

CITY OF FRANKLIN
COMMON COUNCIL MEETING*
FRANKLIN CITY HALL COUNCIL CHAMBERS
9229 W. LOOMIS ROAD, FRANKLIN, WISCONSIN
AGENDA**
TUESDAY, MAY 20, 2014, 6:30 P.M.

- A. Call to Order and Roll Call
- B. Citizen Comment Period
- C. Approval of Minutes
 - 1. Approval of regular meeting of May 6, 2014.
- D. Hearings
- E. Organizational Business
 - 1. Boards and Commissions Appointments
 - a. Patricia Hogan, Plan Commission (Ald. Dist. 1).
 - b. Scott Thinnes, Plan Commission (Ald. Dist. 1).
 - c. Kevin Haley, Plan Commission (Ald. Dist. 6).
 - d. David Kucharski, Board of Review (Alderwoman Mayer's appointment).
- F. Letters and Petitions
 - 1. Letter from Police Chief Oliva regarding the successful use of Chapter 167 of the Franklin Municipal Code.
- G. Reports and Recommendations
 - 1. Resolution imposing conditions and restrictions for the approval of a Special Use for a commercial building and cleaning services use upon property located at 8581 South 27th Street (Spot Free Cleaning LLC, Applicant).
 - 2. An Ordinance to Amend the Municipal Code as it Pertains to Deferment of Payment of Special Assessments.
 - 3. Preliminary Resolution declaring intent to exercise special assessment powers granted by Section 207-15 of the Municipal Code and Section 66.0701, Wis. Stats., for installation of sanitary sewer, water main, sanitary sewer laterals, water main laterals, the extension of a public street including curb and gutter along with the necessary appurtenances on West Evergreen Street extension from a point 800 feet east of South 51st Street to a point 1,360 feet east of South 51st Street to a point 1,360 feet east of South 51st Street and set a public hearing date for June 17, 2014 at 6:30 p.m.
 - 4. Resolution awarding a contract in the amount of \$117,360.00 to The Wanasek Corp. for the extension of water main in West St. Martins Road from South Chapel Hill Drive to a point 440 feet southeast of South Chapel Hill Drive. This subject matter shall include an Engineering Department presentation of potential water main extensions in the western part of the City and water study reports.
 - 5. Acceptance of the proposal from Kujawa Enterprises, Inc. (KEI) for mowing and fertilizing of West Rawson Avenue boulevards.
 - 6. Position description for City Engineer/Director of Public Works and authorization to execute a professional services agreement with a public sector recruitment consultant.

Common Council Agenda

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H. Licenses and Permits

1. Miscellaneous Licenses.

I. Bills

1. Vouchers and Payroll approval.

J. Adjournment

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

**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.]

REMINDERS:

May 22	Plan Commission	7:00 p.m.
May 26	Memorial Day	City Hall Closed
June 5	Committee of the Whole	6:30 p.m.
June 6	Common Council	6:30 p.m.

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APPOINTMENTS

- E.1.b. Alderwoman Wilhelm moved to confirm Alderwoman Wilhelm's appointment of Mark Arndt to the Board of Review, term expires 4/18/17. Seconded by Alderman Dandrea. On roll call, all voted Aye. Motion carried.

- E.1.c. Alderwoman Evans moved to confirm Alderwoman Evans' appointment of William L. Gamble to the Board of Review, term expires 4/18/17. Seconded by Alderwoman S. Mayer. On roll call, Alderwoman Evans and Alderwoman S. Mayer voted Aye; Alderman Dandrea and Alderman Schmidt voted No; Alderman D. Mayer and Alderwoman Wilhelm Abstained. Motion failed.

- E.1.d. Alderman Schmidt moved to confirm the Mayoral appointment of Jeanine Olson to the Civic Celebrations Commission, term expires 7/01/17. Seconded by Alderwoman S. Mayer. On roll call, all voted Aye. Motion carried.

- E.1.e. Alderman D. Mayer moved to confirm the Mayoral appointment of Kevin Mineard to the Finance Committee, term expires 4/30/15. Seconded by Alderman Dandrea. On roll call, all voted Aye. Motion carried.

- E.1.f. Alderman Schmidt moved to confirm the Mayoral appointment of Robert Campbell, Jr. to the Finance Committee, term expires 4/30/15. Seconded by Alderman Dandrea. On roll call, all voted Aye. Motion carried.

- E.1.g. Alderman D. Mayer moved to confirm the Mayor appointment of Dennis Ciche to the Finance Committee, term expires 4/30/15. Seconded by Alderwoman Wilhelm. On roll call, all voted Aye. Motion carried.

- E.1.h. Alderman Schmidt moved to confirm the Mayoral appointment of John Howard to the Finance Committee, term expires 4/30/15. Seconded by Alderman Dandrea. On roll call, all voted Aye. Motion carried.

- E.1.i. Alderman D. Mayer moved to confirm the Mayoral appointment of James Sass to the Fire and Police Commission, term expires 4/30/19. Seconded by Alderman Dandrea. On roll call, all voted Aye. Motion carried.

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- APPOINTMENTS
- E.1.j. Alderman Dandrea moved to confirm the Mayoral appointment of Kris Barnekow to the Board of Health, term expires 4/30/16. Seconded by Alderman D. Mayer. On roll call, all voted Aye. Motion carried.
 - E.1.k. Alderman D. Mayer moved to confirm the Mayoral appointment of Marilyn Bolton to the Board of Health, term expires 4/30/16. Seconded by Alderwoman Wilhelm. On roll call, all voted Aye. Motion carried.
 - E.1.l. The Mayoral recommendation for appointment of Timothy Solomon to the Library Board, term expiring 6/30/14, was withdrawn.
 - E.1.m. Alderman Schmidt moved to confirm the Mayoral appointment of Timothy Solomon to the Library Board, term expires 6/30/17. Seconded by Alderman D. Mayer. On roll call, all voted Aye. Motion carried.
 - E.1.n. Alderman D. Mayer moved confirm the Mayoral appointment of Diane Oleson to the Library Board, term expires 6/30/17. Seconded by Alderwoman S. Mayer. On roll call, all voted Aye. Motion carried.
 - E.1.o. Alderman D. Mayer moved to confirm the Mayoral appointment of Anthony Megna to the Parks Commission, term expires 4/30/17. Seconded by Alderman Dandrea. On roll call, all voted Aye. Motion carried.
 - E.1.p. Alderwoman Wilhelm moved to confirm the Mayoral appointment of David Pautz to the Park Commission, term expires 4/30/17. Seconded by Alderman D. Mayer. On roll call, all voted Aye. Motion carried.
 - E.1.q. Alderman Schmidt moved to confirm the Mayoral appointment of Dale Wikel to the Personnel Committee, term expires 4/30/17. Seconded by Alderman D. Mayer. On roll call, all voted Aye. Motion carried.
 - E.1.r. Alderman Dandrea moved to confirm the Mayoral appointment of Patrick Sheehan to the Personnel Committee, term expires 4/30/17. Seconded by Alderman D. Mayer. On roll call, all voted Aye. Motion carried.

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APPOINTMENTS

- E.1.s. Alderwoman Wilhelm moved to table to the 5/20/14 Common Council meeting, the Mayoral appointment of Patricia Hogan to the Plan Commission for a one-year term expiring 4/30/15. Seconded by Alderwoman S. Mayer. On roll call, all voted Aye. Motion carried.
- E.1.t. Alderman Schmidt moved to confirm the Mayoral appointment of James Bartnicki to the Board of Public Works, term expires 4/30/17. Seconded by Alderwoman S. Mayer. On roll call, all voted Aye. Motion carried.
- E.1.u. Alderwoman Wilhelm moved to confirm the Mayoral appointment of Jonathan Webster to the Board of Public Works, term expires 4/30/17. Seconded by Alderman D. Mayer. On roll call, all voted Aye. Motion carried.
- E.1.v. Alderwoman Wilhelm moved to confirm the Mayoral appointment of Rajiv Surana to the Technology Commission, term expires 4/30/17. Seconded by Alderman D. Mayer. On roll call, all voted Aye. Motion carried.
- E.1.w. Alderwoman Evans moved to confirm the Mayoral appointment of Scott Meade to the Technology Commission, term expires 4/30/17. Seconded by Alderman Dandrea. On roll call, all voted Aye. Motion carried.
- E.1.x. Alderwoman Evans moved to confirm the Mayoral appointment of Bryan Maersch to the Technology Commission, term expires 4/30/17. Seconded by Alderman Dandrea. On roll call, Alderwoman Evans and Alderman Dandrea voted Aye; Alderwoman S. Mayer, Alderman Schmidt, Alderwoman Wilhelm, and Alderman D. Mayer Abstained. Motion failed.
- E.1.y. Alderman Schmidt moved to confirm the Mayoral appointment of Philip Nickerson to the Board of Zoning & Building Appeals, term expires 4/30/17. Seconded by Alderman D. Mayer. On roll call, all voted Aye. Motion carried.
- E.1.z. Alderwoman Evans moved to confirm the Mayoral appointment of Juan Rodriguez to the Board of Zoning & Building Appeals, term expires 4/30/17. Seconded by Alderman D. Mayer. On roll call, all voted Aye. Motion carried.

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- 2013 FINANCIAL AUDIT REPORT G.1. Alderman D. Mayer moved to receive the 2013 Comprehensive Annual Financial Report (CAFR) and the required communications letter from CliftonLarsonAllen LLP, and place on file. Seconded by Alderman Schmidt. All voted Aye; motion carried.
- ORD. 2014-2138 AMEND CODE PROVIDING FOR TERMS OF BOARD/COMM MEMBERS G.2. Alderman D. Mayer moved to adopt Ordinance No. 2014-2138, AN ORDINANCE TO AMEND 10.23 OF THE MUNICIPAL CODE OF THE CITY OF FRANKLIN, WISCONSIN, TO PROVIDE FOR CONSISTENT FINITE TERMS FOR APPOINTED ELECTED OFFICIAL AND NON-ELECTED OFFICIAL BOARD AND COMMISSION AND COMMITTEE MEMBERS AND TO EXTEND THE POTENTIAL DE FACTO STATUS OF SUCH MEMBERS WITHIN THE FIRST 100 DAYS OF THE FIRST TERM OF A NEW MAYOR. Seconded by Alderman Dandrea. On roll call, all voted Aye. Motion carried.
- GENERAL FUND 2014 BUDGET TRANSFERS G.3. Alderwoman Wilhelm moved to table to the meeting of 6/03/14 AN ORDINANCE TO AMEND ORDINANCE NO. 2013-2120, AN ORDINANCE ADOPTING THE 2014 ANNUAL BUDGET TO PROVIDE FOR GENERAL FUND BUDGETS TRANSFERS FOR FISCAL YEAR 2014. Seconded by Alderman Mayer. On roll call, all voted Aye. Motion carried.
- TICKNOR & ASSOCIATES PROPOSAL G.4. Alderwoman Wilhelm moved that the proposal from Ticknor & Associates, Inc. for the provision of services to update the Franklin First Development Strategic Plan (Ticknor 2000), be tabled to the 6/02/14 Committee of the Whole meeting to provide for future council discussion on the topic of community direction and vision. Seconded by Alderman Schmidt. All voted Aye; motion carried.
- DIRECTION TO FFEDC G.5. Alderwoman Wilhelm moved to refer to the Forward Franklin Economic Development Committee the task of the study of and report upon potential retail/restaurant/quality of life/entertainment new development within the City and the areas likely for such development, to include, but not be limited to consideration of the subject matter as is set forth in Chapter 4: Economic Development of the City of Franklin 2025 Comprehensive Master Plan, the Franklin First Development Plan (R.A. Smith 2001), and Phase 2: Retail Development Potential of the Franklin First Development Strategic Plan (Ticknor 2000)(and as may be available updates

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- RES. 2014-6980
SPECIAL USE
WATER/WASTE
WATER
OPERATION AND
MAINTENANCE
FACILITY
5550 W. AIRWAYS
AVE.
- G.9. Alderman D. Mayer moved to adopt Resolution No. 2014-6980, A RESOLUTION IMPOSING CONDITIONS AND RESTRICTIONS FOR THE APPROVAL OF A SPECIAL USE FOR A 16,900 SQUARE FOOT EXPANSION OF THE CITY OF FRANKLIN WATER AND WASTE WATER OPERATION AND MAINTENANCE FACILITY USE UPON PROPERTY LOCATED AT 5550 W. AIRWAYS AVENUE (CITY OF FRANKLIN, APPLICANT). Seconded by Alderman Dandrea. On roll call, all voted Aye. Motion carried.
- PLEASANT VIEW
PARK
- G.10. Alderwoman Wilhelm moved to authorize staff to receive bids for the Development of Pleasant View Park including the extension of W. Evergreen Street, and return to the Common Council upon completion of the breakdown of information of the bids. Seconded by Alderman D. Mayer. On roll call, all voted Aye. Motion carried. Vote recorded as unanimous.
- RES. 2014-6981
AGREEMENT
WITH GRAEF
PLEASANT VIEW
PARK
- G.11. Alderman D. Mayer moved to adopt Resolution No. 2014-6981, A RESOLUTION AUTHORIZING OFFICIALS TO EXECUTE AN AGREEMENT WITH GRAEF TO PERFORM ENGINEERING SERVICES NECESSARY FOR PLANS AND BIDDING DOCUMENTS FOR THE DEVELOPMENT OF PLEASANT VIEW PARK INCLUDING THE STREET EXTENSION OF W. EVERGREEN STREET. Seconded by Alderman Dandrea. On roll call, all voted Aye. Motion carried.
- RES. 2014-6982
AGREEMENT
WITH
COMMONWEALTH
CULTURAL
RESOURCE GROUP
PLEASANT VIEW
PARK
- G.12. Alderwoman Wilhelm moved to adopt Resolution No. 2014-6982, A RESOLUTION AUTHORIZING OFFICIALS TO EXECUTE AN AGREEMENT WITH COMMONWEALTH CULTURAL RESOURCE GROUP, INC. IN THE AMOUNT OF \$2,487.26 TO PERFORM THE WISCONSIN DEPARTMENT OF NATURAL RESOURCE REQUIRED ARCHEOLOGICAL SURVEY OF THE PLEASANT VIEW PARK SITE, LOCATED SOUTH OF PLEASANT VIEW ELEMENTARY SCHOOL, subject to review and approval of the City Attorney. Seconded by Alderman Schmidt. On roll call, all voted Aye. Motion carried.
- WATER MAIN IN
W. ST. MARTINS
RD.
- G.13. Alderwoman S. Mayer moved to table to the 5/20/2014 Common Council meeting a Resolution awarding a contract in the amount of \$117,360 to The Wanasek Corp. for the extension of water main in W. St. Martins Road from S. Chapel Hill Drive to a point 440 feet southeast of S. Chapel

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- continued-
- G.13. Hill Drive. Seconded by Alderwoman Wilhelm. Alderman Wilhelm withdrew her second. It was then seconded by Alderman D. Mayer. All voted Aye; motion carried.
- RES. 2014-6983
AWARDING
CONTRACT FOR
LOCAL STREET
IMPROVEMENT
PROGRAM
- G.14. Alderman Schmidt moved to adopt Resolution No. 2014-6983, A RESOLUTION AWARDING CONTRACT TO THE LOW BIDDER, PAYNE & DOLAN, INC. IN THE AMOUNT OF \$1,041,340.10 FOR THE 2014 LOCAL STREET IMPROVEMENT PROGRAM AND PAVING SHADWELL SUBDIVISION STREETS. Seconded by Alderwoman Wilhelm. On roll call, all voted Aye. Motion carried.
- SEWER SERVICE
RATE
- G.15. Alderman Dandrea moved to adopt the recommended sewer service rate as presented and included in the Common Council meeting packet of 5/06/14. Seconded by Alderman D. Mayer. All voted Aye; motion carried.
- RES. 2014-6984
INVESTMENT
POLICY
- G.16. Alderwoman Wilhelm moved to adopt Resolution No. 2014-6984, A RESOLUTION TO AMEND THE INVESTMENT POLICY STATEMENT FOR THE CITY OF FRANKLIN POST EMPLOYMENT BENEFITS TRUST. Seconded by Alderman Dandrea. On roll call, all voted Aye. Motion carried.
- RES. 2014-6985
INVESTMENT
POLICY
- G.17. Alderwoman Wilhelm moved to adopt Resolution No. 2014-6985, A RESOLUTION TO AMEND THE CITY OF FRANKLIN INVESTMENT POLICY STATEMENT-RESERVE & LIQUIDITY INVESTMENTS. Seconded by Alderman Dandrea. On roll call, all voted Aye. Motion carried.
- MARCH
FINANCIAL
REPORT
- G.18. Alderman Schmidt moved to receive the March 2014 monthly financial report and place on file. Seconded by Alderman Dandrea. All voted Aye; motion carried.
- RES. 2014-6986
OFFICIAL
NEWSPAPER
- G.19. Alderman D. Mayer moved to adopt Resolution No. 2014-6986, A RESOLUTION DESIGNATING AN OFFICIAL NEWSPAPER. Seconded by Alderwoman Wilhelm. All voted Aye; motion carried.
- AMENDMENT TO
MEETING
SCHEDULE
- G.20. Alderman D. Mayer moved to establish the amended meeting schedule for 2014 (all meetings to begin at 6:30 p.m.) as follows: Committee of the Whole on 6/02/14, 6/30/14, and 9/08/14; Combined Committee of the Whole and Common Council on 8/05/14; and Common Council on 6/03/14,

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G.20. 6/17/14, 7/01/14, 7/15/14, 8/19/14, 9/09/14, and 9/23/14. Seconded by Alderman Dandrea. All voted Aye; motion carried.

