

APPROVAL <i>slw</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE April 17, 2018
Reports and Recommendations	Request to Accept and Place on File the <u>Healthiest Franklin 2018-2020</u> <u>Community Health Improvement Plan</u> & the <u>Healthiest Franklin 2018-2020</u> <u>Internal Three-year Strategic Plan</u>	ITEM NUMBER <i>G.5.</i>

Background: During its 2015 local health department certification by the WI Department of Health Services (WI DHS), the Franklin Health Department community needs assessment and community health improvement plans were approved. Since 2015 the WI DHS has been preparing a new state health plan and has already highlighted priority areas for improving Wisconsin's health. Several of the state priority areas are opportunities for the Franklin Health Department to expand its exposure to health priorities previously identified in the 2015 community need assessment and future state health planning focus areas. Healthiest Franklin 2018-2020 contains both an internal 3-year strategic plan and external community health improvement plan for the health department to pursue. The plans provide guidance and direction required by Wisconsin administrative rule and expected by the general public.

On April 9th the Franklin Board of Health approved the Healthiest Franklin 2018-2020 plans. The Board of Health further recommended that the Common Council accept and place on file Healthiest Franklin 2018-2020 at its April 17th meeting.

Analysis: Strategic planning provides valuable guidance especially when the content area is vast and long term. Identifying priorities from the people served as well as seeking resources in known priority area should influence community health improvement planning. Staff development is also a critical factor in accomplishing identified goals. Healthiest Franklin 2018-2020 was prepared by the health department and will serve as a 3-year guide towards fulfilling our vision and mission.

Recommendation: The Director of Health & Human Services as well as the Board of Health request that the Common Council accept and place on file Healthiest Franklin 2018-2020. These documents will serve as our internal strategic plan and external community health improvement plan for the next three years.

Options: (1) Accept and place on file.
(2) Reject and provide alternate direction to the health department.

COUNCIL ACTION REQUESTED

The Director of Health and Human Services requests that the Common Council accept and place on file Healthiest Franklin 2018-2020.

City of Franklin

Community Health Improvement Plan

HEALTHIEST FRANKLIN 2018-2020

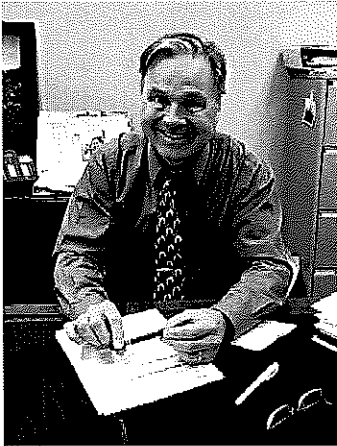
A call to action for
individuals, families,
organizations, health advocates,
and policy makers to address:

Alcohol & Drugs
Nutrition
Physical Activity
Mental Health

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Message from the City of Franklin Health Officer



Dear fellow Franklin community members,

I am excited to deliver this Community Health Improvement Plan (CHIP) to the residents and visitors of our great city. This is a culmination of many years of hard work from many partners, community members, and organizations, to which I extend my deepest gratitude.

As a shared responsibility, collaboration is critical for the success of this plan. Collaboration creates opportunities for health improvements by creating policies and an environment that make healthy choices the easiest choice for individuals, families, organizations, and policy makers. This plan builds on the many strengths of our vibrant city and strives to creatively and collaboratively tackle the concerns outlined on the following pages.

With the City of Franklin Health Department's vision of **all residents living to their highest potential**, we support the social, physical, intellectual, spiritual, and emotional needs of all people. We work together to create sustainable, physical, and social environments for our benefit and that of future generations. Efforts to achieve healthful goals involve utilizing community assessment, policy development, and assurance while planning public health programs. These programs form the backbone of health department activities and services.

We hope that this plan provides guidance and direction for improving the health and wellness of our residents. We welcome input as *Healthiest Franklin 2018-2020* belongs to you, members of our community. To learn more, visit us on the web at <http://www.franklinwi.gov/Home/Departments/Health.htm>.

A plan is not an end, but a beginning. Community health improvement planning is occurring all across the nation and significant improvements are being realized when entire communities work to improve the community's health. With the aid of individuals and organizations in Franklin, we can achieve the objectives outlined in this plan and see a substantially healthier city by 2020.

In good health,

William Wucherer, RN
City of Franklin Health Officer

Acknowledgements

Franklin Health Department

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Funding

Healthiest Franklin 2018-2020 was funded by a Wisconsin Division of Public Health Preventive Health and Health Services Block Grant, the Infrastructure Grant from the Wisconsin Department of Health Services and in part by the Public Health Emergency Preparedness funds.

Jennifer Freiheit, PhD, MCHES, and founder of Bay View Advanced Management, LLC, was consulted to serve as the Community Health Improvement Planning Guide and Editor of this Community Health Improvement Plan.

Community Health Improvement Plan Purpose & Process

Healthiest Franklin 2018-2020 represents Franklin's fulfillment of a statutory requirement, for every public health department in Wisconsin to conduct community health assessments (CHA) and create a plan based off of assessments at least every five years. The plan, known as the Community Health Improvement Plan (CHIP), then becomes a blueprint for community action through 2020.

In 2015, the Franklin Health Department partnered with Aurora Health Care, Children's Hospital of Wisconsin, Columbia St. Mary's Health System, Froedtert Health, and Wheaton Franciscan Healthcare, and the Center for Urban Population Health to conduct our Community Health Assessment (CHA). This phone survey* gave information about the health and related behaviors of 400 scientifically-selected community residents. The purpose of the assessment was to:

- Gather specific data on behavioral and lifestyle habits of the resident population
- Gather data on the occurrence of risk factors and disease conditions within the adult population
- Compare health data of residents to county, state, and national measurements for evaluation

(*The survey was conducted by JKV Research, LLC, through a grant provided by Aurora Health Care. Details about data collection and analysis are included in the comprehensive report which is available through the Franklin Health Department by calling 414-425-9101 or by accessing the Health Department section of the City website at <http://www.franklinwi.gov/Home/Departments/Health.htm>. Aurora Health Care conducted similar community health surveys in Franklin in 2003, 2006, 2009, and 2012 providing an opportunity for every-three-year comparisons.)

The Franklin Health Department conducted an additional community needs assessment, the City of Franklin 2015 Community Health Needs Assessment, with results from 729 respondents that closely resembled the every three year Aurora assessment. The health department consulted with the Board of Health and many municipal members to share the report and gather information, to evaluate where gaps exist, and to determine future community needs. Consultation came from all sectors of our city with a high degree of leadership and decision-making authority. We took every opinion seriously when determining our health priorities for this three-year plan. Through the leadership of the health department, this process engaged the community in identifying health priorities and actions to mutually address health issues of importance.

Healthiest Franklin 2018-2020 was based on the state health plan *Healthiest Wisconsin 2020* framework with a vision of Everyone Living Better, Longer. Integrating our local data with the state public health plan, and based off of our CHA results, the Health Department and community partners identified four focus areas to improve upon over the next three years:

Reduce Alcohol & Drug Abuse

Improve Nutrition

Increase Physical Activity

Improve Mental Health Awareness

Each of these four areas was given achievable, measurable objectives, and strategies to be completed no later than December 31, 2020. This approach assures that community efforts will stay focused on the most urgent health priorities in the community and that the community can monitor its progress in achieving these objectives. While there are numerable other issues to tackle and goals to achieve, these four focus areas give our community new territory to cover and an achievable amount to work toward in the next three years while continuing our current and successful programming.

Health Focus Area: Reduce Alcohol & Drug Abuse

Excessive alcohol use, including underage drinking and binge drinking (drinking 5 or more drinks on an occasion for men or 4 or more drinks on an occasion for women), can lead to increased risk of both short and long term health problems such as injuries, alcohol poisoning, violence, cancer, mental health problems, and alcohol dependence. (CDC, <https://www.cdc.gov/alcohol/fact-sheets/alcohol-use.htm>)

According to the *Dietary Guidelines for Americans*, moderate alcohol consumption is defined as having up to 2 drinks per day for men and 1 drink per day for women. This definition is referring to the amount consumed on any single day and is not intended as an average over several days.

U.S. Department of Health and Human Services and U.S. Department of Agriculture. *2015-2020 Dietary Guidelines for Americans*. 8th Edition. December 2015. Available at <https://health.gov/dietaryguidelines/2015/guidelines/>.

Why is Reducing Alcohol and Drug Abuse included in *Healthiest Franklin 2018-2020*?

According to the 2015 Franklin Community Health Survey Report:

- Binge drinking is occurring in 34% of Franklin's population over 18 years of age, whereas the state's rate of binge drinking within the last month is at 23% and the nation at 17%.
- In 2015, respondents were asked to pick the top three health issues in the community out of eight listed. The most often cited were alcohol or drug use (62%), chronic diseases (58%), and mental health or depression (34%).

For those under age 18, according to the nationwide Monitoring the Future Study:

Nonmedical use of prescription and over-the-counter medicines, although on the decline, remains a significant part of the teen drug problem. The survey shows continued abuse of Adderall, commonly used to treat attention deficit hyperactivity disorder, or ADHD, with 3 percent of seniors reporting taking it for non-medical reasons in the past year. Illicit drugs including inhalants have been used by almost over a fifth of 8th graders and almost half of all seniors in high school *at least once over the course of a year*.

In 2016, 5.4 percent of 8th graders, 14 percent of 10th graders, and 23 percent of 12th graders used marijuana *in the past month*. Daily use is also of concern: 6 percent of 12th graders now use marijuana *every day*, compared to 5 percent in the mid-2000s.

Alcohol use among teens remains at historically low levels. In 2016, 3 percent of 8th graders, 10 percent of 10th graders, and 16 percent of 12th graders reported getting drunk *in the past month*, continuing a downward trend from previous years.

Complete MTF survey results are available at www.monitoringthefuture.org. For more information on the survey and its findings, also visit www.drugabuse.gov/related-topics/trends-statistics/monitoring-future.

What is our overall Reduce Alcohol & Drug Abuse objective?

By December 31, 2020, the Franklin Health Department will aid to increase drug and alcohol education among parents of school age children (elementary through high school), educating 15% of all parents (~438 different households with persons under age 18).

Ideas and strategies to reduce alcohol use among Franklin residents:

This section is intended to reach out to individuals, families, and businesses with ideas and suggestions to reduce alcohol and drug abuse through both prevention efforts and providing resources for those who need it.

What can you do as individuals and families?

- Know where teenagers are, who is driving, and if alcohol or drugs will be present.
- Properly dispose of unused or expired prescription medications at the local police station drop box.
- Lock all prescription medicine away to ensure it does not get into the wrong hands.
- Remind grandparents and other caregivers to take the same precautions with their prescription medicines.
- Do not provide alcohol to minors.
- Provide youth with opportunities of belonging to both the family unit and the community.
- Seek out a drinking cessation Twitter or Facebook site to have social media help with quitting reminders.

What can we do as organizations and institutions?

- Provide prevention education and access to drinking cessation and drug abuse resources and programs.
- Educate about Wisconsin laws regarding supplying minors with alcohol.
- Encourage youth to be involved in prevention programs and campaigns.
- Promote community-wide prevention events throughout the city including on reader-boards.

What can we do as a community-wide system?

- Continue the Volition Franklin and Volition Franklin Youth (formerly FYI or Franklin Youth Initiative) programs towards correcting alcohol and opioid abuse, and tobacco control.
- Offer a variety of alcohol and drug abuse prevention activities and support as well as alcohol-free events.
- Create school curriculum that addresses the dangers of alcohol and drug abuse.
- Conduct a community-wide media campaign to raise awareness about alcohol and drug abuse and misuse.
- Localize printed materials for distribution through a variety of methods and locations.
- Improve awareness/education related to chronic health conditions, including the effects of alcohol/drugs.
- Mobilize youth to educate their peers about the dangers of alcohol and drug abuse.
- Regulate alcohol advertising. Place signs of alcohol education and awareness in liquor stores.
- Consider undercover patrols in schools.
- Distribute letters to parents indicating their responsibility to keep our Franklin youth safe and the punishment to adults for illegally providing alcohol to minors.
- Host tables with literature at sporting events, parent/teacher conferences, open houses, and other community events.

Who are the key stakeholders?

- Franklin Health Department
- City of Franklin Council and policymakers
- Franklin Police Department
- Franklin Fire Department
- School Districts serving Franklin residents
- Franklin Library
- Local industries and businesses
- Franklin citizens



Health Focus Area: Improve Nutrition

Appropriate, adequate and safe food and nutrition means a regular and sufficient consumption of nutritious foods throughout the lifespan. Appropriate and adequate nutrition is important to support normal growth and development of children and promote physical, emotional, and social well-being for all people. It also includes safe handling, preparation, serving and storing of food and beverages.

Wisconsin Department of Health Services, Division of Public Health, Office of Policy and Practice Alignment. *Healthiest Wisconsin 2020: Everyone Living Better, Longer. A State Health Plan to Improve Health Across the Life Span, and Eliminate Health Disparities and Achieve Health Equity*. P-00187. July 2010. Available at <http://dhs.wisconsin.gov/hw2020/>.

A healthy diet can reduce the risk of major chronic diseases such as heart disease, diabetes, osteoporosis, and some cancers. The Department of Agriculture (USDA) and the Department of Health and Human Services (HHS) recommendations include (<http://health.gov/dietaryguidelines/2010.asp>):

- Eating more foods and nutrients such as fruits, vegetables, whole grains, fat-free and low-fat dairy products, and seafood
- Eating fewer foods with sodium (salt), saturated fats, *trans* fats, cholesterol, added sugars, refined grains, and limit the number of servings of red meat

Why is Improve Nutrition included in *Healthiest Franklin 2018-2020*?

According to the 2015 Franklin Community Health Survey Report:

- 32% of adults and 37% of children in Franklin consume 3 or more servings of vegetables a day.
- 68% of adults and 80% of children in Franklin consume 2 or more servings of fruits a day.

What is our overall Improve Nutrition objective?

By December 31, 2020, the Franklin Health Department will work to increase the percentage of Franklin adults who eat the daily recommended number of 3+ servings of vegetables by 10% (from 32% to 42%).

Ideas and strategies to improve nutrition among Franklin residents:

This section is intended to reach out to individuals, families, and businesses with ideas and suggestions to improve nutrition among Franklin residents.

What can you do as individuals and families?

- Consume 5-9 servings of fruits and vegetables per day.
- Eat a variety of foods.
- Decrease portion sizes.
- Decrease consumption of high fat and fast foods including sweetened beverages.
- Promote family mealtimes without a TV.
- Prepare healthy meals as a family.
- Shop at farmers markets as a family or with friends.
- Grow a garden.
- Decrease sugar and soda consumption.



What can we do as organizations and institutions?

- Assist with providing education to staff through food preparation and nutrition classes.
- Bring local fruits and vegetables into work. Use a food co-op as an employee benefit.
- Offer only healthy foods at meetings and community events.
- Encourage the sale of healthy and nutritious food for school fund-raising activities.
- Encourage a culture of healthy eating for employees through an incentive-based wellness program.
- Participate in healthy eating community-wide programs, on city Facebook page, and city newsletter.
- Offer cooking classes and cultural meals.
- Support the Franklin Health Department's Feeding Franklin initiative by utilizing the Mount Mary Dieticians' Healthy Shelves Shopping List (e.g. low sodium veggie options) to make healthier food pantry donations.
- Partake in nutrition programs such as Operation Fit Franklin (OFF), Stepping On (for those aged 60+), the Adult Education Speakers Series, and Living Well with Chronic Disease.

What can we do as a community-wide system?

- Encourage grocery stores to do more education.
- Educate parents of school-age children regarding school breakfast and lunch requirements.
- Promote farmers markets and/or the widely available sale of local produce (winter and summer).
- Offer free cholesterol checks, raffles, and other incentives to boost attendance at events.
- Create payroll stuffers that businesses can use.
- Establish school and community gardens.
- Encourage local dining establishments to offer healthier menus and do menu labeling.
- Work with local food retailers to highlight healthier food choices.
- Send monthly recipes and nutrition information to daycares, schools and senior housing.
- Work with chefs and/or registered dietitians to educate residents on how to prepare healthier meals.
- Increase number of vending machines in schools and businesses that contain a higher percent of healthier food items.
- Compile a list of healthy dining options in the city.
- Create a community healthy eating cookbook.

Who are the key stakeholders?

- Franklin Health Department
- Franklin Board of Health
- School Districts serving Franklin residents
- Local businesses such as restaurants and grocery stores
- WIC
- Franklin citizens

Health Focus Area: Increase Physical Activity

Regular exercise has been shown to reduce the risk of certain diseases such as high blood pressure, stroke, coronary artery disease, type 2 diabetes, obesity, colon cancer, and osteoporosis. The Centers for Disease Control & Prevention (CDC) recommend that adults (aged 18-64) need at least:



2 hours and 30 minutes (150 minutes) of moderate-intensity aerobic activity (i.e., brisk walking) every week and



muscle-strengthening activities on 2 or more days a week that work all major muscle groups (legs, hips, back, abdomen, chest, shoulders, and arms).

OR



1 hour and 15 minutes (75 minutes) of vigorous-intensity aerobic activity (i.e., jogging or running) every week and



muscle-strengthening activities on 2 or more days a week that work all major muscle groups (legs, hips, back, abdomen, chest, shoulders, and arms).

OR



An equivalent mix of moderate- and vigorous-intensity aerobic activity and



muscle-strengthening activities on 2 or more days a week that work all major muscle groups (legs, hips, back, abdomen, chest, shoulders, and arms).

Moderate physical activity includes walking fast, doing water aerobics, riding a bike on level ground or with few hills, playing doubles tennis, and pushing a lawn mower. If you're working at this level, you'll be able to talk, but not sing the words to your favorite song.

Vigorous physical activity jogging or running, swimming laps, riding a bike fast or on hills, playing singles tennis, and playing basketball. If you're working at this level, you won't be able to say more than a few words without pausing for a breath.

<http://www.cdc.gov/physicalactivity/everyone/guidelines/adults.html>

[Note: View guidelines for those under 18 and over 64 at <http://www.cdc.gov/physicalactivity/everyone/guidelines/>]

Why is Increasing Physical Activity included in *Healthiest Franklin 2018-2020*?

According to the 2015 Franklin Community Health Survey Report:

- 63% of adult respondents were classified as overweight up from 58% in 2012.
- 49% of adult respondents and 37% of children do not do the recommended amount of physical activity.
- 63% of adult respondents were classified as overweight.



