

The YouTube channel “City of Franklin WI” will be live streaming the Common Council meeting so that the public will be able to view and listen to the meeting.
<https://www.youtube.com/c/CityofFranklinWIGov>

REVISED*
CITY OF FRANKLIN
COMMON COUNCIL MEETING
FRANKLIN CITY HALL – COMMON COUNCIL CHAMBERS
9229 WEST LOOMIS ROAD, FRANKLIN, WISCONSIN
AGENDA**
TUESDAY, APRIL 18, 2023 AT 6:30 P.M.

Oath of Office – John R. Nelson, Mayor
Oath of Office – Yousef Hasan, 3rd District Alderman
Oath of Office – Courtney Day, 4th District Alderwoman
Oath of Office – Jason Craig, 6th District Alderman

- A. Call to Order and Roll Call.
- B. Citizen Comment Period.
- C. Approval of Minutes: Regular Common Council Meeting of April 3, 2023.
- D. Hearings.
- E. Organizational:
 - 1. Election of Common Council President.
 - * 2. Mayoral Aldermanic Appointments:
 - (a) Alderman Holpfer-Finance Committee, 1 year term expires 4/15/24.
 - (b) Alderwoman Eichmann-License Committee, 1 year term expires 4/15/24.
 - (c) Alderwoman Eichmann-Library Board, 2 year term expires 4/14/25.
 - (d) Alderman Hasan-Board of Public Works, 3 year term expires 4/20/26.
 - (e) Alderman Hasan-Personnel Committee, 3 year term expires 4/20/26.
 - (f) Alderman Hasan-Quarry Monitoring Committee, 3 year term expires 4/20/26.
 - (g) Alderwoman Day-Finance Committee, 1 year term expires 4/15/24.
 - (h) Alderwoman Day-License Committee, 1 year term expires 4/15/24.
 - (i) Alderwoman Day-Plan Commission, 1 year term expires 04/15/24.
 - (j) Alderwoman Day-Parks Commission, 3 year term expires 4/20/26.
 - (k) Alderman Craig-Environmental Commission, 3 year term expires 4/20/26.
 - (l) Alderman Craig-License Committee, 1 year term expires 4/15/24.
 - (m) Alderman Craig-Fair Commission, 3 year expires 4/20/26.
 - (n) Alderman Craig-Finance Committee, 1 year term expires 4/15/24.

3. Mayoral Boards and Commission Appointments:

- (o) Donald Nierode, 9203 S. 44th St., Ald. Dist. 4 – Architectural Board (3 year term expiring 4/30/26).
- (p) David Cieszynski, 11411 W. Woods Rd., Ald. Dist. 6 – Architectural Board (3 year term expiring 4/30/26).
- (q) James Cieslak, 7568 S. 74th St., Ald. Dist. 5 – Environmental Commission (3 year term expiring 4/30/26).
- (r) Wayne Hustad, 10320 W. St. Martins Rd., Ald. Dist. 2 – Fair Commission (3 year term expiring 4/30/26).
- (s) Rosemarie Bosch, 11625 W. St. Martins Rd., Ald. Dist. 6 – Fair Commission (3 year term expiring 4/30/26).
- (t) Dennis Ciche, 8128 S. 43rd St., Ald. Dist. 5 – Finance Committee (1 year term expiring 4/30/24).
- (u) John Howard, 6658 W. Robinwood Ln., Ald. Dist. 5 – Finance Committee (1 year term expiring 4/30/24).
- (v) Joe Mercado, 10162 S. 34th St., Ald. Dist. 4 – Finance Committee (1 year term expiring 4/30/24).
- (w) Kathleen Schnagl, 3821 W. Glenwood Dr., Ald. Dist. 4 – Fire and Police Commission (5 year term expiring 4/20/28).
- (x) Scott Meade, 9420 S. 41st St., Ald. Dist. 4 – Technology Commission (3 year term expiring 4/30/26).
- (y) Steve Rekowski, 7565 S. Mission Dr., Ald. Dist. 2 – Board of Zoning and Building Appeals (3 year term expiring 4/30/26).
- (z) Dr. Henry Wengelewski, 3643 W. Sharon Ln., Ald. Dist. 5 – Board of Health (2 year term expiring 04/30/25).
- (aa) Patricia Nissen, 8010 W. Coventry Dr., Ald. Dist. 2 – Board of Health (2 year term expiring 04/30/25).
- (bb) Wayne Hustad, 10320 W. St. Martins Rd., Ald. Dist. 2 – Board of Health (2 year term expiring 04/30/25).
- (cc) Owen Poborsky, 2933 W. Drexel Ave., Ald. Dist. 4 – Parks Commission (3 year term expiring 04/30/26).
- (dd) Kristen Stanley, 10728 S. 92nd St., Ald. Dist. 1 – Parks Commission (3 year term expiring 04/30/26).
- (ee) Kevin Haley, 8945 S. 116th St., Ald. Dist. 6 – Plan Commission (3 year term expiring 4/30/26).
- (ff) James Witt, 6540 S. 51st St., Ald. Dist. 3 – Board of Public Works (3 year term expiring 4/30/26).
- (gg) Jonathan L. Webster, 4039 W. Cypress Ln., Ald. Dist. 3 – Board of Public Works (3 year term expiring 4/30/26).
- (hh) Scott Meade, 9420 S. 41st St., Ald. Dist. 4 – Technology Commission (3 year term expiring 4/30/26).
- (ii) Rajiv Surana, 3754 W. Cypress Ln., Ald. Dist. 3 – Technology Commission (3 year term expiring 4/30/26).

- (jj) James Rehberger, 5522 County Line Road, Ald. Dist. 4 – Technology Commission (3 year term expiring 4/30/26).
 - (kk) Andrew Pelkey, 9320 W. Grandview Ct., Ald. Dist. 2 – Board of Review (3 year term expiring 4/20/26).
 - (ll) Amy Serafin, 9951 S. 112th St., Ald. Dist. 6 – Environmental Commission (3 year term expiring 4/30/26).
 - (mm) Ryan Ross, 3800 W. Mary Ann Dr., Ald. Dist. 5 - Board of Zoning and Building Appeals (3 year term expiring 4/30/26).
4. Mayoral Appointment of Weed Commissioner: Gene Ninnemann as Weed Commissioner for the calendar year of 2023 at a weed cutting fee of \$90/hour.
 5. Alderwoman Day, District 4 Board of Review Appointment: Dawn Kamalian, 3609 W. Sherwood Dr., Ald. Dist. 4 – Board of Review (3 year term expiring 4/20/26).
 6. Alderman Hasan appointment of James Luckey, 4925 W. Rawson Ave., Ald. Dist. 3 – Board of Review (3 year term expiring 4/20/26).
 7. Alderman Craig appointment of Danelle Kenney, 12302 W. Loomis Ct., Ald. Dist. 6 – Board of Review (3 year term expiring 4/20/26).

F. Letters and Petitions.

G. Reports and Recommendations:

1. Request from Fire Department to apply for and accept a grant from the Wisconsin Department of Health for developing Leave Behind Kits.
2. Request from Fire Department to Purchase Nine Personal Thermal Imaging Cameras at a Cost of \$8,217.60 Using Existing Safety Grant Funding Available from the League of Wisconsin Municipalities.
3. Budget Preparation Timetable for the 2024 Budget.
4. A Resolution to Authorize Staff to Direct We Energies to Install an Electric Service and Meter Cabinet for Street Lighting at the Southeast Corner of S. Hickory St and W. Elm Rd for \$2,287.12,
5. A Resolution to Record Quit Claim Deed for Dedication and Acceptance of Right-of-Way for Public Road Improvement (TKN 881-9995-000).
6. Confirmation of the Appointment of Laurie Miller as Planning Manager. The Common Council may enter closed session pursuant to Wis. Stats. §19.85(1)(c) and (f), to consider employment, promotion, compensation, or performance evaluation data of a public employee over which the Common Council has jurisdiction or exercises responsibility and to consider financial, social or personal histories of specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories and may re-enter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate.
7. Authorization to Purchase, Install and Cable Video Surveillance Systems at Police Department, City Hall and Public Library. The Common Council may enter closed session for this subject matter item pursuant to Wis. Stat. §19.85(1)(d), to consider

strategy for crime prevention, and the implementation of a program and policy and tools therefore for crime prevention, i.e., cyberattack prevention and technological crimes in relation thereto, for the protection of the City's technical and information infrastructure and the City officials, employees and the public who use the system, and also pursuant to Wis. Stat. §19.85(1)(e), for competition and bargaining reasons with regard to the prevention protection program and this subject matter item, and the investing of public funds in relation thereto, and to reenter open session at the same place thereafter to act on such matter discussed.

8. Records Pertaining to Code of Conduct Complaint. The Common Council may enter closed session pursuant to Wis. Stat. §19.85(1)(f) considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations, records pertaining to Code of Conduct complaint, and to reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate.

H. Licenses and Permits.

I. Bills.

Request for Approval of Vouchers and Payroll.

J. Adjournment.

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

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

REMINDERS:

April 18	Common Council Meeting	6:30 p.m.
April 20	Plan Commission	7:00 p.m.
May 2	Common Council Meeting	6:30 p.m.
May 4	Plan Commission	7:00 p.m.
May 16	Common Council Meeting	6:30 p.m.
May 18	Plan Commission	7:00 p.m.

CITY OF FRANKLIN, MILWAUKEE COUNTY, WISCONSIN

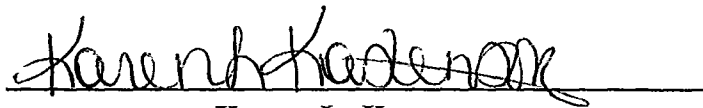
CERTIFICATION

This is to certify that on the fourth day of April, 2023

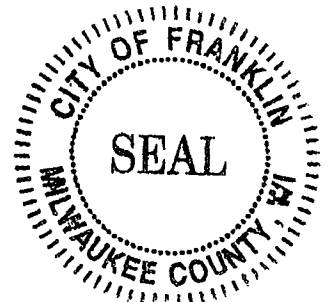
JOHN R. NELSON

was duly elected to the office of Mayor of the City of Franklin for a three-year term expiring on the 21st day of April, 2026, as appears from the official canvass on file in the Office of the City Clerk.

In testimony whereof, I have set my hand and affixed the Seal of the City of Franklin, Wisconsin, this 14th day of April, 2023.



***Karen L. Kastenson
Director of Clerk Services/City Clerk***



CITY OF FRANKLIN, MILWAUKEE COUNTY, WISCONSIN

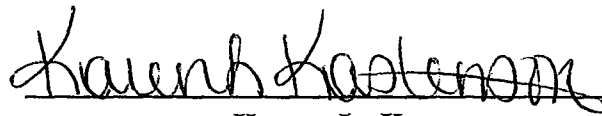
CERTIFICATION

This is to certify that on the fourth day of April, 2023

YOUSEF HASAN

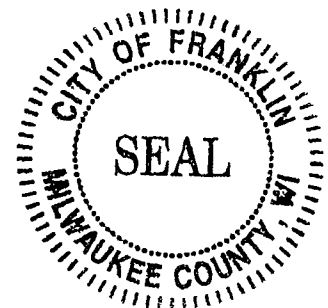
was duly elected to the office of Third District Alderwoman of the City of Franklin for a three-year term expiring on the 21st day of April, 2026, as appears from the official canvass on file in the Office of the City Clerk.

In testimony whereof, I have set my hand and affixed the Seal of the City of Franklin, Wisconsin, this 14th day of April, 2023.



Karen L. Kastenson

Director of Clerk Services/City Clerk



CITY OF FRANKLIN, MILWAUKEE COUNTY, WISCONSIN

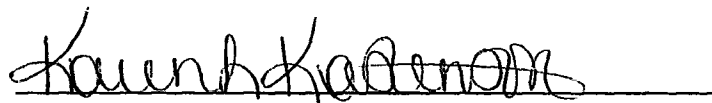
CERTIFICATION

This is to certify that on the fourth day of April, 2023

COURTNEY DAY

was duly elected to the office of Fourth District Alderwoman of the City of Franklin for a three-year term expiring on the 21st day of April, 2026, as appears from the official canvass on file in the Office of the City Clerk.

In testimony whereof, I have set my hand and affixed the Seal of the City of Franklin, Wisconsin, this 14th day of April, 2023.



Karen L. Kastenson

Director of Clerk Services/City Clerk



CITY OF FRANKLIN, MILWAUKEE COUNTY, WISCONSIN

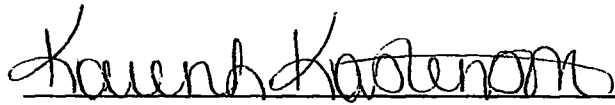
CERTIFICATION

This is to certify that on the fourth day of April, 2023

JASON CRAIG

was duly elected to the office of sixth District Alderman of the City of Franklin for a three-year term expiring on the 21st day of April, 2026, as appears from the official canvass on file in the Office of the City Clerk.

In testimony whereof, I have set my hand and affixed the Seal of the City of Franklin, Wisconsin, this 14th day of April, 2023.



Karen L. Kastenson

Director of Clerk Services/City Clerk



CITY OF FRANKLIN
COMMON COUNCIL MEETING
APRIL 3, 2023
MINUTES

- ROLL CALL A. The regular meeting of the Franklin Common Council was held on April 03, 2023, and was called to order at 6:30 p.m. by Mayor Olson in the Franklin City Hall Council Chambers, 9229 W. Loomis Road, Franklin, Wisconsin. On roll call, the following were present: Alderman Ed Holpfer, Alderwoman Michelle Eichmann, Alderwoman Kristen Wilhelm, Alderwoman Shari Hanneman, Alderman Mike Barber, and Alderman John R. Nelson. Also in attendance were City Engineer Glen Morrow, City Attorney Jesse A. Wesolowski, and City Clerk Karen Kastenson.

- CITIZEN COMMENT B.1. Citizen comment period was opened at 6:31 p.m. and was closed at 6:48 p.m.

- MAYORAL ANNOUNCEMENTS B.2. Mayor Olson read a proclamation in recognition of and in gratitude for the public service of Alderwoman Shari C. Hanneman.

- B.3. Mayor Olson read a proclamation in recognition of and in gratitude for the public service of Alderwoman Kristen M. Wilhelm.

- MINUTES C.1. Alderman Barber moved to approve the minutes as amended of the MARCH 21, 2023 regular Common Council meeting of March 21, 2023, as presented. Seconded by Alderwoman Hanneman. All voted Aye; motion carried.

