

The YouTube channel “City of Franklin WI” will be live streaming the Common Council meeting so that the public will be able to view and listen to the meeting.

<https://www.youtube.com/c/CityofFranklinWIGov>

CITY OF FRANKLIN
COMMON COUNCIL MEETING*
FRANKLIN CITY HALL – COMMON COUNCIL CHAMBERS
9229 WEST LOOMIS ROAD, FRANKLIN, WISCONSIN
AGENDA
TUESDAY, JUNE 16, 2026 AT 6:30 P.M.

- A. Call to Order and Roll Call.
- B.
 - 1. A Proclamation in Recognition of the Franklin Evening Lions.
 - 2. Citizen Comment Period.
- C. Approval of Minutes: Regular Common Council Meeting of June 2, 2026.
- D. Hearings.
- E. Organizational Business:
 - 1. Selection and Appointment of 1st District Alderperson and Oath of Office:
 - (a) Timothy A. Day
 - (b) Arianne Vitrano
 - (c) Clarke W. Johnson
 - (d) Dan Romanski
 - 2. Mayoral Aldermanic Appointments:
 - (a) Alderperson District 1-Civic Celebration Committee, 1 year unexpired term expiring 06/30/26.
 - (b) Alderperson District 1-Civic Celebration Committee, 2 year term expiring 06/30/28
 - (c) Alderperson District 1-Finance Committee, 1 year unexpired term expiring 04/19/27.
 - (d) Alderperson District 1-License Committee, 1 year unexpired term expiring 04/19/27.
 - (e) Alderperson District 1-Technology Commission, 3 year unexpired term expiring 04/17/28.
 - 3. Mayoral Boards and Commission Appointments:
 - (a) Cathleen Richard, 10252 W. Deerwood Ln., Ald. Dist. 6 - Economic Development Commission, 1 year unexpired term expiring 06/30/27.
 - (b) Mike Barber, 7931 S. 61st St., Ald. Dist. 5 - Economic Development Commission, 1 year unexpired term expiring 06/30/27.
 - (c) Barbara Wesener, 7479 Carter Circle South, Ald. Dist. 5 - Economic Development Commission, 2 year term expiring 06/30/28.

- (d) Timothy Wachter, 3930 W. Victory Creek Dr., Ald. Dist. 3 - Economic Development Commission, 2 year term expiring 06/30/28.
- (e) Steve Bobowski, 9012 S. Cordgrass Circle W, Ald. Dist. 1 - Economic Development Commission 2 year term expiring 06/30/28.
- (f) Annemarie Vitas-Oklobdzija, 8631 W. Forest Hill Ave., Ald. Dist. 1 - Library Board, 3 year term expiring 6/30/29.
- (g) Kelly Walker, 7421 S. North Cape Rd., Ald. Dist. 6 - Library Board, 3 year term expiring 06/30/29.
- (h) Amanda Pound, 8255 W. Forest Hill Ave., Franklin Public Schools, Director of Teaching and Learning - Library Board, 3 year unexpired term expiring 06/30/29.

F. Letters and Petitions.

G. Reports and Recommendations:

- 1. Authorization to begin design of S. 51st Street reconstruction from W. Rawson Avenue to W. Drexel Avenue.
- 2. Water Main Special Assessment Options Presentation.
- 3. Survey Results for Water and Sanitary Sewer Service on South 76th Street from West Ryan Road to West Park Circle Way.
- 4. Fire Chief to provide an update on Fire Department facilities and repair project at Fire Station #1.
- 5. A Resolution authorizing the City of Franklin to execute a contract with Wendel Architecture P.C. to conduct a Fire Department facility condition review and needs analysis at a cost not to exceed \$50,000.
- 6. A Resolution approving the Wisconsin Department of Natural Resources NR-208 Compliance Maintenance Report for Year 2025.
- 7. A Resolution approving a Partial Property Tax Rescission and Refund for TKN 853-0114-000.
- 8. A Resolution authorizing Certain Officials to Execute a Kayla's Playground Charitable Donation Agreement.
- 9. Establish the last Saturday in October for the Halloween Trick or Treat observance in the City of Franklin from 4-7 p.m.
- 10. An Ordinance to Amend §169-1 Licenses Required, of the Municipal Code of the City of Franklin, Wisconsin, to decrease the cost of the Alcohol Beverages Provisional Operator's License Fee.
- 11. City of Franklin's Community Development Block Grant Program Projects for 2027.

H. Licenses and Permits:

- 1. H, B & H, LLC d/b/a On the Border applications for Class B Combination and Entertainment & Amusement Licenses for July 1, 2026 - June 30, 2027.
- 2. License Committee Meeting of June 16, 2026.

Common Council Meeting Agenda

June 16, 2026

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I. Bills.
Request for Approval of Vouchers and Payroll.

J. Adjournment.

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

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

REMINDERS:

June 18	Plan Commission	6:00 p.m.
July 3	City Hall Closed-Fourth of July	
July 7	Common Council	6:30 p.m.
July 9	Plan Commission	6:00 p.m.

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B.1.

City of Franklin Proclamation

HONORING THE FRANKLIN EVENING LIONS CLUB

WHEREAS, the Franklin Evening Lions Club has demonstrated an unwavering commitment to serving the Franklin community through volunteerism, civic engagement, and environmental stewardship; and

WHEREAS, for many years, members of the Franklin Evening Lions Club have dedicated countless volunteer hours to removing litter and debris along roadways throughout the City of Franklin, helping to maintain the beauty, safety, and cleanliness of our neighborhoods; and

WHEREAS, these annual cleanup efforts along designated Waste Management collection routes contribute to a cleaner environment, enhance community pride, and help preserve Franklin's reputation as a welcoming and attractive place to live, work, and visit; and

WHEREAS, the Franklin Evening Lions Club's volunteers exemplify the spirit of service above self by donating their time and energy for the benefit of all residents without seeking recognition or reward; and

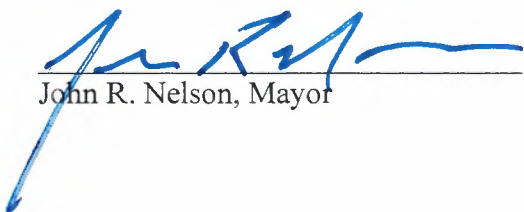
WHEREAS, the City of Franklin recognizes that strong communities are built by dedicated volunteers whose efforts improve the quality of life for their fellow citizens.

NOW, THEREFORE, I, Mayor John Nelson, on behalf of the City of Franklin Common Council and the residents of Franklin, do hereby express our sincere gratitude and appreciation to the Franklin Evening Lions Club for its continued dedication to keeping our community clean, beautiful, and vibrant through its annual roadway cleanup efforts.

BE IT FURTHER RESOLVED that the City of Franklin commends the members of the Franklin Evening Lions Club for their outstanding service and extends its best wishes for their continued success in serving our community.

Presented to the City of Franklin Common Council this 16th day of June, 2026.




John R. Nelson, Mayor

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CITY OF FRANKLIN
COMMON COUNCIL MEETING
JUNE 2, 2026
MINUTES

- | | | |
|--|---------|--|
| ROLL CALL | A. | The regular meeting of the Franklin Common Council was held on June 2, 2026, and was called to order at 6:38 p.m. by Mayor John R. Nelson in the Franklin City Hall Council Chambers, 9229 W. Loomis Road, Franklin, Wisconsin. On roll call, the following were present: Alderman Peccarelli, Alderwoman Eichmann, Alderman Hasan, Alderwoman Kresovic, Alderman Salous, and Alderwoman Kenney. Also in attendance were Director of Administration Kelly Hersh, City Attorney Jesse A. Wesolowski and City Clerk Shirley Roberts. |
| MAYOR
ANNOUNCEMENTS | B.1. | |
| | B.1.(a) | Mayor Nelson Presented a Certificate of Achievement to Joseph Bridson. |
| | B.1.(b) | Mayor Nelson Presented a Certificate of Achievement to Joshua Dahlen. |
| | B.1.(c) | Mayor Nelson Presented a Certificate of Achievement to Aidan King. |
| | B.1.(d) | Mayor Nelson Presented a Certificate of Achievement to Kyle Schadler. |
| | B.1.(e) | Mayor Nelson Presented a Certificate of Achievement to Jackson Stanley. |
| | B.1.(f) | Mayor Nelson Presented a Certificate of Achievement to Justin Zettelmeier. |
| CITIZEN COMMENT | B.2. | Citizen comment period was opened at 6:43 p.m. and was closed at 6:57 p.m. |
| MINUTES
MAY 19, 2026 | C. | Alderman Hasan moved to approve the minutes of the Common Council meeting of May 19, 2026, as presented. Seconded by Alderwoman Kenney. All voted Aye; motion carried. |
| WATER MAIN SERVICE
SURVEY | G.1. | Alderwoman Kenney moved to direct staff to survey the property owners and return to Common Council with the results. Seconded by Alderman Salous. All voted Aye; motion carried. |
| RES. NO. 2026-8485
S. 76 TH ST. TRAFFIC
SIGNALS | G.2. | Alderman Salous moved to adopt Resolution No. 2026-8485, A RESOLUTION TO ENTER INTO AGREEMENT WITH MILWAUKEE COUNTY FOR TRAFFIC SIGNALS AT SOUTH 76 TH STREET (CTH U) AND POTHS GENERAL DEVELOPMENT SOUTH ENTRANCE (7200 S. 76 TH STREET). Seconded by Alderwoman Eichmann. All voted Aye; motion carried. |

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| SOLICIT AND RECEIVE
BIDS CHAPEL HILL
WATER MAIN PROJECT | G.3. | Aldерwoman Kenney moved to authorize staff to advertise and bid the Chapel Hill Drive 2026 Local Street Improvement Program paving. Seconded by Aldерwoman Eichmann. All voted Aye; motion carried. |
| RES. NO. 2026-8486
ECONOMIC
DEVELOPMENT
STRATEGIC PLAN
REPORT | G.4. | Aldерman Hasan moved to adopt Resolution No. 2026-8486, A RESOLUTION ADOPTING THE ECONOMIC DEVELOPMENT STRATEGIC PLAN REPORT AND IMPLEMENTATION PLAN, PRESENTED BY THE ECONOMIC DEVELOPMENT COMMISSION, AS THE CITY OF FRANKLIN'S ECONOMIC DEVELOPMENT STRATEGIC PLAN. Seconded by Aldерwoman Eichmann. All voted Aye; motion carried. |
| RES. NO. 2026-8487
FUN FLICKS CONTRACT | G.5. | Aldерman Hasan moved to adopt Resolution No. 2026-8487, A RESOLUTION AUTHORIZING FRANKLIN DIRECTOR OF HEALTH AND HUMAN SERVICES, OR DESIGNEE, TO SIGN THE 2026 FUN FLICKS OUTDOOR MOVIE CITY OF FRANKLIN HEALTH DEPARTMENT CONTRACT. Seconded by Aldерwoman Kenney. All voted Aye; motion carried. |
| MISCELLANEOUS
LICENSES | H. | <p>Aldерwoman Kenney moved to approve the following licenses of the License Committee Meeting of June 2, 2026.</p> <p>Hold 2026-27 Renewal Operator License pending court disposition to Daniel Mackie;</p> <p>Withdrawn Application for Extraordinary Entertainment & Special Event for 4 Season Auto Service Center – Father's Day Car Show 2026, Person in Charge: Tyler Heinowski, Location: 4 Season Auto Service Center, 8853 S 27th St, Date of Event: 6/21/26, Withdrawal Date: 5/31/26;</p> <p>Grant Renewal 2025-26 Operator License & Renewal 2026-27 Operator License to Jacquelyn Huettl;</p> <p>Grant New 2026-27 Operator License to: Samantha Baxter, Katie Blaszczyk, Peter Crapitto, Nicole Kusz, Oleksandra Makarova, Hannah Moser, Nathaniel Nolen-Boyle, Babatunde Otukoya, Adrianna Parato, Pamela Rigden, April Webber;</p> <p>Grant New 2026-27 Operator License with a letter to Michael Bednarek;</p> <p>Grant Renewal 2026-27 Operator License with correction of application to: Amanda Alvarado, Joseph Cauley, Halina Grochowski, Josip Jaksic, Marijana Knezevic, Rebekah Shallow, Catherine Smith, Michael Wichman Jr;</p> <p>Grant Renewal 2026-27 Operator License to: Allison Anderson, Cathy Anderson, Alyssa Aschaker, Sukhminder Bhatti, Adrianna Bratel, Luke Capstran, Eric Cottman, Marcus Drewek, David Fifarek, Patti Hartung, Monika Herriges, Kayla Jedrzejewski,</p> |

Paramjeet Kaur, Teresa Kerber, Ann Moehlenpah, Josefina Mora, Kelly Ottoson, Rachandra Peoples, Bobette Sakiewicz, Joanna Shebesta, Rebekah Simmons, Susanmarie Sinda, Balprit Singh, Balvinder Singh, Jaydeep Singh, Preetkaran Singh, Diptiben Trivedi, Amrit Virk, Simran Virk, Salma Wahhab, Jenna Wesolowski, Jessica Zuelzke;

Grant Renewal 2026-27 Operator License to Nicole Dahlin (Ald. Kenney abstained);

Grant Class A Combination 2026-27 License pending inspections to: Twosings LLC, DBA 7-Eleven #35834C, Jasbir Singh, Agent, 7610 W Rawson Ave; Nerankar LLC, DBA Liquor Beer & Wine, Manmohit Kumar, Agent, 6550 S Lovers Lane Rd; Mega Marts LLC, DBA Pick 'n Save #6431, Emily Hixon, Agent, 7780 S Lovers Lane Rd; Ultra Mart Foods LLC, DBA Pick 'n Save #6360, Krystal Murphy, Agent, 7201 S 76th St; Walgreen Co, DBA Walgreens #05884, Brian Wheatley, Agent, 9527 S 27th St; Walgreen Co, DBA Walgreens #15020, Louis Olinger, Agent, 7130 S 76th St;

Grant Class A Combination 2026-27 License to Walgreen Co, DBA Walgreens #05459, Spencer Peck, Agent, 9909 W Loomis Rd;

Grant Reserve Class B Combination 2026-27 License pending inspections to FF&E LLC, DBA Hampton Inn & Suites Milwaukee/Franklin, Jefferson Calimlim, Agent, 6901 S 76th St;

Grant Class B Combination 2026-27 License to Franklin Food & Beverage LLC, DBA The Hideaway Pub & Eatery, Vanessa Jimenez Nava, Agent, 9643 S 76th St;

Class B Combination Entertainment & Amusement 2026-27 License for Irish Cottage of Franklin LLC, DBA Irish Cottage, Jenny Jennings, Agent, 11433 W Ryan Rd, See Section 3. Closed Session;

Grant Class B Combination Entertainment & Amusement 2026-27 License pending inspections to: Jax on 27th LLC, DBA Iron Mike's, William Rushman, Agent, 6357 S 27th St; The Landmark of Franklin LLC, DBA Landmark, Lorie Beth Knaack-Helm, Agent, 11401 W Swiss St; Rawson Pub Inc, DBA Rawson Pub, Steven Schweitzer, Agent, 5621 W Rawson Ave; Tail Spin LLC, DBA Tail Spin Pub & Pizza, Jennifer Halverson, Agent, 8330 W Puetz Rd;

Grant Class B Combination Entertainment & Amusement 2026-27 License to B S T LLC, DBA Mulligan's Irish Pub & Grill, Brian Francis, Agent, 8933 S 27th St;

Class B Combination Entertainment & Amusement 2026-27 License for H, B, & H LLC, DBA On The Border, Oscar Cobian, Agent, 10741 S 27th St, See Section 4. Closed Session;

Grant Class C Wine 2026-27 License pending inspections to Avas Alterations LLC, DBA Avas Alterations LLC, Ava Sierra, Agent, 7131 S 76th St;

Grant Fixed Full-Service Retail Outlet, Entertainment & Amusement 2026-27 License pending inspections to On Cloud Wine, LLC, DBA On Cloud Wine, 10062 W Loomis Rd, John "Randy" Larson, Agent;

Grant Temporary Entertainment & Amusement – Decibel Level Change to Franklin Police Citizens Academy Alumni, Person in Charge: Ann Adamski, Event: K-9 Back the Badge, Location: Lions Legend I Park/Pavilion and Band Shell, Event Date: 9/19/26;

3. H, B & H, LLC d/b/a On the Border applications for Class B Combination and Entertainment & Amusement Licenses for July 1, 2026 - June 30, 2027. The License Committee may enter closed session pursuant to Wis. Stat. § 19.85(1)(b), for considering licensing for H, B & H, LLC d/b/a On the Border applications for Class B Combination and Entertainment & Amusement Licenses for July 1, 2026 - June 30, 2027, and potentially taking final action on such licenses, which final action would take place in open session thereafter, and noting that the licensee has been noticed and may demand that this subject matter item be held in open session, and to reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate.

Aldерwoman Kenney motioned to enter closed session at 5:53 p.m. pursuant to Wis. Stat. § 19.85(1)(b), for considering licensing for H, B & H, LLC d/b/a On the Border applications for Class B Combination and Entertainment & Amusement Licenses for July 1, 2026 - June 30, 2027, and to reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate. Seconded by Aldерwoman Eichmann. On roll call, all voted Aye. Motion carried.

Upon reentering open session at 6:07 p.m., Alderman Peccarelli motioned to proceed as discussed in closed session. On roll call, Alderman Peccarelli, Aldерwoman Eichmann voted Aye, Aldерwoman Kenney abstained. Motion carried;

4. Irish Cottage of Franklin LLC d/b/a Irish Cottage applications for Class B Combination and Entertainment & Amusement Licenses for July 1, 2026 - June 30, 2027. The License Committee may enter closed session pursuant to Wis. Stat. § 19.85(1)(b), for considering licensing for Irish Cottage of Franklin LLC d/b/a Irish Cottage applications for Class B Combination and Entertainment & Amusement Licenses for July 1, 2026 - June 30, 2027, and potentially taking final action on such licenses, which final action would take place in open session thereafter, and noting that the licensee has been noticed and may demand that this subject matter

item be held in open session, and to reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate.

Aldерwoman Eichmann motioned to enter closed session at 6:10 p.m. pursuant to Wis. Stat. § 19.85(1)(b), for considering licensing for Irish Cottage of Franklin LLC d/b/a Irish Cottage applications for Class B Combination and Entertainment & Amusement Licenses for July 1, 2026 - June 30, 2027, and to reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate. Seconded by Alderman Peccarelli. On roll call, all voted Aye. Motion carried.

Upon reentering open session at 6:34 p.m., no action was taken.

Mayor Nelson called a recess at 7:14 p.m.

Mayor Nelson reconvened at 7:19 p.m.

CLOSED SESSION
ON THE BORDER
LICENSE
APPLICATIONS

- H.1. Aldерwoman Eichmann moved to enter closed session at 7:19 p.m. pursuant to Wis. Stat. § 19.85(1)(b), for considering licensing for H, B & H, LLC d/b/a On the Border Applications for Class B Combination and Entertainment & Amusement Licenses for July 1, 2026-June 30, 2027, and to reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate. Seconded by Aldерwoman Kresovic. On roll call, Alderman Peccarelli, Aldерwoman Eichmann, Alderman Hasan, Aldерwoman Kresovic and Alderman Salous voted Aye; Aldерwoman Kenney abstained. Motion carried.

Upon reentering open session at 7:41 p.m., Aldерwoman Kresovic moved to approve licenses which is consistent with and pursuant to the Wisconsin Department of Revenue Special Agent review of the licensed premises. Seconded by Aldерwoman Eichmann. On roll call, Aldерwoman Kresovic, Aldерwoman Eichmann, Alderman Peccarelli voted Aye; Aldерwoman Kenney, Alderman Salous and Alderman Hasan abstained.

Mayor Nelson called a recess at 7:47 p.m.

Mayor Nelson reconvened at 7:49 p.m.

Aldерwoman Eichmann moved to hold until the June 16, 2026 Common Council meeting. Seconded by Aldерwoman Kresovic. On roll call, Alderman Peccarelli, Aldерwoman Eichmann,

Alderman Hasan, Alderwoman Kresovic and Alderman Salous voted Aye; Alderwoman Kenney abstained. Motion carried.

CLOSED SESSION
IRISH COTTAGE
LICENSE
APPLICATIONS

- H.2. Alderwoman Eichmann moved to enter closed session at 7:52 p.m. pursuant to Wis. Stat. §19.85(1)(b), for considering licensing for Irish Cottage of Franklin LLC d/b/a Irish Cottage applications for Class B Combination and Entertainment & Amusement Licenses for July 1, 2026 – June 30, 2027, and to reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate. Seconded by Alderman Peccarelli. On roll call, Alderman Peccarelli, Alderwoman Eichmann, Alderman Hasan, Alderwoman Kresovic and Alderwoman Kenney all voted Aye; Alderman Salous voted no. Motion carried.

Upon reentering open session at 9:00 p.m., Alderwoman Kenney moved to approve the licenses applied for by the Irish Cottage of Franklin, LLC, subject to a 30 day suspension commencing on September 1, 2026 proceeding through September 30, 2026. Seconded by Alderwoman Eichmann. On roll call, Alderwoman Kenney, Alderwoman Kresovic, Alderman Hasan, Alderwoman Eichmann and Alderman Peccarelli all voted Aye; Alderman Salous voted no. Motion carried.

VOUCHERS AND
PAYROLL

- I. Alderman Hasan moved to approve City vouchers with an ending date of May 28, 2026 in the amount of \$1,287,353.31, and payroll dated May 29, 2026 in the amount of \$492,542.04 and payments of the various payroll deductions in the amount of \$548,370.55 plus City matching payments, and estimated payroll dated June 12, 2026 in the amount of \$483,000 and payments of the various payroll deductions in the amount of \$277,000, plus City matching payments. Seconded by Alderwoman Kresovic. On roll call, all voted Aye. Motion carried.

ADJOURNMENT

- J. Alderwoman Eichmann moved to adjourn the meeting of the Common Council at 9:02 p.m. Seconded by Alderwoman Kenney. All voted Aye; motion carried.

June 7, 2026

City of Franklin Common Council
C/O City Clerk
9229 West Loomis Road
Franklin, WI 53132

Dear Members of the Common Council,

I am writing to express my interest in being considered for appointment to the vacant Aldermanic District 1 seat.

My wife and I have proudly called Franklin our home for the past 13 years, and I would be honored to serve the community. I am 67 years old and retired, so I have both the time and the experience necessary to effectively represent District 1 residents.

I retired from the United States Postal Service after a 43-year career, where I served in a variety of positions. For the final 17 years of my career, I worked on and managed the Postal Service's national attendance control program. This role required strong organizational skills, attention to detail, collaboration with stakeholders, and a commitment to accountability and efficiency. It also provided me with valuable experience in financial oversight, budgeting, and sound decision-making.

I am currently a member in an investment club, where I serve as Treasury Agent and have held several leadership positions within the club, including President.

I have also served on our condo association board for 12 years, including 8 years as President. In that role, I worked closely with fellow board members and residents to address community concerns, manage finances responsibly, plan for future needs, and build consensus on

If appointed, I would focus on several priorities:

- Encouraging economic development and reducing the number of vacant commercial properties in Franklin.
- Supporting efforts to attract and retain small businesses that strengthen our local economy and enhance services for residents.
- Supporting efforts to attract and retain small businesses that strengthen our local economy and enhance services for residents.
- Ensuring fiscal responsibility and careful stewardship of taxpayer dollars.
- Maintaining open communication with residents and making decisions that reflect the best interests of the community.

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My background has prepared me to serve effectively on the Common Council, including financial oversight, leadership and community involvement. I would bring a collaborative approach to the position and would always strive to represent District 1 residents with integrity, respect and accountability.

Thank you for your consideration. I would welcome the opportunity to discuss my qualifications further and would be honored to serve the residents of District 1 and the City of Franklin.

Sincerely,

A handwritten signature in cursive script that reads "Timothy A. Day".

Timothy A. Day
7508 W. Tuckaway Creek Drive
Franklin, WI 53132
414-510-4714

June 5, 2026

Arianne Vitrano

9321 S. 94th ST

Franklin Common Council,

I'm writing to express my interest in serving as Alderperson for District 1. I am a Franklin resident of six years and have built strong connections in the Briarwood area through community involvement, local schools, and neighborhood initiatives.

Professionally, I bring a background in education as both a teacher and school principal. That experience has strengthened my ability to listen, communicate clearly, and work with diverse groups to solve problems and make thoughtful decisions. I am drawn to local government because of its direct impact on residents' daily lives and the opportunity to represent and advocate for the community.

In Franklin, I have been actively involved in supporting local families and programs. I currently coach youth soccer through Franklin Rec, volunteer at Country Dale (supporting the Scholastic Book Fair and Cougar Chase), and help organize community events and groups that bring residents together. Franklin LOC is a group that I've taken a leadership role in. I help to keep our group informed of what is going on locally as well as organize opportunities to engage with local politicians (including Mayor Nelson and Alderman Salous). These experiences have given me a strong understanding of what matters most to families in our community.

I recently completed the New Politics Academy "Answering the Call" program, which focuses on translating servant leadership into public service. While I had originally planned to run for office in the future, I am energized by the opportunity to step forward now and serve.

If selected, I would bring a collaborative, thoughtful approach to the role, with a focus on listening to residents, representing their interests, and contributing to responsible, community-centered decision-making.

Thank you for your consideration. I would welcome the opportunity to discuss how I can contribute to the Common Council.

Sincerely,



Arianne Vitrano

ARIANNE KAILAS VITRANO

Franklin, WI |

Arianne.Kailas@gmail.com

Leadership Coach | Educator | Organizational Development

Thoughtful, adaptive leader with experience in leadership coaching, education, and school administration. Known for building strong relationships and helping leaders translate goals into clear, measurable outcomes. Creates supportive, high-trust environments that drive growth for individuals, teams, and organizations.

Core Skills

- Leadership Coaching and Development
- Strategic Planning and Execution
- Organizational Culture and Climate
- Data-Informed Decision Making
- Facilitation and Professional Development
- Curriculum Design and Instruction
- Relationship Building and Stakeholder Engagement

PROFESSIONAL EXPERIENCE

Alverno College, Milwaukee, WI 2019-2025
Adjunct Professor & Leadership Coach (LACCS Program)

- Teach graduate level courses in curriculum, instruction and assessment
- Provide personalized coaching grounded in character education principles
- Guide participants in developing strategic action plans for culture initiatives
- Support goal setting, accountability and leadership development

Wisconsin Reading Corps, Milwaukee, WI 2019-2020
Reading Corps Tutor

Early childhood literacy interventionist

- Delivered targeted literacy interventions for early learners
- Implemented reading assessments to help monitor students' reading level to drive instruction
- Established real and authentic relationships with students

Schools that Can Milwaukee, Milwaukee, WI 2015-2019
School Leadership Coach

Coached and mentored more than 30 school principals to become transformational leaders across three education sectors - district, charter and choice

- Co-developed year-long Leadership Action Plans (LAPs) that were grounded in measurable outcomes for teachers and students; evaluated and updated at bi-monthly meetings
- Supported school leaders in the refinement and implementation of their LAPs
- Guided and advised leaders in execution of professional development, classroom observations and feedback sessions
- Planned and executed relevant, rigorous professional development for leaders and teachers
- Problem solved issues related to all school areas including culture, academics and staff management
- Built strong, genuine relationships grounded in trust and respect

Bank Street College of Education, New York 2008-2015
School for Children -Assistant Head of the Lower School

Supervised and supported five head classroom teachers, six assistant teachers, and four specialists (art/music/language/gym)

- Oversaw curriculum development and implementation
- Initiated a peer coaching program and facilitated continual professional development
- Coordinated and planned weekly staff meetings

- Selected potential candidates, conducted interviews and provided input on hires
- Reviewed and provided feedback on 110 end-of-year, narrative student reports
- Maintained “Lower School Life” website

Staff Council- governing body of faculty and staff

Member 2008-2015 ***Co-Chair*** (elected) 2011-2013

- Facilitated ongoing forums for any staff member to address concerns, share information or propose new programs to strengthen college-wide communication
- Attended monthly meetings with the President of the college
- Managed \$25,000 budget
- Oversaw four sub-committees (budget priorities, sabbatical, diversity, exhibits)
- Planned and led four yearly All-College meetings for 350+ people
- Organized bi-annual blood drives
- Initiated monthly “Topic Tables” to share information and build collegiality

Teach for America, New York

2006-2008

Head Teacher 2nd and 5th Grade

- Designed and implemented curriculum for 23-30 children
- Created daily lessons plans
- Set learning goals and adapted plans accordingly
- Managed classroom environment to optimize learning and foster respect among students
- Assessed and tracked students’ progress using qualitative and quantitative research methods

EDUCATION

Bank Street College, New York, NY

2013

Masters of Education, Leadership for Educational Change, GPA: 3.89

Policy Paper: “Universal Pre-K: School Readiness for All”

Thesis: “Rethinking and Redesigning Faculty Meetings:

Establishing Safety for Participants and Ensuring Follow-Up”

Pace University, New York, New York

2008

Masters in Elementary Education, GPA: 3.86

Emory University, Atlanta, Georgia

2006

Bachelor of Arts (Psychology & French), GPA: 3.91, Phi Beta Kappa

SKILLS/PROFESSIONAL ACTIVITIES

Fluent in French, Teach for America Alumni Board, Soccer Coach, New Politics Academy Graduate, Franklin LOC Facilitation Committee

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E. I. (C)

Clarke W. Johnson

7703 Margaret Lane • Franklin, WI 53132 • Cell # •

Dear City of Franklin Mayor and Council,

Please consider me for the Aldermanic position for District One.

I have an unyielding commitment to public service.

I am retired from the Wisconsin Department of Natural Resources Division of State Parks and therefore have time to devote to the City of Franklin.

I am a dynamic organizational leader with over 40 years of achievement driving performance and sustainability. I have been a major participant in the development of master and strategic plans. I have proven my ability to lead and motivate teams, expand individual talents, build strong working relationships, coordinate collaborative efforts with colleagues, clients, stakeholders, partners, and senior executives.

I can leverage strong analytical and decisive leadership skills to respond to and resolve issues, to work towards a common outcome, to manage multiple projects, meet deadlines and deliver unparalleled results.

I have authored and received numerous grants and I have been an adjunct professor at various Universities and Colleges and have instructed classes in economic development, tourism, program planning, facility construction, operations, and maintenance.

These strengths coupled with my years of experience working with public officials, large and diverse staff, service organizations and the public has proven to be a significant asset.

I look forward to discussing all the possibilities of how my skills and experience would be the right fit to help the City of Franklin

Thank you for your consideration.

Sincerely,



Clarke Johnson

Clarke W. Johnson

7703 West Margaret Lane, Franklin WI 53132 - Cell #

POLK COUNTY CONSERVATION DISTRICT

Polk County Des Moines, IA
June 2015 - September 2015

Parks Superintendent

Hired to assist in the reorganization of the Park Manager/Ranger Department. The new position will temporarily manage and direct the day-to-day operations of the 14,000-acre Polk County Park system. This includes law enforcement (park rangers), recreational facilities, campgrounds, boat launches, beaches, special events, trails (over 70 miles of soft and hard surfaced) greenways, wildlife, conservation and restoration projects. Reorganizing the department and establishing the overall operating standards consistent with PC's mission and strategic plans.

MILL CREEK METROPOLITAN PARK DISTRICT

Mahoning County Canfield, OH
December 2010 – October 2012

Executive Director

Appointed by the Mill Creek Metropolitan Park District Board to successfully position Ohio's first park district for the passage of the 2014 levy (passed) and plan a path for a sustainable future by developing and implementing a detailed and comprehensive strategic/master plan.

- Established in 1891, by Volney Rogers, Mill Creek Metro Park system serves Mahoning County (250 square miles and 250,000 residents) the park district budget is over 14 million dollars and consists of over 4,700 diverse acres including nationally recognized gardens, two historical eighteen-hole Donald Ross designed golf courses, amphitheater, working educational farm, lakes, waterways, walking-hiking-biking trails, outdoor educational center, nature preserves, wildlife sanctuaries, equestrian park, athletic fields, park police, park foundation and many other recreational facilities.
- Directly supervised 10 department Directors which in turn managed a staff of 65 full-time, 50 part time/full time equivalents, 200 seasonal employees and 150 volunteers.

THE CITY OF PORTAGE PARKS AND RECREATION DEPARTMENT

Portage, IN
July 2008 – February 2010

Superintendent.

- Established and maintained a partnership with the National Park Service to insure the smooth opening and operation of a 10-million-dollar, Gold LEED Certified, regional environmental education center – Lakefront Park and Riverwalk. First Year attendance over 150,000
- ♦ Lakefront Pavilion and Riverwalk was awarded the 2009 Governor's Award for Environmental Excellence, The Marquette Plan, Burnham Award for Metropolitan Planning and The Indiana Parks and Recreation Association Award for Outstanding Park Development
- Managed and directed parks (700 acres), budgets (\$800,000) personnel (30 FT, 29 PT, and 150 seasonal), programs, Museum, events, Park Foundation and facilities.
- Supervise reservations for parks, pavilions, athletic fields, banquet halls and facilities.
- Oversee contracts and partnerships with outside organizations - National Park Service, US Steel, adult sports, BMX facility, mountain bike park. Soccer associations, Pop Warner football, theater troupe and seasonal celebrations/festivals organizers

WISCONSIN DEPARTMENT OF NATURAL RESOURCES

Milwaukee, WI
1997 – 2008

Superintendent/Team Leader for the newly created **Lakeshore State Park** located in downtown Milwaukee.

- Developed the \$17.5 million Lakeshore State Park and recreational areas.
- Created coalitions and established the Lakeshore State Park *Friends Group*.
- Promoted public awareness through interfacing with local organizations.
- Managed the park property and all its operations including law enforcement.
- Direct the public use (attendance 1,000,000+), visitor protection, citizen contact programs, marina, special events and department management systems
- ♦ Chosen for the 2007 **Park Design Award of Merit** by the Wisconsin Parks and Recreation Association

Southeast Trail Coordinator & Manager of Hank Aaron State Trail. 1997 – 2008

- Spearheaded the planning and development of a 7-mile urban multi-model trail.
- Acquired land and obtained easements from property owners.
- Established partnerships with government agencies and special interest groups.
- Planned and implemented special events and fundraisers that included political, governmental, social, (Hank Aaron, Governor Thompson) and dignitaries

RACINE COUNTY YOUTH SPORTS,

Racine, WI
2000 - 2002

Executive Director

A collaborative effort between the United Way, county, and city that provides recreation facilities and programs for over 5000 participants of football, basketball, baseball, and volleyball.

- Guided the construction of Haban Sports Facility, 38 acres, 12 baseball fields, 8 football fields and a 20,000 sq ft multi-purpose building housing a concession stand, offices and equipment.
- Controlled the direction and administration of sports activities of a county (population over 190,000). Over 5,000 participants, 500 volunteers, and 100 part-time employees.
- Planned, developed and maintained all facilities, tournaments, banquets, special programs and events.
- Traveled to Moscow, Russia to establish a yearly youth sport player exchange.
- ♦ Chosen for the 2001 **Partnership Award** by the Wisconsin Parks and Recreation Association.

CITY OF OCONOMOWOC PARKS, RECREATION AND FORESTRY DEPT. Oconomowoc, WI
1982 – 1997

Director of Parks, Recreation, and Forestry

- Planned and implemented a school district wide (40,000 residents) parks and recreation program; managed parks (400 acres) athletic fields, urban forest/public trees (4,500), amphitheater, park rangers, beaches (4) boat launches/ marinas (3) lake access points, skating rinks, and budgets (\$800,000).
- Hired, trained, supervised and evaluated staff (20 ft, 10 pt, 80 seasonal) administered internship program, and scheduled rental of community center and park facilities.
- Organized and directed all city special events, including parades and festivals attracting up to 10,000 people per event.
- Received favorable national press coverage on ABC's *Good Morning America*.
- Coordinated production of *Escape to Wisconsin* television commercial starring Bob Uecker: secured site, selected talent and located props.
- Planned and directed the rehabilitation (removal of over 150,000 Carp and the stocking of over 400,000 pan and game fish) of the Lac La Belle fishery (1,200 acres) and the restoration of Rosenow Creek (native trout stream)
- ♦ Named the **Conservationist of the Year** by the Waukesha County Conservation Alliance for the above projects

MADISON AREA TECHNICAL COLLEGE, Madison, WI
UNIVERSITY OF WISCONSIN, MILWAUKEE, Milwaukee, WI
YOUNGSTOWN STATE UNIVERSITY, Youngstown, OH
PITTSBURG STATE UNIVERSITY, Pittsburg, KS

20 plus years

Adjunct Professor – Instructor

Teaching courses in tourism, hospitality management, facility operation, maintenance and program & event planning to students majoring in parks, recreation and tourism management.

- Planned and developed curriculum consisting of facility maintenance and management principles, operations, program and event planning.
- Assisted and advised students with job placement and internships.

EDUCATION

Master of Science Degree, Education - Parks and Recreation Administration
PITTSBURG STATE UNIVERSITY. Pittsburg, Kansas
Bachelor of Science Degree, Education - Parks and Recreation/Natural Resources
THE OHIO STATE UNIVERSITY. Columbus, Ohio
Certified and Credentialed Law Enforcement Officer- DNR Park Ranger
MILWAUKEE AREA TECHNICAL COLLEGE. Milwaukee, Wisconsin
Certified Public Manager Program –assorted classes
UNIVERSITY OF WISCONSIN. Madison, Wisconsin
Performance Management – assorted classes
PUBLIC AGENCY TRAINING COUNCIL. Madison, Wisconsin

LEADERSHIP

Member: National Recreation and Park Association
Wisconsin Parks and Recreation Association
Certified Parks and Recreation Professional

Past Member: Ohio Parks and Recreation Association
Mahoning County Trustees Association
Youngstown State University- School of Human Ecology, Curriculum
Youngstown/Warren Regional Chamber of Commerce
Eastgate Regional Council of Governments
Alliance for Watershed Action and Resource Education
Indiana Parks and Recreation Association
Wisconsin Park and Recreation Association
Board Advisor to Student Section
Legislative Representative
Chairperson of Student Grants Committee
President Southeast Parks and Recreation Council
Service Organizations
Board Member Oconomowoc Area Chamber of Commerce
Board Member Town and Country YMCA
Board of Directors, Waterford High School Booster Club
City of Franklin Park Commission and Public Works Committee

E.I. (d)

Dan Romanski
9044 W Elm Ct
Unit C
Franklin WI 53132

Dan.romanski@yahoo.com
June 11, 2026

City of Franklin Common Council
c/o City Clerk
9229 West Loomis Road
Franklin, Wisconsin 53132
RE: Letter of Interest – Alderperson, First District

Dear Members of the Common Council,

Please accept this letter as an expression of my strong interest in being appointed to the vacant Alderperson position for the First District in the City of Franklin. As a dedicated resident of this community, I am eager to contribute my time, skills, and energy toward serving our city and my fellow neighbors.

Over my 9 years of living in Franklin, I have seen our community grow into a vibrant place to live, work, and raise a family. I am running to serve on the Common Council because I am deeply committed to maintaining our high quality of life while ensuring responsible economic development, preserving our natural resources, and maintaining fiscal responsibility.

My professional and civic background has equipped me with the skills necessary to be an effective local leader. Specifically, my experience in project management, budgeting, current HOA leadership and public service work has given me the ability to review complex issues, collaborate with diverse groups, and make informed, fair decisions. I am prepared to dedicate the time required to understand council packets, attend regular meetings, and engage actively with the residents of our district.

I welcome the opportunity to discuss my qualifications with the Common Council and to share my vision for the First District.

Thank you for your time, consideration, and dedication to the City of Franklin.

Sincerely,

Dan Romanski

Dan Romanski

Franklin, WI 53132|

|dan.romanski@yahoo.com

Professional Summary

Dedicated and civic-minded public servant with a strong track record of community leadership and advocacy. Understandings of local governance, budgeting and public relations. Proven ability to collaborate with diverse stakeholders. Committed to actively representing the interests of the city of Franklin and county of Milwaukee.