What is our overall Physical Activity objective?

By December 31, 2020, the Franklin Health Department will aid to increase the number of adults who engage in moderate physical activity per the CDC recommended guidelines by 10% (from 34% to 44%).

Ideas and strategies to increase physical activity among Franklin residents:

This section is intended to reach out to individuals, families, and businesses with ideas and suggestions to increase physical activity.

What can you do as individuals and families?

- Decrease TV and computer time usage. Remove these items from the bedroom.
- Get outdoors daily. Utilize the parks and trails. Engage kids in an outdoor game.
- Walk daily with a neighbor, friend, or family. Start a walking schedule.
- Try a new activity, such as yoga or kickboxing.
- Use small hand weights while watching TV.
- At work, get up to walk briskly for 5 minutes every hour or take longer brisk walks over the lunch hour.
- Walk during breaks or lunch with co-workers.
- Set up weekly family bike rides or swims.
- Teach kids bicycle safety for more confident family rides.

What can we do as organizations and institutions?

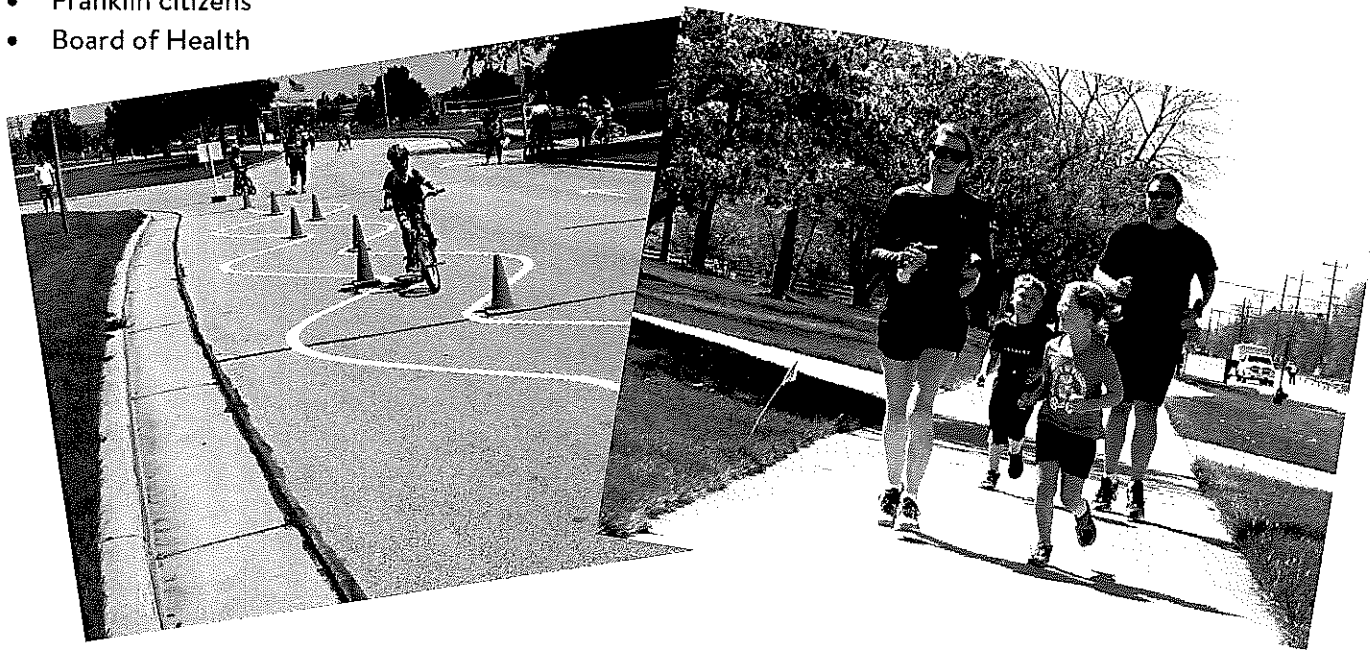
- Implement after-school or after-work physical activity programs.
- Bring in physical activity experts for lunch programs or education/presentation sessions.
- Host a workplace activity challenge. Maybe a friendly competition between departments.
- Collaborate with health care partners to host health fairs with health screenings for staff and families. Consider inviting the public.
- Track physical activity related-data and distribute among staff and partners to better measure and evaluate progress of programs.
- Incorporate and encourage use of trails into a wellness program.
- Adopt policies that exceed national and state requirements regarding physical activity.
- Get involved in youth leadership and sports opportunities.
- Participate in community coalitions or partnerships with other organizations.
- Host a bike rodeo that distributes helmets to children and teaches safe biking skills.

What can we do as a community-wide system?

- Continue supporting health department programs such as Operation Fit Franklin (O.F.F.), Living Well with Chronic Disease, and Stepping On (for those aged 60+).
- Encourage physical activity education, programs, and public classes such as:
 - Walking the halls at schools and other indoor areas during inclement weather
 - Recreation Department Activities
 - Exercise programs at senior housing
 - Community-wide classes at library
- Organize a Fun Run, Moonlight Walking event, or Mayoral Fitness Challenge.
- Continue community-wide campaign to raise numbers of people participating in physical activities.
- Encourage local businesses to adopt policies toward physical activity.
- Establish additional safe walking and biking routes (including sidewalks). Enhance traffic safety in these areas with additional signage.
- Ensure access to recreational opportunities.
- Participate or lead community coalitions or partnerships.
- Promote Open Swim.
- Distribute monthly printed and website information to schools, daycares and senior housing regarding physical activity and its importance. Include locations of walking/biking areas.

Who are the key stakeholders to increase physical activity?

- Franklin Health Department
- City of Franklin Council and policymakers
- School Districts serving Franklin residents
- Local business stakeholders
- Clergy/Churches
- City Transportation Department and Department of Public Works
- City Recreation Department
- Franklin citizens
- Board of Health



Health Focus Area: Mental Health

Mental health includes our emotional, psychological, and social well-being. It affects how we think, feel, and act. It also helps determine how we handle stress, relate to others, and make choices. Mental health is important at every stage of life, from childhood and adolescence through adulthood.

Over the course of your life, if you experience mental health problems, your thinking, mood, and behavior could be affected. Many factors contribute to mental health problems, including:

- Biological factors, such as genes or brain chemistry
- Life experiences, such as trauma or abuse
- Family history of mental health problems

Mental health problems are common but help is available. People with mental health problems can get better and many recover completely. (<https://www.mentalhealth.gov/basics/what-is-mental-health>)

Mental health issues can range from mild to severe, and affect everyone, regardless of age, race, ethnicity, gender, household income, or education level. Though effective treatment and counseling are available for most mental health conditions, access to mental healthcare services and stigma associated with having a mental health issue are often significant barriers to addressing these conditions.

- Approximately 1 in 5 adults in the U.S.—43.8 million, or 18.5%—experiences mental illness in a given year. *Any Mental Illness (AMI) Among Adults*. (n.d.). Retrieved October 23, 2015, from <http://www.nimh.nih.gov/health/statistics/prevalence/any-mental-illness-ami-among-adults.shtml>
- 50% of all mental health illnesses begin by age 14 and 75% by age 24. Kessler, R.C., et al. (2005). Prevalence, Severity, and Comorbidity of 12-Month DSM-IV Disorders in the National Comorbidity Survey Replication. *Archives of General Psychiatry*, 62(6), 593–602. Retrieved January 16, 2015, from <http://archpsyc.jamanetwork.com/article.aspx?articleid=208671>
- According to SAMHSA's 2014 National Survey on Drug Use and Health (NSDUH) an estimated 43.6 million (18.1%) Americans ages 18 and up experienced some form of mental illness. In the prior year, 20.2 million adults (8.4%) had a substance use disorder. Of these, 7.9 million people had both a mental disorder and substance use disorder, also known as co-occurring mental and substance use disorders. <https://www.samhsa.gov/disorders>

Why is Mental Health included in *Healthiest Franklin 2018-2020*?

According to the 2015 Franklin Community Health Survey Report:

- 13% of Franklin respondents experienced a mental health condition up from 9% in 2012
- 34% of respondents see mental health or depression as one of the top three issues for Franklin, up from 22% in 2012 in 7th position
- 5% of respondents feel sad, blue, or depressed always or nearly always in the past 30 days (up 2 percentage points from 2012). 7% of children 5 to 17 years old always or nearly always felt unhappy, sad, or depressed within the past 6 months.
- Children experiencing some form of bullying had increased 20% over three years to 31%

What is our overall Mental Health objective?

By December 31, 2020, the Franklin Health Department will ensure Mental Health First Aid training for at least 100 adults.

Ideas and strategies to decrease Mental Health stigma among Franklin residents:

This section is intended to reach out to individuals, families, and businesses with ideas and suggestions to achieve higher mental wellness and provide resources to assist those with mental illness.

What can you do as individuals and families?

- Encourage non-judgmental speak. Educate those around you on how to talk about mental illness. Never use words like 'crazy' or 'insane' as insults.
- Talk to loved ones about how they are feeling. Ask how they're doing and mean it! Regularly check in with those close to you, especially if you know they are dealing with a mental illness. Always be ready to listen and encourage. Ask questions and never judge.
- Talk about mental health with children. Don't assume kids are too young to understand. Depression can affect children in elementary school.
- Volunteer with local mental health awareness organizations. The National Alliance on Mental Illness is a great place to start. Helping others will boost your mental health as you work to help those in need.
- Encourage your friends to screen themselves.
- Write to your local government leaders to support mental health legislation. Get educated on the issues and get involved. Gain a better understanding of the varying degrees of mental health (e.g. depression, bi-polar, schizophrenia, Alzheimer's, etc.).
- Partake in the Operation Fit Franklin mental health programs via the Franklin Health Department.



What can we do as organizations and institutions?

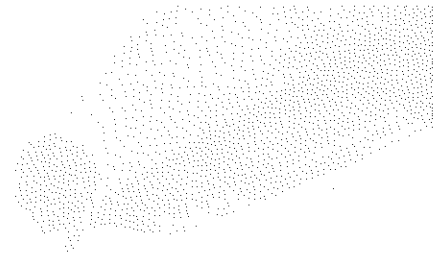
- Host a mental health screening event. Visit the Screening for Mental Health website to find out more: www.MentalHealthScreening.org
- Share mental health screening sites (like HelpYourselfHelpOthers.org) on social media. Facebook and Twitter are great places to spread mental health awareness.
- Host a book group or movie screening using a source that will educate.
- Post the signs and symptoms of both suicide and depression and where to receive help in your area.
- Join the discussion on National Depression Screening Day.
- Start a suicide prevention program/Create school curriculum that addresses many behavioral health issues.
- Post the 24/7 suicide prevention hotline: 1-800-273-TALK (8255). Call for advice for yourself or a friend.

What can we do as a community-wide system?

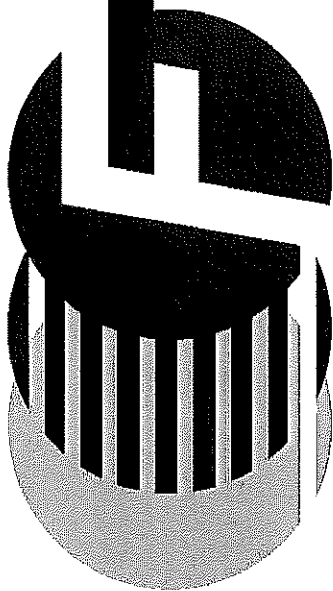
- Conduct a community-wide media and social marketing campaign to raise awareness.
- Localize printed materials for distribution through school, business, and other locations.
- Improve awareness and education using programs such as the 'be.nice.' school and workplace kits.
- Mobilize youth to educate their peers through curriculum such as Live. Laugh. Love.
- Create a Community Guide for Preventive Services with guidelines and recommendations.
- Design and implement a community needs assessment focused on mental health patient navigation and referral service barriers and concerns.
- Watch out for bullying at school or in the office. Bullying can lead to many difficulties including depression. Be aware of destructive behavior around you and report it to a trusted adult when necessary.

Who are the key stakeholders?

- Franklin Health Department
- City of Franklin Council and policymakers
- Franklin Police Department
- Franklin Fire Department
- School Districts serving Franklin residents
- Local industries and businesses
- Franklin citizens



City of Franklin



Internal Three-Year Strategic Plan

HEALTHIEST FRANKLIN *2018-2020*

**Where all residents
reach their highest potential**

Purpose of Strategic Planning

Strategic planning is a disciplined process aimed at producing fundamental decisions and actions that will shape and guide what an organization is, what it does, and why it does what it does. It is a process of assessing a changing environment to create a vision of the future. It aids in determining how the organization fits into the anticipated environment, based on its mission, strengths, and weaknesses. This process sets in motion a plan of action to position the organization to adapt work responsibilities in a climate of ongoing fiscal constraints, an aging workforce, threats of emerging infectious disease and social inequities that affect our population's health.

The purpose of the Franklin Health Department Strategic Plan is to:

- Build organizational direction for a three year period consistent with our vision and mission
- Determine an effective and efficient focused approach to achieve that vision through goals, objectives, and specific strategies
- Formalize the process of envisioning what our organization should be in the future by systematically assessing the environment and our own capabilities
- Become part of a longer term commitment to strategic thinking and operations
- Ensure the most effective use of organizational resources by focusing resources on key priorities
- Build a common vision and language by communicating the strategic plan to leadership, staff, and stakeholders such as the Board of Health and the community

Mission, Vision, Core Values

Our Vision

A Healthy Franklin is a place where all residents reach their highest potential; we support the social, physical, intellectual, spiritual, and emotional needs of all people; we work together to create sustainable, physical, and social environments for our benefit and that of future generations.

Our Mission

The Franklin Health Department shall protect and promote health as well as prevent disease and injury. Public Health services are population based and focus on improving the health status of the entire community. The Franklin Health Department provides three core public health functions to accomplish this mission: Assess the community's health status; Develop health policy; and Assure the necessary services are available.

Our Core Values

- Relationship-Based: Our staff is respectful, compassionate, and grounded in an ethic of caring with a long term commitment to our community
- Prevention-Based: Our programs focus on health promotion, health education, safety, disease prevention, and wellness
- Evidence-Based: Our practice is science based and uses best practices that improve population health status
- Social Justice: We are advocates for vulnerable populations and work to assure Franklin families a higher quality of life by empowering citizens to take responsibility for their health and make informed health care decisions
- Responsiveness: We provide leadership on health related issues and concerns expressed by the community, by population data, and by the Board of Health through advocacy and public policy development
- Effective, Efficient, Sustainable: We strive to deliver services that address the health priorities of our community and that last over time through ongoing assessment with measurable goals and outcomes

Our Goals and Strategies

Goal 1: Strengthen use of technology

- **Strategy 1.1: Improve utilization of existing technology.** Investing in workforce competency and capacity in using current technology is essential to providing effective and efficient public health services.
- **Strategy 1.2: Move toward a paperless system.** Our local public health agency must move toward a document storage system that does not involve paper and binders.
- **Strategy 1.3: Incorporate social media into programmatic operations.** With the rise of social media in all other facets of life, the Franklin Health Department can and should employ these modern practices into the various programs to expand outreach and buy-in if consistently and correctly used.

Goal 2: Strengthen internal workforce development

- **Strategy 2.1: Strengthen workforce competency and capacity.** Competencies are a set of knowledge, skills, and abilities necessary for the broad practice of public health. Investing in the workforce competency and capacity development will assure that the Franklin Health Department is able to provide effective and efficient public health services.
- **Strategy 2.2: Strengthen workforce satisfaction.** Employees that are happy at work have been found to be more productive, engaged, and contribute to a positive work environment.
- **Strategy 2.3: Establish effective management systems and processes.** Government entities need to be good stewards of public dollars and assure constituents that all fiscal processes are based on sound principles of financial management including efficiency and transparency of agency operations.
- **Strategy 2.4: Initiate a Quality Improvement (QI) Program.** The discipline of Public Health has an opportunity to learn from the private sector health care industry by implementing proven quality improvement processes to assure service provision is efficient and producing desired outcomes. This involves additional policy and procedure development and program evaluation, both of which will be our focus in our QI Program.

Workplan Framework

The Franklin Health Department Strategic Plan is organized using the following framework:

Goal: Strategic goals are broad statements of what the Franklin Health Department hopes to achieve in the next 3 years. In all, the Franklin Health Department Strategic Plan identifies 2 strategic goals, both internally based.

Strategy: Strategies are statements of major approach or methods for attaining goals and resolving specific issues. In all the Franklin Health Department Strategic Plan identifies 6 strategies.

Objective: Objectives are specific, concrete, measurable statements of what will be done to achieve both of the goals over the next three years. Objectives were developed using the SMART format (Specific, Measurable, Achievable, Realistic, and Timely).

Linkages: In public health, it is important to interface with other public health plans from the local, state, and national level. Linkages identify other plans that relate to the objective.

Resources Needed: All resources necessary may not be immediately or readily available to achieve the objective, but are listed none-the-less to provide a framework for efficient use of dollars that are focused on key priorities.

Anticipated Challenges: When present, some challenges may force a review of the objectives set forth and a reprioritization when outside the control of those implementing the strategic plan.

Responsibility: Identifies the lead person responsible for the objective.

Projected Due Date: Identifies the projected due date for each objective in order to assure the Strategic Plan stays on track.