- AMEND UDO SECTION G.1. Alderwoman Wilhelm moved to refer an Ordinance to amend the 15 - 9 .0401 Unified Development Ordinance text in section 15-9 .0401 ADMINISTRATIVE FEES administrative fees a. fee schedule to adjust the application fees to today's prices with the Consumer Price Index (CPI) of the U.S. Bureau of Labor Statistics (City of Franklin, applicant) back to staff for revisions and bring back to Council when those revisions are final. Seconded by Alderwoman Hanneman. All voted Aye; motion carried.

- RES. 2023-7966 G.2. Alderwoman Hanneman moved to adopt Resolution No. 2023-7966, A LAND COMBINATION FOR TKNS. 899-9990-067 AND 899-9990-065 (5601 WEST RYAN ROAD/9600 SOUTH 58TH STREET AND WEST AIRWAYS AVENUE) (KRONES, INC., APPLICANT). Seconded by Alderman Barber. All voted Aye; motion carried.
- 5601 W. RYAN RD., KRONES, INC., APPLICANT

- GENERAL PLANNING CONSULTING SERVICES AGREEMENT WITH WRAYBURN CONSULTING, LLC G.3. Alderman Barber moved to authorize a consulting services agreement with Wrayburn Consulting, LLC for general planning services; utilizing 2023 budgeted "Other professional services" in the planning division budget; and authorize the Mayor to execute and administer the appropriate, related contract. Seconded by Alderwoman Eichmann. All voted Aye; motion carried.
- JOB DESCRIPTION FOR COMMUNITY SERVICE OFFICER IN POLICE DEPARTMENT G.4. Alderman Barber moved to authorize the approval of a revised job description for the position of Community Service Officer in the Police Department. Seconded by Alderwoman Eichmann. All voted Aye; motion carried.
- JOB DESCRIPTION FOR EMERGENCY SERVICES DISPATCHER/CLERK IN POLICE DEPARTMENT G.5. Alderman Barber moved to authorize the approval of a revised job description for the position of Emergency Services Dispatcher/Clerk. Seconded by Alderman Holpfer. All voted Aye; motion carried.
- CHANGES EMPLOYEE HEALTH INSURANCE PLAN G.6. Alderman Barber moved to approve the required changes to the City of Franklin Employee Health Insurance Plan due to the end of the Public Health Emergency caused by COVID-19. Seconded by Alderman Holpfer. All voted Aye; motion carried.
- RES 2023-7967
2023 CONTRACT FOR LOCAL STREET IMPROVEMENT, INCLUDING LIBRARY PARKING LOT, PAYNE & DOLAN, INC. G.7. Alderwoman Wilhelm moved to adopt Resolution No. 2023-7967, A RESOLUTION TO AWARD THE 2023 LOCAL STREET IMPROVEMENT PROGRAM CONTRACT, INCLUDING THE LIBRARY PARKING LOT, TO PAYNE & DOLAN, INC., IN THE AMOUNT OF \$1,517,040.58. Seconded by Alderwoman Hanneman. All voted Aye; motion carried.
- VACATE A SERVICE ROAD FROM S. 60TH ST. TO S. 58TH ST. LOCATED ON THE SOUTH SIDE OF W. RYAN RD. G.8. Alderman Barber moved to bring back the subject to vacate a service road from S. 60th Street to S. 58th Street located on the south side of W. Ryan Road Between S. 60th Street and S. 58th Street (Part of the NW ¼ of Section 26, Township 5, Range 21 East in the City of Franklin, Milwaukee County, Wisconsin) to the Common Council when the conditioned items are ready for review. Seconded by Alderwoman Hanneman. All voted Aye; motion carried.

- ORD. 2023-2536
AMEND MUNICIPAL CODE,
§92-2 ADOPTION OF STANDARDS; CHAPTER 92 BUILDING CONSTRUCTION
- G.9. Alderwoman Wilhelm moved to adopt Ordinance No. 2023-2536, AN ORDINANCE TO AMEND THE MUNICIPAL CODE, §92-2 ADOPTION OF STANDARDS; ADMINISTRATION AND ENFORCEMENT, OF CHAPTER 92 BUILDING CONSTRUCTION. Seconded by Alderwoman Hanneman. All voted Aye; motion carried.
- RES 2023-7968
TERMINATING TIF DISTRICT #4
- G.10. Alderwoman Hanneman moved to adopt Resolution No. 2023-7968, A RESOLUTION TERMINATING TAX INCREMENTAL FINANCE DISTRICT #4 (ASCENSION HOSPITAL). Seconded by Alderman Barber. On a roll call; all voted Aye. Motion carried.
- THIRD AMENDMENT TO SITE AGREEMENT WITH AMERICAN TOWERS, LLC AT 5550 W. AIRWAYS AVE.
- G.11. Alderman Barber moved to reject a resolution approving the third amendment to site agreement between the City of Franklin and American Towers, LLC for a portion of the property located at 5550 W. Airways Avenue. Seconded by Alderwoman Hanneman. All voted Aye; motion carried.
- RES. 2023-7969
MEMORANDUM OF UNDERSTANDING FOR THE ALLOCATION OF OPIOID SETTLEMENT PROCEEDS
- G.12. Alderwoman Wilhelm moved to adopt Resolution No. 2023-7969, A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION AND DELIVERY OF A WISCONSIN STATE-LOCAL GOVERNMENT MEMORANDUM OF UNDERSTANDING FOR THE ALLOCATION OF OPIOID SETTLEMENT PROCEEDS AND AN ADDENDUM TO WISCONSIN LOCAL GOVERNMENT MEMORANDUM OF UNDERSTANDING. Seconded by Alderman Barber. All voted Aye; motion carried.
- LICENSES AND PERMITS
- H. Alderwoman Hanneman moved to approve the following licenses:

Grant Extraordinary Entertainment & Special Event for the following:
Best Buddies in Wisconsin-Walk/Community Gathering Fundraiser, Rock Snow Park, Caroline Tyson, 7011 S Ballpark Dr, 5/20/2023 & Rock Sports Complex-Walk/Fundraiser for Pancreatic Cancer Action Network, Paul Cimoch, 7011 S Ballpark Dr, 4/29/2023;
Hold Extraordinary Entertainment & Special Event until 5/1/23 COW Meeting for the following: The Rock Sports Complex-Summer Concert Series '23, Paul Cimoch, 7900 S Ballpark Dr, Every Saturday from 6/4 – 9/30/2023 & Tuesday, 7/4 and Sunday, 9/3/2023 & The Rock Sports Complex-The Hill Has Eyes, Paul Cimoch, 7005 S Ballpark Dr, Fridays & Saturdays: 9/29-10/28/2023;
Grant 2022-2023 Operator License to Nathaniel Kaluzny;
Grant 2022-2023 Operator License & 2023-2024 Renewal Operator

License to Kevin Ivers & Frank Janiszewski;
Grant 2023-2024 Operator Renewal License to Claudia Blue, Cornissa Collins, Shannen Conley, Aaron Lujan, & William Tietjen; and
Grant Temporary Class “B” Beer License to Franklin Noon Lions Club-Independence Day Celebration & St Martin’s Fair, William Tietjen, 9229 W Loomis Rd & St Martin’s Rd, 6/30-7/2/23 & 9/3-9/4/23.

Seconded by Alderwoman Eichmann. All voted Aye; motion carried.

VOUCHERS AND
PAYROLL

- I. Alderman Barber moved to approve City vouchers with an ending date of March 30, 2023, in the amount of \$ 1,335,241.82, and property tax disbursements with an ending date of March 29, 2023, in the amount of \$18,046.90, and payroll dated March 24, 2023 in the amount of \$452,452.70 and payments of the various payroll deductions in the amount of \$447,704.87, plus City matching payments and estimated payroll dated April 7, 2023 in the amount of \$436,000 and payments of the various payroll deductions in the amount of \$243,000, plus City matching payments. Seconded by Alderwoman Hanneman. On roll call, all voted Aye. Motion carried.

CLOSED SESSION
CODE OF CONDUCT

- G.13. Alderman Holpfer moved to enter closed session at 7:27 p.m. pursuant to Wis. Stat. § 19.85(1)(f) considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations, and to reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate. Seconded by Alderman Barber. On a roll call, all voted Aye. Motion carried.

Adjourned the meeting at 7:27 p.m. for a three-minute break.


Mayor Olson vacated his seat at 7:31 p.m.

Alderwoman Hanneman resumed the closed session at 7:33 p.m.

Alderman Barber moved to accept the report, place it on file, and take no action. Seconded by Alderwoman Eichmann. All voted Aye; motion carried.

ADJOURNMENT

- J. Alderwoman Wilhelm moved to adjourn the meeting of the Common Council at 8:06 p.m. Seconded by Alderman Barber. All voted Aye; motion carried.

APPROVAL 	REQUEST FOR COMMON COUNCIL ACTION	MEETING DATE 4-18-2023
ORGANIZATIONAL BUSINESS	REVISED Mayoral and Aldermanic Board and Commission Appointments	ITEM NUMBER E.2- E.7.
<p>2. Mayoral Aldermanic Appointments:</p> <ul style="list-style-type: none"> (a) Alderman Holpfer-Finance Committee, 1 year term expires 4/15/24. (b) Alderwoman Eichmann-License Committee, 1 year term expires 4/15/24. (c) Alderwoman Eichmann-Library Board, 2 year term expires 4/14/25. (d) Alderman Hasan-Board of Public Works, 3 year term expires 4/20/26. (e) Alderman Hasan-Personnel Committee, 3 year term expires 4/20/26. (f) Alderman Hasan-Quarry Monitoring Committee, 3 year term expires 4/20/26. (g) Alderwoman Day-Finance Committee, 1 year term expires 4/15/24. (h) Alderwoman Day-License Committee, 1 year term expires 4/15/24. (i) Alderwoman Day-Plan Commission, 1 year term expires 04/15/24. (j) Alderwoman Day-Parks Commission, 3 year term expires 4/20/26. (k) Alderman Craig-Environmental Commission, 3 year term expires 4/20/26. (l) Alderman Craig-License Committee, 1 year term expires 4/15/24. (m) Alderman Craig-Fair Commission, 3 year expires 4/20/26. (n) Alderman Craig-Finance Committee, 1 year term expires 4/15/24. <p>3. Mayoral Boards and Commission Appointments:</p> <ul style="list-style-type: none"> (o) Donald Nierode, 9203 S. 44th St., Ald. Dist. 4 – Architectural Board (3 year term expiring 4/30/26). (p) David Cieszynski, 11411 W. Woods Rd., Ald. Dist. 6 – Architectural Board (3 year term expiring 4/30/26). (q) James Cieslak, 7568 S. 74th St., Ald. Dist. 5 – Environmental Commission (3 year term expiring 4/30/26). (r) Wayne Hustad, 10320 W. St. Martins Rd., Ald. Dist. 2 – Fair Commission (3 year term expiring 4/30/26). (s) Rosemarie Bosch, 11625 W. St. Martins Rd., Ald. Dist. 6 – Fair Commission (3 year term expiring 4/30/26). (t) Dennis Ciche, 8128 S. 43rd St., Ald. Dist. 5 – Finance Committee (1 year term expiring 4/30/24). (u) John Howard, 6658 W. Robinwood Ln., Ald. Dist. 5 – Finance Committee (1 year term expiring 4/30/24). (v) Joe Mercado, 10162 S. 34th St., Ald. Dist. 4 – Finance Committee (1 year term expiring 4/30/24). (w) Kathleen Schnagl, 3821 W. Glenwood Dr., Ald. Dist. 4 – Fire and Police Commission (5 year term expiring 4/20/28). (x) Scott Meade, 9420 S. 41st St., Ald. Dist. 4 – Technology Commission (3 year term expiring 4/30/26). 		

- (y) Steve Rekowski, 7565 S. Mission Dr., Ald. Dist. 2 – Board of Zoning and Building Appeals (3 year term expiring 4/30/26).
 - (z) Dr. Henry Wengelewski, 3643 W. Sharon Ln., Ald. Dist. 5 – Board of Health (2 year term expiring 04/30/25).
 - (aa) Patricia Nissen, 8010 W. Coventry Dr., Ald. Dist. 2 – Board of Health (2 year term expiring 04/30/25).
 - (bb) Wayne Hustad, 10320 W. St. Martins Rd., Ald. Dist. 2 – Board of Health (2 year term expiring 04/30/25).
 - (cc) Owen Poborsky, 2933 W. Drexel Ave., Ald. Dist. 4 – Parks Commission (3 year term expiring 04/30/26).
 - (dd) Kristen Stanley, 10728 S. 92nd St., Ald. Dist. 1 – Parks Commission (3 year term expiring 04/30/26).
 - (ee) Kevin Haley, 8945 S. 116th St., Ald. Dist. 6 – Plan Commission (3 year term expiring 4/30/26).
 - (ff) James Witt, 6540 S. 51st St., Ald. Dist. 3 – Board of Public Works (3 year term expiring 4/30/26).
 - (gg) Jonathan L. Webster, 4039 W. Cypress Ln., Ald. Dist. 3 – Board of Public Works (3 year term expiring 4/30/26).
 - (hh) Scott Meade, 9420 S. 41st St., Ald. Dist. 4 – Technology Commission (3 year term expiring 4/30/26).
 - (ii) Rajiv Surana, 3754 W. Cypress Ln., Ald. Dist. 3 – Technology Commission (3 year term expiring 4/30/26).
 - (jj) James Rehberger, 5522 County Line Road, Ald. Dist. 4 – Technology Commission (3 year term expiring 4/30/26).
 - (kk) Andrew Pelkey, 9320 W. Grandview Ct., Ald. Dist. 2 – Board of Review (3 year term expiring 4/20/26).
 - (ll) Amy Serafin, 9951 S. 112th St., Ald. Dist. 6 – Environmental Commission (3 year term expiring 4/30/26).
 - (mm) Ryan Ross, 3800 W. Mary Ann Dr., Ald. Dist. 5 - Board of Zoning and Building Appeals (3 year term expiring 4/30/26).
4. Mayoral Appointment of Weed Commissioner: Gene Ninnemann as Weed Commissioner for the calendar year of 2023 at a weed cutting fee of \$90/hour.
 5. Alderwoman Day, District 4 Board of Review Appointment: Dawn Kamalian, 3609 W. Sherwood Dr., Ald. Dist. 4 – Board of Review (3 year term expiring 4/20/26).
 6. Alderman Hasan appointment of James Luckey, 4925 W. Rawson Ave., Ald. Dist. 3 – Board of Review (3 year term expiring 4/20/26).
 7. Alderman Craig appointment of Danelle Kenney, 12302 W. Loomis Ct., Ald. Dist. 6 – Board of Review (3 year term expiring 4/20/26).