Core Competencies & Skills

- **Legislative & Policy Strategy:** document set management, strategic planning.
- **Fiscal Oversight:** association budgeting, fiscal oversight, expense and budget forecasting
- **Community Engagement:** Town hall facilitation, constituent services, public speaking
- **Intergovernmental Relations:** Collaboration with city departments, county, and state agencies

Professional Experience

Network Security Engineer

Milwaukee County - Milwaukee, WI

April 2026 – Present

- Spearhead strategic initiatives, manage security tools, saved county \$60k in firewall upgrade project
- Engage with county employees, municipalities, state and federal entities to solve inter-agency network security challenges
- Secure county resources as part of infrastructure architecture team

Security Engineer

Froedtert Thedacare Health Systems – Appleton, WI

January 2024 - April 2025

- Helped secure Wisconsin's largest healthcare system

Civic Leadership & Public Service

President

Kaitlin Woods Condominium Association

February 2020 - present

- Oversee 132-unit condominiums among 22 buildings
- Provide management services and owner resources
- Maintain fiscal responsibility - paid off special assessment early with a balanced budget
- Rewrote and updated documents to reflect state statutes and advances in ownership dynamics

Member

Technology Committee - City of Franklin

March 2026 - present

- Advise city and committee on technology related decisions and challenges

Member

Program Advisory Board - Gateway Technical College

October 2015 - December 2018

- Advise college on technology trends and future worker within the academic space

Education

Associate of Science - Information Technology

Gateway Texhcnical College - Kenosha WI

- Graduated

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APPROVAL	REQUEST FOR COMMON COUNCIL ACTION	MEETING DATE 6-16-2026
ORGANIZATIONAL BUSINESS	Mayoral and Aldermanic Board and Commission Appointments	ITEM NUMBER E. (2-3)
1. Mayoral Aldermanic Appointment: Alderpersion District 1-Civic Celebration Committee, 1 year unexpired term expiring 06/30/26. Alderpersion District 1-Civic Celebration Committee, 2 year term expiring 06/30/28 Alderpersion District 1-Finance Committee, 1 year unexpired term expiring 04/19/27. Alderpersion District 1-License Committee, 1 year unexpired term expiring 04/19/27. Alderpersion District 1-Technology Commission, 3 year unexpired term expiring 04/17/28. 2. Mayoral Boards and Commission Appointments: (a) Cathleen Richard, 10252 W. Deerwood Ln., Ald. Dist. 6 - Economic Development Commission, 1 year unexpired term expiring 06/30/27. (b) Mike Barber, 7931 S. 61st St., Ald. Dist. 5 - Economic Development Commission, 1 year unexpired term expiring 06/30/27. (c) Barbara Wesener, 7479 Carter Circle South, Ald. Dist. 5 - Economic Development Commission, 2 year term expiring 06/30/28. (d) Timothy Wachter, 3930 W. Victory Creek Dr., Ald. Dist. 3 - Economic Development Commission, 2 year term expiring 06/30/28. (e) Steve Bobowski, 9012 S. Cordgrass Circle W, Ald. Dist. 1 - Economic Development Commission 2 year term expiring 06/30/28. (f) Annemarie Vitas-Oklobdzija, 8631 W. Forest Hill Ave., Ald. Dist. 1 - Library Board, 3 year term expiring 6/30/29. (g) Kelly Walker, 7421 S. North Cape Rd., Ald. Dist. 6 - Library Board, 3 year term expiring 06/30/29. (h) Amanda Pound, 8255 W. Forest Hill Ave., Franklin Public Schools, Director of Teaching and Learning - Library Board, 3 year unexpired term expiring 06/30/29.		

COUNCIL ACTION

Motion to confirm the following Mayoral Appointments:

1. Mayoral Aldermanic Appointment:
Alderson District 1-Civic Celebration Committee, 1 year unexpired term expiring 06/30/26.
Alderson District 1-Civic Celebration Committee, 2 year term expiring 06/30/28
Alderson District 1-Finance Committee, 1 year unexpired term expiring 04/19/27.
Alderson District 1-License Committee, 1 year unexpired term expiring 04/19/27.
Alderson District 1-Technology Commission, 3 year unexpired term expiring 04/17/28.
2. Mayoral Boards and Commission Appointments:
 - (a) Cathleen Richard, 10252 W. Deerwood Ln., Ald. Dist. 6 - Economic Development Commission, 1 year unexpired term expiring 06/30/27.
 - (b) Mike Barber, 7931 S. 61st St., Ald. Dist. 5 - Economic Development Commission, 1 year unexpired term expiring 06/30/27.
 - (c) Barbara Wesener, 7479 Carter Circle South, Ald. Dist. 5 - Economic Development Commission, 2 year term expiring 06/30/28.
 - (d) Timothy Wachter, 3930 W. Victory Creek Dr., Ald. Dist. 3 - Economic Development Commission, 2 year term expiring 06/30/28.
 - (e) Steve Bobowski, 9012 S. Cordgrass Circle W, Ald. Dist. 1 - Economic Development Commission, 2 year term expiring 06/30/28.
 - (f) Annemarie Vitas-Oklobdzija, 8631 W. Forest Hill Ave., Ald. Dist. 1 - Library Board, 3 year term expiring 6/30/29.
 - (g) Kelly Walker, 7421 S. North Cape Rd., Ald. Dist. 6 - Library Board, 3 year term expiring 06/30/29.
 - (h) Amanda Pound, 8255 W. Forest Hill Ave., Franklin Public Schools, Director of Teaching and Learning - Library Board, 3 year unexpired term expiring 06/30/29.

ROLL CALL VOTE

CLERKDEPT

Maggie Poplar

From: volunteerfactsheet@franklinwi.info
Sent: Tuesday, February 17, 2026 2:43 PM
To: Lisa Huening; Shirley Roberts; Maggie Poplar
Subject: Volunteer Fact Sheet

Name: Kelly Walker
PhoneNumber:
EmailAddress: kellymknox@gmail.com
YearsasResident: 10
Alderman: 6
ArchitecturalBoard:
CivicCelebrations:
CommunityDevelopmentAuthority:
EconomicDevelopmentCommission:
EnvironmentalCommission:
FinanceCommittee:
FairCommission:
BoardofHealth:
FirePoliceCommission:
ParksCommission:
LibraryBoard: on
PlanCommission:
PersonnelCommittee:
BoardofReview:
BoardofPublicWorks:
QuarryMonitoringCommittee:
TechnologyCommission:
TourismCommission:
BoardofZoning:
WasteFacilitiesMonitoringCommittee:
BoardWaterCommissioners:
CompanyNameJob1: Marquette University
CompanyAddressJob1: 1250 W Wisconsin Ave, Milwaukee, WI 53233
TelephoneJob1: (800) 222-6544
StartDateandPositionJob1: 10/2012 - Coordinator for Student Community Service Programs
EndDateandPositionJob1: 4/2023- Director of Community Service
CompanyNameJob2: Wisconsin Campus Compact

AddressJob2: 1000 Edgewood College Dr, Madison, WI 53711
TelephoneJob2: (608) 890-3222
StartDateandPositionJob2: 8/2011 - AmeriCorps VISTA Leader
EndDateandPositionJob2: 10/2012 - AmeriCorps VISTA Leader

CompanyNameJob3:

AddressJob3:

TelephoneJob3:

StartDateandPositionJob3:

EndDateandPositionJob3:

Signature: Kelly Walker

Date: 2/17/2026

Signature2: Kelly Walker

Date2: 2/17/2026

Address: 7421 S North Cape Rd

PriorityListing:

WhyInterested:

I love library joy! Our Franklin library supports community, learning, creativity, and curiosity. It is a place where everyone is welcome. When I imagine the world that I want to live in, I imagine a place just like a library. As a parent to young children, I spend lots of time at the Franklin Public Library: attending the excellent children's programs, borrowing reading materials, attending community events, visiting the Makerspace, downloading on Libby, grabbing a cup of coffee, checking out board games and puzzles. The library is truly my family's third place – a place separate from home and work where we spend time in community with others. I also feel strongly about supporting elders in our community. I recently served as a caregiver for a neighbor with quickly-advancing Alzheimer's. When we were first getting to know each other, many of our conversations were about our shared favorite author (Barbara Kingsolver) and the books she had recently checked out. (continued below)

DescriptionofDutiesJob1:

- Provided leadership and vision to meet mission-centered goals - Developed framework for strategic priorities, with corresponding outcomes and measures - Collaborated with nonprofit partners on complex community-engaged programs supporting early childhood education and social determinants of health - Managed federal grantwriting, compliance, budgeting and reporting - Planned complex events and managed a physical student center - Recruited, trained, and supervised professional staff, interns, and volunteers ((Please see resume sent via email)

DescriptionofDutiesJob2:

Supported a mission-driven, state-wide coalition committed to the public purpose of higher education

Description of Duties Job 3:

In my professional career and volunteer work, I craft partnerships and spaces of belonging, building trusting teams that can work together to accomplish complex goals. I also have experience with federal grantwriting, compliance, budgeting, onboarding, early childhood and adult education, event planning, and risk management. I would love to use my professional skills to support a place that is so important to me and my family. I'm engaged in community-building volunteer work in Franklin. My hobbies include gardening (vegetables and native plants), historic home restoration, camping, and of course reading. I spend a significant amount of my time supporting my neurodivergent son.

Additional Experience:

See Current Results

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APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE 06/16/2026
REPORTS & RECOMMENDATIONS	AUTHORIZATION TO BEGIN DESIGN OF S. 51ST STREET RECONSTRUCTION FROM W. RAWSON AVENUE TO W. DREXEL AVENUE	ITEM NUMBER B.I. District # 3&5

BACKGROUND

As mentioned previously at the May 5th Common Council meeting, the City received award for the WisDOT STP-U (Wisconsin Department of Transportation Surface Transportation Program- Urban). This funding will be used for W. Drexel Avenue from South Bridge View Dr. to approx. Northwestern Mutual Way. Before receiving the funding, the City had planned on borrowing for this project. The cost estimate was approx. \$4.5 Million. The Engineering Department and Department of Public Works would like to use the borrowed funding for S. 51st Street from W. Rawson Avenue to W. Drexel Avenue. This roadway has been on the City's 5 year capital improvement plan and is in desperate need of reconstructing. Similar to W. Drexel Avenue, we feel soil borings are necessary to provide a relative and accurate design and cost estimate.

This item has also been brought to the Board of Public Works for their information, and they agreed it is in desperate need of reconstruction. We are seeking Council approval to receive a proposal for soil borings and begin design. The Engineering Department would bring the geotechnical report proposal back to council for approval.

ANALYSIS

The Engineering Department created a cost estimate which is approximately \$2,800,000.00.

FISCAL NOTE

The project will require General Obligation (GO) debt financing and is anticipated to be included in the GO debt borrowing scheduled to occur later this summer. A formal budget amendment to incorporate the project and associated funding will be presented to the Board of Public Works for approval at their next meeting.

STAFF RECOMMENDATION

Staff recommends that the Council authorize the Engineering Department to receive a proposal for a geotechnical report and begin design for the S. 51st Street Reconstruction project.

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APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE 6/16/2026
REPORTS AND RECOMMENDATIONS	Water Main Special Assessment Options Presentation	ITEM NUMBER M.2. District # All Districts

BACKGROUND

A presentation by City Engineer, Mike Paulos and City Sewer and Water Utility Superintendent, Glen Beardsley regarding water main extension special assessment policy under municipal code §207-15 versus Public Service Commission of Wisconsin (PSC) water main extension rule.

This presentation is for informational use only; no council action is being requested.

S&W – GEB; Engineering – MNP; DOA – KH;



City of Franklin
Water Utility Department

Date: 06/10/2026
To: Common Council
From: Glen Bearsdley, Sewer and Water Utility Superintendent
Kaitlyn Witkowiak, P.E., Assistant City Engineer

City of Franklin Report on Water Main Special Assessment Options

The City of Franklin has utilized the special assessment policy (§207-15K) throughout its history to expand its public infrastructure and serve residents of the City. The special assessment policy can be and has been levied on City public infrastructure improvements such as sanitary sewer, water main, sidewalks, streetlights, etc., though typically enforced for water main and sanitary sewer extensions.

Specifically, for water main extension projects, the special assessment process allows for the property owners who are being directly benefited by the water main extension project to be responsible for the cost, instead of spreading the cost to all the water rate payers in the City. The water rate payers already have access to public water main and therefore, are not directly benefited from a water main extension project. The special assessment costs are generated from the hard bid costs for the project from the awarded contractor divided by the total linear footage of the benefited properties. This provides a cost per linear foot which is used to determine the total special assessment value per property. The City of Franklin municipal code §207-15R enforces maximum assessment rates for sanitary sewer and water main, which is updated every year based on the Construction Cost Index (CCI) adjustment. This limits the cost per linear foot that the property owner will pay.

The City of Franklin special assessment process can be found under municipal code §207-15 and is described in summary as follows;

1. The first step is for the City Council to declare by preliminary resolution its intention to exercise a special assessment for a water main extension. The preliminary resolution explains the purpose, limits of the proposed assessment, and determines the public hearing date. The Common Council will also make the motion to direct the Engineering Department to create an engineer's report.
2. The engineers report is required to include the preliminary or final plans and specifications, an estimate of the entire cost of the proposed work, an estimate of the special assessment to be levied to each property affected, and a statement that the property against which the assessments are proposed is benefited, where the work or improvement constitutes an exercise of the police power.
3. A copy of the engineer's report is filed with the City Clerk Department for public inspection.
4. Once the Engineers Report is filed, the City Clerk will give notice of the public hearing date and time through certified mail to all benefited properties.
5. At the public hearing all persons interested, or agents or attorneys, can be heard before City Council on matters concerning the report. At the public hearing, the Council determines the number of installments that the assessment cost will have to be made in (payment plan).
6. Once the public hearing is complete, the City Council can approve, disapprove, or modify the assessment.
7. The City Council adopts a final resolution concerning the assessment. That final resolution contains confirmation of the Engineers Report, the number of installments and the due date of those installments for the assessment cost, and the deferral situations allowed for repayment.
8. The final resolution is then sent certified mail to all benefited properties.
9. The special assessment value is then placed on the property.

Under municipal code §207-15K the City allows applications for deferment of payment of special assessments. §207-15K (2) includes multiple situations in which the deferment may be approved. The most common deferment is §207-15K

(2)(c), which states that a deferral of the principal and interest for a residential property, who has existing and adequate water supply, is granted until owner connects to the water system or ten years from adoption of the resolution, whichever comes first. If deferment of special assessment is approved by the Common Council, the City would need to pay for the project and then get reimbursed after a property owner either connects to the water main, or would be reimbursed after 10 years, plus however long the selected payment plan would be. Typically, the payment plan through the City has been 12 years at 6% interest. That would entail the City would not get the funds reimbursed until 22 years after the construction.

Another option that has been utilized by many municipalities is the Public Service Commission's (PSC) water main extension rule. This rule was adopted by the City in 2016 and allows for the City to move forward with a water main extension project for the desperate need of the City water system. For example, there are many dead-end water main locations throughout the City of Franklin (see attached map). These dead-end locations pose a concern for water redundancy in the City. If something were to happen to that dead end water main, all property owners/businesses/schools/medical buildings would be out of water as there is not another feed that can serve them. Water main extensions would be necessary to loop these dead-end locations and provide more redundancy in the water main system. The PSC water main extension rule has three situations in which water mains will be extended as summarized below:

1. The assessment cost is to be collected immediately through the municipality special assessment code and the procedure set forth under Wis. Stat. §66.0703.
2. A resident or developer applies for a water main extension which would benefit properties who did not apply, if the City chooses not to assess this project, then the project will be customer financed. Any of the benefited properties that choose to connect within 10 years of the date of completion of the project would make a contribution equal to the previously calculated assessment fee to the resident/developer who paid the initial total amount. After ten years, any connections that are made by benefited properties do not have to make any contribution.
3. The City is requesting the water main extension project due to closing dead ends within the City. The City would pay the total cost of the water main extension project. Any property owner who connects to the water main or connecting loop would be required to pay a contribution fee amount equivalent to a special assessment amount to the City. After ten years, any property owners that choose to connect to the water main will not need to pay the contribution fee.

The Utility Department is bringing the PSC Water Main Extension Rule to your attention due to future water main extension projects that are deemed necessary by the Utility, but are not being requested by property owners or developers. There have been many special assessment projects done throughout the City of Franklin over the past decades, in which benefited properties have had to pay their special assessments. The main difference between the special assessment policy and the water main extension rule is that the City would recoup the cost of the water main extension project if the special assessment policy is chosen by the Council, otherwise, if the water main extension rule is chosen, the water rate payers would be required to cover the remaining cost of the project that was not covered by contribution fee costs. There may be projects where the special assessment policy is a better option than the water main extension rule and vice versa. That decision is up to the Common Council.

Water Main Special Assessment Options



Special Assessment Process per City Ord. §207-15



§207-15K: Deferment of Special Assessment

- City Ordinance §207-15K 2(a-j).
- §(207-15K 2(c))
 - 10 years OR;
 - Resident connects to provided lateral
 - Payment plans offered by the City as determined in the Final Resolution.

Public Service Commission: Water Main Extension Rule

- City of Franklin adopted this rule in 2016 as part of the rate case.
- Utilized by multiple municipalities
- Allows for the City to move forward with a project for the benefit of the water system
- Resident Contributions
 - Cost is generated for each benefited parcel based on lot frontage
 - City pays the total project cost
 - Any property owner that connects to the water main 10 years or less after it is constructed will pay a contribution fee equal to their assessment cost.
 - After 10 years, any benefited property owner who connects to the water main will not pay a contribution fee.

Summary

- City Ordinance §207-15 Special Assessments
 - Standard deferral §207-15K 2(c)
 - Special assessment will be due either within 10 years or after connection to the water main, whichever occurs first.
 - Only benefited property owners pay their special assessment cost
- Public Service Commission Water Main Extension Rule
 - Contribution fee
 - Benefited properties pay a contribution fee equivalent to their special assessment if they connect to the water main within 10 years.
 - All water rate payers cover the cost of parcels that connect after 10 years.

The map displays a city grid with a red line tracing a path through various blocks. The path is labeled with distances in feet: 500-foot, 8,950-foot, 2,300-foot, 1,700-foot, 3,625-foot, 270-foot, 4,100-foot, 8,700-foot, 1,300-foot, 3,900-foot, 4,220-foot, and 680-foot. The map includes a coordinate grid with letters A-L and numbers 1-12.

May 2026

City of Franklin
GIS Department
9229 W. Loomis Rd
Franklin, WI 53132
www.franklinwi.gov

[illegible]

City of Franklin, WI
Thursday, April 30, 2026

Chapter 207. Sewers and Water

Article II. Municipal Utilities

§ 207-15. Special assessments.

[Amended 12-15-1998 by Ord. No. 98-1526; 3-5-2002 by Ord. No. 2002-1708; 3-19-2002 by Ord. No. 2002-1710; 9-23-2008 by Ord. No. 2008-1956; 6-3-2014 by Ord. No. 2014-2139; 8-18-2015 by Ord. No. 2015-2184; 6-7-2016 by Ord. No. 2016-2219; 11-15-2016 by Ord. No. 2016-2241; 6-27-2023 by Ord. No. 2023-2541; 4-3-2024 by Ord. No. 2024-2605; 4-2-2025 by Ord. No. 2025-2666]

- A. Authority. This section is enacted pursuant to § **66.0701**, Wis. Stats.
- B. Levy of assessments. The cost of installing or constructing any public work or improvement by the City may be charged under this section in whole or in part to the property benefited by such work or improvement, and the City Council may make an assessment against such benefited property in the manner provided herein.
- C. What may be included as cost.
 - (1) The cost of any work improvement to be paid in whole or in part by special assessment on property may include the direct and indirect cost thereof, the damages occasioned thereby, the interest on bonds or notes issued in anticipation of the collection of the assessments, a reasonable charge for the services of the administrative staff of the City and the cost of any architectural, engineering and legal services, and any other items of direct or indirect cost which may reasonably be attributed to the proposed work or improvement. The amount to be assessed against all property for any such proposed work or improvement shall be apportioned among the individual parcels in the manner designated by the City Council.
 - (2) The amount assessed against any property for any work or improvement which does not represent an exercise of the police power shall not exceed the value of the benefits accruing to the property therefrom, and for those representing an exercise of the police power, the assessment shall be upon a reasonable basis as determined by the City Council.
- D. Engineer's report. Prior to the exercise of any powers conferred by this section, the City Council shall declare by preliminary resolution its intention to exercise such powers for a stated municipal purpose. Such resolution shall describe generally the contemplated purpose, the limits of the proposed assessment district, the number of installments in which the special assessments may be paid or that the number of installments will be determined at the hearing required under Subsection I below, and direct the City Engineer to make a report thereon. Such resolution may limit the proportion of the cost to be assessed.
- E. Contents of Engineer's report. The report required by Subsection D above shall consist of:
 - (1) Preliminary or final plans and specifications.
 - (2) An estimate of the entire cost of the proposed work or improvement.
 - (3) An estimate, as to each parcel of property affected, of:
 - (a) The assessment of benefits to be levied.

- (b) The damages to be awarded for property taken or damaged.
 - (c) The net amount of such benefits over damages or the net amount of such damages over benefits.
 - (4) A statement that the property against which the assessments are proposed is benefited, where the work or improvement constitutes an exercise of the police power. In such case the estimates required under Subsection **E(3)** shall be replaced by a schedule of the proposed assessments.
- F. A copy of the report when completed shall be filed with the City Clerk for public inspection.
- G. The cost of any work or improvement to be paid in whole or in part by special assessment on property may include the direct and indirect cost thereof, the damages occasioned thereby, the interest on bonds or notes issued in anticipation of the collection of the assessments, a reasonable charge for the services of the administrative staff of the City and the cost of any architectural, engineering and legal services, and any other item of direct or indirect cost which may reasonably be attributed to the proposed work or improvement. The amount to be assessed against all property for any such proposed work or improvement shall be apportioned among the individual parcels in the manner designated by the City Council.
- H. If any property deemed benefited shall by reason of any provision of law be exempt from assessment therefor, such assessment shall be computed and shall be paid by the City.
- I. Notice and hearing. Upon the completion and filing of the report required by Subsection **D**, the City Clerk shall cause notice to be given, stating the nature of the proposed work or improvement, the general boundary lines of the proposed assessment district, including, in the discretion of the City Council, a small map thereof, and the place and time at which all persons interested, or their agents or attorneys, may appear before the Council and be heard concerning the matters contained in the report. Such notice shall be published as a Class 1 notice under Ch. **985**, Wis. Stats., in the City. A copy of such notice shall be mailed, at least 10 days before the hearing or proceeding, to every interested person whose post office address is known or can be ascertained with reasonable diligence. The hearing shall be not less than 10 and not more than 40 days after publication.
- J. Resolution levying assessments. After hearing persons interested in the proposed assessment levy, the City Council may approve, disapprove or modify the proposed assessments or it may refer the report to the Engineer with such direction as it deems necessary to accomplish a fair and equitable assessment. Upon approval of the Engineer's report, the City Council shall adopt a resolution levying the special assessment as finally approved. The resolution shall contain the following:
- (1) Confirmation of the Engineer's report.
 - (2) A determination that the proposed work or improvement constitutes an exercise of the police power, if such is the case.
 - (3) A determination that the assessments may be paid in annual installments and the number and due date of such installments and the interest thereon pursuant to § **66.0715(3)**, Wis. Stats.
 - (4) A statement that the assessments or a portion of the assessments so levied are deferred pursuant to § **66.0715(2)**, Wis. Stats.
- K. Deferment of payment of special assessments.
- (1) Upon application to the City Clerk, within 30 days of the date of the special assessment notice, the due date of any special assessment levied under this section may be deferred on such terms and in such manner as prescribed by the City Council in the final resolution.
 - (2) Such deferment may be approved for the following situations:
 - (a) Assessments levied for sanitary sewer, water main, storm sewer, street grading and base construction, bituminous surfacing, concrete paving, curb and gutter and sidewalk

improvements abutting undeveloped and vacant properties that are 21/2 acres or more in area or have 330 feet or more of frontage served by the improvement.

- (b) Properties that are 21/2 acres or more in area and have one residential dwelling so located on the parcel that the dwelling site is an excessive distance from the street or right-of-way in which the improvements are installed or the extension of services to the dwelling is impractical shall, upon determination of the City Council after an investigation and report by the City Engineer, be considered undeveloped and vacant for the purpose of this section.
- (c) A deferment of the principal and interest of a special assessment for the installation of water for up to 300 feet of the assessable frontage of a single parcel when the property abuts a transmission line, the property is used for residential purposes, the property has an existing and adequate water supply and until such time as the property owner connects to the water system or 10 years from adoption of the resolution levying the special assessment, whichever is sooner.
- (d) A deferment of the principal and interest of a special assessment for the installation of streetlights is hereby authorized only as to lands abutting such improvements which at the time of the levy of such special assessment are zoned single-family or two-family residential under Chapter 15, Zoning, as amended from time to time, and such deferred assessment shall remain deferred until any date upon which the property is rezoned so as to allow for a multifamily residential, business or industrial use.
- (e) A deferment of the principal and interest of a special assessment for the installation of sidewalks is hereby authorized only as to lands abutting such improvements which at the time of the levy of such special assessment are zoned single-family or two-family residential under Zoning Ordinance No. 221 of Franklin, Wisconsin, as amended from time to time, and such deferred assessment shall remain deferred until any date upon which the property is rezoned so as to allow for a multifamily residential, business, institutional or industrial use.
- (f) A deferment of the principal and interest of a special assessment for sanitary sewer, sanitary sewer laterals, water main and water laterals, for a single property zoned I-1 Institutional District under Chapter 253, Zoning and Subdivision and Platting Regulations (Unified Development Ordinance), as amended from time to time, which property is divided as a result of a public work of improvement for street extension purposes related to such sanitary sewer and water work for which the assessment was made, into two or more parcels through the property fee acquisition by the City for the extension of the public street, until such time as the property is sold, a connection is made to either the sanitary sewer or water main or 10 years from the date of adoption of the resolution levying the special assessment, whichever occurs first.
- (g) 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 thereafter as may be approved by the Common Council to a later next subsequent owner of the benefitted property under circumstances where the number of planned lots to be assessed as of the date of the adoption of the final resolution is subsequently reduced, 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 of general benefit to the entire City or a large portion thereof (approximating at least 25% or more of the City area) other than the specific provision of the public facility improvement(s) for the special benefit of the subject property, though which special benefit is nonetheless resultant thereof, provided that the limited and determinable area to be specially assessed for the project is very small (no more than five parcels of record as of the date of the adoption of the preliminary resolution, or consisting

of no more than such area of land as may be divided into no more than five parcels in the future under existing zoning and land division ordinances on the date of adoption of the final resolution; neither of the foregoing categories being exclusive) in relation to the area of general benefit to be served.

- (h) A deferment of the principal and interest of a special assessment until such time as the subject benefitted property is connected to the subject public water facility, 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 public project undertaken to develop and provide an all-accessible and all-inclusive playground public park of regional (within, but also beyond, City boundaries) public service value, other than the specific provision of the public facility improvement(s) for the special benefit of the subject property, though which special benefit is nonetheless a resultant thereof, provided that the limited and determinable area to be specially assessed for the project is very small (no more than five parcels of record as of the date of the adoption of the preliminary resolution, or consisting of no more than such area of land as may be divided into no more than five parcels in the future under existing zoning and land division ordinances on the date of adoption of the final resolution; neither of the foregoing categories being exclusive) in relation to the area of general benefit to be served.
- (i) A deferment of the principal and interest of a special assessment until such time as the subject benefitted property is connected to the subject public water facility or subdivided into two or more parcels, 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 public project undertaken to develop and provide a water tower serving the City of Franklin, other than the specific provision of the public facility improvement(s) for the special benefit of the subject property, though which special benefit is nonetheless a resultant thereof, and where the subject project is being substantially funded by federal and/or state grant(s) funds and not by City funding of the costs, excepting for the remainder amount after the other substantial funding.
- (j) Notwithstanding other deferment provisions set forth in this Chapter **207**, a deferment of the principal and interest of a special assessment shall be permitted until such time as the subject benefitted property is connected to the subject public water facility, is subdivided into two or more parcels, or such earlier date or event as may be specified by the Common Council, when the Council determines such deferment to be appropriate and reasonable under the following circumstances:
 - [1] The public water main project is undertaken to serve the City and must be timed in coordination with ongoing state construction within a state trunk highway; and
 - [2] Proceeding forthwith avoids the need for future intrusion into the newly completed highway and associated reconstruction costs; and
 - [3] The benefitting properties number 15 or fewer at the time of assessment, of which at least 10 are developed and have existing, adequate water supply.
- (3) The City Clerk shall keep a record of all deferred assessments. The annual tax bill for each property subject to a deferred special assessment shall indicate this by inserting the word "Deferred" under the special assessment column and listing the type of improvement by the assessment code on the bill.
- (4) Prior to the issuance of any building or plumbing permit, the Building Inspector or the Plumbing Inspector shall refer the application for a permit to the City Clerk and the City Engineer to determine if a deferred assessment is outstanding against the parcel involved.
- (5) If assessments are deferred under this subsection, the first installment of that portion deferred shall be due and payable upon and interest at the rate prescribed in the final resolution shall start to accrue from:

- (a) The date of the granting of a building permit to build upon any portion of the premises against which a special assessment is outstanding.
 - (b) The date of the granting of a permit for connection of any portion of such premises to the City's sanitary sewer, storm sewer or water mains.
 - (c) The date of the approval by the City Council of a final plat or certified survey map of any portion of the premises against which a special assessment is outstanding.
 - (d) The date that the premises against which a special assessment is outstanding is put to any use other than an agricultural one. The first installment, if not paid on the due date, shall be entered on the property tax bill for the year in which a permit was granted or plat or certified survey map was approved. The remaining annual installments shall be entered on the annual property tax bill and be due and payable each year thereafter with the property taxes, unless otherwise provided in the resolution.
 - (e) Notwithstanding Subsection **K(5)(a)** through **(d)**, upon the conveyance by gift from the owner of property subject to a deferred special assessment of only a portion of the premises to a not-for-profit entity for development of the portion thereof for public purposes and recreational or educational facilities available to the public, only that portion of the deferred assessment allocable to the portion of the premises conveyed for public purposes, upon the method of assessment used to levy the total assessment against the entire parcel as compared to the total deferred assessment, shall become due and payable, and the remaining balance of the deferred assessment shall remain unaffected by those occurrences set forth in Subsection **K(5)(a)** through **(d)** arising from such conveyance.
- (6) If the property against which the special assessments are levied is subdivided, the City Council may, prior to approval of the final plat or certified survey map, determine that portion of the assessment for which the subdivided parcel or parcels is liable and adopt a resolution amending the Engineer's report as confirmed to reflect such determination.
- L. Publication of resolution. The resolution levying the special assessments pursuant hereto shall be published by the City Clerk as a Class 1 notice under Ch. **985**, Wis. Stats., in the assessment district, and a copy of such resolution shall be mailed to every interested person whose post office address is known or can be ascertained with reasonable diligence.
 - M. Appeal. Any person against whose land a special assessment is levied under this section may appeal therefrom in the manner prescribed in § **66.0703(12)**, Wis. Stats. within 40 days of the date of mailing the resolution pursuant to Subsection J.
 - N. Special charges. Special charges for current services rendered may be imposed by the City Council pursuant to § **66.0627**, Wis. Stats.
 - O. Waivers. The City Council may, without any notice or hearing hereunder, levy and assess the whole or any part of the cost of any municipal work or improvement as a special assessment upon the property benefited thereby whenever notice and hearing thereon is, in writing, waived by all the owners of property affected by such special assessment.
 - P. Other authority retained. It is not intended by the enactment of this section to deprive the City Council of any power conferred by §§ **66.53** through **66.698**, Wis. Stats.,^[1] but any limitations contained therein and any procedures prescribed therein for the levy of special assessments or special charges shall not apply to the exercise of the special assessment authority contained in this section.
- [1] *Editor's Note: Chapter 66, Wis. Stats., was renumbered in part and repealed in part by 1999 Act 150. See the Conversion Table for Ch. 66 as set forth in Wisconsin Statutes 1999-2000.*
- Q. Service fee on public improvements or work subject to special assessment.

- (1) Fee imposed. There is hereby imposed upon every public improvement and work subject to special assessment a fee of 1% of the cost of the amount which is assessed for the project to pay for administrative, miscellaneous engineering, clerical and legal services.
 - (2) Included within borrowing. The 1% service fee shall be included within the amount borrowed to pay for the project, if borrowing is used.
 - (3) General fund. The amount collected for the one-percent service fee shall be paid into the general fund upon receipt.
- R. Maximum assessment rates for sanitary sewer main and water main and contingent deferred maximum assessments.
- (1) Upon any special assessment made upon a front foot basis: no assessment for the installation of sanitary sewer main shall exceed \$110 per front foot for any single-family or two-family or agriculture zoned property or \$135 per front foot for any business, industrial, institutional or multifamily zoned property; no assessment for the installation of water main shall exceed \$90 per front foot for any single-family or two-family or agriculture zoned property or \$110 per front foot for any business, industrial, institutional or multifamily zoned property. The aforesaid maximum assessment rates shall be adjusted annually, commencing January 1, 2017, by an amount equal to the change in the Engineering News-Record (ENR) Construction Cost Index (CCI) 20-City National Average.
 - (2) Should the cost of any sanitary sewer main or water main project produce an assessment rate for the standard service main installation which exceeds the applicable aforesaid maximum rate, the cost of such installation in excess of the applicable aforesaid maximum rate shall be paid from the sanitary sewer connection fee fund account established under § 207-9 or the water connection fee fund account established under § 207-22 of this chapter, respectively.
 - (3) Further, notwithstanding anything to the contrary set forth in Subsection K of this section or § 207-20 or 207-6 of this chapter, should any property be zoned single-family or two-family or agricultural upon the date of adoption of any final resolution imposing and levying special assessments for which the sanitary sewer main and/or water main assessment rate would exceed the applicable maximum assessment rate set forth above, but for the enactment of this subsection: should such property then be denoted upon the Comprehensive Master Plan to be zoned for business, industrial, institutional or multifamily use; or upon the review and recommendation of the City Planning Manager and the determination thereupon by the Common Council that there exists a reasonable likelihood that a single-family or two-family property or agricultural property may be the subject of a rezoning to a business, industrial, institutional or multifamily zoning district, considering the property location, the development of the surrounding area, the availability of or access to arterial or collector streets or necessary public utilities and the actions, if any, of a property owner toward obtaining a rezoning to such use; then the Common Council shall impose and levy a contingent deferred assessment against such property in the amount of the difference between the single-family and two-family property and agricultural property maximum assessment rate and the actual or maximum assessment rate for business, industrial, institutional or multifamily properties within such assessment district, whichever is lower.
 - (4) Such contingent deferred assessment shall exist for a period of 10 years from the date of passage of the final resolution levying such assessments and shall be due upon any such rezoning passed and adopted by the Common Council within such 10 years, without interest. Should such contingent deferred assessment become due, it shall be payable in a lump sum on or before the next succeeding November 1, and should such assessment remain unpaid after such date, the Clerk shall place the assessment on the next succeeding tax roll.

RATE FILE

Sheet No. 1 of 1

Schedule No. X-2

Amendment No. 20

Public Service Commission of Wisconsin

Franklin Municipal Water Utility

Water Main Extension Rule

Water mains will be extended for new customers on the following basis:

- A. Where the cost of the extension is to immediately be collected through assessment by the municipality against the abutting property, the procedure set forth under Wis. Stat. § 66.0703 will apply, and no additional customer contribution to the utility will be required.
- B. Where the municipality is unwilling or unable to make a special assessment, the extension will be made on a customer-financed basis as follows:
 - 1. The applicant(s) will advance as a contribution in aid of construction the total amount equivalent to that which would have been assessed for all property under paragraph A.
 - 2. Part of the contribution required in paragraph B.1. will be refundable. When additional customers are connected to the extended main within 10 years of the date of completion, contributions in aid of construction will be collected equal to the amount which would have been assessed under paragraph A. for the abutting property being served. This amount will be refunded to the original contributor(s). In no case will the contributions received from additional customers exceed the proportionate amount which would have been required under paragraph A., nor will it exceed the total assessable cost of the original extension.
- C. When a customer connects to a transmission main or connecting loop installed at utility expense within 10 years of the date of completion, there will be a contribution required of an amount equivalent to that which would have been assessed under paragraph A.

EFFECTIVE: June 23, 2016
PSCW AUTHORIZATION: 2105-WR-107

APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE 06/16/2026
REPORTS & RECOMMENDATIONS	SURVEY RESULTS FOR WATER AND SANITARY SEWER SERVICE ON SOUTH 76TH STREET FROM WEST RYAN ROAD TO WEST PARK CIRCLE WAY	ITEM NUMBER Y.3. District # 1

BACKGROUND

Milwaukee County Department of Transportation (MCDOT) is planning a road resurfacing project on South 76th Street (CTH U) from West Ryan Road (STH 100) to West Park Circle Way. The project schedule has a current letting date in Fall of 2026 and a construction start in Spring of 2027. There are approximately 7-8 properties adjacent to South 76th Street that currently do not have City water main or sanitary sewer in front of their property.

These property owners were once surveyed for sanitary sewer and water main in 2017 due to the residential development on the northwest corner of S. 76th St. and W. Oakwood Rd. The results from that survey (exhibit attached) were not in favor. Therefore, the water main and sanitary sewer extensions ended prior to these properties.

The Engineering Department surveyed these properties again in advance of the Milwaukee County project. The survey results were again, not in favor. See exhibit attached.

The Engineering Department and Utility Department agree that the water main extension is necessary to close a dead end in the water system. We are requesting Common Council to allow the engineering department to begin design of this water main to get it bid, constructed, and live prior to the Milwaukee County project starting in Spring of 2027. The Engineering Department will come back to Council for authorization to bid the project at a later date.

ANALYSIS

This request is only for action to start design of the project, however, below is the estimated breakdown of project costs:

Estimated project cost for sanitary sewer extension=\$1,180,000.

Estimated project cost for water main extension= \$800,000.

Estimated special assessment reimbursement cost for sanitary sewer= \$430,000.

Estimated special assessment reimbursement cost for water main= \$450,000.

FISCAL NOTE

The Board of Water Commissioners has reviewed and approved moving forward with the S. 76th Street Water Main Extension Project. The project is necessary to address identified water system infrastructure needs and maintain reliable service within the utility system. Funding for this project was not included in the initially adopted Water Utility Budget. However, based on further recommendation and review by the Board of Water Commissioners, the project has been determined to be necessary and time sensitive due to the timing of the Milwaukee County project.

The project will require General Obligation (GO) debt financing and is anticipated to be included in the GO debt borrowing scheduled to occur later this summer. A formal budget amendment to incorporate the project

and associated funding will be presented to the Board of Water Commissioners for approval at their next meeting.

NOTE * The timing of this project can't be delayed.

STAFF RECOMMENDATION

Direct staff to begin design of the S. 76th Street water main extension project.

S&W – GEB; Engineering – MNP; DOA – KH; Finance – DB



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

MILWAUKEE COUNTY GIS AND LAND INFORMATION

■ In Favor
■ Not in Favor
■ Not returned

Notes



2017 Survey Results



Legend

Parcels

Tax Parcels

Administrative

Municipal Boundaries

- In Favor
- Not in Favor
- Not returned

Notes



This map is a user generated static output from an internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

MILWAUKEE COUNTY GIS AND LAND INFORMATION

APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE 6/16/26
REPORTS AND RECOMMENDATIONS	FIRE CHIEF TO PROVIDE AN UPDATE ON FIRE DEPARTMENT FACILITIES AND REPAIR PROJECT AT FIRE STATION #1.	ITEM NUMBER B.4.

The results of multiple rounds of water testing on both the north (front) and east walls of Fire Station #1 indicated multiple leaks, water seepage and substantial issues with the brick and block walls. Following this testing, the fire department requested assistance from the City of Franklin Engineering Department. Senior Architect Wayne Tillmann of Graef-USA evaluated the conditions at Fire Station #1 on two separate occasions during the month of May. He also assisted in obtaining an additional quotation for masonry repair, restoration and sealing from a local firm specializing in this type of repair work.

Attached, you will find this newly received quotation from Restoration Systems, Inc. for repair and restoration work to the exterior walls of Fire Station #1. Also attached are professional observations from the Graef architectural expert. Contained in these observations are several remarks that weigh very heavily in the discussion on whether to repair the existing fire station or move forward on a critically needed remodel / expansion project:

"Replacing cracked brick, tuckpointing, replacing deteriorating sealant and sealing the brick all seems reasonable. Replacing the window systems also would be advantageous. This is the however- We don't know exactly what's (sp) all the issues leading to moisture infiltration. As I had pointed out, I don't know if the gaps in the interior of the masonry are allowing moisture to get into the building. I don't see how doing the repairs as identified and replacing the windows can't be anything but beneficial. But, I don't know that this alone will eliminate all the problems..."

Adding this new estimate for masonry repairs, the current projection to repair Fire Station #1 is just under \$170,000. It should be noted that none of the contractors will offer a 100% guarantee that the repairs will remain watertight and not cause a future reoccurrence of water infiltration and mold issues.

Below is a summary of anticipated costs to repair the facility to its original state prior to the mold remediation project:

\$102,967 - Replacement windows, cabinets and interior wall insulation and repairs (Khalek Building Services)
\$30,500 – Brick replacement, tuckpointing, sealant application exterior/interior, follow-up water testing (Restoration Systems Inc.)
\$20,098 – Network cabling replacement and wiring repair (Heartland Business Systems, LLC)
\$15,357 – 10% Contingency

As stated in the previous report to the council, we are at a critical decision point in deciding what investments to make in the current Fire Station 1. Given its nearly 50-year-old age, the mounting cost of repairs and the desperate need for renovation and additional floor space, we strongly urge the council to include the following items which were requested at the March 24, 2026 Finance Committee meeting to be part of the 2026 bond for Capital Improvement Funding:

1. \$50,000 to enter into an agreement for a fire department facility condition review and needs analysis. This study will identify various options for investing in our fire stations (renovate / repair / or rebuild) to assure we can effectively serve the community now and in decades to come. This review will provide

the council with details, statistics and pricing on several options as well as a response time analysis to assist in strategically evaluating current and future deployment of fire and emergency medical service resources.

2. \$355,000 for fire department facilities improvements. This allocation has been included in the 5-year capital improvement plan for fire station planning/design for several years. This funding will be used to take immediate action on the recommendations of the architectural facility review, whether that be completing repairs to the current building or planning for an expanded renovation or expansion project. If not included in the 2026 bond process, funding will need to be allocated from another source.

