ST	FRANKLIN	WI	53132
	X	838 9996 000	Joseph L & Ann M Banas	8635 S. 76TH ST	8635 S 76TH ST	FRANKLIN	WI	53132
X		838 9998 000	Robert J Lask [**Received late**]	8647 S. 76TH ST	8647 S 76TH ST	FRANKLIN	WI	53132
	X	838 9997 002	Teri Ann M Gudynowski	8623 S. 76TH ST	3832 S 78TH ST	MILWAUKEE	WI	53220
		838 9985 000	2 MIKE'S LLC	8567 S. 76TH ST	6500 INDUSTRIAL LO	GREENDALE	WI	53129
4	**10**	**TOTAL WATER**	76th **Water Main** Puetz Road to Lake Pointe Drive		Excel/76th St. Recons For/Against Sewer/Wtr 2012			

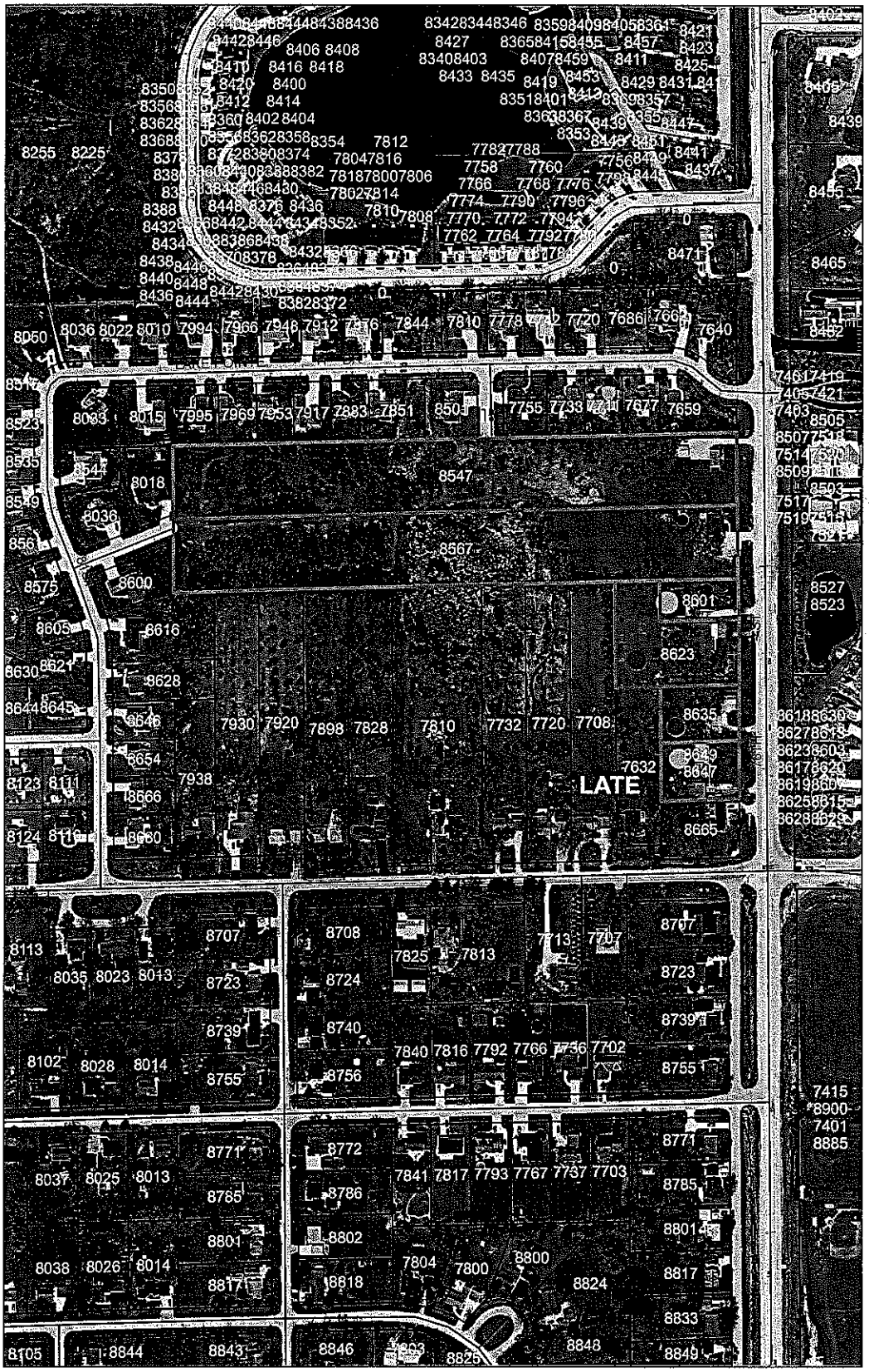
76TH STREET RECONSTRUCTION
FOR OR AGAINST SANITARY SEWER AND WATER SURVEY



For Sewer
For Water

Against Sewer
Against Water

76TH STREET RECONSTRUCTION
FOR OR AGAINST SANITARY SEWER AND WATER SURVEY



For Sewer ●
For Water ●

Against Sewer ○
Against Water ●

January 25, 2012

Tax Key No: «PARCEL_ID»
Address: «PROPERTY_ADDRESS»

«OWNR_NAME1»
«OMAIL_STRE»
«OMAIL_CITY», «OMAIL_STAT» «OMAIL_ZIP»

RE: SANITARY SEWER EXTENSION ON THE WEST SIDE OF S. 76TH STREET FROM W. NORWOOD LANE TO A POINT 530 FEET NORTH

Dear Property Owner:

Please be advised that the Franklin Common Council at their regular meeting of January 10, 2012, has directed the Engineering Department to survey the area property owners to ascertain whether the majority of the property owners are "in favor of" or "against" the extension of sanitary sewer on the west side of S. 76th Street from W. Norwood Lane to a point 530 feet north in the area that does not have sanitary sewer.

The reason the Common Council has directed staff to survey this area is that Milwaukee County is planning to reconstruct S. 76th Street in this area in the near future (2013 to 2014). After reviewing the area it appears that if sanitary sewer is not installed prior to the reconstruction of S. 76th Street that the cost for construction could greatly increase.

The Common Council has established a policy limiting the assessable cost of sanitary sewer projects as follows:

$ 81.25 per front foot for single-family or two family or agriculture zoned property

The estimated special assessment cost to extend sanitary sewer on the west side of S. 76th Street can be calculated for each lot by taking the width of the lot times the special assessment rate and then adding one lateral: (See following example.)

The following is an example of the sanitary sewer assessment for a 100-foot wide lot based on 2012 charges:

One and Two Family Residential Zoned Property

100 Ft. x 81.25	$ 8,125.00
Lateral cost	$ No lateral included
Total Assessment Cost:	$ 8,125.00

The Common Council at its meeting on January 10, 2012 considered the subject of the installation of sanitary sewer and water main in South 76th Street prior to the Milwaukee County reconstruction of South 76th Street between West Terrace Drive and West Puetz Road in 2013. Discussion at the meeting in part addressed the fact that the installation of such utilities is substantially less expensive before or during the road reconstruction project, as opposed to after the road is reconstructed, and that post-

reconstruction installation again would cause some traffic disruption. As such, there were comments that the installation of the utilities may be an appropriate additional general public need project that should proceed to an initial determination of the commencement of a special assessment project without a prior property owner survey otherwise undertaken usually where there is no such apparent additional general public need. Following the discussion, the Council acted to direct staff to survey the potentially impacted property owners, at least in part to provide cost information to the property owners, as the installation of the utilities would be a public works project resulting in special assessments to the subject properties benefitted thereby, with the note that the Council ultimately may determine that the installation of the utilities is a matter of additional general public need and proceed to the consideration of the commencement of the special assessment process, notwithstanding the results of the survey. Also as such, the following standard property owner survey information and position request is provided.

In addition to the special assessment costs as stated above, the property owner would have to incur the cost to extend the sewer lateral from the street line to the home and also pay to the City, connection fees of $ 600.00 at the time of connection. The cost to extend the lateral from the street line to the house will vary from lot to lot depending on the distance that the house is from the lot line, tightness of the construction site, soil conditions, and the condition of the existing plumbing within the house. Connection to the sanitary sewer is required within one year.

Please indicate on the enclosed form whether you are "in favor of" or "against" the extension of sanitary sewer to your property prior to the reconstruction of S. 76th Street. Using the self-addressed, stamped envelope, return the form on or before February 24, 2012.

Please note that the questionnaire will only be counted if **returned by the deadline date** noted above. **The Common Council has ordered staff to maintain strict compliance with the return deadlines**. The survey result will be placed on the March 6, 2012 Common Council meeting for review and discussion. The Common Council meeting is held at City Hall, 9229 W. Loomis Rd., and begins at 6:30 p.m.

If you have any questions, please feel free to contact me weekdays between the hours of 8:30 a.m. until noon and 1:00 p.m. until 5:00 p.m. at (414) 425-7510.

Very truly yours,

John M. Bennett, P.E.
City Engineer

JMB/db
Enclosures

cc: Mayor Tom Taylor
Ald. Olson

January 25, 2012

Tax Key No: «PARCEL_ID»
Address: «PROPERTY_ADDRESS»

«OWNR_NAME1»
«OMAIL_STRE»
«OMAIL_CITY», «OMAIL_STAT» «OMAIL_ZIP»

RE: SANITARY SEWER EXTENSION ON THE WEST SIDE OF S. 76TH STREET FROM A POINT 670 FEET TO NORTH OF W. FOREST HILL AVENUE TO A POINT 585 FEET SOUTH OF W. NORWOOD LANE

Dear Property Owner:

Please be advised that the Franklin Common Council at their regular meeting of January 10, 2012, has directed the Engineering Department to survey the area property owners to ascertain whether the majority of the property owners are "in favor of" or "against" the extension of sanitary sewer on the west side of S. 76th Street from a point 670 feet north of W. Forest Hill Avenue to a point 585 feet south of W. Norwood Lane in the area that does not have sanitary sewer.

The reason the Common Council has directed staff to survey this area is that Milwaukee County is planning to reconstruct S. 76th Street in this area in the near future (2013 to 2014). After reviewing the area it appears that if sanitary sewer is not installed prior to the reconstruction of S. 76th Street that the cost for construction could greatly increase.

The Common Council has established a policy limiting the assessable cost of sanitary sewer projects as follows:

$ 81.25 per front foot for single-family or two family or agriculture zoned property

The estimated special assessment cost to extend sanitary sewer on the west side of S. 76th Street can be calculated for each lot by taking the width of the lot times the special assessment rate and then adding one lateral: (See following example.)

The following is an example of the sanitary sewer assessment for a 100-foot wide lot based on 2012 charges:

One and Two Family Residential Zoned Property

100 Ft. x 81.25	$ 8,125.00
Lateral cost	$ 2,500.00
Total Assessment Cost:	$10,625.00

The Common Council at its meeting on January 10, 2012 considered the subject of the installation of sanitary sewer and water main in South 76th Street prior to the Milwaukee County reconstruction of South 76th Street between West Terrace Drive and West Puetz Road in 2013. Discussion at the meeting

in part addressed the fact that the installation of such utilities is substantially less expensive before or during the road reconstruction project, as opposed to after the road is reconstructed, and that post-reconstruction installation again would cause some traffic disruption. As such, there were comments that the installation of the utilities may be an appropriate additional general public need project that should proceed to an initial determination of the commencement of a special assessment project without a prior property owner survey otherwise undertaken usually where there is no such apparent additional general public need. Following the discussion, the Council acted to direct staff to survey the potentially impacted property owners, at least in part to provide cost information to the property owners, as the installation of the utilities would be a public works project resulting in special assessments to the subject properties benefitted thereby, with the note that the Council ultimately may determine that the installation of the utilities is a matter of additional general public need and proceed to the consideration of the commencement of the special assessment process, notwithstanding the results of the survey. Also as such, the following standard property owner survey information and position request is provided.