Franklin Health Department Goals, Strategies, and Objectives Work Plan

Goal 1: Strengthen use of technology

Strategy	Objectives	Linkages	Resources Needed	Anticipated Challenges	Responsibility	Projected Due Date / Completed Date			Status
						2018	2019	2020	
Strategy 1.1: Improve utilization of existing technology	Assess current staff knowledge and utilization of technology		Listing of all available technology	Staff uncomfortable with or unwilling to use available technology	Health Officer	Aug			
	Develop and implement a technology training plan	PHAB Measure 3.2.5 A & 8.2.1 A	Template technology training plan; Money to send staff to training; time	Ensuring plan is adequate and up to date	Health Officer with PHN	Dec			
	Develop a spending plan for what future technology may need to be purchased		Template technology spending plan; Money to implement	Ensuring plan is adequate and up to date; Buy in from city	Health Officer		Feb		
	Review applicable (municipal) information technology policies and procedures	PHAB Measure 11.1.6 A	Municipal IT policies	Updating for LPHIA use or possible municipal use?	Project Facilitator		Feb		
Strategy 1.2: Move toward a paperless system	Review record retention laws				Health Officer and PHN	Aug			
	Develop a timeline for implementation of a paperless system				Health Officer and PHN	Aug			
	Begin to purge old materials and scan in paper documents for electronic storage		Time; scanner and software	Time	Each staff member		Jul		

Strategy	Objectives	Linkages	Resources Needed	Anticipated Challenges	Responsibility	Projected Due Date / Completed Date			Status
						2018	2019	2020	
Strategy 1.3: Incorporate social media into programmatic operations	Review/be trained on the various uses of social media in public health		Internet training area and public health examples	City approval for use and consistency with city policy	Health Officer to address city policy; PHN (who will later train all staff)	Dec			
	Develop a work and evaluation plan for the use of social media with various department programs	PHAB Measure 3.2.2 A		Unsure of how community will receive it	PHN with 2 others		May		
	Set up different online groups for various demographics (e.g. a private closed HD monitored group just for moms and a different one just for teens, etc.)		Discussion based upon availability and trends	Slow to grow; Monitoring social platforms is time consuming	One staff person per group			Jul	

Goal 2: Strengthen internal workforce development

Strategy	Objectives	Linkages	Resources Needed	Anticipated Challenges	Responsibility	Projected Due Date / Completed Date			Status
						2018	2019	2020	
Strategy 2.1: Strengthen workforce competency and capacity	Incorporate role specific competencies into each job description	PHAB, Domain 8	City Council approval?	Trouble finding new qualified candidates with these competencies	Health Officer with city administration		Jan		
	Develop a guidance document to determine LPHA representation on local, regional, state and national committees (e.g. prioritize and strategize the agency involvement)	PHAB, Domain 8	Listing of committees needing representation	May not be accepted into the groups; Meeting times may not fit staff	Health Officer with staff input		Feb		
	Conduct a competency assessment of 100% of LPHA staff	PHAB, Domain 8	Survey Monkey link	Time	Project Facilitator	Aug	Aug	Aug	Consortium built assessment completed each summer, has been revised with new competencies
	Implement an agency workforce competency development training plan	PHAB, Domain 8	Time	Appropriate trainings costly or hard to find	Health Officer with Project Facilitator	Dec	Dec	Dec	
	Implement individual staff competency development training plan for 100% of LPHA staff	PHAB, Domain 8	Time	Time and money	Each staff member with Health Officer guidance	Dec	Dec	Dec	
	Conduct annual performance evaluations on all public health staff	PHAB, Domain 8	Performance evaluation format	Time; City acceptance of HD evaluation form or modification of current form	Health Officer to work on city receipt of HD evaluation form	Dec	Dec	Dec	
	Perform a time study of each staff member to gather data for improvement of time management	PHAB, Domain 8	Time Analysis Software/Inclusion in spreadsheet currently under development	Subjectivity and inaccuracies	Health Officer		Jan		

Strategy	Objectives	Linkages	Resources Needed	Anticipated Challenges	Responsibility	Projected Due Date / Completed Date			Status
						2018	2019	2020	
Strategy 2.2: Strengthen workforce satisfaction	Conduct an annual employee satisfaction survey	PHAB Measures 8.2.2 A & 8.2.4 A	Tested and proven implementation tool	Folding in previous years tactics and results	Assigned PHN	Dec	Dec	Dec	
	Research and identify at least 3 strategies to improve workforce satisfaction	PHAB Measures 8.2.2 A & 8.2.4 A			Assigned PHN	Oct			
	Establish benchmarks annually for employee satisfaction based on survey results	PHAB Measures 8.2.2 A & 8.2.4 A	Possible Council and BOH approval	Buy-in and money	Assigned PHN		Jan	Jan	
Strategy 2.3: Establish effective management systems and processes	Seek additional financial resources	PHAB Measure 11.2.4 A	BOH and Council buy in		Health Officer	Oct	Ongoing	Ongoing	
	Develop policies and procedures for 1) budget development 2) tracking expenditures 3) tracking revenues		Current processes		Health Officer		Dec		
	Develop an internal billing procedure manual				Health Officer		Dec		
	Develop and widely disseminate annual business plans and financial reports	PHAB: Standard 11.2	Copies of agreements for services and fiscal reports; Ties to this strategic plan but includes more business functions and data	Unwillingness and fear to share publically	Health Officer	Aug	Aug	Aug	
Strategy 2.4: Initiate a Quality Improvement Program	Train/retrain ALL staff on Quality Improvement	PHAB Standard 9.2	a trainer qualified to teach this	Follow-up implementation support	Health Officer	Aug			

Strategy	Objectives	Linkages	Resources Needed	Anticipated Challenges	Responsibility	Projected Due Date / Completed Date			Status
						2018	2019	2020	
	Annually identify and implement a QI process for at least one agency process or program	PHAB Standard 9.2	Time after training	Level of follow-through after completion of QI plan	1 PHN for their own program of choice	Dec	Dec	Dec	
	Establish a review team to work on program evaluation reform including review of revenue sources	PHAB Standard 9.2	Staff time	Using nationwide best practices may not fit Franklin needs	1 PHN lead with full staff support		Apr		
	Establish an agency wide quality improvement plan/policy/procedure	PHAB Measure 5.3.2 A	Time after training	Level of follow-through after completion of QI plan	Health Officer and 1 PHN	Dec			

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APPROVAL <i>slw</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE 04/17/18
REPORTS & RECOMMENDATIONS	RESOLUTION CONDITIONALLY APPROVING A 3 LOT CERTIFIED SURVEY MAP TO FURTHER SUBDIVIDE LOT 3 OF CERTIFIED SURVEY MAP NO. 8907, RECORDED ON APRIL 24, 2017 AS DOCUMENT NO. 10667627, LOCATED IN THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 30, TOWN 5 NORTH, RANGE 21 EAST, IN THE CITY OF FRANKLIN, MILWAUKEE COUNTY, WISCONSIN (MILLS HOTEL WYOMING, LLC, APPLICANT) (11911 WEST RYAN ROAD)	ITEM NUMBER <i>G.6.</i>

At its April 5, 2018, meeting the Plan Commission recommended approval of a resolution conditionally approving a 3 lot certified survey map to further subdivide Lot 3 of Certified Survey Map No. 8907, recorded on April 24, 2017 as Document No. 10667627, located in the northeast ¼ of the Northwest ¼ of Section 30, Town 5 North, Range 21 East, in the City of Franklin, Milwaukee County, Wisconsin with existing tree No. 79 and No. 111 to remain (Mills Hotel Wyoming, LLC, Applicant) (11911 West Ryan Road).

Based upon the Plan Commission recommendation for existing tree No. 79 and No. 111 to remain, Condition No. 11 of the attached ordinance was revised to include the underlined wording below.

Significant trees onsite, such as oak trees with a DBH of 25" or greater (e.g. Nos. 79, 80, 83, 105, 111 and 122), shall be avoided wherever possible at the discretion of the Planning Manager.

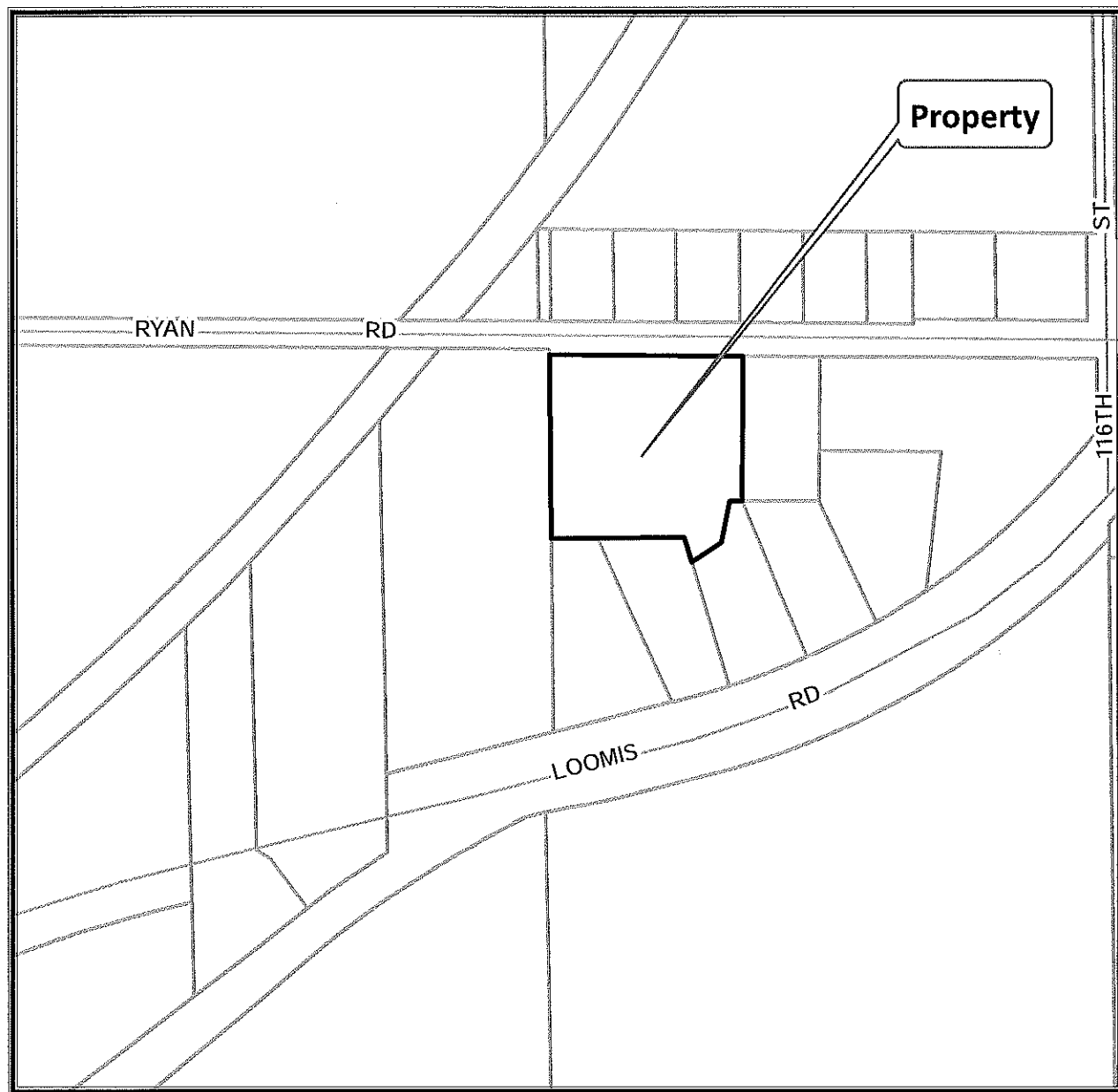
Staff included tree Nos. 80, 83, 105 and 122 as they are also significant oak trees onsite.

COUNCIL ACTION REQUESTED

A motion to adopt Resolution No. 2018-_____, a resolution conditionally approving a 3 lot certified survey map to further subdivide Lot 3 of Certified Survey Map No. 8907, recorded on April 24, 2017 as Document No. 10667627, located in the northeast ¼ of the Northwest ¼ of Section 30, Town 5 North, Range 21 East, in the City of Franklin, Milwaukee County, Wisconsin (Mills Hotel Wyoming, LLC, Applicant) (11911 West Ryan Road).



11911 W. Ryan Road
TKN 891 9003 000



Planning Department
(414) 425-4024

0 230 460 920 Feet

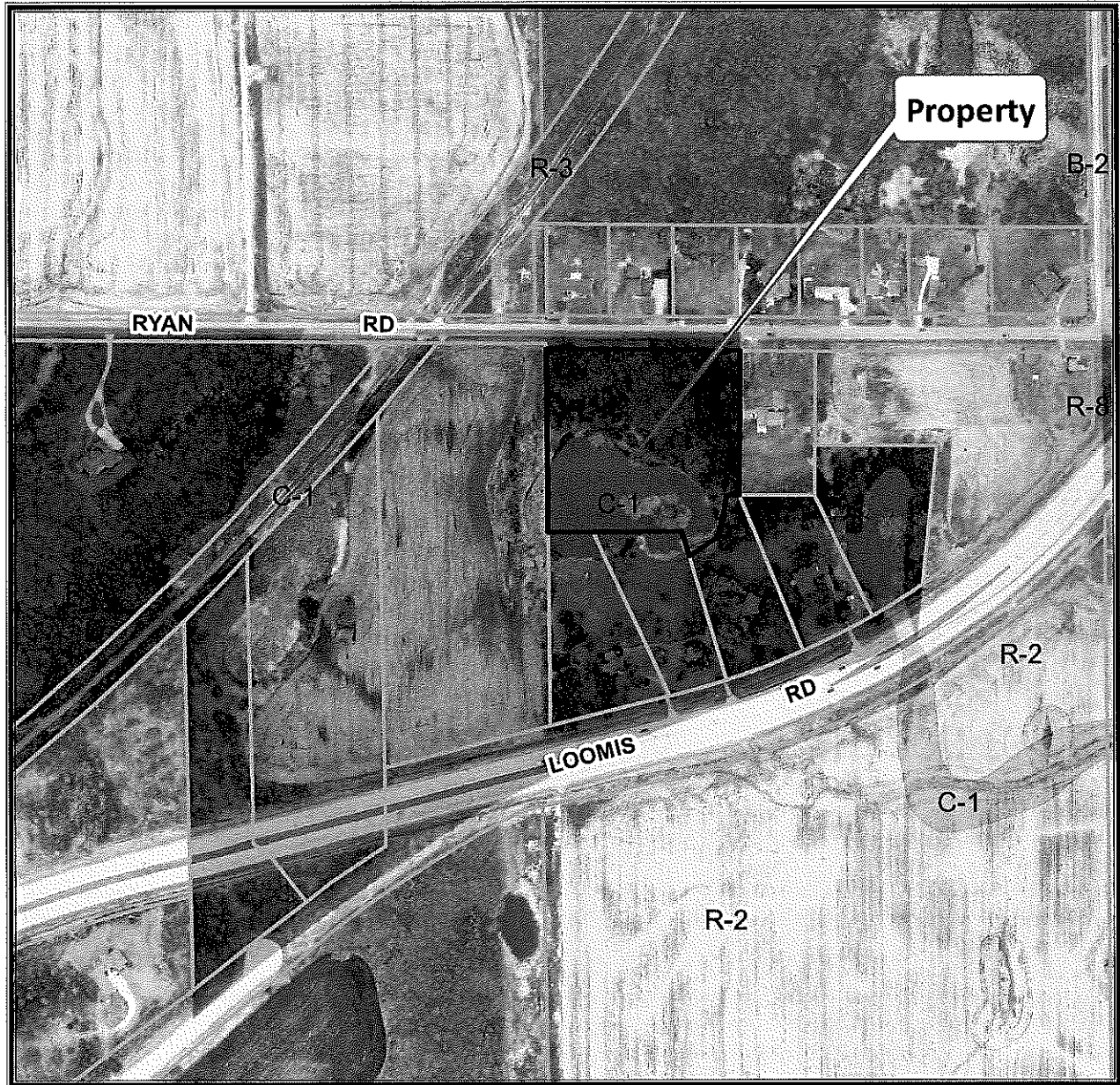
This map shows the approximate relative location of property boundaries but was not prepared by a professional land surveyor. This map is provided for informational purposes only and may not be sufficient or appropriate for legal, engineering, or surveying purposes.



2017 Aerial Photo



11911 W. Ryan Road
TKN 891 9003 000



Planning Department
(414) 425-4024

0 230 460 920 Feet

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



2017 Aerial Photo



CITY OF FRANKLIN



REPORT TO THE PLAN COMMISSION

Meeting of April 5, 2018

Certified Survey Map

RECOMMENDATION: City Development Staff recommends approval of the proposed Certified Survey Map, subject to the conditions in the draft resolutions.

Project Name:	Mills Hotel Wyoming LLC Certified Survey Map
Project Address:	11911 West Ryan Road (formerly part of 11906 & 11908 West Loomis Road)
Applicant:	Daniel Szczap, Bear Development LLC
Owners (property):	Mills Hotel Wyoming, LLC
Current Zoning:	R-8 Multiple-Family Residence District
2025 Future Land Use:	Residential, Areas of Natural Resource Features and Water
Use of Surrounding Properties:	Single-family residential to the north, single-family (zoned R-8) to the south, single-family to the east and vacant land (zoned R-8) to the west
Applicant Action Requested:	Recommendation of approval to the Common Council of the proposed Certified Survey Map

INTRODUCTION

Please note:

- Staff recommendations are underlined, in italics and are included in the draft ordinance.

On July 25, 2017, the applicant filed a Certified Survey Map (CSM) Application requesting approval of a 3 Lot CSM to further subdivide Lot 3 of CSM No. 8907. CSM No. 8907 was approved at the February 7, 2017 Common Council meeting and recorded on April 25, 2017. The CSM created the 4.55 acre parcel south of W. Ryan Road and the two lots adjacent to W. Loomis Road, which contain existing single-family dwellings. At the July 18, 2017 Common Council meeting the applicant also received Special Use approval for development of up to three single-family residential lots upon Lot 3.

The property is currently zoned R-8 Multiple-Family Residence District and is designated as Residential, Water and Areas of Natural Resource Features on the City's 2025 Future Land Use Map.

PROJECT DESCRIPTION/ANALYSIS**Certified Survey Map (CSM):**

The proposed Certified Survey Map (CSM) creates three lots south of W. Ryan Road. Lot 1 has an area of 2.1748 acres, Lot 2 has an area of 1.4309 acres and Lot 3 has an area of 0.9431 acres.

As noted above, the applicant received Special Use approval to develop each lot with a single-family residential home. The lots are accessible from West Ryan Road.

Sewer and Water

Currently Lot 1, 2 and 3 are not served by public water facilities. The Certified Survey Map includes a note that states, "Common Council approval of development without public water facilities is required for Lots 1, 2, and 3 upon any future development." Staff is recommending the same as a condition of approval in the CSM resolution – Common Council approval of development without public water facilities is required upon future development of Lot 1, 2 and 3.

The CSM also notes, "The property owners of Lots 1, 2, and 3 will be assessed and required to connect to public water facilities once they become available." Again, staff is recommending the same be a condition within the CSM resolution, which is consistent with the special use approval for development of the three single-family homes – Development of Lot 1, 2, and 3 shall be allowed, subject to any future properties being assess for and connecting to public water facilities once it becomes available.