Fire Department services continue to be impacted in the following ways:

- All public education activities and classes at Fire Station 1 including: Public CPR, Stop the Bleed / First Aid and fire station visits have been suspended due to our only fire department classroom being unavailable. Fire Station #2 and #3 do not have classroom facilities.
- Fire department training activities for our staff and meetings with the public are also significantly affected due to the constraints listed above. Fire Station #2 and #3 do not have any conference rooms, offices or space available to conduct these activities. City Hall and the Franklin Public Library have graciously assisted with space for activities; however, their internal needs also place a great demand on meeting room space.

COUNCIL ACTION REQUESTED
Motion to accept the report and place on file.

From: [Tillmann, Wayne](#)
To: [James Mayer](#)
Subject: Restoration Systems
Date: Wednesday, June 10, 2026 9:03:11 AM
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)

Good morning, Chief,
I read the Restoration Systems proposal.
I would agree with the repairs he is proposing.
Replacing cracked brick, tuckpointing , replacing deteriorating sealant and sealing the brick all seems reasonable.
Replacing the window systems also would be advantageous.
This is the however-
We don't know exactly what's all the issues leading to moisture infiltration.
As I had pointed out, I don't know if the gaps in the interior of the masonry are allowing moisture to get into the building.
I don't see how doing the repairs as identified and replacing the windows can't be anything but beneficial.
But, I don't know that this alone will eliminate all the problems.
If budget will be influencing a decision, you may want to consider this as phases.
Do the work as proposed.
Do not install any drywall at this time.
Wait a year and monitor the interior of the masonry. If there are no interior wet spots, then maybe this was the temporary solution.
If it's still leaking, then you should focus on issues we talked about on site.
I say temporary solution because sealing the brick is probably crucial in keeping the wall watertight.
This will need to be redone on a regular basis (maybe every 4 or 5 years).
In general, I don't know that these issues alone are the cause of the problems.
There are detailing issues that exist that this work does not correct.
I think you may need to do this at a step at a time.

wayne

Wayne P. Tillmann AIA

Senior Architect

NCARB | LEED AP



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BUDGET PROPOSAL

Franklin Fire Station No.1

June 8, 2026

Prepared by:
Marshal Povlick, Project Manager

Prepared for: James Mayer



June 8, 2026

Hello James,

Please accept this budget proposal for Franklin Fire Station No. 1. At Restoration Systems Inc. we pride ourselves on satisfying or exceeding all the requirements of the project process.

With over 25 years of experience diagnosing, correcting, and repairing issues on masonry and commercial buildings, we are confident that Restoration Systems Inc. would be a perfect partnership for the Fire Station project.

The enclosed budget proposal includes everything you need to choose Restoration Systems Inc. as your restoration contractor. Please let me know if you need anything else upon your review.

All the best,

Marshal Povlick

Marshal Povlick

Project Manager

RESTORATION SYSTEMS INC

PROJECT SUMMARY

Restoration Systems Inc. (RSI) visited the building in the Spring 2026 to review the exterior of the building. Since then, we have performed (1) visual investigations as well as a cursory review of the building's exterior. This has allowed us to provide you with a plan for the sealant replacement and facade Restoration of the building.

Although concrete and masonry are viewed as timeless building systems, the need for regularly scheduled maintenance is still essential for long term health of a building. Listed below are façade repair items with the estimated time between maintenance cycles.

Material	Application	Maintenance Cycle (years)
Face Brick	Walls	75-125+ years for selective replacement
Common Brick	Walls	75-125+ years for selective replacement
Mortar	Brick joints	25-50+ years repointing cycle (many variables)
Façade Anchors	Wall Assembly	15+ years (many variables)
Coping/ Flashings	Parapet Caps	10-25 years physical inspections
Sealants	Joints	5-15 years full replacement
Water Repellants	Concrete Surfaces	5-10 years reapplication cycle

There are many variables that must be accounted for on each individual building during the evaluation process. For instance, if a building's maintenance has been neglected and a water infiltration issue left undiagnosed, water infiltration could cause the various steel components in the wall system to oxidize and expand. This expansion causes cracked or displaced façade materials and often results in an invasive repair scope. Another variable to consider is the compatibility of the masonry materials in the wall system. If, over time, a building has been subject to inappropriate maintenance and repairs then the replacement mortar might not be the correct PSI strength to function within the surrounding brick. As a rule, the mortar in a masonry wall system must be softer than the surrounding brick. This will allow for proper movement in the wall with the mortar joints absorbing the movement, reducing the risk of cracking and other façade failures.

Throughout the exterior of the Franklin Fire Station the walls have numerous cracked or spalled bricks. The current state of these bricks is allowing water to infiltrate into the building and façade systems, leaving the potential for further and more invasive repairs to be needed if the corrective measures are not taken.

The goal of this budget proposal is to assist you in laying out a plan for the sealant replacement at the Franklin Fire station building. Our numbers are presented in current 2026 rates for the project. We understand that the numbers contained in this budget proposal may be large, but we are here to work with you. We can tailor this preliminary budget proposal to your needs and budget. Restoration Systems has been maintaining and repairing masonry buildings and parking ramps all over the Midwest since 1998. Collectively our staff has completed nearly 500 restoration projects ranging in size from \$50,000 - \$6,000,000 in façade maintenance. Our experienced office staff and skilled tradesman have a total of nearly 500 years of collective experience in the masonry restoration field.

Marshal Povlick

Marshal Povlick

Project Manager

RESTORATION SYSTEMS

ONSITE OBSERVATIONS

Example of cracked or deteriorated brick. This is allowing water to infiltrate the buildings wall system



Another example of cracked or deteriorated brick. This is allowing water to infiltrate into the buildings wall system



Another example of cracked or deteriorated brick. This is allowing water to infiltrate into the buildings wall system



A close-up example of a deteriorated window perimeter sealant that is experiencing cohesion failures. This deteriorated sealant is allowing water to infiltrate into the building.



Another close-up photo of a deteriorated window sealant that is experiencing cohesion and adhesion failures. This deteriorated sealant is allowing water to infiltrate into the building envelope.



This Lintel shelf has been sealed. The sealant is preventing water from escaping and trapping it in the wall. Lintels should have weep vents for water to drain.



COST ESTIMATES

Franklin Fire Station No. 1 – Building Restoration

Repair #	Item	Quantity
1	Project Mobilization: - Pre-project planning and pre-construction meetings with RSI Staff and Building Staff. - Project material procurement and submittals. - Insurance certificate. - Mobilizing equipment and material to the job site. - RSI personnel parking.	Lump Sum
2	Building Access: - Provide barricade protection for pedestrian safety during construction project. - Exterior access using mobile equipment and scaffold. - Sections of the sidewalk, entrances, and parking stalls may be required to be closed and coordinated with building staff during construction project.	Lump Sum
3	Spot Tuckpointing: - Remove deteriorated mortar joints up to a depth of 2 times the joint width. - Tuckpoint new concave exterior mortar joints.	100 LF
4	Brick Replacement: - Remove existing deteriorated and cracked brick. - Install new brick to match existing size, color, and composition as closely as possible.	115 EA
5	Sealant: - Remove and replace missing or deteriorated sealant in select locations. - Clean and prime joint - Install a new one-component, high-performance, elastomeric polyurethane sealant. *Does not include window perimeters. * *Does not include wet glazing. *Windows to be replaced by others*	100 LF
6	Water Test Perform Water test on areas of work	Lump Sum
	Lump Sum Cost to Complete Franklin Fire Station No. 1:	\$27,500
Add Option 1	Brick Sealer - Clean brick wall with pressure washer - Install clear penetrating sealer	Lump Sum
	Lump Sum Cost to Complete Add Option	\$3000.00

ABOUT US

Restoration Systems Inc. is a specialty restoration company generally focusing on concrete repair, masonry repair, and waterproofing of buildings. Our extensive knowledge of building restoration and diverse backgrounds within the industry allow us to make sure your project is done right, on-time, and on budget.

Our goal at Restoration Systems Inc. is to provide quality services that both meets your time and cost requirements. We are able to supply you with highly skilled repair craftsmen to meet your building maintenance needs, and our staff prides itself on exceeding your expectations.

Why Choose Restoration Systems Inc for YOUR project?

The RSI Advantage.



Detailed professionalism from bidding stage to project completion



Transparent game plans for construction, job progress and quality



Strong relationships with our union laborers and bricklayers



Unmatched quality of craftsmanship



Clean & well-maintained job sites and equipment



Proven ability to coordinate and collaborate with cross-functional teams

OUR COMMITMENT TO SAFETY

Every project is different, but one thing never changes: our commitment to safety. From worksite to team site, we put the highest level of care and safety into everything we do.

KEY ACTIONS

SITE SPECIFIC SAFETY PLANS

- Designed to outline the entire scope of work and exactly how we plan to keep employees safe

PERIODIC SITE SAFETY AUDITS

- Test workplace safety program effectiveness

DAILY JOB HAZARD ANALYSIS

- Identify and analyze hazards associated with various tasks with the goal to make each worker as safe as possible

WEEKLY TOOLBOX TALKS

- Conducted to promote department safety culture as well as to facilitate health and safety discussions on job sites

COMPREHENSIVE SAFETY PROGRAM

- Audited annually to ensure the highest levels of safety are always maintained

OSHA CERTIFICATIONS

- Field leaders are OSHA trained on the essential practices of identifying, reducing, eliminating, and reporting workplace hazards





CERTIFICATIONS

All of our team members and tradespeople are fully qualified, certified, licensed, insured, and bonded. Your project will be executed with the highest standards of professional conduct.

Our certifications include:



AFFILIATIONS

Restoration Systems Inc. is a proud member of:



ACCEPTANCE

Restoration Systems Inc. proposes to complete the work outlined in this proposal for an all-inclusive fee not including any unforeseen or unexpected conditions. This includes project management, equipment, materials, labor, scheduling, supervision, and quality assurance.

Does not Include: Bonds, permits, inspections, certified tiebacks, testing, lintel replacement, and structural glazing.

By signing this proposal, the purchaser accepts as a binding contract all of its terms and conditions, including the General Conditions and Special Conditions. This proposal shall expire automatically unless the above-named purchaser has delivered a copy of this proposal, duly signed by it, to Restoration Systems Inc. on or before the 30th day from the date hereof. No modification by purchaser to this proposal, or to the General Conditions, shall become a part of the contract unless specifically agreed to in writing by Restoration Systems Inc., and shall automatically make this proposal void and of no effect.

Date Accepted: _____

Owner (Representative)

Restoration Systems Inc.

By: _____

By: _____

Title: _____

Title: _____



General Terms and Conditions

1. **CHANGES IN THE WORK:** It is understood that the type of work called for in this Agreement may require changes as the work progresses. Contractor will perform changes in the work (including changes requested by Customer) only after consultation with the Customer, and execution of a written agreement covering the changes in the scope of the work including any changes in Contract Price and time for performance.
2. **PAYMENT TERMS:** Payment of the Contract Price shall be made within 30 days upon receipt of an invoice for portion of the work performed. Payments Due as Work Progresses, Balance Due Day of Completion. 18% per Year (1.5% Month) Late Fee Applies on All Late Payments.
3. **TAXES:** Contractor's price includes applicable taxes imposed on the work or materials included in this contract, to the extent required by law to be collected by Contractor.
4. **SECURITY FOR PAYMENT:** Customer understands that if Contractor is not paid it can assert a lien against the property. Contractor will issue waivers of its lien rights only to the extent it receives payment.
 - A. **Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions.**
5. **DELAYS AND CLAIMS:**
 - A. **Liability Only for Acts Within Contractor's Control:** Contractor will be excused and will not be liable for any damages, whether direct, incidental or consequential, for any delay or failure in performance (including but not limited to delays due to strikes, fires, accidents, acts of God and delays in performance by Contractor's suppliers and carriers) except to the extent caused by, or within the direct control of Contractor.
 - B. **Notice of Claims, When:** Any claims by Customer against Contractor must be presented in writing with particulars to Contractor within twenty days after they arise; otherwise Contractor shall have no responsibility or liability for such claims.
6. **INSURANCE AND INDEMNIFICATION:**
 - A. Customer shall purchase and maintain property insurance on its property and liability insurance to cover the acts or omissions of its agents and employees at the Site.
 - B. Contractor maintains insurance. A certificate showing coverage limits and carriers will be issued to Customer prior to beginning work at the Site.
 - C. Contractor agrees to indemnify Customer from any loss, damage, or expense which Customer suffers as a result of claims asserted against Customer by third parties (including Contractor's employees) which arise out of Contractor's work at the Site, to the extent caused by the negligent acts or omissions of Contractor or anyone for whom Contractor is responsible. Customer agrees to indemnify Contractor for any loss, damage or expense, which Contractor suffers as a result of claims asserted against Contractor by third parties (including Customer's employees) which arise out of Customer's activities at the Site, to the extent caused by the negligent acts or omissions of Customer or anyone for whom Customer is responsible.
7. **LIMITED WARRANTY AND EXCLUSIVE REMEDIES:**
 - A. **Workmanship:** For a period of one year from the date of substantial completion of Contractor's Work covered hereby, Contractor warrants that it will promptly repair or replace any improper or defective workmanship performed by Contractor under this contract, provided that Contractor has been paid for all work performed, and Contractor has received written notice from Customer of any such defective workmanship within 20 days after Customer first becomes aware thereof (provided such is within the aforesaid one-year period). Contractor will not pay for any inspections or repairs performed by others prior to receipt of notice and a reasonable opportunity to make repairs, if warranted.
 - B. **Warranty on Materials:** Contractor warrants that it will use only new materials unless specified otherwise in this Contract, and will deliver to Customer warranties issued by the manufacturer of the materials, if available. Contractor shall have no obligation under any such manufacturer's warranty.
 - C. **Disclaimer of Other Warranties:** THE PROVISIONS IN PARAGRAPHS A AND B ARE THE EXCLUSIVE WARRANTIES PROVIDED TO CUSTOMER AND ARE EXPRESSLY IN LIEU OF ANY OTHER EXPRESS OR IMPLIED WARRANTIES, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE.
 - D. **Mold Exclusion:** Contract specifically excludes from any and all warranties connected with this Work any warranty against the growth, infestation or spread of mold, mildew, or other fungal, bacterial or biological substance however caused.
8. **OBLIGATIONS OF CUSTOMER AT SITE OF WORK:**
 - A. **Site Conditions:** For work performed by Contractor at the site, Customer shall provide without charge to Contractor (i) sufficient and proper space for handling and storing the materials and equipment of Contractor; (ii) sufficient power and water for the performance of the Work; (iii) removal of all obstructions to performing the Work as economically as possible.
 - B. **Unanticipated Conditions:** If Contractor encounters unanticipated conditions or structural features, not reasonably ascertainable upon such inspection or testing as was allowed by Customer, Contractor will so advise Customer, and the parties will work out a mutually acceptable adjustment to the Work, the Contract Price, and the time of completion prior to continuation of the Work.
 - C. **Asbestos, Lead, Mold and PCB:** Contractor is not equipped to deal with hazardous material, including but not limited to asbestos, lead, mold or polychlorinated biphenyl ("PCB"). Customer warrants that the Work will not expose Contractor's workers or any other persons to contact with or exposure to such substances. If Contractor encounters material reasonably believed to be asbestos, lead, mold, PCB or another hazardous substance which has not been rendered harmless, Contractor shall immediately stop Work in the area affected and report the condition to the Customer. The Work in the affected area shall not thereafter be resumed except by written agreement of the Customer and Contractor. The Work in the affected area shall be resumed in the absence of such hazardous substance, or when it has been rendered harmless and so agreed in writing by the Customer and Contractor. All cost of testing for, removal of, or to render asbestos, lead, mold or PCB harmless shall be born by Customer.
9. **DEFAULT BY CUSTOMER:** If Customer fails, or is unable for any reason, to make any payment when due, or prevents Contractor from completing its Work in a timely and uninterrupted manner, or fails to comply with any term, condition or provision of this Contract, Contractor may resort to any remedy available to it by this Contract, or by law.
10. **REMEDIES OF CONTRACTOR:** In case of any default by customer, Contractor may, after reasonable notice and opportunity to cure, not to exceed 10 days; (a) demand payment of the contract price, less a sum equal to Contractor's cost of labor and materials not furnished or ordered if the Work is not complete; (b) enter the premises and remove its equipment and any unused material; (c) invoke and pursue such other or additional remedies as may be provided by law.
11. **DISPUTE RESOLUTION:** The parties shall attempt to resolve disputes between themselves, using more senior officials of their respective organizations, if necessary, and prior to the institution of any legal action, they agree to meet with a mutually agreeable or, upon mutual application, court appointed mediator for a minimum of one five hour session. In the event of any legal action to enforce the terms of this Contract, the prevailing party shall be entitled to recover reasonable attorney's fees from the other.
12. **HOURS OF WORK:** Contractor is obligated to perform the Work only during its regular working hours and has no responsibility to work beyond such regular hours. All time beyond regular hours which is required by Customer shall be paid for by Customer in addition to the contract price, at applicable premium rates of pay.
13. **ENTIRE AGREEMENT:** This Contract constitutes the entire agreement between the parties. No representations, statements, correspondence or discussions between Contractor and Customer or Customer's Representative shall be a part of the Contract unless specifically referred to in this Contract.
14. **MODIFICATION:** No waiver, alteration or modification of the terms and conditions of the Contract shall be binding unless said waiver, alteration or modification is in writing and signed by a duly authorized representative of each party.

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APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE 6/16/26
REPORTS AND RECOMMENDATIONS	A Resolution Authorizing the City of Franklin to Execute a Contract with Wendel Architecture P.C. to conduct a Fire Department Facility Condition Review and Needs Analysis	ITEM NUMBER A.5.

Background

The expanding scope of rebuilding 46-year-old Franklin Fire Station #1 following the mold remediation project has brought us to a critical decision point. Estimated costs to repair and rebuild Fire Station #1 to its previous condition are drastically increasing. The need for updating Franklin Fire Department facilities is a critical public safety need and cannot be kicked down the road and deferred any longer. Spending valuable taxpayer dollars to rebuild a structure that is already inadequate for current needs is a decision that cannot be taken lightly.

The fire department is urging the Common Council to support the engagement of an architectural firm with known expertise in modern fire station design to provide professional guidance on the best investment in taxpayer dollars to provide a fire station that will serve the community for another 50 years.

Proposal

The fire department was authorized by the Common Council to request "Statements of Qualifications" from all interested architectural firms who have demonstrated experience in fire station renovation and construction. Three interested firms toured the city's existing fire stations and submitted proposals for review. They included FGMA Architects, Keller Inc., and Wendel Architecture P.C.

Following evaluation from fire department command staff, the firm recommended for the project is Wendel Architecture P.C., who's public safety design team is known as "Five Bugles Design". The firm is nationally recognized for their work in municipal public safety projects and has led many successful projects throughout the State of Wisconsin.

The proposed Fire Department Facility Condition Review and Needs Analysis incorporates the following deliverables:

- Review of existing fire department facilities: to include detailed condition analysis, opportunities for remodel/additions at each location, analyze current service levels and emergency response capabilities from each station.
- Geographical Information System (GIS) station location study to create emergency response time mapping from current fire station locations to analyze current response times and forecast future needs based on the City's Comprehensive Plan and planned future growth.
- Conceptual design and programming options, including cost estimates, for remodeling or building new facilities based on current space needs and projected growth. The options presented will assist the Council in making the best-informed decision on future investments in Fire Station #1 and serve as the framework for strategic planning for the next 20 years.

Financial Note

The Finance Department has recommended that the investment in this Fire Station Condition and Needs Analysis will initially be funded through available City funds at the cost of \$50,000, with the intent that such costs be reimbursed from future capital project borrowing through the adoption of a reimbursement resolution and subsequent bond issuance later in 2026. At the time of issuance, a formal budget amendment will be created to provide appropriations for all the capital projects included.

COUNCIL ACTION REQUESTED

Motion to adopt Resolution No 2026-_____, A Resolution Authorizing the City of Franklin to Execute a Contract with Wendel Architecture P.C. to conduct a Fire Department Facility Condition Review and Needs Analysis at a cost not to exceed \$50,000.

Fire: JCM

STATE OF WISCONSIN

CITY OF FRANKLIN

MILWAUKEE COUNTY

RESOLUTION NO. 2026-_____

A RESOLUTION AUTHORIZING THE CITY OF FRANKLIN TO EXECUTE A CONTRACT WITH WENDEL ARCHITECTURE P.C. TO CONDUCT A FIRE DEPARTMENT FACILITY CONDITION REVIEW AND NEEDS ANALYSIS AT A COST NOT TO EXCEED \$50,000.

WHEREAS, the expanding scope of rebuilding 46-year-old Franklin Fire Station #1 following the mold remediation project has brought us to a critical decision point. Estimated costs to repair and rebuild Fire Station #1 to its previous condition are drastically increasing.

WHEREAS, the need for updating Franklin Fire Department facilities is recognized as a critical public safety need and the investment of valuable taxpayer dollars must be done in an informed and calculated manner.

WHEREAS, the fire department was authorized by the Common Council to request Statements of Qualifications from architectural firms who have demonstrated experience in fire station renovation and construction to conduct a condition review and needs analysis on the City's current fire stations.

WHEREAS, after evaluation from fire department command staff, the firm recommended for the project is Wendel Architecture P.C., who are nationally recognized for their work in municipal public safety building projects.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Common Council of the City of Franklin, Wisconsin, agree to authorize the City of Franklin to Execute a Contract with Wendel Architecture P.C. to conduct a Fire Department Facility Condition Review and Needs Analysis at a cost not to exceed \$50,000.

Introduced at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2026.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2026.

APPROVED:

John R. Nelson, Mayor

ATTEST:

Shirley J. Roberts, City Clerk

AYES ____ NOES ____ ABSENT ____

AGREEMENT

This AGREEMENT, is made and entered into this ____ day of _____, between the City of Franklin, 9229 West Loomis Road, Franklin, Wisconsin 53132 (hereinafter "CLIENT") and Wendel Architecture P.C. (hereinafter "CONTRACTOR"), whose principal place of business is Eau Claire, WI.

WITNESSETH

WHEREAS, the CONTRACTOR is duly qualified and experienced as a municipal services architect and engineer and has offered services for the purposes specified in this AGREEMENT; and

WHEREAS, in the judgment of CLIENT, it is necessary and advisable to obtain the services of the CONTRACTOR to provide Fire Department Facility Condition Review and Needs Analysis;

NOW, THEREFORE, in consideration of these premises and the following mutual covenants, terms, and conditions, CLIENT and CONTRACTOR agree as follows:

I. BASIC SERVICES AND AGREEMENT ADMINISTRATION

- A. CONTRACTOR shall provide services to CLIENT for Fire Department Facility Condition Review and Space Needs Analysis, as described in CONTRACTOR's proposal to CLIENT dated June 9, 2026, annexed hereto and incorporated herein as Attachment A.
- B. CONTRACTOR shall serve as CLIENT's professional representative in matters to which this AGREEMENT applies. CONTRACTOR may employ the services of outside consultants and subcontractors when deemed necessary by CONTRACTOR to complete work under this AGREEMENT following approval by CLIENT.
- C. CONTRACTOR is an independent contractor and all persons furnishing services hereunder are employees of, or independent subcontractors to, CONTRACTOR and not of CLIENT. All obligations under the Federal Insurance Contribution Act (FICA), the Federal Unemployment Tax Act (FUTA), and income tax withholding are the responsibility of CONTRACTOR as employer. CLIENT understands that express AGREEMENTS may exist between CONTRACTOR and its employees regarding extra work, competition, and nondisclosure.
- D. During the term of this AGREEMENT and throughout the period of performance of any resultant AGREEMENT, including extensions, modifications, or additions thereto, and for a period of one (1) year from the conclusion of such activity, the parties hereto agree that neither shall solicit for employment any technical or professional employees of the other without the prior written approval of the other party.

II. FEES AND PAYMENTS

CLIENT agrees to pay CONTRACTOR, for and in consideration of the performance of Basic Services further described in Attachment A, [at our standard billing rates] [with a not-to-exceed budget of \$49,500], subject to the terms detailed below:

- A. CONTRACTOR may bill CLIENT and be paid for all work satisfactorily completed hereunder on a monthly basis. CLIENT agrees to pay CONTRACTOR's invoice within 30 days of invoice date for all approved work.
- B. Total price will not exceed budget of \$49,500. For services rendered, monthly invoices will include a report that clearly states the hours and type of work completed and the fee earned during the month being invoiced.
- C. In consideration of the faithful performance of this AGREEMENT, the CONTRACTOR will not exceed the fee for Basic Services and expenses without written authorization from CLIENT to perform work over and above that described in the original AGREEMENT.
- D. Should CLIENT find deficiencies in work performed or reported, it will notify CONTRACTOR in writing within thirty (30) days of receipt of invoice and related report and the CONTRACTOR will remedy the deficiencies within thirty (30) days of receiving CLIENT's review. This subsection shall not be construed to be a limitation of any rights or remedies otherwise available to CLIENT.

III. MODIFICATION AND ADDITIONAL SERVICES

- A. CLIENT may, in writing, request changes in the Basic Services required to be performed by CONTRACTOR and require a specification of incremental or decremental costs prior to change order agreement under this AGREEMENT. Upon acceptance of the request of such changes, CONTRACTOR shall submit a "Change Order Request Form" to CLIENT for authorization and notice to proceed signature and return to CONTRACTOR. Should any such actual changes be made, an equitable adjustment will be made to compensate CONTRACTOR or reduce the fixed price, for any incremental or decremental labor or direct costs, respectively. Any claim by CONTRACTOR for adjustments hereunder must be made to CLIENT in writing no later than forty-five (45) days after receipt by CONTRACTOR of notice of such changes from CLIENT.

IV. ASSISTANCE AND CONTROL

- A. Fire Chief James Mayer will coordinate the work of the CONTRACTOR, and be solely responsible for communication within the CLIENT's organization as related to all issues originating under this AGREEMENT.
- B. CLIENT will timely provide CONTRACTOR with all available information concerning PROJECT as deemed necessary by CONTRACTOR.
- C. CONTRACTOR will appoint, subject to the approval of CLIENT, Robert Krzyzanowski CONTRACTOR's Project Manager and other key providers of the Basic Services. Substitution of other staff may occur only with the consent of CLIENT.

V. TERMINATION

- A. This AGREEMENT may be terminated by CLIENT, for its convenience, for any or no reason, upon written notice to CONTRACTOR. This AGREEMENT may be terminated by CONTRACTOR upon thirty (30) days written notice. Upon such termination by CLIENT, CONTRACTOR shall be entitled to payment of such amount as shall fairly compensate CONTRACTOR for all work approved up to the date of termination, except that no amount shall be payable for any losses of revenue or profit from any source outside the scope of this AGREEMENT, including but not limited to, other actual or potential agreements for services with other parties.
- B. In the event that this AGREEMENT is terminated for any reason, CONTRACTOR shall deliver to CLIENT all data, reports, summaries, correspondence, and other written, printed, or tabulated material pertaining in any way to Basic Services that CONTRACTOR may have accumulated. Such material is to be delivered to CLIENT whether in completed form or in process. CLIENT shall hold CONTRACTOR harmless for any work that is incomplete due to early termination.
- C. The rights and remedies of CLIENT and CONTRACTOR under this section are not exclusive and are in addition to any other rights and remedies provided by law or appearing in any other article of this AGREEMENT.

VI. INSURANCE

The CONTRACTOR shall, during the life of the AGREEMENT, maintain insurance coverage with an authorized insurance carrier at least equal to the minimum limits set forth below:

A. General/Commercial Liability (<i>Must have General/Commercial</i>)	\$1,000,000 per each occurrence for bodily injury, personal injury, and property damage \$2,000,000 per general aggregate, <i>CITY shall be named as an additional insured on a primary, non-contributory basis.</i>
B. Automobile Liability (<i>Must have auto liability</i>)	\$1,000,000 combined single limit <i>CITY shall be named as an additional insured on a primary, non-contributory basis.</i>

D. Umbrella or Excess Liability Coverage for General/Commercial, Automobile Liability	\$5,000,000 per occurrence for bodily injury, personal injury, and property <i>CITY shall be named as an additional insured on a primary, non-contributory basis.</i>
E. Worker's Compensation and Employers' Liability (<i>Must have workers compensation</i>)	Statutory <i>Contractor will provide a waiver of subrogation and/or any rights of recovery allowed under any workers' compensation law.</i>
F. Professional Liability (Errors & Omissions) (<i>If applicable</i>)	\$2,000,000 single limit

Upon the execution of this AGREEMENT, CONTRACTOR shall supply CLIENT with a suitable statement certifying said protection and defining the terms of the policy issued, which shall specify that such protection shall not be cancelled without thirty (30) calendar days prior notice to CLIENT, and naming CLIENT as an additional insured as required above.

VII. INDEMNIFICATION AND ALLOCATION OF RISK

- A. To the fullest extent permitted by law, CONTRACTOR shall indemnify and hold harmless CLIENT, CLIENT'S officers, directors, partners, and employees from and against costs, losses, and damages (including but not limited to reasonable fees and charges of engineers, architects, attorneys, and other professionals, and reasonable court or arbitration or other dispute resolution costs) to the extent caused by the negligent acts, errors or omissions of CONTRACTOR or CONTRACTOR'S officers, directors, partners, employees, and consultants in the performance of CONTRACTOR'S services under this AGREEMENT.
- B. Nothing contained within this AGREEMENT is intended to be a waiver or estoppel of the contracting municipality CLIENT or its insurer to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including those contained within Wisconsin Statutes §§ 893.80, 895.52, and 345.05. To the extent that indemnification is available and enforceable, the municipality CLIENT or its insurer shall not be liable in indemnity or contribution for an amount greater than the limits of liability for municipal claims established by Wisconsin Law.

VIII. TIME FOR COMPLETION

CONTRACTOR shall commence work immediately having received a Notice to Proceed as of _____.

IX. DISPUTES

This AGREEMENT shall be construed under and governed by the laws of the State of Wisconsin. The venue for any actions arising under this AGREEMENT shall be the Circuit Court for Milwaukee County. The prevailing party shall be awarded its actual costs of any such litigation, including reasonable attorney fees.

X. RECORDS RETENTION

CONTRACTOR shall maintain all records pertaining to this AGREEMENT during the term of this AGREEMENT and for a period of 7 years following its completion. Such records shall be made available by the CONTRACTOR to CLIENT for inspection and copying upon request.

XI. MISCELLANEOUS PROVISIONS

- A. Professionalism. The same degree of care, skill and diligence shall be exercised in the performance of the services as is possessed and exercised by a member of the same profession, currently practicing, under similar circumstances, and all persons providing such services under this AGREEMENT shall have such active certifications, licenses and permissions as may be required by law.
- B. Pursuant to Law. Notwithstanding anything to the contrary anywhere else set forth within this AGREEMENT, all services and any and all materials and/or products provided by CONTRACTOR under this AGREEMENT shall be in compliance with all applicable governmental laws, statutes, decisions, codes, rules, orders, and ordinances, be they Federal, State, County or Local.
- C. Conflict of Interest. CONTRACTOR warrants that neither it nor any of its affiliates has any financial or other personal interest that would conflict in any manner with the performance of the services under this AGREEMENT and that neither it nor any of its affiliates will acquire directly or indirectly any such interest. CONTRACTOR warrants that it will immediately notify the CLIENT if any actual or potential conflict of interest arises or becomes known to the CONTRACTOR. Upon receipt of such notification, a CLIENT review and written approval is required for the CONTRACTOR to continue to perform work under this AGREEMENT.
- D. This AGREEMENT may be executed in multiple counterparts, and will have the same legal force and effect as if the CONTRACTOR and CLIENT had executed it as a single document. The CONTRACTOR and CLIENT agree that fully electronic signatures and records are acceptable, under Chapter 137 of the Wisconsin Statutes. The CONTRACTOR and CLIENT may sign in writing or by electronic signature. An electronic signature, facsimile copy, or computer image of a signature, will be treated, and will have the same effect as an original signature, and will have the same effect, as an original signed copy of this document, and any amendment hereto.
- E. This AGREEMENT may only be amended by written instrument signed by both CLIENT and CONTRACTOR.

XII. CONTROLLING TERMS AND PROVISIONS

The aforesaid terms and provisions shall control over any conflicting term or provision of any CONTRACTOR proposal, Attachment, Exhibit, and standard terms and provisions annexed hereto.

IN WITNESS WHEREOF, the parties have caused this AGREEMENT to be executed on the day and year first above written.

CITY OF FRANKLIN, WISCONSIN

BY: _____

PRINT NAME: John R. Nelson

TITLE: Mayor

DATE: _____

BY: _____

PRINT NAME: Danielle L. Brown

TITLE: Director of Finance and Treasurer

DATE: _____

BY: _____

PRINT NAME: Shirley J. Roberts

TITLE: City Clerk

DATE: _____

Approved as to form:

Jesse A. Wesolowski, City Attorney

DATE: _____

WENDEL ARCHITECTURE P.C.

BY: _____

PRINT NAME: _____

TITLE: _____

DATE: _____

June 9th, 2026

FRANKLIN FIRE DEPARTMENT

GIS Site Location Analysis
Existing Facility Assessment
Conceptual / Programming Study

James Mayer
Fire Chief
8901 W. Drexel Ave.
Franklin, WI 53132



**Five Bugles
Design.**

+



**Mitchell Associates
Architects**

ARCHITECTURE | ENGINEERING | ENERGY EFFICIENCY | CONSTRUCTION MANAGEMENT

SUBJECT: FACILITY CONDITION REVIEW AND SPACE NEEDS ANALYSIS

Dear Chief Mayer:

Thank You for the opportunity to submit on this wonderful project! Five Bugles Design is pleased to submit this proposal for professional services associated with a **GIS Site Location Analysis, Existing Conditions Assessments and Conceptual/Programming Session**. This proposal will set specific scope and fee parameters based on our understanding of the project services required and what was submitted in our overall proposal.

A. SCOPE OF WORK:

The following represents our understanding of the scope of services required of Five Bugles Design for this Project.

A. Facility reviews of the existing facilities and respective sites

This portion of the work would provide a review of the three existing facilities and their sites. Our team will provide:

- Interview key stakeholders to determine if remodel/additions are feasible at each location.
- Identify current demand for service and response time from current facility.
- Analysis of how the current facilities impact respond criteria.
- Full condition analysis and on-site inspections of the facilities and sites.
- Identifying fire and safety regulation compliance issues and possible solutions.
- Written condition analysis of the buildings architectural, structural, mechanical, electrical, and plumbing systems.
- Review future growth opportunities regarding the facilities and how it will impact emergency response criteria.
- Deliverable will be written condition assessments to be included in the final report.

B. Geographical Information System (GIS)

Station Location Studies are generally developed based on the following considerations:

- Using GIS Mapping to create response time polygons based on 3-5 years of past National Fire Incident Reporting System (NFIRS) data.
- Ability of the Department to meet National Fire Protection Association (NFPA) 1710 (Career) requirements.
- City's Comprehensive Plan and Planned future growth.
- Insurance Services Office (ISO) rating of the City.
- Other potential issues specific to the Community (Railroads, rivers, highways, etc.)
- Meetings will consist of three (3) virtual meetings and one (1) in person meeting.

C. Programming/Space Needs and Conceptual Design

Conduct Immersion work session between the department and design team as required to review current space needs and projected growth for all three facilities. A program will be developed that details existing and projected space needs for the next 20 years.

- i. Conduct stakeholder/department interviews to confirm individual space program needs, support space requirements, area adjacency requirements, security concerns, future expansion accommodations, etc.
- ii. Prepare conceptual “bubble diagram” options for new or remodeled facilities to show global space needs and adjacencies.
- iii. Prepare a conceptual site plan diagram using aerial photos/maps to evaluate potential building expansion locations/orientation, or new construction. As well as any utility service impacts and parking/circulation impacts.
- iv. Review/discuss advantages and disadvantages of each option with Owner and select preferred plan and site plan alternatives for further refinement.
- v. Project cost estimates will be developed for options developed on a high level, square foot-based opinion of probable cost. Estimates will include all known costs required to develop a completed project.
- vi. A total of 2 conceptual options will be provided for each facility.
- vii. Meetings will consist of three (3) virtual meetings and two (2) in person meetings.

A. FINAL DELIVERABLES

The following represents the anticipated deliverables from Five Bugles Design for the project.

- 1) One electronic copy of our final report.
- 2) 5 hard copies of the final report.
- 3) One presentation to the City Council or other governing body.

B. ASSUMPTIONS

- 1) Wendel personnel will have access to the site, owner’s personnel and information in support of existing condition investigations.
- 2) Environmental issues (including but not limited to the presence of asbestos and lead) will be addressed by others.
- 3) It is assumed that plans for the existing stations will be provided for our team to be incorporated into our deliverable. If existing documents are not available, or do not suffice to complete appropriate floor plans without extensive field work, we reserve the right to request a change of scope to complete such field work.

C. PROPOSED SCHEDULE:

We anticipate a 16-week turn-around of deliverables upon receipt of this signed contract.

Five Bugles Design anticipates starting work after receipt of this signed proposal. Timely receipt of call data, existing plans, technical documents, design criteria and approvals from others are necessary to accomplish our design work within the suggested schedule.

D. PROPOSAL FEE:

We trust the above scope of work meets the department's requirements. We are proposing to perform the scope of work presented in this proposal for a lump sum fee. The proposed fee for the project is detailed below.

Task	Proposed Fee
Five Bugles Design (Lump Sum)	Labor
Phase A: Existing Facilities Assessment of three stations	\$18,000
Phase B: Station Location GIS Analysis	\$9,500
Phase C: Programming/Space Needs and Conceptual Designs of replacement/remodel of three (3) stations	\$22,000
TOTAL	\$49,500

Fee Notes:

- 1) These fees include direct expenses such as first-class mailing, local mileage, and internal printing costs.
- 2) Reimbursable Costs such as costs of travel, mileage, travel related expenses and printing of presentation materials and reports will be invoiced at Cost to the Client, but will not exceed \$1000.00.
- 3) Should Five Bugles Design be required to perform additional services beyond those outlined above, Five Bugles Design shall be compensated on an hourly or fixed sum basis for a mutually agreed scope of services.
- 4) Our fee and schedule proposal are valid for 60 days. If we do not receive a signed notice to proceed before that date, we reserve the right to re-evaluate our proposal.

E. EXCLUSIONS

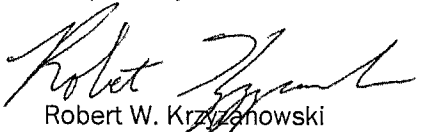
The following services are excluded from this proposal.

- 1) Any and all work not specifically included in the above "scope of work" is excluded.
- 2) Hazardous materials sampling and abatement design. Environmental issues (including, but not limited to the presence of asbestos and lead) will be addressed by others.
- 3) Civil, Structural, Mechanical and Electrical engineering design services are not included in this proposal, only assessment of the current facilities.
- 4) Survey, soil borings, commissioning and construction testing are not included in this proposal, if it is determined that these services are required on the project, the services can be furnished upon a supplemental agreement.

F. TERMS:

This proposal and the attached "Appendix A" (Professional Services Terms and Conditions) are intended to represent the entire contractual relationship. If this proposal and attached general conditions are acceptable to you, please sign and return one (1) executed original to our office.

Respectfully Submitted,



Robert W. Krzyzanowski
Director of Emergency Services
Senior Associate Principal

Should Five Bugles Design's proposal be accepted, Wendel Architecture P.C., a Wisconsin State licensed architecture firm that is part of a consolidated group of Wendel Companies, will contract to undertake the work. Our letterhead and plans will still prominently say "Five Bugles Design" and we will refer to ourselves as Five Bugles Design throughout the project.