In addition to the special assessment costs as stated above, the property owner would have to incur the cost to extend the sewer lateral from the street line to the home and also pay to the City, connection fees of $ 600.00 at the time of connection. The cost to extend the lateral from the street line to the house will vary from lot to lot depending on the distance that the house is from the lot line, tightness of the construction site, soil conditions, and the condition of the existing plumbing within the house. Connection to the sanitary sewer is required within one year.

Please indicate on the enclosed form whether you are "in favor of" or "against" the extension of sanitary sewer to your property prior to the reconstruction of S. 76th Street. Using the self-addressed, stamped envelope, return the form on or before February 24, 2012.

Please note that the questionnaire will only be counted if **returned by the deadline date** noted above. **The Common Council has ordered staff to maintain strict compliance with the return deadlines**. The survey result will be placed on the March 6, 2012 Common Council meeting for review and discussion. The Common Council meeting is held at City Hall, 9229 W. Loomis Rd., and begins at 6:30 p.m.

If you have any questions, please feel free to contact me weekdays between the hours of 8:30 a.m. until noon and 1:00 p.m. until 5:00 p.m. at (414) 425-7510.

Very truly yours,

John M. Bennett, P.E.
City Engineer

JMB/db
Enclosures

cc: Mayor Tom Taylor
Ald. Olson

January 25, 2012

Tax Key No: «PARCEL_ID»
Address: «ADDRESS»

«OWNR_NAME1»
«OMAIL_STRE»
«OMAIL_CITY», «OMAIL_STAT» «OMAIL_ZIP»

RE: SANITARY SEWER EXTENSION ON THE WEST SIDE OF S. 76TH STREET FROM A POINT 660 FEET NORTH OF W. DREXEL AVENUE TO W. FAITH DRIVE

Dear Property Owner:

Please be advised that the Franklin Common Council at their regular meeting of January 10, 2012, has directed the Engineering Department to survey the area property owners to ascertain whether the majority of the property owners are "in favor of" or "against" the extension of sanitary sewer on the west side of S. 76th Street from a point 660 feet north of W. Drexel Avenue to W. Faith Drive in the areas that do not have sanitary sewer.

The reason the Common Council has directed staff to survey this area is that Milwaukee County is planning to reconstruct S. 76th Street in this area in the near future (2013 to 2014). After reviewing the area it appears that if sanitary sewer is not installed prior to the reconstruction of S. 76th Street that the cost for construction could greatly increase.

The Common Council has established a policy limiting the assessable cost of sanitary sewer projects as follows:

$ 81.25 per front foot for single-family or two family or agriculture zoned property

The estimated special assessment cost to extend sanitary sewer on the west side of S. 76th Street can be calculated for each lot by taking the width of the lot times the special assessment rate and then adding one lateral: (See following example.)

The following is an example of the sanitary sewer assessment for a 100-foot wide lot based on 2012 charges:

One and Two Family Residential Zoned Property

100 Ft. x 81.25	$ 8,125.00
Lateral cost	$ 2,500.00
Total Assessment Cost:	$10,625.00

The Common Council at its meeting on January 10, 2012 considered the subject of the installation of sanitary sewer and water main in South 76th Street prior to the Milwaukee County reconstruction of South 76th Street between West Terrace Drive and West Puetz Road in 2013. Discussion at the meeting in part addressed the fact that the installation of such utilities is substantially less expensive before or during the road reconstruction project, as opposed to after the road is reconstructed, and that post-

reconstruction installation again would cause some traffic disruption. As such, there were comments that the installation of the utilities may be an appropriate additional general public need project that should proceed to an initial determination of the commencement of a special assessment project without a prior property owner survey otherwise undertaken usually where there is no such apparent additional general public need. Following the discussion, the Council acted to direct staff to survey the potentially impacted property owners, at least in part to provide cost information to the property owners, as the installation of the utilities would be a public works project resulting in special assessments to the subject properties benefitted thereby, with the note that the Council ultimately may determine that the installation of the utilities is a matter of additional general public need and proceed to the consideration of the commencement of the special assessment process, notwithstanding the results of the survey. Also as such, the following standard property owner survey information and position request is provided.

In addition to the special assessment costs as stated above, the property owner would have to incur the cost to extend the sanitary sewer from the street line to the home and also pay to the City, connection fees of $ 600.00 at the time of connection. The cost to extend the lateral from the street line to the house will vary from lot to lot depending on the distance that the house is from the lot line, tightness of the construction site, soil conditions, and the condition of the existing plumbing within the house. Connection to the sanitary sewer is required within one year.

Please indicate on the enclosed form whether you are "in favor of" or "against" the extension of sewer lateral to your property prior to the reconstruction of S. 76th Street. Using the self-addressed, stamped envelope, return the form on or before February 24, 2012.

Please note that the questionnaire will only be counted if **returned by the deadline date** noted above. **The Common Council has ordered staff to maintain strict compliance with the return deadlines**. The survey result will be placed on the March 6, 2012 Common Council meeting for review and discussion. The Common Council meeting is held at City Hall, 9229 W. Loomis Rd., and begins at 6:30 p.m.

If you have any questions, please feel free to contact me weekdays between the hours of 8:30 a.m. until noon and 1:00 p.m. until 5:00 p.m. at (414) 425-7510.

Very truly yours,

John M. Bennett, P.E.
City Engineer

JMB/db
Enclosures

cc: Mayor Tom Taylor
Ald. Solomon

January 25, 2012

Tax Key No: «PARCEL_ID»
Address: «ADDRESS»

«OWNR_NAME1»
«OMAIL_STRE»
«OMAIL_CITY», «OMAIL_STAT» «OMAIL_ZIP»

RE: WATER MAIN EXTENSION ON THE WEST SIDE OF S. 76TH STREET
FROM A POINT 550 FEET NORTH OF W. DREXEL AVENUE TO W. FAITH DRIVE

Dear Property Owner:

Please be advised that the Franklin Common Council at their regular meeting of January 10, 2012, has directed the Engineering Department to survey the area property owners to ascertain whether the majority of the property owners are "in favor of" or "against" the extension of water main on the west side of S. 76th Street from a point 550 feet north of W. Drexel Avenue to W. Faith Drive in the areas that do not have water main.

The reason the Common Council has directed staff to survey this area is that Milwaukee County is planning to reconstruct S. 76th Street in this area in the near future (2013 to 2014). After reviewing the area it appears that if water main is not installed prior to the reconstruction of S. 76th Street that the cost for construction could greatly increase.

The Common Council has established a policy limiting the assessable cost of water main projects as follows:

$ 66.50 per front foot for single-family or two family or agriculture zoned property

The estimated special assessment cost to extend water main on the west side of S. 76th Street can be calculated for each lot by taking the width of the lot times the special assessment rate and then adding one lateral: (See following example.)

The following is an example of the water main assessment for a 100-foot wide lot based on 2012 charges:

One and Two Family Residential Zoned Property

100 Ft. x 66.50	$ 6,650.00
Lateral cost	$ 3,000.00
Total Assessment Cost:	$ 9,650.00

The Common Council at its meeting on January 10, 2012 considered the subject of the installation of sanitary sewer and water main in South 76th Street prior to the Milwaukee County reconstruction of South 76th Street between West Terrace Drive and West Puetz Road in 2013. Discussion at the meeting in part addressed the fact that the installation of such utilities is substantially less expensive before or during the road reconstruction project, as opposed to after the road is reconstructed, and that post-

reconstruction installation again would cause some traffic disruption. As such, there were comments that the installation of the utilities may be an appropriate additional general public need project that should proceed to an initial determination of the commencement of a special assessment project without a prior property owner survey otherwise undertaken usually where there is no such apparent additional general public need. Following the discussion, the Council acted to direct staff to survey the potentially impacted property owners, at least in part to provide cost information to the property owners, as the installation of the utilities would be a public works project resulting in special assessments to the subject properties benefitted thereby, with the note that the Council ultimately may determine that the installation of the utilities is a matter of additional general public need and proceed to the consideration of the commencement of the special assessment process, notwithstanding the results of the survey. Also as such, the following standard property owner survey information and position request is provided.

In addition to the special assessment costs as stated above, the property owner would have to incur the cost to extend the water main lateral from the street line to the home and also pay to the City, connection fees of $ 1,876.00 at the time of connection. The cost to extend the lateral from the street line to the house will vary from lot to lot depending on the distance that the house is from the lot line, tightness of the construction site, soil conditions, and the condition of the existing plumbing within the house. Connection to the water main is optional and not required by the City.

Please indicate on the enclosed form whether you are "in favor of" or "against" the extension of water service lateral to your property prior to the reconstruction of S. 76th Street. Using the self-addressed, stamped envelope, return the form on or before February 24, 2012.

Please note that the questionnaire will only be counted if **returned by the deadline date** noted above. **The Common Council has ordered staff to maintain strict compliance with the return deadlines**. The survey result will be placed on the March 6, 2012 Common Council meeting for review and discussion. The Common Council meeting is held at City Hall, 9229 W. Loomis Rd., and begins at 6:30 p.m.

If you have any questions, please feel free to contact me weekdays between the hours of 8:30 a.m. until noon and 1:00 p.m. until 5:00 p.m. at (414) 425-7510.

Very truly yours,

John M. Bennett, P.E.
City Engineer

JMB/db
Enclosures

cc: Mayor Tom Taylor
Ald. Solomon

January 25, 2012

Tax Key No: «PARCEL_ID»
Address: «PROPERTY_ADDRESS»

«OWNR_NAME1»
«OMAIL_STRE»
«OMAIL_CITY», «OMAIL_STAT» «OMAIL_ZIP»

RE: WATER MAIN EXTENSION ON THE WEST SIDE OF S. 76TH STREET FROM W. NORWOOD LANE TO A POINT 763 FEET NORTH

Dear Property Owner:

Please be advised that the Franklin Common Council at their regular meeting of January 10, 2012, has directed the Engineering Department to survey the area property owners to ascertain whether the majority of the property owners are "in favor of" or "against" the extension of water main on the west side of S. 76th Street from W. Norwood Lane to a point 763 feet north in the area that does not have water main.

The reason the Common Council has directed staff to survey this area is that Milwaukee County is planning to reconstruct S. 76th Street in this area in the near future (2013 to 2014). After reviewing the area it appears that if water main is not installed prior to the reconstruction of S. 76th Street that the cost for construction could greatly increase.

The Common Council has established a policy limiting the assessable cost of water main projects as follows:

$ 66.50 per front foot for single-family or two family or agriculture zoned property

The estimated special assessment cost to extend water main on the west side of S. 76th Street can be calculated for each lot by taking the width of the lot times the special assessment rate and then adding one lateral: (See following example.)

