



City of St. Francis
Common Council Meeting

March 15, 2016
7:00 p.m.

Roll Call:

Mayor St. Marie-Carls

Alderspersons Bostedt, Wattawa, Brickner, McSweeney, Fliss and Klug

Public Hearings:

- Vacation and Deletion of Southerly Portion of South Ellen Street - [public hearing notice ellen st vacation and deletion 1-27-2016](#)
- City of St. Francis Comprehensive Smart Growth Plan - [Comp Plan Public Hearing Notice 2-4-2016](#)

Presentation:

Citizens Comments (Sign-In required with 5 minute time limit): This is an opportunity for residents to discuss topics relevant to City of St. Francis

Resolutions and Ordinances:

1. Resolution Concerning Discontinuance of a Portion of the South Ellen Street Right-of-Way in the City of St. Francis – Introduced 02/02/2016 - [Ellen Street Discontuiation Resolution 020216](#)
2. Ordinance to Adopt an Amended Comprehensive Plan for the City of St. Francis Pursuant to Sections 62.23 and 66.1001 of the Wisconsin Statutes - [Comp Smart Growth Plan Adoption Ord 030916](#)

Minute Approval:

1. Minutes of the Common Council meeting held March 1, 2016 - [03-01-2016 Council Minutes](#)

Reports from Committees/Commissions/Boards:

1. Minutes of the Bargaining Committee meeting held February 23, 2016 - [Bargaining Minutes 02-23-2016](#)
2. Minutes of the Finance Committee meeting held March 1, 2016 - [Finance Minutes 03-01-2016](#)
3. Minutes of the License Committee meeting held March 1, 2016 - [License Minutes 03-01-2016](#)
4. Minutes of the Board of Public Works meeting held February 10, 2016 - [bopw minutes 2-10-2016 meeting 3-1-2016](#)
5. Minutes of the Park Commission meeting held September 9, 2015 - [minutes of the sept 9 park commission meeting](#)

Action Items from Committees/Commissions/Boards:

Action to be taken from the License Committee meeting held March 15, 2016

- License Committee Agenda dated March 15, 2016 - [3-15-16 License Agenda - Public Version](#)

Action to be taken from the Board of Public Works meeting held March 8, 2016

- Recommendation to accept the Report of the Board of Public Works - [Report of the Board of Public Works for Council](#)

Action to be taken from the Park Commission meeting held March 9, 2016

- Award of Memorial Brick Reconstruction/Rehabilitation - [2016 memorial brick improvements](#)
- Award of 2016 Bandshell Improvements - [2016 bandshell improvements](#)
- 2016 Park Rental Applications - [2016 park rental applications](#)

Appointments to Committees/Commissions/Boards:

1. Action concerning any currently outstanding appointments to Committees, Commissions and Boards provided for under the City of St. Francis Code –
 - Library Board Appointment – Resignation of Kathy Matthew - [Kathy Matthew resignation](#)

Correspondence with Possible Action or Referral to Committees/Commissions/Boards:

1. Mayor's Update #81 - [Mayor Update 81-3-10-2016.-2docx](#)
2. Letter dated 02/25/2016 from the City Engineer re: Lawn Services Contract - [lawn services contract : -10-2016](#)
3. Correspondence by Mayor from resident Tony Dunigan re: Escrow Planning Request - [TonyDuniganL 3-10-2016](#)
4. Correspondence from the Mayor re: Request for past 5 year spreadsheet of St. Francis Taxes/Mill Rates including Department of Revenue information/data and any applicable projections - [Mayor Request for Tax informaton Spreadsheett 3-10-2016](#)
5. Correspondence by Mayor from Rick Meissner re: Landing Future - [RickMeissnerLtr 3-10-16](#)
6. Correspondence dated 03/09/2016 from Beautification Committee members re: Resignations - [Beautification Committee Resignations](#)

Discussion Items with Possible Action:

1. Voucher List dated March 15, 2016 in the amount of \$216,341.90 - [3-15-16 Voucher List](#)

Training/Conference/Seminar Requests:

1. Homicide Investigators Seminar – Det. Weins and Marcus - [Homicide Investigators Seminar](#)

Comments on Prior, Present and Potential Agenda Items:

1. City Attorney
2. City Administrator
3. Department Head
 - Date Change for April Council Meeting – April 6, 2016
 - Engineers Report – March 2016 - [mar engineer report](#)
4. Alderpersons
 - Assessment Update – Alderman McSweeney
 - Slander Update – Alderman McSweeney
5. Mayor
 - Building Schedule Update
 - Upcoming Public Hearing Dates
 - Year End Departmental Report Update
 - Mayor's Ad Hoc Task Force Update - [Mayors T-Group-mtgs 2-11 & 2-22 2016.-2doc; Mayors Task-Group-mtg 3-2 -2016](#)

Adjourn to Closed Session: Roll Call Vote Required

1. Wis. Stat. section 19.85(1)(e) for purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – St. Francis Animal Hospital Letter of Intent to pursue purchase of property at 3876 South Kinnickinnic Avenue

Upon conclusion of the closed session item, the Council will reconvene into open session prior to acting on any matter that needs to be acted upon in open session

Reconvene to Open Session:

1. Action to be taken from Closed Session
St. Francis Animal Hospital Letter of Intent to pursue purchase of property at 3876 South Kinnickinnic Avenue

Adjourn

NOTE: The Council may discuss other matters as authorized by law, and reserves the right to reconvene in Open Session after Closed Session action. Some of the correspondence, ordinances and resolutions may or may not be acted upon or discussed by Council.

PUBLIC NOTICE

Upon reasonable notice, a good faith effort will be made to accommodate the needs of individuals to participate in public meetings, who have a qualifying disability under the Americans with Disabilities Act. Requests should be made as far in advance as possible, preferably a minimum of 48 hours. For additional information or to request this service, contact the St. Francis City Clerk at 481-2300.

NOTICE OF PUBLIC HEARING

City of St. Francis Common Council
March 15, 2016
7:00 p.m.

PLEASE TAKE NOTICE that a Public Hearing will be held before the Common Council of the City of St. Francis, Milwaukee County, Wisconsin, on the 15th day of March, 2016 at **7:00 PM**, or as soon thereafter as the matter can be heard, at the St. Francis Civic Center, 3400 E. Howard Ave, pursuant to Wis. Stat. § 66.1003 to consider comments from the public concerning the recommendations by the Board of Public Works and Planning Commission concerning the discontinuation of a portion of East Van Beck Avenue described as follows and generally depicted on the attached map.

Vacation and Deletion of Southerly Portion of S. Ellen St.
(Located Approximately 400 feet South of E. St. Francis Avenue)

Legal Description:

The following bounded and described lands are contained within the Northeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of Section 15, Town 6 North, Range 22 East, in the City of St. Francis, Milwaukee County, Wisconsin

Commencing at the center of said Section 15; thence $S1^{\circ}01'16''E$ (previously recorded as South in the Attermeier Subdivision Plat) along the east line of the Northeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of said Section 15, 1090.05 feet as recorded on CSM 8286; thence $S89^{\circ}00'18''W$ (previously recorded as West in the Attermeier Subdivision Plat), 60.00 feet to the Southeast corner of Lot 11 of the Attermeier Subdivision (also known as the southwest corner of Lot 1 of CSM 8286) and the point of beginning; thence $S1^{\circ}01'16''E$ (previously recorded as South in the Attermeier Subdivision Plat), 20.00 feet along the East line of the Attermeier Subdivision; thence $S89^{\circ}00'18''W$ (previously recorded as West in the Attermeier Subdivision Plat), along the North line of Lots 12 and 13 of the Attermeier Subdivision, 99.24 feet to a point; thence Northeasterly 51.71 feet along a curve, whose center of lies to the West with a radius of 31.00 feet, having a chord bearing $N14^{\circ}28'17''E$, 45.96 feet to a point of tangency of said curve with and along the southerly property line of Lot 11 of Attermeier Subdivision; thence Southeasterly along the southerly property line of Lot 11 of Attermeier Subdivision 95.45 feet to the point of beginning. Said area to contain 2,002.6212 square feet.

PLEASE TAKE FURTHER NOTICE that all persons interested in said matter or their attorneys or agents, may appear and be heard at the above mentioned date and time.

Dated this 28th day of January, 2016

City of St. Francis

Anne B. Uecker
City Clerk/Treasurer

Publish dates: February 4, 2016; February 11, 2016; February 18, 2016.

NOTICE OF PUBLIC HEARING
CITY OF ST. FRANCIS
COMMON COUNCIL

March 15, 2016 at 7:00 p.m.

NOTICE IS HEREBY GIVEN that there will be a public hearing before the Common Council for the City of St. Francis, 3400 East Howard Avenue, St. Francis, Wisconsin, to consider responses from the public regarding the City of St. Francis Plan Commission's recommendation that the City of St. Francis enact an ordinance adopting an updated comprehensive plan for the City of St. Francis entitled "City of St. Francis Comprehensive 'Smart Growth' Plan" pursuant to Sections 62.23 and 66.1001 of the Wisconsin Statutes.

The City of St. Francis Comprehensive "Smart Growth" Plan proposed by the Plan Commission sets forth an updated master plan for the physical development of the City and, together with the accompanying maps, provides community background information, and addresses: trends, issues and opportunities; agricultural, natural and cultural resources; utilities and community facilities; land use; transportation; housing; economic development; intergovernmental cooperation; and proposed plan and implementation as required under Sections 62.23 and 66.1001 of the Wisconsin Statutes.

A copy of the proposed City of St. Francis Smart Growth Plan is available for inspection in the office of the City Engineer during the hours of 9:00 a.m. until 4:00 p.m., Monday through Friday, and a copy may be obtained at <https://wi-stfrancis.civicplus.com/DocumentCenter/View/447>. Additional information may be obtained from City Engineer Melinda Dejewski.

DATED: February 4, 2016

Publication date: February 11, 2016

/s/ Anne B. Uecker,
City Clerk/Treasurer

Proof of Publication: _____

STATE OF WISCONSIN

MILWAUKEE COUNTY

CITY OF ST. FRANCIS

RESOLUTION NO. _____

RESOLUTION CONCERNING DISCONTINUANCE
OF A PORTION OF THE SOUTH ELLEN STREET RIGHT-OF-WAY
IN THE CITY OF ST. FRANCIS

WHEREAS, Wis. Stat. § 62.11(5) provides, in pertinent part, that the Common Council shall have the management and control of the city property, finances, highways, navigable waters, and the public service, and shall have power to act for the government and good order of the city, for its commercial benefit, and for the health, safety, and welfare of the public"; and

WHEREAS, Wis. Stat. § 66.1003 sets forth the procedures for discontinuing all or any part of a road or street; and

WHEREAS, the Board of Public Works has recommended vacation of a portion of the South Ellen Street right-of-way legally described and depicted in Exhibit A attached hereto and incorporated by reference; and

WHEREAS, no landlocked parcel will be created by the proposed vacation; and

WHEREAS, record notice of the introduction of this Resolution was recorded by the City Clerk with the Register of Deeds for Milwaukee County; and

WHEREAS, following introduction of this Resolution to the Council on _____, 2016, the Common Council has referred the Board of Public Works' recommendation concerning this matter to the Planning Commission for its recommendation; and

WHEREAS, the Plan Commission, at a meeting held on _____, 2016 has recommended that the Common Council _____ the recommendation of the Board of Public Works concerning vacation of the right-of-way described and depicted in Exhibit A; and

WHEREAS, following introduction of this Resolution, the Common Council scheduled a public hearing concerning the discontinuation of a portion of the South Ellen Street right-of-way not less than forty (40) days after such introduction; and

WHEREAS, a public hearing concerning this matter was duly conducted by the Common Council on _____, 2016 and

WHEREAS, notice of said public hearing was duly provided to the public and to the owners of the real property adjacent to that portion of South Ellen Street for which discontinuation is contemplated in the manner provided in Wis. Stat. §§ 66.1003(4)(b) and (8); and

WHEREAS, the Common Council has duly considered the recommendations of the Board of Public Works and Planning Commission, City Engineer, and any and all information received in the course of the public hearing concerning this matter;

NOW, THEREFORE, the Common Council of the City of St. Francis hereby ordains as follows:

IT IS HEREBY RESOLVED that:

1. The Common Council hereby declares that the public interest requires the vacation of the portion of the South Ellen Street right-of-way legally described and depicted in the attached Exhibit A.
2. That portion of the South Ellen Street right-of-way depicted and described in the legal description and map attached hereto and incorporated by reference as Exhibit A is hereby DISCONTINUED pursuant to Wis. Stat. § 66.1003;
3. The City Clerk shall record a certified copy of this Resolution together with the attached Exhibit A with the Milwaukee County Register of Deeds

Adopted this ____ day of _____, 2016.

CITY OF ST. FRANCIS

By: _____
CoryAnn St. Marie-Carls, Mayor

ATTEST:

Anne B. Uecker, City Clerk/Treasurer

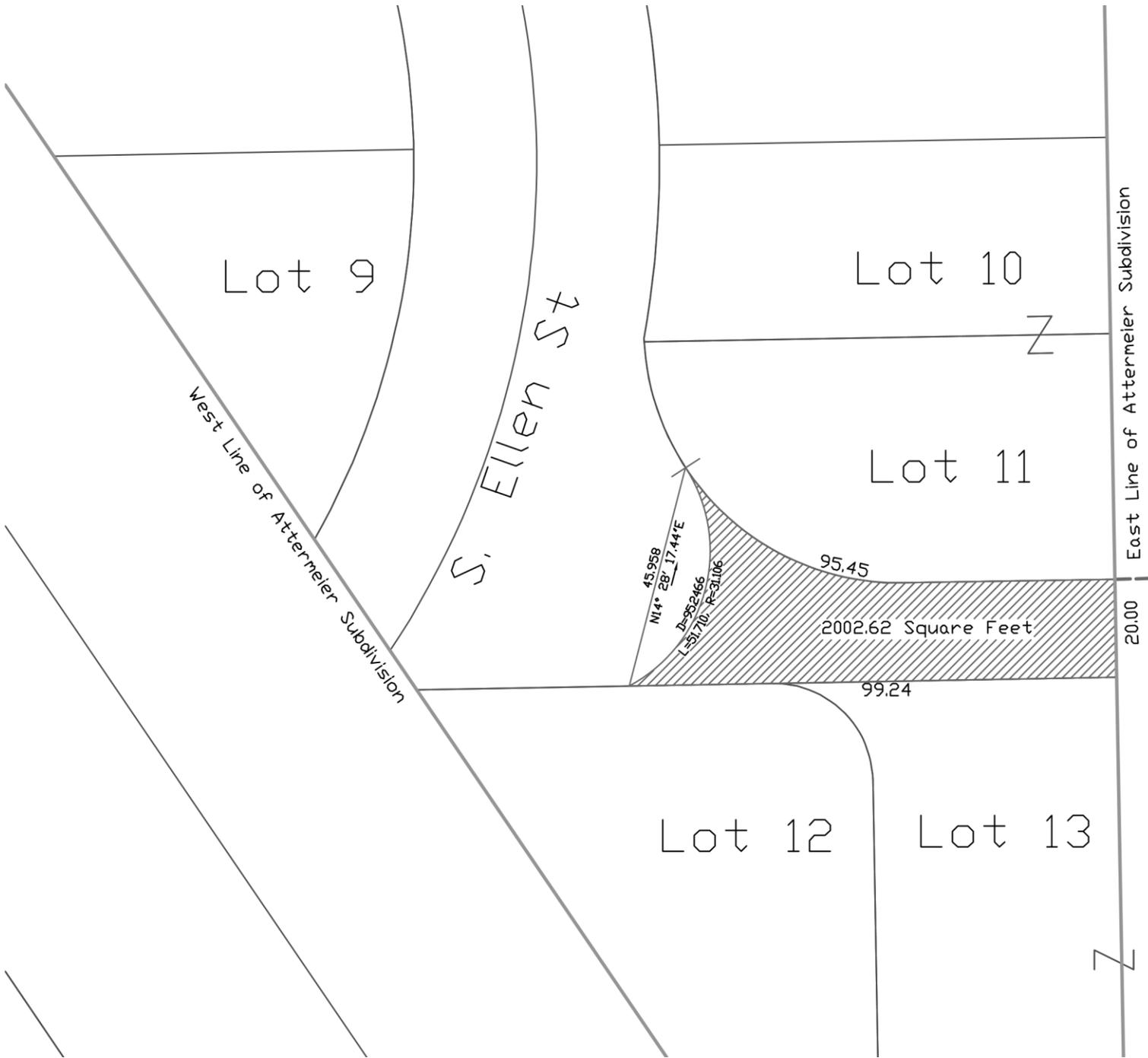
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Vacation and Deletion of South Alley of S. Ellen St.
(Located Approximately 400 feet South of E. St. Francis Avenue)

Legal Description:

The following bounded and described lands are contained within the Northeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of Section 15, Town 6 North, Range 22 East, in the City of St. Francis, Milwaukee County, Wisconsin

Commencing at the center of said Section 15; thence S1°01'16"E (previously recorded as South in the Attermeier Subdivision Plat) along the east line of the Northeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of said Section 15, 1090.05 feet as recorded on CSM 8286; thence S89°00'18"W (previously recorded as West in the Attermeier Subdivision Plat), 60.00 feet to the Southeast corner of Lot 11 of the Attermeier Subdivision (also known as the southwest corner of Lot 1 of CSM 8286) and the point of beginning; thence S1°01'16"E (previously recorded as South in the Attermeier Subdivision Plat), 20.00 feet along the East line of the Attermeier Subdivision; thence S89°00'18"W (previously recorded as West in the Attermeier Subdivision Plat), along the North line of Lots 12 and 13 of the Attermeier Subdivision, 99.24 feet to a point; thence Northeasterly 51.71 feet along a curve, whose center of lies to the West with a radius of 31.00 feet, having a chord bearing N14°28'17"E, 45.96 feet to a point of tangency of said curve with and along the southerly property line of Lot 11 of Attermeier Subdivision; thence Southeasterly along the southerly property line of Lot 11 of Attermeier Subdivision 95.45 feet to the point of beginning. Said area to contain 2,002.6212 square feet.