ACCEPTANCE / AUTHORIZATION:

Accepted this _____ day of _____, 20_____

Print Name: _____

Signature: _____

Title: _____

RETURN TO:

Robert Krzyzanowski

e-mail:

rkrzyzanowski@wendelcompanies.com



wendel

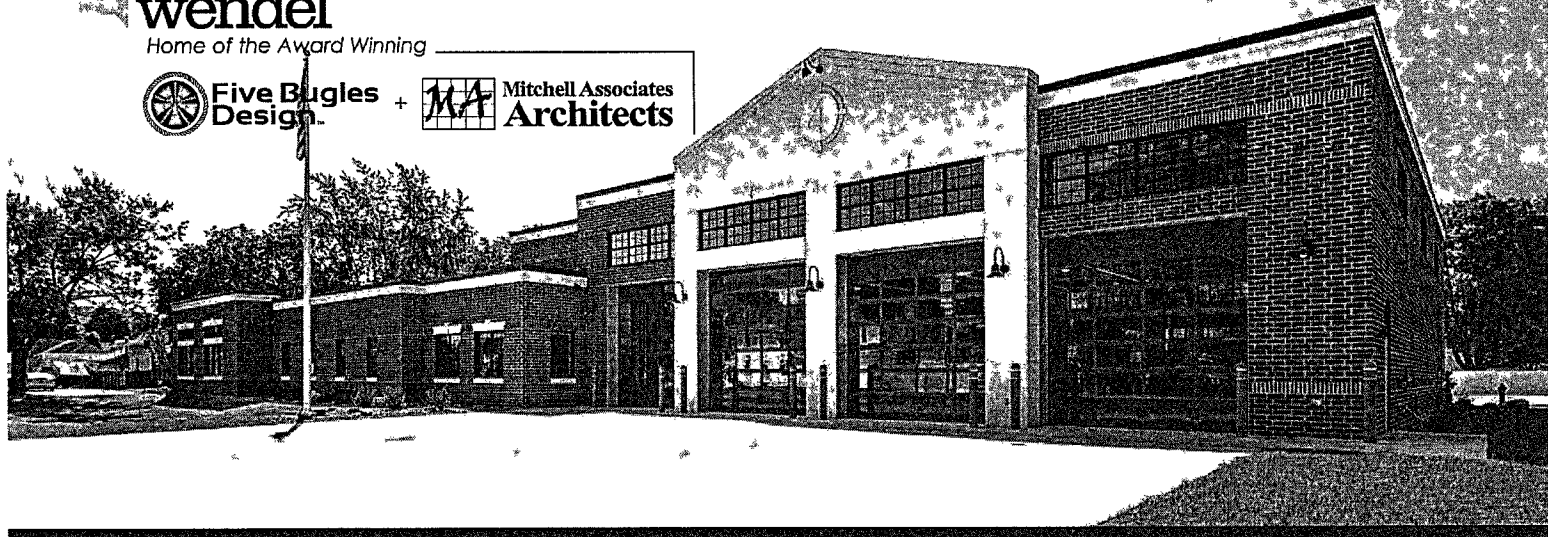
Home of the Award Winning



Five Bugles
Design



Mitchell Associates
Architects



Proposal for:

Franklin Fire Department

Facility Condition Review and Space Needs Analysis

February 20, 2026



Over 300
Programming/
Feasibility Studies

Over 150
facilities
designed
& built

Over 140
years of
combined
public safety
experience

CONTENTS

Letter of Transmittal

1. Firm Overview & Qualifications
2. Project Team
3. Project & References
4. Scope Of Services & Schedule
5. Budget





February 20, 2026

City of Franklin Fire Department
Fire Chief James Mayer
8901 W. Drexel Ave.
Franklin, WI 53132

SUBJECT: Franklin Fire Department Facility Condition Review and Space Needs Analysis

Dear Chief James Mayer:

Five Bugles Design and Mitchell Associates Architects, the award-winning public safety design team at Wendel, is uniquely positioned to provide consultation services for the Fire Department Facility Condition Review and Space Needs Analysis. We are excited to propose what our team can do for the Franklin Fire Department.

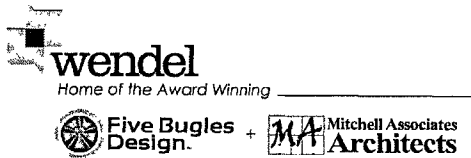
With our office Eau Claire, WI, our emergency services design team's focus and experience have resulted in us being nationally recognized as leading public safety design experts, receiving dozens of national awards, being published regularly in fire service media, sitting on three (3) **NFPA Technical Committees as a Principal Voting Member**, and regularly teaching at national conferences on public safety design. This year alone, our team has won three (3) National Design and Site Logistics Awards for our design and construction sequencing of our recent endeavors.

We are deeply committed to ongoing research and overall conditions improvement of existing stations in response to the evolving needs of public safety providers, especially as they relate to the following goals:

- Operationally Correct & Efficient Stations
- Firefighter Health & Safety in the Station
- Built-in Training Features to keep emergency responders up to current training standards.
- Gender Equity in the Fire Service
- Involving the Client in a Truly Inclusive Design Process
- User-Friendly Building with Energy Efficient/Lowest Life Cycle Cost
- Permanent Civic Building to Last Many Generations

Some of the unique and specialized services we offer your team include:

- **Emergency Services Designers:** Wendel recently acquired Mitchell Associates Architects, which works exclusively on public service facilities, including fire stations, EMS, police, and shared facilities. The merger of Wendel's Five Bugles Design and Mitchell Associates Architects brings together two nationally known public safety experts with years of experience in emergency services. Our combined teams have worked together in the past and feed off each other's strengths and knowledge. We now bring this wealth of experience to the City of Franklin and the Franklin Fire Department, increasing our team's ability to provide clients with over 140 years of combined public safety experience. We have a matchless, industry-leading portfolio of award-winning, research-based, innovative facilities. The team has completed construction documents for over 150 public safety projects across the United States.



- **Emergency Service Specialists:** Our team has firefighters on staff, previously Fire Chiefs, during initial programming, design, and construction. We use their decades of experience and lessons learned to improve our clients' experience. Whether reviewing a specific design intent for emergency service facilities, assisting our clients by educating their communities about a prospective project location, or explaining required improvements, this resource is available to our clients from the first day of design through the ribbon-cutting.
- **Additional resources:** As a national architecture, engineering, energy efficiency, and construction management firm, Wendel can offer an array of resources that may be desirable as the project progresses. These resources include construction, energy, and sustainable design services, among others, all under one roof:
 - i. **Wendel Construction:** Not only can our team design any potential project that may come out of this study, but we can also provide construction management services if required down the road. We provide total project solutions, with our clients relying on us for services from start to finish on any potential project. Our construction management teams have completed over \$100 million in emergency services construction in the last 5 years.
 - ii. **Wendel Energy Services:** Wendel can deliver comprehensive energy management solutions in-house, ensuring a holistic approach to efficiency and cost savings as an option. Our targeted studies evaluate technologies and systems, identify practical improvements, and recommend changes to operations and maintenance procedures. Each analysis includes cost and savings projections, giving you clear, actionable steps to implement energy conservation measures. This provides another option for the city should rehabilitation become a reality for any of the facilities.
 - iii. **Wendel Sustainability Design:** We recognize that our projects can have a significant impact on the environment. It is our responsibility as design and construction professionals to keep sustainability at the forefront as we work with our clients and partners. As stewards of the Environment, we aim to minimize our environmental impact across all projects.

We Thank You for the opportunity to propose for your project, and we look forward to sharing more of our qualifications with you, hopefully at the interview stage. If you have any questions, please feel free to contact me directly.

Best Regards,

A handwritten signature in black ink, appearing to read 'Robert Krzyzanowski'.

Robert Krzyzanowski
Director of Emergency Services, Principal-in-Charge
204 E. Grand Avenue, Suite 200
Eau Claire, WI 54701
877.293.6335
rkrzyzanowski@wendelcompanies.com

1.

Firm Overview & Qualifications



wendel

Home of the Award Winning



**Five Bugles
Design.**

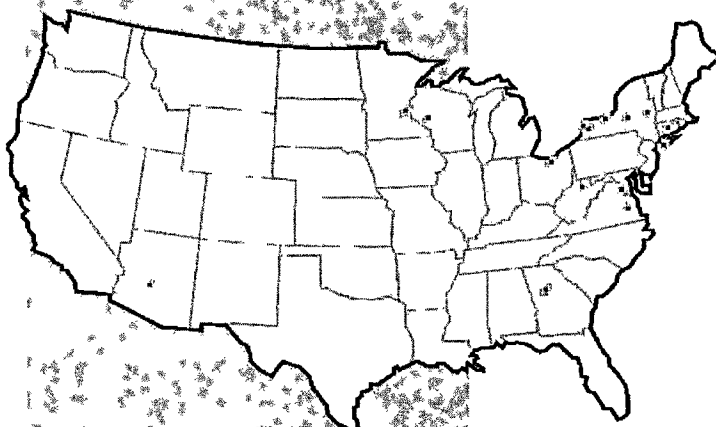


**Mitchell Associates
Architects**

IMMERSION

MASTER BUILDER

Map Of Wendel Offices (Wendel Icons) And States That Wendel Is Qualified To Do Business In (Grey Shade)



CORPORATE FILE

In 1940, Leon Wendel started a small civil engineering firm. Over the last eight decades, Wendel has grown into a full-service architecture, engineering, energy efficiency, and construction management firm that delivers customized solutions and turnkey projects in innovative ways.

Today, we boast a full complement of professionals in every engineering discipline, including a robust energy efficiency department; a talented team of architects and landscape architects; construction managers; planners; and interior designers. Our team is based out of 16 offices, is licensed in 38 states, and has over 320 employees dedicated to upholding our four core values: team first; quality; first-class communication; and promises made, promises kept. At the heart of those values is our belief that **we can create a better world through knowledge and leadership.**

WENDEL SERVICES



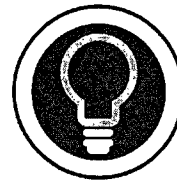
ARCHITECTURE

Interior Design
Landscape Architecture
Master Planning
Historical Preservation



ENGINEERING

Civil
Electrical
Environmental
Mechanical
Municipal
Structural
Transportation
Railroad
Alternative fuel solutions/CNG
Water/wastewater retrofits
Land surveying
Geographic information systems (GIS)
Planning



ENERGY EFFICIENCY

Energy audits
Commissioning
Professionally Assisted
Performance Contracting
Alternative Funding/Grant Programs
Retrofit and implementation design
Green building design
Measurement & savings verification (M&V)
Renewable technologies



CONSTRUCTION MANAGEMENT

Master builder
Progressive Design/Build
Design/Bid/Build
Construction Management at Risk (CMaR)
CM Agent
GMP Design/Build



**Five Bugles
Design.**



**Mitchell Associates
Architects**

A better world through knowledge and leadership. This is our mission. We are professionals. Construction Managers, architects, engineers, planners, and energy analysts. We plan, design, build, and operate the communities we live, work and play in.

Collaboration, innovation, commitment and performance drives our teams. We are successful only if you are; we get this. Meaningful terms such as promises made, promises kept, first class communication and trusted partner are ingrained in our culture.



2010: Retired Fire Chief Ed Mishefske, Architect Steve Gausman and Project Manager Robert Krzyzanowski formulate Five Bugles Design with the goal of elevating the design of Public Safety Facilities.



1940: Leon Wendel, Consulting Engineer and Surveyor, opened his practice in Lockport, New York. Provided traditional civil engineering and survey services.



April 1, 2016: Wendel acquired Evolve Architecture, a small firm in Richmond, Virginia expanding Wendel's service offering to include interior design, space programming and planning, and move management services.



June 1, 2017: Wendel acquired Architectural Design Group (ADG), a leader in architectural design and planning in Eau Claire, Wisconsin, to enhance our service offering and market reach in the Midwest. Also gained Five Bugles, ADG's division focused solely on the public safety industry.



June 2023: Wendel acquired Mitchell Associates Architects, specialists in Public Safety design, located in the Albany, NY region, to expand our national presence as Public Safety design leaders.



Firm Contact

Robert Krzyzanowski
P: (715) 559-0297
E: rkrzyzanowski@wendelcompanies.com

Name & Location

Five Bugles Design + Mitchell Associates
Architects Wendel's award-winning public
safety team
204 E. Grand Avenue, Suite 200
Eau Claire, WI 54701
fivebuglesdesign.com

Year Established

Wendel Established in 1940
June 1, 2017: Wendel acquired
Architectural Design Group (ADG),
a leader in architectural design and
planning in Eau Claire, Wisconsin to
enhance our service offering and market
reach in the Midwest. Also gained Five
Bugles, ADG's division focused solely on
the public safety industry since 2009.

Legal Status

Licensed to perform Architecture
services in Wisconsin

Firm Ownership

Corporation (employee-owned)

Staffing

Total Staff: 330+
Eau Claire: 17

Primary Office Location for this Project:

204 E. Grand Avenue, Suite 200
Eau Claire, WI 54701

Five Bugles Design and Mitchell Associates Architects were formed to provide planning and design services to the public safety service industry. We understand that public safety buildings are truly a unique building type. Our focused design team is comprised of members whom, both collectively and individually, are among the most experienced public safety design professionals in the country.

Our award-winning team of architects and active emergency services designers and specialists have work experience throughout the country. We focus on exceeding our clients' expectations and providing exemplary project management services, all while "speaking your language."

Making a positive and lasting impact on the people and communities we serve is at the core of what we do. We believe that by getting to know our clients, their needs, and the communities they serve, we're able to collaborate as a design team to provide winning solutions that go far beyond the obvious. Our goal is that the facilities we design today will serve our clients for decades to come.

The architects, engineers and designers that are apart of our team have experience leading municipalities through the process of design. These individuals learn from every project they have been apart of, with some having decades of experience. Our team then takes everything that we have learned, good or bad, and puts that information forward to our new clients.

The design of emergency services facilities is an intricate process and very detail oriented. Our clients have to be detail oriented in their everyday job of saving lives, we expect our team to understand that the small details matter in a facility as every second counts.

We pride ourselves on function over frills, however we have the diversity in our portfolio to satisfy any client's needs and desires. Emergency services design is the only thing that our team focuses on and they have dedicated their careers to this cause.

The FBD/MAA team includes a number of Emergency Service Specialists. These individuals are both active and retired public safety personnel with extensive background in the management and operations of fire, police and EMS departments of all types and sizes (career, paid-on-call, combination).

Most importantly, they have built stations for their own departments and understand the challenges created by the necessity of blending facility demands with budgetary concerns.

Our Emergency Service Specialists use their decades of experience to lead our unique programming process. They will direct a conversation that explores your individual operational and facility challenges, breaks those challenges down into their respective building components and then work with our experienced architects and planners to define and quantify those elements with the goal of creating an accurate depiction of the built environment that will ultimately become your new facility.



Wendel's Public Safety Design Team

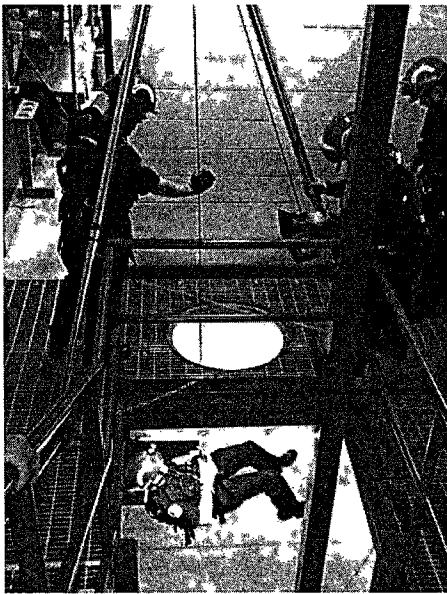
In 2023, Wendel, home of the award-winning Five Bugles Design, also acquired Mitchell Associates Architects, specialists in Public Safety design, to expand our national presence as Public Safety design leaders.

Mitchell Associates Architects works exclusively on public service facilities – fire stations, EMS, and shared facilities. With over 30 years of experience, they have produced award-winning fire station designs and more than 190 projects addressing over 330 public safety facilities throughout the Northeast, Eastern Seaboard, Missouri, Texas, and Alaska. With expertise in renovation and new construction, their comprehensive services range from feasibility studies, site selection, building design, public approval, and full project management through construction.

This expansion increases our team's ability to provide clients with public safety projects. Together, Wendel's Five Bugles Design and Mitchell have a matchless, industry-leading portfolio of award-winning, research-based, innovative facilities. Collectively, the two companies have completed over 400 public safety projects across the United States.

Joining forces to become a single team provides the ability to leverage all of our talents and expand our capabilities while continuing to produce quality work.





TRAINING

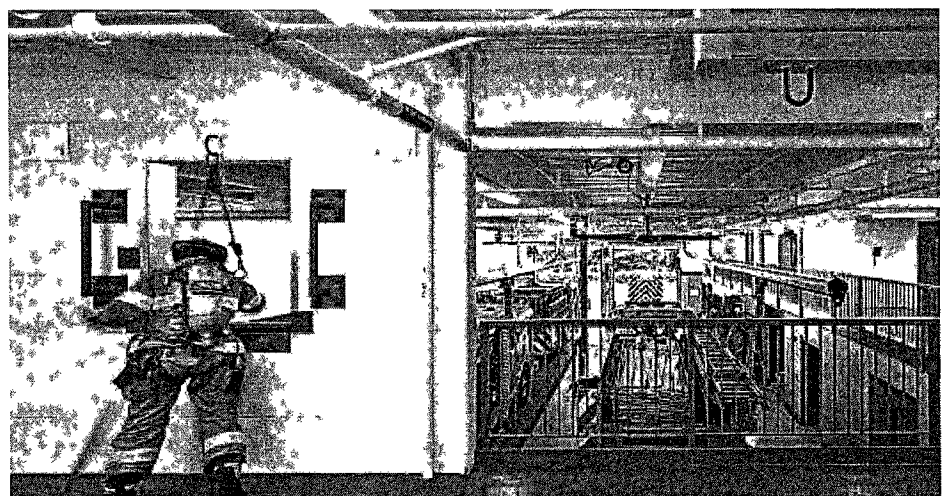
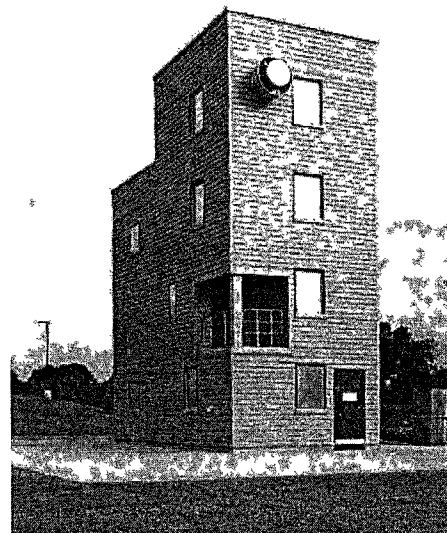
Our team has extensive experience in regional training facilities as well as creating staff training opportunities within a public safety facility.

At the core of any successful and efficient emergency services protection program is public safety facility training. Community expectations for delivery services over the last decade have grown to a level never anticipated. Emergency medical services, hazardous materials, confined entry rescue, fire ground management techniques, communications, domestic terrorism and international terrorism are not hypothetical scenarios, but realities. Designing these high-risk but low-frequency training opportunities into the new fire station is critical to a department's level of ability to face the new challenges these situations present.

Our teams are national leaders with our innovative approach of incorporating training programs into building design. In our discussions during the initial programming and space orientation phase of the building process, we spend a great deal of time talking about the department's existing training program. We take this time to gather as much information as possible and then offer design solutions that include in-house training space. Firefighters and Police Officers will be on hand during training sessions if a major emergency occurs.

One of the training opportunities that we have included in numerous facilities is the use of a training tower for both drying fire hoses and for practicing in a multistory internal/external training platform.

Master planning of emergency services facilities involves taking the entire scope of the project into account, not just the building. Our team has worked with all of our clients to design training needs into their overall site plan, whether that includes live burn towers, extrication training needs, confined space training, simulated shoot houses, etc. Each project comes with a need and/or idea for training and our team has acted on integrating those ideas into an eventual design.



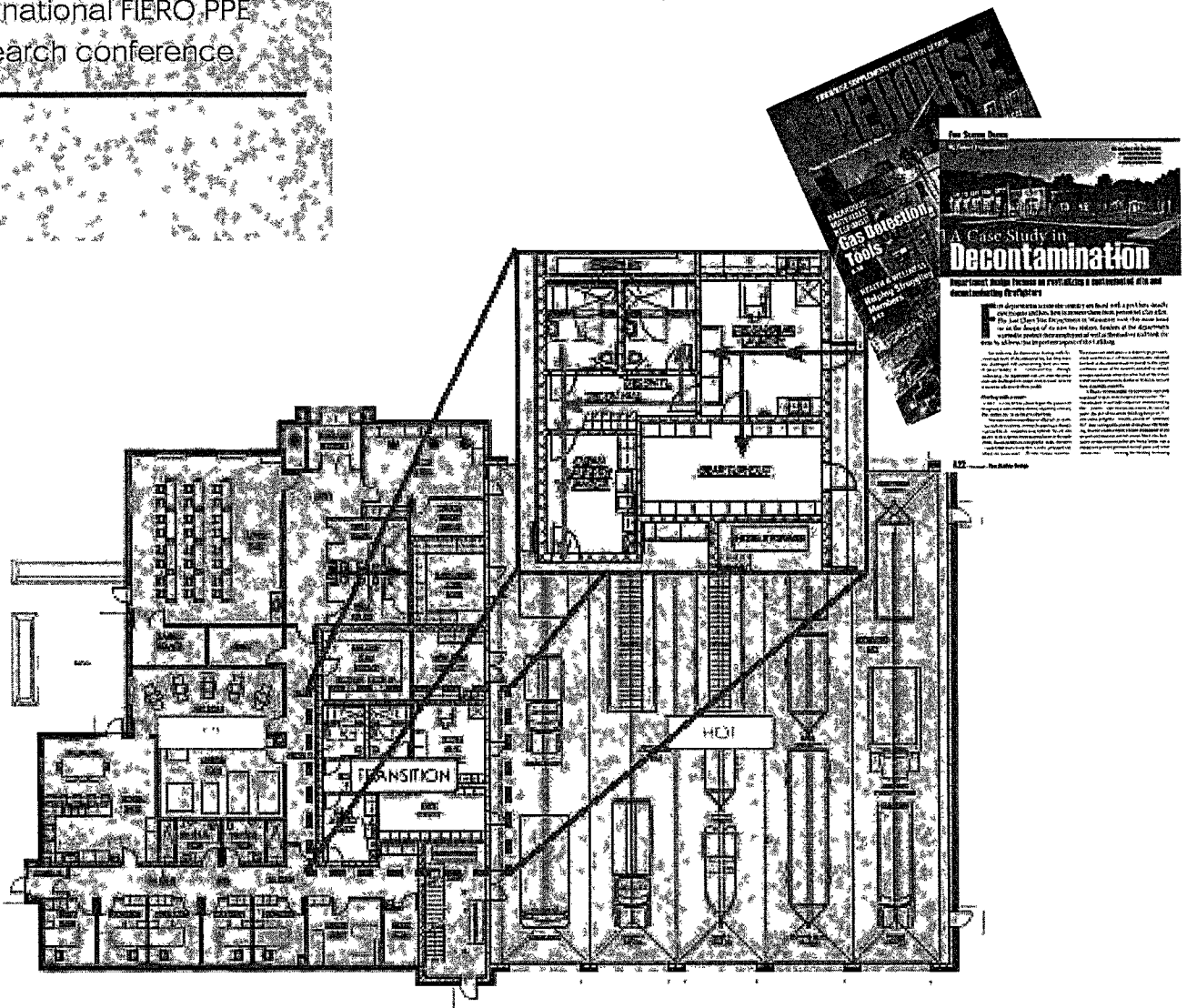
Robbie Krzyzanowski is a featured writer on personnel decontamination in Firehouse Magazine, and Bob Mitchell lectures on it at the FIERO and Firehouse station design conferences, as well as the national FIERO PPE research conference.

Personnel Decontamination: Emerging Trends

Over the past decade, there has been an increase of cancer diagnoses for those men and women in the fire services, as well as for their loved ones at home. In an attempt to help keep firefighters and their families healthy, we have created a personnel decontamination process which separates the fire station into zones (hot and cold), and therefore helps to reduce the spread of cancer-causing contaminants.

This process includes decontaminating trucks, gear, and of course, people. Restricting contaminants to the hot zones and having staff transition to the cold zones ensures that they are free of those contaminants after responding to an emergency.

Our award-winning team members have proven their expertise in the design and development of decontamination spaces. By constantly pushing the limits and creating (not just following) the emerging trends, we are regularly given the opportunity to speak to our peers and emergency services professionals at conferences throughout the country, as well as publish articles in national publications showcasing our unique and user-focused decontamination processes.



The image displays a highly detailed, abstract pattern composed of numerous small, dark, irregular shapes. These shapes are densely packed and vary in size and orientation, creating a complex, textured appearance. The overall effect is reminiscent of a microscopic view of a material, a dense forest canopy, or a complex biological structure. The pattern is uniform across the entire page, with no discernible text or other features.

TOWN OF GREENVILLE, WI NEW FIRE & SAFETY BUILDING

The needs and the challenges facing the Greenville Fire and Safety department and our community are not unique. The emergency vehicles have increased in size and the equipment used in the current fire station was built for requirements and public expectations placed on our volunteer and full time fire and safety personnel has increased dramatically over that same time period. The number of calls for service has increased and the environment in which we expect our emergency responders to work in has become increasingly more dangerous. The incidence and risk of several types of cancers is significantly higher for emergency personnel who are likely to preserve both life and property of those who live, work or visit our community. The needs of this department has been well documented in studies dating back to 2010. The current Fire and Safety station no longer meets the needs of the department or our community and a new fire station will significantly add to the safety of the entire area.

The 2012 referendum included two other projects (Town Hall and Public Works) for a total of \$2.6 million. The current referendum program considered specifically addresses the needs of the Fire and Safety department independently for an estimated cost of \$4.5 million. The cost to construct a new modern fire station has been reduced with the new design and will enhance current and future challenges of the department and community for well over the next 50 years. The costs to construct a new fire station is a decrease of 8 to 10 percent annually until it is built. The majority of residents surveyed support the need for key projects of this specific project.

REFERENDUM AMOUNT \$6,500,000
ESTIMATED AVG MIL RATE OVER 20 YEARS
\$2.25/\$1.000 of Assessed Value

TAX IMPACT ON PROPERTY WITH FAIR MARKET VALUE OF

\$100,000 Property	
Annual Impact	\$25.00
Monthly Impact	\$2.09
\$150,000 Property	
Annual Impact	\$37.50
Monthly Impact	\$3.13
\$200,000 Property	
Annual Impact	\$50.00
Monthly Impact	\$4.17
\$300,000 Property	
Annual Impact	\$75.00
Monthly Impact	\$6.25

Note: Rate only. Does not include significant changes in market conditions and will impact streets with no housing (fire trucks in street) impact.

The Greenville facilities Committee

Andy Peltz, Dean Culbertson, Greg Kaiser, Mark
Andy Hansen, Dan Dobb, Brad Berger, Larry Benson
Tom Lander, Ed Kuntzick

Questions, comments or an affidavit are attached to:
Town Clerk's Office: (608) 438-2500
(520) 137-4133 or info@thetownofgreenville.com
Vote www.thetownofgreenville.com and it's important

- TOWN OF GREENVILLE
NEW FIRE & SAFETY BUILDING**
- Since the town of Greenville, Connecticut, is the only town in the state that has no fire department, the town of Greenville is seeking to establish a fire department. The town of Greenville is seeking to establish a fire department. The town of Greenville is seeking to establish a fire department.
- ACCORDING TO THE LATEST TOWN OF GREENVILLE RESIDENT SURVEY:**
- 81% of the town of Greenville residents support the establishment of a fire department.
 - 71% of the town of Greenville residents support the establishment of a fire department.
 - 61% of the town of Greenville residents support the establishment of a fire department.
 - 51% of the town of Greenville residents support the establishment of a fire department.
 - 41% of the town of Greenville residents support the establishment of a fire department.
 - 31% of the town of Greenville residents support the establishment of a fire department.
 - 21% of the town of Greenville residents support the establishment of a fire department.
 - 11% of the town of Greenville residents support the establishment of a fire department.
- DON'T FORGET TO VOTE
ON AUGUST 14TH!**
- Visit www.townofgreenville.com for more info.

[illegible]



**Five Bugles
Design.**



**Mitchell Associates
Architects**

Wendel's award winning public safety design team

PUBLIC SAFETY BUILDING

LEED PROJECTS:

Buffalo, MN
Marshfield, WI
Menomonie, WI
Chisholm, MN



OTHER LEED PROJECTS

WITHIN OUR FIRM:

Village of Westfield, NY
City of Beacon, NY
Village of Fredonia, NY
Syracuse, NY
Village of Horseheads, NY
City of Phoenix, AZ
Lynchburg, VA
Savannah, GA
Niagara Falls, NY
Blacksburg, VA
Rapids, MI
Lorton, VA
Binghamton, NY
Bridgeport, CT

Sustainable Design

Standard design features include:

- Natural Light
- In-Floor Heat
- Building Envelope Exceeds Building Code Requirements
- Other exciting technologies:
Photovoltaics, Solar Walls, Water Reclamation Systems, Green Roofs, White Roofs, Geothermal, Wind Power, Purchasing Renewable Energy Credits from Local Energy Co-Ops, Etc.

Industry Leadership & Environmental Stewardship

As a design and construction firm, we recognize that our projects can have a significant impact on the environment and we are passionate about advancing opportunities that raise the bar on sustainability. This carries through into how we operate as a company, how we pursue our work, and how we interface with the world in our daily lives. Wendel's sustainability legacy will be how we respected the environment and our community.

Our Sustainability Charter identifies both short- and long-term sustainability goals, and establishes metrics to evaluate our successes, identify areas for improvement, and creates a roadmap for greater engagement in initiatives across departments and offices.

As part of the Wendel Strategic 2020 Plan, a "Stewards of the Environment" leadership group was created to help drive the "practice-what-we-preach" element into a larger energetic group. Wendel has set six goals to help prioritize sustainability efforts for increasing energy efficiency, increasing staff awareness, increasing engagement with the community, and creating a platform to track and document efforts. Progress will be evaluated annually in conjunction with implementation milestones. The Stewards team provides on-the-ground support to implement the initiatives, collect data, and lead communication and reporting efforts.



CITY OF BEACON FIRE DEPARTMENT



ITHACA FIRE DEPARTMENT

Our design team has recently completed the construction on all electric emergency services facilities in Beacon, NY and Ithaca, NY. Wendel strives to protect the environments in which we live, work and play.



**Five Bugles
Design.**



**Mitchell Associates
Architects**

2.

Project Team



Wendel's emergency services team has years of experience working together on similar public safety buildings projects. On the following pages we have included the resumes of our team members that will serve you on this project. We pride ourselves in the quality of service and the level of attention we provide to each of our clients. These team members were selected based on a balance of talent, experience, and their availability to provide the City of Franklin, Wisconsin Fire Department the best experience possible.

TABLE 1



Facility Condition Review and Space Needs Analysis

ROBERT KRZYZANOWSKI
Director of Emergency Services
Principal-in-Charge/Project Manager

LAURA EYSNOGLE, AIA, CID, WRID
Registered Architect (WI)
Registered Interior Designer (WI)

ROBERT MITCHELL, AIA, NCARB
Registered Architect: CT, MD,
MA, NJ, NH, NY, PA, VT, VA

KIM GRABINSKI, RA
Registered Architect (WI)

Structural Engineering Sub-Consultant



Northland

Structural, Civil and Forensic Engineering

Tom Rines, PE, SE
Principal, Structural Engineer

JIM SCHMIDT
Senior Emergency Services
Specialist

JAMES WINDE, PE, LEED AP
Mechanical Engineer

RUSLAN BELOUS
Electrical Designer

KATIE COX
GIS Analyst



Senior Associate Principal

Education

Associate Degree, Drafting and
Design Technology, Winona
Technical College
Winona, Minnesota (1998)

Awards

Chippewa Falls Fire Station
2018 Firehouse Station Design
Award

Eau Claire Fire Station
2018 Firehouse Station Design
Award

2017 Station Design Judge
Firehouse Magazine
Station Design Awards

Verona Fire and EMS
2016 Firehouse Station Design
Shared Facilities Notable

Years of Experience

26 years

Robert W. Krzyzanowski



Director of Emergency Services / Principal-in-Charge/Project Manager

As the Director of Emergency Services for Wendel, home of the award-winning Five Bugles Design and Mitchell Associates Architects, Robert oversees the entire emergency services team and its portfolio for all Wendel offices across the country. He has over 25 years of experience working on public projects and has been involved in over 60 emergency services projects in the past four years, and over 100 during his career. Having been one of the founding members of the Five Bugles Design brand over 15 years ago, he understands the niche of emergency services design and works within that portfolio full time.

He understands that the team's next project relies not only on the success of the entire portfolio, but every single project. He takes pride in pushing his team to do right by the client, to be efficient and to design projects to their overall final environment that clients can be proud and comfortable in. His vast array of experience allows him to assist owners in designing and constructing buildings that meet their specific space needs, functionality, and building type requirements.

Robert can wear many hats on any project that Wendel is involved in, but also serves on Wendel's leadership team, having been involved with annual business planning, strategic planning, and the acquisition team. As a Senior Associate Principal, Robert serves as a leader in business development, team management, and overall project management.

Fire/EMS Design Experience

Ashland, Wisconsin

Bellevue, Wisconsin

Bloomington, Illinois

Bloomington, Minnesota

Chippewa Falls, Wisconsin

Chisago City, Minnesota

Chisholm, Minnesota

Cloquet, Minnesota

Cold Springs, Minnesota

Eau Claire, Wisconsin

Elkhart Lake, Wisconsin

Farmington, New York

Fitchburg, Wisconsin

Greenville, WI Fire Department

Inver Grove Heights Fire Department

Janesville, Wisconsin

Jefferson, Wisconsin

Kenosha, Wisconsin

La Crosse, Wisconsin

Ladysmith, Wisconsin

Lehi, Utah

Lewiston, Minnesota

Marathon City, Wisconsin

Marshfield, Wisconsin

Middleton, Wisconsin

Milton, Wisconsin

Monroe, Ohio

Mount Horeb, Wisconsin

Normal, Illinois

Red Wing, Minnesota

Rib Mountain, Wisconsin

River Falls, Wisconsin

Stewartville, Minnesota

Stoughton, Wisconsin

Suamico, Wisconsin

Superior, Wisconsin

Verona, Wisconsin

Wausau, Wisconsin





Associate Principal

Licenses & Certifications

Registered Architect, WI
Registered Interior Designer, WI
Certified Interior Designer

Education

University of Wisconsin-Stout,
Bachelor of Fine Arts: Interior
Design

Affiliations

Eau Claire Chamber of
Commerce - Leadership Eau
Claire, Class of 2019

Girls on the Run Assistant Coach,
Spring 2019

Active member of the Young
Professionals of the Chippewa
Valley

Years of Experience

20 years

Laura A. Eysnogle, AIA, CID, WRID



Emergency Services Designer/Market Leader

Laura joined the Wendel team with 15 years of experience in public sector interior design, space planning, and architectural design. She works with clients from project conception through the ribbon cutting phases balancing the importance of efficiency and durability with adaptability and aesthetics. With a background in all community and public sector projects, Laura understands the need for spaces to perform in their most efficient manner and to be a good steward of the tax payer's dollar yet still provide the community with a facility that they can be proud of. Laura feels that the most rewarding part of her job is listening to clients, working to successful solutions, and finally watching as the community embraces their new facility. Laura's experience includes a variety of projects from a new 14,000sf Laramie #3 Fire Station to a 65,300sf renovation / 67,650sf addition to a high school to strategic planning for the 1.6 million assignable square feet for a major research university. Her experience in new construction, renovations and strategic planning has allowed her the opportunity to consider projects from every aspect. What was the project yesterday, what is it today, and what will it be tomorrow.

Project Experience

Cold Spring Public Safety Building, Cold Spring, MN

Town of La Pointe Emergency Services Building, WI

Monroe Township Fire Station, OH

Suamico Fire Station, WI

Chisholm Emergency Services Building, MN

La Crosse Fire Department, WI

Wisconsin Rapids Fire Department, WI

City of Laramie, Fire Station #3 (New Building), Laramie, WY

City of Cheyenne, Board of Public Utilities New Office Building, Cheyenne, WY

City of Eau Claire, South Entry Replacement, Eau Claire, WI

City of Laramie, Fire Station #3, New Building, Laramie, WY

City of Cheyenne, Board of Public Utilities New Office Building, Cheyenne, WY

Lake Dillon Fire & Rescue, New Public Works Facility, New Fire Station Study & Conceptual Design, Lake Dillon, CO

Cottage Police Public Works & Parks & Recreation Facility Remodeling, Furniture

Selection & Procurement Assistance, Cottage Grove, WI

City of Eau Claire, South Entry Replacement, Eau Claire, WI

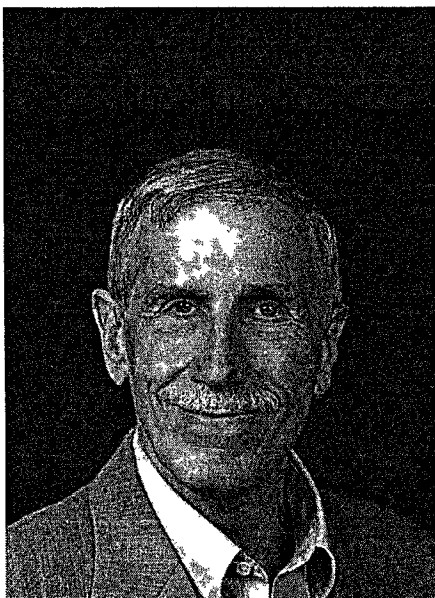
Plate Valley Fire Protection District, New Fire Station Study & Conceptual Design, Kersey, CO

School District of Ashland, High School Addition & Remodeling, Middle School Addition & Remodeling, Furniture Selection & Procurement Assistance, Ashland, WI

School District of Bloomer, Referendum Assistance, Middle School Addition & Remodeling, Bloomer, WI

School District of Cashton, Middle/High School Addition & Remodeling, Elementary School Addition & Remodel, Furniture Selection & Procurement Assistance, Cashton, WI





Robert Mitchell, AIA, NCARB

Emergency Services Designer/Market Leader

Bob's work is focused exclusively on emergency services facilities. This focus is supported by a depth of experience gained in over 28 years in design, construction, evaluation, and renovation of fire stations, with over 189 projects involving more than 326 emergency services facilities throughout the northeast, eastern seaboard, Missouri, and Alaska. He has provided programming for more than 170 fire station and emergency services facilities and has completed more than 60 feasibility studies to evaluate the option of renovating/designing additional space versus building new. Bob presents at national conferences and is author of the chapter on fire station renovation and additions for the Fire Station Design Handbook published by the International Association of Fire Chiefs Foundation. His work is featured in FEMA's fire station design manual.

Licenses

Registered Architect: NCARB,
Connecticut, MD, MA, NJ, NH,
NY, PA, VT, VA

Education

Bachelor of Science in Building
Science,
Rensselaer Polytechnic
Institute, 1968

Expertise

Firematic Design
Project Management
Cost Estimating
Public Support
Energy-Efficient Building
Design

Affiliations

American Institute of
Architects, International
Association of Fire
Chiefs, NFPA, NYSAFC

Years of Experience

30 Architecture
40+ Building, Solar &
Energy Expertise

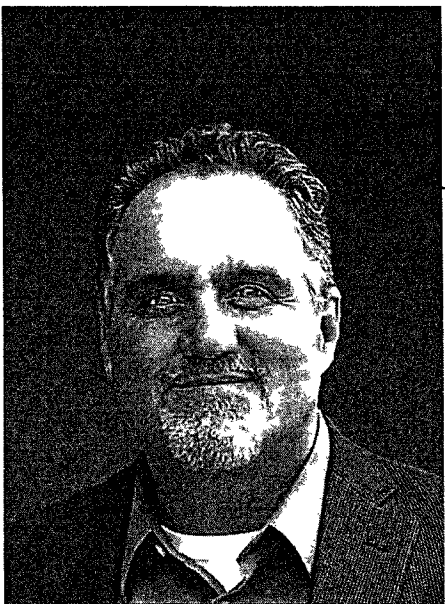
Project Experience

Beacon (NY) Fire Department/City Hall
Beukendaal (NY) Fire District
Carver (MA) Fire Department
Cortland (NY) Fire Department
East Putnam (CT) Fire Department
King of Prussia (PA)
Lancaster (PA) Fire Department

Long Hill (CT) Fire District
Midway (NY) Fire District
Newburgh (NY) Master Plan Study
N. Castle Fire (NY) District #2 Armonk
Peekskill (NY) Fire Department
Philadelphia (PA) Fire Department

Awards And Recognition (Since 2003)

2021 Firehouse Station Design Award Notable Design, Purchase, NY Fire Station
2020 Firehouse Station Design Award Notable Design, Long Hill, CT Fire Station
2019 Firehouse Station Design Award Gold, Peekskill NY Fire Headquarters
2018 Firehouse Station Design Notable Design Award, Schoharie, NY Fire Station
2018 Firehouse Station Design Notable Design Award, South River, NJ Fire
2017 Firehouse Station Design Gold Award, Town of Carver, MA Fire HQ (3)
2016 Firehouse Station Design Bronze Award, Town of Glenville, NY Fire Station
2015 Firehouse Station Design Notable Design Award, East Putnam, CT
2014 Station Design Recognition Award, F.I.E.R.O., Valley Forge, PA Fire Station
2013 Firehouse Station Design Notable Design Award, Slingerlands, NY
2012 Station Style Notable Design Award, Fire Chief Magazine; Rensselaer, NY
2011 Station Style Bronze Award, Fire Chief Mag; Holden, MA Safety Facility (3)
2010 Station Style Notable Design Award, Fire Chief Mag; Briarcliff Manor, NY
2009 Station Style Notable Design Award, Fire Chief Magazine; Philipstown, NY
2008 Station Style Notable Design Award, Fire Chief Mag; Skaneateles, NY (1)
2007 Station Style Notable Design Award, Fire Chief Mag; Chestertown, NY (2)
2006 Station Style Gold Award, Fire Chief Magazine; Hudson, NY Fire Station (2)
2005 Station Style Gold Award, Fire Chief Magazine; Armonk, NY Fire Station (2)
2004 Station Style Notable Design Award, Fire Chief Magazine; Herman, PA
2003 Station Style Gold Award, Fire Chief Magazine; Cayuga Heights, NY (2)



Licenses & Certifications

Executive Fire Officer
Emergency Medical Technician
Wisconsin State Fire Inspector
Hazardous Material Response Technician
Wisconsin Fire Service Instructor I

Education

Associate Degree
Fire Science Technology
Fox Valley Technical College
Appleton, WI

Business Administration
Lakeland College
Plymouth, WI

Executive Fire Officer (EFO)
Program Graduate
Emmitsburg, MD

Professional Associations

(Past and Present)
International Association of Fire Chiefs
National Fire Protection Association
Wisconsin State Fire Chiefs Association
North Central Fire Chiefs Association
International Association of Arson
Investigators
Wisconsin Association of
Hazardous Materials Responders
Wisconsin Emergency
Medical Technician Association
Wisconsin Technical College System
Fire Service Advisory Board on
Education and Training - Co-Chair

Years of Experience

47 years

James Schmidt



Emergency Services Specialist

James Schmidt's career began in 1979 as a Fox Valley Technical College (FVTC) cadet firefighter at the Town of Grand Chute and Oshkosh Fire Departments. In 1982, Jim was hired by the City of Marshfield Fire and Rescue Department as a Firefighter/Emergency Medical Technician. He worked his way up the ranks and as a Deputy Fire Chief responsible for a number of programs and duties including emergency response and management of career Fire/EMS personnel, coordination of the Fire Investigation Program, Special Operations Training/Response (Hazardous Materials, Elevated Rescue, Confined Space Rescue, Trench Rescue), and the development of a Regional Training Center.