The following is an example of the sanitary sewer assessment for a 100-foot wide lot based on 2012 charges:

One and Two Family Residential Zoned Property

100 Ft. x 66.50	$ 6,650.00
Lateral cost	$ 3,000.00
Total Assessment Cost:	$ 9,650.00

The Common Council at its meeting on January 10, 2012 considered the subject of the installation of sanitary sewer and water main in South 76th Street prior to the Milwaukee County reconstruction of South 76th Street between West Terrace Drive and West Puetz Road in 2013. Discussion at the meeting in part addressed the fact that the installation of such utilities is substantially less expensive before or during the road reconstruction project, as opposed to after the road is reconstructed, and that post-

reconstruction installation again would cause some traffic disruption. As such, there were comments that the installation of the utilities may be an appropriate additional general public need project that should proceed to an initial determination of the commencement of a special assessment project without a prior property owner survey otherwise undertaken usually where there is no such apparent additional general public need. Following the discussion, the Council acted to direct staff to survey the potentially impacted property owners, at least in part to provide cost information to the property owners, as the installation of the utilities would be a public works project resulting in special assessments to the subject properties benefitted thereby, with the note that the Council ultimately may determine that the installation of the utilities is a matter of additional general public need and proceed to the consideration of the commencement of the special assessment process, notwithstanding the results of the survey. Also as such, the following standard property owner survey information and position request is provided.

In addition to the special assessment costs as stated above, the property owner would have to incur the cost to extend the water service lateral from the street line to the home and also pay to the City, connection fees of $ 1,876.00 at the time of connection. The cost to extend the lateral from the street line to the house will vary from lot to lot depending on the distance that the house is from the lot line, tightness of the construction site, soil conditions, and the condition of the existing plumbing within the house. Connection to the water main is optional and not required by the City.

Please indicate on the enclosed form whether you are "in favor of" or "against" the extension of water service lateral to your property prior to the reconstruction of S. 76th Street. Using the self-addressed, stamped envelope, return the form on or before February 24, 2012.

Please note that the questionnaire will only be counted if **returned by the deadline date** noted above. **The Common Council has ordered staff to maintain strict compliance with the return deadlines**. The survey result will be placed on the March 6, 2012 Common Council meeting for review and discussion. The Common Council meeting is held at City Hall, 9229 W. Loomis Rd., and begins at 6:30 p.m.

If you have any questions, please feel free to contact me weekdays between the hours of 8:30 a.m. until noon and 1:00 p.m. until 5:00 p.m. at (414) 425-7510.

Very truly yours,

John M. Bennett, P.E.
City Engineer

JMB/db
Enclosures

cc: Mayor Tom Taylor
Ald. Olson

January 25, 2012

Tax Key No: «PARCEL_ID»
Address: «PROPERTY_ADDRESS»

«OWNR_NAME1»
«OMAIL_STRE»
«OMAIL_CITY», «OMAIL_STAT» «OMAIL_ZIP»

RE: WATER MAIN EXTENSION ON THE WEST SIDE OF S. 76TH STREET FROM W. PUETZ ROAD TO W. LAKE POINTE DRIVE

Dear Property Owner:

Please be advised that the Franklin Common Council at their regular meeting of January 10, 2012, has directed the Engineering Department to survey the area property owners to ascertain whether the majority of the property owners are "in favor of" or "against" the extension of water main on the west side of S. 76th Street from W. Puetz Road to Lake Pointe Drive in the areas that do not have water main.

The reason the Common Council has directed staff to survey this area is that Milwaukee County is planning to reconstruct S. 76th Street in this area in the near future (2013 to 2014). After reviewing the area it appears that if water main is not installed prior to the reconstruction of S. 76th Street that the cost for construction could greatly increase.

The Common Council has established a policy limiting the assessable cost of water main projects as follows:

$ 66.50 per front foot for single-family or two family or agriculture zoned property

The estimated special assessment cost to extend water main on the west side of S. 76th Street can be calculated for each lot by taking the width of the lot times the special assessment rate and then adding one lateral: (See following example.)

The following is an example of the water main assessment for a 100-foot wide lot based on 2012 charges:

One and Two Family Residential Zoned Property

100 Ft. x 66.50	$ 6,650.00
Lateral cost	$ 3,000.00
Total Assessment Cost:	$ 9,650.00

The Common Council at its meeting on January 10, 2012 considered the subject of the installation of sanitary sewer and water main in South 76th Street prior to the Milwaukee County reconstruction of South 76th Street between West Terrace Drive and West Puetz Road in 2013. Discussion at the meeting in part addressed the fact that the installation of such utilities is substantially less expensive before or during the road reconstruction project, as opposed to after the road is reconstructed, and that post-

reconstruction installation again would cause some traffic disruption. As such, there were comments that the installation of the utilities may be an appropriate additional general public need project that should proceed to an initial determination of the commencement of a special assessment project without a prior property owner survey otherwise undertaken usually where there is no such apparent additional general public need. Following the discussion, the Council acted to direct staff to survey the potentially impacted property owners, at least in part to provide cost information to the property owners, as the installation of the utilities would be a public works project resulting in special assessments to the subject properties benefitted thereby, with the note that the Council ultimately may determine that the installation of the utilities is a matter of additional general public need and proceed to the consideration of the commencement of the special assessment process, notwithstanding the results of the survey. Also as such, the following standard property owner survey information and position request is provided.

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Please indicate on the enclosed form whether you are "in favor of" or "against" the extension of water service lateral to your property prior to the reconstruction of S. 76th Street. Using the self-addressed, stamped envelope, return the form on or before February 24, 2012.

Please note that the questionnaire will only be counted if **returned by the deadline date** noted above. **The Common Council has ordered staff to maintain strict compliance with the return deadlines**. The survey result will be placed on the March 6, 2012 Common Council meeting for review and discussion. The Common Council meeting is held at City Hall, 9229 W. Loomis Rd., and begins at 6:30 p.m.

If you have any questions, please feel free to contact me weekdays between the hours of 8:30 a.m. until noon and 1:00 p.m. until 5:00 p.m. at (414) 425-7510.

Very truly yours,

John M. Bennett, P.E.
City Engineer

JMB/db
Enclosures

cc: Mayor Tom Taylor
Ald. Olson

January 25, 2012

Tax Key No: «PARCEL_ID»
Address: «PROPERTY_ADDRESS»

«OWNR_NAME1»
«OMAIL_STRE»
«OMAIL_CITY», «OMAIL_STAT» «OMAIL_ZIP»

RE: WATER MAIN EXTENSION ON THE WEST SIDE OF S. 76TH STREET FROM A POINT 670 FEET NORTH OF W. FOREST HILL AVENUE TO A POINT 585 FEET SOUTH OF W. NORWOOD LANE

Dear Property Owner:

Please be advised that the Franklin Common Council at their regular meeting of January 10, 2012, has directed the Engineering Department to survey the area property owners to ascertain whether the majority of the property owners are "in favor of" or "against" the extension of water main on the west side of S. 76th Street from a point 670 feet north of W. Forest Hill Avenue to a point 585 feet south of W. Norwood Lane in the area that does not have water main.

The reason the Common Council has directed staff to survey this area is that Milwaukee County is planning to reconstruct S. 76th Street in this area in the near future (2013 to 2014). After reviewing the area it appears that if water main is not installed prior to the reconstruction of S. 76th Street that the cost for construction could greatly increase.

The Common Council has established a policy limiting the assessable cost of water main projects as follows:

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The following is an example of the water main assessment for a 100-foot wide lot based on 2012 charges:

One and Two Family Residential Zoned Property

100 Ft. x 66.50	$ 6,650.00
Lateral cost	$ 3,000.00
Total Assessment Cost:	$ 9,650.00

The Common Council at its meeting on January 10, 2012 considered the subject of the installation of sanitary sewer and water main in South 76th Street prior to the Milwaukee County reconstruction of South 76th Street between West Terrace Drive and West Puetz Road in 2013. Discussion at the meeting

in part addressed the fact that the installation of such utilities is substantially less expensive before or during the road reconstruction project, as opposed to after the road is reconstructed, and that post-reconstruction installation again would cause some traffic disruption. As such, there were comments that the installation of the utilities may be an appropriate additional general public need project that should proceed to an initial determination of the commencement of a special assessment project without a prior property owner survey otherwise undertaken usually where there is no such apparent additional general public need. Following the discussion, the Council acted to direct staff to survey the potentially impacted property owners, at least in part to provide cost information to the property owners, as the installation of the utilities would be a public works project resulting in special assessments to the subject properties benefitted thereby, with the note that the Council ultimately may determine that the installation of the utilities is a matter of additional general public need and proceed to the consideration of the commencement of the special assessment process, notwithstanding the results of the survey. Also as such, the following standard property owner survey information and position request is provided.

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Please indicate on the enclosed form whether you are "in favor of" or "against" the extension of water service lateral to your property prior to the reconstruction of S. 76th Street. Using the self-addressed, stamped envelope, return the form on or before February 24, 2012.

Please note that the questionnaire will only be counted if **returned by the deadline date** noted above. **The Common Council has ordered staff to maintain strict compliance with the return deadlines**. The survey result will be placed on the March 6, 2012 Common Council meeting for review and discussion. The Common Council meeting is held at City Hall, 9229 W. Loomis Rd., and begins at 6:30 p.m.

If you have any questions, please feel free to contact me weekdays between the hours of 8:30 a.m. until noon and 1:00 p.m. until 5:00 p.m. at (414) 425-7510.

Very truly yours,

John M. Bennett, P.E.
City Engineer

JMB/db
Enclosures

cc: Mayor Tom Taylor
Ald. Olson

APPROVAL Steve	REQUEST FOR COUNCIL ACTION	MTG. DATE 3/6/12
Reports & Recommendations	**SUBJECT:** A Resolution Awarding the 2012 Bituminous and Aggregate Material Bids	**ITEM NO.** G.8.

BACKGROUND

The City of Franklin Department of Public Works uses bulk asphalt and aggregate products for construction projects thorughout the year.

ANALYSIS

Contract documents were prepared by staff; the project advertised and bids opened on February 25, 2012. Attached is a copy of the results of those bids.

OPTIONS

Reject bids.

FISCAL NOTE

All bids presented were found to be in order. The successful bids are in line with fair market prices.

RECOMMENDATION

Motion to adopt Resolution No. 2012 - _____, a resolution awarding bids in accordance with the attached Engineering Department recommendations.

MB/sg
Encl.