MISCELLANEOUS
LICENSES

H.1. Alderman Dandrea moved to approve the following licenses:
Operators' licenses for 2013-2014: Shaun Hosseini, 1158 N. 50 St., Milwaukee; and Drew Kizer, S75W345 Crooked Lake Ln., Lindenhurst, IL;
Operators' licenses for 2014-2015: Danielle Peltier, 2520 W. Abbott Ave., Milwaukee; Daniel Hodach, 4520 Empire Ln., Waterford; John Braovac, 1335 S. 124 St., Brookfield; Jeanne Rainwater, 2604 W. Leroy Ave., Milwaukee; Jenna Rozek, 2669 S. 92 St., West Allis; Michael Falk, 10440 W. Scharles Ave., Hales Corners; Shelly Marquardt, 2733 N. Maple Rd., Burlington; Wendy Beierle, 9221 S. 96 St.; Jacob Koefler, 11507 W. Church St.; Jessica Rozek, 2669 S. 92 St., West Allis; Enea Gjika, 8405 S. 27 St.; Robert Cutting, 4380 S. Placid Dr., Greenfield; Stephanie Feest, 2117 W. Grays Ln., Oak Creek; Kristen DeFord, 7161 S. 38 St.; Jill LeClaire, 6516 S. 35 St., #101; Melissa Conway, S64W13012 Kipling Ct., Muskego; Kristin Zeka, 6885 S. Timber Ridge Ln., #7206, Oak Creek; Kathleen Varga, 2605 Rebecca Dr., Racine; Nathan Tiedke, 8029 S. 61 St.; Kristin Kowalski, 11210 W. 6 Mile Rd., Franksville; Tanya Gidlund, 5001 S. 40 St., Greenfield; Linda Hart, S75W14150 Restfull Ln., Muskego; John Bergner, 8501 Parkland Dr.; Randy Grass, 9056 W. Elm Ct, Unit F; Anthony Megna, 10321 W. Church St.; Michael Reichl, 7557 Drake Ln.; Brian Sawinski, P.O. Box 320412, Franklin; Katherine Kope, 4032 S. 77 St., #2, Milwaukee; Jill Barth, 4651 W. Sharon Ln.; Amy Balcerzak, 2605 E. Emily Ave., Oak Creek; Breana Kloppenburg, 7801 W. Imperial Dr.; Steven Lippel, 10145 Plumtree Cir., #203, Hales Corners; Adam Arbogash, 1351 N. 70 St., Wauwatosa; Larry Behrendt, 6631 S. 51 St.; Lynette Naumann, 3780 E. County Line Rd., Oak Creek; Mark Reikowski, W125S8317 North Cape Rd., Muskego;
Temporary Class B Beer and Temporary Entertainment & Amusement to Civic Celebrations Committee, 7/03/14-7/05/14, 9229 W. Loomis Rd.; and St. Martin of Tours-Church, 5/16/14-5/18/14, 7963 S. 116 St.;
Temporary Class B Beer & Wine to Federation of Croation Societies, 7/19/14-7/20/14, 9100 S. 76 St.;
People Uniting for the Betterment of Life and Investment in the Community (PUBLIC) Grant to Franklin Lioness Club, 8/31/14-9/01/14, St. Martins Fair;

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- H.1. Day Care Licenses for 2014-2015 to Academy of Preschool Learning, 3501 W. Ryan Rd.; Little Gems Academy, LLC, 9758 S. Airways Ct.; and Mrs. Rikki's Structured Day Care, 11224 W. Forest Home Ave.;
- Coin Machine Operator 2014-2015 to Wisconsin P&P Amusement, 12565 Lisbon Rd., Brookfield, Michael L. Weigel;
- Mobile Home Court 2014-2015 to D&K Management VIII, LLC, 6405 S. 27 St., Wendy Winograd.
- Seconded by Alderman Schmidt. All voted Aye; motion carried.

VOUCHERS AND
PAYROLL

- I.1. Alderwoman Evans moved to approve net general checking account City vouchers in the range Nos. 151910 through Nos. 152070 in the amount of \$2,288,360.32 dated 4/24/14 through 5/01/14. Seconded by Alderman D. Mayer. On roll call, all voted Aye. Motion carried.

Alderman D. Mayer moved to approve net general checking account City vouchers in the range of Nos. 152071 through Nos. 152080 in the amount of \$116,474.42 dated 5/05/14. Seconded by Alderman Schmidt. On roll call, all voted Aye. Motion carried.

Alderman Schmidt moved to authorize release of deposit and pre-payment checks as required for 2014 Franklin Civic Celebrations related contracts authorized for execution by the Common Council on 11/19/13 (Item G.1.) including, but not limited to, Music on the Move Plus for \$2,912.50. Seconded by Alderman D. Mayer. On roll call, all voted Aye. Motion carried.

Alderman D. Mayer moved to approve the net payroll dated 5/02/14 in the amount of \$334,778.84 and payments of the various payroll deductions in the amount of \$212,885.94 plus any City matching payments, where required. Seconded by Alderman Alderman Dandrea. On roll call, all voted Aye. Motion carried.

Alderman Dandrea moved to approve the net payroll dated 5/16/14 estimated at \$355,000.00 and payments of the various payroll deductions estimated at \$373,000.00 plus any City matching payments, where required. Seconded by Alderwoman S. Mayer. On roll call, all voted Aye. Motion carried.

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continued- I.1. Alderman D. Mayer moved to approve property tax settlements in the range of Nos. 13274 through 13278 in the amount of \$10,071,083.78 dated 4/15/14 through 4/23/14. Seconded by Alderman Dandrea. On roll call, all voted Aye. Motion carried.

ADJOURNMENT J. Alderwoman Wilhelm Moved to adjourn the meeting at 10:48 p.m. Seconded by Alderwoman S. Mayer. On roll call, all voted Aye. Motion carried.

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APPROVAL	REQUEST FOR	MEETING DATE
<i>Slw</i>	COUNCIL ACTION	May 20, 2014
ORGANIZATIONAL BUSINESS	Boards and Commission Appointments	ITEM NUMBER E.1

Mayoral appointments for confirmation by the Common Council:

Patricia Hogan, 8239 W. Drexel Avenue

1-year term to the Plan Commission expiring 4/30/2015

Scott Thinnes, 7937 W. Beacon Hill Drive

Unexpired 3-year term to the Plan Commission expiring 4/30/2015

Kevin Haley, 8945 South 116th Street

3-year term to the Plan Commission expiring 4/30/2017

Alderwoman S. Mayer's appointment for confirmation by the Common Council:

David Kucharski, 6821 Redwood Court

3-year term to the Board of Review expiring 4/18/2017

COUNCIL ACTION REQUESTED

Motion to confirm the appointments as listed above.

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E.l.a.

From: volunteerfactsheet@franklinwi.gov
Sent: Monday, April 07, 2014 6:47 PM
To: Lisa Huening; Jodi Vandenboom
Subject: Volunteer Fact Sheet

Name: Patricia Hogan
PhoneNumber: (414)529-2113
EmailAddress: hogiehouse@live.com
YearsasResident: 26 Years
Alderman: Ald. Mark Dandrea / Distr. #1
ArchitecturalBoard: 0
CivicCelebrations: 0
CommunityDevelopmentAuthority: 0
FinanceCommittee: 0
EnvironmentalCommission: 0
ForwardFranklinEconomicDevelopComm: 1
FairCommission: 0
BoardofHealth: 0
FirePoliceCommission: 0
ParksCommission: 0
LibraryBoard: 0
PlanCommission: 1
PersonnelCommittee: 0
BoardofReview: 0
BoardofPublicWorks: 0
BoardofWaterCommissioners: 0
TechnologyCommission: 0
WasteFacilitySitingCommittee: 0
BoardofZoning: 0
WasteFacilitiesMonitoringCommittee: 0
CompleteStreetsandConnectivityCommittee: 0
CompanyNameJob1: Milwaukee County
TelephoneJob1:
StartDateandPositionJob1: June 6, 1988
EndDateandPositionJob1: January 22, 2010
CompanyNameJob2:
TelephoneJob2:
StartDateandPositionJob2:
EndDateandPositionJob2:
CompanyNameJob3:

TelephoneJob3:
StartDateandPositionJob3:
EndDateandPositionJob3:
Signature: Patricia J. Hogan
Date: April 7, 2014
Signature2: Patricia J. Hogan
Date2: April 7, 2014
Address: 8239 West Drexel Ave. Franklin, WI 53132
PriorityListing: Plan Commission Forward Franklin ECD
WhyInterested: Was an Alderman in past years and would like to stay involved. We have developed a good solid community and I would like to continue that by joining one of these boards.
CompanyAddressJob1: 920 N. 9th Street Milwaukee, WI
DescriptionofDutiesJob1: Administration Asst. III, Constituent Services Representative, & Legislative Asst. to County Board of Supervisors.
AddressJob2:
DescriptionofDutiesJob2:
AddressJob3:
DescriptionofDutiesJob3:
AdditionalExperience: Franklin Alderman for 4 years, Franklin Common Council President for 2 years, Served on: Plan Commission, Labor Negotiations, License Committee, Civic Celebrations Committee, Economic Development Strategic Plan Committee, Community Education & Recreation Advisory Committee. Also previous member of: Finance Commission, Economic Development Commission, Board of Health & Franklin School System Committee on Alcohol & Drug Abuse Prevention.
ClientIP: 75.9.80.144
SessionID: f4nhey55ax5c1x454gtcuqui
See Current Results

E.I.B.

Shirley Roberts

From: volunteerfactsheet@franklinwi.gov
Sent: Thursday, May 08, 2014 11:57 AM
To: Lisa Huening; Shirley Roberts; Sandi Wesolowski
Subject: Volunteer Fact Sheet

Name: Scott A. Thinnes
PhoneNumber: (414) 425-8993
EmailAddress: scottathinnes@sbcglobal.net
YearsasResident: 27
Alderman: Mark Dandrea - District 1
ArchitecturalBoard: 0
CivicCelebrations: 0
CommunityDevelopmentAuthority: 0
FinanceCommittee: 0
EnvironmentalCommission: 0
ForwardFranklinEconomicDevelopComm: 0
FairCommission: 0
BoardofHealth: 0
FirePoliceCommission: 0
ParksCommission: 0
LibraryBoard: 0
PlanCommission: 1
PersonnelCommittee: 0
BoardofReview: 0
BoardofPublicWorks: 0
BoardofWaterCommissioners: 0
TechnologyCommission: 0
WasteFacilitySitingCommittee: 0
BoardofZoning: 0
WasteFacilitiesMonitoringCommittee: 0
CompleteStreetsandConnectivityCommittee: 0
CompanyNameJob1: Architectural Design Services, Incorporated
TelephoneJob1: (414) 425-8993
StartDateandPositionJob1: FEB1994 / Founding Director - President
EndDateandPositionJob1: Current
CompanyNameJob2:
TelephoneJob2:
StartDateandPositionJob2:
EndDateandPositionJob2:
CompanyNameJob3:

TelephoneJob3:

StartDateandPositionJob3:

EndDateandPositionJob3:

Signature:

Scott A. Thinnis

Date:

8MAY2014

Signature2:

Scott A. Thinnis

Date2:

8MAY2014

Address:

7937 West Beacon Hill Drive Franklin, WI 53132-8978

PriorityListing:

WhyInterested:

To offer my almost 40 years of experience in the Architecture and Building Construction industries to assist the city in attracting and securing the best quality of development possible. To help assure that the best, most proper development, is located in the best, most proper, locations to further enhance the quality of life and business in the City of Franklin.

CompanyAddressJob1:

7937 West Beacon Hill Drive Franklin, WI 53132-8978

DescriptionofDutiesJob1:

Architectural Design Services, Incorporated is a privately held technical services company providing consulting, product application design and documentation (AutoCAD) and manufacturing bill of material services to the architectural and construction products industry. Past projects have included product lines in metal wall panel systems, glass curtainwall systems and storefronts, architectural and structural precast concrete products and cold formed light gauge and hot rolled sub-framing systems for commercial, industrial and institutional building projects.

AddressJob2:

DescriptionofDutiesJob2:

AddressJob3:

DescriptionofDutiesJob3:

AdditionalExperience:

Past City of Franklin Boards and Commission appointments:
Board of Zoning and Building Appeals - 3 Years DPW Garage Study / Building Committee - 1+ Years Architectural Review Board - 12 Years Franklin Public Library Building Committee - 2+ Years City of Franklin City Hall Remodel Architect Selection Committee - Assisted in selection process.
Community Center Study Committee - 1 Year

ClientIP:

76.199.149.237

SessionID:

qxwc2ia1bhjpih3axbrw22uu

See Current Results

E.I.D.

Shirley Roberts

From: volunteerfactsheet@franklinwi.gov
Sent: Tuesday, May 13, 2014 3:36 PM
To: Lisa Huening; Shirley Roberts; Sandi Wesolowski
Subject: Volunteer Fact Sheet

Name: David Kucharski
PhoneNumber: 4146789232
EmailAddress: david@iknowhouses.com
YearsasResident: 13
Alderman: Susanne Mayer
ArchitecturalBoard: 0
CivicCelebrations: 0
CommunityDevelopmentAuthority: 0
FinanceCommittee: 0
EnvironmentalCommission: 0
ForwardFranklinEconomicDevelopComm: 0
FairCommission: 0
BoardofHealth: 0
FirePoliceCommission: 0
ParksCommission: 0
LibraryBoard: 0
PlanCommission: 0
PersonnelCommittee: 0
BoardofReview: 1
BoardofPublicWorks: 0
BoardofWaterCommissioners: 0
TechnologyCommission: 0
WasteFacilitySitingCommittee: 0
BoardofZoning: 0
WasteFacilitiesMonitoringCommittee: 0
CompleteStreetsandConnectivityCommittee: 0
CompanyNameJob1: Shorewest Realtors
TelephoneJob1: 414-476-7100
StartDateandPositionJob1: 10/1997
EndDateandPositionJob1: --
CompanyNameJob2:
TelephoneJob2:
StartDateandPositionJob2:
EndDateandPositionJob2:
CompanyNameJob3:

TelephoneJob3:

StartDateandPositionJob3:

EndDateandPositionJob3:

Signature: David Kucharski

Date: 5/13/14

Signature2: David Kucharski

Date2: 5/13/14

Address: 6821 Redwood ct

PriorityListing:

WhyInterested:

While maintaining property values is important, it is even more important that valuations are as fair and complete as possible for citizens and government alike. It is not possible to analyze each and every property in Franklin for value, however, sometimes a second fair look at some is needed. I can bring much experience to this process.

CompanyAddressJob1:

11622 W. North Ave, Wauwatosa WI 53132 and other locations

DescriptionofDutiesJob1:

Realtor

AddressJob2:

DescriptionofDutiesJob2:

AddressJob3:

DescriptionofDutiesJob3:

Besides being a Realtor for the past 16 years, I also own 16 rental units and belong to the Apartment Association of SE WI. I stay current on real estate issues and property values and conditions.

AdditionalExperience:

ClientIP: 24.209.158.10

SessionID: uisoot45yuyoq14500rxk255

See Current Results

F.I.



City of Franklin Police Department

Chief of Police Richard P. Oliva

May 6, 2014

Mayor Steve Olson
Members of the Common Council
Franklin, WI 53132

RE: Success with Chapter 167 of the Franklin City Code

Dear Elected Officials:

The following is an up to date accounting of the successful use of City Ordinance 167 which restricts the residency of sex offenders in the City of Franklin.

2007

1. Steven R. Hanke: Convicted of 2nd Degree Sexual Assault. On 8-9-07 he was determined to be living at 8219 S. 77th Street. An Injunction petition was filed with circuit court alleging violation of Chapter 167. On July 24, 2008 Judge Franke rules in favor of city and orders Hanke out of residence by 9-22-08.
2. Daniel C. Niggeling: Convicted of 4th Degree Sexual Coercion (sex w/child 13-15 years of age). A Detective checking the state sex registry website on 5/30/07 found him listed as living at 3921 W. Leah Ave (Mother's residence). On 5/31/07 he was arrested for an outstanding warrant. He was advised of the ordinance at time of arrest and he did not return to the residence.
3. Daniel A. Bell: Convicted of 4th Degree Sexual Conduct & 2nd Degree Sexual Contact with a child under 13. On 5/30/07 he was found on the state website living at 11428 W. Swiss St. Through investigation it was found that he was visiting his sister in Kentucky at the time. He was advised of the ordinance by telephone. He stated he would not return to Franklin since he only had a month to month lease and would not renew it. Further investigation confirmed that he did not return.
4. Melvin Rios: Convicted of Sexual Assault of a Child (1986, pre-registry case). On 6-8-07 the department received information that he was driving an Ice Cream truck in city. He was stopped on 6-10-07 at 44th & Forest Hill selling ice cream. He was advised of the ordinance and of the Child Safety Zones in the city. On 6-11-07 the department contacted the owner of the ice cream truck business & advised her of the ordinance. Rios was immediately terminated from employment in Franklin.



City of Franklin Police Department

Chief of Police Richard P. Oliva

5. Virgil D. Julius: Convicted of 2nd Degree Sexual Assault. On 11/15/07 the department was advised by Federal Probation & Parole that Julius was requesting to stay in Franklin for 4 days over the Thanksgiving Holiday. The department advised the agent that Julius would be violating our ordinance and we would be making a community notification and take steps to enforce the ordinance if he came. On 11-20-07 the agent notified the department that Julius would not be coming to city.