In 2007, Jim was promoted to Fire Chief and is most proud of the relatively small part he played in changing the culture of the department. In addition, under Jim's direction, the department was able to add staff and build Wisconsin's first Gold LEED Central Fire Station in Marshfield. Shortly after completing the National Fire Academy's Executive Fire Officer (EFO) program, Jim was able to continue moving the department forward by reducing the city's Insurance Services Office (ISO) rating and embracing many state and federal grant opportunities to help off-set the costs of new Personal Protective Equipment (PPE), a Medium Duty Rescue Truck, Self contained Breathing Apparatus (SCBA's), and SCBA Air Compressor.

In 2013, Jim retired as the Fire Chief of the City of Marshfield but has remained active in the fire service. Jim joined the Town of Rock Volunteer Fire Department as a Safety Officer/First Responder and authored the department's Standard Operating Guidelines, became a State Representative for the Wisconsin Technical College Fire Service Training section, accepted an interim Fire Chief position with the Rothschild (Combination) Fire Department (2015), Interim Fire Chief with the Town of Rome (Volunteer) Fire Department (2016). In addition, Jim started a consultant business specializing in assisting communities in the fire chief hiring process, mentoring new fire chiefs and upper level managers, and the consolidation of fire departments.

Project Experience

Wausau, WI – Fire Station Design, Police Station Remodel
Chisholm, MN – Fire Station Design, City Hall Design, Joint Training Facility Design
Bloomington, MN – Fire Station Designs (Five)
Greenville, WI – Fire Station Design & Referendum Assistance
St. Peters, MN – Fire Station Design
Town of Superior, WI – Fire Station Design
River Falls, WI – Fire Station & EMS Station Design
Williams Bay, WI – Fire Station Design
Elk River, MN – Fire Station Designs (Three), Police Station Remodel, Joint Training Facility Design



Kimberly Grabinski, RA

Architect

Kim is a licensed architect in six states with 18 years in the industry. She has worked on a range of projects including light industrial, commercial, municipal, and educational facilities. Her prior experience includes managing the design department for small design-build industrial projects and working as a staff architect for educational and maintenance facilities.

Project Experience

Beaver Dam Fire Station & City Hall, Beaver Dam, WI
Knoxville Public Safety Building, Knoxville, IA
Platteville Fire Station, Platteville, WI
Lakeside Fire District, Station 2, Edgerton
Green Bay Fire Department, Green Bay, WI
Hartford Fire & Rescue Station #2 Concept Design, Hartford, WI
Lafayette County EMS, Darlington, WI
Town of Milton, Town Hall/Police Facelift, Milton, WI
Oregon Area Fire EMS Space Needs Analysis, Oregon, WI
Palmyra Fire & Rescue, Palmyra WI
Union Grove - Yorkville Fire Dept Union Grove, WI
Village of Harrison Public Safety Building Study, Harrison, WI
Wausau Central Fire Station, Wausau, WI

Licenses & Certifications

Registered Architect, MN, WI, IL, IA,
MI

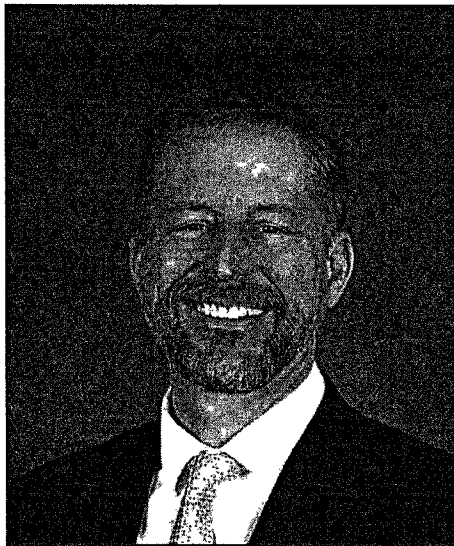
Education

BArch, University of Illinois at
Chicago

Years of Experience

18 years





Principal

Licenses & Certifications

Professional Engineer: AZ, CT, FL, MA,
MT, NH, NY, OH, PA, TX, WV

LEED Accredited Professional

Education

BS, Architectural Engineering
Technology, Vermont Technical
College

AAS, Architectural Engineering
Technology, Alfred State College

Years of Experience

30 years

Affiliations

American Society of Heating,
Refrigeration, and Air Conditioning
Engineers (ASHRAE)

National Fire Protection Association
(NFPA)

National Council of Examiners for
Engineering and Surveying (NCEES)
Membership

Additional Training

ANGI CNG Fuel Station Training

NGVi CNG Fuel Station Operation
and Maintenance Training

NGVi CNG Fueling Station Design
Training

James Winde Jr., PE, LEED AP

Senior Mechanical Engineering

Jim has decades of engineering, technical leadership, and project management experience. His multi-discipline project experience includes an in-depth, creative, and budget conscience approach to facility renovations, upgrades and energy improvements. He also has heating, ventilating and air conditioning (HVAC) systems expertise for new and existing buildings. Jim has successfully completed well over 100 renovation and facility improvement projects ranging from \$50,000 to \$60 million. Jim has received the 2006 and 2016 ACEC Gold Award for Engineering Excellence.

Project Experience

Derry Fire Department, Central Station Headquarters, Derry, NH

City of Niagara Falls, Highland Ave Fire Station, Niagara Falls, NY

Ithaca Fire Department, Station 2, Ithaca, NY

Town of Greenville, Greenville Fire & EMS Station, Greenville, WI

La Pointe Fire Station, La Point, WI

Chisholm Fire Station, Chisholm, MN

South Line Fire Training Facility, Cheektowaga, NY

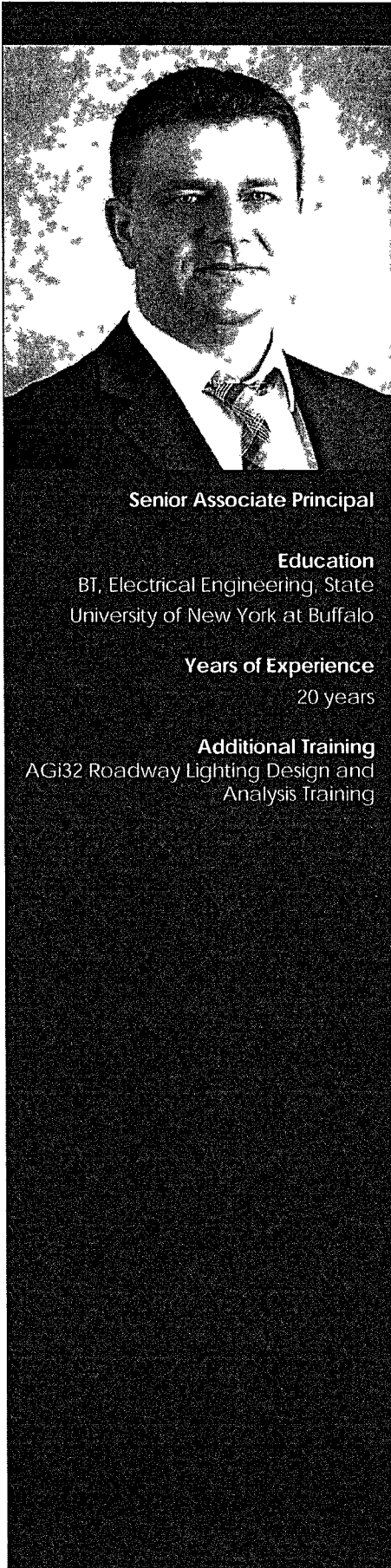
Orleans County, Public Safety Building, Albion, NY

VA WNY Health Care System, Mental Health Unit Renovation Ward 10A, Buffalo, NY

VA WNY Health Care System, 13th Floor Heating Modifications and Abatement, Buffalo, NY

VA WNY Health Care System, PET/CT Suite Renovation, Buffalo, NY





Ruslan Belous

Electrical Engineering

Ruslan has over a decade of experience in electrical design which includes lighting, power, fire alarms and systems for new and existing buildings. He has worked on numerous school renovation projects, new building utilities, primary and secondary power distribution, and emergency generator installations both for private and public installations.

Project Experience

City of Baraboo, Fire/ EMS Station, Baraboo, WI

City of Cold Spring, Public Safety Building, Cold Springs, MN

Town of La Pointe, Fire Station, La Pointe, WI

Westport Public Safety Facility Study, Westport, CT

Ithaca Fire Department, Ithaca, NY

Doyle Fire District, Cheektowaga, NY

Cambria Volunteer Fire Company, Cambria, NY.

North Bailey Volunteer Fire Company, Amherst, NY

Farmington Volunteer Fire Association, Farmington, NY

Chisholm Fire Station, Chisholm, MN

Platteville Fire Station, Platteville, WI

Noroton Heights Fire Station, Darien, CT

Cortland Fire Station Cortland, NY

Monroe-Lakeside Fire and Rescue Company, Lakeside Fire & Rescue, Edgerton, WI:

Orleans County, Public Safety Building (PSB), Albion, NY

La Crosse Station No. 2, Design & Replacement, La Crosse, WI

Town of La Pointe, Fire Station, La Pointe, WI

Creedmoor Volunteer Fire Department, Station 1, Creedmore, NC

Senior Associate Principal

Education

BT, Electrical Engineering, State
University of New York at Buffalo

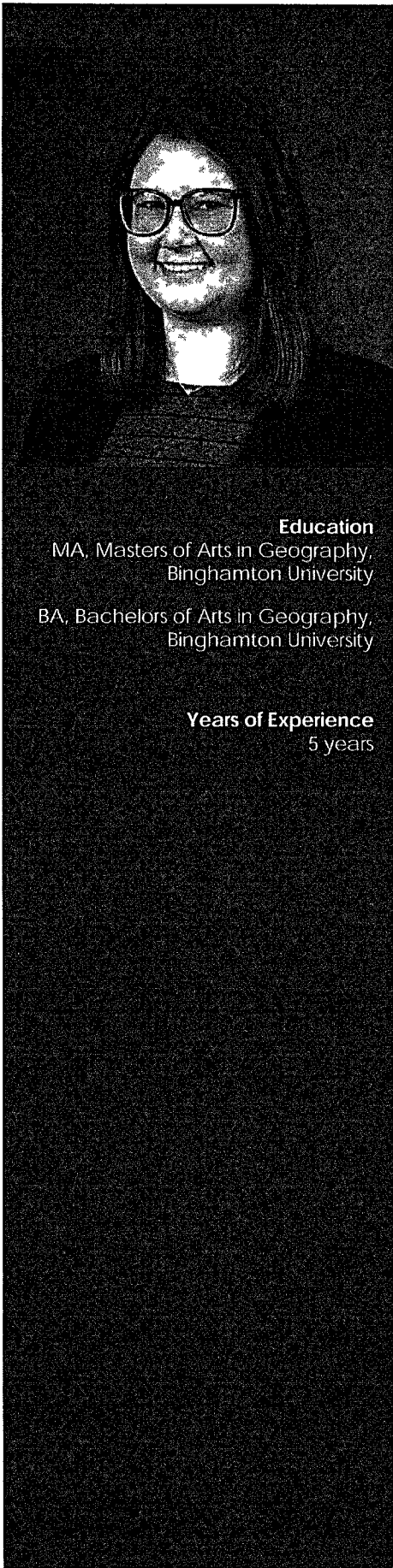
Years of Experience

20 years

Additional Training

AGI32 Roadway Lighting Design and
Analysis Training





Katherine Cox

GIS Analyst

Katherine is a skilled GIS analyst with a Master of Arts degree in Geography. With a strong expertise in utilizing ArcGIS software, Katherine has successfully transformed utility data into a consistent format ensuring accurate spatial representation. Additionally, her extensive experience in conducting fieldwork has provided her with a comprehensive understanding of real-world data collection and validation processes, making Katherine a valuable asset in geospatial analysis and decision making.

Project Experience

Altoona Fire & Rescue GIS Study, City of Altoona, WI
Beaver Dam Fire Station & City Hall GIS Study, Beaver Dam, WI
Brainerd Fire Department, GIS Study, Brainerd, MN
Eagle Lake Fire Department, Eagle Lake, MN
Fond du Lac Fire Department, Existing Conditions, Fond du Lac, WI
Eau Claire Fire Station No. 2, Eau Claire, WI
City of Oakdale, Fire Station GIS Study, Oakdale, MN
Holmen Area Fire Department, Holmen, WI
Lafayette County EMS, Darlington, WI
Oregon Area Fire EMS Space Needs Analysis, Oregon, WI
Sun Prairie Fire and Rescue Company, Sun Prairie, WI
Woodbury EMS Fire GIS Site Analysis, Woodbury, MN

Education

MA, Masters of Arts in Geography,
Binghamton University
BA, Bachelors of Arts in Geography,
Binghamton University

Years of Experience
5 years



3.

Project & References





REFERENCES

The public safety clients and associated projects referenced below are examples of the experience our team brings to your project, whether a study or complete design. Every one of these projects brings with it a certain set of knowledge gained that can ultimately be passed on to our clients.

Lakeside Fire-Rescue

(Edgerton, WI)
Randall L. Pickering, Fire Chief
pickeringr@edgertonfire.com
(608) 332-9462 (cell)

Watertown Fire Station Study

Emily McFarland (Former Mayor)
(920) 998-5874
mcfarland@gmail.com

Knoxville Public Safety Building

Heather Ussery, City Manager
City of Knoxville
305 S. Third St.
Knoxville, IA 50138
(641) 828-0550
www.knoxvilleia.gov

Village of Harrison

Chad Pelishek, Village Manager
W5298 State Road 114
Harrison, WI 54952
(920) 989-1062, ext 109

Green Bay Fire Department

Matthew Knott, MS, EFO, CFO
Fire Chief
(920) 448-3278
Matthew.Knott@greenbaywi.gov

Baraboo Area Fire & EMS District

Kevin G. Stieve, Fire/EMS Chief
City of Baraboo Emergency
Management Director
(608) 356-3455
kstieve@baraboofireandems.com

Superior Fire Department

Camron Vollbrecht, Fire Chief
3326 Tower Avenue
Superior, WI 54880
(715) 395-1680
Direct: (715) 395-1644

Town of Greenville

Eric Kitowski, Deputy Fire Chief
(608) 358-1942
Ekitowski@townofgreenville.com

La Crosse Fire Department

Blane Neher, Assistant Chief
726 5th Ave S
La Crosse, WI 54601
(608) 789-8042
neherb@cityoflacrosse.org

Sheboygan Fire Station #2 & #3

Casey Bradley, City Administrator
City of Sheboygan
828 Center Avenue
Sheboygan, WI 53081
(920) 459-3287
casey.bradley@sheboyganwi.gov

Village of Suamico

Alex Kaker
City Administrator
(940) 434-2212
villageadministrator@suamico.org

Cloquet Area Fire District

Jesse Buhs, Fire Chief
Cloquet, MN
(218) 380-9840



Station Highlights:

Public Private Partnership
Multi-use facility with Fire Station
headquarters
Three story fire station
Redeveloped Site

New Construction

Construction in Spring 2026

\$19 million Construction Cost

Contact:

Matthew Knott, MS, EFO, CFO
Fire Chief
Green Bay Metro Fire
Department
(920) 448-3278 Office
M: (920) 615-8958 Mobile
Matthew.Knott@greenbaywi.
gov/greenbaywi.gov/fire

GREENBAY FIRE/EMS STATION

Green Bay, WI

The condition of the existing infrastructure for the Green Bay Fire Department Headquarters facility was visibly in dire need of addressing. The department hired Five Bugles Design to review the conditions of Station 1 formally as well as Station 3, do a GIS analysis of their department to determine where their stations ought to be located for best coverage, and to create concept plans for a large, combined single replacement facility. During this study, a catastrophic event happened, forcing the department to relocate their administration immediately. Replacement moved from a future goal to an immediate need.

Several locations for a replacement station were considered. The site needed to be large enough to house this large station, to be near downtown for both coverage needs and for best practice as their headquarters facility, and there was a desire to have a training facility, including a live-fire burn tower on-site.

With property owned by Green Bay's Redevelopment Authority, an idea of a combination mixed use facility, fire station headquarters and public-private partnership came into reality. Five Bugles Design was brought on with partners General Capital Group and Engberg Anderson to conceptually plan this project on the old Badger Manufacturing site located on S. Broadway Street, one block from the Fox river, and along an abandoned railroad line. Badger Manufacturing vacated this property several years ago, after an on-site fire, and was willing to sell the property to the city for this PPP project.

The PPP project will include razing the entire manufacturing facility, remediating the soils after PFOS contamination, and constructing a five-story mixed use facility and a three-story headquarters station for the Green Bay Fire Department.

The fire department, in order to fit onto the property, is designed with fire apparatus, apparatus support, personal decontamination, and a watch office on the first floor of the building. The second floor will house the living quarters for the station, including twelve dorms, four single-user all-gender toilet/shower rooms, a large exercise room, and their kitchen, dining, and day rooms. The third floor of the station will extend over all the apparatus bays. This level will house the department's administration as well as a large training room.

Careful consideration for departmental relationships, function, and most importantly, response times, were taken throughout the design of this facility. This was especially important with such a limited site, and so much program needing to be addressed.

A connected atrium will bridge the gap between the fire station and the mixed-use facility. This atrium will boast images and artifacts of the department's history, allowing all visitors to view when they come to the station.

The design of the station is underway, with construction expected to begin on the mixed-use side of the facility in the late fall 2025, and the fire side of the facility in late Spring 2026.



Conceptual Image courtesy of Engberg Anderson



Station Highlights

- Design of a Public Safety Campus; Fire, Police, Municipal Courts
- City's new emergency operations center
- Multiple training rooms
- New accessibility for both police and fire

Completion Date

Construction: Summer 2026

Project Cost

\$30 million

Reference

Casey Bradley,
City Administration
City of Sheboygan
828 Center Avenue
Sheboygan, WI 53081
casey.bradley@sheboyganwi.gov

SHEBOYGAN PUBLIC SAFETY CAMPUS

Sheboygan, WI

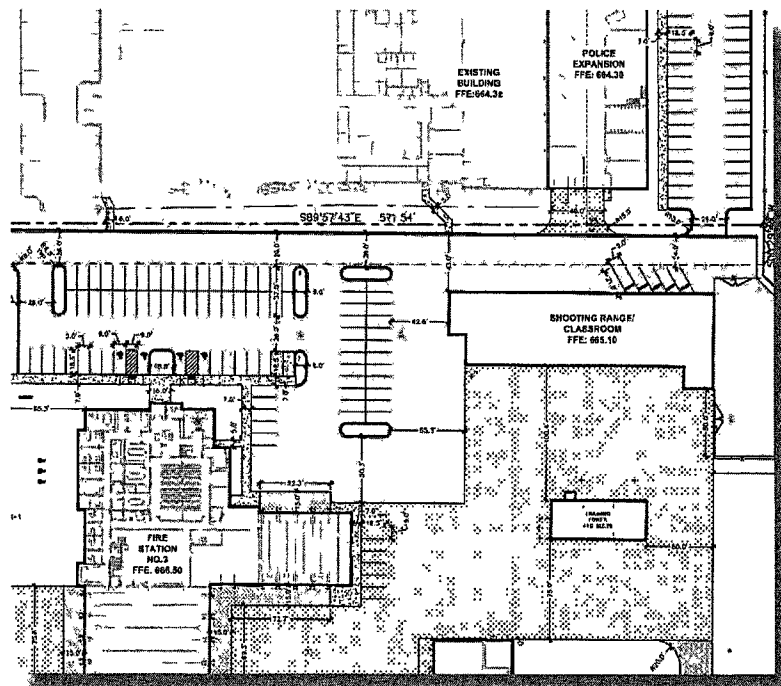
In a 2019 study, it was revealed that Fire Station 3, the headquarters of the Sheboygan Fire Department, and its fire training tower were in poor condition and needed replacement. The study emphasized the importance of keeping the new facility within a few blocks of the current location to ensure efficient response times. Coincidentally, a parcel of land just one block away became available for purchase, formerly housing the Sheboygan County Maintenance Department, allowing for the development of a Public Safety Campus. Five Bugles Design, a Wendel Company, was engaged to bring this concept to fruition.

The new campus will house the Sheboygan Fire Station 3 Headquarters, a support garage for less frequently used apparatus, a live-fire burn tower, and a dirty classroom with an indoor firing range. Additionally, the police department will see an expansion for fleet and evidence storage. Fire Station 3 will feature a two-story design, with administrative, training, exercise, and decontamination facilities on the first floor and living quarters on the second.

A large, centrally located training room will serve as the City's emergency operations center (EOC) and is adaptable for various training sizes. Exercise space will be secured for exclusive use by the police department. An additional support garage will accommodate off-season equipment and less frequently used items. A live-fire training building will be constructed north of the support garages for use by the fire and police departments, as well as the Department of Public Works, for specialized training.

Between the existing police department and the live-fire building, a dirty classroom and indoor firing range will be established, allowing for immediate training feedback and utility for responders in dirty gear. The firing range will feature a 25-yard design with ten interior lanes and additional vehicular access. The campus design features a new police department access point from the south, which facilitates a drive-through fleet garage and additional storage solutions.

Design is currently through Schematic Design with construction expected to start in late 2026 or early 2027.



Station Highlights:

- 48,000 sf central station
- Dedicated & Flexible Emergency Operations Center (EOC)
- Satellite Station with most of the same features as Station 1

Station #1: \$15,200,000 (estimate)

Station #2: \$5,700,000 (estimate)

New Construction

Bidding Fall 2025

Contact:

Kevin G. Stieve

Fire/EMS Chief

Baraboo Area Fire & EMS District

City of Baraboo Emergency

Management Director

(608) 356-3455

kstieve@baraboofireandems.com

CITY OF BARABOO FIRE/EMS STATION

Baraboo, WI

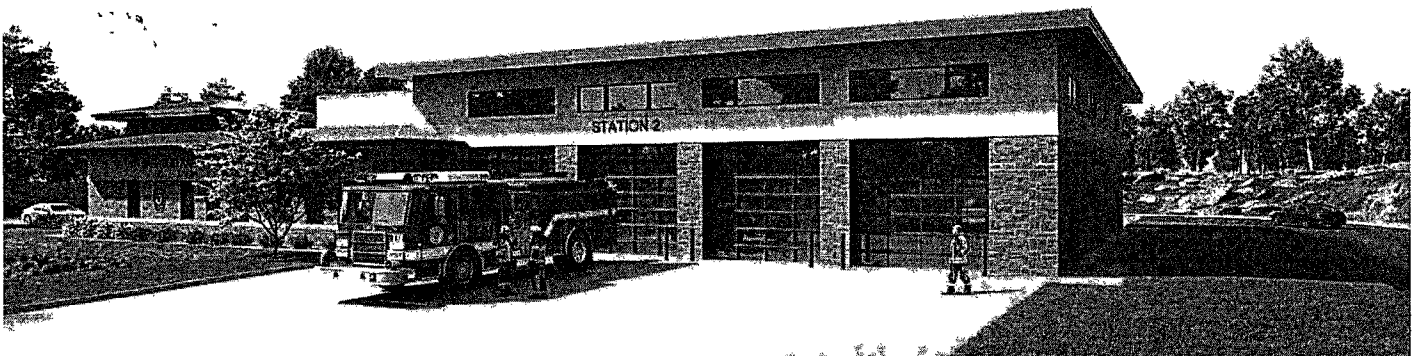
Five Bugles Design provided design and construction services for the City of Baraboo's new fire station. During early programming and facility tours, it was determined that with the city's current needs and anticipated growth, a satellite station was needed in the immediate future. This led to the project scope expanding to include the concurrent design of one large, central station, and a smaller satellite station.

The 48,000 sf Central Station will serve as the department's headquarters, and primary training facility. Three primary factors influenced the layout of this facility: response times, particularly with such a large facility; the desire to separate day-to-day operations; and the quantity of apparatus and support vehicles. All three of these factors drove the resulting design, in addition to the standard concerns of safety and civilian/departments interaction.

Features of the station include the departments administration, dedicated and flexible Emergency Operations Center (EOC), extensive training facilities, exercise space, a mental health room, personal decontamination, and living quarters for ten.

The smaller satellite station provides most of the same features as Station 1, at a smaller scale. This includes office space, a watch room, three drive-through apparatus bays, personal decontamination spaces, exercise room, training facilities, and living quarters for six.

The project design is completed, with bidding set to occur in Spring 2026



Station Highlights:

- 31,000 SF
- Volunteer Department, planning for future career staff

New Construction

Estimated cost of work: \$12.5M

Estimated total project cost: \$14M

Anticipated Opening: 2026

Contact:

Ryan Simmons Fire Chief
City of Platteville
275 E. Main St.
Platteville, WI 53818
608-348-7826
firechief@platteville.org

PLATTEVILLE FIRE DEPARTMENT

Platteville, WI

The Platteville Fire Department is a volunteer department, located in the southwest corner of Wisconsin. In winter 2020, Five Bugles Design was hired to conduct a study of their existing 1960's facility. After consideration of the two-story facility, with incredibly low floor-to-floor heights, and an extremely landlocked site, it was determined that a new facility should be designed and constructed to replace the existing station.

The new station will be a new construction, single-story facility, with a mezzanine, and will be located on the site of the former EO Gray Learning Center. The station's seven apparatus bays will be prominently located on the intersection of US Highway 51/W. Adams Street, and N. Chestnut, which is a major path of travel out of Platteville to the north.

Upon entering the station, visitors will

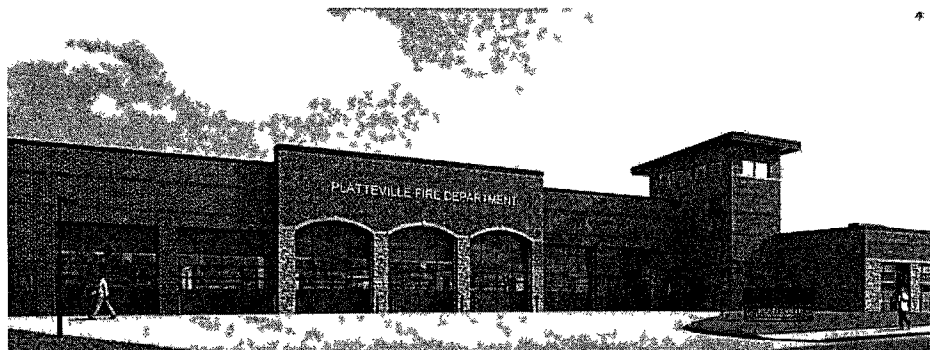
enter a large lobby with historic displays. This lobby will then allow access to a large training room, public toilet rooms, and the district's administration. The training room will allow for seating for 60 in tables and chairs, will have a dedicated kitchen, and will have storage spaces.

The administration zone will be comprised of an open office, a work room, three private offices, and a conference room, which will have access to the lobby. Located directly off the administrative spaces will be the command garage, which will house the department's smaller vehicles.

Located just off the public zone, the core of the facility will house the staff support spaces, such as the watch room, workshop, self-contained breathing apparatus (SCBA) clean and fill station, gear lockers, gear laundry and decontamination all-gender toilet/showers. These spaces will have direct access to the apparatus bay, which will have seven drive-through bays.

Though the department is currently volunteer based, the administration is looking out for their volunteers, as well as looking to the future needs of the department. Because of this, seven single-user dorm rooms will be constructed, as well as two all-gender single-user toilet rooms, a kitchen, dining room, and day room. Until the department becomes full time, the dorms could be used by local university students who serve the department, or by other volunteers during anticipated weather events.

The project is currently under construction, with occupancy scheduled for Spring 2026.



Station Highlights:

- Career department
- 24/7 response to 4 communities
- Combined fire and EMS facility
- EMS response with four ambulances

2026 - Expected Occupancy

Jesse Buhs, Fire Chief
Cloquet Area Fire District
O: (218) 499-4258
M: (218) 380-9840

CLOQUET FIRE STATION

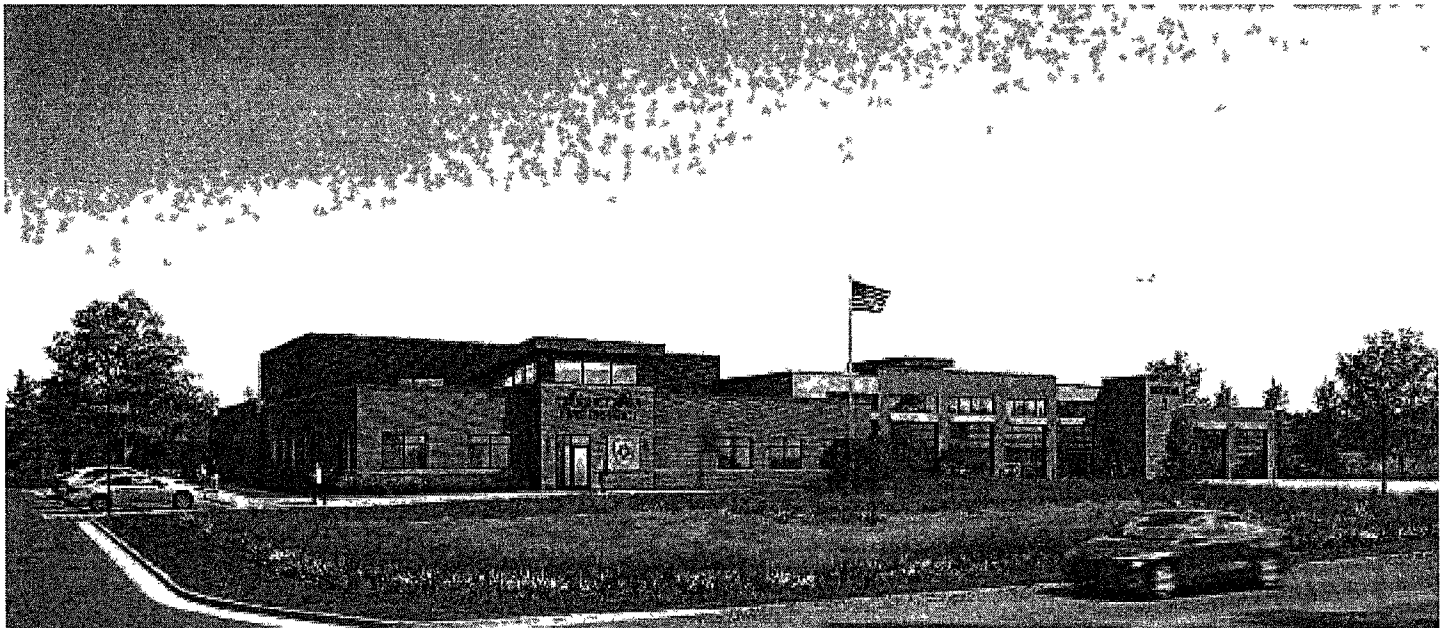
Cloquet, MN

The Career Fire Department of Cloquet Area Fire District serves several cities and townships from leased space in three aging stations. Wendel Five Bugles Design was contracted to do a pre-design study for the district with the intent of consolidating services into a new headquarters facility. Services included programming, schematic design, and site analysis in 2018.

In 2025, the district then hired Five Bugles Design to complete the design, bidding and construction administration and to reduce the overall square footage by approximately 7,000 SF.

Significant rock removal was required for this new facility, built on an undeveloped area of the City of Cloquet. The two-story building consists of full department administration, decontamination areas, PPE storage, full training tower and apparatus bays on the first floor level. The second level consists of a full living quarters with a fire pole to the bays.

Completion of the facility is scheduled to occur the Fall 2026.



Station Highlights:

- Five drive-through apparatus bays
- State-of-the-art personal decontamination,
- ICC500-rated storm shelter
- Training tower
- Watch room
- 40-Person training room

New Construction

Project Cost: \$6.5 million

Kris Dockendorf

City Administrator

City of Cold Spring

(320) 685-3653

kdockendorf@coldspring.govoffice.com

COLD SPRING PUBLIC SAFETY BUILDING

Cold Spring, MN

The new Cold Spring fire station, located in the river district of downtown Cold Spring, was designed as a replacement facility for the volunteer department. The new station features five drive-through apparatus bays, state-of-the-art personal decontamination, a ICC500-rated storm shelter, training tower, watch room, and a large training room, with seating for forty.

The facility's location brought several challenges that were resolved during the design process, including granite, a challenging site footprint, contaminated soils, and aesthetic convenience.

Located on just 1.84 acres of land, the property included a large granite outcropping on the eastern portion of the site, and a privately owned parcel of land, approximately 30' wide, which juts into the western property line approximately 40'. These two barriers created a pinch point for the facility, dictating its width and location. The facility was designed to maximize the frontage onto Main Street, while still maintaining all bays as drive-throughs and attempting to avoid blasting granite as much as possible.

Having previously been used by a manufacturer and brass refinery, contaminants were found in the soils. Soils on site were required to be removed from under the footprint of the facility and tested if they were taken off site. Any soils that tested positive for contaminants were removed to approved landfills.

Finally, the exterior façade of the building needed to work within the required convenience. The covenant dictated material usage and colors, heights, the percentage of glazing on the façade, and allowable roof types. This required reviews with the City and Cold Spring Granite for approval prior to design.

The new station will upgrade the department with on-site training, decon spaces, and safe apparatus areas. Special touches were also included in the project, including the maltase cross on the stations' façade, which will be craved and sandblasted out of granite by the fire chief.

The project was completed in the Summer 2025.



Station Highlights

- Public safety building with city, police and fire services.
- Shared training/council chambers
- State-of-the-art decontamination area
- Evidence processing and storage
- Squad parking
- Full career police, fire hall city hall

Completion Date: Fall of 2026

Project Cost: \$16 million

Contact:

Heather Ussery | City Manager
City of Knoxville
305 S. Third St. Knoxville, IA 50138
Ph.(641) 828-0550
www.knoxvilleia.gov

KNOXVILLE PUBLIC SAFETY BUILDING

City of Knoxville, Iowa

The City of Knoxville, Iowa contracted with the Wendel's public safety team to provide a conceptual study for a new facility to house its existing police department, city hall, and fire department. Our team also provided GIS services to ensure that the new facility would be located correctly in the city regarding response times.

After completion of the study and GIS, the Five Bugles team designed construction documents for the new Knoxville Municipal Building. The new facility is approximately 38,120 SF of which 9,110 SF is considered shared spaces such as the sixty-person training room/council chambers, exercise room, lobby, mechanical, break rooms, records storage, and conference rooms.

The police department space includes an office for the chief and administrative captain, with a separate entrance for the staff away from the public. Offices for the patrol lieutenants, sergeants, and patrol officers are near each other for proper flow. The facility includes proper evidence intake, evidence processing, and evidence storage. The locker room facilities include toilet showers/changing rooms, and the facility also provides quartermaster storage, duty bag storage and squad parking full for six squads.

For the fire department, the administration area includes five offices and a separate entrance for staff from the public as was done for the police. The living quarters are complete with a kitchen/dining/day room that is an open concept and flanked by sleeping quarters for nine individuals. Apparatus support areas include proper cold/hot zone decontamination areas, PPE Storage, SCBA clean and Fill, workshop area, EMS Storage, and a hose tower for drying hose. A watch office and command office overlook the entire apparatus bay, which has four bays for ambulances and an additional four bays for fire apparatus with room to grow in the future.

On the city administration side, the plan includes a front lobby area where administrative staff will welcome guests from both the city services side and the law enforcement side. City government includes five offices as well as an open area that has seating for four additional staff.

The project is currently beginning construction and will be completed in the Spring 2027.



Station Highlights:

Station 1:

- 32,680 SF
- New Construction
- Two-Story
- Satellite Station with Headquarters
- Will have space for third-year off-duty interns
- Estimated cost of work: \$16.3M
- Estimated total project cost: \$19.3M

Station 2:

- 20,260 SF
- Renovation & Addition
- Single-story facility
- Space for first-or second-year off-duty interns at adjacent facility

Estimated cost of work: \$8.5M

Estimated total project cost: \$10.1M

Station 3:

- 16,840 SF
- New Construction
- Single-story

Estimated cost of work: \$8.7M

Estimated total project cost: \$10.4M

Station 4:

- 21,175 SF
- New Construction
- Single-story
- Space for first- or second-year off-duty interns

Estimated cost of work: \$10.5M

Estimated total project cost: \$12.6M

Phase: Design Development

Anticipated Opening: Phased: 2026 - 2028

Contact: Randy Pickering, Fire Chief,
pickeringr@edgertonfire.com

LAKESIDE FIRE DISTRICT

Edgerton, WI

The Lakeside Fire District is comprised of 11 municipalities in south central Wisconsin. They serve a geographical area of 220 square miles across three counties, 19.7 miles of Interstate 39/90, and portions of Lake Koshkonong, as well as the Rock, Yahara, Badfish, and Koshkonong rivers. Founded in 2023, the new district is now in need of multiple facilities to cover their diverse and vast district.

Prior to the formal founding of the District, Five Bugles Design worked with several of the individual municipalities to create concept plans for new stations. Once the district formed, these concepts, as well as their locations, were reconsidered. Ultimately, the department determined it was best to design and construct four stations, as well as a headquarters facility.

Station 1: Newville & District Administration is designed as a new construction, two-story facility, in Newville, WI. This location is centralized within the district, is adjacent I39/90 for quick access, and is located just off the base of the Rock River and Lake Koskonong. Being designed for equity, the Satellite Station 1 will comprise the lower level of the facility. This will be comprised of living quarters for both on-call staff and three off-duty third-year interns, personal decontamination (decon), apparatus support, and will have direct access to the apparatus bays. The upper level of the facility is designed to accommodate the districts administration; small, dedicated space for the Wisconsin Department of Transportation; and central training for the district.

Station 2: Edgerton is an existing facility that will be partially razed, renovated, and an addition will be constructed. This facility will feature living quarters for the

on-duty staff, a small training room, station administration, apparatus support spaces, and apparatus bays. The off-duty first- or second-year interns will be housed in a facility located on the adjacent property.

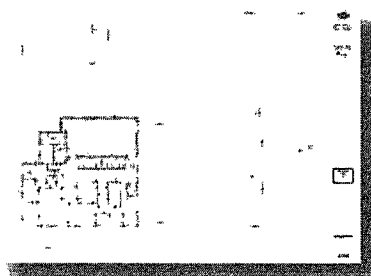
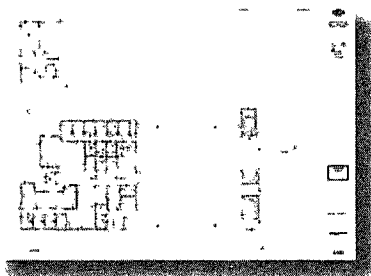
Station 3: Milton West is a new construction, single-story facility with a mezzanine. This station will be constructed on a greenfield site, located along side the local high school. Special consideration was given to this site due to the high school traffic, which can dramatically increase at peak times. An additional drive will be constructed to the north, in case the school traffic will impact response. Additionally, with the internship program being a two- or three-year program (two for fire-fighter, three for paramedic), this will be the only station that will not house interns.

Station 4: Milton East will be a new construction, single-story facility with a mezzanine. This facility will share a site with Town of Milton's Town Hall facility. By sharing a site, the District and the Town will be able to share amenities such as parking, a training room, and on-site water treatment. Station 4 will house six first- or second-year interns, as well as the on-duty staff.

Designed for equity between the stations, all stations will be designed with: living quarters, including kitchen, dining, day rooms, and a mothers / quiet room; individual dorms; individual all-gender toilet / shower rooms; personal decontamination including gear lockers, gear laundry and all-gender toilet / shower rooms; apparatus support; apparatus bays; training; and station administration including private offices, and a watch room with direct access to the apparatus bay.

The four buildings will all also share similar aesthetics and finishes for both the exterior and the interior finishes.

With the projects currently in design, it is intended that the four facilities will be constructed in an overlapping, phased approach; beginning with Station 4 and the Town Hall, then Station 3 and Station 1, and finally the renovation and addition of Station 2.



Station Highlights:

- 28,000 sf
- Two Story Facility
- Administrative & Living Quarters
- Training Requirements
- Exercise Room
- Decontamination Room
- Two Fire Poles

\$7,750,000 (estimate)

\$7,213,518 Cost of Work

**New Construction
Completed**

Contact:

Jeff Schott, Fire Chief
schottj@cityoflacrosse.org
O: (608) 789-7261
M: (608) 780-1757

LA CROSSE FIRE STATION NO. 2

LA Crosse, WI



Designed as a replacement facility for its existing Station 2, the new La Crosse Station 2 will serve the city's west side, housing a two-engine company and the department's administrative team. This 20,000 SF facility is to be located on a one-acre site alongside the University of Wisconsin - La Crosse. With the heavily trafficked La Crosse Street to the north, Oakland Street to the west, and UW-L to the east and south, the overall site design and layout of the facility focused on maintaining user safety, the need for a highly functional and response driven station and a "no back-side" aesthetic for the station.