STATE OF WISCONSIN

CITY OF ST. FRANCIS

MILWAUKEE COUNTY

ORDINANCE NO. _____

**AN ORDINANCE TO
ADOPT AN AMENDED COMPREHENSIVE PLAN
FOR THE CITY OF ST. FRANCIS
PURSUANT TO SECTIONS 62.23 AND 66.1001 OF THE WISCONSIN STATUTES**

WHEREAS, pursuant to Section 62.23(2) and (3) of the Wisconsin Statutes, the City of St. Francis, is authorized to prepare and adopt a comprehensive plan as defined in section 66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes; and

WHEREAS, the Common Council has adopted written procedures designed to foster public participation in every stage of the preparation of a comprehensive plan as required by Section 66.1001(4)(a) of the Wisconsin Statutes; and

WHEREAS, on January 13, 2016 the Village Plan Commission, by a majority vote of the entire commission recorded in its official minutes, adopted a resolution pursuant to Section 66.1001(4)(b) of the Wisconsin Statutes recommending the adoption of the *City of St. Francis Comprehensive "Smart Growth" Plan* attached hereto and incorporated by reference as the comprehensive plan for the City of St. Francis; and

WHEREAS, a public hearing was held on March 15, 2016 following notices as required by Section 66.1001(4)(e), concerning the proposed adoption of an amended comprehensive plan for the City of St. Francis; and

WHEREAS, the Common Council finds that the *City of St. Francis Comprehensive "Smart Growth" Plan* attached hereto, including the appendices/maps attached thereto, fully complies with the requirements set forth in Sections 62.23 and 66.1001 of the Wisconsin Statutes, including the requirement that it contain all of the elements specified in Section 66.1001(2) of the Wisconsin Statutes; and

WHEREAS, the Common Council finds that the procedural requirements in Sections 62.23 and 66.1001 of the Wisconsin Statutes have been fully complied with; and

WHEREAS, the Common Council concurs with the Plan Commission's recommendation to adopt the *City of St. Francis Comprehensive "Smart Growth" Plan*;

NOW, THEREFORE, the Common Council of the City of St. Francis, Waukesha County, State of Wisconsin **DO ORDAIN AS FOLLOWS:**

SECTION 1: The *City of St. Francis Comprehensive "Smart Growth" Plan* attached hereto is hereby adopted as the amended master/comprehensive plan for the City of St. Francis for purposes of Sections 62.23 and 66.1001 of the Wisconsin Statutes.

SECTION 2: The City Clerk/Treasurer is directed to transmit one copy of the City of St. Francis Smart Growth Plan to each entity enumerated within Section 66.1001(4)(b).

SECTION 3: SEVERABILITY. The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision, and shall not affect the validity of any other provisions, sections or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

SECTION 4: EFFECTIVE DATE. This ordinance shall take effect immediately upon passage by a majority of the members elect of the Common Council and posting or publication as provided by law.

Dated this _____ day of March 2016.

City of St. Francis

CoryAnn St. Marie-Carls

ATTEST: _____
Anne B. Uecker, City Clerk/Treasurer

Published and/or posted this _____ day of _____, 2016.

/USERS/PAULALEXY/DOCUMENTS/USERS/PAUL/DOCUMENTS/MY DOCUMENTS/MYFILES/ST FRANCIS/COMPREHENSIVE PLAN/COMP PLAN ADOPTION ORD 011316.DOC

The meeting was called to order at 7:00 p.m. by Mayor St. Marie-Carls. Following the Pledge of Allegiance and a moment of silence for the community, roll call was taken.

Present: Mayor St. Marie-Carls, Alderpersons Bostedt, Wattawa, Brickner, McSweeney, Fliss and Klug

Also Present: City Administrator Rhode, City Attorney Alexy, City Clerk/Treasurer Uecker, Fire Chief Lockwood, Police Chief Dietrich, City Engineer Dejewski, Building Inspector Vretenar, Public Health Administrator Scott and interested citizens

Presentation:

- David Alswager – Recognition from Mayor St. Marie-Carls

Resolutions and Ordinances:

Moved by Alderwoman Fliss, seconded by Alderman Brickner to introduce and adopt a Resolution Regarding Non-Represented Employees' Wages and Salaries. Motion carried. **Resolution No. 2701**

Minute Approval:

Moved by Alderman Brickner, seconded by Alderwoman Fliss to place on file the minutes of the Common Council meeting held February 17, 2016. Motion carried.

Reports from Committees/Commissions/Boards:

Moved by Alderwoman Bostedt, seconded by Alderwoman Fliss to place on file the Reports from Committees/Commissions/Boards as listed on the March 1, 2016 Common Council Agenda. Motion carried.

Action Items from Committees/Commissions/Boards:

Moved by Alderman Brickner, seconded by Alderman Wattawa to approve a Beverage Operator's License – New for Alana Wooldridge. Motion carried.

Appointments to Committees/Commissions/Boards:

Correspondence with Possible Action or Referral to Committees/Commissions/Boards:

Moved by Alderwoman Fliss, seconded by Alderman McSweeney to place on file with reference in the minutes the Mayor's Update #80. Motion carried.

Moved by Alderwoman Bostedt, seconded by Alderman McSweeney to place on file with reference in the minutes the correspondence from PJ Early regarding investigation of accusation. Motion carried.

Moved by Alderwoman Fliss, seconded by Alderman Wattawa to place on file with reference in the minutes the correspondence from Brian Kaebisch regarding access to Police Department. Motion carried.

Moved by Alderwoman Bostedt, seconded by Alderwoman Fliss to place on file with reference in the minutes the Open Meetings Request from the Mayor and the City Attorney response to February 11, 2016 Mayoral "Official Announcement – Point of Order" Request. Motion carried.

Moved by Alderwoman Fliss, seconded by Alderman Brickner to place on file with reference in the minutes the correspondence from the Building Inspector regarding applications for rezoning of parks from Milwaukee County and to refer these items to the Planning Commission. Motion carried.

Moved by Alderwoman Fliss, seconded by Alderwoman Bostedt to overturn the Mayor's Veto of the Charter Ordinance to Define the Role of Mayor as Chief Executive Officer and to Establish the Office of City Administrator. Alderwoman Fliss requested a roll call vote. The following voted "aye": Alderman Brickner, Alderman Wattawa, Alderman Klug, Alderman McSweeney, Alderwoman Bostedt and Alderwoman Fliss. Motion carried.

Moved by Alderwoman Fliss, seconded by Alderman Wattawa to place on file with reference in the minutes the correspondence dated February 25, 2016 from the City Engineer regarding the annual Tree Stumping Contract award and to concur with the City Engineer's request. Motion carried.

Moved by Alderwoman Fliss, seconded by Alderman McSweeney to place on file with reference in the minutes the Public Record of Email Correspondence from the Mayor to Chief Dietrich regarding unescorted access request. Motion carried.

Moved by Alderwoman Bostedt, seconded by Alderwoman Fliss to place on file with reference in the minutes the correspondence from Jim Hatzenbeller regarding streets and alleys. Motion carried.

Moved by Alderwoman Fliss, seconded by Alderman Wattawa to place on file with reference in the minutes the Memories Car Club Block Party Event Request for an event June 25, 2016 and to approve the request. Motion carried.

Moved by Alderwoman Fliss, seconded by Alderman Wattawa to place on file with reference in the minutes the correspondence from the Mayor regarding Public Records of her Emails, Phone Calls and Building Access. Motion carried.

Discussion Items with Possible Action:

Moved by Alderman Brickner, seconded by Alderwoman Fliss to place on file and approve all vouchers on the Voucher List dated February 18, 2016 through March 1, 2016 in the amount of \$186,129.93. Motion carried.

Training/Conference/Seminar Requests:

Moved by Alderwoman Bostedt, seconded by Alderwoman Fliss to place on file with reference in the minutes the Training/Conference/Seminar Request as listed on the March 1, 2016 Common Council Agenda and to approve the request with the necessary expenses as it is a budgeted item. Motion carried.

Adjourn to Closed Session:

Moved by Alderwoman Fliss, seconded by Alderman Brickner to adjourn to Closed Session pursuant to Wis. Stat. sec. 19.85(1) (g) for purposes of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Upon conclusion of the closed session, the Common Council will reconvene in Open Session prior to taking any action regarding those matters that were discussed in Closed Session for which action in open session is required. Items for discussion: City of St. Francis v. Czar Machine & Weld, Inc. et al.; City of St. Francis v. Hauenstein; East Howard Avenue Right-of-Way. The following voted "aye": Alderman Brickner, Alderman Wattawa, Alderman Klug, Alderman McSweeney, Alderwoman Bostedt and Alderwoman Fliss. Motion carried.

Time: 8:28 p.m.

Moved by Alderwoman Fliss, seconded by Alderwoman Bostedt to take a 5-minute recess. Motion carried.

Moved by Alderwoman Fliss, seconded by Alderman Klug to reconvene to open session. Motion carried.

Time: 9:11 p.m.

Moved by Alderwoman Fliss, seconded by Alderman Brickner to authorize the filing of a petition by the City Attorney with the Circuit Court to vacate Sivyer and Betz Land Company's Subdivision #3. Motion carried.

Moved by Alderwoman Fliss, seconded by Alderwoman Bostedt to adjourn. Motion carried.

Time: 9:12 p.m.

Resolution No. 2701

RESOLUTION REGARDING NON-REPRESENTED EMPLOYEES' WAGES AND SALARIES

At a regular meeting of the Common Council of the City of St. Francis, Milwaukee County, Wisconsin, held on the 1st day of March, 2016 a quorum being present and a majority of the Council voting therefore, said council does resolve as follows:

WHEREAS, it is in the public interest of the residents of the City of St. Francis that the wages and salaries of City of St. Francis, Wisconsin be approved and adopted by the Common Council;

WHEREAS, the City has adopted a pay-for-performance compensation plan in 2013 for all non-represented employees;

WHEREAS, standardized performance reviews including goals were created for each position within the organization and training on them was provided by an outside agency;

WHEREAS, employees who are currently employed at the time of the passage of this resolution are eligible for this program and employees whom have retired or are no longer with the organization do not qualify;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of St. Francis, Milwaukee County, Wisconsin:

ESTABLISHING OR REESTABLISHING SALARIES AND WAGES OF CERTAIN OFFICIALS AND EMPLOYEES OF THE CITY OF ST. FRANCIS FOR 2015

The salaries and wages of certain officials and employees of the City of St. Francis commencing and retroactive to January 1, 2015, except as otherwise hereinafter set forth, are as follows for various appointed Department Heads, Officers, Professional, Inspection and Other Personnel:

1. **Wages and Salaries:**

Position	Existing Pay	Pay for	Proposed 1/1/2016
		Performance %	
City Administrator	\$99,465.60	2.26%	\$101,713.52
City Engineer/Director of Public Works	\$96,907.20	1.74%	\$98,593.39

MINUTES OF THE CITY OF ST. FRANCIS COMMON COUNCIL MEETING HELD MARCH 1, 2016

City Clerk/Treasurer	\$79,206.40	2.00%	\$80,790.53
Public Health Administrator	\$71,344.00	1.74%	\$72,585.39
Police Chief	\$92,372.80	2.00%	\$94,220.26
Fire Chief	\$95,472.00	2.26%	\$97,629.67
Building Inspector	\$69,576.00	1.74%	\$70,786.62
Highway Superintendent	\$61,880.00	2.26%	\$63,278.49
Deputy City Clerk	\$55,078.40	2.00%	\$56,179.97
Part-Time Administrative Staff			
618	\$13.50/hour	1.50%	\$13.70/hour
619	\$13.50/hour	1.50%	\$13.70/hour
Assistant City Engineer	\$75,025.60	1.74%	\$76,331.05
Engineering Technician	\$54,932.80	1.50%	\$55,756.79
Custodian	\$23.80/hour	2.00%	\$24.28/hour

MINUTES OF THE CITY OF ST. FRANCIS COMMON COUNCIL MEETING HELD MARCH 1, 2016

Department of Public Works

404	\$54,308.80	1.50%	\$55,123.43
508	\$54,308.80	1.74%	\$55,253.77
521	\$54,579.20	2.26%	\$55,812.69
97	\$42,224.00	0.00%	\$47,340.80
102	\$53,393.60	2.26%	\$54,600.30
95	\$54,329.60	1.50%	\$55,144.54
101	\$53,560.00	2.26%	\$54,770.46
96	\$50,336.00	0.00%	\$51,480.00
Court Clerk	\$17.80/hour	3.00%	\$18.33/hour
Assistant City Nurse	\$28.43/hour	1.50%	\$28.86/hour
Health Department Clerical	\$10.66/hour		\$10.66/hour
Sanitarian/Weights and Measures	\$28.47/hour	2.00%	\$29.04/hour
Police Clerk - IT Coordinator	\$45,739.20	2.52%	\$46,891.83

WHEREAS, the Pay for Performance program is designed to be flexible and in future years may be the sole determiner in wage/benefits increases for City of St. Francis employees. In future years the program may be expanded to other departments.

WHEREAS the Bargaining Committee has approved the Pay Scale for the Highway Department and Mechanic position as documented in Exhibit 1.

PASSED and APPROVED this 1st day of March, 2016.

/s/CoryAnn St. Marie-Carls

Mayor

ATTEST:

/s/Anne B. Uecker, MMC/WCPC

City Clerk/Treasurer

EXHIBIT 1

Scheduled Annual Wage Adjustments and Pay Ranges

Highway Utility and Equipment Operator – Pay Range \$18.00 to \$28.00

Pay	Criteria
\$18.00	Starting pay rate if has CDL. If not, starting pay rate is \$17.50 and increased to \$18.00 upon obtaining CDL within 3 months of hire date.
\$20.00	Increase based upon successful completion of a 1-year probation, demonstration of ability to work equipment, and coming in for all overtime possible.
\$22.76	Increase based upon demonstration of proficiency on equipment, coming in for all overtime possible and 2 performance reviews with a performance rating (raw score) of 2 or better.
\$24.50	Increase based upon demonstration of proficiency on equipment, coming in for all overtime possible and 3 performance reviews with a performance rating (raw score) of 2.2 or better.
Lowest hourly wage of the existing employees.	Increase based upon demonstration of continued proficiency on equipment, coming in for all overtime possible, and demonstration of ability to complete tasks without constant supervision. Has a performance rating (raw score) of 2.4 or better for 4th performance review.