6. Jon G Kamin: Convicted of 2nd Degree Sexual Assault. On 11/21/07 he was found on the state website as residing at 10526 W. Cortez Circle #28. He had moved in October 1, 2007 and had not notified the state registry within the 10 day required time period. The department advised him of the ordinance and the City Attorney sent him a letter. A copy of the letter was also given to the apartment manager. The manager and Kamin were advised we would notify the neighborhood and initiate enforcement of the ordinance if Kamin didn't move out as soon as possible. The manager released Kamin from his lease and he moved out.

7. Bake B. Baker: Convicted of 1st Degree Sexual Assault of a Child. He came to the department to report that he was residing at 3623 W. College #16. He was advised of the ordinance prohibiting him from living there and he vacated the residence on 12-05-07.

2008

8. Christine J. Hickman: Convicted of Transporting Individuals for Purpose of Prostitution. She was found on the state website on or about 2-21-08 residing at 2841 W. Rawson. After several attempts she was contacted and advised of the ordinance and the need to move. On 3-9-08 it was confirmed that she moved to the city of Milwaukee.

2009

9. Darren L. Logue: Convicted of 2nd Degree Sexual Assault of a Child. After a thorough investigation it was determined that Logue was living at 7855 S. Scepter Dr. #8 (girlfriends apartment), and had not notified the state sex registry of his change of address. He was advised of the ordinance and the City Attorney sent a warning letter. On 1-12-09 officers arrested and charged Logue with a felony for failure to notify the state of his address change. Logue's girlfriend has given a 30 day notice to move to her apartment manager.

10. Unidentified Offender: 1-21-09 the manager of the apartment complexes in the 7800 block of S. Scepter Drive advised the department of a sex offender attempting to rent an apartment from her. The ordinance was explained to the manager who subsequently refused rental to offender.

11. (Subject not named due to status offense): Found delinquent of 2nd Degree Sexual Assault of a Child. On 1-23-09 he made inquires to the City Attorney's office and police department as to his ability to move into the Prairie Grass Subdivision. He was advised that because of his status and the location of the property, he would not be eligible to reside there.



City of Franklin Police Department

Chief of Police Richard P. Oliva

2010

12. William Jetty: Convicted of 3rd Degree Sexual Assault. Received information on 1-4-2010 that Jetty was staying with a girlfriend in the 6800 block of W. Kathleen Court. A letter was served directing him to move. Confirmed that he moved out of the city on 1-13-2010.

13. Michael L. Rueter: Convicted of Sexual Assault. Moved into a relative's residence in the 7800 block of S. 76th Street in early January 2010. Served with a copy of ordinance and directed to move. Move on 1-13-2010.

14. Brad A. Evenson: Convicted of 2nd Degree Sexual Assault of a Child. 3-23-10 received inquiry from someone planning to purchase a side by side condo in Prairie Grass Preserve and stated intent was for Evenson to live in one of the units. Inquired because knew Franklin had an ordinance. Was advised that the property was within the restricted area. State she would not pursue the purchase.

15. James A. Farrell: Convicted of 1st Degree Sexual Assault of a Child. On 8-25-10 during a neighbor trouble investigation, it was discovered Farrell was living with a girlfriend in the 6400 block of S. 35th Street. After reporting this fact to his probation officer and presenting him with a copy of the city's ordinance, he agreed to stop residing in Franklin.

16. Anquion M. Oliver Convicted of 2nd Degree Sexual Assault. After found to be residing in the 10500 block of W. Cortez Circle was ordered to leave on November 16, 2010.

2011

17. Christopher Jones: Convicted of 1st Degree Sexual Assault. On Friday, June 3, 2011 Jones left a Voice Mail with the police department stating he was intending to move into the Whitnall Pointe Apartments, 10500 Cortez Circle. A Detective met with Mr. Jones on Monday, June 6th and advised him of the city's residency ordinance and advised him he was not allowed to live where he intended. Jones subsequently notified the department that he would be seeking a residence in another community.

18. Dirk R. Krause: Convicted of 1st Degree Sexual Assault. On September 26, 2011 learned Krause was living at 7804 W. Elm Court. Served him with notice to move on 9-27-11. Moved out 10-12-11.

2012

19. Michael K Reuter: Convicted of Sexual Assault, made a second attempt to move into the city in the 7800 block of S. 76th St with a relative and was prevented from doing so on 2-23-12.



City of Franklin Police Department

Chief of Police Richard P. Oliva

20. Michael A. Allen: Convicted of 2nd Degree Sexual Assault of a Child, was found staying at a motel on S. 27th St. He was arrested on warrants and removed from the motel on 4-16-12.
21. Daniel J. Emer: Convicted of 3rd Degree Sexual Assault. On May 11, 2012 learned Emer was living at 8221 W. Imperial Drive. Served a notice to move on 5-12-12. Moved out 5-15-12.
22. Mark Davis: Convicted of Using Photographic Equipment to Secretly Peep. On or about May 10th, 2012 learned Davis may be staying with mother at 9502 W. Loomis Rd #133 (later confirmed). Ordered out and moved on or about May 15th.
23. Randall C. Lindberg: Convicted of Forced Viewing of Sexual Activity, attempted to move into the city in September but was prevented by notifying him of the City's ordinance.
24. Gregory Allen Davis (Brother of Mark Davis): Convicted of Sexual Assault. Notified November 1, 2012 he was intending to stay with his mother at 9501 W. Loomis Rd. Advised cannot do so per ordinance. Moved into another city.

2013

25. Joshua G. Pingel: Convicted of 2nd Degree Sexual Assault of a Child. Found staying at the American Motel, 9335 S. 27th St. on May 16th. Arrested for a warrant with Marathon County. Also, reported to be non compliant with the Department of Corrections Sex Registry requirements. Returned to Marathon County and Probation revoked.
26. Brian L. Stevens: Convicted of 2nd Degree Sexual Assault of a Child. Found residing at 7859 Scepter Dr. on June 11th. Taken into custody for Failing to Register, Presence in Child Safety Zone, Probation Violation.
27. Daniel J. Olson: Convicted of 2nd Degree Sexual Assault of a Child. Was not compliant with Sex Offender Registry. Found living at 8924 W. Puetz Rd. Taken into custody and ordered not to return.
28. James G. Neumeyer: Convicted of Repeated Acts of Sexual Assault Against Same Child. Inquired about moving into the city. Was advised of ordinance. Was not able to move to intended residence as it was within a restricted zone.
29. Joshua J. Feltz: Convicted of 2 Counts of Repeated 1st Degree Sexual Assault of a Child. Discovered residing in the 6800 block of Whitnall Edge Rd. Ordered to vacate the premises on November 18, 2013.
30. Gregory A. Davis: Convicted of Sexual Battery. Discovered residing at 7859 S. Scepter Dr. on December 30, 2013. Arrested for Violating a Child Safety Zone and being non compliant with the State Sex Offender Registry regarding reporting change of address (also arrested for Disorderly Conduct, Operating an Auto without Owner's Consent). Ordered not to return.



City of Franklin Police Department

Chief of Police Richard P. Oliva

2014

31. Marty A. Swenson: Convicted of First Degree Sexual Assault of a Child. January 16, 2014 discovered he had been living in the 9000 block of W. Meadow Lane with his grandmother. He had already moved out by this time. He was ordered not to return to the residence per city ordinance.
32. Cody T. King: Convicted of First Degree Sexual Assault of a Child. Discovered using the Lachnest Motel, 8360 S. 100th St. as a temporary residence. Given a copy of city ordinance and ordered to leave on April 18, 2014.
33. Ruben Cesarez: Convicted of Second Degree Sexual Assault of a Child. Discovered to be staying at the American Motel, 9335 S. 27th St. on May 5, 2014. Advised of city ordinance and ordered to leave. Vacated the city immediately.

The Franklin Police Department has devoted, and continues to devote, a significant amount of resources to ensure the city is safe from sex offenders. Enforcing the city's sex offender residency ordinance is an exacting process. It takes constant monitoring and a steady commitment of time, personnel, and money to ensure the ordinance is effectively enforced. I intend to continue the active and thorough pursuit of violations and potential violations of Chapter 167 as long as resources permit.

Sincerely,

Rick Oliva

Rick Oliva
Chief of Police

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<p style="text-align: center;">APPROVAL</p> <p style="text-align: center;"><i>Slw</i></p>	<p style="text-align: center;">REQUEST FOR COUNCIL ACTION</p>	<p style="text-align: center;">MEETING DATE</p> <p style="text-align: center;">05/20/14</p>
<p style="text-align: center;">REPORTS & RECOMMENDATIONS</p>	<p style="text-align: center;">RESOLUTION IMPOSING CONDITIONS AND RESTRICTIONS FOR THE APPROVAL OF A SPECIAL USE FOR A COMMERCIAL BUILDING AND CLEANING SERVICES USE UPON PROPERTY LOCATED AT 8581 SOUTH 27TH STREET (SPOT FREE CLEANING LLC, APPLICANT)</p>	<p style="text-align: center;">ITEM NUMBER</p> <p style="text-align: center;"><i>G.1.</i></p>

At its May 8, 2014 meeting, following a properly noticed public hearing, the Plan Commission recommended approval of a resolution imposing conditions and restrictions for the approval of a Special Use for a commercial building and cleaning services use upon property located at 8581 South 27th Street, with the elimination of Condition No. 4 in the draft resolution (Spot Free Cleaning LLC, Applicant).

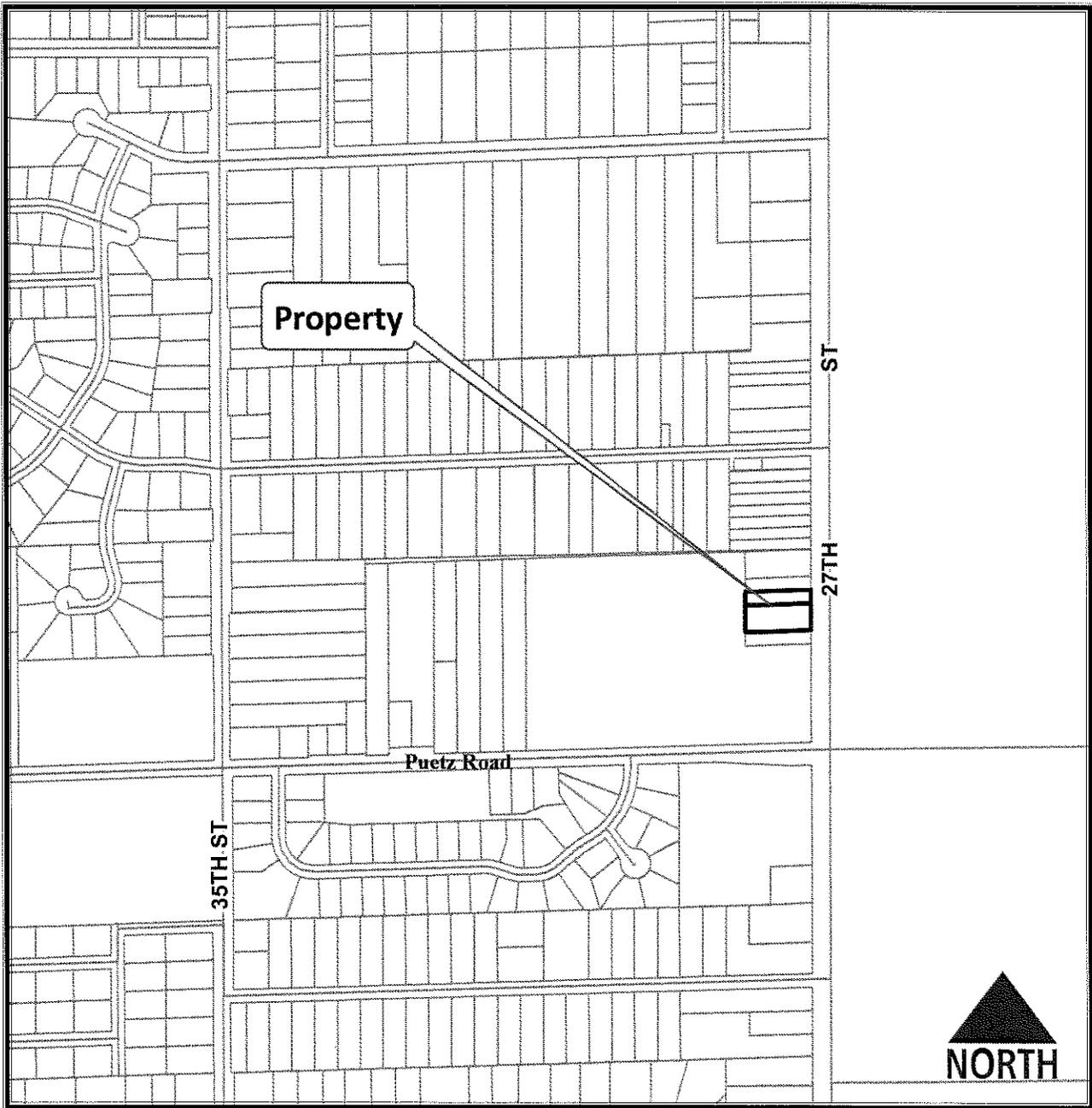
Condition No. 4 stated, "The applicant shall remove the pavement within the South 27th Street right-of-way and convert it into greenspace prior to issuance of an Occupancy Permit."

COUNCIL ACTION REQUESTED

A motion to adopt Resolution No. 2014-_____, a resolution imposing conditions and restrictions for the approval of a Special Use for a commercial building and cleaning services use upon property located at 8581 South 27th Street (Spot Free Cleaning LLC, Applicant).



8581 & 8595-8607 South 27th Street
TKN: 832-9997-000 & 832-9998-000



Planning Department
(414) 425-4024

0 500 1,000 2,000 Feet

2013 Aerial Photo

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

RESOLUTION NO. 2014-_____

A RESOLUTION IMPOSING CONDITIONS AND RESTRICTIONS
FOR THE APPROVAL OF A SPECIAL USE FOR A COMMERCIAL
BUILDING AND CLEANING SERVICES USE UPON PROPERTY
LOCATED AT 8581 SOUTH 27TH STREET
(SPOT FREE CLEANING LLC, APPLICANT)

WHEREAS, Spot Free Cleaning LLC having petitioned the City of Franklin for the approval of a Special Use within a B-4 South 27th Street Mixed-Use Commercial District under Standard Industrial Classification Title No. 7349 "Building maintenance services, not elsewhere classified", to allow for a commercial building and cleaning services (including window washing, carpet cleaning and grounds and building maintenance) use, upon property located at 8581 South 27th Street (off-site parking to be located immediately to the south of the property, at 8595 and 8607 South 27th Street), bearing Tax Key No. 832-9997-000, more particularly described as follows:

South 58.865 feet of North 235.73 feet of East 370.00 feet of 52.50 acres of Section 13, Township 5 North, Range 21 East, in the City of Franklin, Milwaukee County, Wisconsin, excepting East 80 feet for STR CONT, 0.392 acres; and

WHEREAS, such petition having been duly referred to the Plan Commission of the City of Franklin for a public hearing, pursuant to the requirements of §15-9.0103D. of the Unified Development Ordinance, and a public hearing having been held before the Plan Commission on the 8th day of May, 2014, and the Plan Commission thereafter having determined to recommend that the proposed Special Use be approved, subject to certain conditions, and the Plan Commission further finding that the proposed Special Use upon such conditions, pursuant to §15-3.0701 of the Unified Development Ordinance, will be in harmony with the purposes of the Unified Development Ordinance and the Comprehensive Master Plan; that it will not have an undue adverse impact upon adjoining property; that it will not interfere with the development of neighboring property; that it will be served adequately by essential public facilities and services; that it will not cause undue traffic congestion; and that it will not result in damage to property of significant importance to nature, history or the like; and

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

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Common Council of the City of Franklin, Wisconsin, that the petition of Spot Free Cleaning LLC, for the

SPOT FREE CLEANING LLC – SPECIAL USE

RESOLUTION NO. 2014-_____

Page 2

approval of a Special Use for the property particularly described in the preamble to this Resolution, be and the same is hereby approved, subject to the following conditions and restrictions:

1. That this Special Use is approved only for the use of the subject property by Spot Free Cleaning LLC, successors and assigns, as a commercial building and cleaning services use, which shall be developed in substantial compliance with, and operated and maintained by Spot Free Cleaning LLC, pursuant to those plans City file-stamped April 30, 2014 and annexed hereto and incorporated herein as Exhibit A.
2. Spot Free Cleaning LLC, successors and assigns, shall pay to the City of Franklin the amount of all development compliance, inspection and review fees incurred by the City of Franklin, including fees of consults to the City of Franklin, for the Spot Free Cleaning LLC commercial building and cleaning services facility, within 30 days of invoice for same. Any violation of this provision shall be a violation of the Unified Development Ordinance, and subject to §15-9.0502 thereof and §1-19. of the Municipal Code, the general penalties and remedies provisions, as amended from time to time.
3. The approval granted hereunder is conditional upon Spot Free Cleaning LLC, and the commercial building and cleaning services use for the property located at 8581 South 27th Street: (i) being in compliance with all applicable governmental laws, statutes, rules, codes, orders and ordinances; and (ii) obtaining all other governmental approvals, permits, licenses and the like, required for and applicable to the project to be developed and as presented for this approval.
4. The applicant shall provide ADA accessible parking in compliance with Table 15-5.0202(I)(1) of the Unified Development Ordinance prior to issuance of an Occupancy Permit.

