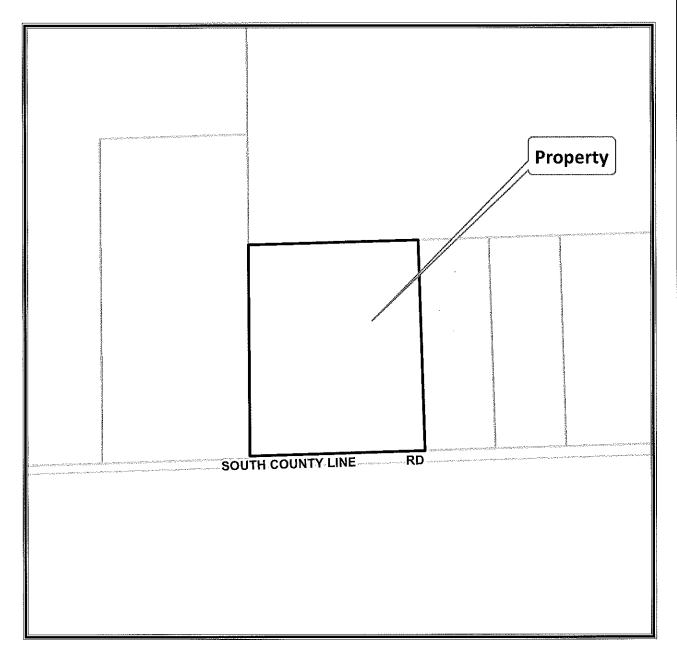
APPROVAL Slu	REQUEST FOR COUNCIL ACTION	MEETING DATE 12/19/17
REPORTS & RECOMMENDATIONS	ORDINANCE TO AMEND THE UNIFIED DEVELOPMENT ORDINANCE (ZONING MAP) TO REZONE A CERTAIN PARCEL OF LAND FROM C-1 CONSERVANCY DISTRICT TO R-1 COUNTRYSIDE/ESTATE SINGLE-FAMILY RESIDENCE DISTRICT (8300 WEST SOUTH COUNTY LINE ROAD) (APPROXIMATELY 7.48 TOTAL ACRES; AREA TO BE REZONED IS APPROXIMATELY 0.82 ACRES) (DAVID R. ROSS AND LEANNE BUDDE-ROSS,	ITEM NUMBER
	APPLICANTS)	

At its December 7, 2017, meeting the Plan Commission recommended approval of an ordinance to amend the Unified Development Ordinance (Zoning Map) to rezone a certain parcel of land from C-1 Conservancy District to R-1 Countryside/Estate Single-Family Residence District (8300 West South County Line Road) (Approximately 7.48 total acres; area to be rezoned is approximately 0.82 acres) (David R. Ross and Leanne Budde-Ross, Applicants).

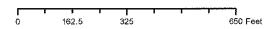
COUNCIL ACTION REQUESTED

A motion to adopt Ordinance No. 2017-______, an ordinance to amend the Unified Development Ordinance (Zoning Map) to rezone a certain parcel of land from C-1 Conservancy District to R-1 Countryside/Estate Single-Family Residence District (8300 West South County Line Road) (Approximately 7.48 total acres; area to be rezoned is approximately 0.82 acres) (David R. Ross and Leanne Budde-Ross, Applicants).

8300 South County Line Road TKN 984 9998 001



Planning Department (414) 425-4024



NORTH 2017 Aerial Photo

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

ORDINANCE NO. 2017-____

AN ORDINANCE TO AMEND THE UNIFIED DEVELOPMENT ORDINANCE (ZONING MAP) TO REZONE A PORTION OF A CERTAIN PARCEL OF LAND FROM C-1 CONSERVANCY DISTRICT TO R-1 COUNTRYSIDE/ESTATE SINGLE-FAMILY RESIDENCE DISTRICT (8300 WEST SOUTH COUNTY LINE ROAD)

(APPROXIMATELY 7.48 TOTAL ACRES; AREA TO BE REZONED IS APPROXIMATELY 0.82 ACRES)

(DAVID R. ROSS AND LEANNE BUDDE-ROSS, APPLICANTS)

WHEREAS, David R. Ross and Leanne Budde-Ross having petitioned for the rezoning of a portion of a certain parcel of land from C-1 Conservancy District to R-1 Countryside/Estate Single-Family Residence District, such land being located at 8300 West South County Line Road; and

WHEREAS, a public hearing was held before the City of Franklin Plan Commission on the 7th day of December, 2017, upon the aforesaid petition and the Plan Commission thereafter having determined that the proposed rezoning would promote the health, safety and welfare of the City and having recommended approval thereof to the Common Council; and

WHEREAS, the Common Council having considered the petition and having concurred with the recommendation of the Plan Commission and having determined that the proposed rezoning is consistent with the 2025 Comprehensive Master Plan of the City of Franklin, Wisconsin and would promote the health, safety and welfare of the Community.

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

SECTION 1:

§15-3.0102 (Zoning Map) of the Unified Development Ordinance of the City of Franklin, Wisconsin, is hereby amended to provide that the zoning district designation for the C-1 Conservancy District portion of the property described below be changed from C-1 Conservancy District to R-1 Countryside/Estate Single-Family Residence District:

Parcel 1 of Certified Survey Map 7282, SW 1/4 and SE 1/4 of Section 33, Town 5 North, Range 21 East, City of Franklin, Milwaukee County, WI (approximately 7.48 total acres; area to be rezoned is approximately 0.82 acres). Tax Key No. 984-9998-001.

ORDINANCE N Page 2	O. 2017
SECTION 2:	The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.
SECTION 3:	All ordinances and parts of ordinances in contravention to this ordinance are hereby repealed.
SECTION 4:	This ordinance shall take effect and be in force from and after its passage and publication.
	l at a regular meeting of the Common Council of the City of Franklin this, 2017, by Alderman
	d adopted at a regular meeting of the Common Council of the City of day of, 2017.
	APPROVED:
	Stephen R. Olson, Mayor
ATTEST:	
Sandra L. Wesole	owski, City Clerk
AYES N	OES ABSENT

🥦 CITY OF FRANKLIN 🍕

REPORT TO THE PLAN COMMISSION

Meeting of December 7, 2017

Rezoning

RECOMMENDATION: City Development Staff recommends approval of the proposed Rezoning, subject to the conditions in the draft ordinance.

Project Name:

Ross Rezoning

Project Address:

8300 South County Line Road

Applicant:

David R. Ross

Owners (property):

David R. Ross and Leanne Budde-Ross

Current Zoning:

R-1 Countryside/Estate Single-Family Residence District

and C-1 Conservancy District

Proposed Zoning:

R-1 Countryside/Estate Single-Family Residence District

2025 Future Land Use:

Residential and Areas of Natural Resource Features

Use of Surrounding Properties:

Single-family residential to the north and east, prime agriculatural to the west and the Town of Raymond to the

south

Applicant Action Requested:

Recommendation of approval of the Rezoning request

Project Description and Analysis:

On October 12, 2017, the applicant filed an application requesting to rezone the C-1 Conservancy District portion of land upon property located at 8300 South County Line Road to R-1 Countryside/Estate Single-Family Residence District. The applicant is proposing to construct an accessory building within this area.

On August 16, 2017 the Board of Zoning and Building Appeals approved a variance to allow a 30-foot by 40-foot detached accessory building with a peak height of approximately 18-feet with the front yard of the subject property, subject to the applicant submitting a Rezoning Application and Natural Resource Protection Plan to rezone the C-1 Conservancy District to R-1 Countryside/Estate Single-Family Residence District.

Staff recommends removal of the C-1 Conservancy District as it is no longer utilized by the City (see Section 15-1.0111 below).

SECTION 15-1.0111 REPEAL

A. Repeal of Zoning Ordinance. The City of Franklin Ordinance No. 221 adopted on February 6, 1968 and subsequent amendments thereto, relating to the zoning of land is hereby repealed and all other Ordinances or parts of Ordinances of the City of Franklin inconsistent or conflicting with this Ordinance, to the extent of the inconsistency or conflict only, are hereby repealed, excepting Section 8.5 of Ordinance No. 221 (B-4 Regional Shopping District) and Section 12.1 of Ordinance No. 221 (C-1 Conservancy District), which shall

remain in effect until such time, after duly held public hearing, as the Common Council rezones the lands in a B-4 or C-1 zoning pursuant to Ordinance No. 221 to a zoning district provided for within this Ordinance. Immediately upon approval of said rezonings, the aforementioned Sections 8.5 and 12.1 shall be repealed without further public hearing.

Due to the relatively small scope of this project, natural resource impacts will be minimal. The detached accessory building will impact approximately 4,500 square feet of mature woodland on the property. The property is 321,880 square feet (7.4 acres), of which approximately 30,468 square feet are delineated wetlands and their associated wetland buffers. Approximately 59,685 square feet of woodland was disturbed when the single-family home on the property was constructed in 2003. Those impacts were prior to the City's woodland protection standards and as such, the mature woodland on the property was not placed into a conservation easement. Approximately 231,727 square feet of Mature woodland remain on the property today. The proposed 4,500 square foot impact represents approximately 0.02% of the total mature woodlands on the property. Therefore, the impact to the mature woodland is well within the permitted disturbance limits per Table 15-4.0100 of the City of Franklin Unified Development Ordinance. Staff suggests the applicant submit a Conservation Easement that protects 70% of the mature woodland on the property.

Staff Recommendation:

City Development Staff recommends approval of the proposed Rezoning, subject to the conditions in the draft ordinance.

8300 County Line Rd Rezoning Application Project Summary

Legal Description of property:

Parcel 1 of certified survey map 7282, SW ¼ and SE ¼ of Section 33, Town 5 North, Range 21 East, City of Franklin, Milwaukee County, WI.

Property Owners: David Ross and Leanne Budde-Ross

General Description:

This project is a proposed construction of an outbuilding at the above address. The property is composed of 7.4 acres (321.880sq ft). The outbuilding is intended as a detached garage and storage area for vehicles, lawn equipment, trailers etc...it will be used for personal use. The outbuilding size is proposed at 30 ft wide by 40 feet deep. The external surfaces of the building will have a matching color scheme to the current existing structures on the property.

This application for rezoning is to rezone the C-1 portion of the property (0.82 acres, 35,625 sq ft) to R-1. The proposed construction impacts 4,500 sq ft of the C-1 portion of the property (see attached survey) this includes the actual building as well as the additional area for construction as shown on the survey.

Proposal's intent:

To rezone the C-1 portion of the above described property to R-1. Please reference attached Rezoning Exhibit for a description of the area to be rezoned.

Proposals impact:

Rezoning the C-1 to R-1 for this project will impact the area affected for construction only.

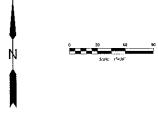
Consistency with Comprehensive Master Plan:

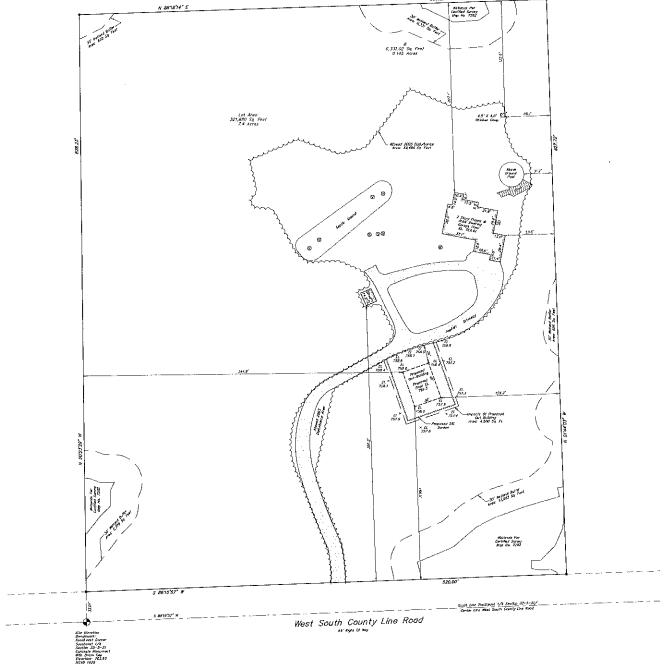
The CMP classifies this property as both "Residential" and an "Area of Natural Resources Features". Due to the relatively small scope of this project's impacts on the lot, the natural resources impact will be minimal. The current proposal will impact only 4,500 sq ft of the property. The property is 321,880sq feet, of which 29,612 sq ft are certified wetlands and wetland buffer, and 38,685sq ft were disturbed with initial construction of the current dwelling on the property in 2003. The combined area of the new construction and previously impacted area is 43,185 square feet, or only 13.4% of the total property.

Franklin Nov 222017

Property Address: 8500 % South County Line Road Treyfox, Miscosts in Property Description: Posted 1, CERTINED SURVEY MAP NO. 7787, bring a guest of the Southwest 1/4 and the Southwest 1/4 of Section 15, Investria 15, Investria 15, Investria 16, North, Kungo 21 East, in the City of Frenkin, Manuface County, Whocush

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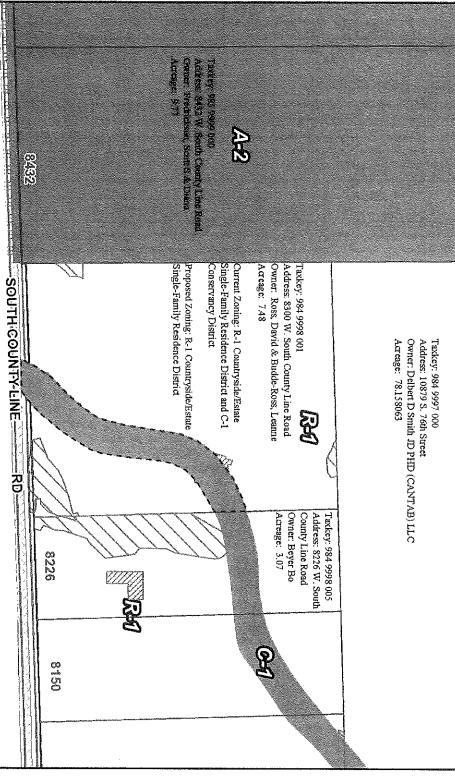


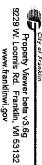


Southeast Survey Registered Land Surveyors
W20758240 Hillendale Drive
Muskego, W 53150
Phone: 414—429—4862
Ernall: Mike@surveyse.com
Website: surveyse.com



Rezoning Exhibit





Milwaukee County, Wisconsin

The maps and information provided by the City of Franklin's Property Viewer are not legiclarity ments and are to be used for reference purposes only, notas a substitute for legicly recorded maps, surveys, or other documents. This City of Franklin's Property viewer are not legiclarity on any damages or loss residuals from the use or misuse of the maps and information differed for such control to the property of the property of

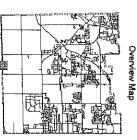
Southeast Quarter of the Southeast (SE 1/4) of Section 33, Town 5 North, Range 21 East in the City of Franklin,

Road, being Parcel 1 of Certified Survey Map No. 7282, being a part of the Southwest Quarter (SW 1/4) and the

Description: Request to rezone the C-1 Conservancy District portion of property located at 8300 W. South County Line

Area to be rezoned (approximately 0.82 acres, 35,625 square feet)





A-2 P4 FEMA DFIRM Flood - Zone A Building B-3 B-5 FEMA DFIRM Flood - Zone AE Environmental Corridor <u>}</u> Easement **9**2 Elementary District County or State Hwy Wetland 8 ф ф Payement 뙁 ₽~ Park Aldermanic District ä Parcel SS Condo Road Right-of-Way Local Road FEMA- 0.2% Annual Chance School District City Boundary Zoning Districts 0 0 0 0 0 0 0 1 1 OL-2 M-3 900 ¥ Ţ X-2 <u>-7</u> Ξ I FO R-5 R-5 R-7 7 2 8 22 23



Legend Includes all layers even if they are not visible in the map.