Natural Resource Protection Plan:

The subject property contains an existing Conservation Easement, which is illustrated on Sheet 2 of the CSM. The remaining portion of the property is wooded. The applicant is proposing to protect 70% of the woods on the property, while disturbing 30% to create buildable areas for the three future homes.

The applicant has provided a preliminary lot layout exhibit that shows the home, driveway and yard areas for each lot. The two conditions below were part of the previously approved special use for the construction of the single-family homes and are recommended as part of this approval as well.

- A Conservation Easement shall be submitted to the Common Council for review and approval and recording with Milwaukee County, prior to the issuance of a Building Permit, to protect a minimum of 70% of the mature woodland onsite (and 50% of any young woodland onsite, if identified upon further review).
- Signage, boulders or other demarcation method as may be approved by the Planning Manager shall be utilized to mark the location of the conservation easement boundary on Lot 1, 2, and 3 of the subject CSM.

As stated in the applicant's project narrative, they are requesting flexibility in the location of the conservation easement. After further discussion with staff, the applicant is specifically requesting that one driveway be allowed within the conservation easement for each lot. The applicant has noted that a minimum of 70% of the woods will remain protected.

This flexibility in the conservation easement location will allow buyers to choose the exact location of the driveway, opposed to a straight drive as preliminarily shown.

Sheet 3 of the CSM illustrates 60' x 60' building pads, which are then surrounded by conservation easement area. Staff anticipates that these areas may be amended to be approximately 85' x 85' without exceeding 30% disturbance of the woodland. This would allow greater yard areas outside of the conservation easement for future owners.

Sheet 3 also contains the following note as recommended by staff:

“One driveway shall be allowed within the Conservation Easement for each lot, subject to City of Franklin Department of City Development staff approval. The driveway shall not increase the disturbance of woodland for the entire lot, including the area shown outside the Conservation Easement boundary, beyond 30%. Furthermore, significant trees having a DAB of 25” or greater shall be preserved unless otherwise allowed to be removed by the City of Franklin.”

Staff recommends including the above language as a condition of approval. Furthermore, staff recommends that significant trees onsite, such as oak trees with a DBH of 25” or greater, shall be avoided wherever possible at the discretion of the Planning Manager.

STAFF RECOMMENDATION

City Development Staff recommends approval of the proposed Certified Survey Map, subject to the conditions in the draft resolutions.

RESOLUTION NO. 2018-_____

A RESOLUTION CONDITIONALLY APPROVING A 3 LOT CERTIFIED
SURVEY MAP TO FURTHER SUBDIVIDE LOT 3 OF CERTIFIED
SURVEY MAP NO. 8907, RECORDED ON APRIL 24, 2017 AS
DOCUMENT NO. 10667627, LOCATED IN THE NORTHEAST 1/4
OF THE NORTHWEST 1/4 OF SECTION 30, TOWN 5 NORTH, RANGE 21
EAST, IN THE CITY OF FRANKLIN, MILWAUKEE COUNTY, WISCONSIN
(MILLS HOTEL WYOMING, LLC, APPLICANT)
(11911 WEST RYAN ROAD)

WHEREAS, the City of Franklin, Wisconsin, having received an application for approval of a certified survey map, such map being Lot 3 of Certified Survey Map No. 8907, recorded on April 24, 2017 as Document No. 10667627, located in the Northeast 1/4 of the Northwest 1/4 of Section 30, Town 5 North, Range 21 East, in the City of Franklin, Milwaukee County, Wisconsin, more specifically, of the property located at 11911 West Ryan Road, bearing Tax Key No. 891-9003-000, Mills Hotel Wyoming, LLC, applicant; said certified survey map having been reviewed by the City Plan Commission and the Plan Commission having recommended approval thereof pursuant to certain conditions; and

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

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

1. That any and all objections made and corrections required by the City of Franklin, by Milwaukee County, and by any and all reviewing agencies, shall be satisfied and made by the applicant, prior to recording.
2. That all land development and building construction permitted or resulting under this Resolution shall be subject to impact fees imposed pursuant to §92-9. of the Municipal Code or development fees imposed pursuant to §15-5.0110 of the Unified Development Ordinance, both such provisions being applicable to the development and building permitted or resulting hereunder as it occurs from time to time, as such Code and Ordinance provisions may be amended from time to time.
3. Each and any easement shown on the Certified Survey Map shall be the subject of

MILLS HOTEL WYOMING, LLC – CERTIFIED SURVEY MAP
RESOLUTION NO. 2018-_____

Page 2

separate written grant of easement instrument, in such form as provided within the *City of Franklin Design Standards and Construction Specifications* and such form and content as may otherwise be reasonably required by the City Engineer or designee to further and secure the purpose of the easement, and all being subject to the approval of the Common Council, prior to the recording of the Certified Survey Map.

4. Mills Hotel Wyoming, LLC, successors and assigns, and any developer of the Mills Hotel Wyoming, LLC further subdivision of Lot 3 of Certified Survey Map No. 8907 3 lot certified survey map project, shall pay to the City of Franklin the amount of all development compliance, inspection and review fees incurred by the City of Franklin, including fees of consults to the City of Franklin, within 30 days of invoice for same. Any violation of this provision shall be a violation of the Unified Development Ordinance, and subject to §15-9.0502 thereof and §1-19. of the Municipal Code, the general penalties and remedies provisions, as amended from time to time.
5. The approval granted hereunder is conditional upon Mills Hotel Wyoming, LLC and the further subdivision of Lot 3 of Certified Survey Map No. 8907 3 lot certified survey map project for the property located at 11911 West Ryan Road: (i) being in compliance with all applicable governmental laws, statutes, rules, codes, orders and ordinances; and (ii) obtaining all other governmental approvals, permits, licenses and the like, required for and applicable to the project to be developed and as presented for this approval.
6. Common Council approval of development without public water facilities is required upon future development of Lot 1, 2 and 3.
7. Development of Lot 1, 2, and 3 shall be allowed, subject to any future properties being assess for and connecting to public water facilities once it becomes available.
8. A Conservation Easement shall be submitted to the Common Council for review and approval and recording with Milwaukee County, prior to the issuance of a Building Permit, to protect a minimum of 70% of the mature woodland onsite (and 50% of any young woodland onsite, if identified upon further review).
9. Signage, boulders or other demarcation method as may be approved by the Planning Manager shall be utilized to mark the location of the conservation easement boundary on Lot 1, 2, and 3 of the subject CSM.
10. One driveway shall be allowed within the Conservation Easement for each lot, subject to City of Franklin Department of City Development staff approval. The driveway shall not increase the disturbance of woodland for the entire lot, including the area shown outside the Conservation Easement boundary, beyond 30%. Furthermore,

MILLS HOTEL WYOMING, LLC – CERTIFIED SURVEY MAP
RESOLUTION NO. 2018-_____

Page 3

significant trees having a DAB of 25" or greater shall be preserved unless otherwise allowed to be removed by the City of Franklin.

11. Significant trees onsite, such as oak trees with a DBH of 25" or greater (e.g. Nos. 79, 80, 83, 105, 111 and 122, shall be avoided wherever possible at the discretion of the Planning Manager.

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

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

Introduced at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2018.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2018.

APPROVED:

Stephen R. Olson, Mayor

ATTEST:

Sandra L. Wesolowski, City Clerk

AYES _____ NOES _____ ABSENT _____



4011 80th Street, Kenosha, WI 53142
Phone: (262) 842-0556 Fax: (262) 842-0557

February 21, 2018

Mr. Nick Fuchs
Principal Planner
City of Franklin
9229 W. Loomis Road
Franklin, WI 53132

Dear Mr. Fuchs:

Bear Development is pleased to submit this letter and the enclosed submittal materials in response to the City of Franklin Review Memo dated August 11, 2017. The enclosed materials address each of the comments, particularly with respect to the existing Natural Features on the subject property.

Enclosed for your review and reference are the following:

- Topographic Survey, dated November 28, 2017
- Tree Survey Exhibit, dated January 29, 2018
- Tree Survey Meander Exhibit
- NRPP Map, dated 10/28/2016
- Site Intensity Calculation Worksheet
- Certified Survey Map
- Conceptual Lot Layout Exhibit

Project Summary

The property in question, consists of approximately 4.55 acres and is identified as Tax Key Number 891 9003 000. The subject property is located on the south side of West Ryan Road, approximately 1150 feet west of Loomis Road. The property is Lot 3 of CSM 8907 and is currently vacant. In compliance with the City of Franklin's request a Conservation Easement has been recorded on the property, protecting areas of natural resources including water, wetlands and steep slopes.

On July 2017 the City of Franklin Common Council unanimously approved a Special Use to allow single family development on the subject property in substantial conformance with the submitted Certified Survey Map. Mills Hotel Wyoming, LLC, in compliance with the Special Use conditions. Subsequently, in August of 2017 the City

Franklin

FEB 22 2018

City Development

of Franklin Common Council approved a Comprehensive Plan Amendment to allow residential use and zoning reclassification of the remaining C-1 lands to the R-8 Residential District.

Based on the Site Intensity Calculations, 3.85 acres of the subject property is defined as Resource Protection Land, with a Net Developable Land Area of .70 acres or 30,492 square feet. Please note that we have determined that the forested portions of the site are Mature Woodlands as defined by the City of Franklin Unified Development Ordinance.

In preparation for the enclosed Certified Survey Map submittal, Mills Hotel Wyoming commissioned a Tree Survey to map the existing trees on the property in question and to identify the location of "significant trees". The Tree Survey and Inventory was reviewed by City Staff and SEWRPC.

Enclosed for your review and reference is a Lot Layout Exhibit which shows a conceptual layout of how three (3) building pads and driveways could be positioned to meet the minimum disturbance limits and building setbacks while avoiding "significant trees".

In previous correspondence with City Staff, it has been requested that Mills Hotel Wyoming describe and record a Conservation Easement over the entire property outside of the proposed areas of disturbance. This presents a real and significant issue as final home site and driveway locations, orientation and size is not known at this point. The Conservation Easement recorded at this time unduly restricts how the home and driveway could be positioned for future lot owners wishing to build a custom home on the property.

For example, a future owner could choose a home with a right or left garage approach, a direct or curved driveway, or any number of building pad orientations. In addition, a future owner may desire to move the building pad a few feet in any direction (possibly reducing tree disturbance). A Conservation Easement recorded at this time would restrict these adjustments.


We acknowledge and understand that a Conservation Easement is required, and respectfully request that the Conservation Easement be described and recorded before a building permit is issued but after a home site, yard area and driveway location is designed and selected. We further understand that each parcel is limited as to the amount of disturbance and that identified "significant trees" shall be avoided to the greatest extent. These restrictions could be noted on the CSM and disclosed to potential buyers.

We respectfully request approval of a Certified Survey Map to create three (3) individual lots as shown on the enclosed maps, with the intention of conveying the lots as individual home sites. The proposed lots are shown are 2.2 acres, 1.4 acres and .94 acres respectively and meet the minimum bulk requirements of the underlying R-8 Multi-Family Residential District. In accordance with City of Franklin requirements, we have completed a Natural Resource Protection Plan for the property in question. A copy has been included in this submittal.

We feel the requested land division will create separate parcels with land use that is consistent and compatible with the properties in the general area. Should you have any questions regarding this request, please do not hesitate to contact me. I can be reached at (262) 842-0556 or by email, dan@beardevelopment.com

Thank you for your time and consideration.

Sincerely,

A handwritten signature in cursive script, appearing to read "Daniel Szczap".

Daniel Szczap
Bear Development, LLC

Cc: S. R. Mills
Steve Mills

Franklin

MAR 27 2018

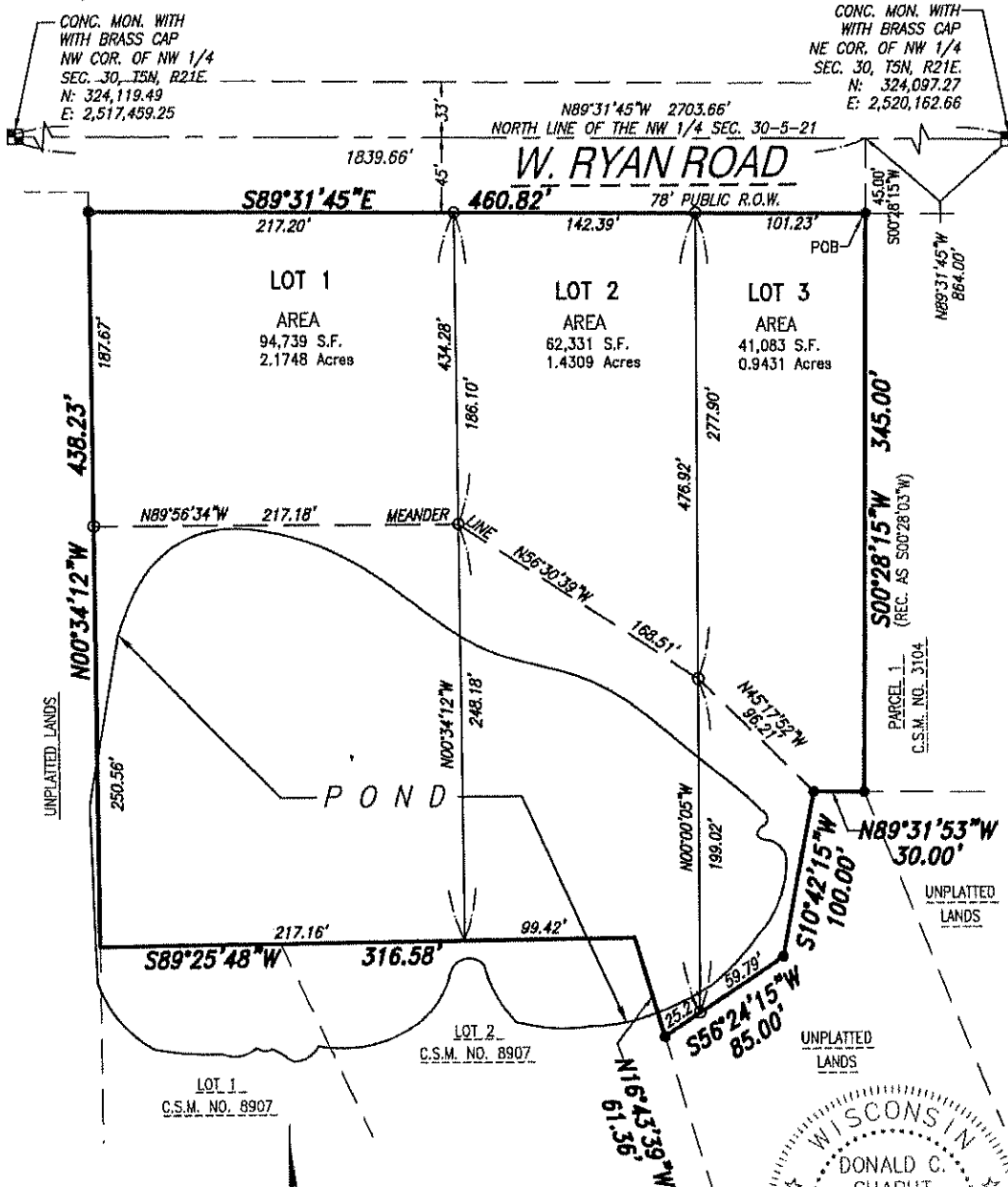
City Development

CERTIFIED SURVEY MAP NO. _____

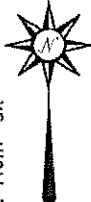
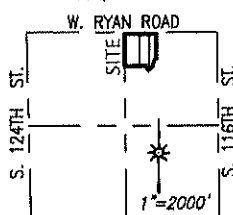
Being a redivision of Lot 3 of Certified Survey Map No. 8907, recorded on April 24, 2017 as Document No. 10667627, located in the Northeast 1/4 of the Northwest 1/4 of Section 30, Town 5 North, Range 21 East, in the City of Franklin, Milwaukee County, Wisconsin.

Bearings are referenced to the Wisconsin State Plane Coordinate System (South Zone) NAD 27, in which the North line of the Northwest 1/4 of Section 30 bears N89°31'45" W.

Subdivider/Owner:
Mills Hotel Wyoming, LLC
4015 80th St,
Kenosha, WI. 53142



VICINITY MAP
NW 1/4, SEC. 30
T5N, R21E



LEGEND

- Indicates set 1" iron pipe, 18" in length, 1.68 lbs. per lineal foot.
- Indicates found 1" iron pipe.