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

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

SPOT FREE CLEANING LLC – SPECIAL USE
RESOLUTION NO. 2014-_____

Page 3

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

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

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

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

Introduced at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2014.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2014.

APPROVED:

Stephen R. Olson, Mayor

ATTEST:

Sandra L. Wesolowski, City Clerk

YES _____ NOES _____ ABSENT _____

Project Narrative

1. Proposal Summary

Root River Auto Body (RRAB), which is a body shop on 1.3 acres of land and includes a building in the North East corner for which an occupancy permit is required. RRAB has been a fixture in the Franklin community for almost half a century and on several occasions it has become necessary to lease the aforementioned the North-East building to businesses that also serve the community. RRAB would like to obtain an occupancy permit to keep Spot Free Cleaning in the North East corner building which provides a valuable service to surrounding businesses and contributes to the community tax base.

2. Introduction to Lessee requiring an occupancy permit

Spot Free Cleaning is a commercial cleaning and building maintenance company that provides window washing, carpet cleaning, grounds and building maintenance amongst other commercial services.

Spot Free Cleaning is a family owned and operated business that has been serving Milwaukee County for over two decades with an impressive client list including Walgreens, Sentry, Menards and Piggly Wiggly.

3. Summary

To keep Spot Free Cleaning in Franklin, it will be necessary for Root River Auto Body to obtain an occupancy permit for the building in the North East corner of the property. There is no exterior building or site changes planned for property. RRAB will maintain the building to the highest standards required by the City of Franklin and assure that all encumbrances are addressed immediately.

Response to General Standards for Special Uses

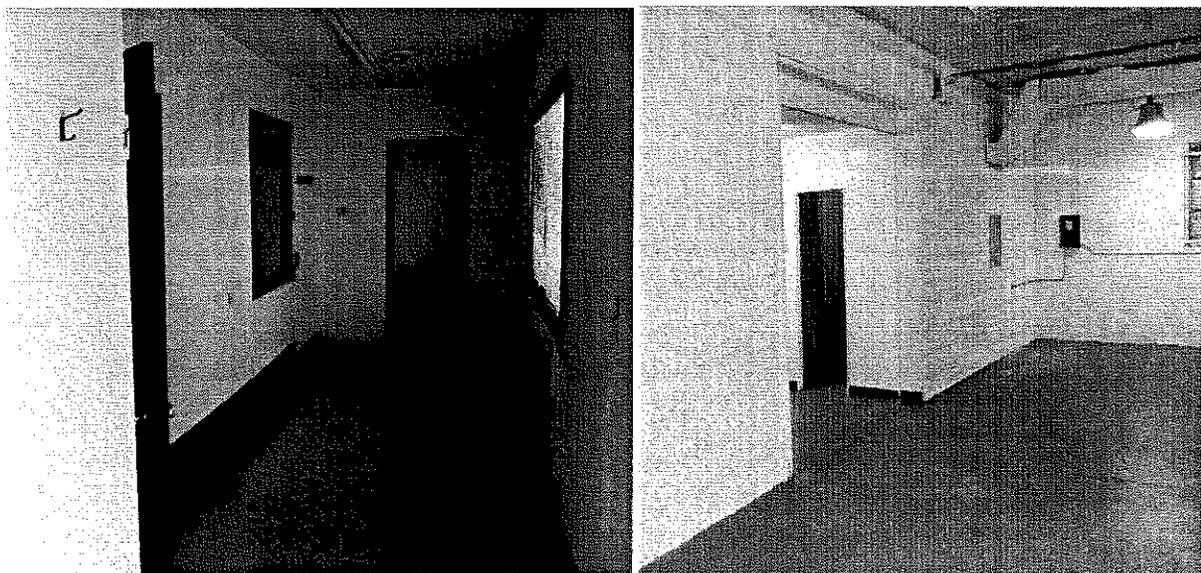
1. **Purposes and Intent.** The proposed use of the building will be to provide office space and provide periodic maintenance to some of the equipment for Spot Free Cleaning.
2. **No Undue Adverse Impact.** The use of the building will not have any substantial or undue adverse impact on the adjacent property, the character of the area and will not affect the public health, safety, morals, comfort and general welfare of the community. The use of the building by Spot Free Cleaning will not impair property values within the community.
3. **No Interference with Surrounding Development.** There will be no development or changes to the current area for which Spot Free Cleaning would like to obtain an occupancy permit from the City of Franklin.
4. **Adequate Public Facilities.** The proposed use of the building by Spot Free Cleaning will require no changes to any public facilities and will be adequately served by all existing infrastructure.
5. **No Traffic Congestion.** The use of the building by Spot Free Cleaning will have no impact on any of the current traffic patterns. There is ample egress to for the structure
6. **No Destruction of Significant Features.** The proposed use of the building will not require any changes to the surrounding area.
7. **Compliance with Standards.** The special use of the building will conform to all applicable regulations of the district and will comply with any additional conditions proposed by the Division of Ordinance necessary for authorization.

Exhibit A

LEGAL DESCRIPTION OF 8581 S. 27TH ST.,

S 58.865 FT OF N 235.73 FT OF E 370 FT OF 52.50 ACS OF SE 13 5 21 EXC E 80 FT FOR STR CONT 0.392 ACS

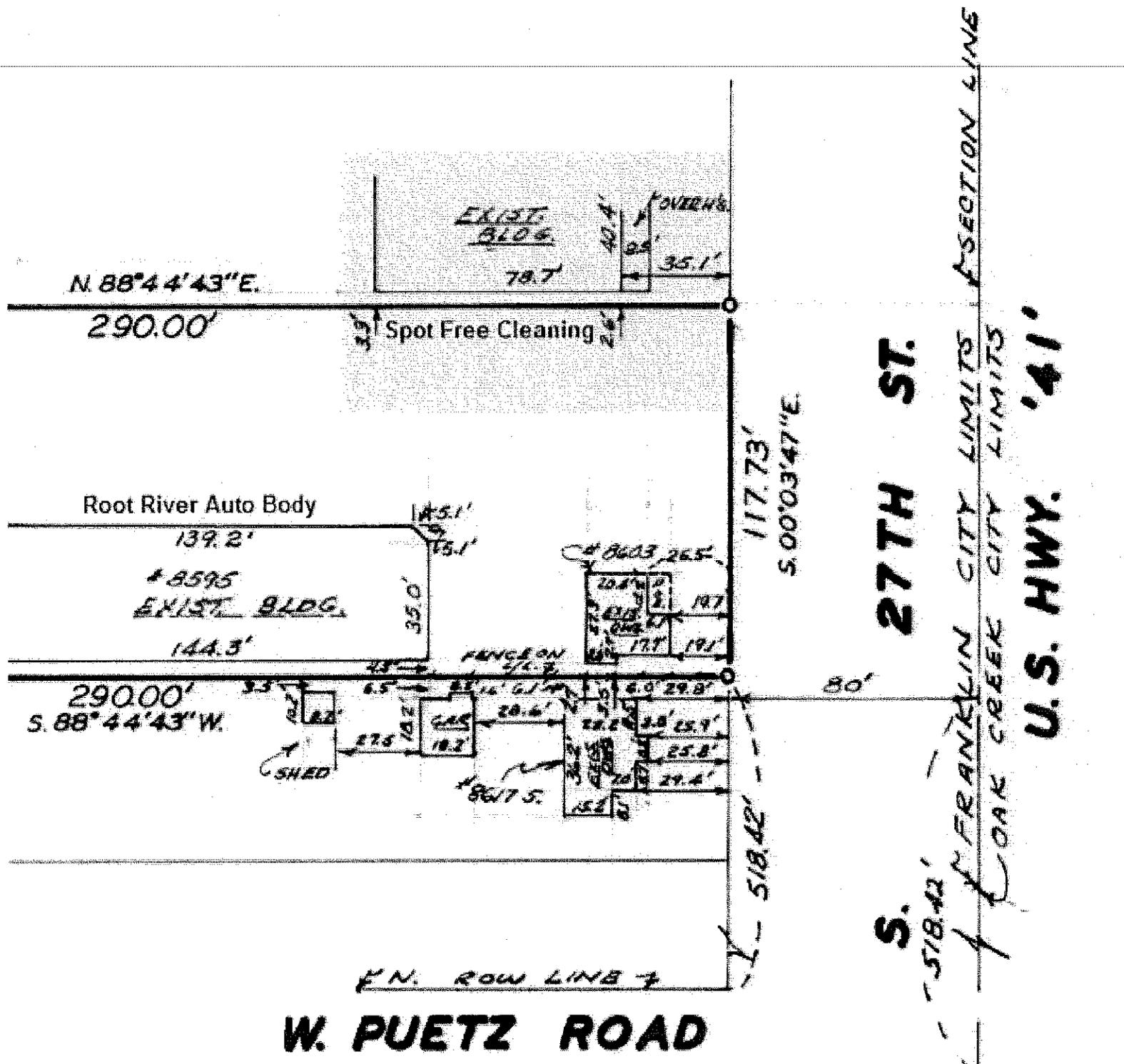
The building that is currently leased to Spot Free Cleaning, 8581 S. 27th St. is 78.7' long by 40.4' wide. The interior of the building is approximately 3050 Sq/Ft. The interior of the building is open concept with an office space and restroom. There are 21 parking spaces directly adjacent to the building and one handicap spot that is included with the lease.



Franklin

APR 30 2014

City Development



N. 88°44'43"E.

290.00'

Spot Free Cleaning

Root River Auto Body

139.2'

#8595
EXIST. BLDG.

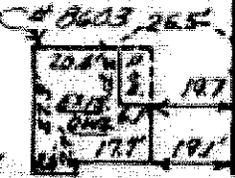
144.3'

290.00'
S. 88°44'43"W.

SHED

GAR

#8617 S.



FENCE ON 1/4"

117.73'

S. 00°03'47"E.

27TH ST.

80'

518.42'

F.N. ROW LINE 7

W. PUETZ ROAD

FRANKLIN CITY LIMITS
OAK CREEK CITY LIMITS

U.S. HWY. '41'

S.E. COR. SEC. 13
T.5N. R.21E. 2

N

8581 South 27th Street
Taxkey No. 832-9997-000
Owner: Paul, Michael F.
Zoning District: B-4
Acreage: 0.39

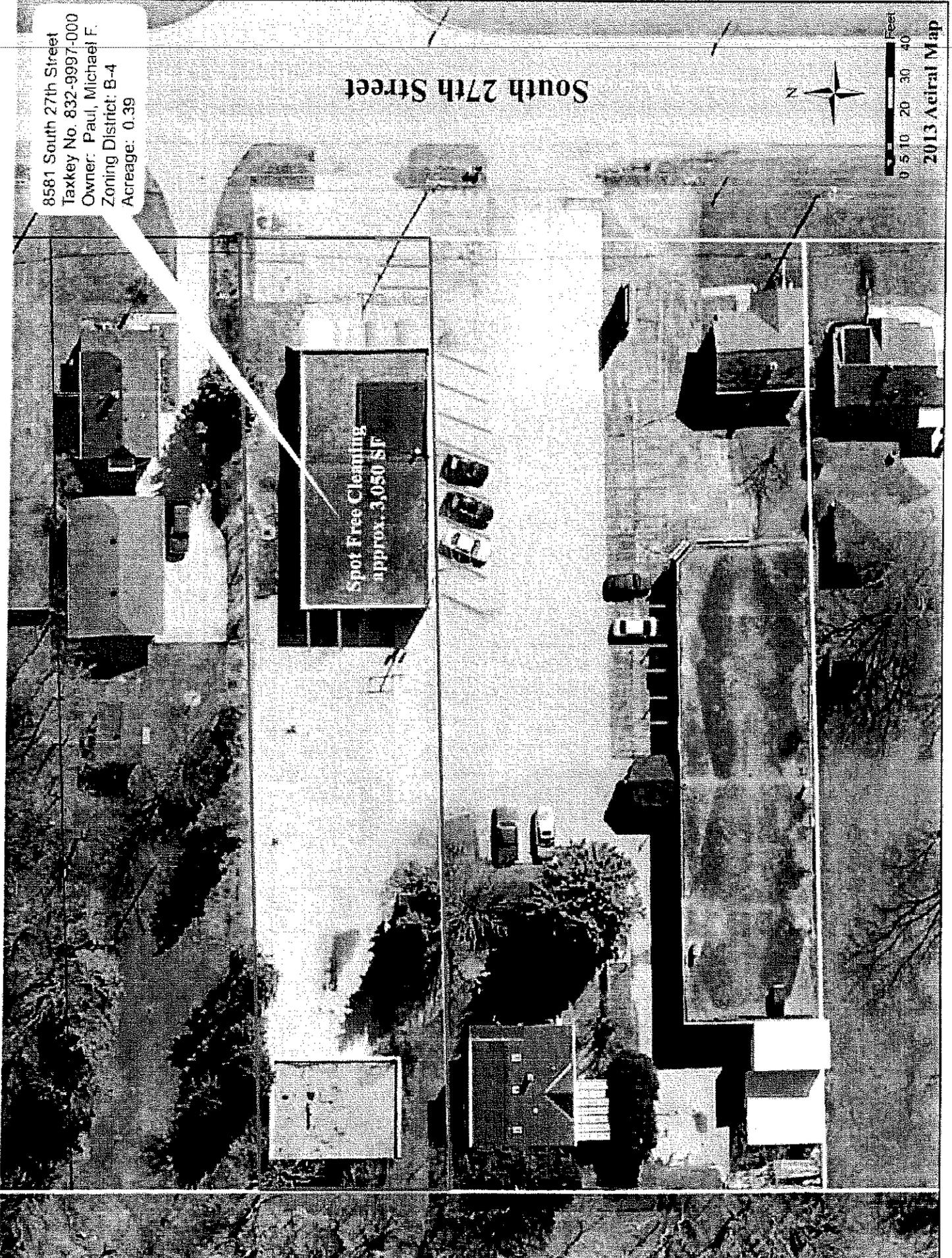
South 27th Street



Feet
0 5 10 20 30 40

2013 Aerial Map

Spot Free Cleaning
approx. 3,050 SF





REPORT TO THE PLAN COMMISSION

Meeting of May 8, 2014

Special Use

RECOMMENDATION: Department of City Development staff recommends approval of the Special Use Application, subject to the conditions in the draft resolution.

Table with 2 columns: Field Name and Value. Fields include Project Name, Project Address, Applicant, Property Owner, Current Zoning, 2025 Comprehensive Plan, Use of Surrounding Properties, and Applicant Action Requested.

Introduction

Please note:

- Staff recommendations are underlined, in italics and are included in the draft ordinance.
Staff suggestions are only underlined and are not included in the draft resolution.

On April 2, 2014, the applicant submitted a Special Use Application for Spot Free Cleaning, to operate a commercial building cleaning services use upon property located at 8581 South 27th Street. The proposed business use is permitted in the B-4 South 27th Street Mixed Use Commercial District as a Special Use under Standard Industrial Classification Title No.7349 "Building maintenance services, not elsewhere classified," which allows "Establishments primarily engaged in furnishing building cleaning and maintenance services, not elsewhere classified, such as window cleaning, janitorial service, floor waxing, and office cleaning."

The applicant is currently utilizing the existing building at 8581 S. 27th Street for Spot Free Cleaning, and discovered the need for this Special Use approval when he applied for an Occupancy Permit.

Project Description/Analysis

Site Plan:

The subject property, 8581 S. 27th Street, is approximately 0.39 acres (approximately 17,000 square feet) in size. The property consists of the 3,050 square foot building and a detached accessory building located on the west side of the property. The majority of the property is paved. Root River Auto Body uses the detached accessory building for storage.

There are approximately seven parking spaces for this building/use located on the adjacent property to the south, 8595/8607 S. 27th Street. Michael F. Paul, owner and operator of Root River Auto Body, owns both the properties. The parking is referenced in the draft resolution as part of this special use for 8581 S. 27th Street.

Due to the common ownership and historic use of these two adjacent parcels, and due to the fact that the current buildings and paved areas do not meet UDO setback requirements, staff suggests submittal of a Land Combination Permit Application].

Staff estimates that the site contains approximately 13,373 square feet of impervious surface. This would leave approximately 3,749 square feet of area remaining as greenspace, resulting in a Landscape Surface Ratio (LSR) of 0.22 (3,749 landscaped area/17,122 site area), which does not meet the required minimum B-4 District LSR of 0.30 or 30%. Due to the historic use and nature of this property, and as the current owner and applicant are not proposing any exterior changes, staff is supportive of leaving the property generally as is. However, staff recommends that the applicant remove the pavement within the S. 27th Street right-of-way and convert it into greenspace prior to issuance of an Occupancy Permit. Furthermore, staff suggests that a ten-foot parking/paving setback be established from the front property line. There is approximately 500 square feet of pavement within the right-of-way in front of 8581 S. 27th Street. This does not include the driveway access to 27th Street. Establishment of the ten foot parking setback would involve the removal of an additional 600 square feet of pavement.

Both the subject property and the property to the south possess driveway access to South 27th Street.

As previously indicated, the applicant is not proposing any site changes. The parking lot is in generally good condition and is striped.