COUNCIL ACTION

Motion to confirm the following Mayoral and Aldermanic appointments:

2. Mayoral Aldermanic Appointments:
 - (a) Alderman Holpfer-Finance Committee, 1 year term expires 4/15/24.
 - (b) Alderwoman Eichmann-License Committee, 1 year term expires 4/15/24.
 - (c) Alderwoman Eichmann-Library Board, 2 year term expires 4/14/25.

- (d) Alderman Hasan-Board of Public Works, 3 year term expires 4/20/26.
- (e) Alderman Hasan-Personnel Committee, 3 year term expires 4/20/26.
- (f) Alderman Hasan-Quarry Monitoring Committee, 3 year term expires 4/20/26.
- (g) Alderwoman Day-Finance Committee, 1 year term expires 4/15/24.
- (h) Alderwoman Day-License Committee, 1 year term expires 4/15/24.
- (i) Alderwoman Day-Plan Commission, 1 year term expires 04/15/24.
- (j) Alderwoman Day-Parks Commission, 3 year term expires 4/20/26.
- (k) Alderman Craig-Environmental Commission, 3 year term expires 4/20/26.
- (l) Alderman Craig-License Committee, 1 year term expires 4/15/24.
- (m) Alderman Craig-Fair Commission, 3 year expires 4/20/26.
- (n) Alderman Craig-Finance Committee, 1 year term expires 4/15/24.

3. Mayoral Boards and Commission Appointments:

- (o) Donald Nierode, 9203 S. 44th St., Ald. Dist. 4 – Architectural Board (3 year term expiring 4/30/26).
- (p) David Cieszynski, 11411 W. Woods Rd., Ald. Dist. 6 – Architectural Board (3 year term expiring 4/30/26).
- (q) James Cieslak, 7568 S. 74th St., Ald. Dist. 5 – Environmental Commission (3 year term expiring 4/30/26).
- (r) Wayne Hustad, 10320 W. St. Martins Rd., Ald. Dist. 2 – Fair Commission (3 year term expiring 4/30/26).
- (s) Rosemarie Bosch, 11625 W. St. Martins Rd., Ald. Dist. 6 – Fair Commission (3 year term expiring 4/30/26).
- (t) Dennis Ciche, 8128 S. 43rd St., Ald. Dist. 5 – Finance Committee (1 year term expiring 4/30/24).
- (u) John Howard, 6658 W. Robinwood Ln., Ald. Dist. 5 – Finance Committee (1 year term expiring 4/30/24).
- (v) Joe Mercado, 10162 S. 34th St., Ald. Dist. 4 – Finance Committee (1 year term expiring 4/30/24).
- (w) Kathleen Schnagl, 3821 W. Glenwood Dr., Ald. Dist. 4 – Fire and Police Commission (5 year term expiring 4/20/28).
- (x) Scott Meade, 9420 S. 41st St., Ald. Dist. 4 – Technology Commission (3 year term expiring 4/30/26).
- (y) Steve Rekowski, 7565 S. Mission Dr., Ald. Dist. 2 – Board of Zoning and Building Appeals (3 year term expiring 4/30/26).
- (z) Dr. Henry Wengelewski, 3643 W. Sharon Ln., Ald. Dist. 5 – Board of Health (2 year term expiring 04/30/25).
- (aa) Patricia Nissen, 8010 W. Coventry Dr., Ald. Dist. 2 – Board of Health (2 year term expiring 04/30/25).
- (bb) Wayne Hustad, 10320 W. St. Martins Rd., Ald. Dist. 2 – Board of Health (2 year term expiring 04/30/25).
- (cc) Owen Poborsky, 2933 W. Drexel Ave., Ald. Dist. 4 – Parks Commission (3 year term expiring 04/30/26).
- (dd) Kristen Stanley, 10728 S. 92nd St., Ald. Dist. 1 – Parks Commission (3 year term expiring 04/30/26).
- (ee) Kevin Haley, 8945 S. 116th St., Ald. Dist. 6 – Plan Commission (3 year term expiring 4/30/26).

- (ff) James Witt, 6540 S. 51st St., Ald. Dist. 3 – Board of Public Works (3 year term expiring 4/30/26).
 - (gg) Jonathan L. Webster, 4039 W. Cypress Ln., Ald. Dist. 3 – Board of Public Works (3 year term expiring 4/30/26).
 - (hh) Scott Meade, 9420 S. 41st St., Ald. Dist. 4 – Technology Commission (3 year term expiring 4/30/26).
 - (ii) Rajiv Surana, 3754 W. Cypress Ln., Ald. Dist. 3 – Technology Commission (3 year term expiring 4/30/26).
 - (jj) James Rehberger, 5522 County Line Road, Ald. Dist. 4 – Technology Commission (3 year term expiring 4/30/26).
 - (kk) Andrew Pelkey, 9320 W. Grandview Ct., Ald. Dist. 2 – Board of Review (3 year term expiring 4/20/26).
 - (ll) Amy Serafin, 9951 S. 112th St., Ald. Dist. 6 – Environmental Commission (3 year term expiring 4/30/26).
 - (mm) Ryan Ross, 3800 W. Mary Ann Dr., Ald. Dist. 5 - Board of Zoning and Building Appeals (3 year term expiring 4/30/26).
4. Mayoral Appointment of Weed Commissioner: Gene Ninnemann as Weed Commissioner for the calendar year of 2023 at a weed cutting fee of \$90/hour.
 5. Alderwoman Day, District 4 Board of Review Appointment: Dawn Kamalian, 3609 W. Sherwood Dr., Ald. Dist. 4 – Board of Review (3 year term expiring 4/20/26).
 6. Alderman Hasan appointment of James Luckey, 4925 W. Rawson Ave., Ald. Dist. 3 – Board of Review (3 year term expiring 4/20/26).
 7. Alderman Craig appointment of Danelle Kenney, 12302 W. Loomis Ct., Ald. Dist. 6 – Board of Review (3 year term expiring 4/20/26).

Shirley Roberts

From: volunteerfactsheet@franklinwi info
Sent: Friday, April 7, 2023 6 06 PM
To: Lisa Huening, Shirley Roberts, Karen Kastenson
Subject: Volunteer Fact Sheet

Name: Amy Serafin
PhoneNumber: 2628882980
EmailAddress: serafin_amy@yahoo.com
YearsasResident: 4
Alderman:
ArchitecturalBoard: no
CivicCelebrations: no
CommunityDevelopmentAuthority: no
EconomicDevelopmentCommission: no
EnvironmentalCommission: yes
FinanceCommittee: no
FairCommission: no
BoardofHealth: no
FirePoliceCommission: no
ParksCommission: no
LibraryBoard: no
PlanCommission: no
PersonnelCommittee: no
BoardofReview: no
BoardofPublicWorks: no
QuarryMonitoringCommittee: no
TechnologyCommission: no
TourismCommission: no
BoardofZoning: no
WasteFacilitiesMonitoringCommittee: no
BoardWaterCommissioners: no
CompanyNameJob1: Advanced Nutrients
CompanyAddressJob1: 9951 S 112Th St
TelephoneJob1:
StartDateandPositionJob1: August 2008/Director of Compliance
EndDateandPositionJob1: Present
CompanyNameJob2:
AddressJob2:
TelephoneJob2:
StartDateandPositionJob2:

EndDateandPositionJob2:

CompanyNameJob3:

AddressJob3:

TelephoneJob3:

StartDateandPositionJob3:

EndDateandPositionJob3:

Signature:

Amy Serafin

Date:

4/7/2023

Signature2:

Amy Serafin

Date2:

4/7/2023

SourceDocID:

9278

SourceNavName:

Volunteer Fact Sheet

Address:

9951 S 112Th St

PriorityListing:

WhyInterested:

I believe I my background would contribute to environmental decisions made in and for my community.

DescriptionofDutiesJob1:

Oversee all of the regulatory requirements for fertilizer products.

DescriptionofDutiesJob2:

DescriptionofDutiesJob3:

AdditionalExperience:

Master Degree in Plant and Soil Science Taught Beneficial Insects, Soil Science and Landscape Design at Gateway Tech in Elkhorn 2019-2021

See Current Results

Shirley Roberts

From: volunteerfactsheet@franklinwi.info
Sent: Thursday, April 13, 2023 2:28 PM
To: Lisa Huening; Shirley Roberts; Karen Kastenson
Subject: Volunteer Fact Sheet

Name: Danelle Kenney
PhoneNumber: 4146593220
EmailAddress: danelle@goteamkenney.com
YearsasResident: 13
Alderman: 6
ArchitecturalBoard: no
CivicCelebrations: yes
CommunityDevelopmentAuthority: no
EconomicDevelopmentCommission: no
EnvironmentalCommission: no
FinanceCommittee: no
FairCommission: no
BoardofHealth: no
FirePoliceCommission: no
ParksCommission: no
LibraryBoard: no
PlanCommission: no
PersonnelCommittee: no
BoardofReview: yes
BoardofPublicWorks: no
QuarryMonitoringCommittee: no
TechnologyCommission: no
TourismCommission: no
BoardofZoning: no
WasteFacilitiesMonitoringCommittee: yes
BoardWaterCommissioners: no
CompanyNameJob1: Rock Solid Realty Group
CompanyAddressJob1: 12302 W Loomis Ct
TelephoneJob1: 414-395-0804
StartDateandPositionJob1: 04/04/2023 - Sales Agent
EndDateandPositionJob1: current
CompanyNameJob2: Keller Williams Realty
AddressJob2: 2665 S Moorland Rd New Berlin, WI
TelephoneJob2: 262-599-8980
StartDateandPositionJob2: 12/01/2014 - Sales Agent

EndDateandPositionJob2: 04/03/2023
CompanyNameJob3: Family Matters Social Work Services
AddressJob3: PO Box 320551 Franklin, WI
TelephoneJob3: 414-856-4909
StartDateandPositionJob3: 9/2011
EndDateandPositionJob3: 9/2015
Signature: Danelle Kenney
Date: 04/13/2023
Signature2: Danelle Kenney
Date2: 04/13/2023
SourceDocID: 9278
SourceNavName: Volunteer Fact Sheet
Address: 12302 W Loomis Ct, Franklin
PriorityListing: 1. Board of Review 2. Waste Facilities Monitoring 3. Civic Celebrations
WhyInterested: I am a realtor and believe my knowledge about property values in the area will help contribute to the already strong group on the Board of Review. I'm certified as a Pricing Strategy Analyst with the Wisconsin Realtor Association, which means I've taken extra courses to focus on how appraisers and lenders value properties which will be useful during times of dispute. I live 1.2 miles from the Waste Management facility and have direct experience with when there are problems. Being on the monitoring committee would be a way of being actively involved in problem solving. My husband and I both own small local businesses and we would like to be involved in the civic celebration commission as a way to be more involved in the community.
DescriptionofDutiesJob1: Realtor - Appraise property values. Advise clients on market conditions, prices, mortgages, legal requirements, and related matters. Promote sales of properties through advertisements, open houses, and participation in multiple listing services. Develop content for sales presentations and other materials.
DescriptionofDutiesJob2: Realtor - Appraise property values. Advise clients on market conditions, prices, mortgages, legal requirements, and related matters. Promote sales of properties through advertisements, open houses, and participation in multiple listing services. Develop content for sales presentations and other materials. I also was a part of the compliance team - offering legal advice to our agents having contract, legal, or ethical questions. I volunteered as a mentor to new agents, and helped teach a class to promote growth of single agents. Provided Custody Evaluation services and Supervised Visitation to families involved in Family Court disputes in Milwaukee County. Wrote extensive history and recommendations about custody of minor children to the court, and at times testified as an Expert Witness.
DescriptionofDutiesJob3: I also served as a board member for the Franklin Educational Foundation for 2 years. I have 5 children, 4 of whom are still students in FPS. We spend our free time outside enjoying the abundance of nature surrounding our home and our city. My hobbies include swimming, volleyball, reading, and spending time with our 2 dogs, Ozzy and Hazel when we're not running around with our teenager's busy lives. I look forward to getting more involved now that my children are older.
AdditionalExperience:

[See Current Results](#)

Shirley Roberts

From: volunteerfactsheet@franklinwi.info
Sent: Saturday, April 8, 2023 1:19 PM
To: Lisa Huening; Shirley Roberts, Karen Kastenson
Subject: Volunteer Fact Sheet

Name: Andy Pelkey
PhoneNumber: 4148018555
EmailAddress: andy@impact-consultants.com
YearsasResident: 17
Alderman: 2
ArchitecturalBoard: no
CivicCelebrations: no
CommunityDevelopmentAuthority: no
EconomicDevelopmentCommission: no
EnvironmentalCommission: no
FinanceCommittee: no
FairCommission: no
BoardofHealth: no
FirePoliceCommission: no
ParksCommission: no
LibraryBoard: no
PlanCommission: no
PersonnelCommittee: no
BoardofReview: yes
BoardofPublicWorks: no
QuarryMonitoringCommittee: no
TechnologyCommission: no
TourismCommission: no
BoardofZoning: no
WasteFacilitiesMonitoringCommittee: no
BoardWaterCommissioners: no
CompanyNameJob1: Impact Consultants, Inc
CompanyAddressJob1: 9320 W Grandview Ct
TelephoneJob1: 4148018555
StartDateandPositionJob1: June 1998 / Owner
EndDateandPositionJob1: Company still technically open
CompanyNameJob2:
AddressJob2:
TelephoneJob2:
StartDateandPositionJob2:

EndDateandPositionJob2:

CompanyNameJob3:

AddressJob3:

TelephoneJob3:

StartDateandPositionJob3:

EndDateandPositionJob3:

Signature:

Andy Pelkey

Date:

4/8/2023

Signature2:

Andy Pelkey

Date2:

Address:

9320 W Grandview Ct

PriorityListing:

WhyInterested:

I have extensive experience in property tax assessments (24 years) and I want to help ensure that our property tax assessments are just and equal as required by state law.

DescriptionofDutiesJob1:

Consultant developing business software for various companies, including a 24 year stint developing the computer software used by assessors in WI to do property assessments.

DescriptionofDutiesJob2:


DescriptionofDutiesJob3:

AdditionalExperience:

I also volunteer for the Wisconsin Assessment Advisory Council, LLC. This is a group of people who have expertise in property tax assessments whose mission is to ensure that all property taxes in Wisconsin are uniform.