GRAPHIC SCALE



1" = 80'

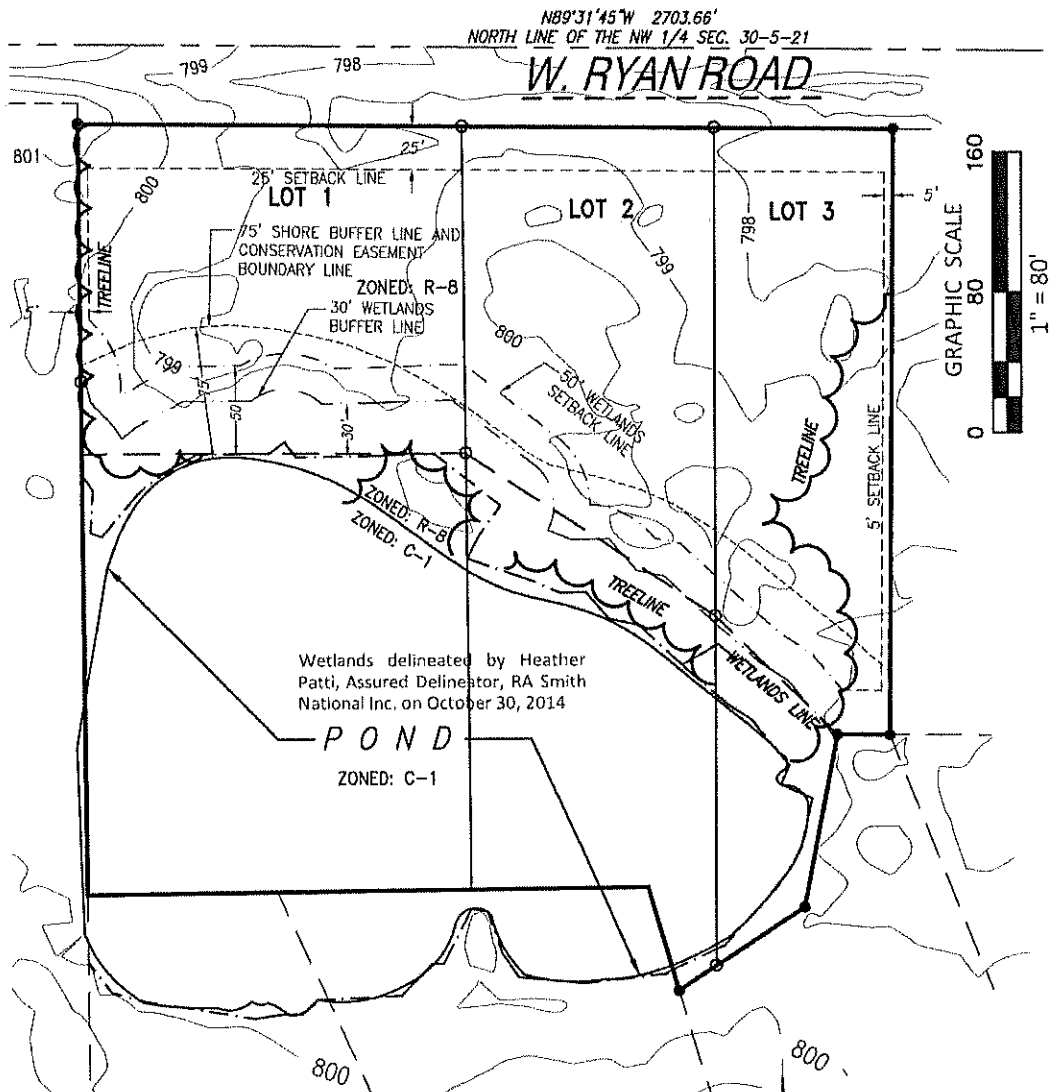
This instrument was drafted by Donald C. Chaput
Professional Land Surveyor S-1316

CHAPUT
LAND SURVEYS

Date: July 18, 2017
Revised: March 26, 2018
Drawing No. 2160.03-far
Sheet 1 of 5 Sheets

CERTIFIED SURVEY MAP NO. _____

Being a redivision of Lot 3 of Certified Survey Map No. 8907, recorded on April 24, 2017 as Document No. 10667627, located in the Northeast 1/4 of the Northwest 1/4 of Section 30, Town 5 North, Range 21 East, in the City of Franklin, Milwaukee County, Wisconsin.



Notes:
Site is Zoned: R-8 Multiple-Family Residence District (see sheet 3 for additional zoning information)

-Common Council approval of development without public facilities is required for Lots 1, 2, and 3 upon any future development.

-Lots 1, 2, and 3 are served by public sanitary sewer service only.

-The property owners of Lots 1, 2, and 3 will be assessed and required to connect to public water facilities once they become available.

-Tree line per field location by Chaput Land Surveys

-Contours per County GIS website

-Pond per field location by Chaput Land Surveys

-Wetlands line per RA Smith National fieldwork

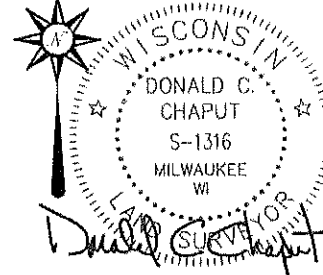
This instrument was drafted by Donald C. Chaput
Professional Land Surveyor S-1316

CHAPUT
LAND SURVEYS

234 W. Franklin Street
Milwaukee, WI 53205

414.233.0552
donald@chaputland.com

Date: July 18, 2017
Revised: March 26, 2018
Drawing No. 2160.03-far
Sheet 2 of 5 Sheets



CERTIFIED SURVEY MAP NO. _____

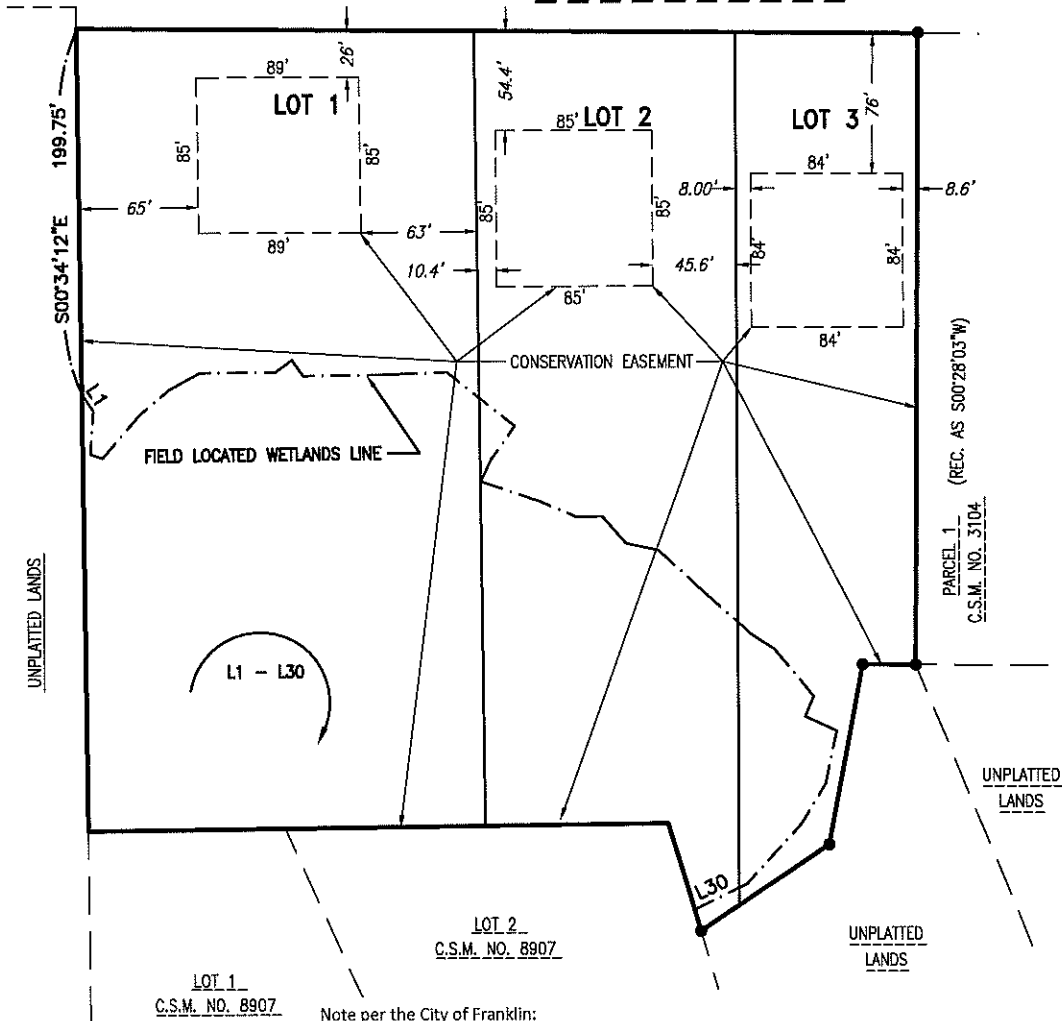
Being a redivision of Lot 3 of Certified Survey Map No. 8907, recorded on April 24, 2017 as Document No. 10667627, located in the Northeast 1/4 of the Northwest 1/4 of Section 30, Town 5 North, Range 21 East, in the City of Franklin, Milwaukee County, Wisconsin.

-CONC. MON. WITH WITH
BRASS CAP — —
NW COR. OF NW 1/4
SEC. 30, T5N, R21E.

CONC. MON. WITH WITH
—BRASS CAP
NE COR. OF NW 1/4
SEC. 30, T5N, R21E.

N89°31'45"W 2703.66'
NORTH LINE OF THE NW 1/4 SEC. 30-5-21

W. RYAN ROAD

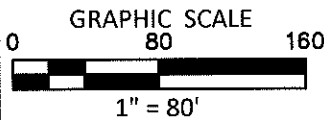


LINE	BEARING	DISTANCE
L1	S33°44'29"E	10.74'
L2	S03°40'20"W	23.90'
L3	S71°22'52"E	6.89'
L4	N39°52'05"E	30.95'
L5	N50°44'02"E	21.03'
L6	N61°34'17"E	19.77'
L7	N89°31'56"E	41.03'
L8	N54°02'43"E	11.19'
L9	S36°03'18"E	10.70'
L10	N89°12'33"E	41.58'
L11	N88°04'35"E	14.00'
L12	N88°04'41"E	23.02'
L13	S51°29'11"E	47.35'
L14	S35°01'39"W	22.33'
L15	S26°17'26"W	13.35'
L16	S71°02'29"E	34.81'
L17	S66°44'58"E	20.82'
L18	N89°14'51"E	19.93'
L19	S41°29'55"E	13.89'
L20	S78°02'40"E	17.67'
L21	S47°05'50"E	33.64'
L22	S48°25'53"E	34.64'

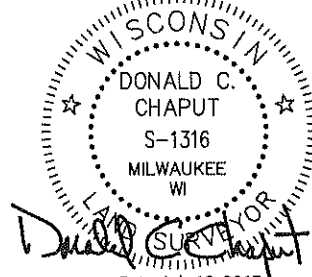
L23	S57°09'52"E	15.33'
L24	S39°34'36"E	33.51'
L25	S23°28'43"W	12.06'
L26	S65°39'58"E	19.26'
L27	S12°24'20"W	29.24'
L28	S31°14'35"W	25.41'
L29	S42°17'50"W	44.78'
L30	S64°18'03"W	32.22'

Note per the City of Franklin:

One driveway shall be allowed within the Conservation Easement for each lot, subject to City of Franklin Department of City Development staff approval. The driveway shall not increase the disturbance of woodland for the entire lot, including the area shown outside the Conservation Easement boundary, beyond 30%. Furthermore, significant trees having a DBH of 25 or greater shall be preserved unless otherwise allowed to be removed by the City of Franklin.



This instrument was drafted by Donald C. Chaput
Professional Land Surveyor S-1316



Date: July 18, 2017
Revised: February 21, 2018
Revised: March 30, 2018
Drawing No. 2160.03-far
Sheet 3 of 5 Sheets

CHAPUT
LAND & SURVEYS

CERTIFIED SURVEY MAP NO. _____

Being a redivision of Lot 3 of Certified Survey Map No. 8907, recorded on April 24, 2017 as Document No. 10667627, located in the Northeast 1/4 of the Northwest 1/4 of Section 30, Town 5 North, Range 21 East, in the City of Franklin, Milwaukee County, Wisconsin.

SURVEYOR'S CERTIFICATE

STATE OF WISCONSIN)
:SS
MILWAUKEE COUNTY)

I, DONALD C. CHAPUT, Professional Land Surveyor, do hereby certify:

THAT I have surveyed, divided and mapped a redivision of Lot 3 of Certified Survey Map No. 8907, recorded on April 24, 2017 as Document No. 10667627, located in the Northeast 1/4 of the Northwest 1/4 of Section 30, Town 5 North, Range 21 East, in the City of Franklin, Milwaukee County, Wisconsin, bounded and described as follows:

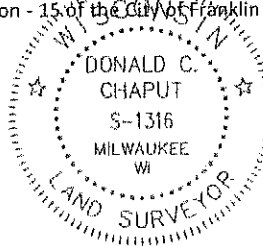
Commencing at the Northeast corner of the Northwest 1/4 of said Section, thence North 89°31'45" West along the North line of said 1/4 Section 864.00 feet to the point; thence South 00°28'15" West 45.00 feet to the Northeast corner of Lot 3 of Certified Survey Map 8907 and the point of beginning of lands hereinafter described; thence South 00°28'15" West along the East line of said Lot 3 a distance of 345.00 feet to the Southeast corner of said Lot 3; thence North 89°31'53" West along the Southeast line of said Lot 3 a distance of 30.00 feet to a point; thence South 10°42'15" West along said Southeast line 100.00 feet to a point; thence South 56°24'15" West along said Southeast line 85.00 feet to a point on the South line of said Lot 3; thence North 16°43'39" West along said South line 61.36 feet to a point; thence South 89°25'48" West along said South line 316.58 feet to a point on the West line of said Lot 3; thence North 00°34'12" West along said West line 438.23 feet to a point on the Northwest corner of said Lot 3 and South line of West Ryan Road; thence South 89°31'45" East along said South line 460.82 feet to the point of beginning.

Containing 198,153 square feet or 4.5489 acres of land.

THAT I have made the survey, land division and map by the direction of Mills Hotel Wyoming, LLC, owner.

THAT the map is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made.

THAT I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the Unified Development Ordinance Division - 15 of the City of Franklin in surveying, dividing and mapping the same.



A handwritten signature of Donald C. Chaput in black ink.

DONALD C. CHAPUT
PROFESSIONAL LAND SURVEYOR S-1316

CHAPUT
LAND SURVEYS

This instrument was drafted by Donald C. Chaput
Professional Land Surveyor S-1316

Date: July 18, 2017
Revised: March 26, 2018
Drawing No. 2160.03-far
Sheet 4 of 5 Sheets

Being a redivision of Lot 3 of Certified Survey Map No. 8907, recorded on April 24, 2017 as Document No. 10667627, located in the Northeast 1/4 of the Northwest 1/4 of Section 30, Town 5 North, Range 21 East, in the City of Franklin, Milwaukee County, Wisconsin.

OWNER'S CERTIFICATE

As owner, Mills Hotel Wyoming, LLC, a Wisconsin limited liability company, duly organize and existing under and by virtue of the laws of the State of Wisconsin hereby certifies that said limited liability company caused the land described on this map to be surveyed, divided, and mapped as represented on this map in accordance with the provisions of Chapter 236.34 of the Wisconsin Statutes, and Unified Development Ordinance Division - 15 of the City of Franklin in surveying, dividing and mapping the same.

Mills Hotel Wyoming, LLC

By: Mills Enterprises, LLC, its Manager

Stephen C. Mills, Member

Martha L. Mills, Member

STATE OF _____ }
COUNTY } :SS

Personally came before me this _____ day of _____, 2018, _____,
_____ & _____ to me known as the persons who executed
the foregoing instrument as such office as the deed of said limited liability compaby, by its authority.

Notary Public, State of _____
My commission expires _____.
My commission is permanent.

CITY OF FRANKLIN COMMON COUNCIL APPROVAL

Approved by the Common Council of the City of Franklin by Resolution No. _____

Signed this _____ day of _____, 2018

Stephen Olson, Mayor

Sandra L. Wesolowski, City Clerk

MUNICIPAL ZONING

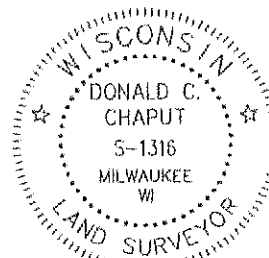
Site is zoned: R-8 Multiple-Family Residence District
Municipal Code: Sec. 15-3.0209
Special Use: Single-Family Detached D.U.s and
Maximum Two-Attached D.U.s (Two-Family Structures)
Front setback: 25 feet (e)
Side setback: 5 feet (e)
Rear setback: 5 feet D.U. & 10 - garage (e)

SECTION 15-5.0108 BUILDING SETBACK LINES

A. Plan Commission May Increase Minimum Required Setback Lines. Building setback lines appropriate to the location and type of development contemplated, which are more restrictive than the regulation of the zoning district in which the Subdivision, Certified Survey Map, or Condominium is located, may be required by the Plan Commission.

8. Minimum Required Building Setbacks from Arterial Streets and Highways. Unless a greater setback distance is specified in Divisions 15-3.0200, 15-3.0300, Division 15-3.0400, or elsewhere in this Ordinance, the minimum required setback from the ultimate right-of-way line of all arterial streets and highways (as specified by the City of Franklin Comprehensive Master Plan, Official Map, or components and/or amendments thereto) shall be forty (40) feet. An exception to this requirement, however, shall be that segment of W. St. Martins Road (CTH MM) within that area defined as the "Village of St. Martins" in the City of Franklin Comprehensive Master Plan.

This instrument was drafted by Donald C. Chaput
Professional Land Surveyor 5-1316



CHAPUT
LAND SURVEYS

Date: July 18, 2017
Revised: March 26, 2018
Drawing No. 2160.03-far
Sheet 5 of 5 Sheets

SECTION 15-3.0502

CALCULATION OF BASE SITE AREA

The *base site area* shall be calculated as indicated in Table 15-3.0502 for each parcel of land to be used or built upon in the City of Franklin as referenced in Section 15-3.0501 of this Ordinance.

Table 15-3.0502

**WORKSHEET FOR THE CALCULATION OF BASE SITE AREA
FOR BOTH RESIDENTIAL AND NONRESIDENTIAL DEVELOPMENT**

STEP 1:	Indicate the total gross site area (in acres) as determined by an actual on-site boundary survey of the property.	4.55 acres
STEP 2:	Subtract (-) land which constitutes any existing dedicated public street rights-of-way, land located within the ultimate road rights-of-way of existing roads, the rights-of-way of major utilities, and any dedicated public park and/or school site area.	- 0 acres
STEP 3:	Subtract (-) land which, as a part of a previously approved development or land division, was reserved for open space.	- 0 acres
STEP 4:	In the case of " <i>Site Intensity and Capacity Calculations</i> " for a proposed residential use, subtract (-) the land proposed for nonresidential uses; or In the case of " <i>Site Intensity and Capacity Calculations</i> " for a proposed nonresidential use, subtract (-) the land proposed for residential uses.	- 0 acres
STEP 5:	Equals "Base Site Area"	= 4.55 acres

SECTION 15-3.0503

**CALCULATION OF THE AREA OF NATURAL
RESOURCES TO BE PROTECTED**

All land area with those natural resource features as described in Division 15-4.0100 of this Ordinance and as listed in Table 15-3.0503 and lying within the *base site area* (as defined in Section 15-3.0502), shall be measured relative to each natural resource feature present. The actual land area encompassed by each type of resource is then entered into the column of Table 15-3.0503 titled "Acres of Land in Resource Feature." The acreage of each natural resource feature shall be multiplied by its respective *natural resource protection standard* (to be selected from Table 15-4.0100 of this Ordinance for applicable agricultural, residential, or nonresidential zoning district) to determine the amount of resource protection land or area required to be kept in open space in order to protect the resource or feature. The sum total of all resource protection land on the site equals the *total resource protection land*. The *total resource protection land* shall be calculated as indicated in Table 15-3.0503.