Mechanic – Pay Range \$20.00 to \$30.00

Pay	Criteria
\$20.00	Starting pay rate.
\$22.00	Increase based upon successful completion of a 1-year probation.
\$24.75	Increase based upon demonstration of proficiency on repairing equipment in a timely manner. Has a performance rating (raw score) of 2.3 or better.
\$27.75	Increase based upon demonstration of continued proficiency on repairing equipment in a timely manner. Has a performance rating (raw score) of 2.5 or better.

The process to move through the scheduled increases would take 5 years or longer for the highway department and 4 years or longer for the mechanic depending upon the individual. It would be reviewed at performance time. The increase would take the place of a performance increase although by adding the performance rating as part of the goal to be achieved, it still motivates an employee to do their best to move through the different levels in the shortest amount of time. The scheduled increases and the pay range then would be reviewed annually and adjusted separately as needed.

**MINUTES OF THE BARGAINING COMMITTEE MEETING HELD
FEBRUARY 23, 2016**

Present: Alderpersons Fliss, Brickner and Wattawa

Also Present: City Administrator Rhode, City Clerk/Treasurer Uecker, City Engineer Dejewski, Alderman McSweeney

Chairwoman Fliss called the meeting to order at 4:35 p.m.

Moved by Alderman Wattawa, seconded by Alderman Brickner to suspend the agenda and adjourn to Closed Session Adjourn to Closed Session for discussion regarding: Wisconsin Statutes **§19.85(1)(e)** Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – Fire Department Union Negotiations for 2016-2017 Labor Agreement; City Administrator Review. Motion carried.

Time: 4:36 p.m.

Moved by Alderman Brickner, seconded by Alderman Wattawa to reconvene to Open Session. Motion carried.

Time: 5:05 p.m.

Moved by Alderman Wattawa, seconded by Alderman Brickner to place on file the minutes of the Bargaining Committee meeting held February 16, 2016. Motion carried.

Moved by Alderwoman Fliss, seconded by Alderman Brickner to recommend approval of the 2016 Wage Resolution as amended. Motion carried.

Moved by Alderman Brickner, seconded by Alderman Wattawa to adjourn. Motion carried.

Time: 5:24 p.m.

**MINUTES OF THE FINANCE COMMITTEE MEETING HELD
MARCH 1, 2017**

Present: Alderpersons McSweeney, Bostedt and Klug

Also Present: City Administrator Rhode, City Clerk/Treasurer Uecker, Chief Lockwood, Public Health Administrator Scott

Chairman McSweeney called the meeting to order at 5:41 p.m.

Moved by Alderman Klug, seconded by Alderwoman Bostedt to place on file the minutes of the Finance Committee meeting held February 2, 2016. Motion carried.

Discussion and Action Items:

Moved by Alderwoman Bostedt, seconded by Alderman Klug to place on file and approve the Bank Reconciliation and Investment Reports for December 2015. Motion carried.

Post-Retirement Health Care Plan Valuation Report (OPEB) – City Administrator Rhode explained what this report is for and how the auditors use this report to record the City's liability in the financial statement. It gives the City an idea of how much money the City needs to set aside for employee retirements. The money for this is kept in Designated Fund Balance. Per City Administrator Rhode, the City is fully funded for both OPEB and Wisconsin Retirement.

Correspondence:

Moved by Alderwoman Bostedt, seconded by Alderman Klug to place on file the Email dated February 2, 2016 from Richard Meissner regarding Finance Committee Public Comments. Motion carried.

Moved by Alderwoman Bostedt, seconded by Alderman Klug to place on file the Memo dated February 18, 2016 from the Public Health Administrator regarding changes to Chapter 362-34 and Fee Schedule and to forward this to the Legislative Committee. Motion carried.

Alderman Klug asked the City Administrator if at a future meeting a representative from the Department of Revenue to attend a meeting and explain the assessment process from the State's viewpoint. Discussion was held on the availability of having someone from DOR attend, especially an evening meeting. City Administrator Rhode will reach out to the DOR and see if someone could attend a future meeting.

Moved by Alderwoman Bostedt, seconded by Alderman Klug to adjourn. Motion carried.

Time: 6:06 p.m.

**MINUTES OF THE LICENSE COMMITTEE MEETING HELD
MARCH 1, 2016**

Present: Alderpersons Brickner, Wattawa and Klug

Also Present: City Administrator Rhode, City Clerk/Treasurer Uecker, Police Chief Dietrich, City Attorney Alexy, Alana Wooldridge

Chairman Brickner called the meeting to order at 6:50 p.m.

Moved by Alderman Klug, seconded by Alderman Wattawa to place on file the minutes of the License Committee meeting held February 17, 2016. Motion carried.

Moved by Alderman Wattawa, seconded by Alderman Klug to recommend approval of a Beverage Operator's License – New for Alana Wooldridge. Motion carried.

Moved by Alderman Wattawa, seconded by Alderman Klug to adjourn. Motion carried.

Time: 6:53 p.m.

**CITY OF ST. FRANCIS
MINUTES OF THE BOARD OF PUBLIC WORKS
MEETING HELD TUESDAY, FEBRUARY 10, 2016, 5:30PM**

Present: Alderperson Sue Bostedt, Alderman Mike McSweeney (arrived approximately 5:50pm), Alderwoman Debbie Fliss Citizen Members Paul Pankowski, Shawn Feirer and Amanda Bednarski.

Excused: Christine Hancock

Also present: City Engineer Melinda Dejewski.

Alderwoman Bostedt called the meeting to order at 5:38pm.

1. Public Comment.

None.

2. Minutes

A motion was made by Alderwoman Fliss, seconded by Board Member Feirer to approve the minutes of the January 12, 2016 meeting. Motion carried.

3. Discussion and Possible Action – 2016 Sidewalk Project

City Engineer Dejewski stated that since no block grant funding was available, she had reached out to UWM to see if they had any students who could assist in the data gathering for the project. She and Special Projects Coordinator/Code Compliance Officer Todd Willis will be making a presentation to the students on February 17, 2016. No action was taken on this item.

4. Discussion – E. Denton Avenue Resurfacing Project

City Engineer Dejewski stated that once the project was approved in the budget, Assistant City Engineer Jim Lindhorst reached out to the utility companies that have facilities in St. Francis to inform them of the approved road projects and to see if they had any comments. Both Milwaukee Water Works and We Energies Gas commented that, while E. Denton Avenue was not on their 5 year plan, their infrastructure was old and they would want to replace it since the City was going to repave the road. They both are requesting that the City postpone the paving of the road until 2017 to allow the utility work to be done in 2016. Alderwoman Bostedt stated that in conjunction with the watermain work, the City would provide all the properties abutting the project with information regarding lead piping and how to run the water before drinking. There was discussion regarding the potential for lead piping in the City and how many homes were pre-1951. A motion was made by Alderwoman Fliss, seconded by Board Member Feirer to place the letter on file and concur with the City Engineer's recommendation. Motion carried.

5. Discussion – Milwaukee Water Works Water Report

There was discussion regarding the information that had come forward from Milwaukee Water Works regarding the potential for lead in their system. City Engineer Dejewski stated that she and Public Health Administrator Kathy Scott had been working together to get the information out into the community. An article and link had been placed on the website. The Board requested that the link be moved to the main page. No action was taken on this item.

6. Engineer's Report

City Engineer Dejewski reviewed the report. She also updated the Board on an issue that has come forward

regarding the right-of-way along portions of E. Howard Avenue. When the City began to work with a potential developer for the northeast corner of E. Howard Avenue and S. Kinnickinnic Avenue, it became apparent that when the DOT constructed E. Howard Avenue, they did so on a highway easement, not on a right-of-way. To have a clear title and CMS, it will be in the best interest of the City to dedicate the right-of-way to itself. A motion was made by Alderwoman Fliss, seconded by Alderman McSweeney to place the report on file. Motion carried.

7. Unfinished Business

A. S. Troy Avenue Extension

No report.

B. Discussion – Road Project Special Assessment Methods

There was discussion on if the City should adopt all the methods available to the City per State Statutes. The Board also began to review other special assessment policies from surrounding communities. The Board will continue to discuss the different methods, how they would work with the existing City policy and if there should be a maximum for residential properties.

C. Discussion and Possible Action – S. Nevada Avenue Street Lighting

No report.

D. Discussion and Possible Action – S. Betz Avenue Right-of-Way

No report.

8. Adjourn

A motion was made by Alderwoman Fliss, seconded by Alderman McSweeney to adjourn. Motion carried.
Time 6:13p.m.

ENGINEER'S REPORT FEBRUARY 2016

ROAD PROJECT REPORT 2016

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Denton from Packard to Barland	resurface	\$300,000.00	in-house	in-house	There are utility issues. Utilities requesting postpone until 2017
Crawford Avenue Parking Lot	construct	\$325,000.00	in-house	in-house	
Martin Lane from Lake to Kirkwood	construct	\$350,000.00	in-house	in-house	Survey in progress
Removal of S. Brust – Bolivar to Whitnall	deconstruct/grant	\$200,000.00	in-house	in-house	Barricades in place
Watermain Trench Repair Program	reimbursement	\$60,000.00	in-house	in-house	Getting locations mapped.
Sidewalk Replacement Program	repair/replacement	\$40,000.00	in-house	in-house	Working on survey.

2015

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Nevada Extension	Construction	\$1,000,000	\$40,000	\$80,000	Project in progress.
Brook Place Storm Sewer/Road	Construct	\$300,000	In-house	\$20,000	No response from resident. Moving forward with survey work.

2014

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT		
Kansas from Layton to Whitnall	construct	\$500,000	Construction complete. All scheduled walk-throughs complete. Assessments 2016.		

2012

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT		
Packard from Howard to Lunham	resurface	\$876,248.51 (\$198,846.67 city portion)	Project is complete. Punch list items are done. Cost to date: \$187,044.50. State performing audit for 2 years. Letter sent to property owners.		

**MINUTES OF THE PARK COMMISSION MEETING
HELD SEPTEMBER 9, 2015 6:30PM**

Present: Chairman Alderman Steve Wattawa, Sue Garcia, Lynn Soby, Vivian Roe and Jill Doran.
Also present: Senior Engineering Technician Rob Newell

The meeting was called to order at 6:33pm by Chairman Wattawa.

2. Approval of Minutes

A motion was made by Commissioner Doran, seconded by Commissioner Roe to approve the minutes of the August 25, 2015 meeting. Motion carried.

3. Discussion and Action Items:

A. Proposed Improvements for Memorial

Alderman Wattawa discussed that no additional bids were received for the removal and replacement of the brick work, but that there were two bids received for the replacement shrubs. Commissioner Roe asked Alderman Wattawa if the bids differentiated the prices between 5 gallon and 3 gallon pot sizes of the "Gold" Junipers. Alderman Wattawa relayed the prices from the quotes he received but mentioned that the "Gold" Juniper of the 5 gallon pots was not the exact same variety of "Gold" Juniper as those of the 3 gallon pots, but stated the difference was about 5 dollars increase for the 5 gallon sizes over the 3 gallon sizes. Commissioner Roe asked about the approximate timeline of the shrub replacement and Alderman Wattawa and Commissioner Doran both believed the timeline to be in flux until after the winter.

B. 2016 Park Rental Policy

Alderman Wattawa stated an explanation and summary of the Common Council's decision to accept the fee and schedule recommendation of the Park Commission from the August 25, 2015 meeting. Alderman Wattawa recommended seeing if the interest in Friday rentals was apparent by the next Park Commission meeting in 2016. Commissioner Roe stated she thought the only way to know was the wait and see for the time being.

4. New Business

Alderman Wattawa stated he thinks he might have an update on the status of the All Abilities Park by the next Park Commission Meeting by its supporters, including status of fundraising goals and timeline updates. Commissioner Doran stated that if there was an update on the All Abilities Park they could better plan on helping with fundraising events in 2016 at various City-held events.

5. Unfinished Business

Alderman Wattawa stated that there had been no update on the statements by Alderman Klug from the August 25, 2015 Park Commission Meeting on the location of the lake viewing area near an easement adjacent to Park Shore.

6. Adjourn

A motion was made by Commissioner Roe, seconded by Commissioner Soby to adjourn. Motion carried. The meeting adjourned at 7:03 pm.



License Committee Agenda

March 15, 2016
6:45 p.m.

NOTICE

There will be a License Committee meeting on **Tuesday, March 15, 2016 at 6:45 p.m.** at the new Civic Center in the Committee Room located at 3400 E. Howard Avenue.

LICENSE COMMITTEE AGENDA

1. Call to order by Chairperson Brickner.
2. Approval of the Minutes of the License Committee Meeting held March 1, 2016
3. Licenses:

Beverage Operator License – New

Jacob P. Francis (needs proof of class certification)

Lori A. Zalewski

4. Discussion and Possible Action:
5. Correspondence:

Memo from Deputy Clerk/Treasurer DeMores regarding Airshows of Wisconsin, Inc. temporary "Class B" retail license

6. Unfinished Business:

Ordinance regarding venues with large gatherings

Marian Center – Special Use Ordinances No. 840 and No. 987

7. Adjourn

PUBLIC NOTICE

Upon reasonable notice, a good faith effort will be made to accommodate the needs of individuals to participate in public hearings, which have a qualifying disability under the Americans with Disabilities Act. Requests should be made as far in advance as possible, preferably a minimum of 48 hours. For additional information or to request this service, contact the St. Francis City Clerk at 481-2300. The meeting room is wheelchair accessible from the east and west entrances.

NOTE: There is a potential that a quorum of the Common Council may be present.

Posted 3/11/16

Report of the Board of Public Works

The Board of Public Works addressed several issues and project in 2015.

- Heavy Trucking on S. Kansas and S. Ahmedi Avenues between S. Whitnall Avenue and E. Layton Avenue - *pending for 2016.*
- Sidewalk Replacement Program - *pending for 2016.*
- S. Hill Place Dead End - *pending*
- Buffalo Statue Donation - *complete.*
- E. Betz Avenue Right-of-Way - *pending for 2016.*
- E. Layton Avenue Resurfacing Project- *complete.*
- S. Troy Avenue Extension – *pending.*
- Speeding on E. Bolivar Avenue between S. Pennsylvania/S. Clement Avenues- *complete.*
- Stop sign request – E. Elizabeth and S. Kansas Avenues Intersection- *complete.*
- S. Nevada Avenue Extension - *pending for 2016.*
- Proposed Overlook of Lake Michigan- *complete.*
- Diggers Hotline - *pending for 2016.*
- Nojoshing Trail Phase 3 Construction- *complete.*
- 2016 Operations, Capital and Infrastructure Budget- *complete.*
- S. Brook Place Storm Sewer Project - *pending for 2016.*
- Vacation and Deletion of S. Ellen Street Right-of-Way- *complete.*
- Oak Leaf Trail- *complete.*
- Yellowstone Driving Trail- *complete.*
- Bus Route 51 Extension- *complete.*
- Denton/Nicholson/Kinnickinnic Intersection- *complete.*
- E. Crawford Avenue Municipal Parking Lot - *pending.*
- S. Delaware Avenue Right-of-Way - *pending for 2016.*
- Garbage/Recycle Services – Cart Implementation Plan- *complete.*

Items which the Board began working on in 2016

- *Road Project Special Assessment Methods*
- *S. Nevada Avenue Street Lighting*
- *Citywide Easements and Right-of-Ways*
- *Continuance of Reverting City Owned Property to Tax Rolls*

In addition, the Department of Public Works continued to operate and maintain the infrastructure of the City.