Parking:

Table 15-5.0203 of the UDO requires a Standard Parking Ratio (SPR) of two parking spaces per 1,000 square feet of gross floor area, plus required parking spaces for offices, or similar uses where those uses exceed 10% of gross floor area for Contractor Shops. Based on the above standard and proposed use, seven parking spaces are required.

The 8581 S. 27th Street property includes eight striped parking spaces, not including the seven parking spaces located immediately to the south on the adjacent parcel (which, according to the property owner and applicant, have historically and are currently utilized for the subject building).

However, removal of the pavement within the S. 27th Street right-of-way would immediately result in the loss of two parking spaces. And in order to ensure a safe and efficient means to traverse the parking lot, the likely removal of another three parking spaces. However, as shared parking has historically existed on the two adjacent parcels, and as they are both under one owner, staff only suggests the submittal of a recorded copy of a shared parking agreement formalizing the shared parking arrangement between the two parcels.

In addition to the seven parking spaces noted above, Root River Auto Body has approximately 16 parking spaces that are on their property for their business. Table 15-5.0203 of the UDO requires a SPR of four spaces per service bay for Vehicle Repair Shop (without the dispensing of gasoline). Root River Auto Body has one bay, thus a SPR of four parking spaces. Staff finds that each use has sufficient parking.

Staff recommends that ADA accessible parking be provided in compliance with Table 15-5.0202(I)(1) of the Unified Development Ordinance, prior to issuance of an Occupancy Permit.

Landscaping:

Table 15-5.0302 of the UDO requires one canopy/shade tree, one evergreen tree, one decorative tree and one shrub for every five provided parking spaces.

The subject property (if revised as noted above) would contain three parking spaces, which would require five plantings of each type per Section 15-5.0302B. of the UDO, which requires a minimum of 5 plantings of each type. The applicant did not provide an existing plant schedule; therefore, staff is not aware of the number of plantings of each type currently onsite. The applicant is also not proposing any additional landscaping. Staff believes the site does not currently conform to UDO landscape standards. However, the greenspace and areas for landscaping is limited and the applicant is not proposing exterior site modifications; therefore, staff is not recommending additional plantings at this time.

Lighting:

The applicant is not proposing any new lighting. Existing lighting consists of a light on a power pole adjacent to South 27th Street and building lighting.

Architecture:

The applicant is not proposing any building modifications.

Signage:

The applicant is not proposing any signage at this time. Any proposed signage will be subject to separate review and approval by the Architectural Review Board and issuance of a Sign Permit through the Inspection Department.

Stormwater Management:

As the applicant is not adding impervious surface to the site, a stormwater management plan and facilities are not required.

Natural Resource Protection Plan and Conservation Easement:

The applicant is not proposing any exterior site modifications and, therefore, will not be disturbing any protected natural resource features. Furthermore, staff reviewed the Wisconsin Department of Natural Resources Surface Water Data Viewer Map, which does not show wetlands on the property, only wetland indicating soils.

South 27th Street Corridor Plan and South 27th Street Design Overlay District

Per the South 27th Street Corridor Plan, Section 15-3.0351 was created providing design standards for properties within the South 27th Street Corridor. Section 15-3.0351 South 27th Street Design Overlay Standards apply “whenever new principal and/or accessory buildings are constructed in the district following the effective date of this ordinance.” and “Apply whenever building additions in the district result in an increase in floor area of fifty (50) percent or more over the floor area of the existing building at the time of the addition.”

Furthermore, the standards state, “Allow existing structures to remain conforming with regard to this Division.”

Based upon the preceding information, the South 27th Street Design Overlay District standards do not have to be met for the proposed special use.

Comprehensive Master Plan Consistency:

- *Consistent with, as defined by Wisconsin State Statute, means “furthers or does not contradict the objectives, goals, and policies contained in the comprehensive plan.”*

The City of Franklin 2025 Comprehensive Master Plan (CMP) identifies the subject property as Mixed Use. The surrounding future land uses are Mixed Use to the north and south and Residential to the west.

Department of City Development staff finds the proposed development generally consistent with the Comprehensive Master Plan, meeting with several goals and objectives such as creating jobs, rehabilitate existing commercial structures and contributing to the tax base and 70/30 goal of the City.

Staff Recommendation

Department of City Development staff recommends approval of the Special Use Application, subject to the conditions in the draft resolution.

<p align="center">APPROVAL</p>	<p align="center">REQUEST FOR COUNCIL ACTION</p>	<p align="center">MEETING DATE</p>
<p align="center"><i>Slw</i></p>		<p align="center">May 20, 2014</p>
<p align="center">REPORTS AND RECOMMENDATIONS</p>	<p align="center">An Ordinance to Amend the Municipal Code as it Pertains to Deferment of Payment of Special Assessments</p>	<p align="center">ITEM NUMBER <i>G, 2,</i></p>

Attached is a draft ordinance as recommended by the City Engineer. The purpose is to provide further discretion to the Common Council in considering and authorizing special assessment deferments for relatively unique public projects.

COUNCIL ACTION REQUESTED

A motion to adopt An Ordinance to Amend the Municipal Code as it Pertains to Deferment of Payment of Special Assessments.

ORDINANCE NO. 2014-_____

AN ORDINANCE TO AMEND THE MUNICIPAL CODE AS IT
PERTAINS TO DEFERMENT OF PAYMENT OF SPECIAL
ASSESSMENTS

WHEREAS, §207.15. of the Municipal provides the authority for and method of the levy of special assessments in the City pursuant to Wis. Stat. §66.0701, and §207.15.K. providing for the deferment of payment of special assessments under the categorical circumstances presented thereunder; and

WHEREAS, the City Engineer having reviewed the subject ordinance upon consideration of potential projects having other unique circumstances for which a deferral of special assessments may be appropriate and having recommended to the Common Council the amendment of §207.15.K. to provide further discretion to the Common Council in providing for the deferment of special assessments for relatively unique public projects not addressed in the existing Code provisions for deferments; and

WHEREAS, the Common Council having reviewed such recommendation and having determined same to be reasonable and in furtherance of the health, safety and welfare of the City.

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

SECTION 1: §207.15.K.(2)(g) of the Municipal Code of the City of Franklin, Wisconsin, is hereby created to read as follows:

“A deferment of the principal and interest of a special assessment until such time as the subject benefitted property is sold, transferred or otherwise conveyed to a person or entity other than an owner of the property on the date of the adoption of the Final Resolution levying the special assessment, or the earlier connection of the property to the subject public facility (sewer and/or water), or such earlier specified date or occurrence as may be specified by the Common Council, where the Common Council determines it appropriate and reasonable under the circumstances of a relatively unique public project undertaken for a primary purpose other than the specific provision of the public improvement for the benefit of the subject property, though which benefit is nonetheless a resultant thereof.”

SECTION 2: The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of

competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

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

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

Introduced at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2014, by Alderman _____.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2014.

APPROVED:

Stephen R. Olson, Mayor

ATTEST:

Sandra L. Wesolowski, City Clerk

AYES _____ NOES _____ ABSENT _____

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APPROVAL <i>slw</i>	REQUEST FOR COUNCIL ACTION	MTG. DATE 5/20/14
Reports & Recommendations	SUBJECT: A preliminary resolution declaring intent to exercise special assessment powers granted by Section 207-15 of the Municipal Code and Section 66.0701 of the state statutes for installation of sanitary sewer, water main, sanitary sewer laterals, water main laterals, the extension of a public street including curb and gutter along with the necessary appurtenances on W. Evergreen Street extension from a point 800 feet east of S. 51st Street to a point 1,360 feet east of S. 51st Street and set a public hearing date for 6/17/2014 at 6:30 p.m.	ITEM NO. <i>G. S.</i>

BACKGROUND

Pursuant to the direction of the Common Council to extend W. Evergreen Street east to the Pleasant View Park site it is recommended that the sanitary sewer, water main, laterals and public street, including curb and gutter, be special assessed as these improvements will benefit the abutting developable property. If not assessed the abutting property owners will have their lands improved by the City at no cost.

The Assistant City Engineer and City Engineer met with representatives of the owners and they indicated that this extension would benefit their property. A public hearing is required to be held before the Common Council with the property owners receiving notice such that they can comment for themselves at the public hearing.

ANALYSIS

It is the recommendation of staff that a deferment be granted for the special assessment until such time that the property is subdivided into one or more buildable lots or until such time a building permit is applied for, whichever comes first.

OPTIONS

Adoption of the preliminary resolution, and setting the public hearing date for June 17, 2014 at 6:30 p.m.

FISCAL NOTE

The estimated cost for the special assessment is \$190,000 with the total cost a part of the development cost for Pleasant View Park. Note: The amount to the abutting property owners is approximately 36 percent of the total cost of the street extension, including sanitary sewer and water, as the undevelopable lands that are wetland and flood plains are not assessable.

RECOMMENDATION

A motion to adopt Resolution No. 2014 _____, a preliminary resolution declaring intent to exercise special assessment powers granted by Section 207-15 of the Municipal Code and Section 66.0701 of the state statutes for installation of sanitary sewer, water main, sanitary sewer laterals, water main laterals, the extension of a public street including curb and gutter along with the necessary appurtenances on W. Evergreen Street extension, from a point 800 feet east of S. 51st Street to a point 1,360 feet east of S. 51st Street, and set a public hearing date for 6/17/2014 at 6:30 p.m.

JMB/db

RESOLUTION NO. 2014- _____

A PRELIMINARY RESOLUTION DECLARING INTENT
TO EXERCISE SPECIAL ASSESSMENT POWERS
GRANTED BY SECTION 207-15 OF THE MUNICIPAL CODE
AND SECTION 66.0701 OF THE STATE STATUTES
FOR INSTALLATION OF SANITARY SEWER, WATER MAIN,
SANITARY SEWER LATERALS, WATER MAIN LATERALS,
THE EXTENSION OF A PUBLIC STREET INCLUDING CURB AND GUTTER
ALONG WITH THE NECESSARY APPURTENANCES
ON W. EVERGREEN STREET EXTENSION
FROM A POINT 800 FEET EAST OF S. 51ST STREET
TO A POINT 1,360 FEET EAST OF S. 51ST STREET
AND SET A PUBLIC HEARING DATE FOR
JUNE 17, 2014 AT 6:30 P.M.

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

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

1. The Common Council declares its intent to exercise police powers granted to it by law and adjudge that it is necessary for the health, safety and welfare of the public and affected property owners that a public work of improvement be made for the installation of sanitary sewer, water main, sanitary sewer laterals, water main laterals, the extension of a public street including curb and gutter along with the necessary appurtenances on W. Evergreen Street extension from a point 800 feet east of S. 51st Street to a point 1,360 feet east of S. 51st Street.
2. The Common Council in this process exercises its power to levy special assessments under its police power as authorized in Section 207-15 of the Municipal Code and Section 66.0701 of the Wisconsin Statutes.
3. The Common Council further declares that all assessments may be paid in one (1) payment when the work is completed, or in the next succeeding tax roll, or in the number of annual installments as determined by the Common Council.
4. The Common Council further declares that the amount assessed against any property for this improvement shall be upon a reasonable basis as determined by the Common Council.
5. That the City Engineer and/or his authorized representative is directed to prepare the report as described in Section 207-15.E. of the Municipal Code for the installation of sanitary sewer, water main, sanitary sewer laterals, water main laterals, the extension of a public street including curb and gutter along with the necessary appurtenances

on W. Evergreen Street extension from a point 800 feet east of S. 51st Street to a point 1,360 feet east of S. 51st Street.

6. Upon completion of such report the City Engineer and/or his authorized representative is directed to file a copy thereof in the Office of the City Clerk for public inspection.
7. That the City Clerk is directed to schedule and give notice of a Public Hearing to be conducted by the Mayor and Common Council in accordance with the provisions of Section 207-15.I. of the Municipal Code.

INTRODUCED at a regular meeting of the Common Council of the City of Franklin this -
_____ day of _____, 2014, by Alderman
_____.

PASSED AND ADOPTED by the Common Council of the City of Franklin on the
_____ day of _____, 2014.

APPROVED:

Stephen R. Olson, Mayor

ATTEST:

Sandra L. Wesolowski, City Clerk

AYES _____

NOES _____

ABSENT _____

JMB/db

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APPROVAL	REQUEST FOR COUNCIL ACTION	MTG. DATE
<i>slw</i>		5/20/14
Reports & Recommendations	SUBJECT: A resolution awarding a contract in the amount of \$117,360.00 to The Wanasek Corp. for the extension of water main in W. St. Martins Road from S. Chapel Hill Drive to a point 440 feet southeast of S. Chapel Hill Drive	ITEM NO. <i>6.4.</i>

BACKGROUND

At a previous meeting, the Common Council authorized staff to receive bids in process for the extension of water main on W. St. Martins Road from the southeast to S. Chapel Hill Drive in order to complete a major water main loop to increase the reliability of the water system for the westerly portion of the City. Bids were received on October 3, 2013 for the project. The bids were rejected on November 5, 2013 based on staff recommendation.

The project was rebid and four bids were received on February 27, 2014.

ANALYSIS

The four bids were competitive, as seen on the bid tab summary. The Wanasek Corp. has performed a number of projects successfully in the City and therefore is qualified.

A letter of recommendation from the City's design consultant, Kaempfer & Associates, is attached herewith.

It is recommended by staff and the design consultant to award the contract in the amount of \$117,360.00 to The Wanasek Corp.

OPTIONS

Approve, defer or deny award.

It is also in the best interest of the City to proceed with this project construction as weather allows.

FISCAL NOTE

Funds are available in the water connection fee account to cover the deferment and the oversize and non-assessable costs for the stated water main extension with laterals.

RECOMMENDATION

Motion to adopt Resolution No. 2014-_____, a resolution awarding a contract in the amount of \$117,360.00 to The Wanasek Corp. for the extension of water main in W. St. Martins Road from S. Chapel Hill Drive to a point 440 feet southeast of S. Chapel Hill Drive.

RJR/sg

Encl.

STATE OF WISCONSIN: CITY OF FRANKLIN: MILWAUKEE COUNTY

RESOLUTION NO. 2014 - _____

A RESOLUTION AWARDDING CONTRACT IN THE AMOUNT OF \$117,360.00
TO THE WANASEK CORP. FOR THE EXTENSION OF WATER MAIN
IN W. ST. MARTINS ROAD S. CHAPEL HILL DRIVE TO A POINT 440 FEET SOUTHEAST
OF S. CHAPEL HILL DRIVE

WHEREAS, the City of Franklin advertised and solicited bids for the installation of water main along W. St. Martins Road from 440 feet southeast to S. Chapel Hill Drive; and

WHEREAS, the low bidder was The Wanasek Corp. with a bid of \$117,360.00; and

WHEREAS, The Wanasek Corp. are qualified public works contractors.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Franklin that The Wanasek Corp. be awarded the contract for the installation of water main with laterals along W. St. Martins Road based on their low base bid of \$117,360.00 in accordance with bid specifications and plans.

BE IT FURTHER RESOLVED that the Mayor and City Clerk are authorized and directed to execute a contract with The Wanasek Corp. on behalf of the City.

Introduced at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2014 by Alderman _____.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2014.

APPROVED:

Stephen R. Olson, Mayor

ATTEST:

Sandra L. Wesolowski, City Clerk

AYES _____ NOES _____ ABSENT _____

RJR/sg

Kaempfer & Associates, Inc.

Consulting Engineers

650 East Jackson St. P.O. Box 150
Oconto Falls, Wisconsin 54154
(920) 846-3932 Fax (920) 846-8319

February 28, 2014

E142-03.06

Mr. John M. Bennett, P.E., City Engineer
City of Franklin
9229 West Loomis Road
Franklin, WI 53132

Re: St. Martins Road Transmission Main Extension
Bid Award Recommendations

Dear Mr. Bennett:

On Thursday, February 27, 2014, at 11:00 a.m., bids for St. Martins Road Transmission Main Extension, Contract E142-14-01, were opened and read. A total of four (4) bids were received. All bidders whose proposals were received were prequalified by the City of Franklin. The four (4) bids received were as follows:

<u>Contractor</u>	<u>Total Bid</u>
The Wanasek Corp.	\$117,360.00
D.F. Tomasini Contractors, Inc.	\$118,920.00
Willkomm Excavating & Grading, Inc.	\$120,178.00
Reesman's Excavating & Grading, Inc.	\$145,783.50

The proposal schedule did not contain any optional work items or substitute optional work items. No Contractors offered alternative bid items.

A copy of the bid tabulation, which includes details of unit price work items, is attached for your information. The bid tabulation reflects the amounts after all corrections have been made. There were no addenda issued during the bidding process.

The Engineer's estimate for the base bid items of the project, based on the final design, was \$128,030. The low bid for the project was approximately eight percent (8%) lower than the Engineer's estimate. We are of the opinion that bidding on the project was very competitive due to the closeness of the bids and the number of bidders.