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APPROVAL Slw	REQUEST FOR COUNCIL ACTION	MEETING DATE 12/19/17
REPORTS & RECOMMENDATIONS	ORDINANCE TO AMEND THE UNIFIED DEVELOPMENT ORDINANCE TEXT TO AMEND SECTION 15-3.0804 TO INCLUDE THE ABILITY OF THE PLAN COMMISSION TO REQUIRE A LETTER OF CREDIT OR OTHER APPROVED FINANCIAL SECURITY SUFFICIENT TO ENSURE THE SITE IS CLEANED UP AND/OR RESTORED TO ITS PRIOR CONDITION AND TO AMEND SECTION 15-3.0804L. TO REVISE THE TIME LIMIT FOR ALL TEMPORARY USES FROM 90 DAYS TO 180 DAYS (AMERICAN TRANSMISSION COMPANY LLC, APPLICANT)	G, 10

At their meeting on December 7, 2017, the Plan Commission recommended approval of an ordinance to amend the Unified Development Ordinance text to amend Section 15-3.0804L. to revise the time limit for all temporary uses from 90 days to 180 days and include the following language relative to letters of credit, "that Section 15-3.0804 of the Temporary Use section be revised to include the ability of the Plan Commission to require a letter of credit or other approved financial security sufficient to ensure the site is cleaned up and/or restored to its prior condition" (American Transmission Company, LLC, Applicant).

The attached ordinance has been revised per the Plan Commission motion regarding the ability to require letters of credit.

COUNCIL ACTION

A motion to adopt Ordinance No. 2017—______ to amend the Unified Development Ordinance text to amend Section 15-3.0804 to include the ability of the Plan Commission to require a letter of credit or other approved financial security sufficient to ensure the site is cleaned up and/or restored to its prior condition and to amend Section 15-3.0804L. to revise the time limit for all temporary uses from 90 days to 180 days (American Transmission Company, LLC, Applicant).



REPORT TO THE PLAN COMMISSION

Meeting of December 7, 2017

Unified Development Ordinance Text Amendment and Temporary Use

RECOMMENDATION: City Development Staff recommends approval of a Unified Development Ordinance Text Amendment and Temporary Use for the American Transmission Company laydown yard located at 11027 S. 27th Street, subject to the conditions of approval in the attached draft ordinance and resolution.

Project Name: American Transmission Company Unified Development

Ordinance Text Amendment and Temporary Use

Project Address: 11027 South 27th Street

Property Owner: Fox Glen Corporate Centre LLC

Applicant: American Transmission Company (ATC)

Agent: Robert Oosterhouse, Land Service Company

Zoning: Planned Development District No. 39

Use of Surrounding Properties: Agricultural land to the north and east; residential to the south

(Town of Raymond); and agricultural land to the west (City of

Oak Creek).

Comprehensive Plan: Mixed Use Business Park

Applicant Action Requested: Approval of a Temporary Use and UDO Text Amendment for a

laydown yard at 11027 S. 27th Street

Please note:

- Staff recommendations are <u>underlined</u> and in *italics* and are included in the draft ordinance or resolution.
- Staff suggestions are in *italics* and are not included in the draft ordinance or resolution.

INTRODUCTION:

On October 26, 2017 and November 27, 2017, the applicant filed Unified Development Ordinance and Temporary Use Applications with the Department of City Development requesting approval for the continued use of a construction laydown yard located within the parking lot of the former golf dome property located at 11027 S. 27th Street.

The applicant previously received approval to operate the laydown yard from September 1, 2017 to November 29, 2017 (90 days). This second application is requesting to continue the laydown yard operation for the rest of 2017 (November 30, 2017 to December 1, 2017 (32 days)) and from January 1, 2018 to April 30, 2018 (120 days). Therefore, if approved, the laydown yard will operate 122 days in 2017 and 120 days in 2018.

PROJECT DESCRIPTION AND ANALYSIS:

Unified Development Ordinance Text Amendment

Currently, Section 15-3.0804L. of the Unified Development Ordinance (see below) does not allow a Temporary Use, unless otherwise specified, to exceed 90 days in duration during any calendar year. As such, the applicant has submitted the UDO Text Amendment Application in conjunction with their second Temporary Use Application, requesting to extend that time-frame to 180 days.

Section 15-3.0804L.

Issuance and Expiration of Permit. The Zoning Administrator or designee of the City Planning Department(s) shall approve, conditionally approve, deny or refer to the Plan Commission an application for a temporary use permit under this Section within 30 days of its filing in the Planning Department Office. The Plan Commission shall approve, conditionally approve or deny an application within 30 days of the referral of such application to the Commission. Any decision to deny an application under this section shall be in writing, shall set forth the reasons for the denial, and a copy of such decision shall be mailed by regular mail to the applicant within the aforesaid time limits. Each Temporary Use Permit shall specify the date upon which such use may commence and the date upon which such use shall expire; in no event, except as otherwise specifically and expressly set forth in this Section, shall any temporary use exceed 90 days in duration during any calendar year. [emphasis added]

Staff generally has no objection to the proposed time extension to 180 days per calendar year. It can be noted that a number of seasonal temporary uses (outdoor seasonal garden supply uses for instance) would like to occur for more than 180 days.

However, it can also be noted that in some instances, these outdoor seasonal uses are occurring every year. With the proposed temporary use time extension, these uses would in some instances, almost be permanent in nature. In addition, it is possible that some of these longer lasting temporary uses, by their very nature, may be larger in size or in impact upon the property (such as the herein proposed laydown yard). As such, staff suggests that the Section 15-3.0804 of the Temporary Use section be revised to include the ability of the Plan Commission to require a letter of credit or other approved financial security sufficient to ensure the site is cleaned up and/or restored to its prior condition.

Temporary Use

Section 15-3.0804 of the Unified Development Ordinance (UDO) states "A Temporary Use is an activity that is short-term in nature, will be conducted for only a specified limited period of time, and for a specific use that is not the permanent use of the property, and which use though not already expressly authorized to be an actual use on the property, is incidental to or accessory to and compatible with and will not adversely affect adjoining properties."

This section further states, "The Zoning Administrator and designees of the City Planning Department may refer any application for a Temporary Use Permit to the Plan Commission for review and approval, where the Zoning Administrator or designee of the City Planning Department determines that the application involves an issue of interpretation as to whether the proposed temporary use is incidental or accessory to the existing use of the property, or is a use which is compatible, as required herein, or that there is a question as to whether the proposed temporary use may adversely affect adjoining property due to the nature of, size or area of, noise, debris, lighting, or the like or other resultant from the proposed temporary use. Plan Commission review and approval is required for any proposed temporary use of a type not specifically listed below."

The subject use is not a listed temporary use within Section 15-3.0804 of the City of Franklin Unified Development Ordinance (UDO); therefore, staff has determined that the request requires Plan Commission review and approval.

According to the applicant, ATC will be upgrading electric transmission communications by replacing existing shield wire with 24-strand OPGW on existing 138kV transmission lines from the Oak Creek substation to the St. Martins substation in Franklin. Crews are expected to arrive at the site at 6:30 a.m. and leave the site around 6:30 p.m. Monday through Thursday. A list of equipment and materials being stored onsite can be found within the applicant's project narrative.

The subject property was formerly utilized as an indoor golf facility; however, the building has been vacant for years. The applicant is proposing to utilize the existing parking lot as the location for the storage of equipment and materials.

The property is zoned Planned Development District No. 39 (Mixed Use Business Park). The use as a laydown yard would not generally be allowed within this area of the PDD as outdoor storage is not allowed within the Gateway Area of PDD No. 39. However, the use is temporary in nature and does not adversely impact the surrounding properties, which are primarily agricultural lands. The location of vehicles or equipment on site is over 350 feet from S. 27th Street and approximately 100 feet from S. West County Line Road.

Staff recommends approval of the requested temporary use, subject to the following conditions:

- 1. The Temporary Use approval shall expire on April 30, 2018.
- 2. <u>The applicant shall keep South 27th Street and W. South County Line Road appropriately maintained and free of mud and debris from trucks entering and exiting the site.</u>
- 3. The applicant shall ensure that the laydown yard is maintained in a safe, clean, and orderly condition at all times, and that upon cessation of the use, that all equipment, materials, debris, etc. are removed from the site and that any disturbed areas shall be restored in a timely manner.

STAFF RECOMMENDATION:

City Development Staff recommends approval of a Unified Development Ordinance Text Amendment and Temporary Use for the American Transmission Company laydown yard located at 11027 S. 27th Street, subject to the conditions of approval in the attached draft ordinance and draft resolution.

CITY OF FRANKLIN

MILWAUKEE COUNTY [Redraft 12-12-17]

ORDINANCE NO. 2017-

AN ORDINANCE TO AMEND THE UNIFIED DEVELOPMENT ORDINANCE TEXT TO AMEND SECTION 15-3.0804 TO INCLUDE THE ABILITY OF THE PLAN COMMISSION TO REQUIRE A LETTER OF CREDIT OR OTHER APPROVED FINANCIAL SECURITY SUFFICIENT TO ENSURE THE SITE IS CLEANED UP AND/OR RESTORED TO ITS PRIOR CONDITION AND TO AMEND SECTION 15-3.0804L. TO REVISE THE TIME LIMIT FOR ALL TEMPORARY USES FROM 90 DAYS TO 180 DAYS

(AMERICAN TRANSMISSION COMPANY LLC, APPLICANT)

WHEREAS, Section 15-3.0804 of the Unified Development Ordinance provides in part that each permit shall be conditioned upon and shall additionally contain such specific conditions to obtain compliance with this Section and the purposes of the zoning district within which the use will be located; the protection of the public health, safety and general welfare; and ensuring that the operation and maintenance of the temporary use shall be in a manner compatible with existing uses upon the subject property and adjoining properties and in the surrounding area, and Section 15-3.0804L. of the Unified Development Ordinance provides in part that any temporary use shall not exceed 90 days in duration during any calendar year; and

WHEREAS, American Transmission Company LLC having applied for a text amendment to Section 15-3.0804 to include the ability of the Plan Commission to require a letter of credit or other approved financial security sufficient to ensure the site is cleaned up and/or restored to its prior condition, and for an amendment to Section 15-3.0804L. of the Unified Development Ordinance so as to revise the time limit for all temporary uses from 90 days to 180 days; and

WHEREAS, the Plan Commission having reviewed the proposed amendments, and having held a public hearing on the proposals on the 7th day of December, 2017 and thereafter having recommended approval of such amendments as they are reasonable; and

WHEREAS, the Common Council upon the recommendation of the Plan Commission having determined that the proposed amendments are consistent with the 2025 Comprehensive Master Plan of the City of Franklin, Wisconsin and will serve to further orderly growth and development and promote the health, safety and welfare of the Community.

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

SECTION 1: Section 15-3.0804 Detailed Standards for Temporary Uses, of the

ORDINANCE NO Page 2	D. 2017		
	Unified Development Ordinance of the Municipal Code of the City of Franklin, Wisconsin is hereby amended as follows: add "The Plan Commission may require a letter of credit or other approved financial security sufficient to ensure the site is cleaned up and/or restored to its prior condition." at the end of the existing text in paragraph four (4).		
SECTION 2:	Section 15-3.0804L. Issuance and Expiration of Permit., of the Unified Development Ordinance of the Municipal Code of the City of Franklin, Wisconsin is hereby amended as follows: delete "90" and in place thereof, insert "180", in the last sentence of the existing text.		
SECTION 3:	The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.		
SECTION 4:	All ordinances and parts of ordinances in contravention to this ordinance are hereby repealed.		
SECTION 5:	This ordinance shall take effect and be in force from and after its passage and publication.		
	at a regular meeting of the Common Council of the City of Franklin this, 2017, by Alderman		
	d adopted at a regular meeting of the Common Council of the City of, 2017.		
	APPROVED:		
	Stephen R. Olson, Mayor		
ATTEST:			
Sandra L. Wesolo	wski, City Clerk		
AYESNO	DES ABSENT		

Franklin shall assess the entire costs of such vacation, demolition, or removal against the owner or other parties in interest.

- I. *Temporary Roadside Stands for the Sale of Agricultural Products. The following specific standards shall be used:
 - 1. **Off-Street Parking and Loading.** The use shall provide for all required off-street parking and loading on private property.
 - 2. Access. The use shall be located along and have direct vehicular access to a public street. Access to and from the site shall be in accord with the requirements of the applicable highway or arterial street access authority including the Wisconsin Department of Transportation, Milwaukee County, and/or the City of Franklin.
 - 3. Sales or Display Prohibited on Public Land. No sales or display activity shall be located on public land.
- J. *Public Interest and Special Events. A public interest event on a commercial property is limited to no more than six (6) times per year and each event shall be no longer than fourteen (14) days. Public interest events shall include but not be limited to outdoor food sale, outdoor car wash, or other gathering for the benefit of the community, a particular service or a non-profit organization.
- K. Additional City Department Review May be Required. Those uses listed above as not required to receive a "Temporary Use Permit" may still be required to receive other use permits/approvals issued by the City of Franklin, including, but not limited to an amendment to an existing Special Use Permit for the subject property and approvals such as for "Special Events" as defined in Chapter 121 and "Transient Merchants" as defined in Chapter 237 of the Municipal Code. In addition, food service associated with a temporary outdoor use may be subject to the review and approval of the Health Department. All temporary uses shall otherwise comply in all respects with all applicable governmental laws, statutes, codes, rules, orders, regulations and ordinances.
- L. **Issuance and Expiration of Permit.** The Zoning Administrator or designee of the City Planning Department(s) shall approve, conditionally approve, deny or refer to the Plan Commission an application for a temporary use permit under this Section within 30 days of its filing in the Planning Department Office. The Plan Commission shall approve, conditionally approve or deny an application within 30 days of the referral of such application to the Commission. Any decision to deny an application under this section shall be in writing, shall set forth the reasons for the denial, and a copy of such decision shall be mailed by regular mail to the applicant within the aforesaid time limits. Each Temporary Use Permit shall specify the date upon which such use may commence and the date upon which such use shall expire; in no event, except as otherwise specifically and expressly set forth in this Section, shall any temporary use exceed 90–180 days in duration during any calendar year.
- M. Appeal. An appeal of a decision regarding a temporary use made by the Zoning Administrator or designee of the City Planning Department shall be made in writing and filed with the Office of

Project Narrative

St. Martins to Oak Creek OPGW

ATC is requesting a Temporary Use Permit and a Unified Development Ordinance Text Amendment Application for the property at 27^{th} ST Franklin, WI. ATC is requesting that the temporary use permit shall be changed from 90 to 180 days in duration during a calendar year beginning Sept 1,2017 and ending April/30/2018.