Issues Addressed by the Board of Public Works in 2015

- **Heavy Trucking on S. Kansas and S. Ahmedi Avenues between S. Whitnall Avenue and E. Layton Avenue**

11/10/2015-Alderswoman Bostedt stated she had received concerns about trucking on both streets. Ms. Schandel stated that most of the trucks come from Whitnall and are tow trucks. There was discussion regarding the size of the trucks and different options. One consideration was to install a sign requiring trucks to turn right from Kansas north of Whitnall onto Whitnall Avenue. A motion was made by Alderman McSweeney, seconded by Board Member Pankowski to recommend to the Common Council to install a sign requiring trucks on Kansas Avenue on the north side of Whitnall Avenue to turn right onto Whitnall Avenue instead of cutting across Whitnall to Layton. Motion carries.

- **Sidewalk Replacement Program**

11/10/2015-There was discussion regarding how the sidewalk program had been implemented in the past and that the funding no longer keeps pace with the amount of sidewalk to be replaced. In the future, special assessments will have to be used as part of the process to improve the sidewalks. City Engineer Dejewski stated she has become aware of a new grant and will be looking into it. Also, an article for the newsletter on how to get sidewalk replaced will be developed so residents understand the process. A motion was made by Alderswoman Fliss, seconded by Alderman McSweeney that the 2016 sidewalk program should focus on S. Kinnickinnic Avenue from the northern City limits to the southern City limits. Motion carried.

- **S. Hill Place Dead End**

11/10/2015-City Engineer Dejewski stated that Alderswoman Fliss had brought this to her attention. At the end of S. Hill Place, the right-of-way is offset creating a difficult area to maintain and plow. She was wondering if the abutting property owner could be contacted about donating land to square off the right-of-way. A motion was made by Alderswoman Fliss, seconded by Alderman McSweeney to consult with the City Attorney on how to request a land dedication to complete the dead end of S. Hill Place. Motion carried.

- **Buffalo Statue Donation**

11/10/2015-There was general discussion on the donation and if accepted, where it should be placed. A motion was made by Alderswoman Fliss, seconded by Alderman McSweeney to recommend to the Common Council to direct City Administrator Rhode to accept the donation of the buffalo topiary and have it placed at the S. Lake Drive entrance to the Nojoshing Trail. Motion carried.

- **E. Betz Avenue Right-of-Way**

11/10/2015-There was general discussion on the unimproved portions of S. Betz Avenue as to whether or not the City should retain ownership. The Board thought that the City could maybe offer to waive the \$150 CSM fee or pay for the CSM to combine the lots so that the City does not have to maintain the land any longer. Board Member Feirer knows the property owners abutting the right-of-way and will have a discussion regarding the

land with them and report back to the Board at a future meeting. No further action was taken on this item.

- **E. Layton Avenue Resurfacing Project**

11/10/2015-City Engineer Dejewski reported that the project was complete with a few minor items.

- **S. Troy Avenue Extension**

2/10/2015 -City Engineer Dejewski gave an overview of the proposed extension of S. Troy Avenue between the dead end south of E. Howard Avenue and E. Tesch Avenue. She presented overview drawings of the infrastructure requirements. There was general discussion on what could be done with development. The Board requested that City Engineer Dejewski develop a cost estimate and a rate of return to be able to determine if the development would be feasible.

- **Speeding on E. Bolivar Avenue between S. Pennsylvania and S. Clement Avenues**

10/13/2015-Alderwoman Bostedt stated she had received the email that was in the packet and thought that a stop sign could be installed at the westerly intersection of S. Iowa Avenue and E. Bolivar Avenue. Alderwoman Fliss stated she is not in favor the stop signs. There are roads all over where speeding occurs and really this issue is enforcement, not stop signs. Former Chief Kaebisch often stated that the stop signs cause people to speed away or roll though and do not necessarily work. Alderman McSweeney stated that according to the Police Chief, there are more patrols in the area now to try to slow traffic down. Alderwoman Bostedt suggested that the area be monitored and reassessed in 2016. Alderwoman Fliss stated she would contact the resident. No action was taken on this item.

- **Stop sign request – E. Elizabeth and S. Kansas Avenues Intersection**

10/13/2015-Alderwoman Bostedt stated she received the email in the packet regarding a stop sign at S. Kansas Avenue and E. Elizabeth Avenue. Board Member Feirer stated that the stop sign will not fix the issue of speeding. They had to install speed bumps at his work place to slow people down. Board Member Hancock questioned if this was a one person request. Alderman McSweeney pointed out that the intersection is entirely in the City of Milwaukee. Alderwoman Bostedt stated she would let the residents know that they need to contact the City of Milwaukee. No action was taken on this item.

- **S. Nevada Avenue Extension**

10/13/2015-City Engineer Dejewski stated that she had received the proposal in the packet. She had talked with RA Smith and by eliminating some of the items, they could reduce their cost. A motion was made by Alderwoman Fliss, seconded by Alderman McSweeney to approve the service contract not to exceed \$22,000. Motion carried

- **Proposed Overlook of Lake Michigan**

10/13/2015-Alderwoman Bostedt stated that this issue started in the Park Commission with Alderman Klug making a request for an overlook of Lake Michigan. Mr. Bruce Peacock, President of Park Shore Condominiums and Board Member of Waterfront

Management shared his concerns regarding an overlook. He stated that currently they have many problems with people trespassing and vandalizing their property. He also stated that Stark is not a good neighbor since they do not cut their weeds. He continued that there are already benches along the trail for people to use for viewing. City Engineer Dejewski stated that her department was asked to find locations. She is neither in favor or against an overlook. Her department reviewed possible locations and found what seemed to be the most appropriate areas based upon grades and existing easements. There was general discussion about the Oak Leaf trail and the availability of benches. A motion was made by Alderwoman Fliss, seconded by Alderman McSweeney to recommend to the Park Commission to stop the investigation of a location of an overlook bench at this time. Motion carried.

- **Diggers Hotline**

10/13/2015-City Engineer Dejewski gave an overview of the issue and reviewed the memo in the packet with regards to the possible costs. There was general discussion on how the system would work in the City. The Board directed the City Engineer to investigate what the cost would be for a 3rd party service for emergencies and/or weekends only and bring the information back to a future meeting. No action was taken on this item.

- **Nojoshing Trail Phase 3 Construction**

8/11/2015-City Engineer Dejewski reviewed the letter presented by Senior Engineering Technician Rob Newell. The bids for the project came in over the funding from the Block Grant. Only 2 bids were received. Both bids were relatively close in cost indicating that the bids were responsible. City Engineer Dejewski stated that the Engineering Department would review the contract and see if there were cost saving measures that could be done to reduce the cost to be closer to the funding from the Block Grant. Also, she would look for an alternate capital account to cover the gap in the funding. There was discussion regarding getting other bids but since the bids were close and now prices were known, it was unrealistic to expect the new bids would be lower than the ones received. A motion was made by Alderman McSweeney, seconded by Board Member Keul to recommend the award of the contract for Project 4-2015 to the lowest responsible bidder All-Ways Contractors, Inc. Motion carried

10/13/2015-City Engineer Dejewski reviewed her memo from the packet and requested that the Board recommend to the Council to utilize the garbage capital fund to gap in funding for the trail project since the funds need to be reallocated. A motion was made by Alderwoman Fliss, seconded by Alderman McSweeney to recommend to the Common Council to utilize the garbage capital fund to gap in funding for the trail project.

Alderwoman Bostedt stated that since the trail system was complete, the maintenance should be moved to the Park Commission. A motion was made by Alderwoman Fliss, seconded by Board Member Feirer to move this item to the Park Commission. Motion carried.

- **2016 Operations, Capital and Infrastructure Budget**

6/9/2015-City Engineer Dejewski reviewed the proposed 5year capital budget for road projects. The Board discussed the roads proposed and adjusted the proposed schedule. The City Engineer will make the proposed revisions and bring back to the next Board meeting.

8/11/2015-City Engineer Dejewski reviewed the proposed 5year capital budget with the changes from the prior meeting. There was discussion on the scheduling of the different roads. It was requested that Administrator Rhode present in the near future possible alternate funding methods for when the “never been done roads” are completed. A motion was made by Board Member Pankowski, seconded by Board Member Keul to recommend to the Finance Committee the 2016 Road Capital Budget. Motion carried.

City Engineer Dejewski presented the 2015 budget as a review in anticipation for the 2016 budget. There was discussion on different items in the budget. Also presented was the 2016 capital requests for the Engineering Department and the Highway Department. There was discussion on the different pieces of equipment. This item was to be discussed at the next meeting

9/8/2015-City Engineer Dejewski reviewed the proposed 5year road capital budget with the changes from the prior meeting. There was discussion on the scheduling of the different roads. She then presented the capital budgets for the departments with equipment purchases. There was discussion regarding a different program to fund sidewalk replacements since the Block Grant funding is not covering as much of the expense as it was in the past. A motion was made by Alderman McSweeney, seconded by Alderwoman Fliss to recommend to the Finance Committee the 2016 Capital Budgets. Motion carried

City Engineer Dejewski presented the 2015 operations and maintenance budget with some budgetary numbers completed as requested at the previous meeting. A motion was made by Alderwoman Fliss, seconded by Alderman McSweeney to recommend to Finance the 2016 Operations and Maintenance budget. Motion carried.

10/13/2015-City Engineer Dejewski gave an overview of the hours worked by each member of the Engineering and Building departments as had been requested. There was general discussion on the tasks each employee performs. No action was taken on this item.

- **S. Brook Place Storm Sewer Project**

5/26/2015 -City Engineer Dejewski explained the letter that was in the packet. The City has an established right-of-way extending from the existing terminus of S. Brook Place to E. Koenig Avenue. The established right-of-way is basically a zoning type of overlay on the Official City Map which shows where the City is intending to build a road but has yet to actually acquire the right-of-way. The established right-of-way allows the City to preclude development in the area of the reservation, but the property owner still owns the land since the official dedication has not occurred. The City, a few years ago, approved

the extension of storm sewer to alleviate a minor flooding issue at the end of S. Brook Place since the end of the road slopes toward E. Koenig Avenue instead of S. Crawford Avenue like the rest of S. Brook Place. An easement is necessary to extend the storm sewer in the most cost effective solution. In making some initial contact with the property owner, it became apparent that acquiring the easement could be a challenge. The Engineering Department has been working of other solutions to remove the need to acquire an easement through the property owner's land. The storm sewer can be extended northerly to E. Elizabeth Avenue if needed but it is a more costly solution.

The Engineering Department does not believe that S. Brook Place will ever be extended and that the established right-of-way could be vacated and deleted. It could benefit the property owner to do so because it removes the impediment to constructing in the area and the property owner has been wanted to expand the home on the property. This removal would open up land that was previously prohibited from construction. A motion was made by Alderwoman Fliss, seconded by Board Member Keul that the City should vacate and delete the established right-of-way for the extension of S. Brook Place if the property owner will grant a 20 foot easement for the extension of the storm sewer. If this agreement cannot be reached, then the storm sewer will head north and connect to E. Elizabeth Avenue and to refer to the Planning Commission for their review. Motion carried.

9/8/2015-City Engineer Dejewski stated that the Engineering Department had been working with the property owner to acquire the necessary easement but the negotiations had become complicated. There was general discussion regarding the project as a whole and the 2 options. A motion was made by Alderwoman Fliss, seconded by Alderman McSweeney to have a firm deadline for the property owner of September 30, 2015 or the Engineering Department should move forward with the alternate route. Motion carried.

- **Vacation and Deletion of S. Ellen Street Right-of-Way**

5/26/2015-City Engineer Dejewski explained that this issue had been before the Board of Public Works, Planning Commission and Council several years ago but was held up with some legal questions. When the road project came forward, the petitioner withdrew their request to have the right-of-way vacated and deleted. The City made the decision to discontinue the public access and restored the area with grass during the road project. The abutting property owner has petitioned again to have the right-of-way vacated and deleted to help facilitate improvement on their property. The Board concurs with the vacation and deletion and therefore is taking on the request to move it through the process. A motion was made by Alderwoman Fliss, seconded by Alderman McSweeney to recommend to the Common Council to vacate and delete the unimproved right-of-way on S. Ellen Street, and refer to the Planning Commission for their review and concurrence. Motion carried.

- **Oak Leaf Trail**

5/26/2016-Alderwoman Bostedt stated that County Supervisor Jursik inquired if the City of St. Francis would want to have part of the Oak Leaf Trail renamed to Nojoshing Trail and have it connected to the existing Nojoshing Trail. Alderman McSweeney wanted to

know if the maintenance would then be transferred to the City. Alderwoman Bostedt stated no. Alderwoman Fliss stated that the Oak Leaf Trail is very well known and changing the name could be confusing. Board Member Hancock suggested that additional signs could be added denoting Nojoshing Trail to make trail users aware of the connection to S. Kinnickinnic Avenue via the Nojoshing Trail. Alderwoman Bostedt indicated that she would convey the direction of the Board to County Supervisor Jursik. No further action was taken on this item.

- **Yellowstone Driving Trail**

5/26/2015-Mayor St. Marie Carls stated that Mr. Terry Duffy had found out about this trail. It is a historically significant driving trail that went across the entire country. The City of Cudahy has marked their section of the trail. City Engineer Dejewski presented a signage plan and cost to mark the trail. The estimated cost is about \$420 for the signs and the project is estimated at \$500. A motion was made by Alderwoman Fliss, seconded by Board Member Keul to recommend to the Common Council to erect the signs not to exceed \$500. Motion carried.

- **Bus Route 51 Extension**

3/10/2015-Alderwoman Bostedt talked about requesting an extension of Bus Route 51 to the area of the triangle. The Board discussed the benefits to extending the route to the condos, businesses and schools. A motion was made by Alderwoman Fliss, seconded by Alderman McSweeney to recommend to the Common Council to draft a letter to County Supervisor Jursik to extend Bus Route 51 into St. Francis to the area bounded by S. Packard/E. Howard/S. Lake. Motion carried

5/26/2015-Alderwoman Bostedt stated that she and the Mayor have been working with County Supervisor Jursik on the extension of the route. Currently some busses turn around on E. Oklahoma Avenue and some turn around at the Marion Center in St. Francis. Mayor St. Marie-Carls added that in working out the agreement for the FBI to locate in St. Francis, the City indicated that they would work on extending the bus route so that people could use the transit system to get to the FBI if needed. Alderwoman Bostedt continued that the County operations staff is studying the route and ridership and will have that study complete on June 2 or thereabout. The County and City want more information from the businesses and resident about the possible extension of the route. She is holding a Town Hall meeting on June 16 prior to the Common Council meeting to gather the information. Also, the notice of the meeting could be posted on Facebook, the City website, the message board at the Civic Center and in the meeting notice. No further action was taken on this item.

- **Denton/Nicholson/Kinnickinnic Intersection**

5/26/2015-City Engineer Dejewski gave an update regarding the schedule of the project. It appears that the project will begin in the fall of 2015

- **E. Crawford Avenue Municipal Parking Lot**

2/10/2015 -Alderwoman Bostedt explained that the St. Francis Brewery project was put on hold. Due to the project being on hold, the municipal parking lot project needed to be

reviewed. There was general discussion on the benefits to having the municipal lot regardless of the Brewery project. The other businesses in the area such as the Cudahy Kennel Club and the Soulstice Theater would definitely benefit from the municipal lot. Also, having a municipal lot in the area where the City is marketing lots for development could help attract businesses. Board Member Keul questioned if the lot would be metered. The Board decided that it would not due to staffing issues.

A motion was made by Alderwoman Fliss, seconded by Board Member Keul to keep the project on the 2015 Capital Plan. Motion carried.

3/10/2015-City Engineer Dejewski gave an overview of the proposed municipal lot near the St. Francis Brewery. The Board had discussion on the different businesses in the area and how often the street was full of cars from the businesses different events. The Board then began to look for alternate locations for a municipal parking lot. No action was taken at this time.

5/26/2015 -Mr. Nick Dillon, representing the St. Francis Brewery gave an overview of their need for the City to build a municipal lot. He stated that many businesses in the area could benefit from the public parking and that it could spur development in the area. Alderwoman Bostedt stated that there was some opposition on the Council because it was viewed that the parking lot is really only for the benefit of one business. She indicated that at the Council level, she stated that it was not; that the lot would benefit all the businesses of the area. There was no action on this item.