[See Current Results](#)

BLANK PAGE

APPROVAL 	REQUEST FOR COUNCIL ACTION	MEETING DATE 4-18-23
--	---------------------------------------	------------------------------------

REPORTS AND RECOMMENDATIONS	Request Council Approval for the Fire Department to apply for and accept a grant from the Wisconsin Department of Health for developing Leave Behind Kits.	ITEM NUMBER G.1.
--	--	----------------------------

Introduction:

In March 2023, the fire department was made aware of a grant funding opportunity from the Wisconsin Department of Health Services (DHS). This grant opportunity will fund "Leave Behind Kits" throughout various Wisconsin communities. Applications for this grant were due on April 3rd, 2023, leaving a very narrow application window, and the department did not have the opportunity to seek council approval prior to applying.

Background:

In an effort to combat opioid addiction and overdose crisis, the DHS is providing funding for EMS service providers in the state to provide Leave Behind Kits.

The vast majority of opioid users end up on the path to addiction and possible overdose and death as a result of legitimately prescribed opioids used to treat moderate-to-severe pain and often times prescribed following surgery, injury, or other health conditions such as cancer or chronic health issues. Synthetic opioids (heroin and Fentanyl) are killing 136 people daily in the United States. The State of Wisconsin is above the National average when it comes to pain med misuse, opioid misuse, and heroin use. These numbers are astonishing and anyone taking opioids can become addicted to them.

Over the past five (5) years the City of Franklin has suffered nearly 50 confirmed overdose deaths and almost 400 suspected nonfatal overdoses.

The Franklin Fire Department (FFD) would like to help provide people who suffer from opioid use and addiction the opportunity for recovery. This DHS grant would help fund up to \$16,389 in order to provide the opioid antidote naloxone, fentanyl test strips, and other supplies, as well as contact information for institutions and agencies that can assist in the pathway to recovery.

These kits will come with education on how to use these products, both in-person through contact with EMS providers, or handout information and resources contained in the kits. Kits would be available upon request at every fire station, and would be left behind with any patient who has overdosed on an opiate whether they are transported or not.

Council approval to accept these fully funded kits for one year will help deter the growth of the opioid epidemic, and could quite possibly save lives. There is no required local match in funding.

COUNCIL ACTION REQUESTED

Request Council Approval for the Fire Department to apply for and accept a grant from the Wisconsin Department of Health for developing and distributing opioid Leave Behind Kits.

BLANK PAGE

<p style="text-align: center;">APPROVAL</p> <p style="text-align: center;"><i>[Signature]</i></p>	<p style="text-align: center;">REQUEST FOR COUNCIL ACTION</p>	<p style="text-align: center;">MEETING DATE</p> <p style="text-align: center;">4-18-23</p>
<p>REPORTS AND RECOMMENDATIONS</p>	<p>Request Council Approval to purchase nine personal thermal imaging cameras at a cost of \$8,217.60 using existing Safety Grant Funding available from the League of Wisconsin Municipalities.</p>	<p>ITEM NUMBER</p> <p style="text-align: center;">G.2.</p>

Background:

Following an incident in 2018 where two Franklin Fire Department (FFD) members became disoriented and trapped in a fire, the FFD has provided personal-sized Thermal Imaging Cameras (TICs) for all riding positions. These small TICs are not intended to replace the larger TIC carried by the company officer for search and rescue operations and tactical decision-making, but rather are intended as a means of escape should a firefighter become disoriented in zero-visibility "Immediately Dangerous to Life and Health" (IDLH) conditions. The original personal TICs, purchased in 2018, are approaching the end of their service life, requiring frequent repairs and battery replacement. They are also outdated in terms of the technology.

The FFD is seeking approval to order three FLIR K2 and six FLIR K1 personal thermal imaging cameras at a cost of \$8,217.60 using safety grant funding from the League of Wisconsin Municipalities (LWM).

Prior to her departure, the previous City Administrator informed FFD that there was grant funding available from the LWM specifically intended to fund employee safety initiatives that could potentially reduce workman's compensation costs. Though the TICs were not items specifically mentioned as funded through the grant, the department worked with the Department of Administration to get approval from LWM to use the funding for this purpose.

Request:

The FFD is seeking appropriation of an additional \$8,217.60 for the purchase of nine personal TICs through funding available from the LWM.

COUNCIL ACTION REQUESTED

Request Council Approval to purchase nine (9) personal thermal imaging cameras at an anticipated cost of \$8,217.60 with the expenditure to be reimbursed by a safety grant from the League of Wisconsin Municipalities.



W.S. Darley & Company
 Jim Phillips
 325 Spring Lake Dr.
 Itasca, IL 60143
 262-613-3029 Cell
jimphillips@darley.com

Quote

DATE
4/4/2023

Quote Date
4/4/2023

Reference

FOB
Shipping Point

PAYMENT TERMS
NET 15 Days

BILL TO:

SHIP TO:


Account Number:
 Franklin Fire Department
 8901 W Drexel Ave
 Franklin, WI 53132
 Chief Adam Remington
ARemington@franklinwi.gov

SAME

ITEM	QUANTITY	DESCRIPTION	EACH	AMOUNT
BN082	3	FLIR K2 Thermal Imaging Camera. Comes with two batteries and charger	\$1,196.70	\$3,590.10
BN723	3	Spare batteries for K2 TIC	\$165.50	\$496.50
BP081	6	FLIR K1 Thermal Imaging Camera.	\$630.00	\$3,780.00
BL314	6	Gear Keeper for LED Boxlight	\$18.75	\$112.50
TMP	9	CMC Autolock Carabiner P/N 300153	\$26.50	\$238.50
		Note Have everything in stock except the Carabiners		
			Freight	TBD
			Total	\$8,217.60

COMMENTS:

Special Terms:
 1 Customer P O constitute acceptance of these terms
 2 Quote expires 60 days herein

APPROVAL 	REQUEST FOR COUNCIL ACTION	MEETING DATE 4/18/2023
REPORTS & RECOMMENDATIONS	Budget Preparation Timetable for the 2024 Budget	ITEM NUMBER G.3.

BACKGROUND

Per City Municipal Code Chapter 13-2, Preparation of Budget, it states "the Mayor shall present a budget timetable to the Common Council no later than the first Tuesday in May, for the review and approval of the Common Council".

ANALYSIS

This year's proposed schedule reflects a similar schedule to the ones used in recent years and also incorporates the timeline for Finance Committee review of the Mayor's Recommended Budget per the municipal code change in 2020. Please note, due to the current vacancies of Director of Administration and Finance Director & Treasurer, a revised schedule may be brought forward at a future date if changes are necessary.

As noted in the timetable, the initial release and presentation of the Mayor's Recommended Budget and major budget initiatives will occur at the regularly scheduled Common Council Meeting of September 19, 2023. The remainder of the budget timetable coincides with regularly scheduled Committee of the Whole and Common Council meetings except for the need for a Special Common council Meeting to be scheduled for Tuesday, October 10, in order for the Council to be able to review/consider the recommendations and changes from the Finance Committee. The schedule also provides time for additional special meetings if deemed necessary at the discretion of the Council at that time, and concludes with a Special Common Council meeting on November 14th for the public hearing and consideration of adoption of the 2024 annual budget.

As in prior years, the November 14th public hearing date does not provide an opportunity to delay adoption of the budget to a future regular Common Council meeting due to the work necessary to prepare property tax bills. As such, if not adopted on November 14th, additional Special Meeting(s) shortly thereafter may be necessary. The expectation is that this would not be necessary as the Common Council would already have had the budget to consider for approximately 8 weeks.

RECOMMENDATION

Staff recommends approval of the attached Budget Preparation Timetable for the 2024 Budget.


COUNCIL ACTION REQUESTED

Motion to adopt the 2024 Annual Budget Preparation Timetable, dated April 18, 2023, as presented, subject to any future regular meeting schedule changes if so made by the Common Council.

**CITY OF FRANKLIN
2024 ANNUAL BUDGET
BUDGET PREPARATION TIMETABLE
April 18, 2023**

Tuesday, April 18	2024 Budget Preparation Timetable presented to the Common Council
Wednesday, June 14	Begin budget process internally
Tuesday, September 19	Presentation of Mayor's Recommended Budget to Common Council
Wednesday, September 20 to Thursday, October 5	Finance Committee review of Mayor's Recommended Budget
Wednesday, September 20 to Tuesday, November 14	Alderpersons may contact department heads with budget questions
Tuesday, October 10	<u>Special Common Council Meeting:</u> discussion/decision regarding Finance Committee recommendations and initial changes to the budget Last opportunity for budget changes to be included in the Public Hearing Notice
October 11—November 11	Continued deliberation of the proposed budget
Monday, October 16	Preparation/Submission of Budget Public Hearing Notice to City's official newspaper
Wednesday, October 25	Publication of Preliminary Budget and Public Hearing Notice in City's official newspaper
Monday, November 6	Committee of the Whole Meeting available for discussion of any budget topics as may be needed
Tuesday, November 7	Regular Common Council Meeting, discussion of the 2024 Budget
Tuesday, November 14	<u>Special Common Council Meeting</u> Public Hearing on the Annual Budget and Consideration of Adoption of the 2024 Annual Budget [Note This date does not provide an opportunity for delay of adoption without an additional special meeting soon thereafter]

4/18/2023

APPROVAL 	REQUEST FOR COUNCIL ACTION	MTG. DATE April 18, 2023
Reports & Recommendations	A Resolution to Authorize Staff to Direct We Energies to Install an Electric Service and Meter Cabinet for Street Lighting at the Southeast Corner of S. Hickory St and W. Elm Rd for \$2,287.12	ITEM NO. Ald. Dist. #4 G.4.

BACKGROUND

This work request is for We Energies outdoor lighting to install an electric service and a meter cabinet for S. Hickory St street lighting, the cabinet will be installed at the southeast corner of S. Hickory St and W. Elm Rd.

ANALYSIS

We Energies will install a new electric service and meter cabinet, the cost of installation and material is \$2287.12, this charge does not include site restoration.

OPTIONS

- A. Authorize Staff to order We Energies to perform this work request.
or
- B. Refer back to Staff with further direction.

FISCAL NOTE

This work request would bring the project to a total of \$3,037,856.22, leaving \$462,143.78 within the budget.

\$257,750.00	R&M Amendment 4- Hickory Road design work (Nov 16, 2021)
\$28,100.00	R&M Amendment 5- Oakwood median design work (Dec 21, 2021)
\$2,993,327.00	Buteyn-Peterson construction project (April 19, 2022)
\$444,550.00	R&M Amendment 6 for full time inspection services (April 19, 2022)
(874,232.70)	Reimbursement from MMSD Green funds (May 3, 2022)
\$46,110.00	PSI Contract for materials testing (June 7, 2022)
\$92,666.25	WE Energies Relocation Work (June 7, 2022)
\$15,139.10	BP Change Order No. 1- Drain Tile / Driveway Access (September 6, 2022)
\$1,920.00	Actual BP Change Order No. 2- Asbestos (September 6, 2022 approved for \$4,000)
[\$27,489.50-	BP Change Order Work Change Directive - 2023 Surface Paving (October 18,
\$30,238.45]	2022) [Range, price yet to be determined based on actual quantities]
0.00	BP Change Order No. 3- Street Lighting Supply Issues (December 6, 2022)
\$2,287.12	We Energies electric service and meter cabinet for S. Hickory St street lighting
\$3,037,856.22	Current total for Hickory Street (40-0331)

RECOMMENDATION

(Option A) Authorize Staff to direct We Energies to install an electric service and meter cabinet for street lighting at the southeast corner of S. Hickory St and W. Elm Rd.

COUNCIL ACTION REQUESTED

Motion to adopt Resolution No. 2023 - _____, a resolution to authorize Staff to direct We Energies to install an electric service and meter cabinet for street lighting at the southeast corner of S. Hickory St and W. Elm Rd for \$2,287.12.

STATE OF WISCONSIN: CITY OF FRANKLIN: MILWAUKEE COUNTY

RESOLUTION NO. 2023 - _____

A RESOLUTION TO AUTHORIZE STAFF TO DIRECT WE ENERGIES TO INSTALL AN ELECTRIC SERVICE AND METER CABINET FOR STREET LIGHTING AT THE SOUTHEAST CORNER OF S. HICKORY ST AND W. ELM RD FOR \$2,287.12

WHEREAS, Wisconsin Electric Power Company, doing business as We Energies is proposing to transmit electric energy, signals, television, and telecommunication services, including the customary growth and replacement thereof; and

WHEREAS, this work request is for We Energies Outdoor lighting to install an electric service and a meter cabinet for S. Hickory St street lighting, the cabinet will be installed at the southeast corner of S. Hickory St and W. Elm Rd.; and

WHEREAS, We Energies will install a new electric service and meter cabinet for street lighting, the cost of installation and material is \$2287.12, this charge does not include site restoration.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Common Council of the City of Franklin, Wisconsin, that Staff is hereby authorized to execute an installation agreement with We Energies.

Introduced at a regular meeting of the Common Council of the City of Franklin the _____ day of _____, 2023, by Alderman _____.

PASSED AND ADOPTED by the Common Council of the City of Franklin on the _____ day of _____, 2023.

APPROVED:

John R. Nelson, Mayor

ATTEST:

Karen L. Kastenson, City Clerk

AYES ____ NOES ____ ABSENT ____

We Energies
4800 W Rawson Ave
Franklin, WI 53132-8707
www.we-energies.com



March 13, 2023

City of Franklin
Attn: Glen Morrow
9229 W. Loomis Rd.
Franklin, WI 53132

Subject: Request for new electric service at S. Hickory St & W. Elm Rd., Franklin

Dear Glen:

Thank you for applying for electric service at the address listed above. Your next steps are:

1. Carefully review and sign the enclosed installation agreement.
 - These documents outline the proposed installation, the conditions and terms, and the associated costs.
2. Review and sign your site sketch.
 - The site sketch represents an approximate location of the equipment and is not to be used to verify its location.
3. Remit payment, if applicable, using one of the following options. Reference the work request number shown below on your check or when paying via phone or online.
 - Personal check.
 - Online at we-energies.com/payconstructionbill.
 - Phone at 855-570-0998.
4. Sign and return the following in the enclosed envelope:
 - The drawing included with this letter.
 - A copy of this letter.
 - Payment if using personal check.
 - Your signed line extension installation agreement.
5. Send or fax the Electric Ready for Service card when the site is ready.
 - Your site is ready for service when all the requirements on the Ready for Service card are met. We will schedule installation when we receive your completed card.
 - Construction will not begin until payment and a municipal electric inspection or Certificate of Compliance have been received.
 - If there is not an Electric Ready for Service card enclosed, that means it has been mailed to your builder/developer.

If you, your contractor, or your electrical inspector have questions about this installation, or you have any natural gas needs, please contact me at (414) 423-5008. I look forward to working with you to make your project a success.