The location will be utilized as a construction laydown yard in support of ATC's system-wide initiative to upgrade/enhance electric transmission communications by replacing existing shield wire with 24-strand OPGW on existing 138kV transmission lines from Oak Creek substation to St Martins substation in Franklin.

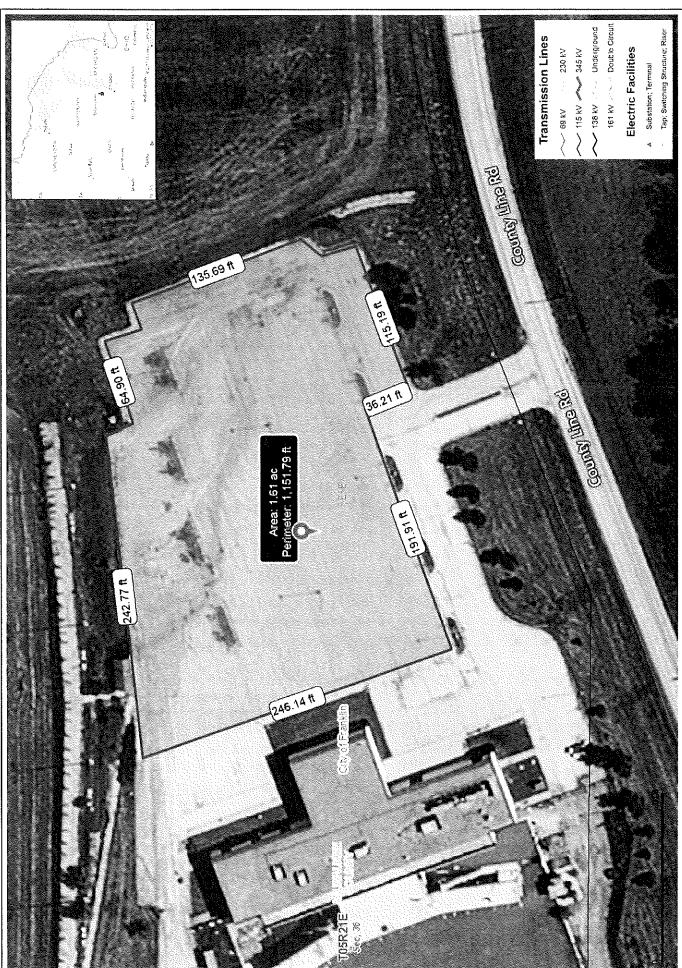
Hours of Operation will be Monday thru Thursday - 6:30 am: to 6:30 pm:

No mud should be tracked from the laydown yard, the area that will be utilized is all blacktop surface. A street sweeper will be available as necessary, the crews will work to keep both streets clear and leave mud on the ROW.

Items that will be utilizing the laydown yard include:

- 4 bucket trucks
- reels of OPGW
- vmi trailer
- job trailer
- dumpsters
- portable toilets
- dump truck
- 4-5 pickup trucks
- · personal vehicles
- pulling trailer
- rope,machine

Franklin MOV 28 2017



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Electric Transmission Network

The information contained herein is advisory and intended for reference puposes anty. ATC owned and operated facilities are approximated

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APPROVAL Slee REQUEST FOR COUNCIL ACTION REPORTS AND RECOMMENDATIONS Rescission of Common Council direction with regard to Community Based Residential Facilities new use/development process and notice MEETING DATE December 19, 2017

At its regular meeting on April 7, 2015, the Common Council adopted a motion providing that with any future Community Based Residential Facilities that are introduced into the City of Franklin that the Alderman of the District be notified by phone call and that a community development review meeting be held so that everyone can be brought up to speed and direction given on how to proceed with this, with responsibility of letters to be written by City staff and sent to residents within 1,000 feet with the Alderman aware of the letter and who it will be sent to.

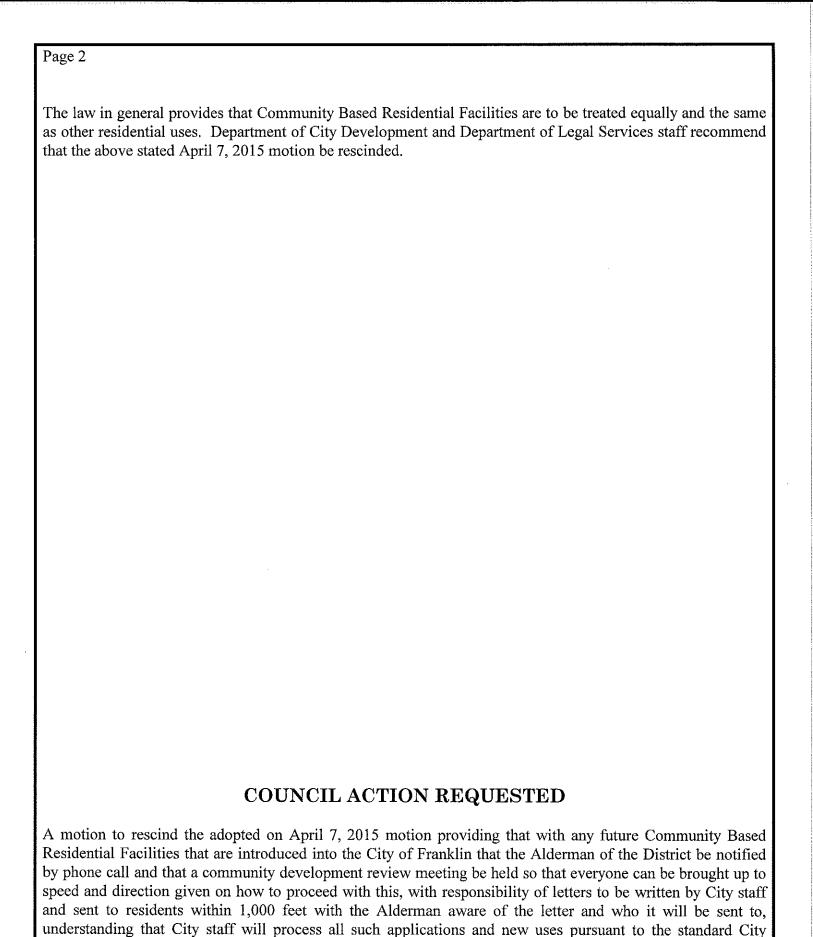
The City of Franklin Unified Development Ordinance provides at Section 15-9.0205 in part that upon a rezoning application, "notice of the public hearing shall also be delivered by regular mail to all owners of properties or portions of properties within five hundred (500) feet of the lands described in the application...."

Department of City Development long time practice has been and is to notify the Alderman of the District of any applications for new land use in the Alderman's District. The Development Review Team meets upon any proposal involving new development or use which appropriately should involve the engaged review by City Departments.

Wis. Stat. § 62.23(7)(i) provides in part:

- 3. In all cases where the community living arrangement has capacity for 8 or fewer persons being served by the program, meets the criteria listed in subds. 1. and 2., and is licensed, operated, or permitted under the authority of the department of health services or the department of children and families, that facility is entitled to locate in any residential zone, without being required to obtain special zoning permission except as provided in subd. 9.
- 4. In all cases where the community living arrangement has capacity for 9 to 15 persons being served by the program, meets the criteria listed in subds. 1. and 2., and is licensed, operated, or permitted under the authority of the department of health services or the department of children and families, that facility is entitled to locate in any residential area except areas zoned exclusively for single-family or 2-family residences except as provided in subd. 9., but is entitled to apply for special zoning permission to locate in those areas. The city may grant such special zoning permission at its discretion and shall make a procedure available to enable such facilities to request such permission.
- 5. In all cases where the community living arrangement has capacity for serving 16 or more persons, meets the criteria listed in subds. 1. and 2., and is licensed, operated, or permitted under the authority of the department of health services or the department of children and families, that facility is entitled to apply for special zoning permission to locate in areas zoned for residential use. The city may grant such special zoning permission at its discretion and shall make a procedure available to enable such facilities to request such permission. ***
- 7. In this paragraph, "special zoning permission" includes but is not limited to the following: special exception, special permit, conditional use, zoning variance, conditional permit and words of similar intent. ****

The Unified Development Ordinance provides in part at Table 15-3.0602 Permitted and Special Uses in the Residential Zoning Districts, that Community living arrangements serving 8 or fewer persons are permitted uses in all City residential zoning districts, and that Community living arrangements serving 9 or more persons are a Special Use in all City residential zoning districts.



process for new development and use applications and uses as applicable.

APPROVAL AL	REQUEST FOR COUNCIL ACTION	MEETING DATE Dec 19, 2017
REPORTS & RECOMMENDATIONS	AN ORDINANCE TO AMEND ORDINANCE 2017- 2301, ADOPTING THE 2018 ANNUAL BUDGETS FOR TID3 FUND FOR THE CITY OF FRANKLIN TO PROVIDE APPROPRIATIONS FOR REFUNDED 2017 TAXES	G,12

Background

A large retailer located in Tax Incremental District #3 has challenged their 2017 assessment in Milwaukee County Court. The City has reached a settlement agreement with the tax payer. The Common Council authorized the settlement agreement at the Dec 5, 2017 meeting. The agreed upon reduced assessment results in a refund of \$25,479.09.

The 2017 assessment supports 2018 operations of the TID. Thus the 2017 refunded taxes become a charge to TID3 2018 operations. TID3 has no current 2018 appropriations to refund taxes.

Fiscal Impact

The attached amendment establishes the necessary appropriations for the refunded taxes in TID3.

COUNCIL ACTION REQUESTED

Motion adopting an Ordinance to amend Ordinance 2017-2301, adopting the 2018 annual budgets for TID3 Fund for the City of Franklin to provide appropriations for refunded 2017 taxes

Roll call vote - 4 affirmative votes required to adopt

STATE OF WISCONSIN: CITY OF FRANKLIN: MILWAUKEE COUNTY

ORDINANCE NO. 2017	

	ORDINAN	CE NO. 2017		
BUD	ANCE TO AMEND ORDINA GETS FOR TID3 FUND FOR APPROPRIATION	THE CITY OF FRAM S REFUNDED 2017 T	NKLIN, TO P TAXES	ROVIDE
WHE	REAS, the Common Council ources and appropriations for 2	adopted the 2018 Bu		
	REAS, a large retailer located essed value in Milwaukee Co		ntal District #	3 has challenged
	REAS, the City of Franklin assessed value; and	has reached agreemen	nt with the ta	ax payer as to a
assessment w	REAS, the Common Counce which provides for a refund \$25,479.09; and			
	REAS, the Common Council e well being of the Communit	-	in believes th	nese expenditures
NOW, follows:	THEREFORE, the Common	Council of the City of	Franklin does	hereby ordain as
Section 1	That the 2017 Budget of TIL	03 Fund be adjusted as	follows:	
	Unclassified Tax Refunds		Increase	25,500
Section 2	Pursuant to §65.90(5)(a), W 1 notice of this budget amen			-
Passed and adopted at a regular meeting of the Common Council of the City of Franklin day of, 2017.				
		APPROVED:		•
ATTEST:		Stephen R Olson, Ma	yor	_
Sandra L. We	solowski, City Clerk			

AYES___NOES___ABSENT___

APPROVAL COUNCIL ACTION REPORTS & Approval of the Job Description for Arborist which Includes a City Forester Designation Alternative RECOMMENDATIONS REQUEST FOR DATE 12/19/2017 ITEM NUMBER C, / 3

Following the retirement of Jerry Schaefer, the Common Council approved Thomas Riha as the City's Forester under Chapter 240 of the Municipal Code. Mr. Riha currently is a Light Equipment Operator (LEO), which position does not require a degree or certification that is required to serve as an arborist or City Forester. Mr. Riha, in fact, has a bachelor's degree in Urban Forestry/Forest Management and is a Certified Arborist by the International Society of Arboricultural. If the City takes advantage of the degree and certification, it is appropriate and consistent with the classification and compensation plan that he be classified and compensated accordingly. To do so, it is appropriate for a new position description to be created, particularly as a bulk of his time and duties will relate to the use of his degree and working with our urban forest and trees.

In general, the duties of Forester increases the public contact, increases the educational requirement, and increases the judgment and discretion as compared to the position of LEO. The job description is written such that the position is still responsible for the duties of an LEO when so instructed to perform them; snow plowing being an important duty for whoever is in this position.

The structure of the job description is being written to attempt to reconcile the potential that a person serving the department as an Arborist might not receive the appointment of City Forester. In other words, it is possible that an individual qualified as an Arborist could make determinations and recommendations to a second person, not qualified as an Arborist, who is the Forester and directly handling certain important functions of the Municipal Code. This is more how it was structured under Mr. Schaefer (although Mr. Schaefer acknowledged that he leaned heavily on Mr. Riha as he continued to prove himself very capable in this area). At this time, however, the individual qualified as an Arborist has also been appointed the Forester. To address this, the job description has been structured and scored under both scenarios, which have both been incorporated into the document.

As an LEO the duties were a Range 4, whereas building off this base and adding the educational requirements and increased public contact requirements raises the position to a Range 6. If the person is also designated as the Forester, thereby imbuing the position with the additional judgment and discretion required by the authority level set forth in the ordinance, the position moves to Range 7.

The only possible point of conflict in this bilateral job description is that the Forester, by ordinance, reports directly to the City Engineer (Director of Public Works) while in the Arborist or LEO roles the position reports directly to the Superintendent of Public Works. Although not perfect, both are ultimately under the authority of the City Engineer who should have no difficulty in establishing clear expectations for chain-of-command issues. As such, this is probably more of a challenge on paper than it would be in actual application.

The job description is being placed before the Personnel Committee at their meeting of Monday, December 18th. Their recommendation will be reported to the Common Council at its meeting. If the job description is approved, Mr. Riha will be reclassified into the position retroactive to his appointment as Forester by the Common Council. Additionally, unless otherwise instructed by the Common Council the administrative implementation will be done in two stages with the reclassification promotion to Arborist and appointment as City Forester being considered two separate actions. Under the adopted compensation plan, this will allow the Mayor to consider final placement appropriate with a three-grade position adjustment (moving from grade 4 to grade 7). This is appropriate as Mr. Riha has actually been applying his degree and arborist skills for the City's benefit for a number of years.

Staff recommends approval.

COUNCIL ACTION REQUESTED

Motion to approve the job description entitled "Arborist".

CITY OF FRANKLIN JOB DESCRIPTION

Job Title:

Arborist

Department:

Public Works

Appointing Authority:

City Engineer

Supervisor:

Public Works Superintendent

Grade Level:

Salary Range 6

(7 if appointed as City Forester by Common Council)

FLSA Status:

Hourly, Non-Exempt

Prepared By:

Dana Zahn, Human Resources Coordinator

Last Update:

December 19th, 2017

Approved By:

Common Council

Date Approved:

Summary:

Under general supervision regulates and controls the planting, transplanting, removal, maintenance and protection of trees and shrubs in the City's jurisdiction. Plans and schedules work, keeps records, and orders supplies.

Essential Duties and Responsibilities

Performs duties of a Light Equipment Operator as needed.

If assigned the duties of City Forester, as confirmed by Common Council, enforces all provisions of Municipal Code Chapter 240, including preparing letters of enforcement, attending court proceedings, etc.