The site was divided up with response on the north side of the facility (facing La Crosse Street), apparatus return and shift-working parking on the southeast side, and administration and visitor entry and parking on the southwest portion of the property. The facility was shifted as far west on the site as possible to maintain

grass and separation between the station and UW-L. Additionally, all four sides of the facility were given consideration to be appealing. Inside the facility, the overall layout continues to focus on safety for the responders and creating division between these three user groups. To do so, the first floor of the station is for responder use only and houses the watch/command office, dorms, personal decontamination spaces apparatus support spaces, and the exercise room, which opens to the apparatus floor for additional space. The station's small lobby directs visitors to the second level administration areas through an elevator and set of stairs.

On the second level, a small reception space adjoins conference room. Directly off reception is the department's administrative space, including private offices for the fire chief, assistant chiefs, division chief, fire investigators offices, an open office, the battalion chief's office, and a shared shift officer's office. The second level of the facility also houses the remaining living spaces, including the kitchen and dining space, a rooftop patio, and the day room. Two fire poles are located in these living spaces to allow responders to quickly move to the apparatus bay from the second level. Station 2 was completed in the Spring of 2023 with full occupancy occurring in June 2023. Wendel was contracted to perform all design and construction management activities using our Master Builder Approach.



Station Highlights:

- 13,816 sq ft, two-story facility
- Comprehensive hot zone, warm zone, and cold zone separation.
- Living quarters that include six gender neutral, single occupant bunkrooms, as well as a kitchen/dining/day room, TV room, and study.
- Classroom and physical training, watch room and offices for the station lieutenants and captain
- Full decon laundry with hot zonestshowers.
- EMS and firematic storage, and a mechanic's workroom

Completion Date

Summer 2025

Project Cost

\$14.3 Million

Client Contact

Robert Covert, Fire Chief
Ithaca Fire Department
rcovert@cityofithaca.org
(607) 272-1234
M: (607) 227-2683

ITHACA FIRE DEPARTMENT ITHACA, NY

Wendel's Public Safety Design Team provided programming and design for an innovative new fire station that advanced the City of Ithaca toward its climate action goals. The Ithaca East Hill Substation replaces the City's 1960's vintage College Town station. Wendel's scope included structural, mechanical, electrical, plumbing and fire protection engineering. In 2023, Wendel's role expanded to also provide Construction Management services. These services include preconstruction planning and estimating, as well as project management during construction.

The new fire station is 100% electric, operating carbon-free energy systems, a key sustainability element. The station will operate a ground-source heat pump system to maximize energy efficiency, reduce operating costs, and eliminate the need for a fossil fuel-based heating system.

The building is entirely heated and cooled through the combination of a water cooled variable refrigerant flow (VRF) systems and a water-to-water heat pump serving in-floor radiant heating. Terminal fan coil units and ductless split units serve each space. An energy recovery ventilator (ERV) ventilates the apparatus bay. Domestic water is provided through air-cooled heat pump water heater with electric backup.

The station is also designed with R-values above code, numerous details to reduce heat loss, and heat recovery ventilation. The project meets the 2020 NYS Building Codes, the NYS Stretch Energy Code and the Ithaca Green Code.



Station Highlights:

- 28,000 SF
- Two Story Facility
- Administrative & Living Quarters
- Training Requirements
- Exercise Room
- Decontamination Room
- Two Fire Poles

\$8,200,000 (estimate)

\$8,171,791 Cost of Work

**New Construction
Completed**

Contact:

Jeff Schott, Fire Chief
schottj@cityoflacrosse.org
O: (608) 789-7261
M: (608) 780-1757

LA CROSSE FIRE STATION NO. 4

La Crosse, WI



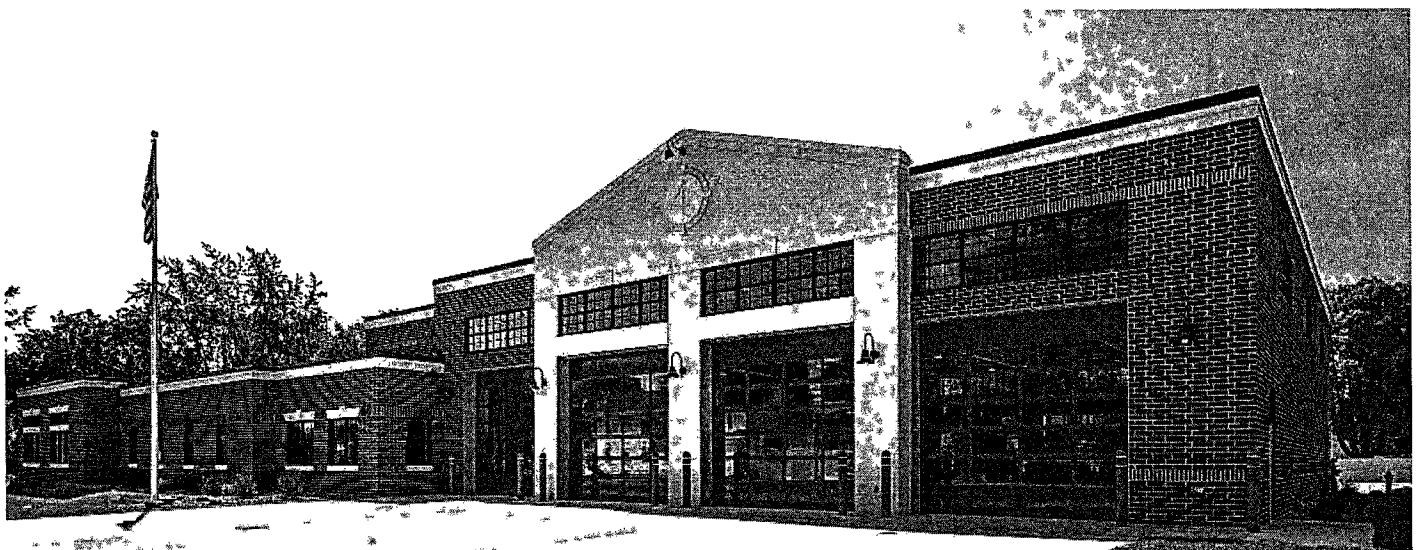
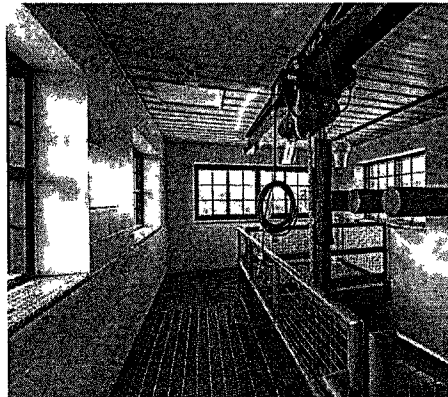
In the Winter 2021 and well into design of La Crosse Fire Station No. 2, Wendel's emergency services design team was hired by the City of La Crosse to design and ultimately perform construction management services on the City's new Fire Station No. 4, located on the north side.

The City purchased and razed seven homes next to its existing fire station No. 4 to become the fire station's new home. Original concepts also had the existing station no. 4 being demolished to allow for the construction of station no. 4, however the city elected to keep the existing station, allowing it to remain and potentially be purchased by a private entity.

This four bay station includes living quarters for eight personal, state of the art decontamination areas, exercise room and a watch office overlooking the front apron and apparatus bays.

Also included in the design is a community room with a generous lobby to display the department's rich history. Police entities are included in the design to allow for a "satellite" station for their use in lieu of traveling back to the main police headquarters.

The project construction was complete in Summer 2024 with Wendel performing all design and construction management activities using our MasterBuilder Approach



Completion Date
November 2024

Project Cost
\$10,334,000

Reference
Chief Thomas Lucchesi
Beacon Fire Department
1140 Wolcott Avenue
Beacon, NY 12508
M: (845) 857-3225
tlucchesi@beaconny.gov

BEACON FIRE HEADQUARTERS

Beacon, NY

The City of Beacon Fire Department is a blended department with career and volunteer firefighters who worked out of three stations. The City wanted to explore consolidation for the fire department and potentially the municipal offices. Between 2006 and 2022, the Wendel Public Safety Team completed five feasibility studies on consolidating two existing fire stations or building a new fire headquarters. We determined renovations and additions to the centrally located Lewis Thompkins Hose Company Station were viable solutions.

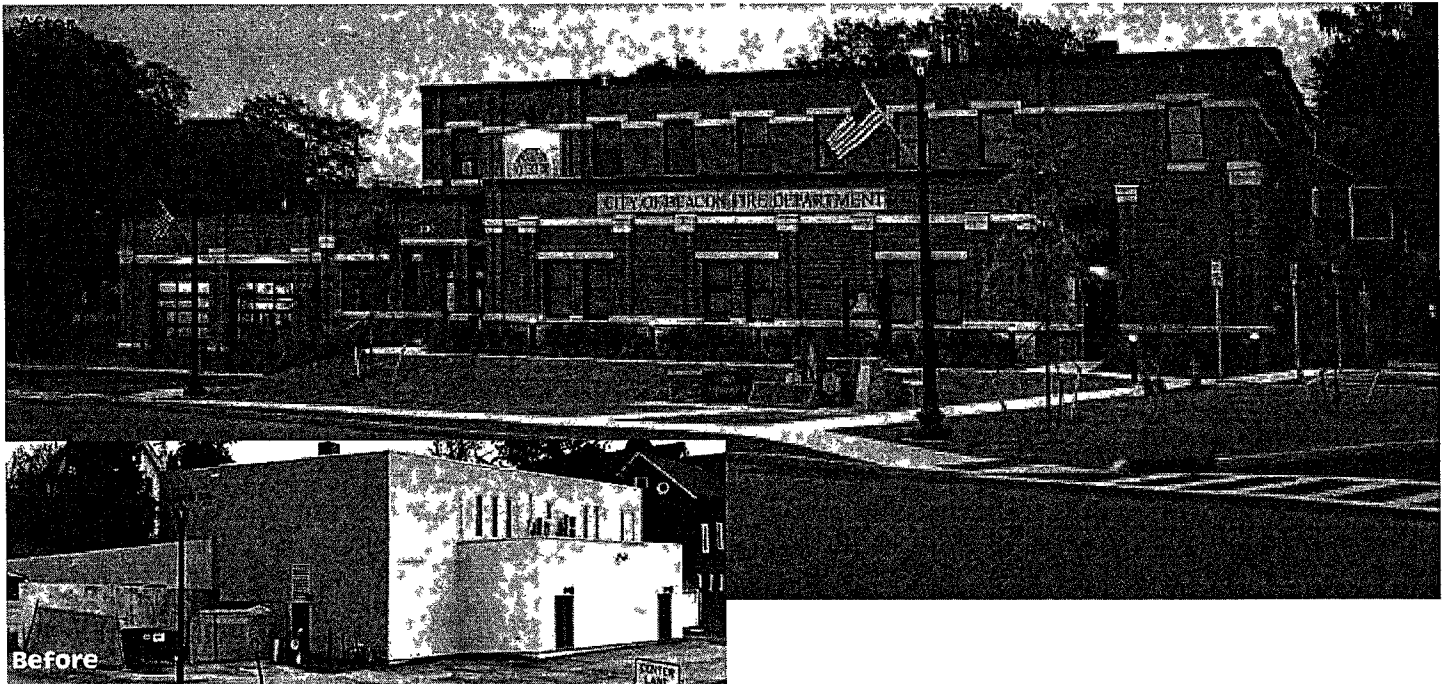
We ensured the building met the needs of the firefighters, increased public safety and aligned with the City of Beacon's sustainability goals by incorporating energy-efficient systems and green building materials.

To promote a healthy station, the project includes effective isolation of contaminants from living and office space, a user-friendly decontamination facility for firefighters, and increased heat recovery to remove carcinogenic byproducts of combustion brought back to the station from fire scenes.

Firefighters benefit from sleeping quarters isolated from operational noise to reduce sleep deprivation as well as peaceful living quarters to reduce the pressures of PTSD. There is adequate space to work around the fire apparatus without risk of injury and adequate storage to ensure there are no unnecessary trip and fall hazards on the floor.

During renovations, the existing building was used, preserving the structure and basic construction materials of the station. Exterior materials and detailing are consistent with the historic character of the Hudson River shoreline town. Construction materials were chosen based on maximum lifespan and ability to be restored, allowing the building to be used for more than 100 years.

The station is 100% electric, carbon-free energy systems. It uses a ground-source heat pump system to maximize energy efficiency, and reduce operating costs, eliminating the need for a fossil fuel-based heating system. It has R-values well above code requirements, and high efficiency heat recovery ventilation.



Station Highlights:

- 18,700 Sf Volunteer Fire Station
- Five Drive-Through Apparatus Bays
- Physical And Classroom Training Spaces
- Modified Training Tower
- Personal Decontamination Spaces
- Watch Office
- Conference Room
- Offices

\$6,538,031

New Construction

2024

Contact:

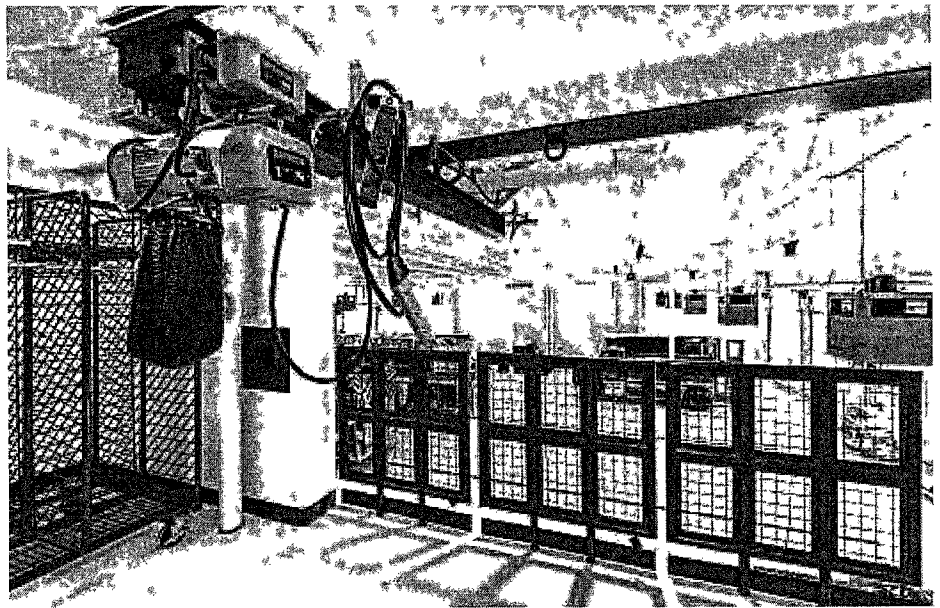
Tim Magnin, Fire Chief
City of Oconto Falls Fire Department
98 Jackson Street
PO Box 70
Oconto Falls, WI 54154

OCONTO FALLS - FIRE STATION

Oconto Falls, WI

The City of Oconto Falls hired Wendel Five Bugles Design for a conceptual study, which set the overall stage of an award of a Healthcare Infrastructure Capital Investment Grant through the state of Wisconsin in July 2023. The City of Oconto Falls worked directly with the Five Bugles Design team to design its new 18,700 SF volunteer fire station. The awarded grant had rigorous timeline requirements, causing our talented team of professionals to leverage their

experience and expertise to streamline the design process. The result is a facility that meets the needs of this contemporary volunteer department, including five drive-through apparatus bays, physical and classroom training spaces, a modified training tower, personal decontamination spaces, a watch office located right off the apparatus bay, a conference room, and offices. A future addition was planned for, which would include dorms and living spaces if the need arises.



Station Highlights

- 24,000 SF public safety
- New fire station with 4 apparatus bays,
- Training tower and state-of-the-art decontamination spaces
- New police station with a secure booking area, state-of-the-art evidence processing and storage, and secure front lobby.
- A 4-bed dormitory for EMT personnel.
- Shared community/training room.

Completed July 2024

Project Cost: \$10,500,000

Contact:

Stephanie Skraba
City Administrator
(218) 254-7960
sskraba@ci.chisholm.mn.us

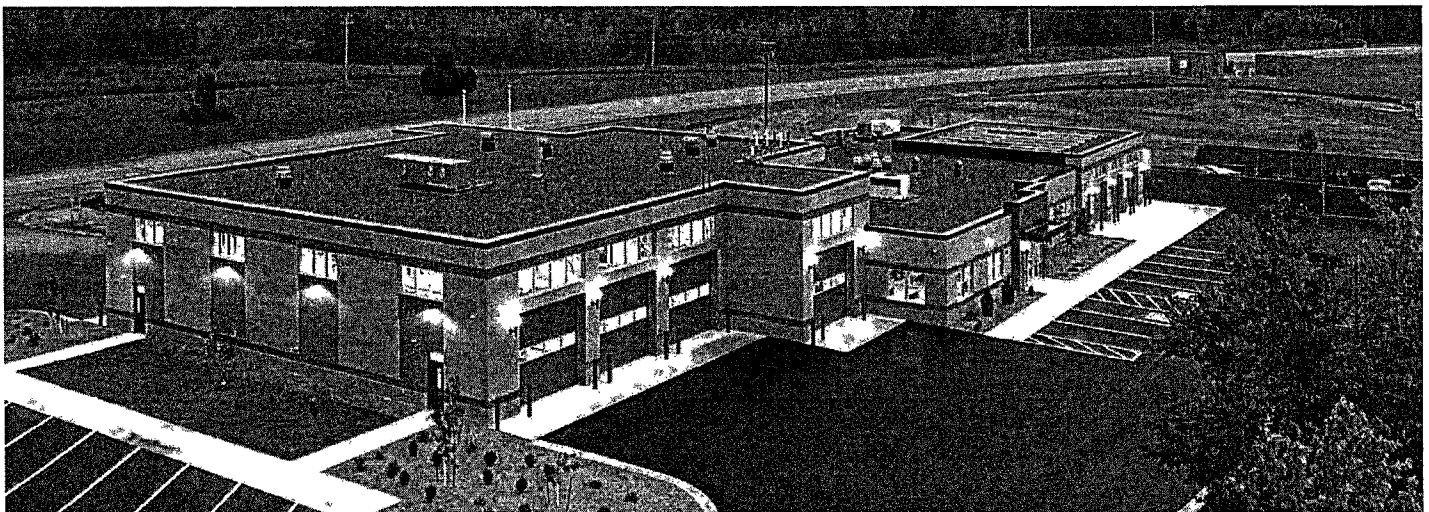
CHISHOLM PUBLIC SAFETY BUILDING

Chisholm, MN

The City of Chisholm, located in the heart of Minnesota's Iron Range, originally hired Wendel to provide an analysis of their existing 100-year-old downtown fire/police station. After the study quickly determined that renovation of the existing facility would not be feasible, our next task was to provide a site location study for a new public safety facility.

The site chosen for the facility on the east side of town will provide optimal response times for police, fire and EMT services. As part of Chisholm's sustainability commitment, the building is designed to meet Minnesota B3 guidelines. Features incorporated into the design include:

- Minimized site disturbance for native plant/animal accommodations
- Stormwater reclamation
- PV solar generation
- EV charging stations
- Daylight harvesting
- Energy recovery units
- Material reduction/reuse
- Envelope optimization
- Low-consumption plumbing fixtures
- Low-emitting finishes



Station Highlights:

- 22,550 sf
- Training Center
- Dormitories with pass-through gear lockers
- Kitchen
- Dining Room
- Day Room

\$5,000,000 (estimate)

\$4,947,311 Cost of Work

New Construction

Spring 2021

Alex Kaker

City Administrator

12781 Velp Avenue

Suamico WI 54313

940.434.2212

villageadministrator@suamico.org

SUAMICO NEW FIRE & EMS STATION

Suamico, WI

Upon completion of an existing facility assessment, the Village of Suamico retained the services of Five Bugles Design/Wendel to design its new 22,550 sf central station.

This two-story station was designed with function and the future in mind. The first floor of the facility features a small administration wing, large training room, apparatus support spaces, personal decon spaces, and a paid-on-call volunteer check-in area. Designed to have four apparatus bays as a base bid, two additional bays we added as an alternate in the bidding process. An additional future garage space was planned to be added to the facility's east side. This future garage would house smaller vehicles, freeing up space in the apparatus bay for larger equipment.

Accessed by the hose training tower, the second floor of the facility is private living quarters for personnel only.

Currently operating as a volunteer department, true living quarters were not needed. However, emergency medical services (EMS) for the Village is provided through Brown County EMS. Working together, it was determined that the second floor of the facility would be built out and rented to Brown County for use by its full-time staff. A mezzanine space was designed to be retrofitted into additional dorm spaces if the Village moves from a volunteer to a career model in the future. Second floor living quarters include dorm rooms, day room, kitchen, dining, and exercise space, which was placed here so that city employees could use it without having access to the rest of the facility or the living quarters.



Station Highlights:

- 24,680SF
- Training Center
- Volunteer Station: Fire & EMS
- 6 Drive-through apparatus bays dedicated to Fire
- State-of-the-Art Decontamination zone
- Exercise Room
- Shell-out space for future living quarters

\$6,200,000 (estimate)

\$6,232,485 Cost of Work

New Construction

December 2019

Eric Kitowski

Deputy Chief

W6860 Parkview Drive

Greenville, WI 54942

(608) 358-1942

Ekitowski@townofgreenville.com

GREENVILLE FIRE & SAFETY

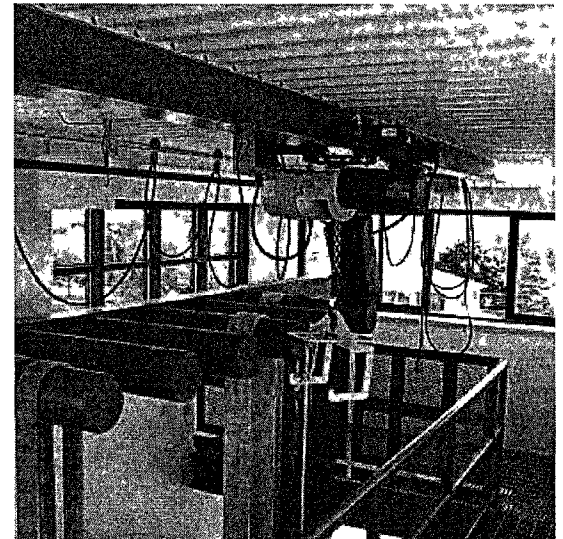
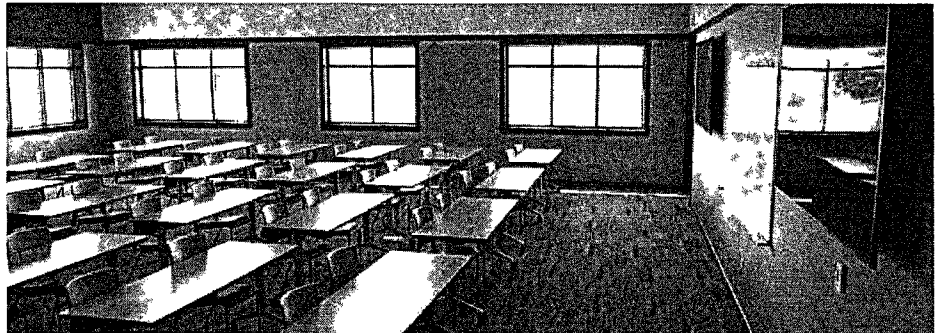
Greenville, WI

The Town of Greenville selected the Wendel/Five Bugles Design team to provide a feasibility study and assist in referendum support for replacing their existing central fire station. While working with another architectural firm, the Town experienced a 70/30 failed referendum in 2015. Our team was then hired to reconsider the Town's needs while reducing the size and cost of the proposed station. The result of these reductions and our informational campaign resulted in a successful 58% supported referendum in the Fall of 2018.

Immediately following the successful referendum, the Wendel/Five Bugles Design began design of the new 24,680 S.F. volunteer fire station.

This new facility will include a training room, training tower, administrative offices, exercise room, state-of-the-art decontamination area and six drive-through apparatus bays.

With an eye on the future, the project also includes building out the exterior shell for future living quarters (2,290 sf) to be completed when the need arises. Future living spaces will include six dorm rooms, a day room, kitchen and dining room, until then this shelled out space will serve the department as a training space.



Station Highlights:

- 15,233SF
- Career Satellite Station:
Fire & EMS
- 4 Drive-through apparatus
bays
- Training Center
- Training Tower
- State-of-the-Art
Decontamination zone
- Exercise Room
- Dormitories with pass-
through gear lockers
- Kitchen
- Dining Room
- Day Room

\$4,600,000

New Construction

Spring 2020

Contact:

Jeremy Kopp, Fire Chief

(715) 261-7901

jeremy.kopp@ci.wausau.wi.us

WAUSAU FIRE STATION NO. 2

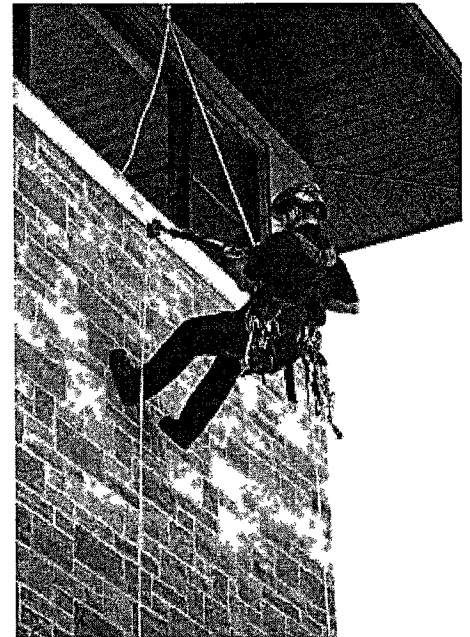
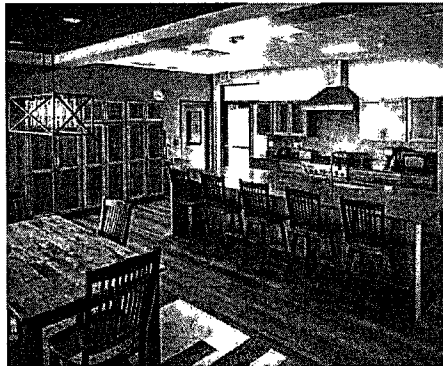
Wausau, WI

The City of Wausau selected the Wendel/ Five Bugles Design team to design a replacement facility for the existing station no 2 which serves the city's west side. Through GIS study the ideal site location for this new station was located on Highway 52. Due to the predominance of this location, this new station was designed to serve as a gateway into the Downtown.

This satellite station features complete living quarters with six dorm rooms, a training room, a training tower, and exercise room, as well as a state-of-the-art decontamination area and four drive-through apparatus bays.

Though public access will be limited to this station, it was designed to have a community zone with access to public toilets and the training room while the rest of the station will remain secure from the public.

Construction began in Summer 2019 with final completion in Spring 2020.



Station Highlights:

- Six Apparatus Bays
- Training Room
- Training Tower
- State-of-the-art Decontamination
- Living Quarters for Five

Cost: \$4,500,000 Cost of Work

Construction Completion: 2021

David Briggs

Fire Chief

Riverside Fire District

211 Grand Ave.

Rothschild, WI 54474

RIVERSIDE FIRE STATION

Schofield, WI



After the consolidation of two fire departments into the Riverside Fire District, it was determined that a new facility should be designed and constructed. Five Bugles Design worked with the design committee to review numerous sites in terms of their constructability and response times. Ultimately, it was determined that the new facility would be constructed on the site of the former Rothschild Fire Station. This challenging site requires the razing of three structures, and the installation of a sheet piling wall to the north of the structure.

This new station features a two-door apparatus bay for the District's EMS response vehicles, and a four-door apparatus bay for the Fire response vehicles, with space between them for turn our lockers, storage, SCBA cleaning, and a mezzanine accessible by the training tower on the front of the facility. This tower will serve to dry hoses and will allow training opportunities for this department, while creating a stunning architectural feature on the public side of the facility. Also included in the station is a large community room, offices for the District, living quarters for five, and a state-of-the-art personal decontamination zone.



Station Highlights:

- 20,000SF
- Central Station
- Career Station: Fire & EMS
- 6 Drive-through apparatus bays
- Training Center
- Training Tower
- Dormitories with pass-through gear lockers
- Kitchen
- Dining Room
- Day Room
- Exercise Room

\$4,000,000 Cost of Work

**New Construction
Completed**

Lee Douglas
Fire Chief
211 Bay Street
Chippewa Falls, WI 54729
715.723.5710

CHIPPEWA FALLS FIRE & EMS STATION

Chippewa Falls, WI

The City of Chippewa Falls selected Five Bugles Design to provide a comprehensive G.I.S. Site Selection Study as well as Architectural Design Services for the City's new Central Fire Station. Located on the City's east side, its location with immediate access to two highways provided the opportunity to adequately serve the growth on the South side of Chippewa, but also reach the industrial park on the City's North side.

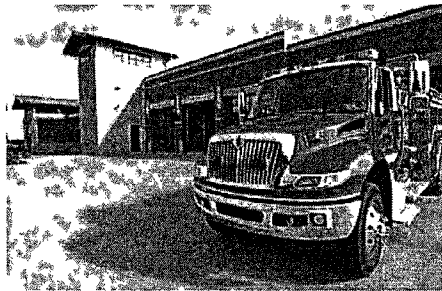
This facility is home to the Fire administration, as well as the Fire Secretary and the Fire Inspection Department.

The City's rich history and culture was reflected throughout the facility's architectural design.

Beautiful exposed wood beams in both the entry lobby and the predominate training tower were designed to reflect the Northwoods feel that is so proudly displayed at local businesses.

A large bronze bell is proudly displayed at the front of the station. This bell was forged in 1882 and was used by citizens and firefighters when smoke or fire was detected as an alarm system. The departments crest was also cast into stone medallions and installed into the station's exterior. Finally, a bronze sculpture is showcased in the lobby which symbolizes the front line of action.

The project was completed in April 2017, on time and under budget.



Station Highlights:

- 16,450SF
- Career Station: Fire & EMS
- 5 Drive-through apparatus bays
- Training Center
- State-of-the-art Decontamination zone
- Dormitories with pass-through gear lockers
- Kitchen
- Dining Room
- Day Room
- Shielded Patio
- Exercise Room

\$4,130,000 Cost of Work

New Construction

July 2018

Matthew Jaggar
Fire Chief
216 South Dewey Street
Eau Claire, WI 54701
(715) 839-5012

EAU CLAIRE FIRE STATION NO. 10

Eau Claire, WI

In 2017, the City of Eau Claire selected Wendel Five Bugles Design to be the architect on a new satellite station, replacing existing Fire Station No. 10 on the city's East Side. Replacement of Station No. 10 had been determined during a Lifecycle Analysis Study of the existing station, also performed by Five Bugles. This study revealed a myriad of issues; most notable were its location on an extremely busy intersection making it difficult to pull into and out of the drives, its landlocked site making expansion impossible, and both the size and condition of facility itself which no longer met the needs of the department.

Special consideration in this project was taken with the location of and preparation of the selected site. As with nearly all fire stations designed by Five Bugles, our team performed a comprehensive GIS study to determine which site would serve the City and the Department the best. The site, which was selected based on its location, accessibility, and availability, was a densely vegetated site that due to a ravine had been used by locals as a waste disposal area in the early 1900's.

Geo-technical data indicated that approximately half of the proposed facility could be placed in the northwest quadrant of the property which was comprised of virgin soils, while the other half would be placed over the former waste land. In order to prepare the waste land to receive this new facility, the ground was excavated to depths of 30' to remove materials, and a Phase 2 Environmental Site Assessment was completed indicating the need for a passive vapor system to be installed under the building slab.

Services provide by Wendel Five Bugles Design included architectural design, GIS, and a Life Analysis Study. This project was bid in Summer 2017, construction began shortly afterwards, and the station opened in July 2018.



Station Highlights:

- 33,000 SF
- Central Station
- Career Station: Fire & EMS
- 8 Drive-through apparatus bays
- Training Center
- Dormitories with pass-through gear lockers
- Kitchen
- Dining Room
- Day Room
- Shielded Patio
- Exercise Room
- Station Alerting System

\$6,000,000 Cost of Work

**New Construction
Completed**

James Ponkauskas
Deputy Fire Chief
303 Milton Avenue
Janesville, WI 53545
608.373.3433
ponkauskasj@ci.janesville.wi.us

JANESVILLE FIRE & EMS STATION

Janesville, WI

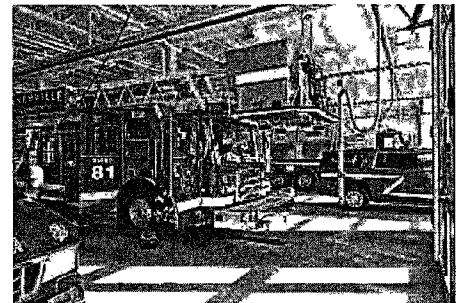
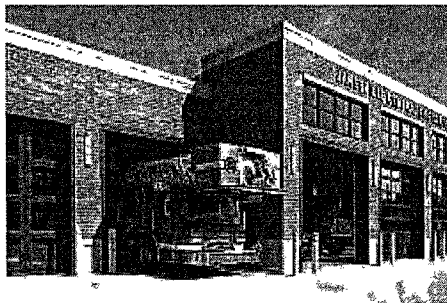
The City of Janesville hired Five Bugles Design to replace its aging Central Fire Station. While the location of the existing station on Milton Avenue was determined by GIS study to be the most desirable location, the site was too small. The size of the site and how to continue operation of the existing station during construction became the projects primary consideration.

Through extensive planning, it was determined that in order to position the new facility in this location, the City needed to purchase several adjacent properties and remove the residential homes upon them as well as vacate a small street on the northwest side of the property.

By razing these facilities, the new station was able to be placed to the north of the existing facility, which allowed the continued 24/7 operations throughout construction.

The new 33,000 sf station reflects the original station in its architectural styling, further reflected by the reuse of a fire pole from the original station.

This station bid early in 2015 and opened to the public April 1, 2016. Though this project had its challenges, the end result beautified the intersection of Milton and Centerway, allowing it to truly become the Gateway to Janesville's Downtown.



Station Highlights:

- 44,000SF
- Career Station: Fire & Private EMS
- 6 Drive-through apparatus bays dedicated to Fire
- 2 ambulance bays
- Training Center
- Public Museum
- Decontamination zone
- Dormitories with pass-through gear lockers
- Kitchen
- Dining Room
- Day Room
- Exercise Room

\$9,180,000 Cost of Work

New Construction

July 2015

Bill Burns

Verona City Administrator (former)
City of Middleton
7426 Hubbard Ave. Middleton, WI
53562 bburns@ci.middleton.wi.us
608.821.8356

VERONA FIRE & EMS STATION

Verona, WI

Following a study of their existing facility and with consideration to their rapidly growing community, it was determined that the City of Verona needed to replace their existing fire station. The new facility would allow their volunteer station to become a career station with additional paid-on-call staff. This station also has the unique partnership with the Fitch-Rona EMS; a private paramedic EMS program that serves both the Verona and the nearby Fitchburg area with ALS delivery services.

During the study, it was determined that the existing location was ideal for the new station. However, the existing station needed to remain in use during construction and still allow the best orientation for the new station to serve the community in the future.

The new station was placed to allow the apparatus bays in the existing station to re-main in use until the new station was complete, while the administration offices were relocated to trailers on site, allowing for continued 24/7 response throughout construction.

The architectural design was the result of numerous public presentations and open house forums throughout the design process. Community leaders stated that they wanted this new station to be, "...the standard of construction that we wish to see as the community grows."

This project was bid in April 2013 and opened to the public July 1, 2015.



Station Highlights:

- 37,000 Square Feet
- Training Center
- Living Quarters
- EMS
- LEED Gold

\$4,800,000 Cost of Work

New Construction

Completed - Spring 2010

**Scott Owen, Fire Chief
City of Marshfield Fire Department
412 East Fourth Street
Marshfield, WI 54449
715.486.2090**

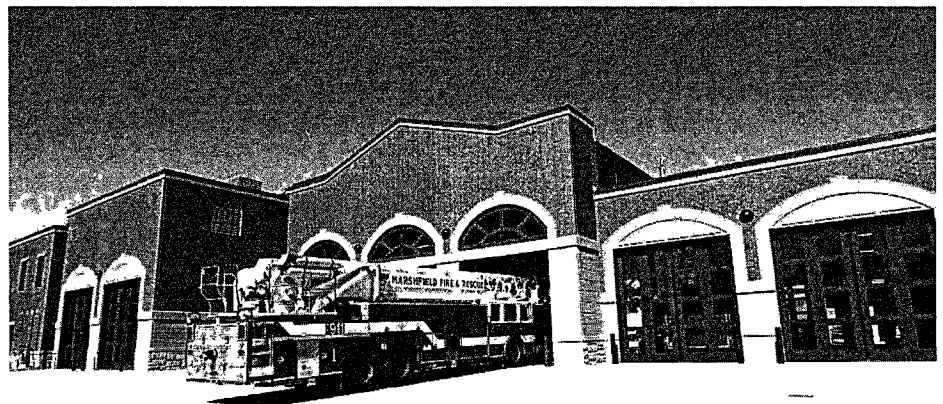
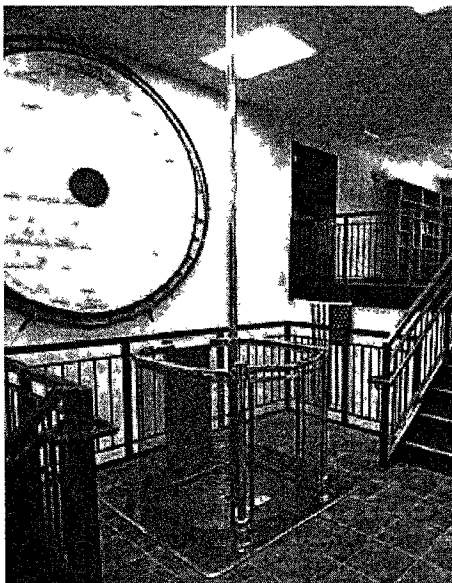
MARSHFIELD FIRE & EMS STATION

Marshfield, WI

Steve Gausman and Robert Krzyzanowski assisted the Marshfield Building Committee in reviewing fifteen various sites within the stipulated geographical area. Space Programming sessions were conducted with the Building Committee over multiple dates. As a result of this study, Marshfield Fire and Rescue decided to move ahead with a 37,000+ SF facility, completed on schedule and under budget. The proposed design was constructed as an urban infill project on a downtown site that accommodates several sustainable features. The City of Marshfield is a leading proponent of sustainability and achieved a LEED Gold certification for this facility.

The Architectural Design was the result of numerous public presentations and open house forums during both programming and schematic design phases of the project.

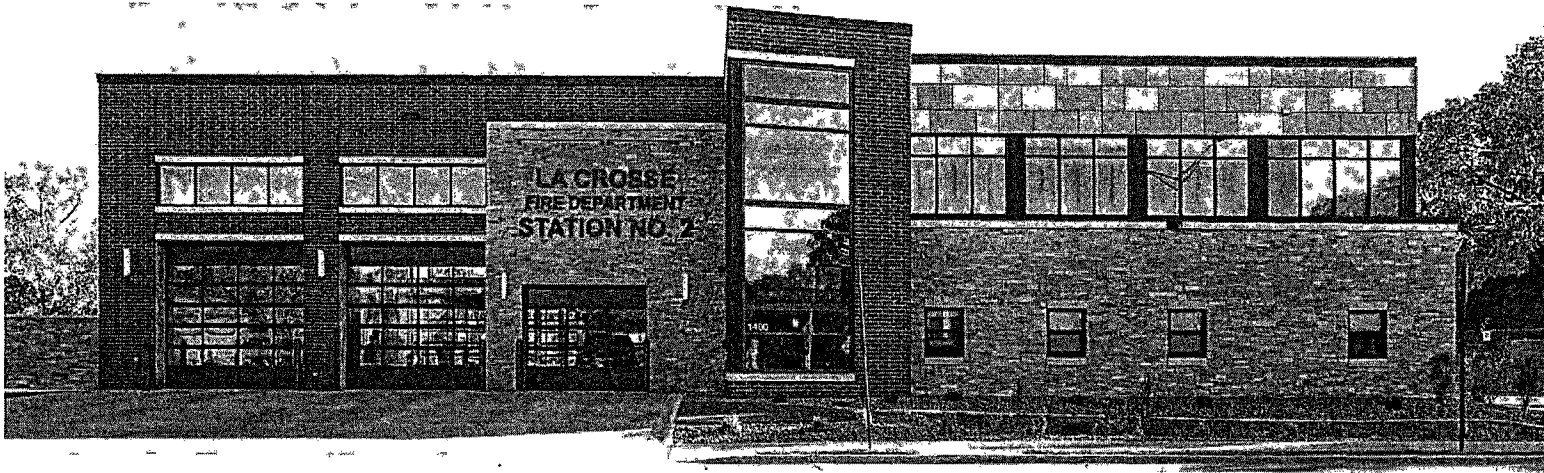
Additionally, the building's design further resulted from meetings with the local Historical Society to incorporate design elements of past Marshfield buildings. Public Relations techniques included interviews on Public Radio.