CA\bid Bituminous & Aggregate 2012

M E M O R A N D U M: FROM ENGINEERING

DATE: February 27, 2012

TO: Mayor and Common Council

FROM: Engineering Department

SUBJECT: 2012 Bituminous and Aggregate Bids

On February 25, 2012, the City of Franklin received bids for bituminous and aggregate materials. The bids received were as follows:

Item 1	Plant Mixed Bituminous Concrete Patch (Hot)	Mix Type	Per Ton	2011 Bid
	Black Diamond	Binder	$ 48.25	$ 55.00
		1/2"	No Bid	No Bid
		3/8"	$ 53.40	$ 59.50
		1/4"	No Bid	No Bid
	Payne & Dolan	Binder	$ 42.75	$ 40.00
		1/2"	$ 48.75	$ 41.00
		3/8"	$ 51.00	$ 44.00
		1/4"	No Bid	No Bid
Item 2	Bonifiber Bituminous Winter Patch		Per Ton	Per Ton
	Franklin Aggregates		$110.00	$110.00
Item 3	Pulverizing Pavement		Per Sq Yd.	Per Sq Yd.
	Black Diamond		$ 5.50	$ 5.80
	Payne & Dolan		$ 2.00	$ 2.75
Item 4	Pavement Cold Planing		Per Sq Yd.	Per Sq Yd.
	Black Diamond		$ 10.00	$ 7.30
	Payne & Dolan		$ 7.00	$ 9.40
Item 5	Bituminous Concrete Binder Course		Per Ton	Per Ton
	Black Diamond		$ 70.00	$ 70.00
	Payne & Dolan		$ 62.00	$ 66.00

Item 6	Bituminous Concrete Surface Course	Per Ton	2011 Bid
	Black Diamond	$ 75.00	$ 80.00
	Payne & Dolan	$ 68.00	$ 72.00
Item 7	Mobilization for Pulverizing	Per Each	Per Each
	Black Diamond	$2,000.00	$ 250.00
	Payne & Dolan	$1,500.00	$2,000.00
Item 8	Tack Coat	Per Gallon	Per Gallon
	Black Diamond	$ 4.00	$ 6.00
	Payne & Dolan	$ 2.25	$ 1.60
Item 9	Crushed Stone No. 1	Per Ton	Per Ton
	Franklin Aggregates	$ 7.75	$ 7.90
	Vulcan Materials	$ 7.78	$ 7.78
Item 10	Crushed Stone No. 2 & No. 3	Per Ton	Per Ton
	Franklin Aggregates	$ 7.65	$ 7.65
	Vulcan Materials	$ 7.78	$ 7.78
Item 11	Traffic Bound 3/4"	Per Ton	Per Ton
	Franklin Aggregates	$ 4.70	$ 5.00
	Vulcan Materials	$ 4.90	$ 5.00
Item 12	Traffic Bound 1", 1 1/2" & 3"	Per Ton	Per Ton
	Franklin Aggregates	$ 4.70	$ 5.00
	Vulcan Materials	$ 4.90	$ 5.00
Item 13	Breaker Run - 125 mm gradiated	Per Ton	Per Ton
	Franklin Aggregates	$ 7.70	$ 7.95
	Vulcan Materials	$ 7.78	$ 7.78
Item 14	Stone Chips 3/8" & 1/2"	Per Ton	Per Ton
	Franklin Aggregates	$ 8.50	$ 8.50
	Vulcan Materials	$ 8.87	$ 8.75
Item 15	Stone Screenings 1/4"	Per Ton	Per Ton
	Franklin Aggregates	$ 4.10	$ 4.00
	Vulcan Materials	$ 5.38	$ 5.25

It is the recommendation of the Engineering Department to award the 2012 Bituminous and Aggregate Materials contracts as follows:

Item 1	Plant Mixed Bituminous Concrete Patch (Hot) Payne & Dolan	Binder	@	$	42.75/ton
		1/2"	@	$	48.75/ton
		3/8"	@	$	51.00/ton
		1/4"	@		No Bids
Item 2	Bonifiber Bituminous Winter Patch Franklin Aggregates		@	$	110.00/ton
Item 3*	Pulverizing Pavement Payne & Dolan		@	$	2.00/sq yd
Item 4*	Pavement Cold Planing Payne & Dolan		@	$	7.00/sq yd
Item 5*	Bituminous Concrete Binder Course Payne & Dolan		@	$	62.00/ton
Item 6*	Bituminous Concrete Surface Course Payne & Dolan		@	$	68.00/ton
Item 7*	Mobilization for Pulverizing Payne & Dolan		@	$1,500.00/each	
Item 8*	Tack Coat Payne & Dolan		@	$	2.25/gal
Item 9**	Crushed Stone No. 1 Franklin Aggregates		@	$	7.75/ton
Item 10**	Crushed Stone No. 2 & No. 3 Franklin Aggregates		@	$	7.65/ton
Item 11**	Traffic Bound 3/4" Franklin Aggregates		@	$	4.70/ton
Item 12**	Traffic Bound 1", 1 1/2" & 3" Franklin Aggregates		@	$	4.70/ton
Item 13**	Breaker Run – 125 mm gradiated Franklin Aggregates		@	$	7.70/ton
Item 14**	Stone Chips 3/8" & 1/2" Franklin Aggregates		@	$	8.50/ton
Item 15**	Stone Screenings 1/4" Franklin Aggregates		@	$	4.10/ton

**Work for these items to be coordinated by one contractor.*
*** The total bid for estimated quantities is recommended to be awarded to Franklin Aggregates.*

STATE OF WISCONSIN :: CITY OF FRANKLIN :: MILWAUKEE COUNTY

RESOLUTION NO. 2012-_____

RESOLUTION AWARDING 2012 BITUMINOUS
AND AGGREGATE MATERIAL CONTRACTS

WHEREAS, bids for bituminous and aggregate materials were solicited by the City, and

WHEREAS, the City Engineer has recommended that the following named contractors be awarded contracts for bituminous and aggregate materials:

1. Plant Mixed Bituminous Concrete Patch (Hot)
   a. Binder at $42.75/ton to Payne & Dolan
   b. 1/2" mix at $48.75/ton to Payne & Dolan
   c. 3/8" mix at $51.00/ton to Payne & Dolan
   d. 1/4" mix – No Bids
2. Bonifiber Bituminous Winter Patch at $110.00/ton to Franklin Aggregates
3. Pulverizing Pavement at $2.00/sq. yd. to Payne & Dolan
4. Pavement Cold Planing at $7.00/sq. yd. to Payne & Dolan
5. Bituminous Concrete Binder Course at $62.00/ton to Payne & Dolan
6. Bituminous Concrete Surface Course at $68.00/ton to Payne & Dolan
7. Mobilization for Pulverizing at $1,500.00 ea. to Payne & Dolan
8. Tack Coat at $2.25/gallon to Payne & Dolan
9. Crushed Stone No. 1 at $7.75/ton to Franklin Aggregates
10. Crushed Stone #2 & #3 at $7.65/ton to Franklin Aggregates
11. Traffic Bound 3/4" at $4.70/ton to Franklin Aggregates
12. Traffic Bound 1", 1-1/2", & 3" at $4.70/ton to Franklin Aggregates
13. Breaker Run 125mm gradiated at $7.70/ton to Franklin Aggregates
14. Stone Chips 3/8" & 1/2" at $8.50/ton to Franklin Aggregates
15. Stone Screenings 1/4" at $4.10/ton to Franklin Aggregates

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Franklin that the above named contractors be awarded contracts for bituminous and aggregate materials for sums not to exceed the quoted price and that the Mayor and/or City Clerk are directed to execute the necessary documents on behalf of the City.

Introduced at a regular meeting of the Common Council of the City of Franklin on the _____ day of _____, 2012, by Alderman _____.

PASSED AND ADOPTED by the Common Council of the City of Franklin on the _____ day of _____, 2012.

APPROVED:

_____
Thomas M. Taylor, Mayor

ATTEST:

_____
Sandra L. Wesolowski, City Clerk

AYES_____NOES_____ABSENT_____

resol\BITAGG 2011

APPROVAL Slw	REQUEST FOR COUNCIL ACTION	MEETING DATE 03/06/2012
REPORTS & RECOMMENDATIONS	**Authorization For The Department Of Public Works To Sell Miscellaneous Surplus Equipment**	ITEM NUMBER G.9.

At the December 13, 2011 Board of Public Works meeting board members recommended staff post for sale on www.wisconsinsurplus.com miscellaneous surplus Public Works equipment (see attached list of equipment). During the auction the items will be available for inspection in the Franklin Public Works Garage during regular business hours and interested parties will be directed to the Wisconsin surplus website for bidding. The auction will end after three weeks, at which time staff is requesting to sell the miscellaneous surplus equipment if a reasonable bid is received. There is no cost to the seller for this website service.

COUNCIL ACTION REQUESTED

Authorize the Public Works Superintendent to execute such documents and contracts as necessary to sell miscellaneous surplus Public Works equipment on the Wisconsin Surplus website, www.wisconsinsurplus.com at the close of the auction.

Wisconsin Surplus - Simple Multi Item Listing Worksheet

Consigning Agency Information	Location of Surplus Asset
Agency: City of Franklin Public Works	Address: 7979 W. Ryan Rd, Franklin, WI 53132
Payment Address: 7979 W. Ryan Rd, Franklin, WI 53132	Inspection Times: 7:00 am - 3:00 p.m.
Check Payable to: City of Franklin Public Works	Inspection Dates: Monday thru Friday
Contact Person: Jerry Schaefer	Contact Person: Jerry Schaefer
Phone: 414-425-2592	Phone: 414-425-2592
Email: jschaefer@franklinwi.gov	Email: jschaefer@franklinwi.gov

Pic#	Item#	Main Description	Additional Description	Condition
		This form's intended use is for small/lower value misc. lots requiring only 1 or 2 line descriptions. You can list all the lots on this one form.		
001, 002, 003	1	Gravely 5' Wing Mower	SN 05050825 w/ 11 H.P. GV 400 Honda Engine	good
004, 005	2	Coats 40-40 SA Tire Machine	SN 40-4017546	fair
006, 007	3	ONAN Natural Gas Generator Model # 150 JC-3R-10746AB	w/ Auto Battery Charger Model # 305C347 and Automatic Transfer Switch Model # OTUED 100-3-1018C Note: bad switch	fair
008, 009	4	Miller Dialarc 250P AC/DC Welder	SN HH 076988 Note: No cord, no positive cable.	fair
010, 011	5	Coll/o/Crimp Machine Model # MT400	w/ assorted fittings and collars, no pump	fair
012, 013	6	Meyer Hydraulic A-Frame Lift, Model # C6A160	6,000 lb capacity	excellent
014, 015	7	Advance Retriever 360B Floor Sweeper	SN 958427, w/ battery charger, manual included	good
016, 017	8	Stihl TS760 Cut-Off Saw	SN 336079207, manual included Note: water hook up needs repair	fair
018, 019	9	Stihl TS760 Cut-Off Saw	SN 324077534, manual included Note: no water hook up	fair
020, 021	10	Milwaukee Heavy Duty Chop Saw	SN 968B90012022056, manual included Note: bad motor	poor
022, 023, 024	11	Mi-T Hot Power Washer / Steam Cleaner Model # HW-1204-ME1C	SN 4276, manual included, diesel fuel or kerosene	fair
025, 026	12	Myers Lawn Sprayer	14' Boom & Hand Gun, Briggs Engine Note: bad tank	poor
027, 028	13	Kleer Flo Parts Washer, Model # A-35	SN A35-3522	fair
029, 030,	14	80 GE Light Fixtures, Model # C15-TA	175 watt, multi tap M57/H39 ballast, MVR-Mer lamp, Note: no cords	fair
031, 032	"			
033, 034	15	33 Sterner Corp Light Fixtures, Model # 207443	18 clear lens, 15 smoke lens, 250 watt 240 volt 1.25 amp 60 hz multi tap ballasts	fair
035, 036	16	Homelite XL-68 Multi Purpose Saw w/ case	2 - 12" steel rescue blades, 2 - 12" abrasive blades, extra drive belt, extra air cleaner	fair
037, 038	17	Kohler Engine Model # K161R	SN 3127483, spec N 231180	fair
039, 040, 041	18	Briggs 9 H.P. 4 cycle Engine w/ Electric Start	type 0010-01, 233401, code 7301251	good

APPROVAL Slw	REQUEST FOR COUNCIL ACTION	MEETING DATE 3/6/12
REPORTS & RECOMMENDATIONS	Resolution to Amend the City of Franklin Investment Policy Statement – Reserve & Liquidity Investments	ITEM NUMBER G.10.

The Finance Committee is to review the City of Franklin Investment Policy annually.

The Finance Committee reviewed the changes recommended by the Director of Finance & Treasurer to this investment policy statement.

The updated policy will affect funds under management either with our fixed income investment manager or managed by the Finance Department.