Franklin

FEB 22 2018

City Development

Table 15-3.0503

WORKSHEET FOR THE CALCULATION OF RESOURCE PROTECTION LAND

Natural Resource Feature	Protection Standard Based Upon Zoning District Type (circle applicable standard from Table 15-4.0100 for the type of zoning district in which the parcel is located)			Acres of Land in Resource Feature	
	Agricultural District	Residential District	Non-Residential District		
Steep Slopes:					
10-19%	0.00	0.60	0.40	X 0	0
				=	
20-30%	0.65	0.75	0.70	X 0	0
				=	
+ 30%	0.90	0.85	0.80	X 0	0
				=	
Woodlands & Forests:				2.44 TOTAL	
				X 1.70 Not in C.E.	1.19
				=	
Mature	0.70	0.70	0.70	X 0	0
				=	
Young	0.50	0.50	0.50		
Lakes & Ponds	1	1	1	X 1.72	1.72 N/A Wetland Exceeds
				=	
Streams	1	1	1	X 0	0
				=	
Shore Buffer	1	1	1	X 0.80	0.80 Exceeds Wetland Area
				=	
Floodplains	1	1	1	X 0	0
				=	
Wetland Buffers	1	1	1	X 0.44	0.44 N/A Shore Buffer Exceeds
				=	
Wetlands & Shoreland Wetlands	1	1	1	X 1.86	1.86
				=	
TOTAL RESOURCE PROTECTION LAND (Total of Acres of Land in Resource Feature to be Protected)					3.85

Note: In conducting the calculations in Table 15-3.0503, if two or more natural resource features are present on the same area of land, only the most restrictive resource protection standard shall be used. For example, if floodplain and young woodlands occupy the same space on a parcel of land, the resource protection standard would be 1.0 which represents the higher of the two standards.

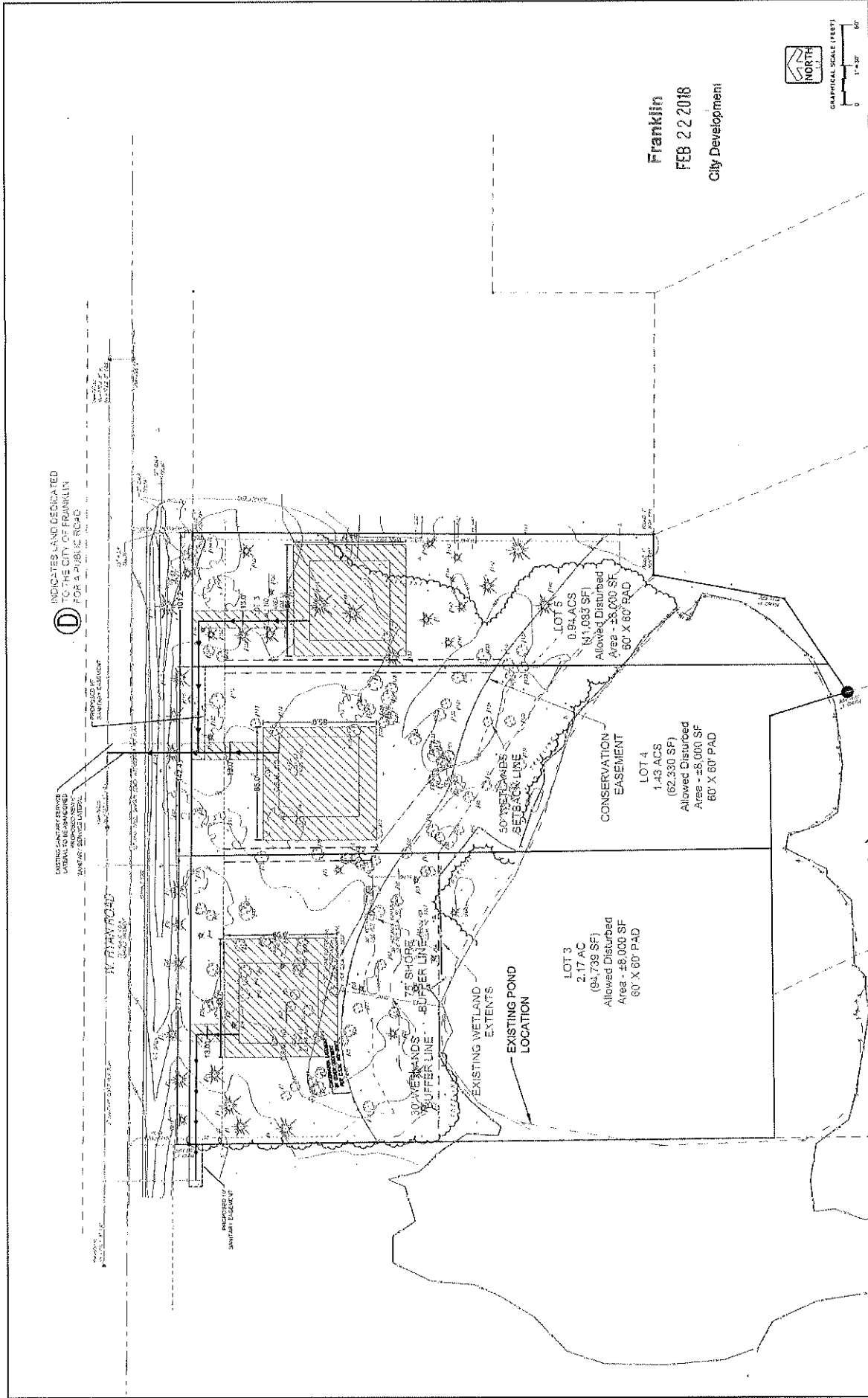
SECTION 15-3.0504**CALCULATION OF SITE INTENSITY AND CAPACITY
FOR RESIDENTIAL USES**

In order to determine the maximum number of dwelling units which may be permitted on a parcel of land zoned in a residential zoning district, the site intensity and capacity calculations set forth in Table 15-3.0504 shall be performed.

Table 15-3.0504

**WORKSHEET FOR THE CALCULATION OF SITE INTENSITY AND
CAPACITY FOR RESIDENTIAL DEVELOPMENT**

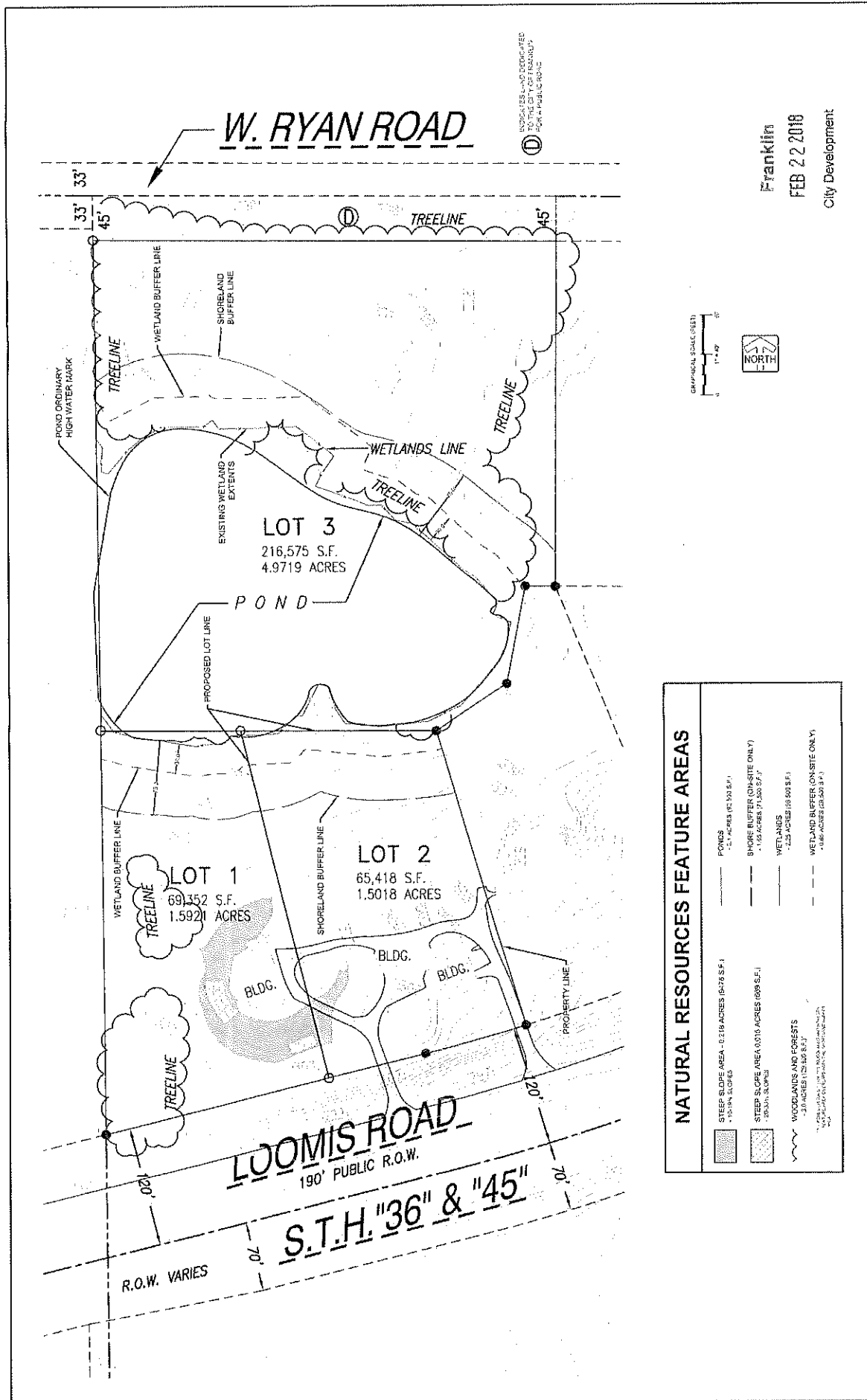
STEP 1:	CALCULATE MINIMAL REQUIRED ON-SITE OPEN SPACE Take <i>Base Site Area</i> (from Step 5 in Table 15-3.0502): <u>4.55</u> Multiple by Minimum <i>Open Space Ratio (OSR)</i> (see specific residential zoning district OSR standard): X <u>0</u> Equals MINIMUM REQUIRED ON-SITE OPEN SPACE = <u>0</u> acres	
STEP 2:	CALCULATE NET BUILDABLE SITE AREA: Take <i>Base Site Area</i> (from Step 5 in Table 15-3.0502): <u>4.55</u> Subtract <i>Total Resource Protection Land</i> from Table 15-3.0503) or <i>Minimum Required On-Site Open Space</i> (from Step 1 above), whichever is greater: <u>3.85</u> Equals NET BUILDABLE SITE AREA = <u>0.70</u> acres	
STEP 3:	CALCULATE MAXIMUM NET DENSITY YIELD OF SITE: Take <i>Net Buildable Site Area</i> (from Step 2 above): <u>0.70</u> Multiply by Maximum <i>Net Density (ND)</i> (see specific residential zoning district ND standard): X <u>5</u> Equals MAXIMUM NET DENSITY YIELD OF SITE = <u>3.70</u> D.U.s	
STEP 4:	CALCULATE MAXIMUM GROSS DENSITY YIELD OF SITE: Take <i>Base Site Area</i> (from Step 5 of Table 15-3.0502): <u>4.55</u> Multiple by Maximum <i>Gross Density (GD)</i> (see specific residential zoning district GD standard): X <u>5</u> Equals MAXIMUM GROSS DENSITY YIELD OF SITE = <u>22.75</u> D.U.s	
STEP 5:	DETERMINE MAXIMUM PERMITTED D.U.s OF SITE: Take the <i>lowest</i> of Maximum Net Density Yield of Site (from Step 3 above) or Maximum Gross Density Yield of Site (from Step 4 above):	<u>3.70</u> D.U.s



LOT LAYOUT EXHIBIT- LOTS 3,4,5

15650 W. BLUEWIND ROAD | SUITE 201 | BROOKFIELD, WI 53005 | WWW.PINNACLE-ENG.COM | PLAN | DESIGN | DELIVER PEGJOB# 809.00

2/14/18



Daniel Szczap

From: Joel Dietl <JDietl@franklinwi.gov>
Sent: Tuesday, February 06, 2018 5:26 PM
To: Daniel Szczap
Subject: RE: Mills Hotel Wyoming CSM- West. Ryan Road

Dan,

I've looked at the tree exhibit, and talked to staff at the Southeastern Wisconsin Regional Planning Commission. I agree with your assessment of the significant trees, with the addition of trees #122 and #123. Also, what sets tree #155 apart from the other White Pines? We couldn't tell why that one was significant.

I would recommend moving the building envelope for lot 2 further west, and/or change the building envelope shape, to protect #123. Otherwise it looks ok with the changes you noted.

With the number of bur oak in this woodland, SEWRPC noted it could be a very nice woodlot, if managed properly.

Don't forget, a Conservation Easement is also required.

Joel Dietl, AICP
Planning Manager
Department of City Development
City of Franklin
9229 W. Loomis Road
Franklin, Wisconsin 53132
Phone: 414-425-4024
Email: jdietl@franklinwi.gov

Franklin
FEB 22 2018
City Development

From: Daniel Szczap [mailto:dszczap@beardevelopment.com]
Sent: Wednesday, January 31, 2018 5:08 PM
To: Nick Fuchs; Joel Dietl
Subject: Mills Hotel Wyoming CSM- West. Ryan Road

Nick & Joel:

Attached for your review and reference is the Exhibit which shows the proposed 3 Lot CSM along W. Ryan Road, with the corresponding tree mapping.

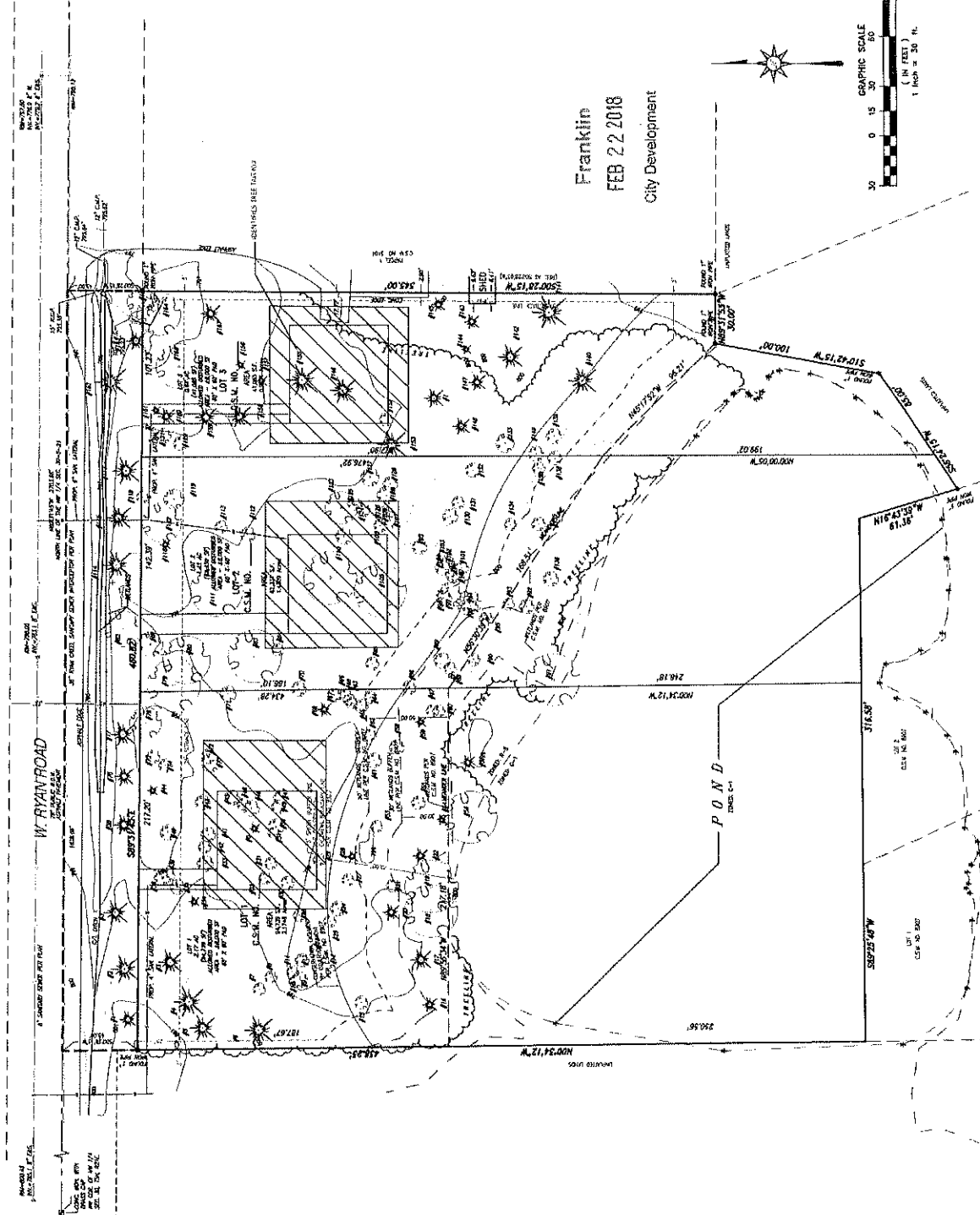
As discussed, we previously had called the property "Mature Woodlands" and prepared to limit the disturbance to 30% of the property outside of the existing Conservation Easement.

Staff Comments on 8/11 requested that we have a certified arborist tag trees and identify "significant trees". The tree survey was completed by Nathan Schuettepelz, ISA Certified Arborist Municipal Specialist WI-0887AM, TRAQ of Wachtel Tree Science. He identified 5 trees of significance (Trees 79,80,83, 111, 105 and 155). They are highlighted on the attached exhibit and fortunately 4 of the 6 significant trees can be avoided.

We feel that we can shift proposed drives and laterals to avoid further tree disturbance. It's possible to slightly shift some of the "area of disturbance" to a degree to avoid additional trees.

I'd like to get your thoughts and ideas on this as we would like to move forward with the Land Division.

If you feel this layout is acceptable, in terms of avoiding significant trees, we will proceed with preparing the final layout, updated NRPP and Site Calculations.