All proposals were notarized and submitted with a bid bond for ten percent (10%) of the bid amount. The following irregularities were found when the bids were reviewed:

1. The Wanasek Corp. provided a unit price for Bid Item 25 written in words as "Twenty" and written in figures as \$50.00. The total cost for Bid Item 25 was listed as \$1,000.00. The correct total cost for Bid Item 25 is \$400.00. The total bid for Contract E142-14-01 was incorrect due to this error. The total bid for Contract E142-14-01 was listed as \$117,960.00. The correct total bid for Contract E142-14-01 is \$117,360.00. The Wanasek Corp. listed multiple manufacturers on the Proposed Material List for gate valves, PVC pressure pipe, and hydrant. The Wanasek Corp. did not provide a supplier on the Proposed Material List for gate valves, ductile iron fittings, PVC pressure pipe and hydrant.
2. D.F. Tomasini Contractors, Inc. provided a total bid on Page A10 for the unit price Contract E142-14-01 written in words and figures as \$124,190.00. The total sum of Bid Items 1 through 25 did not equal the amount of the total bid listed on Page A10. D.F. Tomasini Contractors, Inc. provided a total sum on Page A13 for Bid Items 1 through 25 as \$118,920.00. The correct total bid for the unit price Contract E142-14-01 is \$118,920.00. D.F. Tomasini Contractors, Inc. failed to provide suppliers for material on the Proposed Material List. D.F. Tomasini Contractors, Inc. failed to provide a list of their subcontractors.
3. Willkomm Excavating & Grading, Inc had an incorrect total cost for Bid Item 10 due to a multiplication error. The total cost for Bid Item 10 was listed as \$1,700.00. The correct total cost for Bid Item 10 is \$3,400.00. The total bid for Contract E142-14-01 was not affected by this error. Willkomm Excavating & Grading, Inc. provided names of two manufactures for gate valves and hydrants. Willkomm Excavating & Grading, Inc. provided names of three manufactures for PVC pressure pipe.
4. Reesman's Excavating & Grading, Inc. failed to provide a complete address for the asphalt paving subcontractor.

We are of the opinion that the irregularities are not significant and should be waived.

We recommend that Contract E142-14-01, St. Martins Road Transmission Main Extension, be awarded to The Wanasek Corp. of Burlington, Wisconsin, for the base bid amount of \$117,360.00.

Please contact Chris Kaempfer or me if you have any questions.

Sincerely,

KAEMPFER & ASSOCIATES, INC.



Jeffrey Wolford, P.E.

JW:jlb

Enc: Bid Tabulation

Bid Tabulation
St. Martins Road Transmission Main Extension
Contract No. E142-14-01
City of Franklin

Bid Date: February 27, 2014
Engineer: Kaempfer & Associates, Inc.
Page 1 of 1

Contractor	Base Bid	Bid Bond
The Wanasek Corp.	\$117,360.00	10%
D.F. Tomasini Contractors, Inc.	\$118,920.00	10%
Willkomm Excavating & Grading, Inc.	\$120,178.00	10%
Reesman's Excavating & Grading, Inc.	\$145,783.50	10%
Engineer's Estimate	\$128,030.00	

ST. MARTINS ROAD TRANSMISSION MAIN EXTENSION
 Contract E142-14-01
 City of Franklin, Milwaukee County, Wisconsin
 February 27, 2014

Item No.	Description	The Wanasek Corp.		Contractors		Willkomm Excav. & Grading, Inc.	
		Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
UNIT PRICE WORK ITEMS							
1	200 -lineal feet of 16-inch PVC PW pipeline	\$101.00	\$20,200.00	\$119.00	\$23,800.00	\$103.00	\$20,600.00
2	290 -lineal feet of 16-inch PVC PW pipeline with gravel backfill	\$134.00	\$38,860.00	\$135.00	\$39,150.00	\$126.00	\$36,540.00
3	10 -lineal feet of 8-inch PVC PW pipeline with gravel backfill	\$144.00	\$1,440.00	\$115.00	\$1,150.00	\$88.00	\$880.00
4	1 -each connection of a 16-inch PVC PW pipeline to an existing 16-inch WM pipeline including 16-inch solid sleeve	\$4,580.00	\$4,580.00	\$3,000.00	\$3,000.00	\$5,300.00	\$5,300.00
5	1 -each connection of an 8-inch PVC PW pipeline to an existing 8-inch WM pipeline, including 8-inch solid sleeve	\$2,830.00	\$2,830.00	\$2,000.00	\$2,000.00	\$2,500.00	\$2,500.00
6	1 -each remove existing 8-inch valve at the intersection of Chapel Hill Drive and Cascade Drive and reconnect 8-inch WM, including 8-inch solid sleeve and 8-inch PW with gravel backfill	\$4,200.00	\$4,200.00	\$3,400.00	\$3,400.00	\$2,900.00	\$2,900.00
7	1 -each 16-inch x 8-inch PW tee	\$1,970.00	\$1,970.00	\$1,600.00	\$1,600.00	\$2,200.00	\$2,200.00
8	1 -each 16-inch x 6-inch PW anchoring tee	\$1,770.00	\$1,770.00	\$1,300.00	\$1,300.00	\$1,900.00	\$1,900.00
9	1 -each 16-inch PW plug with air release assembly	\$1,900.00	\$1,900.00	\$1,300.00	\$1,300.00	\$1,900.00	\$1,900.00
10	2 -each 16-inch PW 1/4 bend	\$1,600.00	\$3,200.00	\$1,300.00	\$2,600.00	\$1,700.00	\$3,400.00
11	2 -each 16-inch butterfly valve and box	\$3,900.00	\$7,800.00	\$3,000.00	\$6,000.00	\$3,600.00	\$7,200.00
12	1 -each 8-inch gate valve and box	\$2,100.00	\$2,100.00	\$1,700.00	\$1,700.00	\$1,900.00	\$1,900.00
13	1 -each 6-inch gate valve and box	\$1,550.00	\$1,550.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00
14	1 -each fire hydrant	\$4,635.00	\$4,635.00	\$3,300.00	\$3,300.00	\$4,100.00	\$4,100.00
15	5 -lineal feet of 6-inch PVC PW hydrant lead	\$118.00	\$590.00	\$70.00	\$350.00	\$101.00	\$505.00
16	760 -lineal feet of tracer wire	\$1.00	\$760.00	\$0.50	\$380.00	\$0.55	\$418.00
17	1 -each tracer wire access riser	\$100.00	\$100.00	\$50.00	\$50.00	\$100.00	\$100.00
18	3 -each 16-inch x 1 1/4-inch service saddle with 1 1/4-inch WS corporation stop	\$965.00	\$2,895.00	\$300.00	\$900.00	\$430.00	\$1,290.00
19	3 -each 1 1/4-inch WS curb stop with box	\$320.00	\$960.00	\$250.00	\$750.00	\$315.00	\$945.00
20	105 -lineal feet of 1 1/4-inch HDPE WS pipeline	\$32.00	\$3,360.00	\$58.00	\$6,090.00	\$28.00	\$2,940.00
21	150 -lineal feet of 1 1/4-inch HDPE WS pipeline installed by boring	\$30.00	\$4,500.00	\$59.00	\$8,850.00	\$46.00	\$6,900.00
22	50 -lineal feet of Type I roadway restoration	\$63.00	\$3,150.00	\$105.00	\$5,250.00	\$117.00	\$5,850.00
23	10 -lineal feet of Type II roadway restoration	\$136.00	\$1,360.00	\$110.00	\$1,100.00	\$144.00	\$1,440.00
24	250 -lineal feet of gravel shoulder restoration	\$9.00	\$2,250.00	\$8.00	\$2,000.00	\$25.00	\$6,250.00
25	20 -lineal feet of curb and gutter restoration	\$20.00	\$400.00	\$85.00	\$1,700.00	\$51.00	\$1,020.00
TOTAL, Items 1 through 25			\$117,360.00		\$118,920.00		\$120,178.00

ST. MARTINS ROAD TRANSMISSION MAIN EXTENSION

Contract E142-14-01

City of Franklin, Milwaukee County, Wisconsin

February 27, 2014

Item No.	Description	Contractors		Engineer's Estimate	
		Reesman's Excav. & Grading, Inc.	Total Cost	Unit Price	Total Cost
UNIT PRICE WORK ITEMS					
1	200 -lineal feet of 16-inch PVC PW pipeline	\$166.00	\$33,200.00	\$110.00	\$22,000.00
2	290 -lineal feet of 16-inch PVC PW pipeline with gravel backfill	\$185.00	\$53,650.00	\$140.00	\$40,600.00
3	10 -lineal feet of 8-inch PVC PW pipeline with gravel backfill	\$170.00	\$1,700.00	\$110.00	\$1,100.00
4	1 -each connection of a 16-inch PVC PW pipeline to an existing 16-inch WM pipeline including 16-inch solid sleeve	\$4,000.00	\$4,000.00	\$7,000.00	\$7,000.00
5	1 -each connection of an 8-inch PVC PW pipeline to an existing 8-inch WM pipeline, including 8-inch solid sleeve	\$3,550.00	\$3,550.00	\$4,000.00	\$4,000.00
6	1 -each remove existing 8-inch valve at the intersection of Chapel Hill Drive and Cascade Drive and reconnect 8-inch WM, including 8-inch solid sleeve and 8-inch PW with gravel backfill	\$4,985.00	\$4,985.00	\$5,700.00	\$5,700.00
7	1 -each 16-inch x 8-inch PW tee	\$1,700.00	\$1,700.00	\$1,500.00	\$1,500.00
8	1 -each 16-inch x 6-inch PW anchoring tee	\$1,175.00	\$1,175.00	\$1,400.00	\$1,400.00
9	1 -each 16-inch PW plug with air release assembly	\$1,900.00	\$1,900.00	\$1,500.00	\$1,500.00
10	2 -each 16-inch PW 1/2 bend	\$1,100.00	\$2,200.00	\$1,300.00	\$2,600.00
11	2 -each 16-inch butterfly valve and box	\$3,250.00	\$6,500.00	\$3,000.00	\$6,000.00
12	1 -each 8-inch gate valve and box	\$1,675.00	\$1,675.00	\$1,500.00	\$1,500.00
13	1 -each 6-inch gate valve and box	\$1,100.00	\$1,100.00	\$1,300.00	\$1,300.00
14	1 -each fire hydrant	\$4,300.00	\$4,300.00	\$4,000.00	\$4,000.00
15	5 -lineal feet of 6-inch PVC PW hydrant lead	\$80.00	\$400.00	\$80.00	\$400.00
16	760 -lineal feet of tracer wire	\$1.10	\$836.00	\$0.50	\$380.00
17	1 -each tracer wire access riser	\$140.00	\$140.00	\$100.00	\$100.00
18	3 -each 16-inch x 1 1/2-inch service saddle with 1 1/2-inch WS corporation stop	\$425.00	\$1,275.00	\$600.00	\$1,800.00
19	3 -each 1 1/4-inch WS curb stop with box	\$220.00	\$660.00	\$500.00	\$1,500.00
20	105 -lineal feet of 1 1/4-inch HDPE WS pipeline	\$47.50	\$4,987.50	\$50.00	\$5,250.00
21	150 -lineal feet of 1 1/4-inch HDPE WS pipeline installed by boring	\$58.00	\$8,700.00	\$80.00	\$12,000.00
22	50 -lineal feet of Type I roadway restoration	\$77.00	\$3,850.00	\$50.00	\$2,500.00
23	10 -lineal feet of Type II roadway restoration	\$75.00	\$750.00	\$40.00	\$400.00
24	250 -lineal feet of gravel shoulder restoration	\$5.00	\$1,250.00	\$10.00	\$2,500.00
25	20 -lineal feet of curb and gutter restoration	\$65.00	\$1,300.00	\$50.00	\$1,000.00
TOTAL, Items 1 through 25			\$145,783.50		\$128,030.00

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<p>APPROVAL</p> <p><i>Slw must sit</i></p>	<p>REQUEST FOR COUNCIL ACTION</p>	<p>MEETING DATE</p> <p>05/20/2014</p>
<p>REPORTS & RECOMMENDATIONS</p>	<p>Acceptance of the Proposal from Kujawa Enterprises, Inc. (KEI) for Mowing and Fertilizing of Rawson Avenue Boulevards</p>	<p>ITEM NUMBER</p> <p><i>G.5.</i></p>

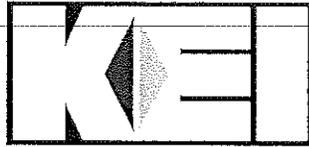
Attached is a renewal proposal from Kujawa Enterprises, Inc. (KEI) for landscape management services for mowing and fertilizing the Rawson Avenue boulevards. KEI has been providing these services since at least 2010. The 2014 proposal reflects the same prices as the 2013 proposal. On 2007 the Common Council approved an agreement with the County allowing/requiring the City to be responsible for the maintenance along this stretch. Since that time the City has had a purchase agreement with KEI for them to perform the services on a regular basis. The council action sheet at that time "estimated the cost to outsource the maintenance of medians ...would range from \$4,600 to \$5,600 per year." The total cost of the service for this year will be approximately \$3,669.

In addition to the simple maintenance proposal, the vendor has provided a certificate of insurance, meeting the City's standard amounts, naming the City as an additional insured. The City has administratively renewed this agreement annually since its initial approval as it is an approved purchase through the budget. We are bringing it back for your consideration so that you can be made aware of the City's role in this maintenance and confirm staff's authority to continue to approve the annual service agreement provided it has been budgeted.

If more information is needed on this item for consideration, please do not hesitate to request such. We are currently using them on a week-to-week cost pending authority to approve the agreement for the full year.

COUNCIL ACTION REQUESTED

Motion to authorize staff to execute the attached Proposal from Kujawa Enterprises, Inc. (KEI), dated February 27, 2014, for Mowing and Fertilizing Rawson Avenue Boulevards for the 2014 season, subject to receipt of a certificate of insurance, and to authorize staff to annually approve such purchase of services agreement provided appropriations for this purpose have been set forth in the approved budget.



February 27, 2014

City of Franklin
9229 W. Loomis Road
Franklin, WI 53132

Fax: 414-425-3106
E-Mail: rromeis@franklinwi.gov

Attention: *Ronald Romeis, P.E.*

Re: Mowing and Fertilizing Rawson Avenue Boulevards

Dear Ron,

Thank you for your past business. We are pleased to submit our renewal quotation for Landscape Management Services at the same price as last season.

KEI will provide all labor, equipment, tools, materials, supervision, and any other service necessary to complete the following in an orderly and professional manner.

Mowing at Rawson Avenue Boulevards:

Weekly mowing of Boulevards, includes debris pick up.

Cost:..... **\$320.00 per cut, plus tax** ____

Weed and Feed:

Round 2 - Turf Fertilization and Weed Control — Mid-Spring Application
25-0-4 granular, and *Triplet SF*, a broadleaf herbicide will be applied. This is a basic "Weed and Feed".

Cost:..... **\$263.00 plus tax** ____

Round 3 - Turf Fertilization and Weed Control — Late Summer/Early Fall Application

A second round of combined slow release 25-0-4 polycoat dry-apply sulfur coated Urea and *Triplet SF* broadleaf herbicide will be applied. This is the second "Weed and Feed".

Cost:..... **\$263.00 plus tax** ____

Round 4 - Turf Fertilization and Weed Control — Late Fall Application

An over-wintering application of slow release 25-0-4 polycoat dry-apply sulfur coated Urea will be applied.

Cost:..... **\$263.00 plus tax** ____

Please review our proposal carefully, and do not hesitate to call with any questions and/or comments you may have.

Sincerely,

KUJAWA ENTERPRISES, INC.

A handwritten signature in black ink that reads "Robert Gilmore". The signature is written in a cursive, slightly slanted style.

Robert Gilmore
Account Manager

Approved By: _____ Date: _____

Print Name: _____

E-Mail: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/8/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Professional Insurance Service 13500 Watertown Plank Rd #200 PO Box 497 Elm Grove WI 53122		CONTACT NAME: Cindy Massman PHONE (A/C, No, Ext): (262) 784-0863 E-MAIL ADDRESS: cmassman@proinsinc.com FAX (A/C, No): (262) 784-2996	
INSURED Kujawa Enterprises Inc. 824 East Rawson Ave. Oak Creek WI 53154		INSURER(S) AFFORDING COVERAGE INSURER A: Employers Mutual Casualty Co. INSURER B: West Bend Mutual INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER: CL145800333**

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO. JECT <input type="checkbox"/> LOC.	X		3D1832815	1/1/2014	1/1/2015	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPIOP AGG \$ 2,000,000
	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			3E1832815	1/1/2014	1/1/2015	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Undersured motorist \$ 300,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000 <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE			3J1832815	1/1/2014	1/1/2015	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	AIW2058972	1/1/2014	1/1/2015	WC STATUTORY LIMITS OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Additional Insured: City of Franklin

CERTIFICATE HOLDER

CANCELLATION

rromeis@franklinwi.gov

 CITY OF FRANKLIN
 9229 W. Loomis Rd.
 Franklin, WI 53132

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

<p>APPROVAL</p> <p><i>Slw</i> </p>	<p>REQUEST FOR COUNCIL ACTION</p>	<p>MEETING DATE</p> <p>05/20/2014</p>
<p>REPORTS & RECOMMENDATIONS</p>	<p>Position Description for City Engineer/Director of Public Works and Authorization to Execute a Professional Services Agreement with a Public Sector Recruitment Consultant</p>	<p>ITEM NUMBER</p> <p><i>G.6.</i></p>

Please see the attached memo from the Director of Administration to the Personnel Committee regarding the Position Description for the City Engineer/Director of Public Works. The memo provides the basis for the recommended changes. The Personnel Committee is considering this item at its meeting on May 19th, and the recommendations of the Committee will be forwarded to you for your consideration.

As the memo notes, by ordinance the position is appointed by the Mayor with confirmation by the Common Council. The Mayor anticipates using the outside contracted services of a public sector recruitment consultant to assist in performing a national search. It would be funded from available appropriations within the adopted budget of the Department of Administration. The cost would likely be in the neighborhood of \$7,000 to \$12,000, but not to exceed \$15,000. In order to keep the process moving, authorization to proceed from the existing budget will be requested.