The Finance Committee is recommending approval of the attached investment policy statement.

Please note the changes noted with 2011 were approved by the Common Council in 2011.

COUNCIL ACTION REQUESTED

Motion to approve Resolution 2012 _____ amending the City of Franklin Investment Policy Statement – Reserve & Liquidity Investments.

STATE OF WISCONSIN : CITY OF FRANKLIN : MILWAUKEE COUNTY

RESOLUTION NO. 2012-_____

A RESOLUTION TO AMEND THE CITY OF FRANKLIN
INVESTMENT POLICY STATEMENT – RESERVE & LIQUIDITY INVESTMENTS

WHEREAS, the City of Franklin has last issued an investment policy statement on March 1, 2011 for reserve and liquidity investments; and

WHEREAS, it is desirable to modify parts of that investment policy; and

WHEREAS, the Common Council has reviewed the Investment Policy Statement dated March 6, 2012 presented by the Director of Finance & Treasurer and reviewed by the Finance Committee.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Common Council of the City of Franklin that the Investment Policy Statement dated March 6, 2012 is approved.

Introduced at a regular meeting of the Common Council of the City of Franklin this ____ day of _____, 2012.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2012.

APPROVED:

_____
Thomas M. Taylor, Mayor

ATTEST:

_____
Sandra L. Wesolowski, City Clerk

AYES____NOES____ABSENT____

M E M O R A N D U M

DATE: January 26, 2012

TO: Finance Committee

FROM: Cal Patterson, Director of Finance and Treasurer

RE: 2011 Investment Results and recommended Investment Policy changes for the City of Franklin General investments

Investment Results

The investment portfolio detail at December 31, 2011 managed by ICM and an overall cash and investments report is attached. The investment return of the ICM assets in 2011 was 1.99% compared to a 3.36% return for the Merrill Lynch 1-5 year index. The reason for the difference in return is the duration of our portfolio is shorted than the index.

Investment Policy Changes

Our investment policy contemplates an annual review of our investment policy each year. A redlined version of our current policy with 2012 recommended changes is attached. The major changes are as follows:

- a redefinition of the term portfolio to allow for the movements of funds back and forth between the reserve and the liquidity investments
- changing the relationship between the City and the investment manager from a discretionary to a non-discretionary basis. The reason for the change is that discretionary is inconsistent with WI Statute 66.0603(2) only allows the discretionary basis for banks or trust companies. We have been working on a non-discretionary basis for the last couple of years.
- Extending the final maturity from 5 to 7 years for treasury and agency issues as many issues of 5 to 7 years are being used with callable issues for short term purposes and then called 9 to 12 months later

CITY OF FRANKLIN
INVESTMENT POLICY STATEMENT

All City of Franklin investible funds excluding those under management by Principal Financial Advisors for the DPW Pension program or the Principal Defined Contribution Plan and those OPEB Funds managed by a trust set up for that purpose are subject to this investment policy statement. The portfolio of ~~I~~investments for this policy are the ~~classified as either~~ reserve and ~~or~~ liquidity investments except for those associated with fiduciary and water utility funds.

RESERVE INVESTMENTS

1. SCOPE

This investment policy applies to ~~all~~ funds ~~that are~~ not needed during an annual operating cycle. The determination as to the funds applicable to this category will be made by the Director of Finance & Treasurer based upon the projected cash flow needs of the City of Franklin from time to time. The Director of Finance & Treasurer will authorize transfers between the various investment types. Investment decisions for funds under management will be made for the City by the Investment Manager under the terms of this policy on a non-discretionary basis. A non-discretionary basis allows the investment manager to make investment decisions on behalf of the City after ~~without~~ specific investment approval in advance of each investment transaction. City input and approval on investment decisions will be through overall investment strategy and input and approval provided by the Director of Finance & Treasurer or the Deputy Treasurer. In the event they are not available the Accounting Supervisor may provide the investment decision.

2011

2. INVESTMENT OBJECTIVE

The investment objective is to generate current income, consistent with safety and reasonable risk as defined under the "Prudent Person Rule". Because these funds represent operating reserves, quality of the issues, liquidity, and maturity structure of the portfolio are most important.

3. DIVERSIFICATION REQUIREMENTS

Total holdings of any one issuer may not exceed 10% of the market value of the portfolio under management at time of purchase. Total holdings of any one asset class may not exceed 50% of the market value of the portfolio under management at time of purchase. However not more than 30% of the market value of that asset class can have maturities of eighteen months or more to their stated maturities. Exception to the diversification requirements are made for:

U.S. Government Treasury issues
U.S. Government Agency issues (excluding mortgage backed securities)
Issues that are rated AAA and have the full faith guarantee of the U.S. Government.

4. MATURITIES

Maturities of portfolio additions are to be selected consistent with the City's anticipated cash flow needs. ~~The investment manager shall stay up to date as to those needs.~~ For purposes of this Policy Statement, "maturity" is defined as final

payment in the case of conventional debt securities, or "average life" in the case of securities that have periodic principal pay downs throughout the life of the security.

A. The maximum cash reserve shall not exceed $500,000 without specific approval of the Director of Finance & Treasurer.
B. The portfolio, at all times, shall have a minimum of $500,000, inclusive of cash reserves, maturities within 60 days and securities that can be sold at 99.5% of par.
C. The average maturity of the portfolio shall not exceed 2 1/2 years with no individual issue maturity exceeding 5 years (7 years for treasury and agency issues) from date of purchase.
D. Floating rate securities, the coupons of which adjust to market interest rates with a minimum frequency of four times annually, shall not be subject to the maturity constraint outlined above.
E. The portfolio ~~investment manager~~ shall strive to maintain a laddered maturity structure in line with the City's cash flow needs.

5. LIQUIDITY

Liquidity and marketability should be prime considerations in the selection of individual securities.

6. ACCEPTABLE INVESTMENTS (Subject to WI Statutes Sec 66.0603 and Diversification Requirements)

A. Securities of the U.S. Government or agencies thereof.
B. Fixed income securities that carry a minimum rating of AA by either Moody's or Standard & Poor's at date of purchase.
C. Investments in commercial paper and variable rate demand notes are restricted to corporations rated A-I or P-I, or if unrated, restricted to those issuers whose long-term debt is rated AA or higher by one of the major rating agencies.
D. Investments in Certificates of Deposit and Bankers Acceptances are restricted to Banks with a short-term debt rating of A-I or P-I and long-term debt ratings of AA or Aa by one of the major rating agencies.
E. Government repurchase agreements with a minimum of 100% or more collateralization with respect to its estimated market value plus accrued interest in direct U.S. Government securities and guaranteed Small Business Administration securities (pools and loans).
F. Money market funds adhering to the quality guidelines described above are acceptable.
G. Mortgage backed and asset backed securities that carry a final maturity not more than seven (7) years

7. RESTRICTIONS

A. No security restricted in WI Statutes Sec 66.0603 will be purchased. For any security that has a rating decline to A by both Moody's and Standard and Poor's the investment manager on a case by case basis must either sell the investment or recommend to the Finance Committee at their next meeting the rationale for retention of the investment.
B. No derivative type investments such as collateralized mortgage obligations, strips, mortgage backed, asset backed, etc. that carry a final maturity greater than seven (7) years
C. No foreign-denominated securities will be purchased.

D. No Certificate of Deposits, Bankers Acceptances or other securities issued by corporations affiliated with the Investment Manager are to be purchased.

E. No investment will be purchased outside of the range of 98% to102% of par value without approval of the Director of Finance & Treasurer or the Deputy Treasurer.

8. POLICY AND PERFORMANCE REVIEW AND PERFORMANCE MEASUREMENT

This investment policy and the performance of the funds under management shall be reviewed each year during the first quarter. The management benchmark for comparing portfolio performance shall be the Merrill Lynch 1-5 year Government index with the understanding that priority will be given to matching portfolio maturities to anticipated cash flow needs.

LIQUIDITY INVESTMENTS

9. SCOPE

2011 This investment policy applies to ~~all~~ funds ~~that are~~ needed during an annual operating cycle and other funds invested on a short term basis. The determination as to the funds applicable to this category will be made by the Director of Finance & Treasurer based upon the projected cash flow needs of the City of Franklin. The Director of Finance & Treasurer will authorize any transfers between the reserve and liquidity investment types. Investment decisions for liquidity funds for the City will be made by the Director of Finance & Treasurer or the Deputy Treasurer.

10. INVESTMENT OBJECTIVE

The investment objective is to generate current income. Because these funds represent liquidity reserves, quality of the issues and liquidity of the portfolio are most important.

11. DIVERSIFICATION REQUIREMENTS

2011 Investments with greater than daily availability are subject to a diversification requirement of not exceeding 10% per institution and 20% per investment type of the ~~reserve~~ portfolio under management ~~with any one institution~~. Exception to the diversification requirements are made for:

U.S. Government Treasury issues
U.S. Government Agency issues (excluding mortgage backed securities)
Issues that are rated AAA and have the full faith guarantee of the U.S. Government.

12. MATURITIES

Maturities of investments shall be selected to match the need for funding during the annual operating cycle.

13. LIQUIDITY

Liquidity and marketability should be prime considerations in the selection of individual securities.

14. ACCEPTABLE INVESTMENTS

A. Money Market funds of authorized depositories

B. Money Market funds from authorized depositories, not exceeding $250,000 per institution, assembled by an agent of the City where the City provides the funds to the agent and the agent invests the funds in various money market funds on behalf of the City.

C~~B~~. Funds invested in the State of Wisconsin Local Government Investment Program

D~~C~~. Certificates of Deposit of local financial institutions that are authorized depositories with preference, when possible, to financial institutions located in the City of Franklin.

E~~D~~. Government repurchase agreements with a minimum of 100% or more collateralization with respect to its estimated market value plus accrued interest where the underlined securities are U.S. Government Treasury issues, U.S. Government Agency issues (excluding mortgage backed securities), and Issues that are rated AAA and have the full faith guarantee of the U.S. Government including guaranteed Small Business Administration security issues (pools and loans).

15. RESTRICTIONS

A. No security restricted in WI Statutes Sec 66.0603 will be purchased.

B. No securities other than money market, government repurchase agreements, certificates of deposit, savings accounts or checking accounts are acceptable.

C. All investment maturities shall be in less than 365 days.

2011 D. Investments that do not have either FDIC coverage or the full faith guarantee of the U.S. Government shall require a written credit analysis of the offering institution prior to making the investment.

16. POLICY AND PERFORMANCE REVIEW AND PERFORMANCE MEASUREMENT

This investment policy shall be reviewed each year during the first quarter. There is no management benchmark for comparing portfolio performance of these funds.

Policy Revised:	March 6, 2012	Resolution 2012-XXXX
Policy Revised	March 1, 2011	Resolution 2011-6697
Policy Revised:	February 2, 2010	Resolution 2010-6625
Policy Revised:	February 6, 2009	Resolution 2009-6520
Policy Revised:	September 9, 2008	Resolution 2008-6480
Policy Established:	September 9, 2003	Resolution 2003-5584

3/~~26~~/201~~0~~2

APPROVAL Slw	REQUEST FOR COUNCIL ACTION	MEETING DATE 3/6/12
REPORTS & RECOMMENDATIONS	Resolution to Amend the Investment Policy Statement for the City of Franklin Post Employment Benefits Trust	ITEM NUMBER G.11.

Analysis

The Finance Committee is to review the City of Franklin Post Employment Benefits Trust Investment Policy annually.