Sincerely,

Gerl Gaglione
Energy Service Consultant

Enclosures

Installation Agreement (Standard Embedded Credit)

Customer: City of Franklin
Work Request #: 4825252
Political District: City of Franklin
Service Address: S. Hickory St & W. Elm Rd.
We Energies Representative: Geri Gaglione
Phone: (414) 423-5008
Type: Municipal

Class: Underground

Size: 100 amp, 120/240 volt

Refundable Distribution:	\$ 2,984.44
Credit Available:	\$ 1,584.00
Subtotal:	\$ 1,400.44
Nonrefundable Distribution:	\$ 886.68
Service Charges:	\$ 0.00
Seasonal Charges	\$ 312.00
Total Charges:	\$ 2,599.12

Please review the following conditions of installation.

- ✓ The installation cost shown above covers electric facilities only. The total charges shown are valid for ninety (90) days from the date of this agreement and must be paid prior to the service being energized. In the event we encounter unusual conditions or circumstances while installing your service, additional charges may apply.
- ✓ Because our costs are higher during the winter months, seasonal charges are in effect between Dec.1 and March 31. You will be assessed seasonal charges during our winter construction season unless you request to delay installation until after March 31, or your site is ready and the Ready for Service card is returned to us on or before Nov.1.
- ✓ The installation cost shown above has been reduced by the standard embedded credit for which your installation qualifies. Embedded credits can not be used to reduce the cost of nonrefundable distribution or other items such as excess facilities, seasonal and service charges. Those dollars, with the exception of the service charges, may be eligible for refund within five years from the installation up to the original dollar amount paid.
- ✓ An outlet location letter will be sent to your electrical contractor indicating the point of termination of our cables to your building.
- ✓ All trenches opened by We Energies for underground installation will be rough backfilled and compacted using existing soil. Excess earth, stones and debris will be left on the site. Please note that we do not restore.
- ✓ Locate and mark any buried obstructions and private underground facilities (septic lines, private electric lines, fencing drain tiles, etc.) Also, mark any future or planned structures (pools, outbuildings, decks, patios, etc.). We Energies is not responsible for damages to unmarked, private facilities.
- ✓ We require adequate rights of way for the installation and maintenance of the service equipment, including the right to clear brush and remove trees and shrubs along the route of our facilities. You may be responsible for costs associated with relocation of our facilities if future changes to your plans interfere with them. Acceptance of this agreement grants us these rights
- ✓ Complete and return the enclosed Ready for Service card by mail or fax when the site is fully ready for installation.

My signature below indicates my agreement to the installation contingencies outlined above.

Authorized Signature: _____ **Date:** ____ / ____ / ____

Title: _____ **Company:** _____

**Return one signed copy to We Energies in the envelope provided.
Contact the We Energies representative shown above if you have questions.**



ELEC WR **OB 4825252**
 GAS WR **####**
 CITY / TOWN / VILLAGE: C. Franklin
 CUSTOMER NAME: Glen Morrow (City of Franklin)
 PROJECT LOCATION: SE Corner of S. Hickory St and W Elm Rd

WORK DESCRIPTION: Extend single phase underground primary
 - set transformer, install underground 100A electric service
 PREPARED BY: Andrew Klusman, TRS
 E-MAIL: Andrew.Klusman@we-energies.com
 OFFICE #: 262-801-6379 CELL #: 414-791-5403
 PAGER #: _____ IO #: 5451
 PROJECT ID: _____ CGS #: _____
 DATE PREPARED: 11/20/22 DATE REVISION: _____
 RAILROAD PERMITTING/FLAGGING REQUIRED YES NO RR NAME _____
 CORROSION CONTACT: _____ PHONE #: _____

JOB INFO
 SECTION / TOWN / RANGE: SE1/4 SEC 36, T05N, R21E
 SITE VISIT COMPLETED BY: Andrew Klusman
 JOB OWNER: Gerl Gaglione - 414-423-5008

MAIN CONTACTS:
 CONTRACTOR/BUILDER:
 PLUMBER/HVAC:
 ELECTRICIAN: Don Manthel - 262-649-6040
 CUSTOMER: Glen Morrow - 414-425-7510

CONTINGENCIES & COMMENTS:
 DIGGERS HOTLINE / MISS DIG REQUIRED
 WE ENERGIES WILL COMPLETE LAWN / PAVEMENT REPAIR ON
 ROAD ROW NEIGHBORING PROPERTY
 NONE CUSTOMER PROPERTY
 WE ENERGIES WILL HAUL SPOIL FROM
 ROAD ROW NEIGHBORING PROPERTY
 NONE CUSTOMER PROPERTY
 CUSTOMER IS REQUIRED TO LOCATE ALL PRIVATE
 UNDERGROUND FACILITIES PRIOR TO INSTALLATION
 WE ENERGIES IS NOT RESPONSIBLE FOR ROOT DAMAGE
 CONSTRUCTION REMARKS
 .
 .

CUSTOMER'S SIGNATURE OF APPROVAL _____ DATE _____

COMMON INFORMATION

STAKING REQUIREMENTS: SURVEYOR STAKED NOT NEEDED YES NO
 DESIGNER NOT NEEDED YES NO

RESTORE PRIVATE PROPERTY: WE ENERGIES CUSTOMER

WORK IS APPROX. 2850 FT DIRECTION West OF CL OF S. 27th St NEAREST CROSS STREET PL 100 APT 100A SERVICE TRK

ELECTRIC INFORMATION

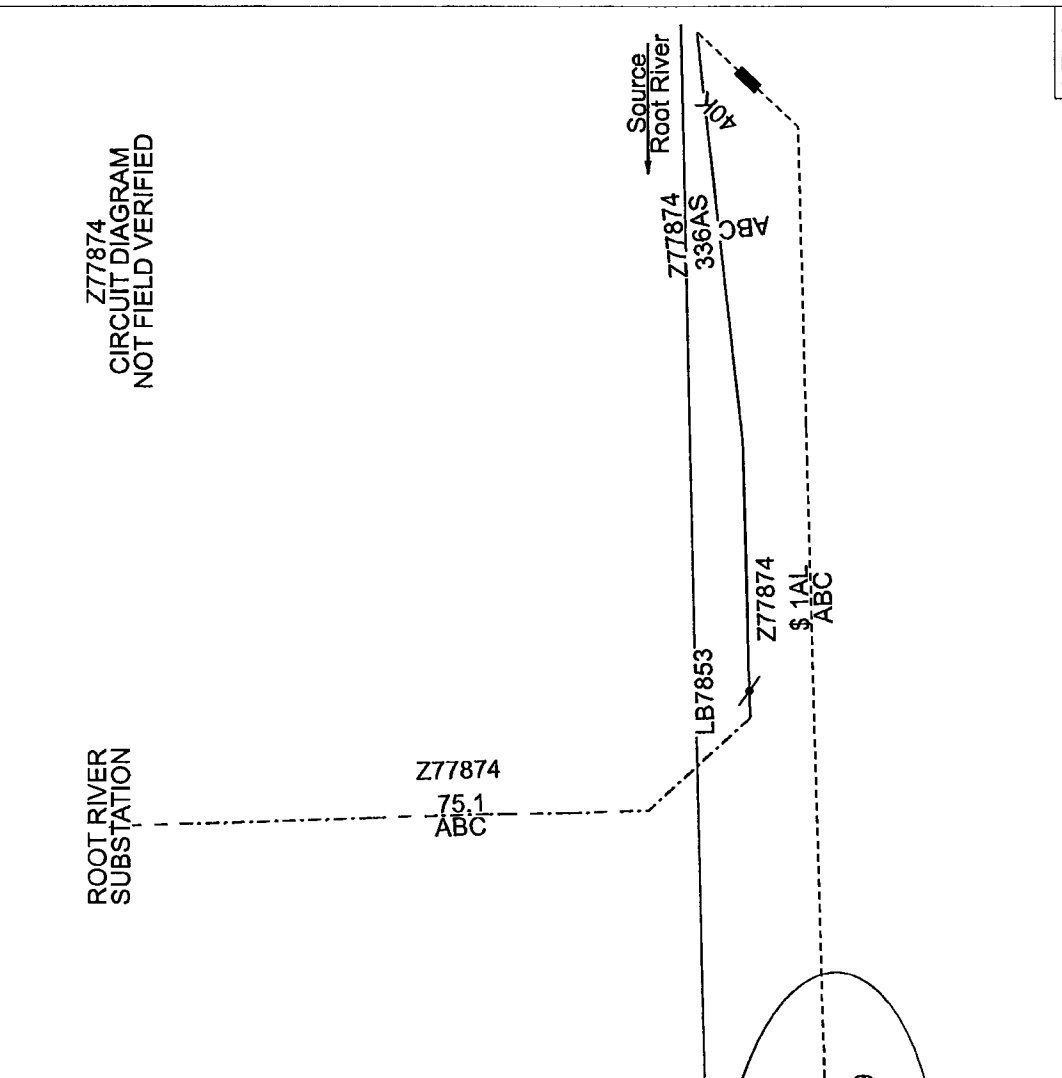
OPER MAP #: 42127424-04 FEDERLINE #: Z77874
 CARY JOINT USE #: _____ TEL JOINT USE #: _____

PROPOSED GAS SERVICE INFORMATION

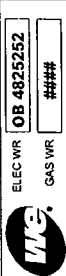
MTR SIZE: _____ MTR TYPE: _____ PRES: _____ EPV
 SERV PIPE SIZE: _____ MATERIAL: _____ RELIGHT
 MTR LOC: _____ FT OF _____ CORNER CURB VLV
 CONSTRUCTION TYPE: _____ TIER PPGNG

NOTE: WRs 4318068 and 4318067 are for a paving project facility relocation that was canceled/put on hold.

Z77874
CIRCUIT DIAGRAM
NOT FIELD VERIFIED



SHEET NO.
 01 OF 03



ELEC W/R 08 4825252
GAS W/R #####

TRANSFORMER MATERIAL NUMBER:
227-1061

MANUFACTURER _____
KVA 25
VOLTAGE 120/240
LOCATION ID 22U
PHASE A
FLUID TYPE _____ DESIGN IZ: _____
SERIAL _____
MATERIAL # 288-06.132
ASSET ID # _____
3 PHASE TRANSFORMER LOAD BREAK SWITCHES? Y N
WE ENERGIES EQUIPMENT ENERGIZED Y N
Customer EQUIPMENT ENERGIZED Y N EDC
SWITCHED BY: _____ DATE/TIME: _____

NOTE: REMOVE PHASE 'A' FROM JUNCTION BOX, SPLICE TO FEED NEW TRANSFORMER, LOOP BACK TO JUNCTION BOX



S 27TH ST
2600' EAST

W ELM RD

T05NR21E Sec 36 NE

T05NR21E Sec 36 NW

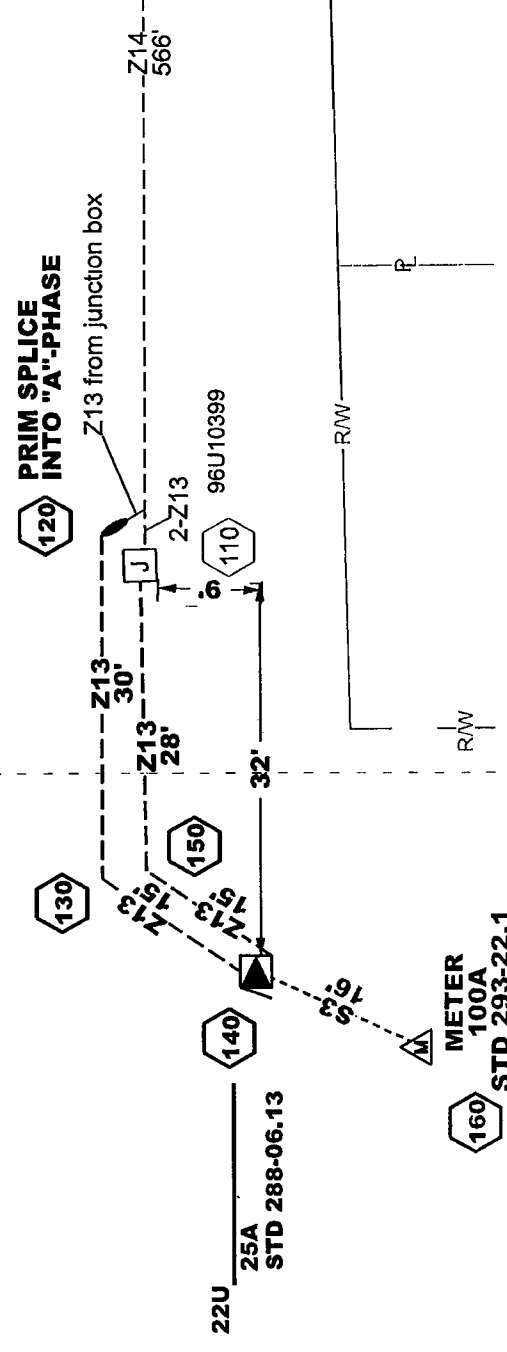
T05NR21E Sec 36 SE

T05NR21E Sec 36 SW

S HICKORY LN

X18 1320'

X18 988'



SHEET NO
02 OF 03

WE ENERGIES - ELECTRIC OPERATIONS		STANDARD WIRE KEY		NEUTRAL		SECONDARY - 1PHASE		SECONDARY - 3PHASE	
CLEARANCE NOTES:		OVERHEAD PRIMARY E, F, H, Q, R, W, X or Z		N 1-#2 ACSR		S 60X		\$ 1/0 TXF	
-LOCATION OF OBSTRUCTIONS ARE FROM RECORDS AND MUST BE VERIFIED IN THE FIELD.		Z 1 #2 ACSR		N1 1-#4/0 ACSR		S1 4 TX		\$1 4/0 TXF	
-MAINTAIN 2' MIN. CLEARANCE BETWEEN OUTSIDE FACE OF MANHOLE & BELL OF PIPE.		Z1 1 #1/0 ACSR		N2 1-#3/0 ACSR		S2 2 TX		\$2 3/0 TXF	
-THIS APPLIES TO GAS AND WATER MAINS.		Z3 3 #2 ACSR		N3 1-#4/0 AL		S3 1/0 TXR		\$3 3/0 TX	
-MAINTAIN 2' MIN. VERTICAL CLEARANCE AT CROSSINGS OF SEWER OR WATER MAINS.		Z4 3 #1/0 ACSR		N4 1-#336 ACSR		S4 3/0 TXR		\$4 3/0 TX	
-MAINTAIN 5' MIN. HORIZONTAL DIST. BETWEEN CONDUIT AND SEWER.		Z5 3 #3/0 ACSR		N5 REMOVAL		S5 350 TXR		\$5 750 TX	
-MAINTAIN 3' MIN. HORIZONTAL DIST. BETWEEN CONDUIT AND WATER MAINS.		Z7 3 #336 ACSR		GUYING		S6 750 TXR		\$6 1/0 QXF	
NOTE - CLEARANCES SHOWN ARE MINIMUM DISTANCES - REFERENCE PERMITS FOR SPECIFIC CLEARANCE REQUIREMENTS. ADDITIONAL UNDERGROUND INFORMATION ON EXCAVATION, BACKFILLING AND CLEARANCES CAN BE FOUND IN STD. 281-42.		Z9 SPECIAL LIST ON SKETCH		G 1/4" ARM GUY		S7 1/0 TXF		\$7 3/0 QXF	
		Z10 1 WIRE REMOVAL		G1 5/16" ARM GUY		S8 4/0 TXF		\$8 350 OXR	
		Z11 2 WIRE REMOVAL		G2 3/8" ARM GUY		S9 336 TXR		\$9 750 OXR	
		Z12 3 WIRE REMOVAL		G3 3/8" ARM GUY		S10 750 TXF		\$10 3 WIRE REMOVAL	
				G4 3/8" POLE GUY		S11 3 WIRE REMOVAL		\$11 300 OXR	
				G5 7/16" POLE GUY		S12 4 WIRE REMOVAL		\$12 4 WIRE REMOVAL	
				ON SKETCH		S15 10TX CIC			