Inspects trees to determine need for pruning, removal, or replacement.

Performs and directs others in pruning, removal, and planting of public trees by roadways and public property. Removes stumps and chips debris as needed.

Develops schedule for pruning of trees and compiles list of trees for removal or planting.

Orders trees for planting program.

Notifies residents of trees being removed and/or planted. Handles complaints regarding tree issues.

Performs and directs others in the planting and maintenance of lawns and landscaping around City-owned buildings, properties, and parks.

Applies pesticides, herbicides, and fertilizers on City-owned properties.

Maintains records of tree inventories and locations.

Monitors information on invasive species and/or disease and educates the public on the issue.

Operates medium duty dump trucks equipped with front plow, wing plow and salt spreader to plow snow and salt roads according to departmental policy.

Performs other related, similar or logical duties as assigned or required by the supervisor.

The duties listed above are ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by positions in this class. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

Minimum Qualifications, Education, and Experience:

Bachelors Degree in Forestry, Horticulture, or a related field, and/or credentials of an ISA Certified Arborist is required. 1 year of medium duty truck experience is required. (An employee that has the required Bachelors Degree but not the ISA Certified Arborist designation will have 2 years after appointment to the position to attain said certification.)

Language Skills:

Ability to read and interpret documents such as safety rules, operating, maintenance, and procedure manuals.

Ability to communicate orally and in writing and to understand and follow written and oral instructions.

Ability to explain and discuss job related topics, such as invasive species/diseases, with the public and at public meetings.

Mathematical Skills:

Ability to add, subtract, multiply and divide in all units of measure using whole numbers.

Reasoning Ability:

Ability to establish and maintain effective relationships with employees, supervisors and the general public.

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

Necessary Skills and Abilities:

Ability to use computers including email, internet, spreadsheets, and GIS databases.

Thorough knowledge of traffic laws and defensive driving.

Skill in the safe operation of listed tools and equipment.

Working knowledge of methods, materials and tools used in street and road maintenance work.

Working knowledge of hazards and safety precautions common to light and heavy equipment operations.

Ability to drive and operate a variety of equipment and trucks under varying conditions.

Ability to observe proper safety rules and regulations as written in the city safety manual.

Supervision Received:

Works under the general supervision of the Public Works Superintendent.

Supervision Exercised:

Acts as lead person to a small crew of equipment operators or seasonal laborers.

Responsibility for Public Contact:

Daily contact requiring courtesy, discretion, and sound judgment.

Certificates, License, Registrations:

Must possess a valid Wisconsin Class A CDL License with N endorsement. MANDATORY. Must be a certified pesticide applicator within 6 months of appointment to the position.

Tools and Equipment Used:

Transportation vehicles, dump truck, pickup truck, utility truck, street sweeper, skid steer, jetter/inductor truck, front-end loader, street roller, manlift, tamper, plate compactor, saws, pumps, tar kettle, compressors, sanders, generators, stump grinder, common hand and power tools, shovels, wrenches, detection devices, mobile radio, telephone, ditch witch, brush chipper (including large chipper that can handle trees over 12" diameter), chain saws, pruners, sprayers, and hand tools used in the maintenance of vehicles.

Physical Demands:

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

While performing the duties of this job, the employee is occasionally required to stand; use hands and fingers to handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to sit, climb, balance, stoop, kneel, crouch, crawl, talk, hear and smell. The employee is often required to walk short distances, sometimes over uneven terrain. The employee may also be required to perform strenuous tasks under varying weather conditions.

The employee must frequently lift and/or move up to 40 pounds, and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable

accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is regularly performed outdoors. Occasionally, while performing the duties of this job, the employee will work outdoors in inclement weather, such as rain, extreme heat or cold. The employee occasionally works near moving mechanical parts and in high, precarious places, and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risks of electrical shock, and vibration.

The noise level in the work environment is usually moderate, at times loud when near or operating equipment.

Miscellaneous:

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

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

APPROVAL

REQUEST FOR COUNCIL ACTION

MEETING DATE

12/19/2017

ITEM NUMBER

REPORTS & RECOMMENDATIONS

Geographic Marketing Advantage, LLC Agreement for Geographic Information System (GIS) Support and Database Maintenance Services for 2018

6,14

Geographic Marketing Advantage, LLC has served as the City's primary consultant on its GIS system. City staff is very pleased with the performance of this company and its employees and is interested in continuing this relationship for an additional year. The owner, Todd Niedermeyer, and his employee, Brian Fausel, have been very responsive in addressing our needs and very dedicated to continuing to move GIS forward. They have also been very active and proactive in working to help address the transition from EditApp, the customized software that controls data distribution between Govern and GIS.

Staff seeks authority to execute a contract extending the term through 2018 and adjusting the rates by 3% effective January 1, 2018. The requested 3% rate adjustment is in line with the adopted budget. The firm did not receive a rate increase for 2017 and has continued at the 2016 rates because the contract contains a provision that allows it to continue on a month-to-month basis following the end of the initial term. No new contract was established for 2017; the 2016 contract/rates continued throughout all of the 2017 year. Other than the rate adjustment, the scope of services, shown in Attachment A, was updated by IT Director, Jim Matelski, to reflect the current nature of the work performed. The remaining 2018 contract would be in the same form as for the current year.

The contract would reflect the 2018 budget as approved and, in general, is funded approximately 80% by the General Fund with approximately 20% split between the Sewer and Water Funds. A marked-up copy of the current contract is attached for your convenience.

Staff recommends approval.

COUNCIL ACTION REQUESTED

Motion to authorize the Director of Administration to execute a contract with Geographic Marketing Advantage, LLC for Geographic Information System Support and Database Maintenance Services in a form substantially equivalent to the current contract but incorporating a 3% rate increase effective January 1, 2018.

PROFESSIONAL SERVICES AGREEMENT

This AGREEMENT, made and entered into this _______, day of _______, 20152017, between the City of Franklin, 9229 West Loomis Road, Franklin, Wisconsin 53132 (hereinafter "CLIENT") and Geographic Marketing Advantage, LLC, a Wisconsin Limited Liability Corporation (hereinafter "CONSULTANT"), whose principal place of business is 8757 W. Elm Ct, Franklin, WI 53132.

WITNESSETH

WHEREAS, CONSULTANT is duly qualified and experienced as a consultant and has offered services for the purposes specified in this AGREEMENT; and

WHEREAS, in the judgment of CLIENT, it is necessary and advisable to employ CONSULTANT in connection with outsourcing the design, development, and operation of an enterprise GIS for the City of Franklin.

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

I. BASIC SERVICES AND AGREEMENT ADMINISTRATION

- A. CONSULTANT shall provide services to CLIENT for the continuation of services for operation and support of the City of Franklin's GIS and for performing updates and maintenance to the GIS database. Services to be provided under this AGREEMENT are provided in Attachment A.
- B. CONSULTANT shall serve as CLIENT's professional representative in matters to which this AGREEMENT applies, and will give consultation and advice to CLIENT during the performance of said services. CONSULTANT may employ the services of outside consultants and subcontractors when deemed necessary by CONSULTANT to complete work under this AGREEMENT.
- C. CONSULTANT is an independent contractor and all persons furnishing services hereunder are employees of, or independent subcontractors to, CONSULTANT and not of CLIENT. All obligations under the Federal Insurance Contribution Act (FICA), the Federal Unemployment Tax Act (FUTA), and income tax withholding are the responsibility of CONSULTANT as employer. CLIENT understands that express AGREEMENTS may exist between CONSULTANT and its employees regarding extra work, competition, and nondisclosure.
- D. During the term of this AGREEMENT and throughout the period of performance of any resultant AGREEMENT, including extensions, modifications, or additions thereto, and for a period of one (1) year from the conclusion of such activity, the parties hereto agree that neither shall solicit for employment any technical or professional employees of the other without the prior written approval of the other party.

E. CONSULTANT maintains certain copyrighted source documents that are subject to periodic independent evaluation and updates. CONSULTANT reserves the right to use copyrighted source documents and be compensated for such use, in an amount as mutually agreed upon, when it is necessary or convenient to accomplish the Basic Services covered by this AGREEMENT, and the fee for such use would be less than or equal to the cost of providing the same service through the creation of original source documents. For all copyrighted works provided to CLIENT, CONSULTANT grants CLIENT permission to reproduce such works in any manner; prepare derivative works; and lend, lease, rent, or transfer ownership to any private or public entity involved with the operation, financing, and use of the City of Franklin GIS. CLIENT agrees that the use of materials prepared from copyrighted source documents will be limited to the project needs encompassed by this AGREEMENT. Use of materials prepared from copyrighted source documents for other purposes shall be limited to reproduction for criticism, comment, news reporting, teaching, scholarship, research, or similar activities covered by the "fair use" principles of the copyright law. All copyrighted source documents will be clearly marked by the CONSULTANT.

II. FEES AND PAYMENTS

CLIENT agrees to pay CONSULTANT, for and in consideration of the performance of Basic Services further described in Attachment A for a total not-to-exceed cost in the amount of \$128,839129,593, in accordance with Attachment "B" and subject to the terms detailed below:

- A. CONSULTANT may bill CLIENT and be paid for all work satisfactorily completed hereunder on a monthly basis. CLIENT agrees to pay undisputed CONSULTANT's invoice within 30 days of invoice date for all approved work.
- B. CONSULTANT will invoice CLIENT on an hourly basis for tasks identified in Attachment A. Total cost will not exceed \$128,839129.593 unless changes to the project budget are specifically agreed upon by CONSULTANT and CLIENT and documented in writing. For services rendered, invoices will clearly state the percentage of work completed and the fee earned.
- C. In consideration of the faithful performance of this AGREEMENT, the CONSULTANT will not exceed the fee for Basic Services and expenses without written authorization from CLIENT to perform work over and above that described in the original AGREEMENT.
- D. Should CLIENT find deficiencies in draft and final reports, it will notify CONSULTANT in writing within thirty (30) days of receipt of report and the CONSULTANT will remedy the deficiencies within thirty (30) days of receiving CLIENT's review.
- E. CONSULTANT shall not initiate any services prior to January 1, 2016-2018 and shall complete all services covered by this AGREEMENT by December 31, 20162018, excepting for delays caused through no fault of the CONSULTANT or except when continued month-to-month as provided for herein.

III. MODIFICATION AND ADDITIONAL SERVICES

- A. CLIENT may, in writing, request changes in the Basic Services required to be performed by CONSULTANT under this AGREEMENT. Upon acceptance of the request of such changes, CONSULTANT shall submit a "Change Order Request Form" to CLIENT for authorization and notice to proceed signature and return to CONSULTANT. Should any such actual changes be made, an equitable adjustment as mutually agreed upon will be made to compensate CONSULTANT for any incremental labor or direct costs. Any claim by CONSULTANT for adjustments hereunder must be made to CLIENT in writing no later than forty-five (45) days after receipt by CONSULTANT of notice of such changes from CLIENT.
- B. CLIENT and CONSULTANT reserve the right to subsequently amend this AGREEMENT to include additional services. Compensation and schedule for completion for additional services will be as agreed by CLIENT and CONSULTANT prior to the start of work on said additional services and may be incorporated as an Addendum to this AGREEMENT.

IV. ASSISTANCE AND CONTROL

- A. Todd Niedermeyer, or designee, will perform the work of the CONSULTANT, and be solely responsible for communication within the CLIENT's organization as related to all issues originating under this AGREEMENT.
- B. CLIENT will timely provide CONSULTANT with all available information concerning PROJECT as deemed necessary by CONSULTANT.
- C. CONSULTANT will appoint, subject to the approval of CLIENT, Todd Niedermeyer as CONSULTANT's Project Manager and other key providers of the Basic Services. Substitution of other staff may occur only with the consent of CLIENT.
- D. CONSULTANT shall maintain all records pertaining to this AGREEMENT until at least three (3) years following its completion of the services hereunder and CLIENT shall have the right to inspect and copy such records upon request.

V. TERMINATION

A. This AGREEMENT may be terminated by either party to this AGREEMENT upon thirty (30) days written notice. Upon such termination by CLIENT, CONSULTANT shall be entitled to payment of such amount as shall fairly compensate CONSULTANT for all work performed and expenses incurred 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, CONSULTANT shall deliver to CLIENT all data, reports, summaries, correspondence, and other written, printed, or tabulated material pertaining in any way to Basic Services that CONSULTANT may have accumulated. Such material is to be delivered to CLIENT whether in completed form or in process. CLIENT shall hold CONSULTANT harmless for any work that is incomplete due to early termination.
- C. The rights and remedies of CLIENT and CONSULTANT under this section are not exclusive and are in addition to any other rights and remedies provided by law or appearing in any other article of this AGREEMENT.

VI. INSURANCE

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

A. Limit of General/Commercial Liability	\$1,000,000
B. Automobile Liability: Bodily Injury/Property Damage	\$1,000,000
C. Workers' Compensation and Employer's Liability	Per Statute
D. Professional Liability	\$1,000,000

Upon the execution of this AGREEMENT, CONSULTANT shall supply CLIENT with a suitable statement certifying said protection and defining the terms of the policy issued, which shall specify that such protection shall not be cancelled without thirty (30) calendar days written notice to CLIENT.

The CONSULTANT agrees, to the fullest extent permitted by law, to indemnify, defend, and hold harmless the CLIENT from any damage, liability or cost, including reasonable attorney's fees and costs of defense, arising from any negligent or intentional and wrongful act or omission of CONSULTANT.

VII. TIME FOR COMPLETION

Subject to the conditions of Section II E., CONSULTANT shall commence immediately upon receipt of a Notice to Proceed to complete all work required herein. The CONSULTANT shall exert all reasonable effort to adhere to the services in Attachment A except that the services may be notified with the approval of CLIENT and shall be extended day for day for any delay introduced during CLIENT's review of products or in the general conduct of the project.

VIII. DISPUTES

This AGREEMENT shall be construed under and governed by the laws of the State of Wisconsin. The venue for all 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.

IX. CONFIDENTIALITY

CONSULTANT shall keep confidential, except as may be required to perform its obligations under this AGREEMENT, any and all confidential information of the CLIENT of which the CONSULTANT has knowledge, possession, or to which the CONSULTANT has access. This confidentiality obligation shall survive the termination of this AGREEMENT.

X. TERM

This AGREEMENT shall cover a period including all of calendar year 2016–2018 and shall continue thereafter on a month-to-month basis, at the fixed hourly rates provided for herein, until such time that the AGREEMENT is terminated, as provided for herein, or modified or extended by a separate, future AGREEMENT.

XI. AMMENDMENTS TO THE AGREEMENT

This AGREEMENT may only be amended by written instrument signed by both CLIENT and CONSULTANT.