COUNCIL ACTION REQUESTED

Motion to approve the revised Position Description for the position of City Engineer/Director of Public Works, as presented.

Motion to authorize the Mayor and City Clerk to execute a professional services agreement with a public sector recruitment consultant for the purpose of conducting a national search for a City Engineer/Director of Public Works for an amount not-to-exceed \$15,000 to be funded from existing appropriations of the Department of Administration.



MEMORANDUM

Date: May 15, 2014
To: Personnel Committee
From: Mark W. Luberda
Director of Administration
RE: Position Description for City Engineer/Director of Public Works

Attached is a revised job description for the position of City Engineer/Director of Public Works. The position description is being re-evaluated in light of the announced retirement of Jack Bennett. The Mayor met to discuss this matter with a joint meeting of the Board of Public Works and the Board of Water Commissioners.

Attached as background information is a summary of the organizational structure for similar services in comparable size communities, where all communities (except Fond du Lac) between 49,000 and 27,500 were surveyed. At the end of the document is a summary of experience and education requirements that are of a similar organizational structure.

The initial discussion at the joint meeting was whether or not the organizational structure should change, potentially breaking apart the broader scope of supervisory authority currently held by Jack. Eight of the eleven other communities do include traditional Public Works duties and Engineering in the same department. Of these eight, half also have responsibilities for utilities. For those that don't have utility, authority it is usually because of a more substantial utility that is doing water production and/or maintaining a sewerage treatment plant. In considering this data, the joint meeting generally discussed leaving our structure "as is" because there is no significant evidence that another structure would work better and there is no clear reason to change a structure that is not broke.

The revised description includes some suggested changes that better define the scope of duties of the position. Most of these are in the Essential Duties and Responsibilities section. These are fairly straight forward.

The most significant functional change is to the "Education and Experience" requirement. The position currently requires a Professional Engineer (P.E.) designation. Of the similarly structured organizations, four do not require a P.E., three of those indicate a preference for the degree. Three require the P.E. The premise for those that do not have the P.E. requirement is that a strong, experienced manager could manage the broad functional area, which is why a Masters in Public Administration is typically referenced. The attached position description proposes providing for a similar potential. The P.E. is mentioned as preferred, but the degree could come from Engineering, public or business administration. In that instance, the managerial experience was noted as being in a "functionally similar position" so they would need DPW/Engineering type experience. Additionally, the following "Necessary Knowledge" requirement was retained to ensure that a non-P.E. could still talk the Engineering talk: "Extensive knowledge of basic civil engineering skills as they relate to municipal engineering including

public works maintenance and development.” Note that the statutory officer position of City Engineer does not, under statute or ordinance, require the position to be a P.E.

Discussion was also held on increasing the experience requirement beyond the current seven years. The seven-year requirement is not inconsistent with the other communities. I recommend leaving it at seven years. Increasing the amount only serves to limit the pool of candidates. The higher up an organization, the harder it is to get large applicant pools. As such, the requirement can be left at seven, and those with seven to ten years, for example, could be weeded out in the interview selection stage if there are a sufficient number of applicants.

Lastly, the joint committee discussed potentially reworking the position title. The proposed document does leave the title the same because that is the title specifically used in the City Officers section of our municipal code, as well as others. Thus changing the title would involve an ordinance change as well. Additionally, since the City Engineer is a statutory officer position, the City Engineer would need to investigate if a Charter Ordinance, which takes a minimum of 60 days for adoption, is required. The title is appropriate as is so it probably is not sufficiently advantageous to add the extra requirements for a largely aesthetic purpose.

Selection Process: By ordinance the position is appointed by the Mayor with confirmation by the Common Council. The Mayor anticipates using outside contracted services to assist in performing a national search. It would be funded from available appropriations within the adopted budget of the Department of Administration. The cost would likely be in the neighborhood of \$7,000 to \$12,000, but not to exceed \$15,000. In order to keep the process moving, authorization to proceed from the existing budget will be requested.

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SUMMARY OF DPW (and related functions) ORGANIZATIONAL STRUCTURES for similar sized communities

Department Boundaries are in bold outlines.
 Color Coding generally represents Department or Division segments.

Community (All others are bigger than 49,000)	Square Miles	Pop.	No shading (or white shading) is a functional area in that unit.
Wauwatosa	13.25	46,396	<div style="border: 1px solid black; padding: 5px;"> <div style="display: flex; justify-content: space-between;"> <div style="width: 80%;"> <p>Department of Public Works</p> <ul style="list-style-type: none"> Engineering Operations Traffic & Electrical Parks & Forestry Garbage Recycling Sanitary Sewer Storm Sewer </div> <div style="width: 15%; text-align: center;"> <p>Fleet</p> </div> </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 80%;"> <p>Water-Utility</p> <ul style="list-style-type: none"> Bldg & Safety ECOR/DSV Planning & Zoning </div> </div>
Fond du Lac	18.82	43,021	
New Berlin	36.87	39,584	<div style="border: 1px solid black; padding: 5px;"> <ul style="list-style-type: none"> Streets Recycling All Fleet stormwater </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <ul style="list-style-type: none"> Community Development/Planning Engineering Inspection/Zoning Planning </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <ul style="list-style-type: none"> Parks, Rec. & Forestry </div>
Wausau	20.04	39,106	<div style="border: 1px solid black; padding: 5px;"> <p>Director of Public Works and Utilities</p> <p>Department of Public Works</p> <ul style="list-style-type: none"> Engineering Streets Planning GIS Parking </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <p>Wausau Water Works</p> <ul style="list-style-type: none"> Inspection/Zoning </div>
Brookfield	27.59	37,920	<div style="border: 1px solid black; padding: 5px;"> <ul style="list-style-type: none"> Engineering Highway Div. Recycling Water-Utility Sewer </div> <p style="text-align: center;">limited sharing</p> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <ul style="list-style-type: none"> Community Dev. Parks, Rec. & Forestry Inspection/Zoning Fleet Maint. </div>
Beloit	17.7	36,966	<div style="border: 1px solid black; padding: 5px;"> <p>Department of Public Works</p> <ul style="list-style-type: none"> Engineering Operations Refuse Recycling Fleet </div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <ul style="list-style-type: none"> Parks & Leisure Water Resources Water-Utility Sewer-Utility Storm Water-Utility Transit Public Transit Para Transit </div>
Greenfield	11.53	36,720	<div style="border: 1px solid black; padding: 5px;"> <p>Department of Neighborhood Services</p> <ul style="list-style-type: none"> Public Works Storm sewers forestry buildings Engineering Inspection/Zoning Community Dev </div> <p style="text-align: center;">Sewer and Water is Milwaukee Water Works</p>
Menomonee Falls	33.31	35,626	<div style="border: 1px solid black; padding: 5px;"> <p>Assistant Village Manager: (Director of DPW named the Assistant Village Manager about 4 years ago)</p> <ul style="list-style-type: none"> DPW Parks Engineering Utilities Department Water Sewer Storm Water Planning & Dev. Building Inspection </div>
FRANKLIN	34.69	35,451	

Oak Creek	28.45	34,451	Streets, Parks, & Forestry Parks Programming Storm Water	Engineering Bldg Inspection	Water & Sewer Utility Water Sewer very independent	Community Dev.	Engineering separated out about 5-7 years ago.
Manitowoc	17.99	33,736	Department of Public Infrastructure Engineering Operations storm Water	Parks Recreation	Waste Water Municipal Water Utility Entirely Separate		
West Bend	14.72	31,078	Department of Public Works Engineering Privatized except 3	Water Utility Produce Distribute	Sanitation Refuse Recycling	Fleet/Maint Taxi	
Sun Prairie	31.4	29,364	Public Works Parks, Maintenance, & Forestry Parks and Forestry new	Department of Public Works Sewer Utility Plant	Streets Refuse & Recycling	Engineering Stormwater Fleet/Maint	Planning & Dev. Recreation Sun Prairie Tully Commission Water Sewer Electric

All others are smaller than 27,500

Use of contracted services Oconomowoc, Watertown, Thiensville

Engineering License (P.E.) and Experience Requirements

For Those Communities with Engineering Under the General Scope of a Broader, DPW-type Department

Community	License	Experience
Wauwatosa	P. E. not required. Masters in Public Administration or P. E. is "highly desirable"	5-7 years
Wausau	P. E. required.	10 years
Brookfield	P. E. required.	15 years engineering / 7 years progressive management
Beloit	P. E. not required, but is "Strongly desired Required Degree Civil Engineering or MPA or BA	7 years experience in public works
Greenfield	P. E. not required. Masters in Public Administration + 3 years experience or Bachelors + 8 years of experience	
Menomonee Falls	No Position Description: incumbent has a P. E. (This is an individual organizational circumstance)	
Manitowoc	P. E. required	10 years
West Bend	"Bachelor's Degree in Engineering preferred, (PE ideal) or Public Administration"	8 years

CITY OF FRANKLIN
Job Description

Job Title: City Engineer/Director of Public Works/~~Manager of the Water Utility~~

Department: Engineering

Reports To: Mayor

Salary Level: Management/Administrative/Supervisory Level XI

FLSA Status: Exempt

Prepared By: ~~Dana Zahn, Human Resources Coordinator~~ Mark Lubberda, Director of Administration

Prepared Date: ~~January 11, 2006~~ April 2007 ~~May 2014~~

Approved By: Common Council Resolution ~~2006~~ 2007 ~~2014-~~

Approved Date: ~~January 17, 2006~~

Summary:

Plan, develop, coordinate, and direct large scale engineering and public works projects. Direct the day-to-day operation of the Engineering, Public Works, and Sewer & Water Departments. Work directly with the Mayor and other elected officials on regional policies relative to Milwaukee County, MMSD, SEWRPC, the State Departments of DNR and DOT, and other governmental and private agencies.

Essential Duties and Responsibilities:

In a supervisory capacity, is responsible for all segments of the engineering and public works program with extensive and diversified engineering requirements including the design of streets, sewers, water mains, storm water, and all other infrastructure, and meets with affected citizens and city officials.

In a supervisory capacity, is responsible for all development, and in infrastructure planning and construction within the City, including the review of plans and specifications for all public facilities serving development and the preparation of an annual street reconstruction program.

In a supervisory capacity, is responsible for the entire public works program of the City including winter street ice and snow control and removal, highway maintenance, operation and maintenance of the sanitary sewerage system, park maintenance and development, ~~and the maintenance of all municipal buildings and assist in the construction of new buildings.~~

As a manager of the water utility, is responsible for the complete operation of a public water utility including the planning and coordination with the Board of Water Commissioners and the direct day-to-day operation and maintenance of the water production, storage, distribution, and billing facilities.

Manage the City's sanitary sewer system including the planning and direct day-to-day operation and maintenance to the City's collection system and pumping systems, and coordinate all activities with the Milwaukee Metropolitan Sewerage District.

As a representative of the City serving a number of inter-community organizations and committees maintaining extensive contact with key engineers and officials of other organizations and committees and representing the City on establishment of state, regional, and multi-community policies.

Attend meetings as required by the Mayor and Common Council. This may

include meetings outside of normal business hours.

Follow all City policies and procedures as determined by the Common Council.

Peripheral Duties:

Assist in planning and zoning.

Serve on various committees.

Minimum Qualifications:

Education and Experience:

Graduation from an accredited college or university with a Bachelor's degree in Civil Engineering or a Masters Degree in Public or Business Administration with specialty in municipal practices, Registered Professional Engineer preferred, seven (7) years of civil engineering or managerial experience, with supervisory responsibility, in a functionally similar position experience, or any equivalent combination of education and experience.

Necessary Knowledges, Skills, and Abilities:

Extensive knowledge of basic civil engineering skills as they relate to municipal engineering including public works maintenance and development.

Working knowledge of the City's water and sanitary systems including the mechanical equipment of water utility and SCADA control system.

Ability to formulate, initiate, and administer policies and procedures affecting the Water Utility and the Engineering Department.

Ability to plan, delegate, evaluate and supervise personnel in a manner which will gain respect.

Ability to assess and evaluate employee's performance and conduct annual performance appraisals on all employees.

Ability to maintain effective and respective work relationships with other departments, other appointed officials, elected officials, and the general public.

Ability to present and communicate ideas and concepts in public and private, verbally and in writing, including the ability to present programs. Ability to communicate with the Common Council and numerous Boards and Commissions.

Ability to make independent judgments which have critical impacts on the organization.

Supervision Received:

Works under the broad policy guidance and direction of the Mayor.

Supervision Exercised:

Exercises supervision over the Public Works highway, Ssewer and Wwater, and Eengineering department personnel.

Responsibility for Public Contact:

Daily contact requiring courtesy, discretion, and sound judgment.

Licensing and Certification:

Registered Professional Engineer preferred

Tools and Equipment Used:

City Engineer

Computer including word processing, spread sheets and engineering software, GIS software, copy machine, fax machine, calculator and telephone.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Hand-eye coordination is necessary to operate drafting instruments, computers and various pieces of office equipment. While performing the duties of this job, the employee is occasionally required to stand; walk; use hands and fingers to handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to sit, climb, balance, stoop, kneel, crouch, crawl, talk and hear.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed mostly in office settings. Some outdoor work is required in the inspection of various land use developments, construction sites, or public works.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee occasionally works near moving mechanical parts, in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risks of electrical shock, and vibration.

The noise level in the work environment is usually quiet to moderate.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

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APPROVAL <i>Slw</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE 05/20/2014
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LICENSES AND PERMITS	MISCELLANEOUS LICENSES	ITEM NUMBER H.1.
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See attached list from meeting of May 20, 2014.

COUNCIL ACTION REQUESTED

414-425-7500

**License Committee
Agenda*
Alderman's Room
May 20, 2014 – 5:30 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 - New 2013-14 5:40 p.m.	Hanson, Kristen E 8820 Raynor Ave Franksville, WI 53126 Buckhorn Bar & Grill			
Operator - New 2013-14 5:45 p.m.	Johnson, Danielle C 6918 Bay Wood Dr Racine, WI 53402 Buckhorn Bar & Grill			
Operator - New 2013-14 5:50 p.m.	Klepacz, Patrick K 9237 S 80th St Franklin, WI 53132 Landmark			
Operator - New 2013-14	Bynum, Aaron B 4536 N 44th St Milwaukee, WI 53218 Chili's Bar & Grill			
Operator - New 2013-14	Ter Laan, Cheyanne M 7300 W Southridge Dr, #205 Greenfield, WI 53220 Rock Sports Complex			
Operator - New 2013-14	Applegate, Laura M 3017 E Grange Ave, #4 Cudahy, WI 53110 Sam's Club			
Operator - Renewal 2014-15	Applegate, Laura M 3017 E Grange Ave, #4 Cudahy, WI 53110 Sam's Club			
Operator - Renewal 2014-15	Butler, Kevin D 10080 S Shepard Ave Oak Creek, WI 53154 Kwik Trip			
Operator-Renewal 2014-15	Case, Holly E S67 W14732 Janesville Rd Muskego, WI 53150 Kwik Trip			
Operator - New 2014-15	Chen, Qiao Rong 6610 S 35th St, #201 Franklin, WI 53132 Oyagi Asian Bistro LLC			
Operator-Renewal 2014-15	Clark, Ashley S 3035 W Wisconsin Ave, #307 Milwaukee, WI 53208 Wal-Mart Store			
Operator-Renewal 2014-15	Dilaveri, Teki 4338 W Victory Creek Dr Franklin, WI 53132 Mulligan's Irish Pub & Grille			

License Applications Reviewed		Recommendations		
Type/ Time	Applicant Information	Approve	Hold	Deny
Operator-Renewal 2014-15	Duffy, Kristen M 8039 S 85 th St Franklin, WI 53132 Michaelangelo's Pizza			
Operator - New 2013-14	Felske, James A 8002 W Burdick Ave Milwaukee, WI 53219 Walgreen - S 27th St			
Operator - Renewal 2014-15	Felske, James A 8002 W Burdick Ave Milwaukee, WI 53219 Walgreen - S 27th St			
Operator-Renewal 2014-15	Garnier, Vanessa A 11027 W Grant St, #5 West Allis, WI 53227 Sendik's Food Market			
Operator-Renewal 2014-15	Glanzmann, Jacqueline M 4915 W Loomis Rd Greenfield, WI 53220 Franklin Lionness Club - St Martin's Fair			
Operator-Renewal 2014-15	Gorlewski, Melissa D 7562 S 73 rd St Franklin, WI 53132 Walgreen - 76 th St			
Operator - New 2013-14	Greco, Jeannine M 5300 S Allenwood Ln Hales Corners, WI 532130 Target Store T-2388			
Operator - Renewal 2014-15	Greco, Jeannine M 5300 S Allenwood Ln Hales Corners, WI 532130 Target Store T-2388			
Operator - Renewal 2014-15	Hart, Desirea D 2588A S Burrel St Bayview, WI 53207 Hodach Citgo			
Operator - Renewal 2014-15	Hartung, Patti S 664 Shirley Dr Franksville, WI 53126 Walgreen - Loomis Rd			
Operator - Renewal 2014-15	Hein, Lindsay N 7337 W Brunn Dr Franklin, WI 53132 Rock Sports Complex			
Operator - Renewal 2014-15	Hinkley, Nicole L 5439 Rainbow Dr Greendale, WI 53129 Romey's Place			
Operator-Renewal 2014-15	Jones, Tiffany A 3618 N 57 th St Milwaukee, WI 53216 Sam's Club			
Operator-Renewal 2014-15	Jubeck, Adam J 2430 W Briar Lake Way, #2B Oak Creek, WI 53254 Bowery Bar & Grill			
Operator-Renewal 2014-15	Kaur, Rajveer 8240 S 13 th St Oak Creek, WI 53154 Walgreen - 76 th St			