Franklin
FEB 22 2018
City Development

EXHIBIT

CHAPUT
Land Surveyors
1111 N. 1st Street, Suite 100
Orem, Utah 84057
Phone: (801) 225-1111
Fax: (801) 225-1112
Email: info@chaputland.com
Website: www.chaputland.com

CHAPUT LAND SURVEYS
1111 N. 1st Street, Suite 100
Orem, Utah 84057
Phone: (801) 225-1111
Fax: (801) 225-1112
Email: info@chaputland.com
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Fax: (801) 225-1112
Email: info@chaputland.com
Website: www.chaputland.com

LEGEND

1. IRON PIN	11. IRON ROD	21. IRON ROD	31. IRON ROD
2. IRON PIN	12. IRON ROD	22. IRON ROD	32. IRON ROD
3. IRON PIN	13. IRON ROD	23. IRON ROD	33. IRON ROD
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58. IRON PIN	68. IRON ROD	78. IRON ROD	88. IRON ROD
59. IRON PIN	69. IRON ROD	79. IRON ROD	89. IRON ROD
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61. IRON PIN	71. IRON ROD	81. IRON ROD	91. IRON ROD
62. IRON PIN	72. IRON ROD	82. IRON ROD	92. IRON ROD
63. IRON PIN	73. IRON ROD	83. IRON ROD	93. IRON ROD
64. IRON PIN	74. IRON ROD	84. IRON ROD	94. IRON ROD
65. IRON PIN	75. IRON ROD	85. IRON ROD	95. IRON ROD
66. IRON PIN	76. IRON ROD	86. IRON ROD	96. IRON ROD
67. IRON PIN	77. IRON ROD	87. IRON ROD	97. IRON ROD
68. IRON PIN	78. IRON ROD	88. IRON ROD	98. IRON ROD
69. IRON PIN	79. IRON ROD	89. IRON ROD	99. IRON ROD
70. IRON PIN	80. IRON ROD	90. IRON ROD	100. IRON ROD

CHAPUT
Land Surveyors
1111 N. 1st Street, Suite 100
Orem, Utah 84057
Phone: (801) 225-1111
Fax: (801) 225-1112
Email: info@chaputland.com
Website: www.chaputland.com

APPROVAL <i>slw</i> <i>umw</i> <i>gt</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE 4/17/2018
REPORTS & RECOMMENDATIONS	Request from Neumann Development (for Park Circle, LLC) for Two Model Home Permits for The Glen at Park Circle Duplex Single-Family Condominiums Development (9733 South 76th Street)	ITEM NUMBER <i>G. 7.</i>

The Engineering Department has received a request from Neumann Development (for Park Circle, LLC) to allow two model homes to be constructed for The Glen at Park Circle Duplex Single-Family Condominiums Development located at 9733 S. 76th Street prior to the completion of the development and approval from the Franklin Engineering Department of the development.

It has been the City's practice to not allow the issuance of building permits in new developments until all of the improvements are installed and approved. However, historically the City, with Council approval, has allowed the construction of model homes prior to completion of the development's improvements.

The City Engineer and Director of Administration have reviewed the request and have no objections to the issuance of the two model home permits, subject to the following conditions:

1. The two buildings are for use as model homes and ownership must be held by the building developer.
2. No occupancy of the buildings will be allowed until all development improvements have been completed and approved by the Engineering Department.
3. The developer will maintain a 12-foot wide access road to the buildings at all times until the street is installed. Failure to maintain the access drive will result in the issuance of a "Stop Work Order" until access is re-established and approved by the City.
4. All building permits and impact fees shall be paid before commencing construction.
5. The City needs the recording information from the County for the Final Plat.

Note that back on June 17, 2014, the Common Council moved to approve the request from Joseph Bukovich of Pointe Real Estate for approval for the Inspection Department to issue two model home permits in Avian Estates subject to the same five conditions as listed above.

COUNCIL ACTION REQUESTED

A motion to approve or deny the request from Neumann Development (for Park Circle, LLC) for approval for the Inspection Department to issue two model home permits for The Glen at Park Circle Duplex Single-Family Condominiums Development located at 9733 S. 76th Street, subject to conditions 1 through 5 above.

Park Circle LLC

N27 W24025 Paul Ct.

Pewaukee, WI 53072

April 12, 2018

Glen Morrow

City of Franklin Engineering

9229 W. Loomis Road

Franklin, WI 53132

Dear Glen,

Please accept this letter as our request for early start building permits on two buildings (4units) in The Glen at Park Circle. We are asking that this be placed on the April 17th Common Council agenda for approval.

Thankyou,

 4/12/18

Eric Obarski

APPROVAL <i>slw</i>	REQUEST FOR COUNCIL ACTION	MTG. DATE 4/17/2018
Reports & Recommendations	DIRECTION ON BID ALTERNATIVES FOR THE DRAINAGE IMPROVEMENTS IN THE RAWSON HOMES NEIGHBORHOOD AND WATER MAIN RELAY PROJECT, AND FOR NEW WATER SERVICE ON S. 35 TH STREET, INCLUDING A WATER SERVICE SURVEY OF PROPERTIES ON S. 35 TH STREET FROM W. RAWSON AVENUE TO W. MADISON BOULEVARD	ITEM NO. <i>6.8.</i>

BACKGROUND

On October 03, 2017 the Council approved Resolution No. 2017-7307, *A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES CONTRACT WITH RUEKERT MIELKE FOR DRAINAGE IMPROVEMENTS IN THE RAWSON HOMES NEIGHBBORHOOD NORTH OF W. MADISON BOULEVARD FOR \$62,925 contingent on review by the City Attorney and as supported by Milwaukee Metropolitan Sewerage District funding.* MMSD awarded the funding and the project is expected to be constructed in 2018.

Due to aging water mains that are a source of constant repair in this same neighborhood, on December 19, 2017 Engineer Morrow placed on the Board of Water Commission agenda an AMEMDMENT TO THE CONTRACT WITH RUEKERT & MIELKE, INC. FOR DRAINAGE IMPROVEMENTS AND WATER MAIN RELAY DESIGN IN RAWSON HOMES NEIGHBORHOOD and informed the Board that a Water Main Relay is also scheduled in this neighborhood in 2018. He proposed these projects get done at the same time by having Ruekert & Mielke add the Water Main Relay design to the Council approved October 2017 contract. The Board directed the Board of Water Commissioner Chairman to sign the Contract with Ruekert & Mielke, (amended contract attached).

In addition, at least two of the 34 residents along S. 35th Street, who currently have no access to the water utility, previously expressed a desire for water service. Therefore, the *Amendment to Contract for Drainage Improvements and Water Main Relay Design in Rawson Homes Neighborhood* also included instruction to Ruekert & Mielke to design a new water main for S. 35th Street.

NOTE: The original October 2017 contract approved by the Council did not include the Water Relay or the new S. 35th Street Water Main projects.

ANALYSIS

There are 34 affected properties on S. 35th St. with frontage widths from 66 feet to 661 feet. The average width is 127.70 feet. The median width is 98.75 feet. It currently appears that all properties are fully assessable at 4,341.94 feet of assessable frontage. With the exception of Northwestern Mutual Insurance owned properties, all properties are zoned residential.

Per section 207-20 B of the municipal code, no assessment shall be less than 100 feet. This affects 17 properties, which increases the total accessible frontage to 4,683.88 feet.

Ruekert-Mielke has completed a cost estimate for the S. 35th Street Water Main at a cost of \$483,720.00, which includes a 20% contingency. The assessable frontage works out to \$103.27 per foot. This value is below the 2018 maximum assessment of \$115.94 for a residential property. Apart from initial financing of the project, it appears that the City would incur no expense. The minimum assessment would be \$10,327.71, the maximum assessment would be \$68,300.71, average would be \$14,226.60 and the median would be \$10,327.00.

Staff could send out a survey to these 34 properties after this Common Council meeting with a response deadline of May 4, 2018. The responses could be tabulated and presented at the May 15, 2018, meetings of the Board of Water Commissioners and the Common Council.

The projects are ready to bid and could be advertised with bids to be received on May 10, 2018. The bids would have optional alternates from the Contractor that would include 1) storm improvements in the front yard ditches, 2) biofilters work, 3) water main relay and 4) new water main on S. 35th Street. When the Board of Water and the Common Council awards bids on May 15, 2018, the award would indicate if the water main on S. 35th Street is included or not.

OPTIONS

- A. Direct staff to survey the S. 35th Street. property owners for the new Water Main and return with the results at the May 15, 2018, Common Council meeting. This direction would not delay the bids of the Rawson Homes Drainage and Water Relay projects but would bid the new S. 35th Street Water Main as an optional alternate package that may/may not be constructed based on future Council decision. If the Council desires to extend water service to S. 35th Street, the project may be completed this summer with everything else. If Common Council desires not to extend water along S. 35th Street, the design would "go on the shelf" and could be utilized at a later date with re-permitting. Or,
- B. Direct Staff to advise the affected property owners that the City will not commence with bidding a new water line on S. 35th Street at this time. This direction would not award an alternate package for the S. 35th Street water portion.

FISCAL NOTE

The 2018 Capital Improvement Fund has a \$500,000 appropriation for new water main projects. The Utility Development Fund has the funds on hand to finance the project. There is a 2018 appropriation to transfer \$500,000 from the Utility Development Fund to the Capital Improvement fund to provide the resources for the project.

The installation of a new water main would be subject to a Special Assessment to the benefiting property owners. The collection of those Special Assessments will replenish the Utility Development fund for future water main projects.

RECOMMENDED MOTION

A. Direct staff to move forward with the bid for the Rawson Homes Drainage and Water Relay project with and optional bid package for the new S. 35th Street Water Main, and to immediately survey the S. 35th Street property owners, returning to Common Council with the bid and survey results at the May 15, 2018, meeting of the Common Council, and also to provide a corresponding Engineers report for the project.

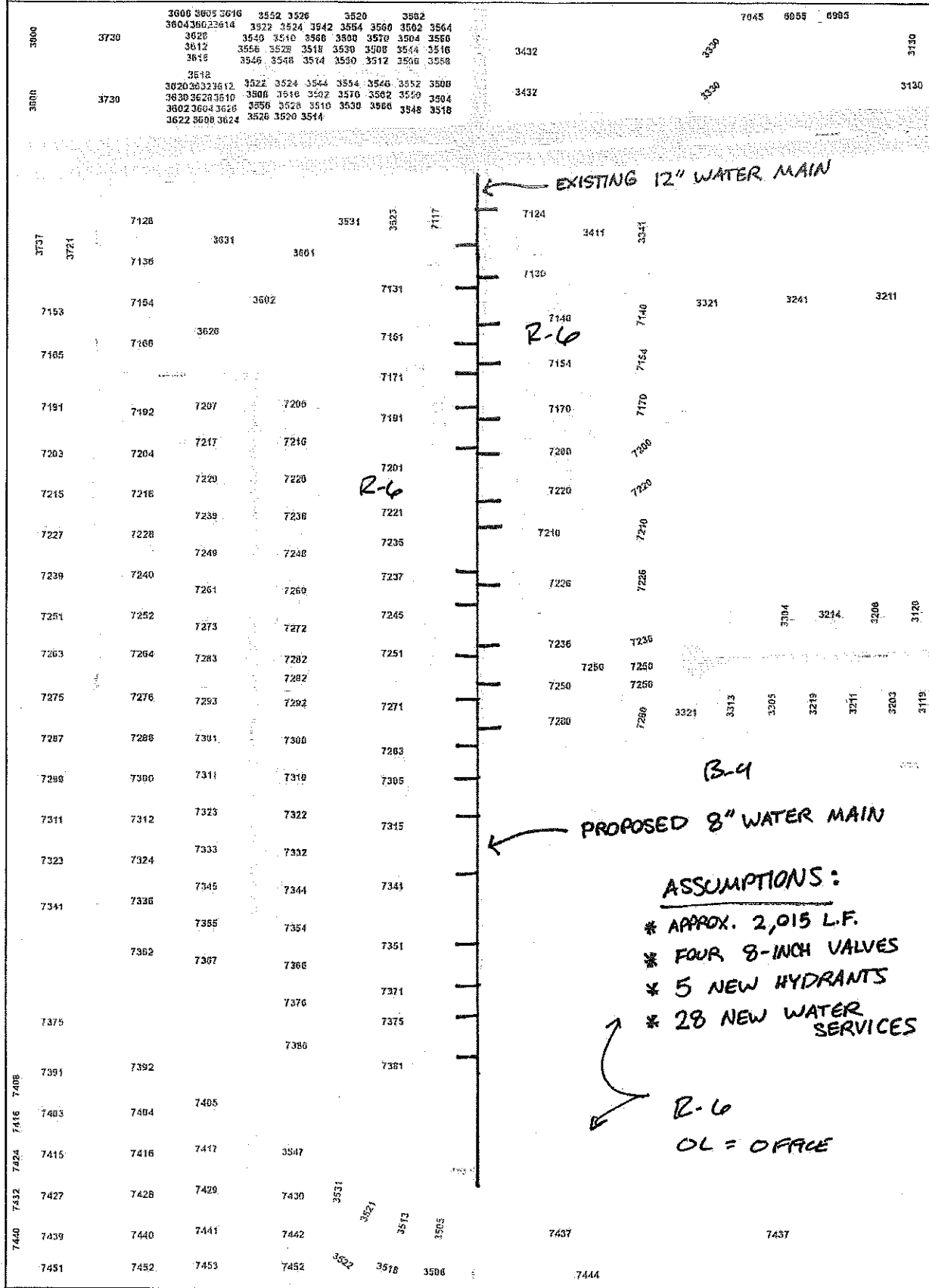
Or

B. Direct staff to move forward with the bid for the Rawson Homes Drainage and Water Relay projects only, returning to the May 15, 2018, meeting of the Common Council with the bid results and also to provide a corresponding Engineers report for the project.

Staff recommends option A with the corresponding motion.



MILWAUKEE COUNTY INTERACTIVE MAPPING SERVICE



Projection
NAD_1983_StatePlane_Wisconsin_South_FIPS_4803



1:2,257

376 0 188 376 Feet

Notes

DISCLAIMER: This map is a user generated static output from the Milwaukee County Land Information Office interactive Mapping Service website. The website is not for reference purposes only and may or may not be accurate, current or otherwise reliable. No liability is assumed for the data displayed herein either expressed or implied by Milwaukee County or its employees.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

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Rawson Homes Drainage Improvements and Water Main Relay
City of Franklin

Estimated Cost for Water Main Extension on S. 35th Street
Updated 3/2/2018

ITEM #	DESCRIPTION	UNIT	EST. QTY	UNIT PRICE	COST
1	8-inch PVC water main w/ granular backfill	L.F.	2,015	\$100.00	\$201,500.00
2	8-inch water valve	EA.	4	\$1,400.00	\$5,600.00
3	Hydrant assembly w/ valve	EA.	5	\$4,000.00	\$20,000.00
4	6-inch hydrant lead w/ granular backfill	L.F.	100	\$110.00	\$11,000.00
5	1 1/4-inch water service	L.F.	1,190	\$80.00	\$95,200.00
6	1 1/4-inch tap, saddle and corporation valve	EA.	28	\$250.00	\$7,000.00
7	1 1/4-inch curb valve and box	EA.	28	\$350.00	\$9,800.00
8	Restoration (topsoil, seed, hydromulch)	S.Y.	500	\$10.00	\$5,000.00
9	Asphaltic concrete trench patch	S.Y.	1,200	\$40.00	\$48,000.00
				SUBTOTAL	\$403,100.00
				20% CONTINGENCY	\$80,620.00
				TOTAL	\$483,720.00

35TH STREET PROPOSED WATERMAIN S OF RAWSON N OF MADISON BLVD 4 2018

Assessemnts for watermain project on S. 35th Street

4/10/2018

ADDRESS	Owner Name	FRONT FOOTAGE	ASSESSIBLE FOOTAGE	ASSESSIBLE COSTS
7117 S 35TH ST	HO, QUA VAN	240.00	240.00	\$ 24,784.80
7131 S 35TH ST	LORENZ, AMANDA M	132.00	132.00	\$ 13,631.64
7151 S 35TH ST	GRIESEMER, PATRICK J	85.00	100.00	\$ 10,327.00
7171 S 35TH ST	DIAMANTOPOULOS, SAM G & GEORGE S	94.00	100.00	\$ 10,327.00
7191 S 35TH ST	GUTIERREZ, GUILLERMO & JULIA	85.00	100.00	\$ 10,327.00
7201 S 35TH ST	THOMPSON, FRANK	132.00	132.00	\$ 13,631.64
7221 S 35TH ST	MILWAUKEE METRO SEWERAGE DIST	66.00	100.00	\$ 10,327.00
7235 S 35TH ST	MILWAUKEE METRO SEWERAGE DIST	66.00	100.00	\$ 10,327.00
7237 S 35TH ST	NAPE MICHAEL	85.00	100.00	\$ 10,327.00
7245 S 35TH ST	NELSON, DAVID P	85.00	100.00	\$ 10,327.00
7251 S 35TH ST	ENDAHL, JAN M	94.00	100.00	\$ 10,327.00
7271 S 35TH ST	FRIEDEWALD, MATTHEW A	132.00	132.00	\$ 13,631.64
7283 S 35TH ST	ROHDE, STEVEN A	66.00	100.00	\$ 10,327.00
7305 S 35TH ST	NICKELS CAROL F LIVING TRUST 10/18/2004	66.00	100.00	\$ 10,327.00
7315 S 35TH ST	DERESZYNSKI, TIM & JUDITH	132.00	132.00	\$ 13,631.64
7341 S 35TH ST	KNIGHT JOHN J & DUFFY JUNE A JT REVOC	132.00	132.00	\$ 13,631.64
7351 S 35TH ST	JEFFRIES-WRIGHT KAREN D	132.00	132.00	\$ 13,631.64
7371 S 35TH ST	ANTE, DANIEL J & TURCSANYI, DOROTHY E	66.00	100.00	\$ 10,327.00
7375 S 35TH ST	WEISE, JUSTIN	66.00	100.00	\$ 10,327.00
7381 S 35TH ST	TOM, LARRY D	100.33	100.33	\$ 10,361.08
7124 S 35TH ST	TOM, LARRY D & FRANCIS	232.00	232.00	\$ 23,958.64
7130 S 35TH ST	ENGEN, SHANE M & JENNA M	100.00	100.00	\$ 10,327.00
7140 S 35TH ST	LYNCH, BRIAN & MARY	100.00	100.00	\$ 10,327.00
7154 S 35TH ST	ELT, DAVID J & KATHLEEN M	100.00	100.00	\$ 10,327.00
7170 S 35TH ST	TOM FRANCIS C	100.00	100.00	\$ 10,327.00
7200 S 35TH ST	MYER, RALPH & CONNIE	87.50	100.00	\$ 10,327.00
7220 S 35TH ST	SIKORSKI, ROGER F & DIANE M	87.50	100.00	\$ 10,327.00
7210 S 35TH ST	BECKNER, GERALD D	97.50	100.00	\$ 10,327.00
7226 S 35TH ST	CAPPLEMAN, JAMES A & JUDITH	127.50	127.50	\$ 13,166.93
7236 S 35TH ST	GRONOWSKI, RAYMOND	80.80	100.00	\$ 10,327.00
7250 S 35TH ST	FEIDER, STEVEN J	80.76	100.00	\$ 10,327.00
7280 S 35TH ST	FEIDER, STEVEN J	100.00	100.00	\$ 10,327.00
0 S 31ST ST	NORTHWESTERN MUTUAL LIFE INS CO, THE	661.38	661.38	\$ 68,300.71
0 S 31ST ST	NORTHWESTERN MUTUAL LIFE INS CO, THE	330.67	330.67	\$ 34,148.29

Total Footage	4,341.94	linear feet
Total Assessible Frontage	4,683.88	linear feet
Total Construction (R-M Estimate)	\$ 483,720.00	
Assessment / Frontage	\$ 103.27	/ foot

Notes

- A) 2018 water assessemnt rates = \$115.94/ft for residential and \$141.70/ft for comercial zoning
- B) Minimum assesement = 100 linear foot

W233 N2080 Ridgeview Parkway • Waukesha, WI 53188-1020 • Tel. (262) 542-5733

ATTACHMENT A

December 12, 2017

Mr. Glen E. Morrow, P.E.
City Engineer/Director of Public Works
City of Franklin
9229 West Loomis Road
Franklin, WI 53132

RE: Amendment to Contract for Drainage Improvements and Water Main Relay Design in Rawson Homes Neighborhood

Dear Glen,

Thank you for providing Ruekert & Mielke, Inc. (R/M) the opportunity to continue assisting the City of Franklin with the design of drainage improvements and a water main relay and extension in the Rawson Homes Neighborhood north and south of W. Madison Boulevard.