The Finance Committee reviewed the changes recommended by the Director of Finance & Treasurer.

The updated policy affects only funds under management with the City of Franklin Post Employment Benefits Trust investment manager.

The Finance Committee is recommending approval of the attached revised investment policy statement.

Please note the changes noted with 2011 were approved by the Common Council in 2011.

COUNCIL ACTION REQUESTED

Motion to approve Resolution 2012 _____ amending the Investment Policy Statement for the City of Franklin Post Employment Benefits Trust.

STATE OF WISCONSIN : CITY OF FRANKLIN : MILWAUKEE COUNTY

RESOLUTION NO. 2012-_____

A RESOLUTION TO AMEND THE INVESTMENT POLICY STATEMENT FOR THE CITY OF FRANKLIN POST EMPLOYMENT BENEFITS TRUST

WHEREAS, the City of Franklin issued an investment policy statement for OPEB trust investments last modified on March 1, 2011; and

WHEREAS, it is desirable to further modify parts of that investment policy; and

WHEREAS, the Common Council has reviewed the Investment Policy Statement dated March 6, 2012 presented by the Director of Finance & Treasurer and reviewed by the Finance Committee.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Common Council of the City of Franklin that the Post Employment Benefits Trust Investment Policy Statement dated March 6, 2012 is approved.

Introduced at a regular meeting of the Common Council of the City of Franklin this ____ day of _____, 2012.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2012

APPROVED:

_____
Thomas M. Taylor, Mayor

ATTEST:

_____
Sandra L. Wesolowski, City Clerk

AYES____NOES____ABSENT____

M E M O R A N D U M

DATE: January 26, 2012

TO: Finance Committee

FROM: Cal Patterson, Director of Finance and Treasurer

RE: 2011 Investment Results and recommended Investment Policy changes for the City of Franklin POST Employment Benefits Trust

Investment Results

The investment portfolio detail at December 31, 2011 is attached. The total assets in the trust on that date was $2,411,044. The investment return (attached) of the Trust in 2011 was a disappointing -11.2% compared to a 2.11% return for the S&P 500 index. The Trustee and the employer representative met with the investment manager as to the reasons behind the investment performance achieved. The investment manager will be at the Finance Committee meeting to explain their 2011 Trust investment results.

Investment Policy Changes

Our investment policy contemplates an annual review of our investment policy each year. A redlined version of our current policy with 2012 recommended changes is attached. The last paragraph of Section III projected an equity/fixed income split using projected contributions. The attached sheet shows the 2010 computation verifying that the premise established is presently working.

INVESTMENT POLICY FOR THE CITY OF FRANKLIN POST EMPLOYMENT BENEFITS TRUST

(hereinafter referred to as "the Trust")

I. PURPOSE OF THIS POLICY

The City of Franklin, hereby establishes this investment Policy (hereafter referred to as the "Policy") for administering the Trust's investment program. The Policy sets forth the investment objectives and other policies that will be applied within the investment program to insure that the Trust is managed in a manner consistent with the Trust document, prudent-person rules and applicable law. By establishing and communicating clear investment objectives and policies, the City of Franklin can enhance the effectiveness of the Trust's investment program.

The City of Franklin reserves the right to amend this Policy at any time as deemed prudent or necessary at its sole discretion. Should any amendment to this Policy be required due to changes in the Trust document or a change in applicable law, the City of Franklin shall have due time to review such changes and prepare and implement an appropriate amendment. Because of the dynamic nature of the economic environment, developments in financial theories, and advances in technology, this Policy will be examined by the City of Franklin from time to time on a formal or informal basis and may, as a result of such examination, be revised by the City of Franklin.

II. INVESTMENT OBJECTIVES

The overall objective of this Policy is to provide guidance for the investment of contributions and other Trust assets, to help maintain adequate funding for Trust liabilities. The primary investment objectives of the Trust are as follows:

- **Return** – Obtain a reasonable long-term return consistent with the level of risk assumed. Specific return objectives may include fund performance that exceeds the rate of inflation, the assumed actuarial discount rate, and/or the total fund policy return which is typically defined as the return of a passively managed benchmark comprised of the annual ~~target~~ portfolio weights ~~t~~for each asset class.

- **Cost** – Seek to control the cost of funding the Trust within prudent levels of risk through the investment of Trust assets.

- **Diversification** – Provide diversification of assets in an effort to avoid the risk of large losses and maximize the investment return to the Trust consistent with market and economic risk.

- **Safety** – Preservation of principal by avoiding overly risky alternatives that may provide additional investment return but subject the portfolio to above market risk of large losses.

III. Asset Allocation Policy

The City of Franklin shall adopt and maintain an asset allocation policy that is based on several factors including:

- The projected liability stream of benefits and the costs of funding that liability stream;
- The relationship between the current and projected assets of the Trust and the projected actuarial liability stream;
- The historical performance of capital markets adjusted for the perception of future short and long-term capital market performance;
- The perception of future economic conditions, including inflation and interest rate assumptions.

The asset allocation policy identifies equity and fixed income target allocations to eligible asset classes. The Employer's representative using recommendations of the investment manager will set the target allocations as to size, style, concentration, how managed and, where appropriate, suitable ranges within which each asset class can fluctuate as a percent of the total fund. Each asset class is to remain suitably invested in permitted securities or cash equivalents as the market and the asset allocation dictates. The asset classes may be rebalanced from time to time to take advantage of tactical market conditions across major asset classes or investment styles, or to align the current asset mix with strategic targets.

During the 2009 to2013 ~~first five~~ years for purposes of asset allocation, the expected following years contribution from the City of Franklin to the trust may be included the as a fixed income asset for determining asset allocation purposes, due to the low expected initial payout from this trust. The asset allocation will be 50% to 75% of total assets to be invested in domestic and international equity funds and 50% to 25% of total assets invested in fixed income securities. The practical result will be in the first few years that the entire investment could be in equity investments either actively or passively managed.

IV. Investment Classes

While the Trust is not governed by the Employee Retirement Income Security Act of 1974 (ERISA), the City of Franklin may consider all asset classes that would be permitted under ERISA's "prudent person" standard (as interpreted by the various courts) as acceptable investment options, provided such investments are permitted by the Trust document and other applicable laws including but not limited to Section 881.01 of the Wisconsin Statutes. To the extent that the City of Franklin deems it appropriate and consistent with the Trust document and this Policy, the City of Franklin may select one or more customized investment portfolios and retain an investment manager to manage the assets of each such portfolio.

The following asset classes are permitted for Trust investment options:

Equities – investments through Domestic stocks, International Stocks, Real Estate or Commodities as described below. The preferred ownership would be through mutual funds though investments in individual equities would be considered based upon the strategy of the investment manager and the benefit to the trust.

1. **Domestic Stocks** - portfolios composed primarily of the common stocks of U.S. domiciled corporations. Investment options may include different sizes (large-cap, mid-cap and small-cap) and styles (value, growth and blend). Such options may be broadly diversified or concentrated (sector funds), and may be either actively or passively managed (indexed).
   Strategic Purpose: Long-term growth
   The balance equity portfolio not allocated to other categories

2. **International Stocks** – portfolios composed primarily of the common stocks of corporations domiciled outside of the U.S. Investment options may include different regional and emerging markets funds, a variety of sizes (large-cap, mid-cap and small-cap) and styles (value, growth and blend), be broadly diversified or concentrated (sector funds), and be either actively or passively managed (indexed).
   Strategic Purpose: Long-term growth, diversification
   Limit 50% of equity portfolio

3. **Real Estate** – portfolio consists primarily of owned real estate investment options including real estate investment trusts of all types and other commingled real estate equity investment options.
   Strategic Purpose: Income, diversification, inflation hedge
   Limit 5% of equity portfolio

4. **Commodities** – portfolio consists primarily of owned commodity investment options through commodity funds and other commingled commodity equity investment options.
   Strategic Purpose: Income, diversification, inflation hedge
   Limit 5% of equity portfolio

2011-

5. **High Yield Fixed Income Securities** – portfolio consists primarily of non investment grade debt securities issued by the U.S. government, U.S. government sponsored/related agencies, and U.S. domiciled corporations or if international bonds, debt securities issued by foreign governments, foreign government sponsored/related agencies, and foreign corporations.
   Strategic Purpose: Income, diversification, inflation hedge
   Limit 5% of equity portfolio

2011 - **Fixed Income** – portfolios primarily composed of investment grade debt securities issued by the U.S. government, U.S. government sponsored/related agencies, and U.S. domiciled corporations or if international bonds, debt securities issued by foreign governments, foreign government sponsored/related agencies, and foreign corporations. Investment options may include quality ranges (high or medium), 2011 - durations (short or intermediate), be broadly diversified or concentrated (sector funds), and be either actively or passively managed (indexed). Cash Equivalents will be considered as part of the fixed income investments.

Strategic Purpose: Income, diversification, deflation hedge (international only), hedge for current liabilities.

V. Investment performance goals

It shall be the goal of the trust to earn an investment return equal to the long term investment returns of the market as defined in Section II. Over numerous long term periods the equity markets have experienced ten percent investment returns and the fixed income markets have experienced five percent investment returns. Under the above investment returns it is reasonable to project an eight percent investment return on the trust portfolio under 65% equity allocation and 35% fixed income allocation over a long period of time.

VI. Investment measurement criteria

The investment manager shall be measured on equity investments against 75% of the investment return of the US equity market as measured by the S&P 500 index and 25% of the investment return of the world equity market a measured by the MSCI EAFE Index. The investment manager may also benchmark against other investment return indexes for specific portions of the equity portfolio as appropriate and agreed to by the Employer representative.

The investment manager shall be measured on fixed income investments against the investment return of the Merrill Lynch 1 to 5 year government index.

2011 - The initial Employer representative of the City of Franklin shall be its Director of Finance & Treasurer.

This investment policy shall be reviewed each year during the first quarter.

VII. Investment restrictions

The trust and therefore the investment manager is subject to the restrictions of Wisconsin Statutes section 881.01. In addition Fund should be structured to minimize risk levels within the approved asset allocation to minimize the likelihood of sharp declines in principal values. The possibility of moderate declines in total value is a risk the Trust accepts as necessary to achieve the desired long-term results.

The Trust is not to invest directly in private placements, letter stock, any investment without an ascertainable market value, venture capital, futures, and uncovered options. It may not directly engage in short sales, margin transactions or other specialized investment activities. However, to the extent that mutual funds or separate account managers utilize such investments and strategies, then such activity will be acceptable within the general confines of this policy provided that they are not a core attribute of such fund or manager.

VIII. Monitoring of Investment Managers and Investment Options

The objective of the investment manager monitoring process is to identify on a timely basis any adverse changes to the investment manager's organization or investment process by periodically evaluating a number of qualitative and quantitative factors. In addition, once adverse changes are identified, the monitoring process shall also dictate the timing and manner of response.

Using information provided by the investment manager the City of Franklin through its Employer representative shall evaluate the investment managers/options at least annually, in addition to using any other factors the City of Franklin believes are appropriate to the inquiry. These factors are intended to insure that decisions to retain investment managers/options are made with a prudent degree of care and that excessive risk is avoided.

If results from the monitoring process indicate substandard investment performance or a potentially adverse change in the investment manager's organization or investment process, the City of Franklin may choose one of several courses of action including but not limited to assigning the investment manager/option a temporary probationary status, undertaking an in-depth review, reducing the size of the investment manager's portfolio by assigning a portion to a new investment manager, or terminating the investment manager/option.