- **S. Delaware Avenue Right-of-Way**

3/10/2015-City Engineer Dejewski explained that to the north of E. Bottsford Avenue, S. Delaware Avenue was a gravel street with right-of-way extending beyond the gravel. The paved bike/walking path went from the end of the gravel through City owned land (not right-of-way) to E. Whittaker Avenue. The Board of Public Works and the City had examined this area a few years ago and decided to keep the right-of-way and the City owned lot as it is today. There was discussion on the benefits and detriments to completing the road from E. Bottsford to E. Whittaker. It appears that there could be a single family home lot available after the bike/walking path would be separated. A motion was made by Alderwoman Fliss, seconded by Alderman McSweeney to recommend to the Common Council to sell the lot with preserving the bike/walking path as City owned. The motion carried.

- **Garbage/Recycle Services – Cart Implementation Plan**

1/13/2015 -City Engineer Dejewski gave an update on the status of the contract and explained the information that was provided to the Board. There were several media items for discussion. There was general discussion on the information the pamphlets and letter to the residents should contain. It was decided that the residents could keep their carts and that the City would work with Waste Management for a plan if residents did not want to keep their carts. No further action was taken on this item.

2016 Items

- **Road Project Special Assessment Methods**
The Board has begun reviewing the methods allowed to be used to calculate the special assessments for road projects. Policies from Cudahy, South Milwaukee, Oak Creek, Hales Corners and Pewaukee have been obtained as comparisons. It should be noted that these other communities special assess for sanitary sewer, storm sewer and watermain improvements where St. Francis does not.
- **S. Nevada Avenue Street Lighting**
The Engineering Department was asked to inquire about putting a street light at the new S. Nevada Avenue/S. Whitnall Avenue intersection. The Airport has stated that it is possible and has provided some guidelines to do so. We Energies will be contacted to see if they have street lights which meet the criteria.
- **Citywide Easements and Right-of-Ways**
The Board has been reviewing the existing, unimproved, reserved, and established rights-of-ways citywide and will continue to evaluate each to determine if it still is necessary or if it could be discontinued.
- **Continuance of Reverting City Owned Property to Tax Rolls**
The Board will continue to recommend, in conjunction with the Planning Commission, that if right-of-way can be discontinued, that it be reverted to the tax rolls.

ENGINEER'S REPORT JANUARY 2015

ROAD PROJECT REPORT 2014

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Iowa from Norwich to St. Francis Ave	reconstruct	\$700,000	\$5,000	\$50,000	Construction complete.
Kansas from Layton to Whitnall	construct	\$500,000	\$15,000	\$35,000	Construction complete.
Sidewalk Replacement Program Phase 1 - 2013	grant	\$40,000	in-house	in-house	Construction complete.
Sidewalk Replacement Program 2014	grant	\$28,731	in-house	in-house	Construction complete.
Trail System Phase 2	grant	\$43,096	in-house	in-house	Cost to date: \$10,898.47. \$32,197.53 balance.
Watermain Trench Repair Program	reimburse	\$60,000	in-house	in-house	Construction complete.

2013

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Ellen from St. Francis to dead end	reconstruct	\$239,850.76	Construction completed and special assessments levied. Final cost \$137,060.39
Kingan from Denton to Lunham	construct	\$386,510.13	Construction completed. Punchlist outstanding. Cost to date \$224,472.30
Barland from Crawford to Koenig	reconstruct	\$25,000	Construction completed. Final cost \$25,000.00
Sidewalk Replacement Program Phase 1	grant	\$40,000.00	See above.
Sidewalk Replacement Program Phase 2	grant	\$50,000.00	Construction completed Final cost \$61,111.00.
Trail System on Former We Energies Property Phase 1	grant	\$60,000.00	Construction complete. 100% of funds spent.

2012

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Packard from Howard to Lunham	resurface	\$876,248.51 (\$198,846.67 city portion)	Project is complete. Punch list items are done. Waiting for State for final costs. Cost to date: \$187,044.50
Howard from City Limits to Arctic	reconstruct	\$563,736.15	Project is complete. Received all reimbursements. Final cost \$521,385.11

Phase 1 of the trail system is complete. All of the \$60,000 funds have been spent. Phase 2 of the trail system is mostly complete. Of the available \$43,096 funds, \$10,898.47 has been spent on the gravel, wood chips and fencing. The balance of the funds are for any additional fencing, paving or wood chips. Phase 3 has been funded to \$42,333 for 2015. This will complete the trail head at the Civic Center and cross the wetland to connect to the rest of the trail.

ROAD PROJECT REPORT
2014

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Iowa from Norwich to St. Francis Ave	reconstruct	\$700,000	\$5,000	\$50,000	Construction complete.
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ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
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ENGINEER'S REPORT MARCH 2015

ROAD PROJECT REPORT 2015

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Nevada Extension	Construction	\$1,000,000	\$40,000	\$80,000	In design phase.
Brook Place Storm Sewer/Road	Construct	\$300,000	In-house	\$20,000	In preliminary design phase
Municipal Parking Lot	Construct	\$125,000	\$15,000	\$25,000	Construction complete.
Trail System Phase 2	Grant	\$43,096	in-house	in-house	Cost to date: \$10,898.47. \$32,197.53 balance.
Trail System Phase 3	Grant	\$60,000	In-house	In-house	Preliminary design phase

2014

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Iowa from Norwich to St. Francis Ave	reconstruct	\$700,000	\$5,000	\$50,000	Construction complete.
Kansas from Layton to Whitnall	construct	\$500,000	\$15,000	\$35,000	Construction complete.

2013

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Kingan from Denton to Lunham	construct	\$386,510.13	Construction completed. Punchlist outstanding. Cost to date \$224,472.30

2012

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Packard from Howard to Lunham	resurface	\$876,248.51 (\$198,846.67 city portion)	Project is complete. Punch list items are done. Waiting for State for final costs. Cost to date: \$187,044.50
Howard from City Limits to Arctic	reconstruct	\$563,736.15	Project is complete. Received all reimbursements. Final cost \$521,385.11

A request has been made to the City to extend the Route 51 bus line. Alderwoman Bostedt has contacted Supervisor Jursik regarding the request.

ROAD PROJECT REPORT
2015

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Nevada Extension	Construction	\$1,000,000	\$40,000	\$80,000	In design phase.
Brook Place Storm Sewer/Road	Construct	\$300,000	In-house	\$20,000	In preliminary design phase
Municipal Parking Lot	Construct	\$125,000	\$15,000	\$25,000	Construction complete.
Trail System Phase 2	Grant	\$43,096	in-house	in-house	Cost to date: \$10,898.47.
Trail System Phase 3	Grant	\$60,000	In-house	In-house	\$32,197.53 balance. Preliminary design phase

2014

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Iowa from Norwich to St. Francis Ave	reconstruct	\$700,000	\$5,000	\$50,000	Construction complete.
Kansas from Layton to Whitnall	construct	\$500,000	\$15,000	\$35,000	Construction complete.

2013

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Kingan from Denton to Lunham	construct	\$386,510.13	Construction completed. Punchlist outstanding. Cost to date \$224,472.30

2012

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Packard from Howard to Lunham	resurface	\$876,248.51 (\$198,846.67 city portion)	Project is complete. Punch list items are done. Waiting for State for final costs. Cost to date: \$187,044.50
Howard from City Limits to Arctic	reconstruct	\$563,736.15	Project is complete. Received all reimbursements. Final cost \$521,385.11

A request has been made to the City to extend the Route 51 bus line. Alderwoman Bostedt has contacted Supervisor Jursik regarding the request.

ENGINEER'S REPORT JUNE 2015

ROAD PROJECT REPORT 2015

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Nevada Extension	Construction	\$1,000,000	\$40,000	\$80,000	Have all information. Finalizing plans. Target July1 for funding approval
Brook Place Storm Sewer/Road	Construct	\$300,000	In-house	\$20,000	In preliminary design phase. Working on easement.
Municipal Parking Lot	Construct	\$350,000	\$15,000	\$25,000	
Trail System Phase 2	Grant	\$43,096	in-house	in-house	Cost to date: \$10,898.47. \$32,197.53 balance.
Trail System Phase 3	Grant	\$60,000	In-house	In-house	Discussions with DNR result in no permit required due to recreational crossing.

2014

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Iowa from Norwich to St. Francis Ave	reconstruct	\$700,000	\$5,000	\$50,000	Construction complete. Walk-thru to be done in July. Assessments to be done September 2015.
Kansas from Layton to Whitnall	construct	\$500,000	\$15,000	\$35,000	Construction complete. Working on walk-thru. Assessments 2016.

2013

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Kingan from Denton to Lunham	construct	\$386,510.13	Construction completed. Punchlist outstanding. Cost to date \$224,472.30. Punchlist done. Assessments September 2015.

2012

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Packard from Howard to Lunham	resurface	\$876,248.51 (\$198,846.67 city portion)	Project is complete. Punch list items are done. Cost to date: \$187,044.50. State performing audit for 2 years. Sending letter to property owners with this information.
Howard from City Limits to Arctic	reconstruct	\$563,736.15	Project is complete. Received all reimbursements. Final cost \$521,385.11. Assessments September 2015.

ENGINEER'S REPORT JULY 2015

ROAD PROJECT REPORT 2015

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Nevada Extension	Construction	\$1,000,000	\$40,000	\$80,000	Documents sent to DOT and Milwaukee County. Waiting for approvals.
Brook Place Storm Sewer/Road	Construct	\$300,000	In-house	\$20,000	In preliminary design phase. Met with property owner. Setting up meeting.
Municipal Parking Lot	Construct	\$350,000	\$15,000	\$25,000	
Trail System Phase 2	Grant	\$43,096	in-house	in-house	Combining the completion of this phase with phase 3.
Trail System Phase 3	Grant	\$60,000	In-house	In-house	Out for bid on July 23.

2014

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Iowa from Norwich to St. Francis Ave	reconstruct	\$700,000	\$5,000	\$50,000	Construction complete. Walk-thru to be done in July. Assessments to be done September 2015.
Kansas from Layton to Whitnall	construct	\$500,000	\$15,000	\$35,000	Construction complete. Working on walk-thru. Assessments 2016.

2013

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Kingan from Denton to Lunham	construct	\$386,510.13	Construction completed. Punchlist outstanding. Cost to date \$224,472.30. Punchlist done. Assessments September 2015.

2012

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Packard from Howard to Lunham	resurface	\$876,248.51 (\$198,846.67 city portion)	Project is complete. Punch list items are done. Cost to date: \$187,044.50. State performing audit for 2 years. Letter sent to property owners.
Howard from City Limits to Arctic	reconstruct	\$563,736.15	Project is complete. Received all reimbursements. Final cost \$521,385.11. Assessments September 2015.

ENGINEER'S REPORT AUGUST 2015

ROAD PROJECT REPORT 2015

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Nevada Extension	Construction	\$1,000,000	\$40,000	\$80,000	Documents sent to DOT and Milwaukee County. Waiting for approvals.
Brook Place Storm Sewer/Road	Construct	\$300,000	In-house	\$20,000	In preliminary design phase. Working on easement
Municipal Parking Lot	Construct	\$350,000	\$15,000	\$25,000	Performing soil borings Aug 12 or 13.
Trail System Phase 2	Grant	\$43,096	in-house	in-house	Combined with phase 3.
Trail System Phase 3	Grant	\$60,000	In-house	In-house	Opened bids Aug 6.

2014

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Iowa from Norwich to St. Francis Ave	reconstruct	\$700,000	\$5,000	\$50,000	Construction complete. Walk-thru to be done on Aug 12. Assessments to be done September 2015.
Kansas from Layton to Whitnall	construct	\$500,000	\$15,000	\$35,000	Construction complete. Working on walk-thru. Assessments 2016.

2013

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Kingan from Denton to Lunham	construct	\$386,510.13	Construction completed. Punchlist outstanding. Cost to date \$224,472.30. Punchlist done. Assessments September 2015.

2012

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Packard from Howard to Lunham	resurface	\$876,248.51 (\$198,846.67 city portion)	Project is complete. Punch list items are done. Cost to date: \$187,044.50. State performing audit for 2 years. Letter sent to property owners.
Howard from City Limits to Arctic	reconstruct	\$563,736.15	Project is complete. Received all reimbursements. Final cost \$521,385.11. Assessments September 2015.

ENGINEER'S REPORT SEPTEMBER 2015

ROAD PROJECT REPORT 2015

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Nevada Extension	Construction	\$1,000,000	\$40,000	\$80,000	Documents sent to DOT and Milwaukee County. Waiting for approvals.
Brook Place Storm Sewer/Road	Construct	\$300,000	In-house	\$20,000	In preliminary design phase. Working on easement
Municipal Parking Lot	Construct	\$350,000	\$15,000	\$25,000	soil borings done. reviewing report.
Trail System Phase 2	Grant	\$43,096	in-house	in-house	Combined with phase 3.
Trail System Phase 3	Grant	\$60,000	In-house	In-house	Construction to start week of September 7.

2014

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Iowa from Norwich to St. Francis Ave	reconstruct	\$700,000	\$5,000	\$50,000	Construction complete. Walk-thru to be done on Aug 12. Assessments to be done September 2015.
Kansas from Layton to Whitnall	construct	\$500,000	\$15,000	\$35,000	Construction complete. Working on walk-thru. Assessments 2016.

2013

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Kingan from Denton to Lunham	construct	\$386,510.13	Construction completed. Punchlist outstanding. Cost to date \$224,472.30. Punchlist done. Assessments September 2015.

2012

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Packard from Howard to Lunham	resurface	\$876,248.51 (\$198,846.67 city portion)	Project is complete. Punch list items are done. Cost to date: \$187,044.50. State performing audit for 2 years. Letter sent to property owners.
Howard from City Limits to Arctic	reconstruct	\$563,736.15	Project is complete. Received all reimbursements. Final cost \$521,385.11. Assessments September 2015.

Recycling Center: The employees of the recycling center have noticed over the last few years that more people seem to come at 9am rather than 10am or comment how they think it should open earlier. We are proposing to switch the summer hours from 10am - 3pm to 9am -2pm for 2016. Articles can be in the newsletters and it can be posted on the website and Facebook.

ENGINEER'S REPORT OCTOBER 2015

ROAD PROJECT REPORT 2015

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Nevada Extension	Construction	\$1,000,000	\$40,000	\$80,000	Project to start mid-October/
Brook Place Storm Sewer/Road	Construct	\$300,000	In-house	\$20,000	In preliminary design phase. Working on easement
Municipal Parking Lot	Construct	\$350,000	\$15,000	\$25,000	soil borings done. reviewing report.
Trail System Phase 2	Grant	\$43,096	in-house	in-house	Complete.
Trail System Phase 3	Grant	\$60,000	In-house	In-house	Complete.

Update 41,871.

2014

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Iowa from Norwich to St. Francis Ave	reconstruct	\$722,113.66 total \$245,933.09 City	Assessments complete. Project complete.
Kansas from Layton to Whitnall	construct	\$500,000	Construction complete. Walk-thru complete. Assessments 2016.

2013

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Kingan from Denton to Lunham	construct	\$291,661.53 total \$111,196.03 City.	Assessments complete. Project complete.

2012

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Packard from Howard to Lunham	resurface	\$876,248.51 (\$198,846.67 city portion)	Project is complete. Punch list items are done. Cost to date: \$187,044.50. State performing audit for 2 years. Letter sent to property owners.
Howard from City Limits to Arctic	reconstruct	\$573,526.25 total \$212,234.87 State funding \$249,546.98 City	Project is complete. Assessments complete.

ENGINEER'S REPORT NOVEMBER 2015

ROAD PROJECT REPORT 2015

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Nevada Extension	Construction	\$1,000,000	\$40,000	\$80,000	Project in progress.
Brook Place Storm Sewer/Road	Construct	\$300,000	In-house	\$20,000	Sent easement to resident.
Municipal Parking Lot	Construct	\$350,000	\$15,000	\$25,000	Waiting on land acquisition
Trail System Phase 2	Grant	\$43,096	in-house	in-house	Complete.
Trail System Phase 3	Grant	\$41,871	In-house	In-house	Complete.