License Applications Reviewed		Recommendations		
Type/ Time	Applicant Information	Approve	Hold	Deny
Operator - New 2013-14	Kilgore, Brandon R 8112 S Forest Hill Cir Franklin, WI 53132 7-Eleven			
Operator-Renewal 2014-15	Kizer, Drew M 345 Crooked Lake Lane Lindenhurst, IL 60046 Place of Employment: To be Determined			
Operator-Renewal 2014-15	Klein, Sarah B 368 Indian Bend Rd Burlington, WI 53105 Chili's Bar & Grill			
Operator-Renewal 2014-15	Leannais, Kimberly D 6317 Riverside Rd Waterford, WI 53185 Country Lanes			
Operator-Renewal 2014-15	Lonzaga, Marcia G 753 N 116 th St Wauwatosa, WI 53226 Walgreen - 27th St			
Operator-Renewal 2014-15	Maldonado Diaz, Jose M 10927 W Wildwood Ln West Allis, WI 53227 Walgreen - 76 th St			
Operator - New 2013-14	Manriquez, Veronica 3333 S Clement Ave, #34 Milwaukee, WI 53207 Staybridge Suites			
Operator-Renewal 2014-15	Martin, Danielle N 4141 S 60 th St, #43 Greenfield, WI 53220 Kwik Trip			
Operator - New 2013-14	McCabe, Stephanie A 3401 Charles St Racine, WI 53402 Sam's Club #8167			
Operator - Renewal 2014-15	McCabe, Stephanie A 3401 Charles St Racine, WI 53402 Sam's Club #8167			
Operator-New 2013-14	Michalek, Frederick J S69 W25205 Longview Dr Waukesha, WI 53189 Xaverian Missionaries			
Operator-Renewal 2014-15	Orchel, Dawn M 6645 S 47th St Franklin, WI 53132 Sendik's Food Market			
Operator-Renewal 2014-15	Piotrowski, Shannon L 6401 W Burdick Ave Milwaukee, WI 53219 Eric's Setback			
Operator-Renewal 2014-15	Ricco, Sharon A 12400 W Rosemary Dr New Berlin, WI 53151 Sendik's Food Market			
Operator-Renewal 2014-15	Riesner, Terese A 10630 S Peggy Dr Oak Creek, WI 53154 Hideaway Pub & Eatery			

License Applications Reviewed		Recommendations		
Type/ Time	Applicant Information	Approve	Hold	Deny
Operator-Renewal 2014-15	Schielbe, Judith M 7115 S 47 th Pl Franklin, WI 53132 Kwik Trip			
Operator-Renewal 2014-15	Schlapp, Michael J 9651 W Beloit Rd, #13 Milwaukee, WI 53227 Walgreen – 76 th St			
Operator-Renewal 2014-15	Schnell, Jason C 1612 59 th St Kenosha, WI 53140 On the Border			
Operator-Renewal 2014-15	Sheehan, Elizabeth A 4110 Southlake Dr, #336 St Francis, WI 53235 Target Store T-2388			
Operator - New 2013-14	Siggelkow, Wenona M 3357 S 96 th St Milwaukee, WI 53227 Staybridge Suites			
Operator-Renewal 2014-15	Slotke, Kelly R 1958 S 77 th St West Allis, WI 53219 Sendik's Food Market			
Operator-Renewal 2014-15	Stankowski, Nicole L 3166 W Thorncrest Dr Franklin, WI 53132 Bowery Bar & Grill			
Operator-Renewal 2014-15	Strucel-Dzioba, Sandra L 10115 W Coldspring Rd Greenfield, WI 53228 Bowery Bar & Grill			
Operator-Renewal 2014-15	Tajnai, Jonathan J 406 S Grand Ave Waukesha, WI 53186 Target Store T-2388			
Operator-Renewal 2014-15	Teigeiro, Alex G 8335 S River Terrace Dr Franklin, WI 53132 Walgreen – 76 th St			
Operator - New 2013-14	Thalacker, Nicole A 4252 Hawthorne Trace Rd Brown Deer, WI 53223 Target Store T-2388			
Operator - Renewal 2014-15	Thalacker, Nicole A 4252 Hawthorne Trace Rd Brown Deer, WI 53223 Target Store T-2388			
Operator-Renewal 2014-15	Thompson, Valerie J 3349 S 113 th St West Allis, WI 53227 Country Lanes			
Operator-Renewal 2014-15	Trudeau, John C 11410 W Mayers Dr Franklin, WI 53132 Swiss Street Pub & Grill			
Operator - New 2013-14	Voeks, Brittany L 2727 N University Dr, #201 Waukesha, WI 53188 Target Store T-2388			

License Applications Reviewed		Recommendations		
Type/ Time	Applicant Information	Approve	Hold	Deny
Operator - Renewal 2014-15	Voeks, Brittany L 2727 N University Dr, #201 Waukesha, WI 53188 Target Store T-2388			
Operator-Renewal 2014-15	Wiorek, Jeannine M 9625 W Forest Home Ave Hales Corners, WI 53130 Sam's Club			
Temporary Class B Beer & Wine	American Croatian Radio Club Person in Charge: John Braovac Location: 9100 S. 76 th St Date of Event: June 15, 2014			
Temporary Entertainment and Amusement	Franklin Police Department Person in Charge: Officer Jon Czerwinski Location: 9151 W Loomis Rd Event: 2014 National Night Out Date of Event: August 4, 2014			
Extraordinary Entertainment & Special Event	Xaverian Missionaries Person in Charge: Fr. Mark Marangone, s.x. Location: 4500 Xavier Dr Event: Annual Mission Festival Dates of Event: 6/21/2014 to 6/22/2014			
Temporary Class B Beer & Wine	Xaverian Missionaries Person in Charge: Fr. Mark Marangone, s.x. Location: 4500 Xavier Dr Event: Annual Mission Festival Dates of Event: 6/21/2014 to 6/22/2014			
Class A Combination 2014-15	7-Eleven Inc 7610 W Rawson Ave James Feine, Agent			
Class A Combination 2014-15	27th St Mobil LLC 6611 S 27 th St Davinder S Toor, Agent			
Class A Combination 2014-15	Priya Corporation d/b/a Andy's on Rawson 5040 W Rawson Ave Kavita Khullar, Agent			
Class A Combination 2014-15	Priya Corporation d/b/a Andy's on Ryan 5120 W Ryan Rd Kavita Khullar, Agent			
Class A Combination 2014-15	Wisconsin CVS Pharmacy LLC d/b/a CVS Pharmacy 5220 W Rawson Ave Craig Brown, Agent			
Class A Combination 2014-15	Spirit Dreams, LLC d/b/a Discount Cigarettes & Liquor 6507 S 27 th St Scott R Haese, Agent			
Class A Combination 2014-15	Hodach Petroleum Inc d/b/a Hodach Citgo 9830 W St Martins Rd Stephen A. Hodach, Agent			
Class A Combination 2014-15	Kwik Trip, Inc 10750 W Speedway Dr Richard McCord, Agent			

License Applications Reviewed		Recommendations		
Type/ Time	Applicant Information	Approve	Hold	Deny
Class A Combination 2014-15	Jujhar, LLC d/b/a Midtown Gas & Liquor 11123 W Forest Home Ave Hardip S. Bhatti, Agent			
Class A Combination 2014-15	Sam's East Inc d/b/a Sam's Club #8167 6705 S 27 th St Aaron Marshall, Agent			
Class A Combination 2014-15	Sendik's Franklin LLC d/b/a Sendik's Food Market 5200 W Rawson Ave Theodore T Balistreri, Agent			
Class A Combination 2014-15	Target Corporation d/b/a Target Store T-2388 7800 S Lovers Lane Rd Christopher Gresky, Agent			
Class A Combination 2014-15	Wal-Mart Stores East LP d/b/a Wal-Mart Store #1551 6701 S 27 th St David A Brunette, Agent			
Class A Combination 2014-15	Walgreen Co d/b/a Walgreen #15020 7130 S 76 th St William Dedynski, Agent			
Class A Combination 2014-15	Walgreen Co d/b/a Walgreen #05459 9909 W Loomis Rd Neil J Morgenthaler, Agent			
Class A Combination 2014-15	Walgreen Co d/b/a Walgreen #05884 9527 S 27 th St Kathleen Rockteacher, Agent			
Class B Beer 2014-15	Federation of Croatian Societies Inc d/b/a Croatian Park 9100 S 76 th St Josef Becker Sr, Agent			
Class B Beer 2014-15	M Squared Inc d/b/a Cross Roads Pizza & Subs 11357 W St Martins Rd Leonard A Vanden Boom, Agent			
Class B Beer 2014-15	Bhagvati Enterprise LLC d/b/a Indian Buffet 7107 S 76 th St Surjit Singh, Agent			

License Applications Reviewed		Recommendations		
Type/ Time	Applicant Information	Approve	Hold	Deny
Class B Combination Reserve License & Application For Grant 2014-15	Bhagvati Enterprise LLC d/b/a Indian Buffet 7107 S 76 th St Surjit Singh, Agent			
Class B Beer 2014-15	Oyagi Asian Bistro, LLC 6509B S 27 th St Danny Lin, Agent			
Class B Combination Entertainment & Amusement 2014-15	The Bowery LLC d/b/a Bowery Bar & Grill 3023 W Ryan Rd Roger W Hein, Agent			
Class B Combination 2014-15	RLGIDI Inc d/b/a Casa Di Giggio 3137 W Rawson Ave Rex Idrizi, Agent			
Class B Combination 2014-15	ERJ Dining III LLC d/b/a Chili's Bar & Grill 6439 S 27 th St Paul S Thompson, Agent			
Class B Combination Entertainment & Amusement 2014-15	Country Lanes LLC 11231 W Forest Home Ave Robert P Sczerzen, Agent			
Class B Combination Entertainment & Amusement 2014-15	Eric's Setback 6357 S 27 th St Eric B Schneeberg, Agent			
Class B Combination 2014-15	M & W Leung LLC d/b/a Green Tea Garden 7236 S 76 th St May F Leung, Agent			
Class B Combination Entertainment & Amusement 2014-15	Gus' Mexican Cantina LLC 6514 S Lovers Lane Rd Gus A Hosseini, Agent			
Class B Combination Entertainment & Amusement 2014-15	Hanley's Grille & Bar LLC 7101 S 76 th St Terrance M Hanley, Agent			
Class B Combination Entertainment & Amusement 2014-15	Seventy-Six Street Pub & Grill Inc d/b/a Hideaway Pub & Eatery 9643 S 76 th St Debra J Schaefer, Agent			
Class B Combination Entertainment & Amusement 2014-15	TJAL Holdings Inc d/b/a Irish Cottage 11433 W Ryan Rd Roseann C Losiniecki, Agent			
Class B Combination 2014-15	La Toscana Restaurant LLC 8405 S 27 th St Mirela Sopiqoti, Agent			

License Applications Reviewed		Recommendations		
Type/ Time	Applicant Information	Approve	Hold	Deny
Class B Combination Entertainment & Amusement 2014-15	The Landmark of Franklin LLC 11401 W Swiss St Lori Beth Knaack-Helm, Agent			
Change in Description for Class B Combination 2013-14	Robley Tech Inc d/b/a Michaelangelo's Pizza 8330 W Puetz Rd Dennis J Rau, Agent			
Class B Combination 2014-15	Robley Tech Inc d/b/a Michaelangelo's Pizza 8330 W Puetz Rd Dennis J Rau, Agent			
Class B Combination Entertainment & Amusement 2014-15	BST LLC d/b/a Mulligan's Irish Pub & Grille 8933 S 27 th St Brian P Francis, Agent			
Class B Combination Entertainment & Amusement 2014-15	HB & H LLC d/b/a On the Border 10741 S 27 th St Gerald E Hay, Agent			
Class B Combination Entertainment & Amusement 2014-15	Polish Heritage Alliance Inc d/b/a Polish Center of Wisconsin 6941 S 68 th St Thomas P Rasmussen, Agent			
Class B Combination Entertainment & Amusement 2014-15	Polonia Sport Club Club 10200 W Loomis Rd Theresa S Polanski, Agent			
Class B Combination Entertainment & Amusement 2014-15	Rawson Pub Inc 5621 W Rawson Ave Steve D Schweitzer, Agent			
Class B Combination Entertainment & Amusement 2014-15	Rock Sports Complex LLC 7900 W Crystal Ridge Jacob J Senk, Agent			
Class B Combination Entertainment & Amusement 2014-15	Romey's Place 7508 S North Cape Rd Nathan J Fabry, Agent			
Class B Combination Entertainment & Amusement 2014-15	Alley Katz Pub & Grill, LLC d/b/a Swiss Street Pub & Grill 11430 W Swiss St John Trudeau, Agent			
Class B Combination Entertainment & Amusement 2014-15	Franklin Hotel Company LLC d/b/a Staybridge Suites 9575 S 27 th St Eric Bates, Agent			

License Applications Reviewed		Recommendations		
Type/ Time	Applicant Information	Approve	Hold	Deny
Class B Combination Entertainment & Amusement 2014-15	Three Cellars LLC 7133 S 76 th St Shawn M Vollmer, Agent			
Class B Combination Entertainment & Amusement 2014-15	Tuckaway Country Club Inc 6901 W Drexel Ave Jennifer Jacobi, Agent			
Class B Combination Entertainment & Amusement 2014-15	Two Brothers Property Holdings, LLC 9405 S 27 th St Vaso Dragicevic, Agent			
Class B Combination 2014-15	St Martins Inn LLC d/b/a Wegner's St Martins Inn 11318 W St Martins Rd Dennis J Wegner, Agent			
Day Care 2014-15	Faith Academy 7700 W Faith Dr Jennifer Finch, Manager			
Entertainment & Amusement 2014-15	Innovative Health & Fitness 10391 W Loomis Rd Scott Cole, Manager			
Entertainment & Amusement 2014-15	Marcus Cinema of Wisconsin LLC d/b/a Showtime Cinema 8910 S 102nd St Mark Gramz, Manager			
Auto Salvage Yard 2014-15	Durham Auto Salvage & Sales, Inc 10568 S 124 th St Gilbert & Dorothy Couillard, Manager			
Mobile Home Court 2014-15	Franklin Mobile, LLC 6361 S 27th St David Steinberger, Manager			
3.	Establish dates for Special License Committee Meetings to review upcoming License applications and renewals			
4.	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 <i>Pal</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE 5/20/14
Bills	Vouchers and Payroll Approval	ITEM NUMBER I. 1.

Attached is a list of vouchers dated May 8, 2014 through May 15, 2014 Nos. 152081 through Nos. 152250 totaling \$ 954,079.81. Included in this listing is EFT's Nos. 2608 through Nos. 2612 and Library vouchers in the amount of \$ 10,894.98. (See attached)

The net payroll dated May 16, 2014 is \$ 321,451.17, previously estimated at \$ 355,000.00 Payroll deductions for May 16, 2014 are \$ 215,214.23 previously estimated at \$ 373,000.00. The reduction from the estimate relates to delayed payments to include the May 30, 2014 payroll.

The estimated net payroll dated May 30, 2014 is \$ 328,000.00 with estimated payroll deductions of \$365,000.00.

Attached is a list of property tax refunds dated May 15, 2014 Nos. 13279 and 13280 in the amount of \$787.77.

COUNCIL ACTION REQUESTED

Motion approving net general checking account City vouchers in the range Nos. 152081 through Nos. 152250 in the amount of \$954,079.81 dated May 8, 2014 through May 15, 2014.

Motion approving the net payroll dated May 16, 2014 in the amount of \$321,451.17 and payments of the various payroll deductions in the amount of \$215,214.23, plus any City matching payments, where required.

Motion approving the net payroll dated May 30, 2014 estimated at \$ 328,000.00 and payments of the various payroll deductions estimated at \$ 365,000.00 plus any City matching payments, where required.

Motion approving property tax refunds in the range of Nos. 13279 and 13280 in the amount of \$ 787.77 dated May 15, 2014.



Date: May 14, 2014
To: Common Council
From: Paul Rotzenberg, Director of Finance & Treasurer *Paul*
Subject: Unusual Payment – return of Water Connection Fees

Included in the May 20, 2014 voucher list is a payment to Arthur Bruemmer for \$4,000. This payment returns unused Water Connection fees that were originally deposited in Sept. 1986. Mr Bruemmer owned a construction company working on a Franklin project at the time. The construction company has since gone out of business, and a portion of the deposit was never used.

What is so unusual about this payment is the age of the item (original deposit made in Sept 1986) and the accounting treatment of the payment. In today's environment, a deposit of this nature would be recorded to a liability account until such time as a connection took place. No such liability deposit account could be located. Building Inspection records clearly indicate that a deposit had been received and various connections made reducing that balance, leaving an unused portion.

Correspondence between Mr Bruemmer and the City Engineer over the years was also located indicating the un-used water connection fee payment.

As such a \$4,000 payment is included with this voucher run returning the unused deposit to the construction company owner.

In the interest of full transparency I felt the need to highlight this transaction. If you need additional information on this check prior to approving the release of the check, please let me know.

\\finance\common action\2014\2nd quarter\bruemmer payment