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

City of Franklin, Wisconsin	Geographic Marketing Advantage, LLC		
BY:	BY:		
PRINT NAME: Mark W. Luberda	PRINT NAME: Todd Niedermeyer		
TITLE: Director of Administration	TITLE: President, Sole Member		
DATE:	DATE:		

Attachment A

Continued GIS Support and Services for 20162018

On-Site Management and Technical Support of GIS Operation

- Monitor EditApp to determine continued effectiveness and operability and to participate, including testing and development review, in capital projects to join Govern and ESRI through a methodology as determined.
- Continue communications and coordination with the City's Administration and Information Technology Support Providers
- Provide technical and programming services as needed by the City
- Setup login parameters for ArcGIS licenses
- Support database management
- Evaluate data quality and data errors
- Provide GIS user support
- Produce product to support special requests, including but not limited to map development.
- · Provide continued documentation, instruction and training
- Installation of software and software updates
- Load new and revised GIS data
- · Provide other support as needed by the City
- Provide training on GIS applications and tools, including website tools
- Perform GIS database updates and maintenance, including related applications such as but not limited to Signview and Sewerview (Note: City staff will also continue to perform similar and related tasks. As such, Contractor will be evaluated on this aspect based upon their accuracy and productivity in performance of this contracted service.)
- Work with ESRI and Cartegraph Products and Services
- Help develop, support, and promote additional GIS applicability and use throughout City Departments.
- Maintenance and continued development, with approval of the Director of Administration, of the web-based GIS portal used for public access to mapping services.

Comment [JEM1]: Ensure that daily EditApp batch jobs run to successful completion, while identifying and correcting input errors prior committing the transactions to the database. Document any known errors that continue to cause the nightly batch failures.

(New bullet point splitting the original requirement in two)

Actively participate in the capital project to desist the usage of EditApp by the end of 2018, and lead data normalization efforts by identifying errors and data anomalies within existing master data.

Comment [JEM2]: City's Directory of Administrator, Director of IT, and other Information Technology support providers.

Comment [JEM3]: Support database management and optimization to ensure adequate GIS database performance.

Comment [JEM4]: But not limited to map, web, and mobile application development.

Comment [JEM5]: Installation of ESRI and GIS application software and updates.

Comment [JEM6]: Load new and revised GIS data, along with assigning new parcel identifiers for community development projects.

Comment [JEM7]: Interface with ESRI support in identifying and resolving issues with ArcView/ArcMap products and services. Lead efforts to desist the usage of the Cartegraph product.

Comment [JEM8]: Director of Administration or Director of IT

Attachment B

Geographic Marketing Advantage, LLC TOTAL "NOT TO EXCEED" BUDGET for Continued On-Site Support Services And GIS Database Updates and Maintenance

Service	Approx. Number of Hours Per Week	Approx. Number of Weeks	Approx. Total Hours	Fixed Hourly Rate	Budget
On-Site Administrative and Project Management Support of GIS Operations (Project Manager)	16	50	800	\$ 91.12 \$93.85 \$ 63.63 \$65.54	\$ 72,896 \$75,080 \$ 50,904 \$52,432
Technical and Mapping Support					
Total Estimated Expenditure					\$ 123,800 \$127,512
Available for Additional Services Authorized in Writing					\$ 5,039 \$2,081
Total "Not to Exceed"					\$ 128,839 \$129,593

APPROVAL MIM

REQUEST FOR COUNCIL ACTION

MEETING DATE

12/19/2017

REPORTS & RECOMMENDATIONS

Authority to Execute a Purchase Order with Geographic Marketing Advantage, LLC to Encumber 2017 Budgeted Funds for Completing the GIS/Edit App Project ITEM NUMBER

G. 15

The GIS/Edit App project is a large, complex project that is continuing to move forward. The overall intent of the project is to complete the process of being able to eliminate the Edit App program from serving as a data transfer methodology between Govern and the GIS ESRI database. It is necessary to retire Edit App due to its age and impending failure. It was first developed in the early 2000's and updated around 2010. The methodology it uses, however, will not reasonably allow for it to be upgraded again. Nor would we want to upgrade it, as the Technology Commission concurs with staff that such specialized, self-developed software is no longer in the City's best interest. Importantly, any such upgrade would not be able to take advantage of technology enhancements that ESRI has been incorporating directly into their GIS software. Following elimination of Edit App, the City will be able to upgrade its ESRI software to a more current version and take advantage of those enhancements.

It is for that reason that City staff has worked with Geographic Marketing Advantage (GMA) toward the elimination of Edit App. The funding was initially set up as a capital project in 2016. Initial work done that year acquiring and employing Export, Transfer, & Load Software was used to confirm a strategy and methodology for execution of the project in a manner and with a result that will be consistent with the City's strategic plan for IT. That plan was taken to the Technology Commission, was supported, and ultimately was part of the Common Council approving a budget modification moving the funding to the IT operating budget's professional services line item for 2017.

Significant progress has been made in the project during 2017 focusing on the Data Normalization stage of the project. See the attached EditApp Retirement Plan Primary Steps outline. That was a significant project component to identify all disparities between the massive GIS and Govern databases, which should match prior to replacing EditApp. The EditApp functionality will then be fulfilled by applying out-of-the-box functionality within the ESRI software. It will require reworking some business data maintenance processes, but that streamlining will ensure the databases remain forever aligned. Also note that "out-of-the-box" does not mean it is immediately useable; it is more like Excel is "out-of-the-box". Somebody still has to create the file structure and cell relationships of the Excel table, and the same is true with ESRI software.

Most of the work has been done this year from regular GMA appropriations, whereas it is expected that the City will accelerate the project in 2018 based on our current status. \$26,950

remains available from the initial funding intended for this project. Issuing a purchase order for this amount will commit and dedicate the resources for the project and continue to treat it as a software maintenance project, as per the Common Council's previous action on February 3, 2017. If approved, GMA anticipates dedicating additional time to the project to ensure that it keeps moving forward while not significantly impacting their base contract service demands. Jim Matelski, IT Director, will continue to oversee and manage the project.

The purchase order will be a simple document serving also as an amendment to their current service contract and will, therefore, incorporate all of the terms and rates of their service contracts. The purchase order would be completed and executed prior to the end of 2017.

COUNCIL ACTION REQUESTED

Motion to authorize the Director of Administration to prepare and execute a purchase order, in the form of a contract amendment, with Geographic Marketing Advantage, LLC for a Geographic Information System for \$26,950 to complete the GIS/EDIT App Project, incorporating the Edit App Retirement Plan Primary Steps document.

Mark Luberda

From:

James Matelski

Sent:

Friday, December 15, 2017 9:53 AM

To:

Mark Luberda

Subject:

The following is the information request on EditApp

EditApp Retirement Project:

EditApp is a custom coded application that synchronizes updates to parcel, building, and property ownership between the Govern and GIS databases. Although the application has successfully functioned for several years, it is limited to the fact that changes cannot be made to either the Govern or GIS databases without extensive rewrites to the custom code. The usage of EditApp significantly reduces IT agility and the ability to move products to newer versions, in that database schema changes are normally required for major application updates. Because master data is stored within both the GIS and Govern databases, both Govern and GIS applications cannot be upgraded to future versions without significant updates to EditApp. It is for this reason that EditApp is being retired.

In order to retire the usage of EditApp, master data must be contained only within one database. Because of restrictions of the base code, it was decided that Govern would contain database tables that contained master data, and GIS application would be configured simply to read the tables in the Govern database. Before this can happen all data must be carefully examined in both databases, and any differences between the data sets must be identified and corrected - a process known as normalization. The intent is to cleanse all data and ensure that it Is fully accurate, before data is removed from the GIS database and cross referenced over to Govern tables.

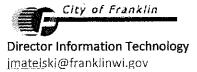
The cleansing and normalization of the database tables will be performed in three distinct phases: identification and correction of Parcel records, identification and correction of Building records, and identification and correction of Ownership records. In 2017 the GIS team was able to use new tools to assist in the identification process, allowing off the shelf software to assist in determining records that were mismatched. Currently data anomalies within Parcel data have been identified and distributed to the business units for determination what set of data is actually correct.

Funds for \$26,950 has been reserved for EditApp retirement. It is requested that these funds be made available in 2018 resources usage through the movement of funds into a purchase order. The identification phases of data anomalies within the normalization process has been largely automated. Significant time may be spent in the "determination" process of ascertaining what data is correct and should be maintained as master data. Knowledge experts in Assessment, Inspections, Engineering, and GIS/IT may need to account overtime hours to the "determination" process for each of the three phases of the project. In some cases outside resources (e.g. Milwaukee Country records) may be needed to determine which database entry is correct and incorrect. GiS support will charge hours to the project using the hourly rates as outlined in the vendor contract.

Once data normalization is complete the GIS team will begin the development of a Parcel Fabric that will further automate changes made to the three main master data entities. It is expect that 2-3 months will be needed to create the parcel fabric from all existing data entities. The funding adjustments will position IT to be able to retire the EditApp program, while maintaining the ability to use the new parcel fabric with the latest ESRI tools and programs. Master data will be consolidated only to one database, eliminating future possibilities of data mismatch between application databases.

James Matelski

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EditApp Retirement Plan Primary Steps

1. Data Normalization

- a. Identify disparities between GIS and Govern GIS Department
- b. Establish change management process
 - i. Design workflow
 - ii. Task City to cleanse data with GIS Dept. support. Departments include: Assessor, Engineering, Finance, Utility Billing, Other)

2. Create New Parcel Related Data Entry Workflows

- a. Engineering Property addressing to Govern
- b. Assessor
 - i. Ownership Updates
 - ii. Revise exports to Univers
- c. Inspections -land record edits via Govern methods
- d. GIS Parcel ID to match with Govern

3. Parcel Geodatabase Maintenance - alternatives

- a. County to provide updates to City
- b. GIS personnel update existing database
- c. GIS personnel migrate parcels to Parcel Fabric

4. ETL Tool Integration

a. Streamline and automate processes to relate Govern with GIS

APPROVAL REQUEST FOR MEETING DATE COUNCIL ACTION 12/19/2017 REPORTS & ITEM NUMBER An Ordinance to Amend Ordinance 2016-2240, An Ordinance Adopting the 2017 Annual Budgets for the RECOMMENDATIONS General Fund and Capital Outlay Fund for the City 6.16 of Franklin for Fiscal Year 2017 to Transfer Budget Appropriations from Information Services Capital Outlay Computer Equipment to Police Department Capital Outlay Computer Equipment for the Long-Term Data Storage Project

The 2017 Information Services Computer Equipment Capital Outlay Fund included \$22,070 for the Long-Term Data Storage Project, which project was approved by the Common Council on July 18, 2017 and purchased/completed shortly thereafter for a total cost of \$22,008.40. The solution for this project provided for the purchase of two data tape storage libraries—one for City Hall and one for the Police Department.

When paying this project expenditure, the Director of Finance and Treasurer identified that the City receives State Transportation Aids for expenditures related to Public Safety and, thus, had the costs of the Long-Term Data Storage Project that were related to the Police Department charged to the Police Department's Computer Equipment Capital Outlay account in order to capture the State aids. He also noted that this recording also more accurately reflects the character of the expenditure, one of General Government and one of Public Safety, which is important in financial reporting.

Recording the \$22,008.40 expenditure for the Long-Term Data Storage Project in this way, split between IS Computer Equipment Capital Outlay and Police Department Computer Equipment Capital Outlay, requires a budget modification to transfer \$11,005 of budget appropriations from Information Services Capital Outlay (41.0144.5841) to the Police Department Capital Outlay (41.0211.5841) for this purchase. This results in no fiscal impact.

COUNCIL ACTION REQUESTED

Motion to adopt Ordinance 2017-_____, An Ordinance to Amend Ordinance 2016-2240, An Ordinance Adopting the 2017 Annual Budgets for the General Fund and Capital Outlay Fund for the City of Franklin for Fiscal Year 2017 to Transfer Budget Appropriations from Information Services Capital Outlay Computer Equipment to Police Department Capital Outlay Computer Equipment for the Long-Term Data Storage Project.

STATE OF WISCONSIN: CITY OF FRANKLIN: MILWAUKEE COUNTY

	ORDINA	NCE NO	. 2017
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AN ORDINANCE TO AMEND ORDINANCE 2016-2240, AN ORDINANCE ADOPTING THE 2017 ANNUAL BUDGETS FOR THE GENERAL FUND AND CAPITAL OUTLAY FUND FOR THE CITY OF FRANKLIN FOR FISCAL YEAR 2017 TO TRANSFER BUDGET APPROPRIATIONS FROM INFORMATION SERVICES CAPITAL OUTLAY COMPUTER EQUIPMENT TO POLICE DEPARTMENT CAPITAL OUTLAY COMPUTER EQUIPMENT FOR THE LONG-TERM DATA STORAGE PROJECT

WHEREAS, the Common Council adopted the 2017 Budget for the City of Franklin providing resources and appropriations for 2017 in the General Fund and Capital Outlay Fund; and

WHEREAS, the 2017 Information Services Computer Equipment Capital Outlay Fund included \$22,070 for the Long-Term Data Storage Project, which project was approved by the Common Council on July 18, 2017 and resulted in a total expenditure of \$22,008.40; and

WHEREAS, this project solution provided for the purchase of two data tape storage libraries—one for City Hall and one for the Police Department; and

WHEREAS, the Director of Finance and Treasurer has identified that the City receives State Transportation Aids for expenditures related to Public Safety and, thus, had the costs of the Long-Term Data Storage Project that were related to the Police Department charged to the Police Department's Computer Equipment Capital Outlay account in order to capture the State aids; and

WHEREAS, this recording also more accurately reflects the character of the expenditure, one of General Government and one of Public Safety, which is important in financial reporting; and

WHEREAS, recording the \$22,008.40 expenditure for the Long-Term Data Storage Project in this way, split between IS Computer Equipment Capital Outlay and Police Department Computer Equipment Capital Outlay, requires a budget modification to transfer \$11,005 of budget appropriations from Information Services Capital Outlay (41.0144.5841) to the Police Department Capital Outlay (41.0211.5841) for this purchase.

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

Section 1 That the 2017 Budgets be adjusted as follows:

Capital Outlay Fund

Info Services Computer Equipment Decrease \$11,005 Police Dept. Computer Equipment Increase \$11,005

Section 2 Pursuant to §65.90(5)(a), Wis. Stats., the City Clerk is directed to publish a Class 1 notice of this budget amendment within ten days of adoption of this ordinance.

1	eting of the Common Council of the City of Franklin
this 19th day of December, 2017.	APPROVED:
	Stephen R Olson, Mayor
ATTEST:	
Sandra L. Wesolowski, City Clerk	
AYESNOESABSENT	

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REQUEST FOR COUNCIL ACTION

MEETING DATE 12/19/2017

REPORTS & RECOMMENDATIONS

Information Services 2017 Capital Outlay Projects & Common Council Chambers Sound System Update & Support for Continuation of Remaining Projects

ITEM NUMBER

<u>Information Services:</u> 2017 was another very successful year in advancing the technological backbone of the City. The first two years since hiring an experienced IT professional to run the day-to-day operations and to establish appropriate network and infrastructure standards have seen significant enhancements.

- > The department completed the \$22,000 Long-term Data Storage Project which focused on the hardware supporting our back-up system.
- ➤ The approximately \$62,000 Perimeter Security/Firewall Upgrade and Replacement Project was approved by the Common Council 8/15/2017 and has been completed. It came in about \$2,200 under budget. This project significantly increased the network security employing, in part, web-based filtering as recommended by the Technology Commission.
- > The Wireless Access Points Project was only recently approved by the Common Council (11/7/2017) and will be completed before the end of the year. The project should be completed under the \$20,300 budget.