WE ENERGIES WORK REQUEST ENVIRONMENTAL NOTES (Notes 1 through 7 apply to ALL work requests)

- General**
- If WDNR and/or USACE permits were obtained for the project, all permit conditions shall be met during construction of the project.
- Erosion Control**
- If soil disturbance occurs on slopes or channels/ditches leading to wetlands or waterways, or within wetlands, the disturbed areas shall be stabilized and appropriate erosion control Best Management Practices (BMP's) shall be implemented.
 - Erosion Control BMP's shall meet or exceed the approved WDNR Storm Water Management Technical Standards (http://dnr.wis.gov/topic/stormwater/standards/const_standards.htm).
 - Refer to We Energies Construction Site Sediment and Erosion Control Standards.
 - Inspect installed erosion control BMP's at least one time per week and after 1/2" rain events; repair as necessary.
 - When temporary stabilization is required (e.g. for winter or short-term construction) prior to final restoration soil stabilizer shall be installed wherever possible. Erosion mat shall be used temporarily only where appropriate, in accordance with state standards and when approved by the Operations Supervisor.
- Contaminated Soils**
- Whenever soil exhibiting obvious signs of contamination (e.g. discoloration, petroleum or solvent odor, free liquids other than water, buried containers or tanks, or other obvious signs of environmental impacts) is encountered during excavation or installation, cease work immediately, take appropriate immediate precautions to ensure worker health and safety and contact the Operations Supervisor or Inspector.
- Spills**
- If an oil spill occurs during construction call the Environmental Incident Response Team (EIRT) at 414-430-3476.
 - Any quantity of oil is spilled into surface water
 - Any oil spill greater than 50 ppm PCB into a sewer vegetable garden or grazing land;
 - Any oil spill containing greater than 500 ppm PCB
 - Five gallons or more of oil spilled to the ground
 - Any oil spill involving a police department, fire department, DNR, or concerned property owner
- Notes B through 27 apply as noted at specific points within each work request:**
- Dewatering**
- Dewatering of pits or trenches shall be done in accordance with state standards. Use an approved sediment bag, a straw bale dewatering basin, a combination of both, or equivalent.
- Wetlands**
- As much as practicable, the majority of the work shall be staged from the public roadways and road shoulders, keeping equipment out of adjacent wetlands.
 - All work shall be conducted to minimize soil disturbance. No rutting will be allowed within the wetlands.
 - If soils are not frozen or stable to a point that avoids rutting timber mats mud tracks or equivalent shall be utilized to access pole locations.
 - Excavated soils cannot be stockpiled in wetlands.

- Threatened and Endangered Species**
- Threatened or endangered species are known to occur in the work area. It is illegal to harass, harm, or kill a protected species under state and federal regulations. Proper precautions shall be taken to ensure harm to individuals is avoided.
 - In order to protect the threatened or endangered species work must be conducted between November 9 and March 15.
 - Exclusion fencing must be installed at the work area prior to March 15.
 - A qualified biologist must be present when conducting work at this location.
- Invasive Species**
- State regulated invasive species are known to occur in the work area. Reasonable precautions are legally required to prevent the spread of these species. The Wisconsin Council on Forestry Transportation and Utility Rights-of-Way Best Management Practices should be followed: (<http://council.wisconsinforestry.org/invasives/transportation/>).
- Cultural and Historical Resources, cont.**
- The project is within or adjacent to an area that is identified by the State of Wisconsin as potentially having Native American artifacts, burial mounds or burial sites, which could be encountered during construction.
 - If human bone or any artifacts are discovered during construction, work must cease immediately. Contact the Environmental Department who will contact the State Burial Sites Preservation Office and determine the next steps that must be taken in order to comply with state law. Work at that site MAY NOT PROCEED until the Environmental Department authorizes it.
 - A "qualified archaeologist," as specified under Wis. Stats 157.70 (1) (f) and Wis. Admin Code HS 2.04 (6) must be present to monitor all ground disturbing activities.
- Frac-out Contingency Plan**
- A frac-out contingency plan shall be on-site and implemented accordingly. The contingency plan shall incorporate the following components.
 - Continuously inspect the bore paths for frac-outs in order to respond quickly and appropriately.
 - Containment materials (e.g. silt fence, straw bales, sand bags, etc.) shall be on site and available should a frac-out occur.
 - A vac truck shall be accessible on short notice in order to respond quickly to a frac-out.

EROSION CONTROL LEGEND

	APPROXIMATE LOCATION FOR UNDERGROUND FACILITY EXCAVATION
	INLET PROTECTION, TYPE
	12" WATTLE or 12" 20" SEDIMENT LOG or 9.5" 20" EROSION BEL
	STONE DITCH CHECK
	ROCK BAG
	MULCH
	SOIL STABILIZER, TYPE B
	EROSION MAT CLASS I, TYPE A
	EROSION MAT CLASS I, TYPE B
	EROSION MAT CLASS I, TYPE A URBAN
	EROSION MAT CLASS I, TYPE B URBAN
	EROSION MAT CLASS II
	EROSION MAT CLASS III
	VEGETATIVE BUFFER
	TRACKING PAD
	TIMBER MAT
	SILT FENCE
	APPROXIMATE DEWATERING BASIN LOCATION
	SURFACE WATER FLOW





Are you ready for electric service?



Important! The electric ready for service card must be completed when you are ready for electric service and returned to us before we can begin your new service installation.

If the site is not ready when we arrive to install service, your timeline may be significantly delayed.

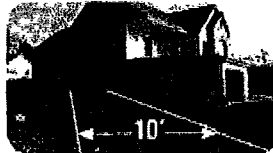
To be considered ready for service, you must complete the following:

- Located, marked or exposed any private buried obstructions or underground facilities – such as a well, drain tiles, septic/mound system and/or underground yard lighting – with stakes, spray paint or flags (applies to underground service only) *



Note to customer: We Energies and/or its agents will not be held responsible for damage that occurs to customer-owned underground facilities that are not properly located and marked before electric service installation

- Cleared a minimum 10-foot-wide path along the service route from the property line to the meter location. I've made sure things like dirt piles and construction materials aren't in the way (applies to underground service only)



- Submitted payment, if applicable.

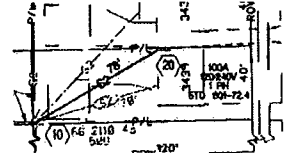
- Prepared the ground around my building and along the service route to within 4 inches of final grade (applies to underground service only)



- Installed meter socket at agreed-upon meter location (applies to both underground and overhead service).



- Sent my signed sketch (if applicable) and informed We Energies of any planned decks, patios or pools before my service is installed. Once my service is installed, it would be my responsibility to pay any costs to move my electric facilities to accommodate future structures. **Note:** Building over the top of electric facilities may cause serious safety or code violations.



* If you are unable to properly locate and mark your privately owned buried facilities, you can hire a contractor to do it for you.

I understand that my service will not be energized until We Energies receives my municipal inspection or affidavit.

Electric ready for service card

Please complete, sign and return this card when all of the items above have been completed.

If the site is not ready when we arrive to install service, your timeline may be significantly delayed.

Name _____ (please print)

Installation address SE CORNER OF S HICKORY ST & W ELM ST
(please print)

City: FRANKLIN State: WI ZIP code: 53132

Daytime phone _____

- I certify that I am the owner or authorized representative of the owner.

Signature _____ Date: _____

- Please hold my ready for service card and schedule installation after March 31.

(For We Energies office use only) Order number: 4825252

Additional charges for electric service installation apply from Dec. 1 through March 31.

For new service questions, visit www.we-energies.com/newservice or call 262-574-6400 or 866-423-0364 (toll free).

Pay your invoice online or by phone



We offer the convenience of paying your We Energies invoice online or by phone with a credit card, debit card or electronic check.

Pay online:

www.we-energies.com/payconstructionbill

Pay by phone:

855-570-0998

Paymentus, a third-party vendor, processes payments on our behalf and charges a convenience fee of \$2.95 per \$175 for this service.

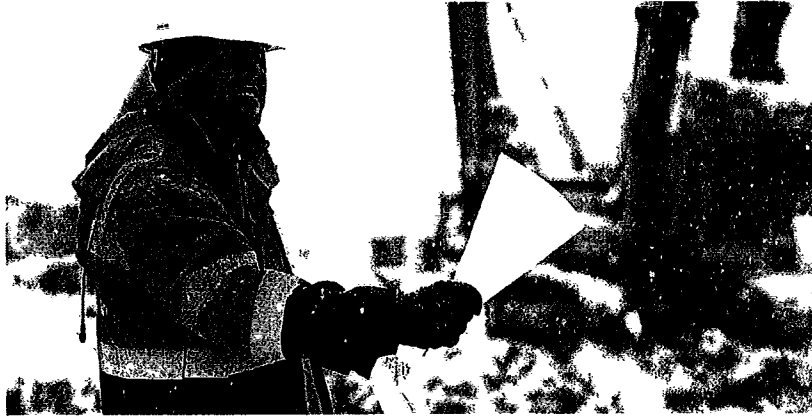


76079 02-22

Energy you can depend on

Seasonal installation

*Additional charges in effect from
Dec. 1 through March 31.*



For your convenience, we offer year-round service installation. Installation prices are based on normal construction conditions. Additional charges for electric and/or natural gas installations apply from Dec 1 through March 31.

Why seasonal charges?

Site conditions

- Mud, ice and frost make it harder to move equipment around.

Working conditions

- Shorter daylight hours, less time for crews to work.
- Additional wear and tear on equipment and vehicles

Weather conditions

- Colder temperatures, as well as snow, rain, sleet and brisk wind chills, make schedules less predictable

To **avoid** these charges, we offer two installation options:

NOV.

1

Option 1: The completed and signed Ready for Service card(s) for electric and/or natural gas service needs to be submitted to We Energies on or **before Nov. 1**. By submitting the card(s), you are verifying that all service requirements have been met

OR

MARCH

1

Option 2: Submit your application for service **after March 1**.

To keep you on schedule, it is very important to have your site ready when we arrive to install your service. Your site is ready for electric and/or natural gas service after you complete all of the following:

Electric and natural gas ready for service requirements

- Locate, mark or expose any buried obstructions or underground facilities – such as a well or underground yard lighting – with stakes, spray paint or flags.
- Clear a minimum 10-foot-wide path along the service route from the property line to the meter location. Please make sure items such as dirt piles, dumpsters and construction materials are not on the path.
- Have the ground around your home/building and along the service route within four inches of final grade
- We Energies must receive your:
 - Signed sketch (if applicable)
 - Payment (if applicable)
 - Permits and easements

Additional natural gas ready for service requirement

- Desired meter location must be marked on a foundation wall or a built/framed wall with a flag, stake or spray paint

Additional electric ready for service requirements

- Install meter socket at agreed-upon meter location
- Electrical inspection must be received before the service can be energized

Final ready for service installation requirement

- Please fill out and return your electric and/or natural gas Ready for Service form(s) to We Energies

After we receive your Ready for Service form(s) and all other requirements are met, we will schedule the installation. If applying for both electric and natural gas service, your installations may be scheduled separately. The electric service will not be energized until payment and municipal inspection are received.

NOTE: *In early spring, weather conditions, road weight restrictions and a work backlog may create installation delays.*

For more information:

- Contact your We Energies representative
- Call 800-242-9137
- Visit www.we-energies.com/builders_contractors



We Energies Sketch Key: Underground equipment



This sketch key will help you understand the proposed design for your property as described in the accompanying letter.

Symbols for equipment on the ground or buried underground			
	New	Existing	To be removed
Underground wires	--- · ---	-----	----- ○ -----
Wire pedestal Approximately 1 foot x 1 foot x 3 feet			
Transformer box Approximately 5 feet x 5 feet x 5 feet			
Switch box Approximately 7 feet x 7 feet x 6 feet tall			
Concrete ducts and wires in road Sizes and shapes vary: Approximately 8 feet x 20 feet x 10 feet deep			
Manhole Sizes and shapes vary Approximately 8 feet x 20 feet x 10 feet deep			
Transformer room / vault Sizes vary			

* IMPORTANT NOTE: The area in front of the door must be clear of trees, bushes, fences, sheds, etc for a minimum distance of 10 feet. This space is needed to operate the equipment safely. In addition, the area around the sides and back must have a clearance of 3 feet.

We Energies Sketch Key:

Overhead equipment and forestry




This sketch key will help you understand the proposed design for your property as described in the accompanying letter.

Symbols for equipment on poles

	New	Existing	To be removed
Poles			
Wires on poles			
Anchor guys			
Transformer on a pole			

Symbols for forestry and brush work

	Existing	Center trim	Top trim	Side trim	Remove
Trees Clearance of at least 2 feet – and often as much as 10 feet or more – is required around wires.					
Brush Complete removal of brush may be required to create a 10-foot-wide path for trucks, poles, pad-mounted equipment and underground trenches					

APPROVAL 	REQUEST FOR COUNCIL ACTION	MTG. DATE April 18, 2023
Reports & Recommendations	A Resolution to Record Quit Claim Deed for Dedication and Acceptance of Right-of-Way for Public Road Improvement (Tax Key No. 881-9995-000)	ITEM NO. Ald. Dist. #6 G 5.

BACKGROUND

The Wisconsin Electric Power Company is granting a portion of land to the City of Franklin for public road purposes by Quit Claim Deed. This portion of land for road dedication is needed to accommodate the construction of the Ryan Road entrance to the Woodfield Trail Condominium Development.