2014

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Iowa from Norwich to St. Francis Ave	reconstruct	\$722,113.66 total \$245,933.09 City	Assessments complete. Project complete.
Kansas from Layton to Whitnall	construct	\$500,000	Construction complete. All scheduled walk-throughs complete. Assessments 2016.

2013

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Kingan from Denton to Lunham	construct	\$291,661.53 total \$111,196.03 City.	Assessments complete. Project complete.

2012

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Packard from Howard to Lunham	resurface	\$876,248.51 (\$198,846.67 city portion)	Project is complete. Punch list items are done. Cost to date: \$187,044.50. State performing audit for 2 years. Letter sent to property owners.
Howard from City Limits to Arctic	reconstruct	\$573,526.25 total \$212,234.87 State funding \$249,546.98 City	Project is complete. Assessments complete.

Update on land by Delaware and Whittaker

This item needs to go to the Planning Commission for their review and recommendation. The City will need to create a CSM for the bike path and the Planning Commission will need to approve that as well. Then the City will have a salable lot.

Department of Public Works Operation Report for 2015

Sanitary sewers

Maintenance

Cleaning-25 miles

Construction

Repairs

Manholes-12 each

Storm sewers

Maintenance

Cleaning-968 catch basins/inlets

Construction

Repairs

Catch Basins/Inlets-9 each

Replacement/New-250 ft. new

Streets/Alleys

Maintenance

Pothole Patching-59.19 tons of cold mix
-199.42 tons of hot mix

Construction

New-400ft. – S. Nevada Avenue

Trees

Maintenance

Removal-45 trees

Construction

Planting-106 trees

Parks

Construction

Repairs-back stage area – new flooring

Permits

Utility

Permits Issued-74

Driveway

Permits Issued-9

Project

Permits Issued-1



City of St. Francis

Melinda K. Dejewski, PE, City Engineer/Director of Public Works

March 3, 2016

Honorable Park Commission
City of St. Francis

Subject: Award of Memorial Brick Reconstruction/Rehabilitation

Gentlepersons:

The Memorial Committee received quotes in fall of 2015 for the reconstruction and rehabilitation of 2 brick areas at the Memorial. The Memorial Committee has requested a few more contractors to provide quotes for the work but none did so. I had a meeting with the Memorial Committee representatives on February 18, 2016. They stated that the Memorial Committee wants to move ahead with the work at the Memorial. I contacted the low bidder – Advanced Landscape. They will hold their 2015 price and are still interested in the work. I therefore recommend that the Park Commission recommend to the Common Council to award the Memorial Brick Reconstruction/Rehabilitation contract to Advanced Landscape for an amount of \$14,790.00. Once a schedule is finalized, it can be determined if the Highway Department can assist with the removal of the brick which will reduce the cost.

Respectfully submitted,

Melinda K. Dejewski, P.E.
City Engineer/Director of Public Works

Advance Landscape Center, Inc.

5970 S Howell Ave.

Milwaukee, WI 53207

414-483-0299

Proposal

Proposal Date: 8/6/15

Proposal #: 199

Project:

Bill To:

Paradowski, Richard

2844 E Koenig Ave

St Francis, WI 53235

Description	Est. Hours/Qty.	Rate	Total
Remove terracotta colored pavers and install new ones of a similar type		14,790.00	14,790.00T
If new material is needed underneath proposed area, this will incur an additional cost			
If customer removes the existing pavers, price will be \$12,900.00			
Wisconsin Sales Tax		5.60%	828.24

Total	\$15,618.24
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Acceptance of Proposal –

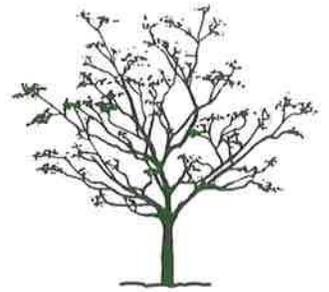
The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Proposal By: _____

Signature: _____

Date: _____

July 2, 2015



David J. Frank Landscape Contracting, Inc.

City of St. Francis
Attn: Dick Paradowski
3400 E. Howard Avenue
St Francis, WI 53235

Dear Dick,

I am pleased to provide you with the following proposal for the items that need to be completed on your property in St. Francis.

Remove the red clay paver walkway surrounding the memorial area and dispose of all material offsite. Take extra care to not ruin or disturb the concrete base below the pavers. After all pavers are removed, furnish and install new 4x8 similar red clay pavers in a similar pattern to the material that was removed. After brick is completed fill joints with polymeric joint sand to complete the work. Note, this quote does not consider replacement or repair of the concrete base under the current brick. If it is found that the base needs repair, an additional quote will need to be added to the amount noted below. Clean up site and remove debris.

Cost.....\$15,873.00

Remove the charcoal pavers where settling has occurred around the memorial monument. Re-level base using limestone screenings and re-set existing brick where necessary. After all brick is repaired and leveled, fill joints with polymeric joint sand. Clean up site and remove debris.

Cost.....\$4,622.00

Note: Sales tax will be added to total as required by state tax laws.

Please indicate the work you would like scheduled by marking the appropriate box and sign and return one copy of the quote, as well as one copy of the Terms & Conditions in the enclosed envelope. Retain the other copy for your records. Down payment will be 1/2 and the balance will be due as completed.

Sincerely,

Zach Lieven
Landscape Architect
Client Service Representative

N120 W21350 Freistadt Rd
P.O. Box 70
Germantown, WI 53022
Tel: (262) 255-4888
Fax: (262) 628-4729
mail@davidjfrank.com
www.davidjfrank.com

Client Acceptance

Date

By signing this contract, you understand and agree to the DJFLCI Contract terms and conditions.



City of St. Francis

Melinda K. Dejewski, PE, City Engineer/Director of Public Works

March 3, 2016

Honorable Park Commission
City of St. Francis

Subject: 2016 Bandshell Improvements

Gentlepersons:

The City of St. Francis solicited proposals for the work on the stage of the bandshell which completes the renovations to the bandshell structure. Proposals were sent to the two contractors who gave proposals for the 2015 work. Only one returned a proposal. The proposal to repair and refinish the band shell soffit (ceiling) and repair and refinish the arch glue-lam beam is \$18,589.00 with an additional \$480.00 for a performance bond which is required by the City for a total of \$19,069.00. The architect's estimate was approximately \$16,000 in 2014. The proposal is not unreasonable for the work. Given the issues the City has had in the past retaining contractors for work on this project and that the cost is reasonable, I therefore recommend that the Park Commission recommend to the Common Council to award the 2016 Bandshell Improvements contract to John Beres Builders, Inc. in an amount of \$19,069.00. This is the company who performed the work on the bandshell last year. Their work was satisfactory.

Respectfully submitted,

Melinda K. Dejewski, P.E.
City Engineer/Director of Public Works

City of St. Francis

Application For Park Reservation:

Name of Group HATZENBELLER FAMILY

Name of Applicant JAMES HATZENBELLER

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 4388 So PENNSYLVANIA AVE

Phone 414-483-1246 Application Date 1-4-2016

Approximate Attendance 50

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

<u>First Choice</u>
Date <u>AUG. 6-2016</u>
Times <u>11:00 AM - 8:00 PM</u>

<u>Second Choice</u>
Date <u>AUG. 13-2016</u>
Times <u>11:00 AM - 8:00 PM</u>

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit must be paid at the time of the reservation. Kitchen & Shelter are included in fees.**

1-75 Persons: \$275 Fee + \$100 Deposit

76-150 Persons: \$350 Fee + \$100 Deposit

Over 150 Persons: \$375 Fee + \$100 Deposit

PAID IN FULL
JAN 04 2015
CITY OF ST. FRANCIS

* FEES MAY CHANGE WITHOUT NOTICE AND APPLICANT MAY BE LIABLE FOR ANY INCREASES AT THE TIME OF USE.
** DEPOSIT will be refunded IF the park is properly maintained. Deposit will **NOT** be refunded if park reservation is cancelled and not rebooked.

James Hatzenbeller
(Signature of Applicant)

Date Received 1-4-14 Reservation Approved For 8-6-16

Receipt # 8000 836 Amount \$ \$375.00 Check # 3115

Remarks:

City of St. Francis

Application For Park Reservation:

Name of Group Red Hats

Name of Applicant Jean Rehse

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 4050 S. Kirkwood Ave

Phone 414-744-3141 Application Date 1-4-16

Approximate Attendance 150

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

<u>First Choice</u>	
Date	<u>July 16</u>
Times	<u>10-10</u>

<u>Second Choice</u>	
Date	<u>July 23</u>
Times	<u>10-10</u>

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit must be paid at the time of the reservation. Kitchen & Shelter are included in fees.**

1-75 Persons: \$275 Fee + \$100 Deposit

PAID IN FULL

76-150 Persons: \$350 Fee + \$100 Deposit

JAN 04 2015

Over 150 Persons: \$375 Fee + \$100 Deposit

CITY OF ST. FRANCIS

* FEES MAY CHANGE WITHOUT NOTICE AND APPLICANT MAY BE LIABLE FOR ANY INCREASES AT THE TIME OF USE.

** DEPOSIT will be refunded IF the park is properly maintained. Deposit will **NOT** be refunded if park reservation is cancelled and not rebooked.

Jean Rehse
(Signature of Applicant)

Date Received 1-4-16 Reservation Approved For 7-16-16

Receipt # 8000837 Amount \$ 450.00 Check # 178

Remarks:

City of St. Francis

Application For Park Reservation:

Name of Group Advance Screw Products

Name of Applicant Sue Michaels

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 3762 S. Kinnickinnic Ave St. Francis

Phone 414-483-6200 Application Date 1/4/16

Approximate Attendance 100

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

<u>First Choice</u>	
Date	<u>Sat July 23, 2016</u>
Times	<u>9AM- 7PM</u>

<u>Second Choice</u>	
Date	<u>Sat. July 30, 2016</u>
Times	<u>9AM- 7PM</u>

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit must be paid at the time of the reservation. Kitchen & Shelter are included in fees.**

1-75 Persons: \$275 Fee + \$100 Deposit

76-150 Persons: \$350 Fee + \$100 Deposit

Over 150 Persons: \$375 Fee + \$100 Deposit

PAID IN FULL

JAN 04 2015

CITY OF ST. FRANCIS

* FEES MAY CHANGE WITHOUT NOTICE AND APPLICANT MAY BE LIABLE FOR ANY INCREASES AT THE TIME OF USE.

** DEPOSIT will be refunded IF the park is properly maintained. Deposit will **NOT** be refunded if park reservation is cancelled and not rebooked.

Susan J Michaels
(Signature of Applicant)

Date Received 1-4-16 Reservation Approved For 7-23-16

Receipt # 8000839 Amount \$ 450.⁰⁰ Check # 4165/40760

Remarks:

City of St. Francis

Application For Park Reservation:

Name of Group LADISH FATMAN

Name of Applicant DAVID BIESZK

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 4616 So. AHMEDI AVE

Phone 414-534-5296 Application Date 1-4-16

Approximate Attendance 75

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

<u>First Choice</u>	
Date	<u>Aug 13, 2016</u>
Times	<u>8-10 PM</u>

<u>Second Choice</u>	
Date	<u>Aug 20, 2016</u>
Times	<u>8-10 PM</u>

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit must be paid at the time of the reservation. Kitchen & Shelter are included in fees.**

1-75 Persons: \$275 Fee + \$100 Deposit

76-150 Persons: \$350 Fee + \$100 Deposit

Over 150 Persons: \$375 Fee + \$100 Deposit

PAID IN FULL

JAN 04 2015

CITY OF ST. FRANCIS

* FEES MAY CHANGE WITHOUT NOTICE AND APPLICANT MAY BE LIABLE FOR ANY INCREASES AT THE TIME OF USE.

** DEPOSIT will be refunded IF the park is properly maintained. Deposit will **NOT** be refunded if park reservation is cancelled and not rebooked.

(Signature of Applicant)

Date Received 1-4-16 Reservation Approved For 8-13-16

Receipt # 8600839 Amount \$ 375.00 Check # 2397

Remarks:

City of St. Francis

Application For Park Reservation:

Name of Group St Marks Church

Name of Applicant Ron Engan

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 4369 So Nicholson Ave

Phone 483 2391 Application Date _____

Approximate Attendance 50

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

<u>First Choice</u>	
Date	<u>June 26th</u>
Times	_____

<u>Second Choice</u>	
Date	<u>June 12th</u>
Times	_____

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit must be paid at the time of the reservation. Kitchen & Shelter are included in fees.**

1-75 Persons: \$275 Fee + \$100 Deposit

76-150 Persons: \$350 Fee + \$100 Deposit

Over 150 Persons: \$375 Fee + \$100 Deposit

PAID IN FULL
JAN 04 2015
CITY OF ST. FRANCIS

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** DEPOSIT will be refunded IF the park is properly maintained. Deposit will **NOT** be refunded if park reservation is cancelled and not rebooked.

Ron Engan
(Signature of Applicant)

Date Received 1-4-16 Reservation Approved For 6-12-16

Receipt # 8000840 Amount \$ 375.00 Check # 29700

Remarks:

City of St. Francis

Application For Park Reservation:

Name of Group Slowacki Family Reunion

Name of Applicant CAROLYN TOMS-NEARY

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 4530 S. WHITNALL AVE.

Phone 414-202-9500 Application Date 01-04-16

Approximate Attendance 60

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

<u>First Choice</u>	
Date	<u>6-25-16</u>
Times	<u>9-9</u>

<u>Second Choice</u>	
Date	<u>6-26-16</u>
Times	<u>9-9</u>

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit must be paid at the time of the reservation. Kitchen & Shelter are included in fees.**

1-75 Persons: \$275 Fee + \$100 Deposit

76-150 Persons: \$350 Fee + \$100 Deposit

Over 150 Persons: \$375 Fee + \$100 Deposit

PAID IN FULL

JAN 04 2015

CITY OF ST. FRANCIS

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** DEPOSIT will be refunded IF the park is properly maintained. Deposit will **NOT** be refunded if park reservation is cancelled and not rebooked.

Carolyn Toms-Neary
(Signature of Applicant)

Date Received 1-4-16 Reservation Approved For 6-25-16

Receipt # 8000841 Amount \$ 375.00 Check # 1270

Remarks:

City of St. Francis

Application For Park Reservation:

Name of Group Ace World Wide / Contact Judy Graul
414-570-2211

Name of Applicant Scott Captain

Must Be St. Francis Resident. This is also the name the deposit will be refunded to, unless indicated differently.

Address 1912 E. Coca Ave. St Francis WI

Phone 414 248 4474 Application Date 1/4/16

Approximate Attendance 250

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

First Choice	Second Choice
Date <u>7/23/16 7/30/16</u>	Date <u>7/16/16</u>
Times <u>10am - 6pm</u>	Times <u>10am - 6pm</u>

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit must be paid at the time of the reservation. Kitchen & Shelter are included in fees.**

1-75 Persons: \$275 Fee + \$100 Deposit

76-150 Persons: \$350 Fee + \$100 Deposit

Over 150 Persons: \$375 Fee + \$100 Deposit

PAID IN FULL
JAN 04 2016
CITY OF ST. FRANCIS

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** DEPOSIT will be refunded IF the park is properly maintained. Deposit will **NOT** be refunded if park reservation is cancelled and not rebooked.

[Signature]
(Signature of Applicant)

Date Received 1-4-16 Reservation Approved For _____

Receipt # 8000847 Amount \$ 475.00 Check # 203213

Remarks:

City of St. Francis

Application For Park Reservation:

Name of Group Tschohl Wedding Party

Name of Applicant DAVID J. ZAGRODNICK

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 2924 E. ARMOUR AVE

Phone 414-744-5436 Application Date 1/4/16

Approximate Attendance 76-150

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

<u>First Choice</u>	
Date	<u>2/9/16</u>
Times	<u>11AM - 8PM</u>

<u>Second Choice</u>	
Date	_____
Times	_____

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit must be paid at the time of the reservation. *Kitchen & Shelter are included in fees.***

1-75 Persons: \$275 Fee + \$100 Deposit

76-150 Persons: \$350 Fee + \$100 Deposit

Over 150 Persons: \$375 Fee + \$100 Deposit

PAID IN FULL

JAN 04 2016

CITY OF ST. FRANCIS

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** DEPOSIT will be refunded IF the park is properly maintained. Deposit will **NOT** be refunded if park reservation is cancelled and not rebooked.