We understand this amendment to the existing design agreement for this project to consist of the following Scope of Services:

- Contact Digger's Hotline and complete field survey of the portions of the project area not previously surveyed as part of the drainage improvement project. Features to be surveyed are expected to include existing culverts, ditches, pavement edge, storm sewer structures, water main, sanitary sewer and located utilities. No survey work will be obtained in areas of water main abandonment other than at tie in locations to active water mains.
- Coordinate any necessary soils investigations or borings with a geotechnical firm. The cost of this work will be paid by the City.
- Develop a final design for the proposed water main relay and extension which meets all local and WDNR requirements. It is expected that all new water main will be 8 inches in diameter.
- Develop project specifications and bidding documents for the proposed design.
- Obtain the a WDNR Public Water System Approval permit and a WisDOT State Highway Access Permit. All permit fees will be paid by the City.
- Survey and design work will cover the project area as shown in Figure 1.

~58-10019 W. Madison Boulevard & S. 35th Street Biofiltration Analysis > 200 Design > Agreement > Attachment A-20171212-Water Main Relay Design.docx~

Mr. Glen Morrow
City of Franklin
Rawson Homes Water Main Relay
December 12, 2017
Page 2



Figure 1: Project Area for Water Main Relay and Extension.

Mr. Glen Morrow
City of Franklin
Rawson Homes Water Main Relay
December 12, 2017
Page 3

This work will be completed for a lump sum cost of **\$45,300.00**, which includes all miscellaneous reimbursable costs. This proposed cost assumes that survey work is completed without snow. If snow is present, the survey will be delayed and the design and bidding schedule will be adjusted accordingly. Design work is expected to begin in December, immediately following approval by the City. The schedule for bidding and construction will remain the same as the original design contract with bidding in late February or early March of 2018 and construction beginning in Spring 2018.

Services specifically excluded from this proposal include title searches or parcel research, archeological and/or historical investigations, water system modeling, permits other than those specifically noted and attendance at meetings other than those specifically discussed. If desired, additional services can be completed at our standard hourly rates and after authorization by City staff.

We appreciate the opportunity to continue our work with the City on this project. Should any questions arise, please feel free to contact me.

Very truly yours,

RUEKERT & MIELKE, INC.



Steven C. Wurster, P.E. (WI, IL)
Senior Vice President/COO
swurster@ruekert-mielke.com

SCW:jkc

cc: Sara Arnold, P.E., City of Franklin
Maria C. Kealey, E.I.T., Ruekert & Mielke, Inc.
File

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APPROVAL <i>slw</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE 04/17/2018
REPORTS & RECOMMENDATIONS	REVIEW OF THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF FRANKLIN AND STANTEC CONSULTING SERVICES INC. FOR QUARRY MONITORING SERVICES FOR 2018	ITEM NUMBER <i>G.9.</i>

At its March 15, 2018 meeting, the Quarry Monitoring Committee approved a motion to direct staff to prepare a final proposed quarry monitoring contract with Stantec Consulting Services Inc. for Common Council consideration, based upon the input and direction provided by the Committee. A proposed draft Professional Services Agreement with Stantec Consulting Services Inc. (including a Quarry Monitoring Services, Option C - Scope of Work and Associated Cost) is hereby attached.

It can be noted that this would be the sixth consecutive year such a contract has been entered into with Stantec Consulting Services Inc. for quarry monitoring services. Similar to previous years, this contract includes blast monitoring services, onsite operations monitoring, and an end-of-year report.

New this year is a line item titled "Blast Complaint Evaluation" as set forth in Option C – Scope of Work and Associated Cost. This was added by the Quarry Monitoring Committee to an earlier draft version of the Scope of Work, in order to review blast complaints in comparison with the blast monitoring data compiled by Payne & Dolan's consultant. The intent is to look for trends, patterns, etc. It can be noted that this would save staff some time from doing this themselves, which staff has done before to a limited extent.

COUNCIL ACTION REQUESTED

Motion to approve the Quarry Monitoring Professional Services Agreement with Attachment A containing service details and costs as provided by Stantec Consulting Services Inc. and to authorize staff to enter into said agreement not to exceed \$43,300 subject to technical corrections by staff and the City Attorney.

QUARRY MONITORING SERVICES

OPTION C - SCOPE OF WORK AND ASSOCIATED COST

The following scope of work items, each with their own associated professional fee, is offered to the City by Stantec for calendar year 2018.

DESCRIPTION	EVENT PERIOD	COST PER EVENT	# OF EVENTS	SUBTOTAL	NOTES REGARDING SCOPE OF SERVICES
Operations Monitoring	daily	\$800	20	\$16,000	Visual assessments around quarry perimeter, concentrating along Rawson Avenue adjacent quarry entrances. Will include weather data as part of observation summary, along with photos and short duration videos during periods of high winds.
Seismograph Calibration	annual	\$500	1	\$500	We recommend this be completed annually.
Blast Monitoring	2 weeks	\$2,450			Prior to 2017, Stantec has completed a variety of two-week periods (defined as 12-14 days) of seismic monitoring. During 2017, we completed three 4-week events and one 8-week event. Similar to last year, we are planning to revise the equipment set-up to include an external power source, allowing the seismograph to run continuously, and thereby reduce the number of mobilizations for set-up and take down the equipment to one at the start of the period and one at the end of the period. With continuous power being available, the memory capacity of the seismograph becomes the limiting factor affecting the frequency of our visits. Therefore, we plan to report to the monitoring site every two weeks to download the data.
	4 weeks	\$4,200	1	\$4,200	
	6 weeks	\$5,900			
	8 weeks	\$7,700			
	10 weeks	\$9,400			
	12 weeks	\$11,100			
	14 weeks	\$12,900			
	16 weeks	\$14,600	1	\$14,600	
	18 weeks	\$16,300			
	20 weeks	\$18,000			
	22 weeks	\$19,800			
	24 weeks	\$21,500			
	26 weeks	\$23,250			
	28 weeks	\$25,000			
	30 weeks	\$26,700			
Blast Complaint Evaluation	Per complaint	\$225	24 (estimate)	\$5,400	<p>Thus, the proposed scope for continuous monitoring would include the following:</p> <ul style="list-style-type: none"> • Mobilize to initial vault location and set up equipment • Visit site every other week to collect data • Provide summary letter of findings for most recent 2- to 4-week period • De-mobilize equipment at end of period <p>The location of the monitor will remain the same for the entire reporting period. Unless an alternate location is prepared by the City, Stantec proposes to utilize the current city-owned vault at the S. 51st St. Lift Station.</p> <p>As they occur, The City will forward to Stantec specific information pertaining to quarry complaints received during 2018. Stantec will evaluate each one to evaluate the following corresponding collaborative conditions:</p> <ul style="list-style-type: none"> • For off-site dust complaints = weather conditions (wind direction and speed) the day of the complaint • For off-site seismic complaints = seismic data from both Stantec (if monitoring at the time) and Payne & Dalan placed monitors <p>A short summary will be provided to the City Planning Manager Joel Dietl, and a compilation of all complaints and evaluations during 2018 will be provided with the End-of-Year Report.</p>
End-of-year Report	Report	\$2,600	1	\$2,600	Report summarizing Operations Monitoring and Blast Monitoring completed during year.
TOTAL (compare to budget: \$43,300)				\$43,300	

PROFESSIONAL SERVICES AGREEMENT

This PROFESSIONAL SERVICES AGREEMENT (hereinafter "AGREEMENT"), made and entered into this _____ day of _____, 2018, between the City of Franklin, 9229 West Loomis Road, Franklin, Wisconsin 53132 (hereinafter "the CITY") and Stantec Consulting Services Inc. (hereinafter "the CONTRACTOR"), whose principal place of business is 12075 Corporate Parkway, Suite 200, Mequon, Wisconsin 53092.

WITNESSETH

WHEREAS, the CONTRACTOR is duly qualified and experienced as a quarry monitoring service contractor and has offered services for the purposes specified in this AGREEMENT; and

WHEREAS, in the judgment of the CITY, it is necessary and advisable to employ the CONTRACTOR in connection with providing quarry monitoring services, as described in Attachment A, for the City of Franklin.

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

I. BASIC SERVICES AND AGREEMENT ADMINISTRATION

- A. The CONTRACTOR shall provide services to the CITY for the quarry monitoring activities specified in Attachment A, which is attached and incorporated herein by reference.
- B. The CONTRACTOR shall serve as the CITY's professional representative in matters to which this AGREEMENT applies. The CONTRACTOR may employ the services of outside consultants and subcontractors when deemed necessary by the CONTRACTOR to complete work under this AGREEMENT following approval by the City for each such type of use.
- C. The CONTRACTOR is an independent contractor and all persons furnishing services hereunder are employees of, or independent subcontractors to, the CONTRACTOR and not of the CITY. All obligations under the Federal Insurance Contribution Act (FICA), the Federal Unemployment Tax Act (FUTA), and income tax withholding are the responsibility of the CONTRACTOR as employer. The CITY understands that express agreements may exist between the CONTRACTOR and its employees regarding extra work, competition, and nondisclosure.

II. FEES AND PAYMENTS

The CITY agrees to pay the CONTRACTOR, as set forth in Attachment A, for an in consideration of the performance of Services as set forth in Attachment A, except as such services and fees may otherwise be amended in accordance with and as provided for by the terms of this agreement.

- A. The CONTRACTOR shall invoice the CITY at least quarterly but not more than once monthly for and following performance of services and delivery of required reports to the City. The invoice shall include base costs and any adjustment for additional services as provided for herein. The CITY shall pay any undisputed invoices within 30 days of receipt. Alternatively, the CITY shall notify the CONTRACTOR of any dispute to an invoice, and the nature of the dispute, within 30 days of receipt of the invoice.
- B. In consideration of the faithful performance of this AGREEMENT, the CONTRACTOR will not exceed the fee for Services without written authorization from the CITY to perform work over and above that described in this original AGREEMENT, including Attachment A.
- C. Should the CITY find deficiencies in work performed or reported, it will notify the 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 the CITY's notice, which period may be extended by mutual agreement of the CONTRACTOR and the CITY's Planning Manager. This Subsection shall not be construed to be a limitation of any rights or remedies otherwise available to the CITY.

III. MODIFICATION AND ADDITIONAL SERVICES

- A. This AGREEMENT may only be amended by written instrument signed by both the CITY and the CONTRACTOR.
- B. The CITY may, in writing, request changes in the scope of work required to be performed by the CONTRACTOR under this AGREEMENT. Upon acceptance of the request of such changes, the CONTRACTOR shall submit a "Change Order Request Form" to the CITY for authorization, notice to proceed, and signature. Following execution the City shall return a copy to the CONTRACTOR. Should any such changes be made, an equitable adjustment (based upon fees, costs, and rates set forth in Attachment A and/or CONTRACTOR's original written response to the RFP, where applicable) will be made to compensate the CONTRACTOR or reduce the fixed price, for any incremental or decremental labor or direct costs, respectively. Any claim by the CONTRACTOR for adjustments hereunder must be made to the CITY in writing no later than forty-five (45) days after receipt by the CONTRACTOR of notice of such changes from the CITY.

IV. ASSISTANCE AND CONTROL

- A. Michael Roznowski, Principal, will serve as Project Manager and will coordinate the work of the CONTRACTOR, and will be solely responsible for communication within the CITY's organization as related to all issues originating under this AGREEMENT.
- B. Joel Dietl, Planning Manager, will serve as the representative of the City for all issues relating to administration of this AGREEMENT

V. TERMINATION

- A. This AGREEMENT may be terminated by either party to this AGREEMENT upon thirty (30) days written notice. Upon such termination by the CITY, the CONTRACTOR shall be entitled to payment of such amount as shall fairly compensate the CONTRACTOR for all work approved and completed 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, the CONTRACTOR shall deliver to the CITY all data, reports, summaries, correspondence, and other written, printed, or tabulated material pertaining in any way to services that the CONTRACTOR may have accumulated. Such material is to be delivered to the CITY whether in completed form or in process.
- C. The rights and remedies of the CITY and the 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.
- D. Failure to maintain the designated staff (as identified herein and in CONTRACTOR'S original response to the RFP) or such similarly qualified staff as determined by the City may lead to termination of the agreement, as determined by the City.

VI. INSURANCE

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

- | | |
|--|--|
| A. Limit of General/Commercial Liability | \$2,000,000 |
| B. Automobile Liability: Bodily Injury/Property Damage | \$1,000,000 |
| C. Excess Liability for General Commercial or Automobile Liability | \$3,000,000 |
| D. Worker's Compensation and Employers' Liability | \$500,000 or per statute
whichever is greater |

E. Professional Liability

\$1,000,000

Upon the execution of this AGREEMENT, the CONTRACTOR shall supply the CITY 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 the CITY, and naming the CITY as an additional insured for General Liability.

VII. INDEMNIFICATION AND ALLOCATION OF RISK

- A. To the fullest extent permitted by law, the CONTRACTOR shall indemnify and hold harmless the CITY and the CITY'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) caused solely by the negligent acts or omissions of the CONTRACTOR or the CONTRACTOR's officers, directors, partners, employees, and consultants in the performance of the CONTRACTOR's services under this AGREEMENT.
- B. To the fullest extent permitted by law, the CITY shall indemnify and hold harmless the CONTRACTOR and the CONTRACTOR's officers, directors, partners, employees, and consultants 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) caused solely by the negligent acts or omissions of the CITY or the CITY's officers, directors, partners, employees, and consultants with respect to this AGREEMENT.
- C. To the fullest extent permitted by law, the CONTRACTOR's total liability to the CITY and anyone claiming by, through, or under the CITY for any injuries, losses, damages and expenses caused in part by the negligence of the CONTRACTOR and in part by the negligence of the CITY or any other negligent entity or individual, shall not exceed the percentage share that the CONTRACTOR's negligence bears to the total negligence of the CITY, the CONTRACTOR, and all other negligent entities and individuals.
- D. Nothing contained within this agreement is intended to be a waiver or estoppels of the contracting municipality or its insurer to be entitled to and/or 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 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. TERM AND TIME FOR COMPLETION

- A. The initial term of this agreement shall be eight months from receipt of a Notice to Proceed. The term anticipates monitoring and at-quarry work occurs for seven

months, thereby leaving one month to compile, report, and present results for the final period and to provide any required summary information and recommendations.

- B. In order to enable the City to evaluate its complete quarry monitoring program and to consider altering the scope of work required for future years, the initial term may be extended for a period and for terms as mutually agreed to in writing by the CITY and the CONTRACTOR. Each such subsequent term may also be extended for a period and for terms as mutually agreed to in writing by the CITY and the CONTRACTOR.
- C. The CONTRACTOR shall commence immediately upon receipt of a Notice to Proceed, not to exceed 30 days from the date approved by the Common Council.

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

The CONTRACTOR shall maintain all records pertaining to this AGREEMENT during the term of this AGREEMENT and for a period of not less than three (3) years following its completion. Such records shall be made available by the CONTRACTOR to the CITY for inspection and copying upon request.

XI. CONFLICT OF INTEREST

The nature of this project requires an impartial, unbiased approach on the part of the CONTRACTOR. The CONTRACTOR shall not, during the performance of these services, engage in any other professional relationship or representation that would create any type of conflict or conflict of interest with regard to the consulting services provided hereby to and for the CITY.

Further, the 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. The CONTRACTOR warrants that it will immediately notify the CITY if any actual or potential conflict of interest arises or becomes known to the CONTRACTOR. Upon receipt of such notification, a review and written approval by the CITY is required for the CONTRACTOR to continue to perform work under this AGREEMENT.

XII. PROFESSIONALISM

The CONTRACTOR stipulates that 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.

XIII. 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 the 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.

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

CITY OF FRANKLIN, WISCONSIN

CONTRACTOR

BY: _____

BY: _____

PRINT NAME: Stephen R. Olson

PRINT NAME: _____

TITLE: Mayor

TITLE: _____

DATE: _____

DATE: _____

BY: _____

BY: _____

PRINT NAME: Sandra L. Wesolowski

PRINT NAME: _____

TITLE: City Clerk

TITLE: _____

DATE: _____

DATE: _____

BY: _____

BY: _____

PRINT NAME: Paul Rotzenberg

PRINT NAME: Jesse Wesolowski

TITLE: Director of Finance and Treasurer

TITLE: City Attorney

DATE: _____

DATE: _____