4.

Scope of Services & Schedule





SCOPE OF WORK

Wendel Companies, home to the award-winning Five Bugles Design (FBD) and Mitchell Associates Architects (MAA), have reviewed the Franklin Fire Department's Request for Qualifications for consultation services for fire station building condition assessments, space needs analysis and station location study.

We are prepared to work with the fire chief, the department, and city leaders, as indicated in the Request for Qualifications. Our team is built to review your three fire stations' location and existing conditions assessments, and to ultimately provide programming, conceptual design for replacement or remodels, and budgets to ensure the Franklin Fire Department has a strategic plan moving forward. We have completed over 300 programming/feasibility studies in our careers, and we have also conducted existing condition assessments for well over 100 of those same facilities. We are excited to offer our services to the City and Fire Department, bringing all the knowledge gained from those 300 projects to the table.

As you will see from our proposal, our team has the experience required to lead this exciting project. We are extremely excited about recently acquiring Mitchell Associates Architects, a leader in emergency services design that rivals our experience at Five Bugles Design. Five Bugles Design and Mitchell Associates Architects have formed a relationship over the last few years due to our shared commitment to designing state-of-the-art, functional emergency service facilities. Now, we are one team of over a dozen individuals who have dedicated our careers to full-time emergency services design for clients across the nation. Highlights include:

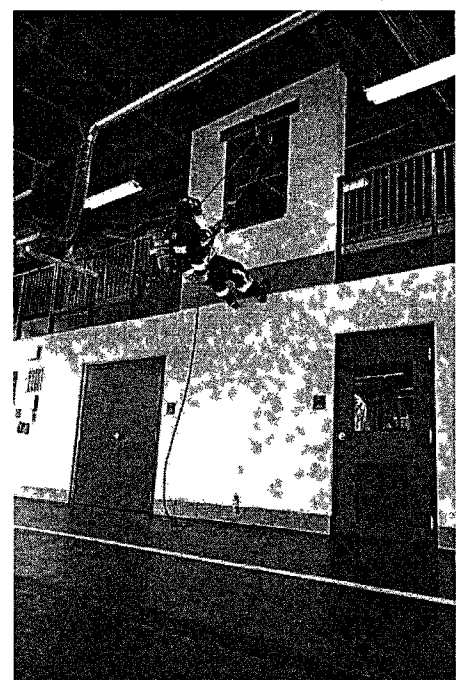
- **Our Director of Emergency Services and project leader, Robert Krzyzanowski, has worked on over 160 emergency services facilities in his career** and oversees the entire emergency services portfolio for Wendel Companies. He will serve as the principal in charge and project manager throughout the project, working hand in hand with his staff to provide a road map for the City of Franklin Fire Department into the future.
- **As a licensed Architect (WI) and Interior Designer, Laura Eysnogle has had the pleasure of working on emergency services facilities in twelve (12) states across the country.** She shares all the challenges and solutions from each department with the next department. She will serve as our project leader.
- **James Schmidt has extensive experience as an owner representative for three fire/EMS stations and one regional training center** and assisted in the conceptual or final design of over seventy (70) emergency services facilities across the country. Jim served as Chief for the Marshfield, WI, Fire Department before joining our team over a decade ago.
- **Bob Mitchell has been designing fire stations for over thirty years, with 195 projects addressing more than 330 public safety facilities.** Thirty of these have won national awards, including seven gold prizes.
- **Kim Grabinski, registered Architect (WI), will lead our team as the technical leader.** Her role will be to document the existing condition assessments with our engineering staff and to assist in conceptual planning exercises, as well as complete integration of all information into a cohesive report and presentation.
- **Katie Cox, GIS Analyst, will lead our team in data collection and various GIS mapping.** Providing a clear and precise way for non-technical community members and elected officials to understand the data and recommendations for various locations.

Looking at the City and Fire Department's objectives, we see that you have high expectations, which our team also strives to meet. A significant part of a project's success depends on the expectations established early in your RFQ, and you have laid the roadmap for us. Our team hopes to assist you in creating a vision that everyone can be proud of moving forward and to keep the community up to date on progress and the final solution.

This project requires a team that has done this before and that has the experience to take this effort on. Having experienced individuals who have "been there" is important, as less qualified firms may get lost in the mission and rely on the client to drive the project. We are dedicated to our craft and provide staff with decades of experience and training in these specific building types; therefore, no additional staff will need to be hired. We don't switch horses; the team in front of you will be the one that leads your project to success.

Our company is a one-stop shop if the City and Fire Department desire. FBD and MAA are niche services under the Wendel Companies umbrella; our company offers architecture, engineering, energy efficiency, and construction management under one roof. Our only partner is Northland Consultant Engineers, which will provide structural analysis for all three facilities.

We have reviewed the entire scope of services as indicated in the Request for Qualifications and are prepared and have the capacity to complete those tasks. We look forward to the opportunity to work closely with the City of Franklin and the Franklin Fire Department's project team to turn your dreams into reality.



SCOPE OF WORK / PROJECT UNDERSTANDING

As mentioned in the executive summary, Five Bugles Design (FBD) and Mitchell Associates Architects (MAA) have completed over 300 studies, which are similar to what the City of Franklin/Franklin Fire Department is looking for in a final deliverable. Below are the phases that we recommend in chronological order, only moving forward with each phase as you feel comfortable:

1. Site Location Analysis with Geographical Information System (GIS)

Station Location Studies are generally developed based on the following considerations:

- Using GIS Mapping to create response time polygons based on 3-5 years of past National Fire Incident Reporting System (NFIRS) data.
- Ability of the Department to meet National Fire Protection Association (NFPA) 1710 (Career) requirements.
- Comprehensive Plan, Zoning, environmental and planned future growth.
- Suitability for fire apparatus to function and respond properly.
- Traffic Patterns around specific sites and how they influence response.
- Insurance Services Office (ISO) rating of the area served.
- Other potential issues specific to the Community (Railroads, rivers, highways, etc.)

2. Facility reviews of the existing facility and respective site.

This portion of the work would provide a review of the existing facilities and the site. Our team will provide:

- Interview key stakeholders to determine if remodel/additions are feasible.
- Identify current demand for service and response time from current facilities.
- Analysis of how the current facilities impact response criteria.
- Full condition analysis and on-site inspections of the facilities and sites.
- Identifying fire and safety regulation compliance issues and possible solutions.
- Written condition analysis of the buildings and architectural, structural, mechanical, electrical, and plumbing systems.
- Review future growth opportunities regarding the facilities and how it will impact emergency response criteria.

3. Programming/Space Needs and Conceptual Design

Conduct Immersion work session between the department and design team as required to review current space needs of each station for a potential remodeled or new station, taking projected growth into consideration. A program will be developed that details existing and projected space needs for the next 20 years.

- Conduct stakeholder/department interviews to confirm individual space program needs, support space requirements, area adjacency requirements, security concerns, future expansion accommodations, etc.
- Prepare conceptual "bubble diagram" options for new facility plans to show global space needs and adjacencies.
- Prepare a conceptual site plan diagram using aerial photos/maps to evaluate potential building expansion locations/orientation, or new construction. As well as any utility service impacts and parking/circulation impacts.
- Review/discuss advantages and disadvantages of each option with Owner and select preferred plan and site plan alternatives for further refinement.
- Project cost estimates will be developed for options developed on a high level, square foot-based opinion of probable cost. Estimates will include all known costs required to develop a completed project.

Every community presents a different challenge to the communication of project information. We will work with your team to develop a combination of the elements that work best, including:

- Interactive progress updates
- Public hearings
- Neighborhood groups
- Communication with the local press
- Web-based project information sites

Five Bugles Design understands the City of Franklin/Franklin Fire Department is seeking qualifications from interested architectural/engineering firms to conduct a fire station location study, existing conditions assessment and conceptual planning for each facility listed in the RFQ. The purpose of the study is to assess the current state of the cities fire station facilities, analyze current and future department space needs, and analyze locations for optimum fire station placement for current and future deployment of resources based on current and future growth that the City of Franklin serves.

Services and Responsibilities of the Architectural and Engineering team will include:

1. MASTER PLANNING:

- A. Existing Condition Assessments
- B. Site Location Analysis with Geographical Information System (GIS)
- C. Programming and Space Needs Analysis
- D. Review Site Process
- E. Conceptual Planning
- F. Estimates of Probable Cost, Tax Impact and Draft Report
- G. Finalize Draft Report
- H. Present Final Report to City/Fire Department

Our team will be an integral part in helping educate and communicate with City of Franklin residents about the needs of the departments through various public education initiatives. Our team will be available to provide educational information and in-person question and answer meetings to the these residents.

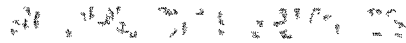
We will evaluate costs and constructability of the potential new or remodeled facilities and provide accurate pricing based on historical data. Our firm has at least five public safety facilities bidding in the next five months, so the data will be new.

Five Bugles Design has performed this service for clients across country. Ultimately, we believe the path listed below is a winning approach to help guide local leaders through this process.



DESCRIPTION OF WORK PERFORMED

Our team has developed a unique process that is inclusive, efficient, and comprehensive. It brings together all of the stakeholders in a series of intense, on-site planning sessions. This allows for us to maintain aggressive project schedules while being flexible enough to react to the busy schedules of various stakeholders.



MASTER PLANNING SERVICES

Task A: Existing Condition Assessments Week 1 through 4

Existing Condition Assessments: Review of the existing conditions is a critical component of this process. Reviewing existing facilities and essentially telling the story as to why new facilities are needed is the very first step. Our architects and engineers will review the existing facility and provide written documentation to assist City of Franklin/Franklin Fire Department leaders in making an informed decision to justify moving forward with certain areas of remodel and to justify why additions are needed, or to replace the entire facility. We will document these conditions in an existing conditions survey that will be included within the final deliverable.

Our team begins by putting any existing drawings/documents into a computer modeling/drafting program (often Revit) to create a rough floor plan. Once the existing plans are drawn, our team carefully walks through the facility, noting any inaccuracies and checking dimensions to create an accurate floor plan of the facility to begin the design process.

During this walk through, we note any ADA concerns, items that are no longer code compliant, safety concerns, items that are beyond their life expectancy, items that might have contaminants such as asbestos, and any items that should be reviewed further. This process can involve multiple trips to the site, trips with our engineering staff, 3D scans of the facility, X-ray scanning of existing slabs, and selective deconstruction of walls, ceilings and floors to know what is under the surface depending on the nature of the project.

In addition to general architecture systems, the same care needs to be taken in evaluating and documenting the building mechanical, electrical, plumbing and structural systems, as well as the site and surrounding areas.

During any potential renovation project, this documentation phase is incredibly important as unforeseen conditions can be very costly items once in construction.

Task B: Site Location Analysis with Geographical Information System (GIS) Week 1 through 4

Site Location Analysis with Geographical Information System (GIS): Our GIS team in coordination with our site engineering and architectural team will use GIS mapping to create mapping in with the intent to meet NFPA 1710 requirements. Various data will be reviewed and continuously revisited to establish the best site in terms of response time and availability. All sites will be reviewed for compatibility for new fire station construction and will be used for conceptual planning in Task C and D.



With the fastest possible response time as the primary concern in the location of any new response driven station, our firm leverages the powerful analysis tool that is Geographical Information Systems (GIS) combined with the experience of our Emergency Services Specialists to create Emergency Services Base GIS Station Location Studies. GIS is a powerful tool which allows us to analyze your current conditions, project future response times, generate potential station locations, and/or validate currently proposed stations based on the critical factor of time-of-response.

By adding the unique personal experience from our Emergency Services Specialists, we are able to bring another level of consideration to the equation of the fastest response time: risk and demand analysis.

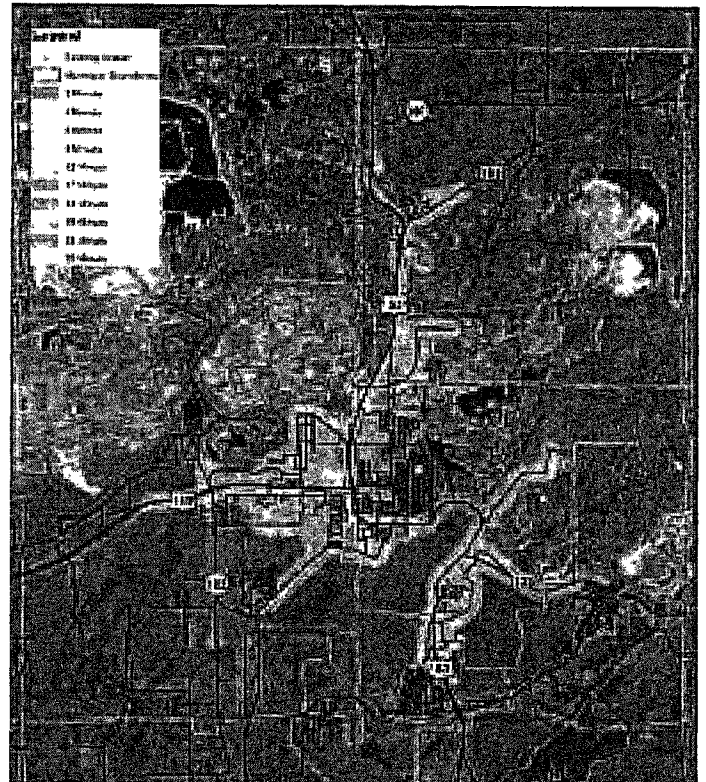
Simply stated: we consider more than just time. Though time is a huge consideration, it can't be the only consideration. If it were the only consideration based on GIS findings, the best location for a fire station could place a facility adjacent to a natural or man-made hazard, locate it far from all your responders' homes, or could create an imbalance in your community response.

In the end, we provide our clients with recommendations that are grounded in the requirements of NFPA 1710 and ISO, but are also informed by the experience of career firefighters in identifying the best possible location.

DATA GATHERING

The GIS Mapping and Analysis starts with Data Gathering. Most communities already have databases with proper layering that includes:

- Street maps
- Speed limits
- Population densities
- Parcels
- Utilities
- Land use and zoning
- Comprehensive plans
- The fire department will need to provide 3 years of NFER Data that includes
 - Fire calls
 - Locations of existing stations
 - Locations of Fire Fighter Residences (Volunteer Departments)
 - Existing ISO ratings



SITE ANALYSIS AND SELECTION: EMERGENCY SERVICES BASED

ANALYSIS

Our team, led by Emergency Service Specialists, will review your response area with you in order to develop an understanding of the unique challenges the City of Franklin faces. We are seeking to understand what in your community keeps you awake at night. We will use internet based real-time reporting to enter specific hazards into the mapping system. Some of the specific elements we will be looking for include:

- Industrial Hazards
- Environmental Hazards
- Barriers to Mobility (rivers, highways, railroads)

CUSTOM REPORTING & RECOMMENDATIONS

Every community is different, presenting unique challenges and requiring differing solutions. Our team of Emergency Service Specialists will work with you to review your developed mapping that answers your individual questions.

Some mapping that we often find to be of importance to our clients:

- Optimal Station Location(s)
- Multiple Stations vs. Single Stations
- New (Improved) Response Times vs. Existing
- Risk and Demand Mapping

Our team makes recommendations that will optimize your station location(s) and response time that is based on your individual challenges, as well as, the requirements of NFPA, 1710.

Site Selection Matrix

Five Bugles Design		Rank each site in the categories below on a scale of 1 through 5 1 = Strongly Disagree 5 = Strongly Agree																TOTALS	COMMENTS				
SITES TO BE EVALUATED	INTERSECTION	SITE ATTRIBUTES				COMMUNITY CONCERNS				SITE SERVICES				ENVIRONMENTAL						FULFILLMENT IMPACTS			
		EMERGENCY SERVICE	DEVELOPMENT	ACCESSIBILITY	LOCATION	POPULATION	INDUSTRY	HAZARDOUS MATERIALS	HAZARDOUS WASTE	HAZARDOUS LIQUIDS	HAZARDOUS GASES	HAZARDOUS SOLIDS	HAZARDOUS SLURRIES	HAZARDOUS DUSTS	HAZARDOUS FOGS	HAZARDOUS SMOKES	HAZARDOUS VAPORS			HAZARDOUS PARTICLES	HAZARDOUS OILS	HAZARDOUS ACID	
THOMAS SITE	THOMAS RD & 4th Ave SW	5	5	4	3	2	3	3	4	4	4	4	4	3	2	3	3	74	Emergency also however existing station and nearby area is potential risk.				
CITY SOFT BALL FIELDS	SWC of 2nd St NW & 1st Ave NW	2	1	2	4	3	3	2	4	4	4	4	4	4	5	3	4	68	Intelligent field. High risk for construction, construction emergency vehicle access. Street also not building construction.				
MINNESOTA POWER SITE	SWC of 1st St SW & 1st Ave SW	5	4	4	3	2	4	5	4	4	4	4	4	3	4	3	4	77	Undeveloped property adjacent to 1st Ave NW. Property access and building in progress. Regulatory risk associated.				
MINNESOTA ENERGY SITE	SWC of 1st St SW & 1st Ave SW	3	3	3	3	2	3	4	2	4	4	4	4	3	2	3	4	64	Assembly of this is industrial park. Community not industrial. Greater hazard risk from emergency vehicle access.				
RECOMMENDED																							
MINNESOTA ENERGY SITE (REVISITED)	SWC of 1st St SW & 1st Ave SW	5	5	4	3	2	3	3	4	4	4	4	4	3	4	3	4	76	Location has property with emergency vehicles. Coordination with the business and transportation may be considered.				
IRON MOUNTAIN SITE	SWC of 1st St SW & 1st Ave SW	3	1	5	3	3	3	3	4	4	4	4	4	2	2	4	3	64	Site owned by City, but property is opportunity to address existing industrial property.				
CITY HALL EXPANSION	SWC of 1st St SW & 1st Ave SW	4	2	3	5	4	3	3	5	4	4	4	4	2	1	3	5	72	Would offer City-owned industrial property and use here to deal with the disposition of existing buildings. The importance of this project and overall risk versus the other locations.				

Task C:
Project Scope Development/
Space Needs Analysis
Week 4 through 6

Programming/Space Needs Analysis: Our emergency service designers and specialists will lead a programming effort aimed at blending the combined knowledge of your staff regarding your operations with our understanding of space requirements and facility design. We will consider potential growth and will challenge your department to think about the future, but still remain fiscally responsible. Through our combined efforts, we will develop a preliminary facility size and potential costs that will be reviewed with the project team leadership to verify the project is within acceptable parameters or expectations and discuss next steps.

Correct programming is the single most important step in the design of your facilities. We bring to the table our deep knowledge of firematic operations, building/site issues, equipment, training, and personnel needs based on our years of experience working closely with the emergency services community. The programming process is based on actively listening to you and assisting you to define the needs and goals for your facilities and offering our expert advice.

We use proprietary programming tools and techniques developed by us specifically for our projects. The program for your project will be developed from a series of in-depth programming meetings with your building committee.

- The program document is utilized to determine the scope of the total project.
- It is your opportunity to describe your operations and other activities within the building and on the site. It identifies your priorities, the building's potential impact on response and operational issues, training opportunities, necessary adjacencies, and areas of economy.
- The program is a dynamic tool that can provide for flexibility over time and plan alternative responses to future growth.
- Diagrams are provided to explain each room to assure that the intended activity is correctly understood and accommodated, and that the correct size has been chosen.
- Room locations and adjacencies will be determined to support the evolution of your operations, not to be an impediment.
- Assumptions regarding calculated areas for corridors and walls are validated against a database of similar fire stations.
- Based on the program, a space usage analysis spreadsheet is created that specifies probable room and building size.
- All of this combines to be the tool that allows us, the client and architect, to determine that the project direction is correct and within budget prior to starting any drawings.

Task D:
Site Review Process
Week 6 through 10

Site Review Process: Our team will work with you to assess and develop options for the existing site of all three stations. This will result in necessary information that City of Franklin/Fire Department leaders can use in making well-thought-out decisions. Our team will develop multiple site options complete with cost estimates and pros and cons.

Task E:
Conceptual Planning
Week 6 through 12

Conceptual Planning: Once programming and existing condition assessments are completed, our team will review that data from Task A, B C and D, and prepare conceptual options. Costs will be associated to these options and reviewed with the team. We will then review these efforts with Project Management and all Stakeholders seeking comment with the goal of customizing the design effort to your departments and its specific operational procedures and concerns.

Task F:
Estimates Of Probable Cost,
and Draft Report
Week 12 through 16

Estimates of Probable Cost and Draft Report: We will create Estimates of Probable Cost at the first meeting and refine them throughout the process. We will discuss additional project-related costs in the report to provide as much information to the community as possible. Our Estimates of Cost are detailed and include a breakdown of all anticipated project costs including site acquisition, site development, building construction, FF&E, technology, contingencies, review fees and legal costs. A draft of the report will be available for review and comment.

Task G:
Finalize Draft Report
Week 17

Finalize Draft Report: At the end of Task F when estimated costs of construction come forward, adjustments will occur to the conceptual plans. Our team will review the draft report and make adjustments after conversations with the end users and department heads.

Task H:
Present Final Report to City/Fire Dept
Week 18

Present Final Report to City/Fire Department: After all stakeholder edits are made, a detailed draft report compiling all tasks above will be presented to City/Fire Department leaders. Adjustments will then occur after this meeting for a final presentation of the final report to City leaders if required.



APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE 6/16/26
REPORTS AND RECOMMENDATIONS	A Resolution Approving the Wisconsin Department of Natural Resources NR-208 Compliance Maintenance Report for 2025	ITEM NUMBER D.6, All Districts

Each year the City is required to file a Compliance Maintenance Annual Report with the Wisconsin Department of Natural Resources. Wisconsin Administrative Code Chapter NR 208 is more commonly known as the Compliance Maintenance Annual Report (CMAR) Rule for publicly and privately-owned domestic wastewater treatment works. The CMAR is a self-evaluation tool that promotes the owner's awareness and responsibility for wastewater collection and treatment needs, measures the performance of a wastewater treatment works during a calendar year, and assesses the level of compliance with permit requirements. Attached is the 2025 Annual Report.

It is important to meet the stipulation from the DNR that this report be filed electronically on or before June 30, 2026. The report requires approval by the governing body and such resolution is attached.

COUNCIL ACTION REQUESTED

Motion to adopt a Resolution Approving the Wisconsin Department of Natural Resources NR-208 Compliance Maintenance Report for Year 2025.

STATE OF WISCONSIN: CITY OF FRANKLIN: MILWAUKEE COUNTY

RESOLUTION NO. 2026-

A RESOLUTION APPROVING THE WISCONSIN DEPARTMENT OF NATURAL
RESOURCES NR-208 COMPLIANCE MAINTENANCE REPORT FOR YEAR 2025

WHEREAS, it is a requirement under a Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Wisconsin Department of Natural Resources to file a Compliance Maintenance Annual Report (CMAR) for its wastewater collection system under Wisconsin Administrative Code NR 208;

WHEREAS, it is necessary to acknowledge that the governing body has reviewed the Compliance Maintenance Annual Report (CMAR); and

WHEREAS, it is necessary to provide recommendations or an action response plan for all individual CMAR section grades (of "C" or less) and/or an overall grade point average (<3.00).

BE IT THEREFORE RESOLVED by the Common Council of City of Franklin that the following recommendations or actions will be taken to address or correct problems/deficiencies of the wastewater treatment or collection system as identified in the Compliance Maintenance Annual Report (CMAR):

- (1) Continue to identify inflow and infiltration (I & I) to the City's sanitary sewer system and take action to eliminate all I & I detected.
- (2) Continue the City record of having no bypasses or overflow.

INTRODUCED at a regular meeting of the Common Council of the City of Franklin this 16th day of June, 2026 by Alderman _____.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this 16th day of June, 2026.

APPROVED:

John R. Nelson, Mayor

ATTEST:

Shirley J. Roberts, City Clerk

AYES NOES ABSENT

Compliance Maintenance Annual Report

Franklin Sewage Collection System

Last Updated: Reporting For:
6/5/2026 2025

Financial Management

1. Provider of Financial Information Name: Tom Bakalarski Telephone: 414-427-7513 (XXX) XXX-XXXX E-Mail Address (optional): tbakalarski@franklinwi.gov		
2. Treatment Works Operating Revenues 2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ? ● Yes (0 points) ☐ ☐ ○ No (40 points) If No, please explain: 2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: 2025 ● 0-2 years ago (0 points) ☐ ☐ ○ 3 or more years ago (20 points) ☐ ☐ ○ N/A (private facility) 2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system? ● Yes (0 points) ○ No (40 points)		0
REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]		
3. Equipment Replacement Funds 3.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: 2025 ● 1-2 years ago (0 points) ☐ ☐ ○ 3 or more years ago (20 points) ☐ ☐ ○ N/A If N/A, please explain: 3.2 Equipment Replacement Fund Activity 3.2.1 Ending Balance Reported on Last Year's CMAR \$ 419,794.00 3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.) \$ 0.00 3.2.3 Adjusted January 1st Beginning Balance \$ 419,794.00 3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.) + \$ 0.00		

Compliance Maintenance Annual Report

Franklin Sewage Collection System

Last Updated: Reporting For:
6/5/2026 2025

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*) -

\$ 43,471.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 376,323.00

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

Retirement of vehicle assets.

3.3 What amount should be in your Replacement Fund?

\$ 376,323.00

0

Please note: If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

● Yes

○ No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be Involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

● Yes - If Yes, please provide major project information, if not already listed below. ☐ ☐

○ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	We will be inspecting and improving force mains when needed, Lift station improvements and or replacement, Maintaining existing system. MH hole rehabilitation. Continuing working on I&I improvements.	\$200,000	2027
2	Pump addition and MCC panel upgrades to the Saint Martins lift station.	\$950,000	2026
3	SCADA radio replacement.	\$50,000	2027
4	Sewer main lining.	\$200,000	2028

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations: 5

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	15,638	440
February	14,609	354
March	15,866	232
April	21,014	102
May	12,930	44
June	15,409	3
July	13,927	2
August	15,399	5
September	12,107	3
October	9,261	88
November	10,393	295
December	14,318	417
Total	170,871	1,985
Average	14,239	165

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☐ Comminution or Screening
- ☐ Extended Shaft Pumps
- ☒ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☒ SCADA System
- ☒ Self-Priming Pumps
- ☒ Submersible Pumps
- ☒ Variable Speed Drives
- ☐ Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

☐ No

☒ Yes

Year:

2023

By Whom:

Johnson Controls

Describe and Comment:

As equipment needs to be replaced, we will upgrade to more energy efficient equipment.

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6.4 Future Energy Related Equipment	
6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?	
Replace older pumps with newer technology to lower energy costs.	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Franklin Sewage Collection System

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- ☒ Yes
- ☐ No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- ☒ Yes
- ☐ No (30 points)
- ☐ N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

1. Continue to train new employees in system operation.
2. Inspect sewer mains for I&I.
3. Manhole rehabilitation to stop infiltration.

Did you accomplish them?

- ☐ Yes
- ☒ No

If No, explain:

Did not complete all manhole repairs.

☒ Organization [NR 210.23 (4) (b)] ☐

Does this chapter of your CMOM include:

- ☒ Organizational structure and positions (eg. organizational chart and position descriptions)
- ☒ Internal and external lines of communication responsibilities
- ☒ Person(s) responsible for reporting overflow events to the department and the public

☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Cit of Franklin code chapter 297

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2013-01-09

Does your sewer use ordinance or other legally binding document address the following:

- ☒ Private property inflow and infiltration
- ☒ New sewer and building sewer design, construction, installation, testing and inspection
- ☒ Rehabilitated sewer and lift station installation, testing and inspection
- ☒ Sewage flows satellite system and large private users are monitored and controlled, as necessary
- ☒ Fat, oil and grease control
- ☒ Enforcement procedures for sewer use non-compliance

☒ Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

- ☒ Equipment and replacement part inventories
- ☒ Up-to-date sewer system map

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- ☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
- ☒ A description of routine operation and maintenance activities (see question 2 below)
- ☒ Capacity assessment program
- ☒ Basement back assessment and correction
- ☒ Regular O&M training
- ☒ Design and Performance Provisions [NR 210.23 (4) (e)] ☐ ☐
- What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?
- ☒ State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
- ☒ Construction, Inspection, and Testing
- ☐ Others:

- ☒ Overflow Emergency Response Plan [NR 210.23 (4) (f)] ☐ ☐
- Does your emergency response capability include:
- ☒ Responsible personnel communication procedures
- ☒ Response order, timing and clean-up
- ☒ Public notification protocols
- ☒ Training
- ☒ Emergency operation protocols and implementation procedures
- ☒ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)] ☐ ☐
- ☐ Special Studies Last Year (check only those that apply):
- ☐ Infiltration/Inflow (I/I) Analysis
- ☐ Sewer System Evaluation Survey (SSES)
- ☐ Sewer Evaluation and Capacity Management Plan (SECAP)
- ☐ Lift Station Evaluation Report
- ☐ Others:

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	20	% of system/year
Root removal	0	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	15	% of system/year
Manhole Inspections	16	% of system/year
Lift station O&M	58	# per L.S./year
Manhole rehabilitation	1	% of manholes rehabbed
Mainline rehabilitation	0	% of sewer lines rehabbed
Private sewer Inspections	0	% of system/year

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2025

Private sewer I/I
removal

0

% of private services

River or water
crossings

0

% of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

35.85	Total actual amount of precipitation last year in inches
34.57	Annual average precipitation (for your location)
200	Miles of sanitary sewer
5	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
8	Number of basement backup occurrences
12	Number of complaints
.663	Average daily flow in MGD (if available)
32.79	Peak monthly flow in MGD (if available)
.217	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.04	Basement backups (number/sewer mile)
0.06	Complaints (number/sewer mile)
49.5	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
0.3	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **

Date	Location	Cause	Estimated Volume
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

☐ Yes

☒ No

If Yes, please describe:

Infiltration was higher due to 100 year storm event.

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

☐ Yes

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• No If Yes, please describe:
5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:
None
5.4 What is being done to address infiltration/inflow in your collection system?
Continue to televise sewer mains and plan for lining and repairs.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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2025

Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			4	16
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:

A = Voluntary Range (Response Optional)

B = Voluntary Range (Response Optional)

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)

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Franklin Sewage Collection System

Last Updated: Reporting For:
6/5/2026 2025

Resolution or Owner's Statement

Name of Governing
Body or Owner:

City of Franklin

Date of Resolution or
Action Taken:

2026-06-16

Resolution Number:

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4.00

APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE June 16, 2026
REPORTS & RECOMMENDATIONS	A Resolution Approving a Partial Property Tax Rescission and Refund for Parcel #853-0114-000	ITEM NUMBER 9.7. Ald. Dist. 4

BACKGROUND

Per Wisconsin State Statutes, the removal of property taxes needs to be authorized by the Common Council. Statutes enumerate specific conditions under which a rescission/refund is appropriate and necessary. There is currently one property that was incorrectly assessed for the 2025 tax year. Due to a palpable error, the value has been reduced by \$31,400.

ANALYSIS

Parcel: 853-0114-000

Owner: Joseph Fadness

Address: 4658 W. Rustic Summit Pass

Per the City's Assessor, the initial 2025 assessment was incorrect. The original assessment showed three full baths and a finished basement. The original construction plans presumably included a finished basement in the plans, but the basement was never finished. This assessment correction reflects two full baths and an unfinished basement.

FISCAL NOTE

The impact of the above rescission/refund is likely a bad debt expense for the city in the amount of \$112.22. There is a formal process that allows the City to notify the Department of Revenue (DOR) of rescissions in October of each year, and, as long as the total of all rescissions, for the tax year, for the City of Franklin, meet the statutory dollar threshold, \$250 or more per any single property, the chargeback will be authorized, and the other taxing entities will be responsible for their share. Staff will complete the statutory submittal and make the request to be reimbursed by the other taxing entities for their prorated shares totaling approximately \$411.36.

RECOMMENDATION

Staff recommends that Council authorize this resolution to partially rescind and refund the above noted taxes as outlined. Due to the tax bill being paid in full, \$523.58 will be refunded to the property owner.

COUNCIL ACTION REQUESTED

Motion to approve Resolution No. 2026-_____, A Resolution Approving a Partial Property Tax Rescission and Refund for Parcel #853-0114-000; and Direct Staff to Refund the Property Owner \$523.58.

Finance Dept - DB

STATE OF WISCONSIN : CITY OF FRANKLIN: MILWAUKEE COUNTY

RESOLUTION NO. 2026 - _____

A RESOLUTION APPROVING A PARTIAL PROPERTY TAX RESCISSION AND REFUND
FOR PARCEL #853-0114-000

WHEREAS, the following property taxes were assessed improperly, per Wisconsin State Statutes 74.33 (1) (a), which states that a clerical error has been made in the description of the property, and a partial rescission and refund of the tax due is appropriate:

Joseph Fadness 4658 W. Rustic Summit Pass Franklin, WI 53132 (Parcel #853-0114-000)	\$523.58
--	----------

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Common Council of the City of Franklin, that the proper City Officials are hereby authorized and directed to rescind and refund to the property owner in the sum of \$523.58; and

BE IT FURTHER RESOLVED, that the proper City Officials authorized and directed to seek compensation from the other taxing authorities, if applicable, per Wisconsin State Statutes 74.41.

Funds for this purpose are appropriated from the following Account Numbers:

01-0000-1415	Milwaukee County	\$99.72
01-0198-5543	City of Franklin	\$112.22
01-0000-1412	MATC	\$24.20
01-0000-1411	Franklin School District	\$248.31
01-0000-1413	MMSD	\$39.13

Resolution introduced at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2026.

PASSED AND ADOPTED by the Common Council of the City of Franklin this _____ day of _____, 2026.

APPROVED:

John R. Nelson, Mayor

ATTEST:

Shirley J. Roberts, City Clerk

AYES____NOES____ABSENT____

CITY OF FRANKLIN
TREASURER
9229 W LOOMIS ROAD
FRANKLIN WI 53132-9728

Please inform the treasurer of any address change.

JOSEPH FADNESS
4658 W RUSTIC SUMMIT PASS
FRANKLIN WI 53132-2503

Property Address
4658 W RUSTIC SUMMIT PASS

STATE OF WISCONSIN
REAL ESTATE PROPERTY TAX BILL FOR 2025
CITY OF FRANKLIN
MILWAUKEE COUNTY

BILL NO. 377849
Correspondence should refer to parcel number
PARCEL#: 8530114000

Assessed Value Land	Ass'd Value Improvements	Total Assessed Value	Ave. Assmt. Ratio	Est. Fair Mkt. Land	Est. Fair Mkt. Improvements	Total Est. Fair Mkt.	A star in this box means unpaid prior year taxes
97,700	516,300	614,000	0.9075	107,700	568,900	676,600	
Taxing Jurisdiction	2024 Est State Aids Allocated Tax Dist.	2025 Est State Aids Allocated Tax Dist.	2024 Net Tax	2025 Net Tax	% Tax Change	Gross Property Tax	10,237.89
MILWAUKEE COUNTY	4,354,589	4,801,148	1,935.58	2,138.76	10.5%	First Dollar Credit	-70.44
CITY OF FRANKLIN	3,538,487	3,630,551	2,353.30	2,406.83	2.3%	Lottery Credit	-211.33
FRANKLIN SCHOOL DIST	35,343,914	35,085,575	4,419.45	4,333.88	-1.9%	Net Property Tax	9,956.12
MMSD			762.17	839.26	10.1%	2026 GARBAGE & RECYC	159.60
MATC	4,549,722	4,838,774	493.26	519.16	5.3%		
Total	47,786,712	48,356,048	9,963.76	10,237.89	2.8%		
			79.25	70.44	-11.1%		
			255.16	211.33	-17.2%		
			9,629.35	9,956.12	3.4%		
School taxes reduced by school levy tax credit	\$ 991.93	IMPORTANT Be sure this description covers your property This description is for property tax bill only and may not be a full legal description.		Net Assessed Value Rate (Does NOT reflect credits)		TOTAL DUE FOR FULL PAYMENT	
		ACRES: 0.311		0.016674075		PAY BY January 31, 2026	
		ASPEN WOODS SUBDIVISION, NE 1/4, SEC 23-5-21, LOT 23		RETAIN THIS PORTION AS YOUR COPY		▶ \$ 10,115.72	
				SEE REVERSE SIDE FOR IMPORTANT INFORMATION		Warning: If not paid by due dates, installment option is lost and total tax is delinquent subject to interest and, if applicable, penalty Failure to pay on time. See reverse.	
						Installments may be paid as follows:	
						5032.00 DUE BY 01/31/2026	
						2541.86 DUE BY 03/31/2026	
						2541.86 DUE BY 05/31/2026	

PA-6853 (R 8-15)

FOR INFORMATIONAL PURPOSES ONLY
- Voter Approved Temporary Tax Increases

Taxing Jurisdiction	Total Additional Taxes	Total Additional Taxes Applied to Property	Year Increase Ends
FRANKLIN SCHOOL DIST	2,172,800.00	265.09	2036
FRANKLIN SCHOOL DIST	6,750,000.00	823.55	2045

PAY FULL AMOUNT OF:
\$10,115.72
OR PAY 1ST INSTALLMENT OF:
\$5,032.00
By January 31, 2026

Amount Enclosed: \$
Make Check Payable and Mail to:
CITY OF FRANKLIN
TREASURER
9229 W LOOMIS ROAD
FRANKLIN WI 53132-9728
414-425-4770
2025 Real Estate Property Bill #
377849
Parcel #
8530114000
Alt. Parcel #

FADNESS, JOSEPH
Include This Stub With Your Payment

AND PAY 2ND INSTALLMENT OF:
\$2,541.86
By March 31, 2026

Amount Enclosed: \$
Make Check Payable and Mail to:
CITY OF FRANKLIN
TREASURER
9229 W LOOMIS ROAD
FRANKLIN WI 53132-9728
414-425-4770
2025 Real Estate Property Bill #
377849
Parcel #
8530114000
Alt. Parcel #

FADNESS, JOSEPH
Include This Stub With Your Payment

AND PAY 3RD INSTALLMENT OF:
\$2,541.86
By May 31, 2026

Amount Enclosed: \$
Make Check Payable and Mail to:
CITY OF FRANKLIN
TREASURER
9229 W LOOMIS ROAD
FRANKLIN WI 53132-9728
414-425-4770
2025 Real Estate Property Bill #
377849
Parcel #
8530114000
Alt. Parcel #

FADNESS, JOSEPH
Include This Stub With Your Payment

Name	Joseph Fadness			
Parcel ID	853-0114-000			
Assessed Value -	Original	\$614,000		
Assessed Value -	Revised	\$582,600		
Payments Due	-31,400			
Lottery Credit		-281.77	-281.77	0.00
1/31		5,118.95	4,857.16	261.79
3/31		2,559.47	2,428.58	130.90
5/31		2,559.47	2,428.58	130.90
		<u>9,956.12</u>	<u>9,432.54</u>	<u>523.58</u>

		2025 Rate	Original Amount	Adjusted Amount	Difference	State Report Difference
	GL A/R Acct					
State Tax		0.0000000	0.00	0.00	0.00	0.00
Milwaukee County	01.0000.1415	3.4833156	2,138.76	2,029.38	109.38	99.72
Sales Tax Credit		0.0000000	0.00	0.00	0.00	
City of Franklin	01.0198.5543	3.9199113	2,406.83	2,283.74	123.09	112.22
MATC (VTAE)	01.0000.1412	0.8455435	519.16	492.61	26.55	24.20
1 Franklin Schools	01.0000.1411	8.6739511	5,325.81	5,053.44	272.37	248.31
State School Levy credit		-1.6155230	-991.93	-941.20	-50.73	
MMSD	01.0000.1413	1.3668765	839.26	796.34	42.92	39.13
		<u>16.6740750</u>	<u>10,237.89</u>	<u>9,714.31</u>	<u>523.58</u>	<u>523.58</u>

Milwaukee County is entitled to the Sales tax credit
The School levy credit is proportioned among all taxing districts
The State when calculating the amounts will calculate the TIF impact and include that with the City total

Franklin Schools	01 0000.1411	8.6739511
Oak Creek/Franklin Schools	01.0000.1418	7.6625654
Whitnall Schools	01.0000.1419	8.1251365
No Sewer		0.0000000

TOTAL

2026 Request for Chargeback
of Rescinded or Refunded Taxes

Assessment Year	Co-muni Code 40226	County MILWAUKEE Municipality CITY OF FRANKLIN	Case No.	Report Type ORIGINAL
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Property Information

☒ Real estate ☐ Personal property	Parcel/account number 853-0114-000	Is this parcel in a TID? ☐ Yes ☒ No	TID number
Property owner name Joseph Fadness	Due to court ruling? ☐ Yes ☒ No	Court determination date	Court case/docket number

Real Estate

Assessment Before Adjustment				Assessment After Adjustment				(col. g) Total Assessment Difference (cols. c - f)
Class	(col. a) Land	(col. b) Improvement	(col. c) Total Value (cols. a + b)	Class	(col. d) Land	(col. e) Improvement	(col. f) Total Value (cols. d + e)	
Res	97,700	516,300	614,000	Res	97,700	484,900	582,600	-31,400
Total								

District Information

Net taxes rescinded or refunded to be charged back to taxing jurisdictions (excluding interest)

District Code	District Type	District Name	Net Tax
	STATE	STATE OF WISCONSIN	
40999	COUNTY	MILWAUKEE COUNTY	
40226	MUNICIPALITY	CITY OF FRANKLIN	
404018	SCHOOL		
000900	TECHNICAL COLLEGE	MILWAUKEE AREA TECHNICAL COLLEGE MILW	
405020	SPECIAL	MILWAUKEE COUNTY METRO SEWER DISTRICT	
Total net tax rescinded or refunded (excluding interest)			

Explanation

I certify the total net taxes were rescinded or refunded to the taxpayer ☐ Yes ☐ No

Reference 74.33(1)	Statute explanation Correction of palpable error
Additional explanation Prior assessment showed 3 full baths and finished basement. Original construction plans presumably included basement finish in the plans, but basement was never finished. Assessment correction reflects 2 full baths and unfinished basement.	