ANALYSIS

The City of Franklin needs to accept a portion of land dedicated for public road purposes for Public Road Improvement.

OPTIONS

Accept
 or
 Request additional information

FISCAL NOTE

There is no fiscal impact related to this dedication.

RECOMMENDATION

Motion to adopt Resolution 2023-_____ a resolution to record quit claim deed for dedication and acceptance of right-of-way for Public Road Improvement (Tax Key No. 881-9995-000)

Engineering Department: GEM

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

RESOLUTION NO. 2023-_____

A RESOLUTION TO RECORD QUIT CLAIM DEED
FOR DEDICATION AND ACCEPTANCE OF RIGHT-OF-WAY
FOR PUBLIC ROAD IMPROVEMENT
(TAX KEY NO. 881-9995-000)

WHEREAS, Wisconsin Electric Power Company is the owner of the property, dedicating a portion of land for the construction of the Ryan Road entrance to the Woodfield Trail Condominium Development; and

WHEREAS, the City of Franklin has need of the dedication of a right-of-way for Public Road Improvement; and

WHEREAS, the Common Council having found and determined that the proposed dedication is fair and reasonable.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Common Council of the City of Franklin that the dedication and acceptance of the right-of-way for Public Road Improvement upon the property bearing Tax Key No. 881-9995-000 by the City of Franklin, is hereby accepted.

BE IT FURTHER RESOLVED, that the acceptance of the dedication of lands by the City of Franklin shall be evidenced by Quit Claim Deed to be delivered to the City of Franklin in the form and content as annexed hereto, the City Clerk then being directed to record same upon full execution.

INTRODUCED at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2023.

PASSED AND ADOPTED by the Common Council of the City of Franklin on the _____ day of _____, 2023.

APPROVED:

John R. Nelson, Mayor

ATTEST:

Karen L. Kastenson, City Clerk

AYES _____ NOES _____ ABSENT _____

State Bar of Wisconsin Form 3-2003
QUIT CLAIM DEED

Document Number

Document Name

THIS DEED, made between Wisconsin Electric Power Company, a Wisconsin corporation

("Grantor," whether one or more), and City of Franklin, a Wisconsin municipal corporation

("Grantee," whether one or more).
Grantor quit claims to Grantee the following described real estate, together with the rents, profits, fixtures and other appurtenant interests, in Milwaukee County, State of Wisconsin ("Property") (if more space is needed, please attach addendum):

See Attached Exhibit A

Recording Area

Name and Return Address

**Bear Real Estate Group
4011 80th Street
Kenosha, WI 53142**

891-9995-000

Parcel Identification Number (PIN)

This is not homestead property
(is) (is not)

This Quit Claim Deed is being recorded for the purpose of dedicating the Property to the Grantee for public roadway purposes.

**Wisconsin Electric Power Company
By: WEC Business Services, LLC, its Affiliate and Agent**

Dated 10/27/2022

(SEAL)

(SEAL)

Tonya M. Peters, Manager, Property Management

(SEAL)

(SEAL)

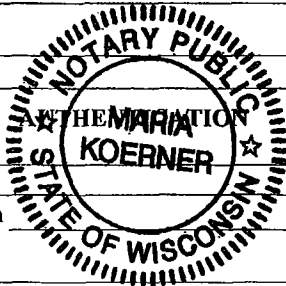
ACKNOWLEDGMENT

STATE OF WISCONSIN)
) ss.
MILWAUKEE COUNTY)

Personally came before me on OCTOBER 27, 2022,
the above-named TONYA M. PETERS

to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

Maria Koerner
* MARIA KOERNER
Notary Public, State of Wisconsin
My commission (is permanent) (expires: 2/10/2025)



Signature(s) _____
authenticated on _____

TITLE: MEMBER STATE BAR OF WISCONSIN
(If not, _____
authorized by Wis. Stat. § 706.06)

THIS INSTRUMENT DRAFTED BY:
Bear Real Estate Group
John E. Hotvedt - Vice President - General Counsel

(Signatures may be authenticated or acknowledged. Both are not necessary.)

NOTE: THIS IS A STANDARD FORM. ANY MODIFICATION TO THIS FORM SHOULD BE CLEARLY IDENTIFIED.

QUIT CLAIM DEED

©2003 STATE BAR OF WISCONSIN

FORM NO. 3-2003

*Type name below signatures.

INFO-PRO™ Legal Forms • (800)855-2021 • infoforms.com

LEGAL DESCRIPTION:

Being a part of the Northwest 1/4 of the Northwest 1/4 of Section 30, Township 5 North, Range 21 East, City of Franklin, Milwaukee County, Wisconsin, described as follows:

Commencing at the northeast corner of the Northwest 1/4 of said Section 30; thence North $89^{\circ}31'45''$ West along the north line of said Northwest 1/4, 1587.03 feet; thence South $00^{\circ}28'15''$ West, 33.00 feet to the south right of way line of West Ryan Road and the Point of Beginning;

Thence southwesterly 32.22 feet along the arc of a curve to the right and the west line of Certified Survey Map No. 9338, whose radius is 7877.60 feet and whose chord bears South $38^{\circ}41'42''$ West, 32.22 feet; thence North $42^{\circ}02'04''$ West, 34.34 feet to the aforesaid south right of way line; thence South $89^{\circ}31'45''$ East along said south right of way line, 43.14 feet to the Point of Beginning.



EXHIBIT

PINNACLE ENGINEERING GROUP

20725 WATERTOWN ROAD | SUITE 100 | BROOKFIELD, WI 53186


SHEET 2 OF 2

WWW.PINNACLE-ENGR.COM

08/04/2022

PLAN | DESIGN | DELIVER

PEG JOB#809.60

APPROVAL 	REQUEST FOR COUNCIL ACTION	MEETING DATE 4/18/2023
REPORTS & RECOMMENDATIONS	<p style="text-align: center;">Confirmation of the Appointment of Laurie Miller as Planning Manager</p> <p style="text-align: center;">The Common Council may enter closed session pursuant to Wis. Stats. §19.85(1)(c) and (f), to consider employment, promotion, compensation, or performance evaluation data of a public employee over which the Common Council has jurisdiction or exercises responsibility and to consider financial, social or personal histories of specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories and may re-enter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate</p>	ITEM NUMBER <p style="text-align: center;">G.6.</p>

Mayor Nelson and Staff request confirmation of Laurie Miller as the City of Franklin Planning Manager pending successful completion of a pre-employment drug screen, which will take place after approval of the Common Council. (Ms. Miller was initially interviewed by Mayor Olson and Human Resources Manager Zahn, subsequently interviewed by Aldermen Barber and Holpfer along with Plan Commission Member Haley, and recently interviewed with Mayor Nelson. All recommend the hiring of Ms. Miller.)

Staff originally posted the position in numerous places and also sent out direct emails to many planning individuals in the Milwaukee, Waukesha, and Racine communities. 6 or 7 candidates were interviewed, but we did not find a viable candidate. Ms. Miller's resume was received thru Accelerate Professional Services, and thus we will need to pay a hiring fee of 25%, or \$23,750. There is available funding in the department budget due to the position having been vacant all of 2023.

The starting salary will be \$95,000, along with all of the typical standard benefits granted to employees hired by the City with the following adjustments. Laurie will be given 40 hours of sick leave that can be used from the start of employment. She will receive 5 personal days per year (standard is 4 personal days until after 5 years of service). It is also requested that employee be allowed to utilize vacation, if desired, in advance of 6 months of employment as stated in the Employee Handbook. (Laurie has some pre-planned vacation days that have already been approved.)

Ms. Miller's resume, as well as the job description for this position, is attached for review.

COUNCIL ACTION REQUESTED

The Common Council may enter closed session pursuant to Wis. Stats. §19.85(1)(c) and (f), to consider employment, promotion, compensation, or performance evaluation data of a public employee over which the Common Council has jurisdiction or exercises responsibility and to consider financial, social or personal

histories of specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories and may re-enter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate.

Motion to confirm the appointment of Laurie Miller as the Planning Manager for the City of Franklin pending successful completion of a pre-employment drug screen, and to authorize payment to Accelerate Professional Talent Solutions for their contracting fee.

HR - DZ

Laurie Miller

PROFESSIONAL EXPERIENCE

Associate Planner

6/22-Present

City of Mequon

Mequon, WI

Assist and support the Director in the review of site, building, landscaping and lighting plans, proposed land divisions, subdivision plats, zoning changes or requests for special use approval, Assist Plan Commission and various committees by presenting project documentation, posting public notices, and developing agendas and staff reports, Analyze and process permit applications, provide point of contact for all planning, zoning, and select inspection inquiries, prepare maps and graphics, and conduct field inspections to verify compliance with approved plans and conditions.

Zoning Administrator/Planner

6/19-6/22

City of Oak Creek

Oak Creek, WI

Serve as the primary liaison between the public and the City regarding all matters involving the zoning ordinance and park planning, Lead Parks and Recreation Commission and Board of Zoning and Housing Appeals, Assist Plan Commission by presenting project documentation, posting public notices, and developing agendas and staff reports, Provide technical and professional advice to the Mayor, Aldermen, Commission and Board members, Spearhead park development projects through visioning, design and construction, Investigate, document, and work to gain compliance with accused zoning code violators and complainants; Assist city attorney in the prosecution of zoning violations, Assist and support Director in the review of site, building, landscaping and lighting plans, proposed land divisions, zoning changes or requests for special use approval, Administer development programs, policies and plans applicable to City State and Federal laws that affect planning and zoning in the City, Coordinate with WDNR, FEMA, HUD, WisDOT, SEWRPC and Milwaukee County.

- Overhauled code enforcement procedures and policies to bring the code enforcement program in line with the International Property Maintenance Code, State and Federal laws. Program changes allowed us to increase our case management load from approximately 110 cases in 2018 to 450 cases in 2020 and operate more safely, efficiently and effectively.
- Served as project manager for several park projects including: Abendschein skate park; Amazon Neighborhood Park (with the help of Milwaukee County Parks Department), Orchard Hills Micro Park; Abendschein Beer Garden Pavilion, and the North Bluff Park.

Senior Planner

10/13-6/19

Southeastern Wisconsin Regional Planning Commission

Waukesha, WI

Lead and assist in research, data collection, analysis, and technical writing for land use, transportation, housing, and park and open space planning projects; provide project management support including developing scope, proposals, and schedules, and monitoring performance, lead, coordinate, train, and mentor junior staff members; lead and participate in public/client outreach activities and government meetings with duties such as public speaking, coordinate meeting events, and design presentations and meeting/educational materials, demonstrate advanced GIS and land use modeling capabilities; policy research, analysis and compliance, parks and recreation planning. Experience working with a number of Federal and State agencies including FHWA, HUD, WisDOT, WEDC, WHEDA, and WDNR.

- Created the *MKE Aerropolis Development Plan* which required the coordination between 10 municipalities to achieve a shared vision for development around the airport.
- Participated in the development of VISION 2050 A Regional Land Use and Transportation Plan and spearheaded the companies leap into using modern graphic design techniques and applications (InDesign and Illustrator) to communicate ideas more effectively with stakeholders

Land Use Planner 1 and Grant Writer

10/08 – 7/13

Bernardin Lochmueller and Associates

Evansville, IN

Primary duties include develop planning documents and other technical reports such as, but not limited to, long and short-range land use plans, ordinances, NEPA documentation and other technical documents; lead and participate in public/client outreach activities and government meetings with duties

such as public speaking, coordinate meeting events, and design presentations and meeting/educational materials; parks and recreation planning; transportation planning and modeling; site design review; advanced GIS mapping applications; research and data analysis; policy analysis and compliance; RFP/RFQ process including the development of proposal/budget/scope/fee; project management; grant writing and administration service for local governments and agencies; and client service management experience working with elected officials and developers. Experience working with a number of Federal and State agencies including HUD, FHWA, IDEM, INDOT, and OCRA.

- Created the first Safe Routes to School Plan in the State of Indiana which served as a model for future Safe Routes to School Plans. The plan identified infrastructure investments, safety improvements, and local and school policy changes to encourage more children to walk and bike to school safely.
- Over \$22 million dollars in awarded grants including a \$1.4 million HUD grant.
- Completed 16 comprehensive plans, two redevelopment plans, a regional plan for sustainable development, 12 ADA transition plans, a stormwater control ordinance and a subdivision ordinance.
- Introduced new technologies into the planning department which resulted in an increase profit margin.

SOFTWARE SKILLS

Proficient in GIS, Adobe Design Suite, Microsoft Office Suite, Community Viz. Knowledgeable in Blender, Sketchup, Eagle Point, TransCAD, and CAD.

EDUCATION

University of Wisconsin – Milwaukee, Milwaukee, WI

Bachelor of Science, Geography,

- Emphasis in Urban Geography

Bachelor of Science, Civil Engineering

- Emphasis in Transportation Engineering
- Need 44 credits to graduate but not currently pursuing degree

CERTIFICATIONS

Emerging Leaders Program - Cities and Villages Mutual Insurance Company (CIVMIC)

Certificate of completion issued: 7/21

Perfect Leaders Program – Cities and Villages Mutual Insurance Company (CIVMIC)

In progress

Certified Code Enforcement Officer program – American Association of Code Enforcement

In progress

Transit Operations Planning - McCollom Management Consulting

Certificate of completion issued: 10/16

Community Development Block Grant (CDBG) Administration Certificate - Indiana Office of Community and Rural Affairs

Expired 11/2012



Perfect Leaders Program – Cities and Villages Mutual Insurance Company (CIVMIC)

In progress

Certified Code Enforcement Officer program – American Association of Code Enforcement

In progress

Transit Operations Planning - McCollom Management Consulting

Certificate of completion issued 10/16

Community Development Block Grant (CDBG) Administration Certificate - Indiana Office of
Community and Rural Affairs

Expired 11/2012

CITY OF FRANKLIN
Job Description

Job Title: Planning Manager

Department: Planning/City Development

Reports To: Mayor

Salary Level: Salary Grade 10

FLSA Status: Exempt

Prepared By: Dana Zahn, Human Resources Coordinator

Prepared Date: January 14, 2020

Approved By: Common Council

Approved Date: February 4, 2020

Summary Under the direction and supervision of the Mayor, provide management of the Planning Department functions by performing the following duties.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

Under the direction and supervision of the Mayor, provide staff support to the Common Council toward their function as the decision-making body regarding City planning and zoning activities, especially in the area of providing recommendations of public policy, research and review of public policy and response to constituent comments.

Provide staff support for the Plan Commission, including providing information about proper planning practices, land use management trends and demographic trends and making professional recommendations with regard to planning projects.