Being placed on a probationary status is meant to convey the City of Franklin's increased level of concern about a particular issue or event, which if left unresolved, could endanger the future relationship with the investment managers/options. An in-depth review may be undertaken as a result of the investment manager/option failing to rectify the issues that led to their placement on a probationary status, or in response to a major adverse change in the investment manager's organization or investment process to the extent that the City of Franklin seriously questions the firm's ability to manage the portfolio going forward. The purpose of the in-depth review is to determine whether terminating the manager/option is an appropriate course of action.

IX. Elimination of Investment Managers and Investment Options

The City of Franklin may eliminate a Trust investment manager/option any time the City of Franklin deems it in the best interests of the Trust. The City of Franklin may also eliminate any existing investment manager/option for the following reasons:

- Changing investment manager or investment option practices such that they are no longer materially consistent with this Policy, or this Policy changes so that it is

no longer materially consistent with the practices of an investment manager or investment option; and,

- Final recommendation of an in-depth review.

The City of Franklin may also add, eliminate, or replace any Trust investment option as the needs of the Trust change, or for any other prudent reason.

X. Selection of Investment Managers and Investment Options

The City of Franklin shall select investment managers and, where appropriate, investment options based on the evaluation of qualitative and quantitative factors. The manager selection process will focus on the following five key aspects of an investment management firm and investment option:

1. **Organization** – evaluate the key elements of an efficient and successful investment management organization such as stable firm ownership, clear business objectives, industry reputation, and experienced and talented investment staff.
2. **Investment Philosophy and Process** – evaluate the key elements of a valid and well-defined investment approach such as unique sources of information, disciplined buy/sell decisions, systematic portfolio construction, and adequate risk controls.
3. **Resources** – evaluate the state of current and proposed resources supporting the investment process including the quality and depth of research and the adequacy of information management, compliance and trading systems.
4. **Performance** – evaluate investment managers' historical returns and risks relative to passive indexes, and peer groups over longer time periods, like three and five years.
5. **Management Fees** – evaluate the proposed fee structure relative to the industry and other competing candidates to ensure fees are appropriate

These factors are chosen to insure that investment manager/option selections are made with a prudent degree of care, and that excessive risk is avoided. Notwithstanding the above, the City of Franklin may also include other factors that they believe are appropriate to a specific manager/option selection exercise.

Policy Revised	March 6, 2012	Resolution 2012-xxxx
Policy Revised	March 1, 2011	Resolution 2012-6698
Policy Revised	February 2, 2010	Resolution 2010-6624
Policy Established	November 18, 2008	Council Motion

3/~~62~~/2012~~0~~

APPROVAL Slw	REQUEST FOR COUNCIL ACTION	MEETING DATE 3/6/12
REPORTS & RECOMMENDATIONS	**Ordinance to Amend Ordinance 2011-2063, an Ordinance Adopting the 2012 Budgets and Tax Levy for the City of Franklin, to Approve Budget Encumbrances from the 2011 Budget to the 2012 Budgets**	ITEM NUMBER G.12.

Background

Each year Generally Accepted Accounting Principles (GAAP) require a search for encumbrances. An encumbrance is a contract or written purchase order that was entered into or ordered during the fiscal year with the intent that the contract or purchase order would be completed in that year or the understanding that the project would take more than one fiscal year to complete. Projects meeting the definition of an encumbrance must have a portion of the fund balance reserved for the costs necessary to complete the project.

Analysis

For the year 2011 there are $12,000 in General Fund encumbrances and $5,000 in Capital Outlay Fund encumbrances.

			Encumbrances
General Fund	Street Lighting	Traffic Signals	12,000
Capital Outlay Fund	Municipal Court	Cash Register Software	3,000
	Fire	Turnout Gear	2,000

It is good policy to approve encumbrances prior to starting the City audit that begins March 26, 2012.

Fiscal Note

The fiscal impact of encumbrances to each of the Funds is a reduction of the respective fund balance The 2011 year-end financial reports and year-end fund balances will include the impact of the encumbrances. Revenue was provided in the year 2011 but was unused. These actions allow those funds to be used without penalizing respective 2012 budgets or the projects in process.

Recommendation

The Finance & Committee reviewed the encumbrances and recommends approval to the Common Council for adoption of the ordinance.

COUNCIL ACTION REQUESTED

Motion to approve Ordinance No. 2012 - _____ approving budget encumbrances from the 2011 Budget to the 2012 Budget.

STATE OF WISCONSIN : CITY OF FRANKLIN : MILWAUKEE COUNTY

ORDINANCE NO. 2011_____

AN ORDINANCE TO AMEND ORDINANCE 2011-2063, AN ORDINANCE ADOPTING THE 2012 BUDGETS AND TAX LEVY FOR THE CITY OF FRANKLIN, TO APPROVE BUDGET ENCUMBRANCES FROM THE 2011 BUDGET TO THE 2012 BUDGET

WHEREAS, the Common Council of the City of Franklin adopted 2012 Annual Budgets for the General Fund, Debt Service Fund, Capital Outlay Fund, Equipment Revolving Fund, Capital Improvement Fund and Sanitary Sewer Fund; and

WHEREAS, certain monies included in the 2011 Annual Budgets of the respective funds were intended to be expended in 2011 and were committed for expenditure prior to December 31, 2011 (Encumbered amounts); and

WHEREAS, encumbered amounts will be expended in 2012, and as a result, the related appropriations should be carried over to the 2012 budget to reflect its commitment in 2011 and expenditure in 2012; and

WHEREAS, Common Council has determined that it would be in the best interest of the City to approve such encumbrances funds from the 2011 budgets of the respective funds to the 2012 budgets of the respective funds.

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

Section 1 that certain encumbered funds of 2011 budgeted amounts be transferred forward to the 2012 Annual Budget for the respective funds of the City of Franklin to pay for 2011 encumbrances, as follows:

General Fund	Street Lighting	Traffic Signals	12,000
Capital Outlay Fund	Municipal Court	Cash Register Software	3,000
	Fire	Turnout Gear	2,000

Introduced at a regular meeting of the Common Council of the City of Franklin this ____ day of _____, 2012.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2012 .

APPROVED:

_____

Thomas M. Taylor, Mayor

ATTEST:

_____

Sandra L. Wesolowski, City Clerk

AYES____NOES____ABSENT____

MEMORANDUM FROM DEPARTMENT OF PUBLIC WORKS

DATE: January 30, 2011

TO: Finance Committee

FROM: Jerry Schaefer, Superintendent JS

SUBJECT: request for encumbrances from 2011 budget
Street Lighting account

Public Works is requesting that the following funds be encumbered from the 2011 budget to the 2011 budget:

Account #	Company	$ Amount
01.351.0000.5246	Traffic Signal	$14,700.00

Paperwork is attached.

2-20-2012

Jerry
The encumbance was limited to $12,000.
The remaining budget amount rounded to the nearest thousand

Cal

JS/dlz
Memo/ficomen2011

Encumbrances from 2011 Budget to 2012

Items	Account Number	Encumbrance
Municipal Court:		
Capital Outlay Software (TiPSS - Cash Register Module)	41.121.0000.5843	$ 2,947.50

$ 2,000 -

City of Franklin

Fire Department

January 9, 2012

Mr. Cal Patterson

Dear Cal,

The Fire Department ordered but did not receive a set of Turnout Gear in 2011. I would like to request a Budget Encumbrance from 2011 to 2012. The remaining amount in the Capital Outlay Budget for Safety Equipment: Turnout Gear is $1,632.85 to be encumbered. However, the price actually turned out to be $1,796.77. I would be looking to you for how best to handle the additional $163.92 cost. Thank you in advance for moving this forward.

Sincerely,

James Martins
Fire Chief

8901 W. Drexel Avenue, Franklin, Wisconsin 53132-9725 (414) 425-1420 Fax: (414) 425-7067

APPROVAL Slw	REQUEST FOR COUNCIL ACTION	MEETING DATE 3/6/12
REPORTS & RECOMMENDATIONS	2013 Budget Preparation Timetable	ITEM NUMBER G.13.

Background

Municipal Code §13-2 tasks the Finance Committee to come up with a budget timetable for the following year by February 1st.

Due to a quorum issue was tabled to the February Finance Committee meeting

The attached budget timetable for 2012 preparation of the 2013 budget is recommended for approval to the Common Council by the Finance Committee. Due to the length of time involved some dates may be subject to change as the year progresses.

COUNCIL ACTION REQUESTED

Motion to approve the timetable for 2012 preparation of the 2013 budget.

CITY OF FRANKLIN
2013 ANNUAL BUDGET
BUDGET PREPARATION SCHEDULE

Tuesday, February 27	Finance Committee recommended budget schedule
Friday, July 13	Capital Outlay, Equipment Revolving, Street Improvement, Capital Budget and personnel Budget Worksheets to Departments
Wednesday, July 25	Capital Outlay, Equipment Revolving, Street Improvement, Capital Budget, Debt Service and Personnel Budgets due from Departments
Tuesday, July 31	Director of Administration/Mayor review of Capital Outlay, Equipment Revolving, Street Improvement, Capital Budget, Debt Service and Personnel. Mayoral decisions complete.
Tuesday, July 31	Development of the projected base financial plan for the City of Franklin including targets for the sources of cost and program increases and the resulting projected tax rate. Presented to Finance Committee with non Finance Committee Council Members invited to attend and provide input.
Friday, August 3	Budget Worksheets to Departments with personal service budgets including mayoral decisions on personnel and capital
Friday, August 24	Budget Worksheets due from Departments
Monday, August 20 to Friday, September 7	Budget Work Sessions with Departments
Tuesday, September 4 to Friday, September 14	Preparation of Recommended Budget including Mayoral Departmental review and recommendations
Tuesday, August 28 or Monday, September 17	Establishment of Finance Committee Budget Review assignments
Monday, September 17	Distribution of Mayor's Recommended Budget to Common Council and Finance Committee
Tuesday, September 18 to Tuesday, September 25	Finance Committee members meet with and review their assigned departments
Tuesday, September 25	Summary budget materials presented for Finance Committee Review as main part of regular Finance Committee Meeting with Non Finance Committee Council Members invited to attend and provide input.
Wednesday, October 3	Finance Committee selected Departmental Review – 3 pm until complete Finance Committee finalize budget recommendations, if possible
Monday, October 8	Review recommendations with Non Finance Committee Council Members with Finance Committee modifying Budget Recommendations, if necessary
Thursday, October 11	Preparation of Hearing Notice
Thursday, October 18	Publication of Preliminary Budget and Hearing Notice
Tuesday, October 30	No regular October Finance Committee Meeting
Monday, November 5	Public Hearing on the Annual Budget
Tuesday, November 6	Adoption of Annual Budget
Tuesday, November 27	No regular November Finance Committee Meeting
Friday, December 28	Budget Book Completion

2/28/2012

APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE
Slw		3/06/2012
REPORTS & RECOMMENDATIONS	Award of Contract to Low Bidder for the City Hall Condenser and Air-Handling Unit Replacement Project and Authorize the Direct Purchase of said HVAC Equipment from Trane U.S., Inc., Using Stimulus Funding made available through the American Recovery and Reinvestment Act of 2009	ITEM NUMBER G.14.

The City of Franklin received six bids for the City Hall Condenser and Air-Handling Unit Replacement project. This project consists of the disconnection, removal, and replacement of an existing VAV air-handling unit with DX cooling coil and hot water heating coil, the associated 25-ton R-22 air-cooled condensing unit, and associated refrigerant piping, except the new unit will use R-410 coolant as now required. The project generally serves the Community Room and Building Inspection and the ground floor underneath that area. It replaces units which have exceeded their expected useful life and which were installed with the original construction of the area in 1980.