**2026 Request for Chargeback
of Rescinded or Refunded Taxes**

Preparer

Name	Title
Danielle Brown	Treasurer
Email	Phone
dbrown@franklinwi.gov	(414) 427-7514

Signature Statement

Under penalties of law, I declare this form and all attachments are true, correct and complete to the best of my knowledge and belief.

Do you agree with this statement? ☐ Yes ☐ No

APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE June 16, 2026
REPORTS AND RECOMMENDATIONS	A Resolution Authorizing Certain Officials to Execute a Kayla's Playground Charitable Donation Agreement	ITEM NUMBER D.8.

Annexed hereto is a copy of the above-entitled Resolution, the Kayla's Playground Charitable Donation Agreement, and the September 1, 2015 Agreement between and among the City of Franklin, Penfield Children's Center, Inc. and Kayla's Krew. The reasons for the Kayla's Playground Charitable Donation Agreement, are set forth in the Agreement, and the Resolution.

COUNCIL ACTION REQUESTED

A motion to adopt A Resolution Authorizing Certain Officials to Execute a Kayla's Playground Charitable Donation Agreement.

Dept. of Administration: KH; Dept. of Finance: DLB; Legal Services Dept.: jw

STATE OF WISCONSIN

CITY OF FRANKLIN

MILWAUKEE COUNTY

RESOLUTION NO. 2026-_____

A RESOLUTION AUTHORIZING CERTAIN OFFICIALS TO EXECUTE A KAYLA'S
PLAYGROUND CHARITABLE DONATION AGREEMENT

WHEREAS, following its development commencement in 2015, Kayla's Playground has become a wonderful destination for people, children and adults, to enjoy the benefits of life, upon and within the all-accessible, all-inclusive playground area, it being a special place within this area of the State and the World; and

WHEREAS, Kayla's Playground basically has been fully developed, and the costs thereof have been substantially funded by donations from the people, businesses and entities funding to make the world a better place; and

WHEREAS, Michelle Runte, the founder of Kayla's Playground, and the City of Franklin Parks Commission, have continued support and promotion of the playground, and Michelle Runte will continue to substantially support the reason for Kayla's Playground wonderful existence and its maintenance and potential enhancements through the years forthcoming, and wishes to ensure that process by having administrative approval rights with regard to donations to support Kayla's Playground, and having proposed an Agreement to do so, with the purposes and terms therefore as stated therein; and

WHEREAS, the Common Council having considered the experience of Kayla's Playground to this date and into the future, and the purposes and terms of Kayla's Playground Charitable Donation Agreement as set forth therein, and the substantial life services provided for Kayla's Playground by Michelle Runte, and having determined that the Agreement is in furtherance of the public health, safety and welfare of, and the benefit to the community.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Common Council of the City of Franklin, Wisconsin, that the Kayla's Playground Charitable Donation Agreement by and among the City of Franklin, Michelle Runte, with Penfield Children's Center, Inc. being in agreement to the Agreement being a successor agreement to the September 1, 2015 agreement, in the form and content as annexed hereto, together with any changes as may be approved by the Director of Administration, the Director of Finance and Treasurer and the City Attorney, be and the same is hereby approved.

BE IT FURTHER RESOLVED, that the Mayor, City Clerk and Director of Finance and Treasurer be and the same are hereby authorized to execute and deliver such agreement.

Introduced at a regular meeting of the Common Council of the City of Franklin this
_____ day of _____, 2026.

RESOLUTION NO. 2026-_____

Page 2

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2026.

APPROVED:

ATTEST:

John R. Nelson, Mayor

Shirley J. Roberts, City Clerk

AYES _____ NOES _____ ABSENT _____

KAYLA'S PLAYGROUND CHARITABLE DONATION AGREEMENT

This Kayla's Playground Charitable Donation Agreement (this "Agreement") is entered into as of June ____, 2026 ("Effective Date") and sets forth agreements between the City of Franklin ("City") and Michelle Runte, primarily for the forthcoming and future funding of Kayla's Playground, and Penfield Children's Center, Inc., only for its agreement that any expenditure of donated funds for park maintenance purposes as set forth in the September 1, 2015 agreement among the parties shall no longer be allowed.

WHEREAS, Kayla's Krew, through its fiduciary, Penfield Children's Center, Inc., previously contributed certain monies for the construction and future playground enhancements of Kayla's Playground at Franklin Woods Nature Center located at 3723 West Puetz Road, Franklin, Wisconsin 53132; and

WHEREAS, Kayla's Krew has since dissolved and is no longer an existing entity upon the completion of the building and development of Kayla's Playground, as well as Penfield Children's Center, Inc. accordingly having ceased its participation in the project, and Michelle Runte, under the supervision of the City of Franklin Parks Commission, has continued the support and promotion of the playground through the Kayla's Playground Ambassador Program, as well as continued community partnerships for the enhancement of the playground; and

WHEREAS, Michelle Runte and the City of Franklin Parks Commission have continued support and promotion of the playground, resulting in a substantial fund balance being held at the City of Franklin; the original transfer of funds from Kayla's Krew/ Penfield Children's Center, Inc. was in the amount of \$36,044.41 on February 17, 2016; and

WHEREAS, the public desires to make charitable contributions from time to time to be used by the CITY for the purposes specified in this Agreement; and

WHEREAS, the City accepted ownership of the playground donation in 2015 as an asset and responsibility of the City; and

WHEREAS, the City acknowledges that funds contributed as charitable donations for specific use in and for Kayla's Playground are valuable to the enhancement of play and shall be segregated from any and all maintenance and replacement funds.

NOW, THEREFORE, in consideration of the foregoing and mutual promises contained herein, the parties agree as follows:

Section 1. Additional Background.

The parties desire the charitable contribution made by this Agreement to be made in compliance with all of the applicable provisions of Internal Revenue Code Section 501(c)(3) and/or Section 170(c)(1) of the Internal Revenue Code of 1986, as amended (the "Code") and accompanying Treasury Regulations governing charitable organizations formed in accordance with the Code and governmental units, respectively, as interpreted and applied by the Internal Revenue Service.

Section 2. Gifts, Contribution and Donation.

2.1. The City and Michelle Runte agree that funds in the City account 28-0000-1047 are a charitable contribution of funds previously collected by Kayla's Krew and administered by Penfield Children's Center, Inc. as tax exempt.

2.2. The City and Michelle Runte agree that funds in the City account 28-0000-1047 are excess funds whose donated purpose was to enhance the playground. The current amount of funds in the City account on June 9, 2026 is \$54,363.77.

2.3. The City and Michelle Runte agree that funds donated to the City by individuals, organizations, corporations and trusts are charitable donations to the City for specific use in Kayla's Playground and may not be transferred for other purposes.

2.4. The City and Michelle Runte agree that funds may be expended only under the conditions listed below.

Section 3. Covenants – Use of Donations.

The City agrees that all donations from the public (individuals, organizations, corporations and trusts) and all amounts earned by investing such donated funds shall be used by the City only for the Agreed Purposes and, that Michelle Runte, or her designee as later stated herein, shall have all approval rights for expenditure of such funds until the City is notified in writing by Michelle Runte or her designee then having and administering the approval rights, of the relinquishing of the approval requirement. Such notification shall be notarized. If Michelle Runte is no longer able for any reason due to health, residency, death, or other fact ending the ability to personally properly administer the approval requirement, Michelle Runte hereby designates Husband John Runte as her successor to personally properly administer the approval requirement, and upon a decision of John Runte to not accept such designation or later continue it and the City receives notification in writing thereof from John Runte and so notarized, or otherwise John Runte is no longer able for any reason due to health, residency, death, or other fact ending the ability to personally properly administer the approval requirement, Michelle Runte hereby designates Daughter Brooklyn Runte as her successor to personally properly administer the approval requirement, and upon a decision of Brooklyn Runte to not accept such designation or later continue it and the City receives notification in writing thereof from Brooklyn Runte and so notarized, or otherwise Brooklyn Runte is no longer able for any reason due to health, residency, death, or other fact ending the ability to personally properly administer the approval requirement, the relinquishment of the approval requirement shall occur thereupon forthwith without any notification as aforesaid requirement.

Section 4. Agreed Purposes.

Subject to Section 3., the following purposes are appropriate uses of funds, subject to the recommendation and approval of the City of Franklin Parks Commission for each allocation:

4.1. Purchase and installation of equipment not currently in place on the playground, that by its nature and design, enhances the play experience of people of all abilities.

4.2. Purchase and installation of replacement of the Liberty Swing, merry-go-round, and stainless steel slides, after their respective functional life has expired. Replacements shall be of like or enhanced quality and capability.

4.3. It is agreed that segregated funds as donated and designated hereunder may not be used to provide for maintenance or repair of any playground component or infrastructure. Penfield Children's Center, Inc. is in agreement with this Subsection 4.3.

Section 5. Notices.

All notices, requests, demands and other communications under this Agreement shall be in writing, shall be addressed as follows, and shall be deemed to have been duly given on the date of delivery:

To Michelle Runte: Michelle Runte
8235 West Coventry Drive
Franklin, Wisconsin 53132

To the City: City Clerk
City of Franklin
9229 West Loomis Road
Franklin, Wisconsin 53132

Either party may change its address for purposes of this Section 5. by giving the other party written notice of the new address in the manner set forth above.

Section 6. Miscellaneous.

6.1. This Agreement is considered to be a successor agreement and clarification to the September 1, 2015 agreement between the City and Penfield Children's Center, Inc. and Kayla's Krew sections I.(i) and II.(a). Penfield Children's Center, Inc. is in agreement with this Subsection 6.1.

6.2. This Agreement and the agreements and instruments to be executed and delivered hereunder set forth the entire agreement of the parties with respect to the subject matter hereof and supersede and discharge all prior agreements (written or oral) and negotiations and all contemporaneous oral agreements concerning such subject matter and negotiations. Penfield Children's Center, Inc. is in agreement with this Subsection 6.2.

6.3. Unless expressly agreed in writing by the applicable party, neither the failure of nor any delay by any party to this Agreement to enforce any right hereunder or to demand compliance with its terms is a waiver of any right hereunder. No action taken pursuant to this Agreement on one or more occasions is a waiver of any right hereunder or constitutes a course of dealing that modifies this Agreement.

6.4. No waiver of any right or remedy under this Agreement shall be binding on any party unless it is in writing and is signed by the party to be affected. No such waiver of any right or remedy under any term of this Agreement shall in any event be deemed to apply to any subsequent default under the same or any other term contained herein.

6.5. No amendment, modification or termination of this Agreement shall be binding on any party hereto unless it is in writing and is signed by the party to be charged.

6.6. The terms of this Agreement, except for as set forth in Section 3., shall be binding

upon and inure to the benefit of the parties and their respective personal representatives or corporate successors.

6.7. Nothing herein expressed or implied is intended or shall be construed to give any person other than the parties hereto any rights or remedies under this Agreement.

6.8. This Agreement shall be deemed to have been prepared jointly by the parties hereto. Any ambiguity herein shall not be interpreted against any party hereto and shall be interpreted as if each of the parties hereto had prepared this Agreement.

6.9. This Agreement may be executed in any number of counterparts, all of which shall constitute one and the same instrument, and any party hereto may execute this Agreement by signing and delivering one or more counterparts.

6.10. This Agreement shall be governed by the laws of the State of Wisconsin without regard to provisions regarding conflicts of law. The venue for any actions arising under this Agreement shall be the Circuit Court for Milwaukee County.

6.11. It is the intent of the parties that this Agreement and the contributions contemplated hereby shall for all purposes be treated as a charitable contribution made to an organization organized and operated under Section 501(c)(3) of the Code and/or to the City, a governmental unit pursuant to Section 170(c)(1) of the Code. It is intended that the charitable contributions made by this Agreement be used for charitable, educational or scientific purposes as permitted to an organization organized and operated under Section 501(c)(3) of the Code, and/or be used for public purposes pursuant to Section 170(c)(1) of the Code.

Section 7. Contributions from a Trust.

The parties acknowledge that future charitable contributions may be made to the City of Franklin by or through one or more trusts established for the benefit of Kayla's Playground. In such cases:

7.1 The City agrees to treat trust distributions as restricted charitable donations, consistent with the terms of this Agreement and the stated intent of the trust.

7.2 Unless otherwise restricted by the trust, such funds shall be used for enhancements or improvements to Kayla's Playground and not for general maintenance or unrelated park projects.

7.3 The City agrees to work in good faith with the representative(s) of the trust to ensure donor intent is preserved.

7.4 Michelle Runte shall retain the expenditure approval rights described in Section 3. unless relinquished as set forth therein.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

CITY OF FRANKLIN, WISCONSIN

MICHELLE RUNTE

BY: _____

PRINT NAME: John R. Nelson

Date: _____

TITLE: Mayor

DATE: _____

BY: _____

PRINT NAME: Shirley J. Roberts

TITLE: City Clerk

Penfield Children's Center, Inc.

DATE: _____

BY: _____

BY: _____

PRINT NAME: _____

PRINT NAME: Danielle L. Brown

TITLE: _____

TITLE: Director of Finance and Treasurer

DATE: _____

DATE: _____

Approved as to form:

Jesse A. Wesolowski, City Attorney

DATE: _____

AGREEMENT

This AGREEMENT, made and entered into this 1st day of September, 2015, by and among the City of Franklin, 9229 West Loomis Road, Franklin, Wisconsin 53132 (hereinafter "City"), Penfield Children's Center, Inc., a Wisconsin nonstock corporation (hereinafter "Penfield") and Kayla's Krew, an unincorporated association (hereinafter "Kayla's Krew"), (collectively, the "Parties").

WITNESSETH

WHEREAS, the Mission of Kayla's Krew has been and is to build an all-accessible, all-inclusive playground in the City, that is inspiring and truly all-accessible for all children and families of any age and ability, with the goal to provide a common ground to enrich social skills through play, to create friendships for a lifetime and to promote Peer Advocacy programs through collaboration with community partners; Simply, Honestly and Purely; and

WHEREAS, Kayla's Krew has been and is engaged in the activity of raising funds for the purchase of playground equipment for the all-accessible, all-inclusive playground (hereinafter the "Project") in the City, and pursuant to a Fiscal Sponsorship Agreement, dated September 2013, by and between Penfield and Kayla's Krew, Penfield serves as the fiscal sponsor for the Project, Penfield having agreed to collect funds for the Project, to spend funds collected on any invoice that is submitted on behalf of Kayla's Krew to support the planning and building of the Project, to create a separate fund in its books and records to account for amounts received and designated for the Project (the "Account"), and to use all amounts that the Account receives for the Project; and

WHEREAS, the City and Kayla's Krew having worked together for a year to bring the planning and development of the Project to fruition, the selected site being Franklin Woods Nature Center.

NOW, THEREFORE, in consideration of these premises and the following mutual covenants, terms, and conditions, City, Kayla's Krew and Penfield agree as set forth below.

I. City Obligations. The City has already performed or shall reasonably perform the following:

- (a) proceed with the development of the Project pursuant to and as applicant for all necessary governmental permits and approvals;
- (b) provide all necessary storage, logistics, and transportation for the playground equipment from when received by the City until the final installation of the equipment;
- (c) develop the site plan with the playground dimensions;
- (d) provide the site work necessary to install the playground and any necessary support structures for attachment of playground equipment;
- (e) provide for the construction and installation of rest room facilities;
- (f) provide for the installation of appropriate vehicular entryways and parking area(s);

- (g) provide for the installation of all electric, sewer and water utilities (including motion detected lighting poles) reasonably necessary for the Project;
- (h) provide for the restoration of any disturbed grass area(s) throughout the site;
- (i) accept upon receipt, and inspection and determination of conformity and intended quality by City staff for City ownership of all donated materials, and all donated funds from Kayla's Krew and/or Penfield for City ownership and separate accounting and use for only the Project, and thereafter, City on-going maintenance of Kayla's Playground, and/or its enhancement, following completion of construction;
- (j) provide for traffic control during the Project construction;
- (k) provide for electric power supply during the Project construction;
- (l) provide for reasonably appropriate signage for "Kayla's Playground"; and
- (m) provide for liability insurance coverage for the build week, recognizing that volunteer workers are volunteers donating their time and efforts without any form of monetary or property compensation, are independent contractors and not entitled to any coverage for workers' compensation insurance, the Federal Insurance Contribution Act (FICA), the Federal Unemployment Tax Act (FUTA), any income tax withholding or the like, as they are not employees of the City; a volunteer's intentional misconduct will not be protected or covered by the liability coverage, and a volunteer should have his or her own health insurance in the event of injury while performing volunteer work.

II. Kayla's Krew Obligations. Kayla's Krew has already performed or shall reasonably perform the following:

- (a) utilize the contribution of funds it has received and will receive for the purchase of playground equipment, with any funds available after full build-out to be applied to City Project costs, playground equipment operation, maintenance and improvements;
- (b) provide full architectural drawings for the playground, complete with elevations, specific mounting requirements, equipment locations and boundaries and information required to professionally prepare the site and assist in construction of the playground;
- (c) provide, in coordination with City staff, complete construction management information and directions for the playground installation;
- (d) provide necessary volunteer labor to effectuate construction of the playground equipment under the supervision of Play By Design and the City Engineer or his designee;
- (e) provide any necessary information requested by City staff to complete the project in a timely and workman like manner;
- (f) with City staff, develop swing key distribution procedures convenient to both users and the City, that provides security for the swing when not in use;

- (g) provide recommendations to the City Parks Commission on future additions to Kayla's Playground and other City facilities; and
- (h) design and provide specifications for construction of a Donor and Sponsorship wall for Kayla's Playground at the Franklin Woods Nature Center site.

III. Donations to Kayla's Krew Terms of Transfer of Excess Funds. City and Penfield agree as follows with regard to donations to Kayla's Krew funds transferred from Penfield to the City:

- (a) Use of Transferred Excess Funds. Transferred funds (and any income earned on the deposit of transferred funds in an interest-bearing account) shall be placed in a separate account (the "Reserve Account") in the name of City with such funds to be used by City to enhance, operate and/or maintain the Project. Withdrawals from the Reserve Account in excess of \$1,000 will be subject to the written notice to Kayla's Krew in care of Michelle Runte, 8235 W Coventry DR, Franklin, WI 53132, within ten (10) days of such withdrawal. If sufficient funds are not available to fund the Reserve Account from the transferred funds, City shall have no obligation to fund or continue the Reserve Account.
- (b) Accounting Records. A complete and accurate record of the funds received and expenses incurred in connection with the transferred funds must be maintained by City and submitted to Penfield and Kayla's Krew beginning with the year in which the funds are transferred and continuing through the year of completion of construction of the Project and funding of the Reserve Account (the "Project Completion Accounting Report"). In addition, following submission of the Project Completion Accounting Report and funding of the Reserve Account, City shall provide Penfield and Kayla's Krew with a semiannual report detailing activity in the Reserve Account (receipts, expenditures and any income thereon) for the period covered by the report (the "Semiannual Reserve Account Report"); provided, however, that City's obligation to provide the Semiannual Reserve Account Report to Penfield shall terminate beginning with the year following the year in which construction of the Project is completed. If sufficient funds are not available to fund the Reserve Account, City shall have no obligation to provide Semiannual Reserve Account Reports.
- (c) Required Reports. A written report, signed by the Director of Finance and Treasurer of the City, will be required to be furnished to Penfield beginning with the year funds are transferred to City and continuing through the year of completion of construction of the Project and funding of the Reserve Account, if transferred funds are available for such funding. The report will be required to contain a financial statement and a narrative account of what was accomplished by use of the transferred funds.
- (d) Compliance with U.S. Law. Kayla's Krew, Penfield and City agree to comply with all applicable United States law, in conjunction with all other applicable laws governing this AGREEMENT.

- (e) Operation of the Project. City shall not charge for usage of the Project and hours of operation will be from dawn to dusk, or between established City Parks usage hours as established by the City from time to time.

IV. General Obligations and Understandings of the Parties.

- A. The Parties understand and agree that all private funds donated for the development of Kayla's Krew all-accessible, all-inclusive playground Project are dedicated for such purpose and shall be administered for such dedicated purpose upon receipt by any of the Parties pursuant to the terms of this AGREEMENT.
- B. The Parties understand and agree that the planned time for completion of the installation of the Project playground equipment is 2015, with potential completion of the construction and installation of other Project improvements, such as restroom facilities, not until into 2016; all components of the Project development being subject to the timing of receipt of reasonable bids and awards thereof pursuant to the Wisconsin public works construction laws, as well as any occurrences beyond the reasonable control of any of the Parties constituting a *force majeure*.
- C. The Parties understand and agree that all funds and property donated for the Kayla's Krew all-accessible, all-inclusive playground Project and received by the City shall become the property of the City upon receipt. The City shall maintain and operate Kayla's Playground at Franklin Woods Nature Center pursuant to all applicable federal, state, and local governmental laws, rules, orders, codes, and adopted City public park policies and plans from time to time.
- D. This AGREEMENT may only be amended by written instrument signed by the Parties.
- E. This AGREEMENT shall be construed under and governed by the laws of the State of Wisconsin. The venue for any actions arising under this AGREEMENT shall be the Circuit Court for Milwaukee County.
- F. The Parties shall maintain all records pertaining to this AGREEMENT during the term of this AGREEMENT and for a period of not less than 3 years following its completion. Such records shall be made available by Kayla's Krew and Penfield to City for inspection and copying upon request.
- G. This AGREEMENT may be executed in one or more counterparts, each of which shall be deemed an original and such counterparts together shall constitute one and the same instrument.
- H. This AGREEMENT shall be of full force and effect upon the execution hereof by the Parties.

IN WITNESS WHEREOF, the Parties have caused this AGREEMENT to be executed on the dates set forth below.

Kayla's Krew

BY: Michelle Runte

PRINT NAME: Michelle Runte

TITLE: Founder and Executive Director

DATE: AUGUST 31, 2015

Penfield Children's Center, Inc.,

BY: Christine P. Holmes

PRINT NAME: Christine P. Holmes

TITLE: President and CEO

DATE: September 1, 2015 _____

City of Franklin

BY: Stephen R. Olson

PRINT NAME: Stephen R. Olson

TITLE: Mayor

DATE: AUGUST 31, 2015

BY: Sandra L. Wesolowski

PRINT NAME: Sandra L. Wesolowski

TITLE: City Clerk

DATE: AUGUST 31, 2015

BY: Paul Rotzenberg

PRINT NAME: Paul Rotzenberg

TITLE: Director of Finance and Treasurer

DATE: 8-31-2015

Jesse A. Wesolowski
8/31/2015
Jesse A. Wesolowski
City Attorney
Approved as to form



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APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE 06/16/26
REPORTS & RECOMMENDATIONS	Establish the Last Saturday in October for the Halloween Trick or Treat Observance in the City of Franklin from 4-7 p.m.	ITEM NUMBER 25.9.
The Council may wish to establish Trick or Treat observance at this time for notification. It was discussed when the Trick or Treat observance came up for discussion in 2025 as to why it needs to come back every year and why we cannot just establish a day. The consensus last year was to establish the last Saturday in October from 4-7 p.m. as the time for Trick or Treat for the City of Franklin. COUNCIL ACTION REQUESTED Motion to establish the last Saturday in October from 4-7 p.m. for the Halloween Trick of Treat observance in the City of Franklin. Or as directed CLERKSDEPT		

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APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE 6-16-26
REPORTS & RECOMMENDATIONS	AN ORDINANCE TO AMEND §169-1 LICENSES REQUIRED, OF THE MUNICIPAL CODE OF THE CITY OF FRANKLIN, WISCONSIN, TO DECREASE THE COST OF THE ALCOHOL BEVERAGES PROVISIONAL OPERATOR'S LICENSE FEE	ITEM NUMBER 9.10.

Under Wis. Stat. § 125.185(3), the fee for a provisional operator's license (commonly known as a provisional bartender's license) cannot exceed \$15.00. The City of Franklin fee in the Municipal Code is \$25.00.

The City Clerk is proposing an Ordinance to decrease the provisional operator's license fee from \$25.00 to \$15.00 to balance in line with the State Statute.

COUNCIL ACTION REQUESTED

A motion to adopt An Ordinance to Amend §169-1 Licenses Required, of the Municipal Code of the City of Franklin, Wisconsin, to Decrease the Cost of the Alcohol Beverages Provisional Operator's License Fee.

STATE OF WISCONSIN

CITY OF FRANKLIN

MILWAUKEE COUNTY

ORDINANCE NO. 2026-_____

AN ORDINANCE TO AMEND §169-1 LICENSES REQUIRED, OF THE
MUNICIPAL CODE OF THE CITY OF FRANKLIN, WISCONSIN, TO DECREASE
THE COST OF THE ALCOHOL BEVERAGES PROVISIONAL OPERATOR'S
LICENSE FEE

WHEREAS, the Common Council having reviewed a recommendation by the City Clerk to decrease the Provisional Operator license fee from Twenty-Five Dollars (\$25.00) to Fifteen Dollars (\$15.00) having found such decrease to be in line with Wis. Stat. § 125.185(3).

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

- SECTION 1: §169-1 Licenses required, of the Municipal Code of the City of Franklin, Wisconsin, specifically and solely as it pertains to Section 158-3H Provisional operator's license therein, be and the same is hereby amended as follows: delete "\$25.00" and in place thereof, insert: "\$15.00".
- 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 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 16th day of June, 2026 by Alderman _____.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this 16th day of June, 2026.

APPROVED:

ATTEST:

John R. Nelson, Mayor

Shirley J. Roberts, City Clerk

YES ____ NOES ____ ABSENT ____

APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE 6/16/2026
REPORTS & RECOMMENDATIONS	City of Franklin's Community Development Block Grant Program Projects for 2027	ITEM NUMBER 93.11.
Per Milwaukee County, the timeline for the 2027 Community Development Block Grant (CDBG) applications is as follows: • June 15-23, 2026: 2027 CDBG Training Sessions with one required training per applicant. This requirement will be met by Department of Administration staff. • June 22, 2026: 2027 CDBG application becomes available online. • July 24, 2026: CDBG applications are due by 10 a.m. • September 2026: Tentative meeting date of Milwaukee County Committee on Community, Environment, and Economic Development where CDBG applicants will be required to present their 2027 applications to the Committee. 2026 CDBG PROJECT ALLOCATIONS For its 2026 CDBG allocations, the City of Franklin issued a letter of support in the amount of \$5,000 to Eras Senior Network, Inc. for their Faith in Action Milwaukee County Program; issued a letter of support in the amount of \$3,000 to Oak Creek Salvation Army for its Homelessness Program; applied for \$5,000 and received notice of award in the amount of \$4,900 for the Franklin Senior Community Health Educational Program (Health Department); and applied for \$65,000 for the 2026 Franklin Home Repair Grant Program but did NOT receive award of any amount for this purpose due to still having funding available from past years for the Franklin Home Repair Grant Program. 2027 CDBG APPLICATION SUBMISSION As a refresher, the Milwaukee County CDBG program has tightened its program parameters to ensure that no more than 15% of project dollars go towards Public Service projects, social service-type programs not involving construction per the federal requirements. Per federal law, the CDBG program focuses on construction-related projects. Note that the County considers those projects that receive a letter of support as using a portion of Franklin's allocation. The amount of Franklin's allocation and limitations of the funds in relation to Franklin's demographic makeup limits its reasonable application for major construction projects, which is the primary intent of the Federal CDBG program. Our current allocation strategy supports beneficial services and can be very helpful in maintaining a small portion of the City's older housing stock through the Franklin Home Repair Grant Program while targeting CDBG-eligible participants. For 2027, staff recommends continuing to fund the current Public Service Projects as follows: (1) The Franklin Senior Community Health Educational Program by the Franklin Health Department in the amount of \$5,000; (2) the letter of support for the Oak Creek Salvation Army-Homelessness Program in the amount of \$3,000; and (3) the letter of support for the Eras Senior Network Faith in Action Milwaukee County Program in the amount of \$5,000. If the Common Council agrees, the City will forward letters of support to Eras Senior Network, Inc. and the Oak Creek Salvation Army, and those agencies will then proceed to prepare and submit the necessary 2027 applications to Milwaukee County. Both agencies have confirmed that they will again be applying for 2027 Milwaukee County CDBG funding and greatly thank the City for their continued support for their crucial		

programs. Note that it is possible that the County could reduce the available funds for the Franklin Public Service projects to approximately \$9,000-\$11,700, which is 15% of a typical allocation between \$60,000-\$78,000.

Also, for 2027, staff recommends that the City again apply for funding towards a “Franklin Home Repair Grant Program,” as it had applied for and was awarded funding for the years 2018 through 2025. The current 3-year Cooperation Agreement with the County includes language that allows a community to submit proposed projects for funding “and/or have all or some of its allotment for that year applied to the Home Repair Program.” The Milwaukee County Home Repair Program is administered directly through Milwaukee County. It grants low-income owner-occupants of single-family homes the ability to make necessary home repairs. Typical repairs include making accessibility accommodations, repairing electrical systems, water/sewer service, and/or porches, and replacing roofs, siding, trim, and/or windows. The application for the Home Repair Grant Program is set up to help as many income-eligible, single-family homeowners in Franklin as possible – with grants being up to one-half the project cost, generally targeted for up to \$5,000. This \$5,000 amount is flexible and can be modified, increased, or decreased by Milwaukee County depending on how many income-eligible applications are received and the amount of the repairs.

The Franklin Home Repair Grant Program has been doing fairly well. All past Franklin Home Repair funding through 2022 has been used. Applications are being taken for use of the 2023-2025 Franklin Home Repair Grant funding. Again, we were not awarded funding for 2026 due to still having past years’ funding still available. Depending on the amount of funding still remaining, we may not again receive funding for 2027 for this purpose until funding is fully expended.

Staff recommends completing and submitting final 2027 Milwaukee County CDBG applications by the deadline date of July 24, 2026, for the following City of Franklin projects and amounts:

2027 Recommended Franklin CDBG Applications:	Amount:
Franklin Senior Community Health Educational Program (Health Department)	\$5,000
Eras Senior Network Faith in Action Milwaukee Co. Program (Letter of Support-\$5,000)	5,000
Oak Creek Salvation Army–Homelessness Program (Letter of Support-\$3,000)	3,000
2027 Franklin Home Repair Grant Program (Remaining amount)	<u>65,000</u>
Total 2027 Franklin Application Submittal	\$78,000

NOTE: A public hearing by the City of Franklin is not required as the Milwaukee County Board schedules and holds a public hearing on all project recommendations.

COUNCIL ACTION REQUESTED

Motion to authorize the Director of Administration to submit Letters of Support for the Eras Senior Network, Inc. Faith in Action Milwaukee County Program for \$5,000 and Oak Creek Salvation Army–Homelessness Program for \$3,000; to submit a project application for the Franklin Senior Community Health Educational Program for \$5,000; and to submit a project application for a 2027 Franklin Home Repair Grant Program, administered directly through Milwaukee County, for \$65,000, by the deadline date of July 24, 2026. (This aggressive deadline date does not allow this item to be held over or tabled to a future meeting date.)

APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE June 16, 2026
REPORTS AND RECOMMENDATIONS	H, B & H, LLC d/b/a On the Border applications for Class B Combination and Entertainment & Amusement Licenses for July 1, 2026 - June 30, 2027	ITEM NUMBER H. 1.

At the June 2, 2026 Common Council meeting there was a 3 yes, 0 no, and 3 abstain vote upon a motion to grant the above entitled licenses. After a brief recess to review the results of a 3-0-3 vote, the Council voted unanimously with one abstention, to hold the matter over to this meeting. Following the motion to hold this item over, the City Attorney reviewed the process and determined the motion at the June 2, 2026 meeting to grant the licenses passed.

On June 10, 2026, a criminal complaint was filed with the Milwaukee County Circuit Court in State of Wisconsin vs. HB & H Holdings LLC d/b/a On The Border, Case No. 2026-CF-2743, alleging the defendant "did intentionally keep a place of prostitution, contrary to sec. 944.34(1), 939.50(3)(h) Wis. Stats."

The City Attorney will inform the Council of forthcoming potential processes with regard to the licenses.

COUNCIL ACTION REQUESTED

A motion(s) as the Common Council may deem appropriate.

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APPROVAL	REVISED REQUEST FOR COUNCIL ACTION	MEETING DATE 06/16/2026
LICENSES AND PERMITS	MISCELLANEOUS LICENSES	ITEM/NUMBER H. 2.

See attached License Committee Meeting Minutes from the License Committee Meeting of June 16th, 2026.

COUNCIL ACTION REQUESTED

Approval of the Minutes of the License Committee Meeting of June 16th, 2026.



414-425-7500

License Committee Agenda*
Franklin City Hall Aldermen's Room
9229 West Loomis Road, Franklin, WI
June 16, 2026 – 5:00 p.m.

1.	Call to Order & Roll Call	Time:		
2.	Applicant Interviews & Decisions			
		Recommendations		
Type/ Time	Applicant Information	Approve	Hold	Deny
Extraordinary Entertainment & Special Event 5:05 p.m.	Victory of the Lamb Inc. – Family Night featuring Touch A Truck 2026 Person in Charge: Michael Babler Location: 11120 W Loomis Rd Date of Event: Saturday, July 18, 2026			
Extraordinary Entertainment & Special Event 5:15 p.m.	Friends of Wehr Nature Center Inc – Midsummer's Night Market 2026 Person in Charge: Melissa Hoppe Location: 9701 W College Ave Date of Event: Saturday, July 7, 2026			
Temporary Class "B" Beer and Temporary "Class B" Wine Retailer's	Friends of Wehr Nature Center Inc Person in Charge: Melissa Hoppe Event: Midsummer's Night Market 2026 Location: Wehr Nature Center – 9701 W College Ave Event Date: July 7, 2026			
Class A Combination 2026-2027 5:25 p.m.	National 8 Oil, LLC Usman Sadiq, Agent 5120 W Ryan Rd			
Class B Combination Entertainment & Amusement 2026-2027 5:35 p.m.	Creamy Dream, LLC DBA Curry House Hitesh Kumar, Agent 7730 S Lovers Lane Rd, Ste 300			
Operator 2025-2026 New	Ariyah Evans-Mitchell On the Border			
Operator 2025-2026 New	Brandon Krawczyk Tail Spin Pub & Pizza			

Operator 2026-2027 Renewal	Brandon Krawczyk Tail Spin Pub & Pizza			
Operator 2025-2026 New	Bryanna Mayen On the Border			
Operator 2025-2026 New	Maria Perez On the Border			
Operator 2026-2027 Renewal	Maria Perez On the Border			
Operator 2026-2027 New	Ava Boldt Rock Sports Complex/Ballpark Commons			
Operator 2026-2027 New	Andrew Clark Target Store T-2388			
Operator 2026-2027 New	Sophia Detweiler Friends of Wehr Nature Center			
Operator 2026-2027 New	Ava Hanson Tuckaway Country Club			
Operator 2026-2027 New	Vanessa Herrera Target Store T-2388			
Operator 2026-2027 New	Kristy Krawczyk Target Store T-2388			
Operator 2026-2027 New	Nicole McKown Target Store T-2388			
Operator 2026-2027 New	Sophia Olson Mimosa			
Operator 2026-2027 New	Dakota Peters Kwik Trip #857			

Operator 2026-2027 New	Vanessa Ruether The Bowery Bar & Grill			
Operator 2026-2027 New	Vernon Wienke On the Border			
Operator 2026-2027 Renewal	Claire Almquist Walgreens #15020			
Operator 2026-2027 Renewal	Nicole Anderson On Cloud Wine			
Operator 2026-2027 Renewal	Danielle Biersack Target Store T-2388			
Operator 2026-2027 Renewal	Tanya Bogust Swiss Street Pub & Grille			
Operator 2026-2027 Renewal	Angelica Bouwens Hideaway Pub & Eatery			
Operator 2026-2027 Renewal	Amanda Brown Hideaway Pub & Eatery			
Operator 2026-2027 Renewal	Gabriella Calkins Tuckaway Country Club			
Operator 2026-2027 Renewal	Charleen Cassidy Target Store T-2388			
Operator 2026-2027 Renewal	Matthew Christman Target Store T-2388			
Operator 2026-2027 Renewal	Zachary Cummings Luxe Golf/Dog Haus/Brick			
Operator 2026-2027 Renewal	Alec Gilbert Target Store T-2388			

Operator 2026-2027 Renewal	David Goehring Knights of Columbus			
Operator 2026-2027 Renewal	Oskar Gonzalez Target Store T-2388			
Operator 2026-2027 Renewal	Barbara Hughes Target Store T-2388			
Operator 2026-2027 Renewal	Kenneth Keefer Knights of Columbus			
Operator 2026-2027 Renewal	Lori Kochan Swiss Street Pub & Grille			
Operator 2026-2027 Renewal	Mark Leto Target Store T-2388			
Operator 2026-2027 Renewal	Daniel Mackie Hideaway Pub & Eatery			
Operator 2026-2027 Renewal	Amber McCall Target Store T-2388			
Operator 2026-2027 Renewal	Serena Medrano Luxe Golf/Dog Haus/Brick			
Operator 2026-2027 Renewal	Kelly Molina Hideaway Pub & Eatery			
Operator 2026-2027 Renewal	Jazzmine Morin-Muthig Walgreens #05459			
Operator 2026-2027 Renewal	Jacquelyn Murphy Tail Spin Pub & Pizza			
Operator 2026-2027 Renewal	Shawn Murphy Tail Spin Pub & Pizza			

Operator 2026-2027 Renewal	Richard Neumann Target Store T-2388			
Operator 2026-2027 Renewal	Amy Ottoviani Irish Cottage			
Operator 2026-2027 Renewal	Julie Palivoda Kwik Trip #857			
Operator 2026-2027 Renewal	Luciano Parco Walgreens #05459			
Operator 2026-2027 Renewal	Holly Pesch Rock Sports Complex/Ballpark Commons			
Operator 2026-2027 Renewal	Tarhemmen Raines-Bass Target Store T-2388			
Operator 2026-2027 Renewal	James Rickert Luxe Golf/Dog Haus/Brick			
Operator 2026-2027 Renewal	Nicole Schilcher Romey's Place			
Operator 2026-2027 Renewal	Elizabeth Stroh Target Store T-2388			
Operator 2026-2027 Renewal	Jessica Szklarski Swiss Street Pub & Grille			
Operator 2026-2027 Renewal	Jennifer Teske Irish Cottage			
Operator 2026-2027 Renewal	Kathryn Theis Target Store T-2388			
Operator 2026-2027 Renewal	Julie Wiltzius Irish Cottage			

Operator 2026-2027 Renewal	Faye Young Tail Spin Pub & Pizza			
Temporary Entertainment & Amusement	Franklin Police Department Person in Charge: PO Gary Wallace Event: Franklin's Annual National Night Out Celebration Location: Franklin Public Library 9151 W Loomis Rd Event Date: Monday, 8/3/2026			
Mobile Home 2026-2027	Franklin MHP Land, LLC DBA Franklin MHP 6361 S 27 th St Andrew Freeman, Manager William Johnson, On-Site Manager			
3.	Adjournment	Time:		

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

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APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE 6/16/2026
Bills	Vouchers and Payroll Approval	ITEM NUMBER I

Attached are vouchers dated May 29, 2026 through June 11, 2026 Nos. 207188 through Nos. 207388 in the amount of \$ 1,512,155.72. Also included in this listing are EFT Nos. 6524 through EFT Nos. 6539, Library vouchers totaling \$ 753.92, Tourism vouchers totaling \$ 46,887.79 and Water Utility vouchers totaling \$ 37,933.75.

Early release disbursements dated May 29, 2026 through June 10, 2026 in the amount of \$ 713,065.59 are provided on a separate listing and are also included in the complete disbursement listing. These payments have been released as authorized under Resolutions 2013-6920, 2015-7062 and 2022-7834.

Attached is a list of property tax disbursements, EFT No. 590 dated June 8, 2026 in the amount of \$ 9,335.91. This payment has been released as authorized under Resolutions 2013-6920, 2015-7062 and 2022-7834.

The net payroll dated June 12, 2026 is \$ 485,111.24, previously estimated at \$ 483,000. Payroll deductions dated June 12, 2026 are \$ 278,047.37, previously estimated at \$ 277,000.

The estimated payroll for June 26, 2026 is \$ 492,000 with estimated deductions and matching payments of \$ 700,000.

COUNCIL ACTION REQUESTED

Motion approving the following

- City vouchers with an ending date of June 11, 2026 in the amount of \$ 1,512,155.72
- Payroll dated June 12, 2026 in the amount of \$ 485,111.24 and payments of the various payroll deductions in the amount of \$ 278,047.37 plus City matching payments and
- Estimated payroll dated June 26, 2026 in the amount of \$ 492,000 and payments of the various payroll deductions in the amount of \$ 700,000, plus City matching payments.

ROLL CALL VOTE NEEDED