All of this was completed this year in addition to maintaining all aspects of the network serving all of the departments, implementing all of their new computer equipment, and troubleshooting problems that arise (and problems arise no matter what improvements are built into the infrastructure).

The Email Upgrade Project funded for this year (\$20,901) was moved to 2018 as part of the 2018 budget process. The VPN and Internet Backup project (\$5,460) is being restructured and will likely come back for consideration in 2018 as part of an operating budget demand (it is appropriately more of a DSL service contract than a capital project).

Two projects, however, have not yet been completed, and staff recommends that the funding remain available so that the projects may be completed in 2018.

- ➤ The department has \$4,300 budgeted for a SQL Server License Upgrade. It has been determined that such an upgrade would best occur after completion of one of the budgeted 2018 projects; as such the project was not pursued and the funding remains available.
- ➤ Similarly, the Remote Office Infrastructure Project, budgeted at \$11,000, needed to be completed after the Firewall project, which was only recently completed. This project is now recommended for completion in 2018.

The result is that these two projects, with \$15,300 in remaining appropriations, can expect to be completed in the first part of 2018. The funds, however, will not yet be encumbered (contracts executed) prior to the end of 2017. As such, the necessary budget modification would be required during 2018. Staff requests a motion that supports its continued efforts to complete these 2017-approved projects in 2018. With an expectation that they will be permitted to proceed, staff will finalize the recommendations and pricing and take the projects to the Technology Commission for a recommendation. The items would then be brought back to the Common Council for approval, along with the necessary budget modification to re-appropriate the funding that will drop to the fund balance at the end of this year.

Staff strongly recommends that these two projects be allowed to proceed after completion of the remaining 2017 projects.

Common Council Chambers Sound System: Although technology related, this project is in the Municipal Buildings budget. Work on the project has attempted to move it forward, but it is not yet ready for Common Council action. When it was initially budgeted, it was assumed that a vendor could be selected and simply brought in to install a system. Unfortunately, it has been determined that the nature of the project makes it subject to the public construction and public bidding aspects of State statutes. As such, added steps and technical effort is required, particularly because the project exceeds \$25,000 in total. For example, to more closely control the quality of the system installed a detailed set of specifications and plans would need to be developed and included in the bid packet.

Developing such specifications is a technical skill requiring work of an audio professional. The first consultant seemed to provide specifications and plans that were insufficient with our need, which could result in an inferior product installation. A second audio design consultant recently submitted a design proposal. That proposal was \$7,000 just for design services, which is 20 percent of the \$35,000 budget. The Director of Administration does not recommend pursuing this and is working with the vendor to revise the scoping of the design work they proposed, targeting a more reasonable percentage of the project. If the result still seems too high, the Director of Administration may alternatively pursue bolstering the initial proposal to be more complete. Bolstering the initial proposal and leaving a little more open-ended specifications adds some element of risk that the final bid proposals would be found unacceptable. The bottom line is that it is expected that the final design and specification strategy will lie somewhere in between the current proposals. Hopefully, that will be resolved in January, and a contract for design services, which was not even initially anticipated within the project scope, can be advanced.

Given the above explanation and the work that has already gone into the project, this project should also be carried forward to 2018 so that it can be completed.

COUNCIL ACTION REQUESTED

Recommended: Motion to recommend staff to proceed with development of and proposals for the SQL Server License Upgrade Project and the Remote Office Infrastructure Project, including taking such project proposals to the Technology Commission for consideration, and with the Common Council Chamber Sound System Project and to direct the Director of Finance and Treasurer to incorporate the current remaining 2017 appropriations, for a total amount of \$15,300 in Information Services and \$35,000 in Municipal Buildings, into a budget modification for re-appropriation, or carryover, into the 2018 budget.

APPROVAL

REQUEST FOR COUNCIL ACTION

MEETING DATE

12/19/2017

REPORTS & RECOMMENDATIONS

Appointment of Mr. John Skuhra as Interim Building Inspector and Establishment of Interim Assignment Pay ITEM NUMBER

G.18

The Building Inspector has submitted his resignation which is to be effective at the end of the day January 5, 2018. The Director of Administration intends to consider internal and external candidates for the position, so a hiring process will take some time. At the same time, the position cannot remain vacant because the position has as part of its responsibilities certain duties, including some public safety enforcement duties, established by Municipal Code. In fact, the position is identified as one of the Officers of the City per Chapter 55 of the Municipal Code. The designation, therefore, requires a recommendation by the Mayor with confirmation by a majority of all members of the Common Council. The City would want to follow that process to ensure that there is no question as to the authority of this individual to carry out the enforcement actions, for example, as provided for in the code. Similarly, the City of Franklin is designated by the State as a certified city, allowing it to perform an enhanced level of permit reviews and inspections. To maintain such a designation, the City must report to the State and have on file the name of the individual who is charged with and responsible for the overseeing of the responsibilities associated with being a certified city.

The Director of Administration has recommended that the First Assistant Building Inspector, John Skuhra, be appointed and confirmed as the Interim Building Inspector for a period not-to-exceed 6 months. John has been with the City since March 26, 1990 and is imminently qualified to perform this role. His experience, level head, and thoughtful approach will be beneficial during this transition period.

Unfortunately, it was Mr. Skuhra's intent to retire at the beginning of February himself. The Director of Administration has recommended that the interim pay adjustment for Mr. Skuhra be to a wage equivalent to that of the outgoing Building Inspector conditioned upon Mr. Skuhra consenting to remain in the interim role at least through March. Mr. Skuhra has agreed to delay his retirement under such an interim appointment. The Interim Assignment Pay policy requires that the Common Council approve application of any interim assignment pay to an "Officer" of the City, as in this instance. Mr. Skuhra's current annual pay is \$71,022.43 and the interim appointment rate would be at an annualized salary of \$82,729.50, which, as noted, is allowable with authorization by the Common Council.

The additional couple of months' designation will be beneficial to the City at limited cost. Importantly, it will provide time such that the City can attempt a more aggressive hiring process to attempt to draw experienced applicants into the process who may need to be lured away from a WRS-covered position. A more expansive position vacancy announcement, targeting mailings, and expanded advertising will all be employed, but the expanded process requires more time. The City will simultaneously post the position for internal candidates.

The motion below addresses both needs: interim designation as Building Inspector and establishment of the Interim Assignment Pay. The maximum term as a condition of appointment is recommended as the position otherwise is subject to a three-quarter vote for removal. Additionally, it is reflective of the maximum amount of time one would hope that a hiring process would take. As one can see, this may only be a temporary action as Mr. Skuhra's retirement may be reached before the hiring process is completed; nonetheless, it does solve the immediate problem for the next few months.

Additionally, please note that Mr. Skuhra's current position is a covered position by the Fair Labor Standards Act. It is our expectation and intent with this appointment that such an interim assignment will not change his treatment as an FLSA covered employee.

Lastly, the item has been listed for consideration of a closed session should the Common Council feel the need to discuss Mr. Skuhra's performance prior to making the interim appointment. Consideration of his performance, promotion, and compensation may be discussed in closed session, but items such as aspects of the transition plan would not be allowable in the closed session. Nonetheless, a closed session on the matter is probably not necessary and is not requested by the Director of Administration.

The Director of Administration recommends approval.

The Common Council may enter closed session pursuant to Wis. Stats. §19.85(1)(c), to consider employment, promotion, compensation, or performance evaluation data of a public employee over which the Common Council has jurisdiction or exercises responsibility, and may reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate (not recommended to go into closed session).

COUNCIL ACTION REQUESTED

The Common Council may enter closed session pursuant to Wis. Stats. §19.85(1)(c), to consider employment, promotion, compensation, or performance evaluation data of a public employee over which the Common Council has jurisdiction or exercises responsibility, and may reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate (not recommended to go into closed session).

[Note: A roll call vote is required.] Motion to confirm the appointment of John Skuhra as Interim Building Inspector subject to a term not-to-exceed 6 months and effective upon the retirement of the current Building Inspector and to establish an Interim Assignment Pay for Mr. Skuhra of \$82,729.50.

APPROVAL

REQUEST FOR COUNCIL ACTION

MEETING DATE

12/19/2017

ITEM NUMBER

REPORTS & RECOMMENDATIONS

Authorization for Part-Time or Temporary Assistant Building Inspector Staffing During the Vacancy Created by the Retirement of the Building Inspector

G.19

Beginning Monday, January 8th, 2018, the Building Inspection Department will be short one person due to the vacancy created by the retirement of the Building Inspector. This is a service department that is continually challenged by fluctuating workloads, but statutes, contractors, and homeowners expect that the department continue to meet the demand for inspection services. Additionally, certain projects take a significant amount of work. The school, for example, requires almost daily visits and regularly takes up the bulk of an entire day for an inspector.

The City does have one part time inspector who can work up to two more half days if so authorized. Additionally, it may be possible to locate, and the Director of Administration is working with staff to locate, appropriately certified individuals who can serve in a temporary capacity providing inspections. Some of these services can be arranged almost on an on call basis with certified inspectors retired from other communities, for example.

Additionally, the Director of Administration is also working with a private inspection firm for part time services. That contract, which can be used for regular or part-time services, is not yet complete, but should be brought to the Council in early 2018. It is expected that that contract will be needed, at a minimum, as potential back-up throughout 2018 if all of the development and TIF activity contemplated actually occurs simultaneously in 2018.

The best and immediate option is expanding the hours of the current part-time inspector as the individual is a long-time employee familiar with our processes and software and systems. Although sufficient 2018 personnel services appropriations are already budgeted, the 2018 budget document specifically lists 1 FTE for the Building Inspector. Therefore, Common Council authorization is needed to use the additional hours from the current part-time employee and to consider any temporary inspector services. Again, there is no fiscal impact as the hours will all be covered by the appropriations intended for the vacant Building Inspector position.

Staff recommends approval.

COUNCIL ACTION REQUESTED

Motion to authorize the available 2018 Building Inspection Personnel Services appropriations to be used for additional part-time and temporary Assistant Building Inspector staff services, not to exceed the budgeted appropriations.

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APPROVAL REQUEST FOR MEETING DATE COUNCIL ACTION 12/19/2017 REPORTS & ITEM NUMBER Compensation and Benefits for Consideration of an Employee's Promotion to Public Works RECOMMENDATIONS Superintendent. The Common Council may enter closed session pursuant to Wis. Stats. §19.85(1)(c), to consider employment, promotion, compensation, or G. 20 performance evaluation data of a public employee over which the Common Council has jurisdiction or exercises responsibility, and may reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate.

The position of Superintendent of Public Works was vacated upon the retirement of Jerry Schaefer. Mr. Bill Dudash, the Assistant Superintendent, did receive an interim appointment but was not initially interested in the position under the limited promotional wage and benefits adjustments allowed by the City policy. The Director of Administration and City Engineer respect his decision on that matter.

Nonetheless, after an initial advertising period and a series of both internal and external interviews, the City was unsuccessful in finding an experienced, qualified candidate to hire for this important position. In short, seeking other external candidates to bring in more supervisory and management experience was not successful. The one possible candidate declined a rate that exceeded our market rate in part, apparently, given the lack of our participation in WRS.

In considering alternatives, the City could further consider internal candidates lacking management experience, could re-advertise the position with a more aggressive marketing piece and expanded, targeting advertisements, or could more aggressively pursue the internal promotion of Mr. Dudash. Upon consideration, the City Engineer recommends persuading Mr. Dudash to accept the position. Staff requests the Common Council enter into closed session per the motion below, to consider compensation and benefits for and performance, to the extent applicable, of Mr. Bill Dudash in consideration of a promotion to Public Works Superintendent.

The Common Council may enter closed session pursuant to Wis. Stats. §19.85(1)(c), to consider employment, promotion, compensation, or performance evaluation data of a public employee over which the Common Council has jurisdiction or exercises responsibility, and may reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate.

COUNCIL ACTION REQUESTED

The Common Council may enter closed session pursuant to Wis. Stats. §19.85(1)(c), to consider employment, promotion, compensation, or performance evaluation data of a public employee over which the Common Council has jurisdiction or exercises responsibility, and may reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate.

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REQUEST FOR

COUNCIL ACTION

MEETING DATE

12-19-2017

REPORTS &

RECOMMENDATIONS

AN ORDINANCE TO AMEND CHAPTER 92 OF THE MUNICIPAL CODE FOR BUILDING PERMIT FEES

ITEM NUMBER

G. 21

The last changes to the building permit fee schedule were made in 2010. Recent budget adoptions have anticipated an increase in fees.

The Southeastern Wisconsin Building Inspector's Association regularly revises their recommended schedule of fees and has recommended changes to the communities using Wisconsin Uniform Building Code and fee schedule. Their most recent schedule is recommended for 2018.

Historically, the City's fees either paralleled or in some cases exceeded the Association's recommendations at that time. The proposed fee changes generally incorporate the recommended increases by the Southeastern Building Inspector's Association and maintain the changes in fee ranges that the City had made previously. Additionally, some of the fees are patterned off of the City of West Allis' fee schedule as Franklin has commonly followed them as some of their processes and procedures are similar to Franklin's.

In addition to the Wisconsin Building Inspector's Association proposed changes, staff recommends additional changes to plan review fees for commercial, industrial and institutional plan reviews to be in line with the State of Wisconsin, Department of Commerce fees for plan reviews. Franklin, as a "Certified City," does plan review in lieu of the State for various types and sizes of commercial buildings and may charge the State's fee. As with prior years, the City has incorporated some of the State plan exam fees into this schedule.

Additional fees have been added to address antennae tower changes and to have charges for records searches fall in line with state statutes. The department gets a lot of requests to investigate and pull a significant amount of information from their records and these costs are not being covered as provided for by statute.

Note that the fee for Decks has gone from a flat fee of \$50 (plus \$50 for plan review) to \$75 or \$150 if the deck is over 100 square feet (plus \$50 for plan review). New State requirements have increased the level of detail and time that goes into decks, so this should more adequately address the City's effort/costs. Nonetheless, this increase may not be well received and could impact compliance, so the Common Council may wish to consider altering the Department's recommendation.

The Inspection Department recommends that these changes be adopted.

COUNCIL ACTION REQUESTED

Adopt Ordinance No. 2017	_ "An Ordinance to Amend Chapter 92 of the Municipal Code t	to
Repeal and Recreate the Schedule of	f Permit Fees" (Table 1 of Chapter 92)	

STATE OF WISCONSIN : CITY OF FRANKLIN : MILWAUKEE COUNTY

ORDINANCE NO. 2017-

AN ORDINANCE TO AMEND CHAPTER 92 OF THE MUNICIPAL CODE TO REPEAL AND RECREATE THE SCHEDULE OF PERMIT FEES.

WHEREAS, it would be in the best interests of the City of Franklin to adopt the recommended schedule of permit fees to maintain a similar schedule of fees amongst the various communities and to provide that the fees that are charged help offset the City's costs of providing the services.

NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF FRANKLIN DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1: Section 92, Table 1 of the Municipal Code of Franklin, Wisconsin, be and the same is amended to read as follows:

TABLE NUMBER 1

SCHEDULE OF PERMIT FEES

1)	Minin	num Permit Fee for all permits	\$ 60.00
2)	Resid	ence - One & Two Family & Attached garages.	\$ 0.37/ SQ. FT.
	a)	Minimum Fee	\$600.00
	b)	Residences – One & Two family Additions	\$ 0.37 SQ. FT.
	c)	Attached garages	\$ 0.37/ SQ. FT.
	d)	Residences – One & Two Family Alterations	\$11.75/ \$1,000 valuation
	e)	Permit to start construction For Footing /Foundation	\$200.00
	f)	[duplicate of 6) d)] Occupancy Permit [duplicate of 28) a)]	\$50.00 per unit
3)		Family Dwellings, Apartments, Condominiums, Three-family ding institutionally zoned dwelling units	& over
	a)	Three to Twelve units	\$ 0.39/SQ. FT.
	b)	Thirteen units and greater	\$ 0.37/SQ. FT.
	c)	Occupancy permit [duplicate of 28) a)]	\$ 50.00 per unit
	d)	Permit to start construction for Footing/Foundation	\$ 350.00 plus \$2.00/unit
	e)	[duplicate of 6) a)] Alterations	\$11.75 per \$1,000 valuation
4)		Business, Office Buildings, Institutional Buildings dwelling use) and additions thereto	\$ 0.35/ SQ. FT.
	a)	Alterations	\$11.75 per \$1,000 valuation
	b)	Permit to start construction for Footing/Foundation	\$500.00

[duplicate of 6) b) & c)]

Schedule of	f Peri	nit Fee	20
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	c)	Minimum fee	\$200.00
	d)	Occupancy permit [duplicate of 28) c)]	\$200.00 ea occupant or tenant space
	e)	Occupancy, Hotels and Motels [duplicate of 28) a)]	\$ 50.00 ea unit
5)	Indus	trial, Manufacturing, Warehousing	\$ 0.28/ SQ. FT.
	a)	(Office areas) + Fees from above	\$ 0.33/ SQ. FT
	b)	Permit to start construction for Footing/Foundation [duplicate of 6) c) & d)]	\$500.00
	c)	Alterations	\$ 11.75 per \$1,000 valuation
	d)	Minimum fee	\$ 300.00
	e)	Occupancy permit [duplicate of 28) c)]	\$ 200.00 ea Tenant/Occupant/space
<u>6)</u>	Permit to	start construction for footings and foundations	
		idences – Apartment, Condo, Row Houses, itutional dwelling	\$ 350.00 plus \$2.00/unit
	b) Indu	ustrial and Commercial	\$ 500.00
	c) inst	itutional	\$ 500.00
	d) Res	idences - One & Two Family Dwellings & additions thereto.	\$ 200.00
<u>7)</u>	Accessor	y buildings, detached garages and Agric bldgs > 120 sq. ft.	0.28 / SQ. FT.
	a) Occ	upancy permit, buildings 240 sq ft or larger	\$ 50.00
<u>8)</u>		s, structures, towers, alterations, residing, repairs where potage cannot be calculated	\$11.75/\$1,000 valuation
<u>9)</u>	Heating,	Incinerator Units & Wood burning Appliances	
	a) Eac	h unit, up to & including 150,000 input BTU units.	\$ 50.00
	b) Eac	h additional, 50,000 BTU or fraction thereof.	\$ 17.00
	c) Max	rimum Fee per Heating unit	\$1000.00
<u>10)</u>	Air Cond	itioning	
	a) Eac	h unit, up to 36,000 BTU's or 3 tons	\$50.00
	b) Eac	h additional 12,000 BTU's or ton	\$17.00
	c) Max	rimum fee per unit	\$1000.00
<u>11)</u>	Commerc	cial/industrial, Air handling units without heating or cooling	\$50.00 each unit
<u>12)</u>	Heating &	Air Conditioning Distribution systems	\$1.90/100 sq ft of conditioned area
	a) One	and Two family	\$ 50.00 Minimum fee

13) Commercial/Industrial exhaust hoods & exhaust systems \$170.00/unit				
14) Demolition, Wrecking or razing, Interior Demolition	\$ 80.00 Minimum plus \$ 0.10/Sq. Ft.			
a) Maximum fee	\$ 1000.00 per Bldg.			
b) Building Inspector may waive fee if building is condemned.				
15) Moving buildings over public ways	\$ 215.00 plus \$0.10/sq. ft.			
16) Pools - Inground, Above Ground, Spas and air inflated pools	\$11.75/\$1000 valuation, \$50.00 min.			
<u>17)</u> Decks				
a) Decks, less than one hundred (100) square feetb) Decks, One Hundred (100) square feet or more	\$75.00 \$150.00			
18) Sheds, gazebos, arbors and similar structures, < 240 sq ft	\$ 50.00			
a) Prefabricated Storage Enclosures	\$50.00			
19) Plan Exam Fees - Residential & Institutional Dwellings				
a) One & Two Family	\$ 250.00			
b) Additions to One and two Family	\$ 80.00			
c) Alterations to One and Two Family	\$ 50.00			
d) One and Two family - Footing and Foundation	\$ 50.00			
e) Apartment, Condominiums, Row Houses, Multi-family dwellings	\$300 plus \$25.00 per unit			
 f) Apartment, Condominiums, Row Houses, Multi-Family dwellings, Institutional – <u>Additions and Alterations</u> 	\$200 plus \$25.00 per unit			
 g) Apartment, Condominiums, Row Houses, Multi-Family dwellings, Institutional – <u>Footing and Foundations</u> 	\$100 plus \$2.00 per unit			
h) Accessory buildings, 240 sq ft or larger	\$ 60.00			
i) Decks	\$ 50.00			
j) Above Ground and Inground Swimming pools	\$50.00			
k) Heating plans, energy calculations, structural plans, structural Components submitted separately.	\$ 100.00			
Submittal of revisions to previously approved plans	\$ 50.00			
m) Architectural Board Review Fee	\$ 50.00			
20) Plan Exam Fees – Commercial, Industrial & Institutional Bldgs (Non-Dwelling)				
a) New Building i) Less than 100,000 square feet ii) Greater than 100,000 square feet 3	\$300.00 \$500.00			

b)	Additions and Alterations i) 1 to 1,000 sq ft ii) 1,001 to 2,500 sq ft iii) 2,501 to 5,000 sq ft iv) 5,001 to 10,000 sq ft v) 10,001 sq ft and over	\$ 250.00 \$ 300.00 \$ 350.00 \$ 400.00 \$ 500.00
c)	Heating plans, lighting and energy calculations, submitted Separately from the permit application	\$ 100.00 each submittal
d)	Structural plans, structural components, submitted separately from the permit application	\$ 100.00
e)	Revision to an approved survey after completion of Engineering Department review	\$ 60.00
f)	Alteration of tower, changes to or addition of antennas	\$ 250.00
g)	Commercial swimming pools and spas	\$ 100.00 each
h)	Submittal of plan revisions <u>during</u> permit review	\$ 100.00 each submittal
i)	Submittal of revised plans <u>after</u> permit issuance	\$ 200.00 each submittal
<u>21)</u> Eros	sion Control fees	
a)	One and Two family Lots	\$ 165.00
b)	Multiple family Lots or units	\$ 195.00/Bldg plus \$5/1,000 sq ft of disturbed area, \$2,120.00 maximum
c)	Commercial Lots	\$ 195.00/Bldg plus \$5/1,000 sq ft of disturbed area, \$2,120.00 maximum
d)	Industrial Lots	\$ 195.00/Bidg plus \$5/1,000 sq ft of disturbed area, \$2,120.00 maximum
e)	Instutional Lots	\$ 195.00/Bldg plus \$5/1000 sq ft of disturbed area, \$ 2,120.00 maximum
f)	Other	\$ 50.00
22) Rero	oofing, residing including trim	
a)	Residential	\$ 50.00
b)	Multiple Family, Commercial, Industrial, Institutional	\$ 11.75/\$1000.00 value
c)	Maximum	\$ 265.00
d)	Failure to obtain permit	TRIPLE FEES
<u>23)</u>	ure to obtain permit before commencing work	
a)	First offense	Triple fees (3X)
b)	Subsequent offenses	Quadruple fees (4X)

24) Failure to call for required inspections. Including Occupancy	\$ 100.00
a) Second offense	\$ 200.00
b) Subsequent offenses	\$ 300.00

25) Inspections/Reinspections (All permit types) SEE NOTES FOR APPLICATION & RESTRICTIONS

a)	First inspection and one (1) re-inspection	(included in permit)	
b)	Second Re-inspection and subsequent re-inspections	\$ 75.00	
c)	Requests for inspections during non-working hours	\$ 90.00 per hour (Two Hour Min)	
d)	License reinspections (2 nd reinspection and subsequent re-inspections)	\$ 50.00 per reinspection	
e)	Emergency Egress lighting inspection (during non working hours) for each inspection	\$ 90.00 per hour (2 Hour Min)	
26) Spe	cial Inspections	\$ 90.00 per hour (Two Hour Min)	
<u>27)</u> Wis	27) Wisconsin Uniform Building Permit Seal DSPS cost plus \$ 10.00		
28) Occ	supancy Permit		
a)	Residential units (All types), CBRF's, Institutional, Additions and Alterations	\$ 50.00/unit	
b)	Accessory Buildings, 240 sq. ft. or larger	\$ 50.00	
c)	Commercial, Institutional (non-dwelling) & Industrial	\$ 200.00	
29) Driv	reway approaches, curb openings and curb replacement	\$ 75.00 ea	
30) Animal Permit \$75.00		\$ 75.00	
31) Trip	charge for offsite duplication of plans, etc.	\$ 35.00	
<u>32)</u> Tec	hnology Fees		
a)	Permit fee is less than \$100	\$ 4.00 per permit	
b)	Permit fee is greater than or equal to \$100.00	\$ 7.00 per permit	

33) Duplication of Plans:

[The City does not provide hard copies of plans; but an outside service may be available and the full costs are passed along.]

a) Scanning per project (to pdf file only)

Hourly rate of the person scanning

34) Records Research for Information Requests

Requests for information that require research of the Inspection Department's records shall be charged at the actual costs. Pursuant to Wis. Stat. §19.34(c) "...an authority may impose a fee upon the requester of a copy of a Record, not exceeding the actual, necessary, and direct cost of location, if the cost is \$50.00 or more."

Schedule of Permit Fees

NOTE:	Fees for reviewing plans or permits that are charged to the City by other government entities are passed along, at full cost, against the permit generating the additional fee. Such fees charged are required to be paid at time of application or at issuance if the fee occurred following application.
NOTE:	Gross square footage calculations are based on the dimensions of the building from exterior faces of the exterior walls of each finished floor level and the garage. Unfinished basements, in one and two family dwellings or portions thereof, are not included in this calculation.
NOTE:	Projects of and for the City of Franklin (General Government, not Special Fund entitites or utilities) are exempt from <u>permit fees</u> .
NOTE:	In determining valuation, all construction shall be included with the exception of heating, air conditioning, electrical or plumbing work.
NOTE:	If construction is not commenced prior to expiration of the permit, that portion of the permit fee, excluding plan exam fees that exceeds the minimum fee may be refunded upon written request.
NOTE:	Unless specifically noted, all fees in fractions of a dollar shall be rounded to the next full dollar in value
NOTE:	In the case that the owner or contractor fails to commence construction prior to 4 months before the date the permit would expired per the code, a new permit application shall be required; and a new permit shall be issued at the regular fee.
NOTE:	If the permit has expired before the construction work is completed, a new permit may be re-issued at one-half (1/2) the regular fee or at the re-inspection rate for each remaining inspection. The method used shall be determined by, and at the sole discretion of, the Building Inspector.
NOTE:	Requests for Special Inspections or Inspections during Non-Working Hours are ONLY provided when an Inspector can be available. This does not include non-required Inspections or complaints.
SECTION 2:	All ordinances or parts of ordinances in contravention to this ordinance are hereby repealed.
SECTION 3:	This ordinance shall take effect upon its passage and publication as required by law.
SECTION 4:	The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.
Introduced at a	regular meeting of the Common Council of the City of Franklin on the 19 th day of December 2017
by	· · · · · · · · · · · · · · · · · · ·
Passed	d and adopted by the Common Council on the 19 th day of December , 2017.
	APPROVED:
	by
	Stephan R. Olson, Mayor
ATTEST:	
Sandra	a L. Wesolowski, City Clerk
AYES:1	NOES: ABSENT:

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APPROVAL

MAN

REQUEST FOR COUNCIL ACTION

MEETING DATE

12-19-2017

REPORTS & RECOMMENDATIONS

AN ORDINANCE TO AMEND CHAPTER 190 OF THE MUNICIPAL CODE FOR PLUMBING PERMIT FEES

ITEM NUMBER

G.22

The Inspection Department has reviewed the schedule of fees in Chapter 190 and is recommending that these fees be adjusted to bring the City's plumbing permit fees in line with communities in the area and to attempt to help offset costs. The last fee revisions made to the plumbing code fee schedule was in 2010. The proposed fees were based on a review of other area examples, as performed by the Building Inspector.

The main change is the re-inclusion of storm sewer system fees, which appear to have been inadequately included in the last revision. These involve the inspection of the storm sewer system connections at the house or business, not those in the rights-of-way.

Staff recommends approval.

COUNCIL ACTION REQUESTED

Adopt Ordinance No. 2017	_ "An Ordinance to Amend Chapter 190 of the Municipa
Code to Repeal and Recreate the Sc	hedule of Permit Fees" (Section 190-11 Schedule of
Plumbing Permit Fees).	<u>.</u>

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CITY OF FRANKLIN :

MILWAUKEE COUNTY

ORDINANCE NO.	. 2017-
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AN ORDINANCE TO AMEND CHAPTER 190 OF THE MUNICIPAL CODE TO REPEAL AND RECREATE THE SCHEDULE OF PERMIT FEES.

WHEREAS, it would be in the best interests of the City to adopt permit fee that provide fees which pay for the City's costs of these services.

NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF FRANKLIN DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1: Section 190-11 of the Municipal Code of Franklin, Wisconsin, be and the same is amended to read as follows:

1) Sanitary or Storm Sewer laterals or private mains (includes first inspection and test)

a)	New connection at public main	\$ 75.00 each
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b) From public main or curb to termination, building. \$75.00 each 100 L.F. or fraction thereof

c) Sanitary Building Drain System \$75.00 each 100 L.F. or fraction thereof

d) Catch Basin/Site Drain \$50.00 Each

e) Repair or Terminated System \$75.00 each

2) Water lateral or private water main (includes first inspection and test)

a) New connection at public main \$75.00 each

b) From public main or curb to termination, building \$75.00 each 100 L.F. or fraction thereof

c) Repair or terminate System \$ 75.00 each

3) Storm Sewer System

a) New Connection \$75.00

b) Lateral of private Main \$75.00/100 L.F. for fraction

c) Storm Building Drain System \$75.00/100 L.F. for fraction

d) Catch Basin – Parking Lot \$50.00 each

e) Catch Basin – Garage \$50.00 each

f) Catch Basin – Yard Type \$25.00 each

g) Repair or Terminate System \$75.00

4) Street Cut (Slurry Mix Backfill) (per cut)	\$ 500.00
5) Mound System	\$ 400.00
6) Septic System	\$ 300.00
7) Holding Tanks	\$ 300.00
8) POWTS on site soils vérification	\$ 250.00
9) Fixture fee (New, remodeled and or capped)	\$ 15.00 per fixture
a) Single fixture replacement	\$ 30.00 minimum
10) Replacement of building water piping, sewer piping, etc.	\$ 60.00
11) Appliance replacement (DW, WH, WS)	\$ 30.00
12) Irrigation system registration (lawn sprinklers)	\$ 30.00
13) Check valve, backflow protection device	\$ 50.00 each
14) Well Abandonment	\$ 75.00
15) Well operating permits (5 Year Permit)	\$ 60.00
a) Well operating permit renewal	\$ 75.00
16) Septic tank abandonment	\$ 75.00
17) Private Sewage System Rehabilitation Program	\$ 300.00
18) Fire protection sprinkler Main Connection	\$ 60.00 each connection
19) Multi-purpose piping systems (Plan review and Inspections)	\$150.00
20) Failure to call for a required inspection	\$ 100.00
21) Job site visit requested for Informational purposes	\$ 50.00
22) Inspections	
a) First inspection and first reinspection	(included in permit)
b) Second reinspection and subsequent reinspections	\$ 75.00 per re-inspection
c) Requested inspection during non-work hours	\$ 90.00/hour, 2 Hour minimum
d) License reinspections (2 nd reinspection and additional Inspections)	\$ 50.00 per re-inspection
23) Special inspections and reports	\$ 200.00 each
24) Plan review for residential water piping sizing (When Required)	\$ 35.00

25)	Plan	Exam	Fees	\$ 30.00 per 0.5 Hour	
26)	Plan	review	for Private Onsite Waste Treatment Systems	\$ 200.00	
27)	Mini	mum P	lumbing Permit Fee	\$ 60.00	
28)	Failu	ure to o	btain a permit before commencing work, (excep	ot emergencies) the fee shall be as follows:	
	a)	First of	ffense	Triple fees (3x)	
	b)	Secon	d and subsequent	Quadruple fees (4x)	
31)	Trip	charge	for offsite duplication of plans, etc.	\$35.00	
32)	a)		Fee fee is less than \$100 fee is greater than or equal \$100 permit fee	\$4.00 per permit \$7.00 per permit	
NO	TE:		If construction is not commenced prior to expir plan exam fees that exceeds the minimum fee	ration of the permit, that portion of the permit fee, excluding will be refunded upon written request.	g
<u>NO</u>	<u>TE:</u>			ced after a permit has expired, a new permit shall be re- e re-inspection rate for each remaining inspection. The e sole discretion of, the Building Inspector.	
NO	TE:		Projects of and for the City of Franklin (General exempt from permit fees.	al Government, not Special Fund entities es or utilities) are	†
SEG	СТІО	N 2:		nance are severable. Should any term or provision of the court of competent jurisdiction, the remaining terms and effect.	
SE	CTIO	N 3:	All ordinances and parts of ordinances	s in contravention to this ordinance are hereby repealed	
SE	CTIO	N 4:	This ordinance shall take effect upon it	ts passage and publication as required by law.	
Ald			ced at a regular meeting of the Common Counc	cil of the City of Franklin this 19 th day of December, 2017,	by
Dec		PASSE er, 201		e Common Council of the City of Franklin this 19th day	of
			APPR	ROVED:	

Stephen R. Olson, Mayor

ATTEST:		
S	andra L. Weso	lowski, City Clerk
AYES:	NOES:	ABSENT:

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APPROVAL MA

REQUEST FOR COUNCIL ACTION

MEETING DATE

12-19-2017

REPORTS & RECOMMENDATIONS

AN ORDINANCE TO AMEND CHAPTER 118 OF THE MUNICIPAL CODE FOR ELECTRICAL PERMIT FEES

ITEM NUMBER

G. 23

The Inspection Department has reviewed the schedule of fees in Chapter 118 and is recommending that these fees be adjusted to bring the City's electrical permit fees in line with communities in the area and to attempt to help offset costs. The last fee revisions made to the plumbing code fee schedule was in 2010.

COUNCIL ACTION REQUESTED

Adopt Ordinance No. 2017-____ "An Ordinance to Amend Chapter 118 of the Municipal Code to Repeal and Recreate the Schedule of Permit Fees" (Section 118-14 Schedule of Electrical Permit Fees).

STATE OF WISCONSIN : CITY OF FRANKLIN : MILWAUKEE COUNTY

ORDINANCE NO. 2017-

AN ORDINANCE TO AMEND MUNICIPAL CODE CHAPTER 118 THE ELECTRICAL CODE TO REPEAL AND RECREATE THE SCHEDULE OF PERMIT FEES

WHEREAS, it would be in the best interests of the City to adopt permit fees that provide fees which help to offset the City's costs of these services.

NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF FRANKLIN DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Section 118-14 of the Municipal Code of Franklin, Wisconsin, shall be and the same is amended to read as follows:

§ 118-14. Permit fees.

	Permit Fees. Fees shall be as follows:	Fee Amount
	Category	(each unless noted)
1.	Light switch and convenience outlets	\$1.00
2.	Light fixtures	\$1.25
3.	Fluorescent fixtures	\$3.00
4.	Range, electric	\$10.00
5.	Garbage grinding and disposal unit	\$10.00
6.	Clothes dryer	\$10.00
7.	Water heaters, electric	\$10.00
	a. Replacement water heater, electric	\$30.00
8	Air conditioner	\$30.00
9.	Refrigeration units	\$10.00
10.	Feeders and sub feeders – per 100 amp capacity	\$20/100 amps
11.	Temporary Wiring installation for construction, fire damage, etc.	\$85.00
12.	a. Services: service switch and conductors	\$35.00 per 100 Amp.
	b. Service Disconnect	\$20.00 per Disconnect
13.	Fans/motors	\$ 5.00
14.	Motors \$5.00/motor Plus \$100/HP	\$ 5.00 + \$1.00/HP
15.	Motor disconnects or controllers	\$ 5.00
16.	Fuel pumps, mound systems, water pumps	\$10.00
17.	Transformers and generators	\$30.00
18.	Space heating systems	\$10.00 per unit
19.	Furnaces and heating devices	\$10.00
20.	Replacement furnaces and heating devices	\$30.00 minimum fee
21.	Dimmers, occ. Sensors, audible or visual signal devices, surge	

	Protectors, etc.	\$1.00/device
22.	Power receptacles	
	a. 1 to 30 amperes	\$6.00
	b. Over 30 amperes	\$8.00
22,	Wire ways, busways, under floor raceways	\$1.00/Ft.
23.	Data devices	\$ 1.00
23.	HID, mercury, sodium and metal halite	\$ 2.00
24.	Post light	\$ 6.00
25.	Light poles	\$10.00
26.	Machines, X-ray, motion-picture, welders	\$30.00
27.	Stage pockets, spotlights and other apparatus	\$ 5.00
28.	Stage lights	\$ 0.40
39.	Elevators	\$15.00
30.	Signs	\$30.00
31.	Swimming pool wiring	
	a. In-ground pool	\$60.00
	b. Aboveground pool	\$60.00
	c. In pool lighting	\$15.00
32.	Hot tub, spa, whirlpool	\$30.00
33.	Fountains	\$15.00
34.	Wiring for temporary use	
	Festivals, construction, fires, etc.	\$30.00
35.	Cranes and hoists	\$30.00
36.	Signaling and communication devices	\$0.50
37.	Fire, carbon monoxide, smoke alarms	\$3.00
38.	Fire/alarm panels and controllers	\$5.00
39 .	Failure to call for final inspection	\$100.00
40.	Inspections	
	a. First inspection and reinspection	Included in permit
	b. Second reinspection and additional	\$75.00 per reinspection
	c. Requested inspection during non-working hours	\$90.00/hour, 2 hour minimum .
	License reinspections	
	(2 nd re-inspection and subsequent inspections)	\$75.00 per re-inspection
41.	Special inspections	\$90.00/hour, 2 hour minimum
42 .	Minimum Electrical Permit fee	\$85.00 Residential 1 & 2 Family
		\$100.00 All other uses

43.	Failure	to obtain permit before commencing	work	
	a.	First offense		Triple fee (3X)
	b.	Second offense or repeat offender		Quadruple fee (4X)
44.	Trip cha	arge for offsite duplication of plans, e	tc.	\$35.00
45.	Techno	ology Fee		
	a.	Permit fee is less than \$100		\$4.00 per permit
	b.	Permit fee is greater than or equal \$	100	\$7.00 per permit
NOTE:		Projects of and for the City of Frank exempt from permit fees.	lin (General Government, no	t Special Fund entities or utilities) are
NOTE:		If construction is not commenced pr plan exam fees that exceeds the mi		t, that portion of the permit fee, excluding upon written request.
NOTE:			ee or at the re-inspection rat	nas expired, a new permit shall be re- e for each remaining inspection. The of, the Building Inspector.
SECTION	ON 2.	All ordinances or parts of ordinance	s in contravention to this ordi	nance are hereby repealed.
SECTION	ON 3.	This ordinance shall take effect upo	n its passage and publication	n as required by law.
SECTION	ON 4.	The terms and provisions of this ord be found to be invalid by a court of cremain in full force and effect.		ld any term or provision of this ordinance maining terms and provisions shall
Introdu	ced at a	regular meeting of the Common Cou	ncil of the City of Franklin on	the 19 th day of December, 2017
by		· · · · · · · · · · · · · · · · · · ·		
	·	•		
	Passed	and adopted by the Common Counc	cil on the 19 th day of Decemb	er, 2017.
		AP	PROVED:	
		by _	Stephen R. Olson, May	
			Stephen R. Olson, May	or
ATTES	T:			
		· · · · · · · · · · · · · · · · · · ·		
	Sandra	L. Wesolowski, City Clerk		
AYES:	N	OES: ABSENT:		

APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE 12/19/17
LICENSES AND PERMITS	MISCELLANEOUS LICENSES	ITEM NUMBER H.1.

See attached list from meeting of December 19, 2017.

COUNCIL ACTION REQUESTED



414-425-7500

License Committee Agenda* Aldermen's Room December 19, 2017 – 5:50 p.m.

1.	Call to Order & Roll Call	Time:		
2.	Applicant Interviews & Decisions			
	License Applications Reviewed	Reco	mmend	ations
Type/ Time	Applicant Information	Approve Hold De		Deny
Daycare	Ingenious, Inc			
2017-18	7260 S 76 St			
	Franklin, WI 53132			
	Banmeet Dadwal, Manager			
Operator 2017-18	Frances J Hanley			
2017-10	3329 E Whittaker Ave			
	Cudahy, WI 53110	•		
	Rock Sports Complex			
Operator 2017-18	Adam D Kosinski			
	9780 W Norwich Ave			
	Greenfield, WI 53228			
Operator	Landmark Shawna A Kullas			
2017-18	3801 S Logan Ave			
	Milwaukee, WI 53207			
	Milwaukee Burger Company			
Operator	Carl H Schroedl			
2017-18	7452 S 75 th St			
	Franklin, WI 53132			
	Milwaukee Burger Company			
Operator	Gerhardt V Strothmann			
2017-18	7760 S 51 st St., #209			
	Franklin, WI 53132			
	Pick n Save #6360 & #6431 (Advanced Solutions)			
People Uniting for the	Franklin Civic Celebration			
Betterment of Life and Investment in the	Fee Waivers: Operator's Licenses, Temporary Entertainment			
Community (PUBLIC)	& Amusement License, Temporary Class B Beer & Wine			
Grant	License, Soda License, and Park Permits.	1		
	Date of Event: 7/3/18 - 7/4/18			
	Location: Franklin City Hall, Lions Legend Park 1			
People Uniting for the	Exemplin Fixe Dont Cofeby Day			
Betterment of Life and	Franklin Fire Dept – Safety Day Fee Waivers: Park Permit			
Investment in the	Date of Event: TBD			
Community (PUBLIC)	Location: Franklin Fire Station #1 & Lions Legend Park			
Grant	Diamond (for Flight For Life landing)			
	Diamona (10) Higher or the landing)		ļ	
People Uniting for the	Franklin Lioness Club – St Martins Fair			
Betterment of Life and	Fee Waivers: St Martins Fair Permit, Temporary Class B Beer	1		
Investment in the	and Wine Licenses, and Operator's Permit			
Community (PUBLIC) Grant	Date of Events: 9/2/18-9/3/18			
	Location: St. Martins Labor Day Fair			

License Committee Agenda Alderman's Room December 19, 2017 Page 2 of 2

Type/ Time	Applicant Information	Approve	Hold	Deny
People Uniting for the Betterment of Life and Investment in the Community (PUBLIC) Grant	Franklin Noon Lions Club – St Martins Fair Fee Waiver: St. Martins Fair Labor Day Permit Date: 9/2/18 to 9/3/18 Location: St. Martins Labor Day Fair			
3.	Adjournment			
		Time		

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

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APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE 12/19/17	
Bills	Vouchers and Payroll Approval	ITEM NUMBER I. 1	

Attached are vouchers dated December 2, 2017 through December 14, 2017 Nos. 167123 through Nos. 167276 in the amount of \$ 1,048,343.43. Included in this listing are EFT's Nos. 3646 through Nos. 3654 and Library vouchers totaling \$ 6,719.40.

Early release disbursements dated December 2, 2017 through December 13, 2017 in the amount of \$ 674,779.72 are provided on a separate listing and are also included in the complete disbursement listing. These payments have been released as authorized under Resolution 2013-6920.

The net payroll dated December 8, 2017 is \$ 385,974.85, previously estimated at \$ 398,000.00. Payroll deductions dated December 8, 2017 are \$ 229,347.47 previously estimated at \$ 220,000.00.

The estimated payroll for December 22, 2017 is \$ 370,000.00 with estimated deductions and matching payments of \$ 408,000.00.

The estimated payroll for January 5, 2018 is \$ 389,000.00 with estimated deductions and matching payments of \$ 233,000.00.

There were no Property Tax refunds or settlements.

Approval to release payment for legal services to Wesolowski, Reidenbach and Sajdak, not to exceed \$50,000, once the December 2017 invoice has been submitted.

Vouchers in the amount of \$ 140,822.34 were not included in the attached listing. Payments to be issued and released upon Council approval.

Lunda Construction	\$125,329.18	
Miller, Stephen	\$119.69	
Ruffing, Joseph	\$250.00	
World Fuel	\$15,123.47	
Total	\$140,822.34	

Approval to release Library vouchers which will be considered at the December 18, 2017 Library Board meeting.

COUNCIL ACTION REQUESTED

Motion approving the following:

- City vouchers with an ending date of December 14, 2017 in the amount of \$ 1,048,343.43 and
- Payroll dated December 8, 2017 in the amount of \$ 385,977.85 and payments of the various payroll deductions in the amount of \$ 229,347.47 plus City matching payments and
- Estimated payroll dated December 22, 2017 in the amount of \$ 370,000.00 and payments of the various payroll deductions in the amount of \$ 408,000.00, plus City matching payments and
- Estimated payroll dated January 5, 2018 in the amount of \$ 389,000.00 and payments of the various payroll deductions in the amount of \$ 233,000.00, plus City matching payments and
- The release of payment to Wesolowski, Reidenbach and Sajdak not to exceed \$50,000 and
- The release of various vendor and employee payments not to exceed \$140,822.34 and
- The release of Library vouchers upon approval by the Library Board.

ROLL CALL VOTE NEEDED