(Signature of Applicant)

Date Received 1/4/16 Reservation Approved For _____

Receipt # 8.000848 Amount \$ 450.00 Check # 1234

Remarks:

City of St. Francis

Application For Park Reservation:

Name of Group _____

Name of Applicant Lisa Olszewski

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 3660 S. Kansas ave

Phone 262-948-9535 Application Date 1-10-16

Approximate Attendance 75-100

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

<u>First Choice</u>	
Date	<u>6/18/15</u>
Times	<u>12:00</u>

<u>Second Choice</u>	
Date	_____
Times	_____

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit** must be paid at the time of the reservation. *Kitchen & Shelter are included in fees.*

- 1-75 Persons: \$275 Fee + \$100 Deposit
- 76-150 Persons: \$350 Fee + \$100 Deposit
- Over 150 Persons: \$375 Fee + \$100 Deposit

PAID IN FULL
JAN 11 2016
CITY OF ST. FRANCIS

* FEES MAY CHANGE WITHOUT NOTICE AND APPLICANT MAY BE LIABLE FOR ANY INCREASES AT THE TIME OF USE.

** DEPOSIT will be refunded IF the park is properly maintained. Deposit will **NOT** be refunded if park reservation is cancelled and not rebooked.

Lisa Olszewski
(Signature of Applicant)

Date Received 1-11-16 Reservation Approved For _____

Receipt # 8000893 Amount \$ 375.00 Check # Credit #447333

Remarks:

City of St. Francis

Application For Park Reservation:

PAID IN FULL

Name of Group NATIVITY OF THE LORD PARISH

JAN 25 2016

Name of Applicant LAURENCE JENSEN

CITY OF ST. FRANCIS

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 2917 E. CUDAHY AVE

Phone 414-482-3836 Application Date 1-25-16

Approximate Attendance 120

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

First Choice
Date <u>8-21-16</u>
Times <u>11:00AM - 3:30PM</u>

Second Choice
Date _____
Times _____

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit** must be paid at the time of the reservation. *Kitchen & Shelter are included in fees.*

1-75 Persons: \$275 Fee + \$100 Deposit

76-150 Persons: \$350 Fee + \$100 Deposit

Over 150 Persons: \$375 Fee + \$100 Deposit

* FEES MAY CHANGE WITHOUT NOTICE AND APPLICANT MAY BE LIABLE FOR ANY INCREASES AT THE TIME OF USE.

** DEPOSIT will be refunded IF the park is properly maintained. Deposit will **NOT** be refunded if park reservation is cancelled and not rebooked.

Laurence B Jensen
(Signature of Applicant)

Date Received 01/25/2016 Reservation Approved For Nativity of the Lord Parish (8/21/16)

Receipt # 7000901 Amount \$ 450.00 Check # 3712 KF

Remarks:

City of St. Francis

Application For Park Reservation:

Name of Group Sacred Heart of Jesus

Name of Applicant Dick Buschmann

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 3635 S Kinnickinnik Ave. St Francis WI

Deposit Return to Sacred Heart

Phone 4145307527 (cell) Application Date 2-9-16

489-2866 (church)

PAID IN FULL

FEB 03 2016

Approximate Attendance 150

CITY OF ST. FRANCIS

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

<u>First Choice</u>	
Date	<u>Aug 7 2016</u>
Times	<u>8AM - 6PM</u>

<u>Second Choice</u>	
Date	_____
Times	_____

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit must be paid at the time of the reservation. Kitchen & Shelter are included in fees.**

1-75 Persons: \$275 Fee + \$100 Deposit

76-150 Persons: \$350 Fee + \$100 Deposit

Over 150 Persons: \$375 Fee + \$100 Deposit

* FEES MAY CHANGE WITHOUT NOTICE AND APPLICANT MAY BE LIABLE FOR ANY INCREASES AT THE TIME OF USE.

** DEPOSIT will be refunded IF the park is properly maintained. Deposit will **NOT** be refunded if park reservation is cancelled and not rebooked.

[Signature]
(Signature of Applicant)

Date Received 02/09/16 Reservation Approved For Sacred Heart of Jesus (08/07/16)

Receipt # 7.000967 Amount \$ 450.00 Check # 5797

Remarks:

City of St. Francis

Application For Park Reservation:

PAID IN FULL

FEB 17 2016

CITY OF ST. FRANCIS

Name of Group KofC. So. M. L. W. 1709

Name of Applicant Gregory Schmidt

Must Be St. Francis Resident. This is also the name the deposit will be refunded to unless indicated differently.

Address 4430 S. Nicholson Ave

Deposit back to Greg @ address shown

Phone 414-482-3799 Application Date 2/17/16

414-744-7151

Approximate Attendance 135

Note: Be as accurate as possible for attendance. Reservations are on a first come first serve basis. This number may be checked by City Staff the day of your event and additional fees may be charged.

First Choice	
Date	<u>7/10/16</u>
Times	<u>10-8</u>

Second Choice	
Date	<u>7/12/16</u>
Times	<u>10-8</u>

Please Read the Municipal Park Rules (attached) Before Signing Application

FEES*: Both Park fee and deposit** must be paid at the time of the reservation. Kitchen & Shelter are included in fees.

1-75 Persons: \$275 Fee + \$100 Deposit

76-150 Persons: \$350 Fee + \$100 Deposit

Over 150 Persons: \$375 Fee + \$100 Deposit

* FEES MAY CHANGE WITHOUT NOTICE AND APPLICANT MAY BE LIABLE FOR ANY INCREASES AT THE TIME OF USE.

** DEPOSIT will be refunded IF the park is properly maintained. Deposit will NOT be refunded if park reservation is cancelled and not rebooked.

Gregory Schmidt
(Signature of Applicant)

Date Received 2/17/2016 Reservation Approved For 07/10/16

Receipt # 7.00/018 Amount \$ 450.00 Check # CASH

Remarks:

CoryAnn St.Marie-Carls

Subject: St. Francis Public Library Board - Kathy Matthew resignation

March 10, 2016

From: Mayor St. Marie-Carls

Library Board Resignation: Kathy Matthew

Begin forwarded message:

-----Original Message-----

From: kmatthew@wi.rr.com [<mailto:kmatthew@wi.rr.com>]

Sent: Wednesday, February 24, 2016 8:00 PM

To: Ann Carter-Drier; Amy.Krahn@mcfls.org

Subject: St. Francis Public Library Board

Amy and Ann:

My father recently passed away and I am involved in the settling of his estate. As it is time-consuming, I regret to inform you that I will be resigning from the Library Board, effective immediately.

I enjoyed my time on the board. Thank you, Kathy Matthew

CoryAnn St. Marie-Carls, Mayor, City of St. Francis
3400 E. Howard Ave. St. Francis, WI 53235 • (414) 399-0797 • Mayor@stfranwi.org



3/10/2016

Memo:

To: Honorable Common Council, Staff & Citizens

From: Mayor St. Marie-Carls

Re: Info Sharing Update #81 - from Mayor

ITEMS IN THIS UPDATE:

1. **Nominations for Business of the Year - Economic Development Committee is taking them now!**
2. **Thank you to the Civic Association for a wonderful Spaghetti Dinner – March 13th**
3. **Thank you to the Fire Department and our community for collecting a record amount of Peanut Butter for the Hunger Task Force!**
4. **Congratulations to the New Miss St. Francis –who was named Saturday, March 12th. Special thanks to the Committee lead by Dave Goltz and Steve Hecker. Addition thanks to Stage Director Jean Freimuth, Contestant Coordinator, Diane Czeszak as well as outgoing Miss St. Francis, Rachael Obst. Special thank you also to the sponsors...for all their support! It was another amazing pageant.**
5. **NOTE the Christmas Parade volunteers have chosen, Saturday, December 3rd at 4:30p.m. For the Christmas Parade. The route is to be determined. Roberta the volunteer coordinator will fill out the paperwork and meet with Chief Dietrich before a final route is selected for 2016.**
6. **A new principal has been selected for St. Francis High School and an announcement will be made soon. The school board selected someone who is currently a resident of St. Francis.**
7. **Bus Route 51 will stop at the FBI and not the Marian Center starting on March 13th.**
8. **A Milwaukee Magazine, March 2016 article was given to me by a citizen. It focused on 5 County information in the Milwaukee Area as far as home sales/trends and taxes. The article reported St. Francis is among the top 5 highest in taxation and our homes take the longest time to sell on the market.**



City of St. Francis

Melinda K. Dejewski, PE, City Engineer/Director of Public Works

February 25, 2016

Honorable Mayor and Common Council
City of St. Francis

Subject: Lawn Service Contract

Gentlepersons:

The City of St. Francis is soliciting quotes for the lawn services contract which is the contract for the mowing of private property due to lack of compliance with the noxious weed/excessive grass height ordinance. Quotes for this service are typically solicited once every 5 years. It was not due until 2017, however; as we understand it, the vendor the City used for many years, is no longer providing this service. The quotes are due on Monday, March 14, 2016. After the quotes are reviewed, we will forward the results with a recommendation via email. We apologize for any inconvenience this causes.

Respectfully submitted,

Melinda K. Dejewski, P.E.
City Engineer/Director of Public Works

CoryAnn St.Marie-Carls

Subject: Correspondence from the Mayor

March 10th, 2016

Correspondence from Mayor St. Marie-Carls

Information and Question provided by Tony Dunigan, 3279 E. Koenig Ave.

Escrow Planning Request _

I have gotten similar questions in person in the last few months and wanted to inform the Common Council of the latest request for some estimates for citizens in the way of taxes and preparing for their escrow.

I ask the Council to assist in obtaining an estimate for escrow projections for property taxpayers. Can projections in the coming weeks and sent to the Council; with a "best guess" to inform citizens by neighborhoods or however works best in order to provide some guidelines for citizens. Neighborhoods that I know are interested at this point, Trestle Creek and Lake Drive.

Sincerely,

Mayor CoryAnn St. Marie-Carls

From: Tony D <tone1970@outlook.com>

Date: March 4, 2016 at 10:12:27 AM CST

To: "mayor@stfranwi.org" <mayor@stfranwi.org>

Subject: Tax

Hello, I am a resident in Trestle Creek.

As you know, taxes in 2015 jumped up quite a bit.

I am working on escrow for my taxes for 2016 with my lender.

I know that you can't predict the future but, in your mind, do you think that the rate for taxes will be higher this year than last year?

Or do you think it may be a bit less or stay the same?

I'm just asking for your best guess.

Thanks,

Tony

CoryAnn St. Marie-Carls, Mayor, City of St. Francis
3400 E. Howard Ave. St. Francis, WI 53235 • (414) 399-0797 • Mayor@stfranwi.org



3/10/2016

Memo:

To: Honorable Common Council, Staff & Citizens

From: Mayor St. Marie-Carls

Re: Correspondence from the Mayor – request for past 5 Year Spreadsheet of SF taxes/mill rates – including Department of Revenue information/data & any applicable projections

I understand as of this date – we have likely completed all reporting to the Department of Revenue in all areas; such as our Annual Assessment Report and others. In addition all information for Wisconsin Communities is now available from the Department of Revenue.

Therefore, this would be an appropriate time to ask for a spreadsheet or sheets to be provided for information that includes 2015 results in a 5 year look at St. Francis tax information to include the Department of Revenue.

The spreadsheet can include taxes, mill rate and possibly other applicable information to provide a review for the past 5 years in this area. Other suggestions would work also to get a start. It seems it is an appropriate time to take a look at this information for the last 5 years, and I request we do so.

Thanks for your attention to this request.

Sincerely,

Mayor CoryAnn St. Marie-Carls

CoryAnn St.Marie-Carls

Subject: Correspondence from Mayor -

March 10, 2016

Correspondence from Mayor St. Marie-Carls

Information provided by Richard Meissner - Landing Owner

Future of the Landing complex and Transition Study:

I received a follow up letter and correspondence/information from Mr. Meissner and I wanted to bring an excerpt of it forward to Common Council for information at our Meeting, March 15th 2016. (see below)

It is actually a follow up to Mr. Meissner's discussion with the Plan Commission on February 24th with further information. I will put this information on the Plan Commission Agenda on March 23rd.

At the Plan Commission the "Transition Study" that Mr. Meissner refers to can be reviewed. This study was not available at the last Plan Commission meeting when the Commission. At that meeting the Commission asked for further details on the condition of the "A Wing". They also asked for plans for the wing and other abandon infrastructure as a result of Bear Developments purchase of the property to the North.

Thank you,
Mayor CoryAnn St. Marie-Carls

Mayor CoryAnn,

Two studies were performed last year with respect to The Landing complex by an independent consulting firm selected by Thomson Corp. One study was a reserve study which suggests how much money should be on hand for future repairs, updates, etc. The second study was a transition study, which suggests current issues with The Landing complex, of which, a copy is attached herewith.

Roughly one-half of the estimated costs(\$285,000) from the transition study have to do with the A-Wing or 4100 S. Lake Drive.

Since these studies came out, Thomson Corp has somehow shifted the A-Wing responsibilities to the condo association, hence the discussion or actual start of legal arbitration. I think you can understand why the condo owners are not happy. We have been blindsided by the City of St. Francis with real estate tax increases, blindsided by Thomson Corp with the A-wing, and now we fear being blindsided by the Bear project?

The A-Wing is an unfinished project, which may or may not be completed. The only leverage the condo association has for some type of consensus, solution, or conclusion to this matter is now while Thomson Corp still has a vested interest. Once the land sale takes place, Thomson Corp will be on a fast track to exit the project. And, the City will then blame the condo association for any structural issues.

My best guess is that there could potentially be(50%) some type of issue within the next 5 years;

- Gas leak in a rusted gas pipe
- Water leak in a rusted sprinkler pipe causing loss of pressure and all sprinkler heads releasing
- Someone falling from the temporary roof area since there is no railing
- Concrete falling on someone's head or car

- Fire truck not able to get around the building due to poor asphalt
- Electric short or fire due to rusted conduit pipe & junction boxes
- Maybe others, which I am unaware.

The studies are rather lengthy and I have not been able to read through them word for word.

I hope this helps.

Rick

Richard K. Meissner, CPA, MBA

E-mail: Rmeissner@execpc.com, Rico2x@gmail.com, Rmeissner3@wi.rr.com

Tele: 262-538-1247 Fax: 262-538-1248

I always appreciate your referrals. Thank you.

March 9, 2016

City of St. Francis
3400 E. Howard Ave.
St. Francis, WI 53235

To: Mayor and Common Council Members

We would like to take this opportunity to thank the City of St. Francis and Alderwoman Debbie Fliss for creating the Beautification Committee. We have been active members of this committee, some of us since the committee was formed. We are proud of all the past beautification projects such as the banners, park benches and garbage cans, new city signs and our past Holiday Decorating Competitions. We take special pride in the creation of the flowerbeds throughout the City that have been improved by the committee through the years. We have worked together planting and tending to our special beds for many years and formed a bond of friendship. It is now time for us to tender our resignation effective this date. We have enjoyed our years of volunteering with Debbie as "Chief Gardner and Optimist".