This project is just one of three projects that are part of the Energy Efficiency and Conservation Block Grant that the City received from the US Department of Energy. The grant is provided through the stimulus funding made available through the American Recovery and Reinvestment Act of 2009. The bulk of the total grant award of $142,800 was slated for City Hall building retrofits relative to this HVAC replacement system project and the window replacement project (also an item on this Council agenda). After the City Hall Street Light Energy Efficiency Program & Study that was completed last year, $87,396.70 remains available for this project and the window replacement project.

A summary of the bids received for this project are as follows:

Mared Mechanical Contractors Corp	$58,540
Sourthport Heating & Plumbing	$56,900
Zien Mechanical	$56,990
Dillett Mechanical	$58,600
Victor Raab	$54,000
J & H Heating	$52,490

The bids were reviewed by Engineering Staff and found to be correct. As noted sufficient grant dollars are available to fund the project. **Staff recommends award to the low bidder, J & H Heating, a qualified contractor, who submitted a total Lump Sum Bid in the amount of $52,490.** The bid document provided that the City could, in cooperation with the contactor and HVAC equipment provider (in this case Trane), alter the bid to provide for direct purchase of the HVAC equipment and thereby save the City the sales tax portion. The manufacturer has also made

available a prepay incentive that reduces the cost of the project $400, by allowing short pay of the final invoice.

Also note that in addition to the cost of this contract, this HVAC project includes approximately $15,850 in additional costs. These costs include the HVAC consultant who did the detail design and specifications, a structural engineer who designed the wall cut and lintel installation that will allow the old unit to be removed and the new unit to be installed, the independent control programmer who will program the unit after installation, and a separate project estimated at $4,500 which will create the access to the boiler room to allow for removal and installation. Separating the access-hole portion of the project reduces the cost, improves the overall timeline, and gives the City greater control of this minor but critical aspect of the project. [Be advised that the City is expecting 6 quotes on the access-hole project and will address and award this minor project this through Facilities Maintenance.] These costs are all part of the grant project.

Also note that the eventual installation will likely occur in the second half of May and will require closure of the Senior Meal Program site for two days.

Two actions are required.

COUNCIL ACTION REQUESTED

Motion to approve the low bidder, J & H Heating, for the total lump sum bid amount of $29,500.88, (Bid of $52,490 less $22,989.12 for direct purchase of HVAC equipment) for the City Hall Condenser and Air-Handling Unit Replacement Project, using Stimulus Funding made available through the American Recovery and Reinvestment Act of 2009, and to authorize execution of the contract and related documents by the appropriate City Officers.

Motion to approve direct purchase of the HVAC mechanical equipment, as specified in the bid of J & H Heating, from Trane U.S. Inc. for $21,770 less $400 in early payment incentives and authorize the Mayor to execute a purchase order to that effect, with funding made available through the American Recovery and Reinvestment Act of 2009

3/2/2012

ANTICIPATED DISCOUNT QUOTE

Customer: **City of Franklin**
Trane Job Number / Job Name: **Franklin City Hall**
Sales Engineer: **Jay Kasmerchak**
Date of Quote: **3/1/2012**

Expected Payment Date: **3/15/2012**
Expected Shipment Date: **5/10/2012**

PO Amount		**$21,770.00**
Discount Rate		**6.00%**
Days Between Payment and Shipment	56	
Plus Net 30 Days	30	
Total Time Considered in the Discount		86

Discount Amount..... $400.00
Payment..... $21,370.00

The discount period extends from receipt of payment to thirty days beyond shipment of equipment. In the event the equipment ships later than estimated, the discount will be recalculated increasing the discount proportionally. If the shipment occurs earlier, at Trane's discretion, you will be entitled to the full discount quoted. Adjustments to the discount are not made for ship date variances of five days or less. Tax, if applicable, will be due on net 30 day terms.

Trane U.S. Inc

Chris Dayton

Managers of Credit Operations - Central Territory
Phone: 608-787-4346
Fax: 608-787-4056

TRANE™

APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE
Slw MMS		3/06/2012
REPORTS & RECOMMENDATIONS	**Award of Contract to Low Responsive Bidder for the City Hall Window Replacement and Energy Upgrade Project, Using Stimulus Funding made available through the American Recovery and Reinvestment Act of 2009, and Authorize Use of Approximately $4,040 of Fund Balance from the Capital Outlay Fund**	ITEM NUMBER G.15.

The City of Franklin received three bids for the City Hall Window Replacement project. This project consists of removal and disposal of 21 existing windows and replacement with Low-E insulating windows at Franklin City Hall, 9229 W. Loomis Road. The windows being replaced are generally the windows beginning at the Mayor's Office south around the building to the Health Department and up the other side of the building including Finance through to the Hearing Room.

This project is just one of three projects that are part of the Energy Efficiency and Conservation Block Grant that the City received from the US Department of Energy. The grant is provided through the stimulus funding made available through the American Recovery and Reinvestment Act of 2009. The bulk of the total grant award of $142,800 was slated for City Hall building retrofits relative to this window replacement project and the City Hall HVAC replacement system project (also an item on this Council agenda). This project was budgeted for only $23,000 of the total grant.

A summary of the bids received for this project are as follows:

Softer Lite Window Co.	$20,400	(Non-responsive)
Milwaukee Plate Glass Co.	$22,514	
Cocoran Glass, LLC	$31,664	

The bids were reviewed by Engineering Staff and the Director of Administration. The bid by Softer Lite Window Co. was found to be non-responsive for failing to quote any of the specified window products. The RFP allowed for any qualifying window from any of three different manufacturers: Oldcastle, EFCO, or Manko. The restriction to three manufacturers provided ample opportunity for competitive bidding, and that restriction was clearly stated in the RFP. Softer Lite Window Co., however, submitted a bid with Traco windows. As such, their bid did not comply with the RFP, and they were informed that their bid was non-responsive.

The remaining bids were found to be correct, with the low, responsive bidder being Milwaukee Plate Glass Co. at $22,514. As noted, the anticipated budget within the grant was $23,000. However, including the cost of having an architect prepare detailed specifications for an appropriate, quality Low-E window, the approximate total cost for the window project will be

$24,713. Slight overages in the HVAC and parking lot lighting projects; however, results in needing approximately $4,040 beyond the resources of the grant to complete the project. It makes no sense to eliminate a couple of windows to come within the limit of the grant. At the same time, it is highly unlikely that the City will ever have an opportunity to have a grant fund over 83% of the cost of such a project. Based upon the estimates submitted within the grant application, the energy savings would payback the City for its remaining contribution in approximately 7 years. Although the difference could be found within the Facilities budget, for accounting and other depreciation reasons, the Director of Finance and Treasurer strongly recommends simply applying the fund balance of the capital project fund and not splitting the project into operating budget portions.

Staff recommends award to the low responsive bidder, Milwaukee Plate Glass Co., a qualified contractor, for the total Lump Sum Bid in the amount of $22,514.

COUNCIL ACTION REQUESTED

Motion to confirm staff's determination of the bid by Softer Lite Window Co. as non-responsive; to approve the low responsive bidder, Milwaukee Plat Glass Co., for the total lump sum bid amount of $22,514 for the Window Replacement at City Hall Project, using Stimulus Funding made available through the American Recovery and Reinvestment Act of 2009; to authorize execution of the contract and related documents by the appropriate City Officers; and to authorize use of approximately $4,040 of available fund balance from the Capital Outlay Fund.

APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE
Slw		3/06/12
REPORTS & RECOMMENDATIONS	Reschedule Committee of the Whole meeting of April 2, 2012 and Common Council meeting of April 3, 2012	ITEM NUMBER G.16.

Due to the Spring Election on April 3, 2012 the Common Council may wish to reschedule the Committee of the Whole meeting of April 2nd and the Common Council meeting of April 3, 2012.

COUNCIL ACTION REQUESTED

Motion to reschedule April 2, 2012 Committee of the Whole meeting to_____ and reschedule April 3, 2012 Common Council meeting to _____.

APPROVAL Slw	REQUEST FOR COUNCIL ACTION	MTG. DATE 3/6/12
Reports & Recommendations	**CLOSED SESSION:** Acquisition of land for the construction of a multi-use trail on the west side of S. 51st Street from a point 1075 feet north of W. Rawson Avenue to W. Princeton Drive to acquire Parcel No. 1 located at 6771 S. 51st Street	**ITEM NO.** G.17.

The Council may enter closed session pursuant to §19.85(1)(e), Stats. to discuss the acquisition of land for the construction of a multi-use trail on the west side of S. 51st Street from a point 1075 feet north of W. Rawson Avenue to S. Princeton Drive for Parcel No. 1 located at 6771 S. 51st Street and to reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate.

COUNCIL ACTION REQUESTED

Motion to enter closed session pursuant to §19.85(1)(e), Stats. to discuss the acquisition of land for the construction of a trail on the west side of S. 51st Street from a point 1075 feet north of W. Rawson Avenue to W. Princeton Drive to acquire Parcel No. 1 located at 6771 S. 51st Street and to reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate.

JMB/db

ca\51st St. Acquisition for a trail on 51st from a point 1075' north of Rawson to Princeton Drive 2012

APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE
Slw		3/6/2012
Licenses and Permits	**Miscellaneous Permits**	ITEM NUMBER 4.1.

See attached list from meeting of March 6, 2012

COUNCIL ACTION REQUESTED

City of Franklin
9229 W. Loomis Road
Franklin, WI 53132-9728
414-425-7500

License Committee
Agenda*
Alderman's Room
March 6, 2012 – 6:00 p.m.

1.	**Call to Order & Roll Call**	**Time**		
2.	**Applicant Interviews & Decisions**			
License Applications Reviewed		**Recommendations**		
Type/ Time	**Applicant Information**	**Approve**	**Hold**	**Deny**
Operator	**Berezinski, Alvin A** 708 Columbia Ave South Milwaukee, WI 53172 Xaverian Missions Festival			
Operator	**Gustafson, Nora L** 6421 Channel Rd Waterford, WI 53185 The Landmark			
Operator	**Huffer, Rick A** 11430 W Swiss St Franklin, WI 53132 Auntie's			
Operator	**Kintop, Kathy E** 2907 15th Ave South Milwaukee, WI 53172 Auntie's			
Operator	**Klein, Sarah B** 368 Indian Bend Rd Burlington, WI 53105 Chili's Grill & Bar			
Operator	**Sekyi, Jordan Kojo** 4261 S 97th St Greenfield, WI 53228 Walgreens – Loomis Rd			
3.	**Adjournment**	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.

APPROVAL	REQUEST FOR	MEETING DATE
Slw CAP	COUNCIL ACTION	3/6/2012
Bills	**Vouchers and Payroll Approval**	**ITEM NUMBER** I. 1.

Provided separately for Council approval is a list of vouchers Nos141915 through 142072 in the amount of $ 1,121,788.99. Included in this listing is $ 26,395.26 in Library vouchers and $91.50 in Fund 45 vouchers. The net City vouchers are $ 1,095,302.23.

Approval is requested for the net payroll of February 24, 2012 in the amount of $ 354,997.72

COUNCIL ACTION REQUESTED

Motion approving net City vouchers in the range of Nos.141915 through 142072 in the amount of $ 1,095,302.23.

Approval is requested for the net payroll of February 24, 2012 in the amount of $ 354,997.72.