Assist in communication and cooperation with developers that support the community development policies of the City.

Provide coordination and act as a clearinghouse of information for current planning cases between City departments and other government agencies.

Provide staff support as assigned, to the various boards and commissions.

Assist in preparing meeting agendas, packets, and minutes for various boards and commissions.

Responsible for the preparation and monitoring of the Planning Department Budget.

Serve as the zoning enforcement officer for the City, with responsibility for ensuring compliance with zoning regulations contained in the Unified Development Ordinance.

Administer reports relating to the stone quarry, landfill, and federal superfund sites located within the City.

Responsible for the preparation and implementation of the City's comprehensive master plan, including providing professional recommendations for the Common Council, Plan Commission, and other boards and commissions as appropriate, with regard to updates and revisions in response to changing trends and community needs.

Manage Planning Department policies and procedures.

Provide exemplified knowledge in all facets of City Planning and all responsibilities of the Planning Division.

Peripheral Duties

Provide support to the Economic Development functions of the City.

Provide support services and technical assistance to other City Departments and functions as they relate to proper City planning.

Provide assurance of quality customer service is extended by all Planning Department employees.

Supervisory Responsibilities

Directly supervises several employees in the Planning Department staff. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws.

Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

Qualifications To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and Experience

Master's degree (M. A.) in Urban Planning or a related field (or a Bachelors Degree along with an A.I.C.P. certification); and four to ten years related experience and/or training. At least one year experience in a supervisory capacity.

Language Skills

Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, and governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

Mathematical Skills

Ability to work with mathematical concepts such as fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

Reasoning Ability

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

Technical Skills

Ability to read, analyze, and interpret maps, aerial photographs, site plans, and engineering drawings.

Computer Skills

To perform this job successfully, an individual should have knowledge of Geographic Information Systems software and Microsoft Word software.

Certificates, Licenses, Registrations

Membership in American Institute of Certified Planners.

Valid WI Drivers License

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 regularly required to sit; use hands to finger, handle, or feel and talk or hear. The employee is frequently required to stand; walk and reach with hands and arms. The employee is occasionally required to stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and 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.

While performing the duties of this Job, the employee is occasionally exposed to fumes or airborne particles and outside weather conditions. The noise level in the work environment is usually moderate.

Other Skills and Abilities

Ability to demonstrate general knowledge of planning and zoning legislation and analyze changes in legislation as it impacts the City.

Ability to ensure confidentiality of sensitive information.

Ability to understand environmental awareness and issues.

Ability to demonstrate **general knowledge of planning and zoning legislation and analyze changes in legislation as it impacts the City.**

Miscellaneous The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

BLANK PAGE

<p style="text-align: center;">APPROVAL</p> <p style="text-align: center;"><i>H</i></p>	<p style="text-align: center;">REQUEST FOR COUNCIL ACTION</p>	<p style="text-align: center;">MEETING DATE</p> <p style="text-align: center;">4/18/2023</p>
<p style="text-align: center;">REPORTS & RECOMMENDATIONS</p>	<p style="text-align: center;">Authorization to Purchase, Install and Cable Video Surveillance Systems at Police Department, City Hall and Public Library.</p> <p style="text-align: center;">PD Budget \$247,000 Capital Outlay Budget Account 46-0211-5812.7102</p> <p style="text-align: center;">City Hall Budget \$350,000 Capital Outlay Budget Account 46-0181-5499</p> <p style="text-align: center;">Public Library Budget \$25,000 Capital Outlay Budget Account 15-0511-5822</p> <p style="text-align: center;">The Common Council may enter closed session for this subject matter item pursuant to Wis. Stat. § 19.85(1)(d), to consider strategy for crime prevention, and the implementation of a program and policy and tools therefore for crime prevention, i.e., cyberattack prevention and technological crimes in relation thereto, for the protection of the City's technical and information infrastructure and the City officials, employees and the public who use the system, and also pursuant to Wis. Stat. § 19.85(1)(e), for competition and bargaining reasons with regard to the prevention protection program and this subject matter item, and the investing of public funds in relation thereto, and to reenter open session at the same place thereafter to act on such matter discussed.</p>	<p style="text-align: center;">ITEM NUMBER</p> <p style="text-align: center;"><i>G.7.</i></p>
<p>BACKGROUND:</p> <p>The City of Franklin over the course of three years approved three separate video surveillance initiatives, outlining the need to enhance security throughout all facilities and to reduce liability by having video evidence of activities ongoing within each building. The video surveillance projects were intended to replace the aging IndigoVision camera system at the Police Department, as well as install brand new camera systems at City Hall and the Public Library. During 2019 renovation at City Hall an additional security project was conceived to install new door access control systems on all exterior doors and select internal doors within the building. This would allow for automatic locking/unlocking of exterior doors at specific times, as well as providing the interface to the video surveillance system as well.</p> <p>The Department of Administration originally conceived that the three video surveillance and door access control system projects should be undertaken as a single initiative. The primary goal was to have a single software platform (a.k.a. dashboard application) in use throughout all government facilities and eliminate the possibility of having three separate video surveillance systems in place that could not interface or communicate with one another. The project would be managed as a single initiative and put out to bid under a master RFP.</p>		

After two years of talking to multiple vendors, looking at various solutions, and not having an RFP defined to manage objectives, requirements, and project scope, the Department of Information Technology decided to take a different approach. The single "monolithic" project was broken out into three separate video surveillance projects along with a fourth project to handle door access control systems with an integrated time server. Per legal counsel, an RFP was only required for the door access control system project, as that project makes significant changes to the building construction and infrastructure, which requires an RFP (per statutory requirements). Three separate Statement of Work and Project Scopes were created outlining the different projects:

- Allocation of funds that exist in different departmental and facility budgets.
- Timeline the project must be completed by. For the PD the cell block can only be taken out of commission for one week maximum, as personnel is moved to the PD facilities in neighboring municipalities.
- Different technology deliverables (a.k.a. cameras) are needed that have very specific needs based upon the building. The PD requires tamper proof cameras throughout the entire booking area.
- Each project has different critical stakeholders that requires chain-of-custody be strictly followed when creating security groups that need access to the system. The Police Department will have full access to monitor, manage, and maintain all video surveillance systems in all buildings, therefore, the Police Department will be a universal stakeholder for all projects.

ANALYSIS:

A Statement of Work and Project Scope (SOW) was created for each project identifying the specific requirements, funding, resources/infrastructure, and implementation deadlines. The proposals were initially due on March 22, 2023 for the Police Department and April 7, 2023 for City Hall and the Library. Companies that were given site tours and successfully completed proposals were:

- Baycom (current IndigoVision security vendor)
- CableCom
- Central Office Solutions
- Convergent
- Heartland Business Systems
- New Era
- SprinterIT

On March 29, 2023 the Technology Commission initially reviewed the proposals and the underlying software and hardware. The Commission moved to delay decision on recommending a proposal, as there were a significant number of questions concerning vendor ability to building and support the systems, as well as technical errors in camera selection and layout. A request was placed for all vendors to update their proposal and create a second rewrite of the proposal, correcting any initial errors that were determined by the Police Department. On April 11, 2023, after the Police Department reviewed the proposals a second time for errors and omissions, the Technology Commission met and selected the top two proposals. Because the vendors had very similar technology and implementation, the Commission voted to have the final recommendation be made by the Franklin Police Department. The Police Department is a universal stakeholder in all three projects; hence the vendor decision should be based upon stated business requirements and absorption or risk.

Heartland Business Systems was selected as the final vendor based upon several criteria:

- HBS is an established vendor that has the technical depth for video surveillance and is multifaceted in being able to deal with complex networking issues.
- The vendor has their own dedicated cabling department that has successfully accomplished multiple cabling projects within the City of Franklin. Cabling is a major component of the project and there are many instances where creative solutions may be needed to counter complex cabling needs.
- HBS has internal staff equipped to deal with post installation support issues, without having to outsource specific support issues to another third-party vendor.

PROJECT TIMELINE & SCHEDULE:

Estimated project timelines are contingent upon product availability and supply chain issues. Cameras and computer systems are in high demand and product delays are becoming more and more frequent.

Police Department Video Surveillance System Installation:

- Cabling analysis, planning and installation will begin April 28, 2023 (contingent upon contracts)
- Product will be ordered upon contract approvals and receipt of a purchase order. Supply chains have been notified of the potential order.
- Installation work will begin in the section of the building where new cabling has been installed. The old and new system will have to run parallel until the IndigoVision system is decommissioned.
- Camera installation is slated to tentatively be completed by June 16, 2023.

City Hall and Library Video Surveillance Installation:

- Cabling can be done in tandem with work at the Police Department. When work is completed at one location, cabling will be installed at the other facility. Current cabling does not exist, hence old cabling does not need to be removed. Scissor lifts can be shared between sites.
- Product will be ordered at the same time as the Police Department. Product will be given to the PD as a higher priority.
- Exterior camera installation will be prioritized, due to the potential of civic festivals occurring near the time of the implementation date.
- All cameras are slated to be installed by July 18, 2023.

Delays in approvals may push the aggressive project installation dates by two to four weeks.

FISCAL IMPACT:

Due to the length of the initial project, fund allocation has been performed over different time periods over a course of years. Funds have been encumbered within the annual budgets:

Police Department

- Total allocation \$247,000 in account 46-0211-5812.7102

City Hall

- Total Allocation of \$350,000 in account 46-0181-5499
 - 60% is being dedicated for the video surveillance project \$210,000
 - 40% is being dedicated for the door access control project \$140,000

Public Library

- Total Allocation of \$25,000 in account 15-0511-5822

It is recognized that the \$25,000 for the library is insufficient to accomplish any enterprise video surveillance project, therefore residual funding from the City Hall project will be directed toward the Library.

HBS Police Department Proposal & Quote #303625:

- Cameras, software, and licenses \$118,489.30
- Server & disk storage \$32,392.06
- Cabling & installation \$60,352.50

Total Cost of Materials and Labor = \$211,233.86

HBS City Hall Proposal & Quote #251687:

- Cameras, software, and licenses \$42,669.84
- Server & disk storage \$21,293.82
- Cabling & installation \$28,397.50

Total Cost of Materials and Labor = \$92,361.16

HBS Library Proposal & Quote #303785:

- Cameras, software, and licenses \$21,482.17
- Server & disk storage \$12,308.23
- Cabling & installation \$16,145.00

Total Cost of Materials and Labor = \$49,935.40

Note City Hall residual allocation is \$117,638.84 from the allocated \$210,000. \$28,453.23 will be allocated from the residual to assist the Library in formulating an enterprise security solution.

Annual Service and Support:

HBS CollabGuard Support (all sites):

- Annual Fix Labor Fee \$4,000
- Two Service Blocks (20 hours + 20 hours) \$14,000

Total Cost of Service & Support \$18,000

COUNCIL ACTION REQUESTED

Motion to authorize the purchase and installation of three video surveillance system solutions from Heartland Business Systems at a total estimated cost of \$353,530.42, but not to exceed the allocated total funds of \$482,000.

The Police Department video surveillance project is quoted at \$211,233.86 with a \$9,000 first year support cost, not to exceed a maximum expenditure of \$247,000 within account 46-0211-5812.7102.

The City Hall video surveillance project is quoted at \$92,361.16 with a \$9,000 first year support cost, not to exceed a maximum expenditure of \$210,000 within account 46-0181-5499. Cost of server, software, installation, and cabling for the Library, estimated at a cost of \$28,453.23 will also be applied to account 46-0181-5499.

The Public Library video surveillance project is quoted at \$21,482.17, with additional costs being offset by the City Hall project, not to exceed a maximum expenditure of \$25,000 within account 15-0511-5822.


BLANK PAGE

<p style="text-align: center;">APPROVAL</p> <p style="text-align: center;">JK</p>	<p style="text-align: center;">REQUEST FOR COUNCIL ACTION</p>	<p style="text-align: center;">MEETING DATE</p> <p style="text-align: center;">April 18, 2023</p>
<p style="text-align: center;">REPORTS AND RECOMMENDATIONS</p>	<p>Records Pertaining to Code of Conduct Complaint. The Common Council may enter closed session pursuant to Wis. Stat. § 19.85(1)(f) considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations, records pertaining to Code of Conduct complaint, and to reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate</p>	<p style="text-align: center;">ITEM NUMBER</p> <p style="text-align: center;">G.8.</p>

COUNCIL ACTION REQUESTED

A motion to enter closed session pursuant to Wis. Stat. § 19.85(1)(f) considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations, records pertaining to Code of Conduct complaint, and to reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate.

BLANK PAGE

APPROVAL 	REQUEST FOR COUNCIL ACTION	MEETING DATE 4/18/2023
Bills	Vouchers and Payroll Approval	ITEM NUMBER I

Attached are vouchers dated March 31, 2023 through April 13, 2023, Nos 192177 through Nos 192323 in the amount of \$ 1,706,322 24 Also included in this listing are EFT's Nos 5284 through EFT Nos 5296, Library vouchers totaling \$ 3,871 50, Tourism vouchers totaling \$ 35,000 00, Water Utility vouchers totaling \$ 17,920 05 and Property Tax Refunds in the amount of \$ 30,960 16 Voided checks in the amount of \$ (8,683 26) are separately listed

Early release disbursements dated March 31, 2023 through April 12, 2023 in the amount of \$ 494,010 57 are provided on a separate listing and are also included in the complete disbursement listing These payments have been released as authorized under Resolutions 2013-6920, 2015-7062 and 2022-7834

Attached is a list of property tax disbursements, EFT No 462 dated March 30, 2023 through April 12, 2023 in the amount of \$ 23,014 96 These payments have been released as authorized under Resolutions 2013-6920, 2015-7062 and 2022-7834

The net payroll dated April 7, 2023 is \$ 450,025 38, previously estimated at \$436,000 Payroll deductions dated April 7, 2023 are \$ 219,648 28, previously estimated at \$ 243,000

The estimated payroll for April 21, 2023 is \$ 450,000 with estimated deductions and matching payments of \$ 475,000

COUNCIL ACTION REQUESTED

Motion approving the following

- City vouchers with an ending date of April 13, 2023 in the amount of \$ 1,706,322 24 and
- Property Tax disbursements with an ending date of April 12, 2023 in the amount of \$ 23,014 96 and
- Payroll dated April 7, 2023 in the amount of \$ 450,025 38 and payments of the various payroll deductions in the amount of \$ 219,648 28, plus City matching payments and
- Estimated payroll dated April 21, 2023 in the amount of \$ 450,000 and payments of the various payroll deductions in the amount of \$ 475,000, plus City matching payments

ROLL CALL VOTE NEEDED