Sincerely,
Jerry Fliss
Wendy Steffes
Rob Steffes
Jackie Hemmer
Brenda Bartz
Diane Wenger

Check No	Per	Date	Payee	Description	Inv Amount	V/M
	03/16	03/15/2016	Void Check			V
	03/16	03/15/2016	Void Check			V
	03/16	03/15/2016	Void Check			V
	03/16	03/15/2016	Void Check			V
	03/16	03/15/2016	Void Check			V
	03/16	03/15/2016	Void Check			V
	03/16	03/15/2016	Void Check			V
	03/16	03/15/2016	Void Check			V
	03/16	03/15/2016	Void Check			V
	03/16	03/15/2016	Void Check			V
	03/16	03/15/2016	Void Check			V
	03/16	03/15/2016	Void Check			V
	03/16	03/15/2016	Void Check			V
	03/16	03/15/2016	Void Check			V
68440	03/16	03/04/2016	N F P A	CODE BOOKS	1,305.00-	V
	03/16	03/04/2016	N F P A	FIRE DEPT	209.95-	V
68474						
68475	03/16	03/04/2016	DEJEWSKI, MELINDA	REIMBURSEMENT - PRINT COMP PLAN	1,656.35	
68476	03/16	03/04/2016	N F P A	DVD	209.95	
68477	03/16	03/04/2016	N F P A	CODE BOOKS	1,305.00	
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68478	03/16	03/10/2016	AT&T/SBC	SIGNALS	107.01	
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	03/16	03/10/2016	CORPORATE PAYMENT SYSTEMS	LIBRARY	175.40	
	03/16	03/10/2016	CORPORATE PAYMENT SYSTEMS	LIBRARY	220.73	
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	03/16	03/10/2016	CORPORATE PAYMENT SYSTEMS	LIBRARY	31.62	
	03/16	03/10/2016	CORPORATE PAYMENT SYSTEMS	LIBRARY	952.96	
	03/16	03/10/2016	CORPORATE PAYMENT SYSTEMS	LIBRARY	151.07	
	03/16	03/10/2016	CORPORATE PAYMENT SYSTEMS	LIBRARY	247.82	
	03/16	03/10/2016	CORPORATE PAYMENT SYSTEMS	LIBRARY	19.12	
	03/16	03/10/2016	CORPORATE PAYMENT SYSTEMS	LIBRARY	56.00	
	03/16	03/10/2016	CORPORATE PAYMENT SYSTEMS	LIBRARY	60.09	
	03/16	03/10/2016	CORPORATE PAYMENT SYSTEMS	CLERK/TREASURER	65.00	
	03/16	03/10/2016	CORPORATE PAYMENT SYSTEMS	ENGINEERING	300.00	
	03/16	03/10/2016	CORPORATE PAYMENT SYSTEMS	ENGINEERING	415.13	
	03/16	03/10/2016	CORPORATE PAYMENT SYSTEMS	POLICE	90.24	
	03/16	03/10/2016	CORPORATE PAYMENT SYSTEMS	FIRE DEPT	175.00	
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	03/16	03/10/2016	GREGS TRUE VALUE INC	FIRE DEPT	12.92	
	03/16	03/10/2016	GREGS TRUE VALUE INC	HWY	4.24	
68480	03/16	03/10/2016	GREGS TRUE VALUE INC	SIGNS	12.82	
	03/16	03/10/2016	ICMA-RC	PLAN NUMBER 301536	1,030.00	
68481	03/16	03/10/2016	NORTH SHORE BANK FSB	MISC DEDUCTION	6,922.00	

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	03/16	03/10/2016	TDS METROCOM	CITY HALL	1,872.83	
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	03/16	03/10/2016	US BANK NATL ASSOC	KONICA MINOLTA COPIER	270.60	
68484						
	03/16	03/10/2016	WI SCTF	CASE IDENTIFIER 1302486	46.15	
	03/16	03/10/2016	WI SCTF	CASE IDENTIFIER 3998990	121.46	
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	03/16	03/15/2016	A C L	VENIPUNCTURE	121.50	
68486						
	03/16	03/15/2016	AERO COMPRESSED GASES INC	OXYGEN	174.00	
68487						
	03/16	03/15/2016	ALL-WAYS CONTRACTORS INC	NOJOSHING TRAIL	9,325.65	
68488						
	03/16	03/15/2016	ALSCO	CLOTHING NEW/REPLACE	43.02	
68489						
	03/16	03/15/2016	AMERIGAS	PROPANE	34.97	
68490						
	03/16	03/15/2016	ARDEN TECHNICAL SERVICES INC	CALIBRATIONS	131.70	
68491						
	03/16	03/15/2016	BAKER & TAYLOR	ANF	290.22	
	03/16	03/15/2016	BAKER & TAYLOR	LIBRARY	9.28	
	03/16	03/15/2016	BAKER & TAYLOR	ANF	14.87	
	03/16	03/15/2016	BAKER & TAYLOR	AD fic	199.81	
	03/16	03/15/2016	BAKER & TAYLOR	REC BORR CH FIC	8.67	
	03/16	03/15/2016	BAKER & TAYLOR	REC BORR CH GN	16.40	
	03/16	03/15/2016	BAKER & TAYLOR	DONATIONS - FRIENDS	4.24	
	03/16	03/15/2016	BAKER & TAYLOR	REPL	10.59	
	03/16	03/15/2016	BAKER & TAYLOR	CH FIC	91.51	
	03/16	03/15/2016	BAKER & TAYLOR	REC BORR AD FIC	8.67	
	03/16	03/15/2016	BAKER & TAYLOR	AD fic	9.26	
	03/16	03/15/2016	BAKER & TAYLOR	AD fic	305.40	
	03/16	03/15/2016	BAKER & TAYLOR	AD fic	195.71	
	03/16	03/15/2016	BAKER & TAYLOR	REC BORR AD FIC	14.87	
	03/16	03/15/2016	BAKER & TAYLOR	ANF	31.88	
	03/16	03/15/2016	BAKER & TAYLOR	CH DVD	11.03	
68492						
	03/16	03/15/2016	BAY VIEW ADV. MANAGEMENT LLC	STRATEGIC PLAN UPDATES	1,920.00	
68493						
	03/16	03/15/2016	BEARINGS INCORPORATED SOUTH	SALTER	43.56	
68494						
	03/16	03/15/2016	BENDLIN FIRE EQUIPMENT INC	FIRE DEPT	299.50	
68495						
	03/16	03/15/2016	BRAUN THYSSENKRUPP ELEVATOR	QUARTERLY EXAM & LUBE CONTRACT	243.77	
68496						
	03/16	03/15/2016	BUELOW VETTER BUIKEMA OLSON	LABOR LAW	350.00	
68497						
	03/16	03/15/2016	CHANNING BETE COMPANY INC	TRAINING	119.95	
68498						
	03/16	03/15/2016	CIVIC SYSTEMS LLC	MAGNETIC W-2'S & 1099'S	1,000.00	
68499						
	03/16	03/15/2016	COMPASS MINERALS	SALT	6,801.48	
68514						
	03/16	03/15/2016	COMPLETE OFFICE OF WISCONSIN	LIBRARY SUPPLIES	259.87	

Check No	Per	Date	Payee	Description	Inv Amount	V/M
68515						
	03/16	03/15/2016	CREAM CITY WRECKING & DISMANT	DEMO:4235 S NICHOLSON AVE	82,532.00	
68516						
	03/16	03/15/2016	CZERNIAKOWSKI, SHANE	TRAINING	10.00	
68517						
	03/16	03/15/2016	D J PRINTING	BUSINESS CARDS - PD	39.00	
68518						
	03/16	03/15/2016	DAN KRALL & CO INC	REPAIR SNOW PLOW	510.86	
	03/16	03/15/2016	DAN KRALL & CO INC	REPAIR SNOW PLOWS	218.94	
68519						
	03/16	03/15/2016	DEPT OF ADMINISTRATION	FEBRUARY FINES	8,056.38	
68520						
	03/16	03/15/2016	DIMMER, KENNETH P	ESCROW OVERPAYMENT	206.29	
68521						
	03/16	03/15/2016	DIVERSIFIED BENEFIT SERVICES	HRA ADMINISTRATIVE SERVICES	257.69	
68522						
	03/16	03/15/2016	DWD-UI	UNEMPLOYMENT	744.76	
68523						
	03/16	03/15/2016	FABCO EQUIPMENT INC.	HWY #23	2.61	
	03/16	03/15/2016	FABCO EQUIPMENT INC.	HWY #23	6.08	
68524						
	03/16	03/15/2016	FOREMOST PROMOTIONS	PUBLIC RELATIONS	28.00	
68525						
	03/16	03/15/2016	GALE/CENGAGE LEARNING	AD FIC	229.51	
68526						
	03/16	03/15/2016	GENUINE PARTS COMP - MILWAUKE	SALTER	11.12	
	03/16	03/15/2016	GENUINE PARTS COMP - MILWAUKE	SIGNS	7.31	
	03/16	03/15/2016	GENUINE PARTS COMP - MILWAUKE	HWY	7.31	
68527						
	03/16	03/15/2016	GOVERNMENT PAYMENT SERVICES	PAYMENT CANCELLATION:WOBSCHELL	12.00	
68528						
	03/16	03/15/2016	HOOPSTER PERFORMANCE INC	SQUAD #3	600.00	
68529						
	03/16	03/15/2016	IMAGE TREND INC	FIRE DEPT	800.00	
68530						
	03/16	03/15/2016	IMPERIAL SUPPLIES HOLDINGS INC	HIGHWAY	334.59	
	03/16	03/15/2016	IMPERIAL SUPPLIES HOLDINGS INC	HIGHWAY	401.02	
68531						
	03/16	03/15/2016	JOURNAL/SENTINEL INC	PUBLICATION	513.90	
	03/16	03/15/2016	JOURNAL/SENTINEL INC	ELECTIONS	36.45	
68532						
	03/16	03/15/2016	KUJAWA ENTERPRISES	PLANT MAINTENANCE	37.50	
68533						
	03/16	03/15/2016	LABOR ASSOC OF WISCONSIN INC	VISION INSURANCE	99.25	
68534						
	03/16	03/15/2016	LAKESIDE OIL COMPANY	DIESEL	1,253.12	
	03/16	03/15/2016	LAKESIDE OIL COMPANY	GASOLINE	2,655.33	
68535						
	03/16	03/15/2016	LEE TRUCK EQUIPMENT INC	PLOW PARTS	31.21	
	03/16	03/15/2016	LEE TRUCK EQUIPMENT INC	PLOW PARTS	72.83	
68536						
	03/16	03/15/2016	LEFORT, ANN	PROGRAM	75.00	
68537						
	03/16	03/15/2016	LOCATE PLUS CORPORATION	LOCATE PLUS WEBSITE USAGE	45.95	
68538						
	03/16	03/15/2016	M A D A C C	DOGS	13.60	

Check No	Per	Date	Payee	Description	Inv Amount	V/M
68539						
	03/16	03/15/2016	MARTIN PETERSEN CO INC	REPAIR CIVIC CENTER FAN	1,178.00	
68540						
	03/16	03/15/2016	MCMANUS, HOLLY	TRAINING	40.00	
68541						
	03/16	03/15/2016	MIDWEST FIBER NETWORKS LLC	INTERNET SERVICE	800.00	
	03/16	03/15/2016	MIDWEST FIBER NETWORKS LLC	1GB DEDICATED TRANSPORT LINE	549.21	
68542						
	03/16	03/15/2016	MIDWEST TAPE	YA AUDIO	54.98	
	03/16	03/15/2016	MIDWEST TAPE	YA AUDIO	84.98	
	03/16	03/15/2016	MIDWEST TAPE	CH AUDIO	14.99	
68543						
	03/16	03/15/2016	MILW CO ASSOC OF FIRE CHIEFS	MEMBERSHIP & MEETINGS	240.00	
68544						
	03/16	03/15/2016	MILW CO CIRCUIT COURT	OWI - GONZALES, LUIS A	250.00	
68545						
	03/16	03/15/2016	MILW CO SHERIFF'S DEPT	FEB BOARDING/COMMITMENTS	111.20	
68546						
	03/16	03/15/2016	MILW CO TREASURER	544-0011-004 OVERPAYMENT	40.46	
	03/16	03/15/2016	MILW CO TREASURER	545-0067 OVERPAYMENT	80.67	
	03/16	03/15/2016	MILW CO TREASURER	545-0068 OVERPAYMENT	88.55	
	03/16	03/15/2016	MILW CO TREASURER	FEBRUARY FINES	2,530.45	
68547						
	03/16	03/15/2016	MILWAUKEE CO EMS	CPR TRAINING AIDS	95.00	
68548						
	03/16	03/15/2016	MILW POWER EQUIPMENT LLC	CIVIC CENTER SALTER	450.00	
68549						
	03/16	03/15/2016	MILW WATER WORKS	GARAGE WATER	301.19	
	03/16	03/15/2016	MILW WATER WORKS	PARKS WATER	62.09	
68550						
	03/16	03/15/2016	MINNESOTA LIFE INSURANCE CO	ELECTED OFFICIALS	3.74	
	03/16	03/15/2016	MINNESOTA LIFE INSURANCE CO	ADMINISTRATOR	9.50	
	03/16	03/15/2016	MINNESOTA LIFE INSURANCE CO	CLERK/TREASURER	55.55	
	03/16	03/15/2016	MINNESOTA LIFE INSURANCE CO	INSPECTION	32.76	
	03/16	03/15/2016	MINNESOTA LIFE INSURANCE CO	COURT	21.17	
	03/16	03/15/2016	MINNESOTA LIFE INSURANCE CO	CIVIC CENTER	21.53	
	03/16	03/15/2016	MINNESOTA LIFE INSURANCE CO	POLICE	186.48	
	03/16	03/15/2016	MINNESOTA LIFE INSURANCE CO	FIRE	199.12	
	03/16	03/15/2016	MINNESOTA LIFE INSURANCE CO	HEALTH	72.91	
	03/16	03/15/2016	MINNESOTA LIFE INSURANCE CO	ENGINEERING	62.62	
	03/16	03/15/2016	MINNESOTA LIFE INSURANCE CO	HWY	153.42	
	03/16	03/15/2016	MINNESOTA LIFE INSURANCE CO	MECHANIC	12.41	
	03/16	03/15/2016	MINNESOTA LIFE INSURANCE CO	LIBRARY	59.81	
68551						
	03/16	03/15/2016	NASSCO INCORPORATED	CIVIC CENTER	358.24	
68552						
	03/16	03/15/2016	O'DRISCOLL, TIMOTHY G	PROGRAM/PRESENTATION	175.00	
68553						
	03/16	03/15/2016	OFFICE DEPOT INCORPORATED	PD OFFICE SUPPLIES	209.21	
68554						
	03/16	03/15/2016	OLSEN, JUSTIN R	WITNESS FEE:NETZEL	10.00	
68555						
	03/16	03/15/2016	O'REILLY AUTO PARTS	HWY	2.10	
	03/16	03/15/2016	O'REILLY AUTO PARTS	HWY	4.89	
	03/16	03/15/2016	O'REILLY AUTO PARTS	HWY	29.99	

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68556						
	03/16	03/15/2016	OSI ENVIRONMENTAL INC	USED OIL COLLECTION	60.00	
68557						
	03/16	03/15/2016	OUTDOOR LIGHTING CONSTRUCTI	KK & DENTON	16,409.50	
68558						
	03/16	03/15/2016	P F PETTIBONE & COMPANY	MINUTE BOOK	46.85	
68559						
	03/16	03/15/2016	POMP'S TIRE SERVICE	HWY #34	625.81	
	03/16	03/15/2016	POMP'S TIRE SERVICE	HWY #34	69.53	
68560						
	03/16	03/15/2016	PORT-A-JOHN INC	RENTAL & DELIVERY	114.00	
68561						
	03/16	03/15/2016	PRAXAIR GAS TECH INC	EQUIP/VEHICLE MAINTENANCE	16.95	
	03/16	03/15/2016	PRAXAIR GAS TECH INC	EQUIP/VEHICLE MAINTENANCE	62.14	
	03/16	03/15/2016	PRAXAIR GAS TECH INC	EQUIP/VEHICLE MAINTENANCE	11.30	
	03/16	03/15/2016	PRAXAIR GAS TECH INC	EQUIP/VEHICLE MAINTENANCE	5.65	
	03/16	03/15/2016	PRAXAIR GAS TECH INC	EQUIP/VEHICLE MAINTENANCE	5.65	
	03/16	03/15/2016	PRAXAIR GAS TECH INC	EQUIP/VEHICLE MAINTENANCE	5.65	
	03/16	03/15/2016	PRAXAIR GAS TECH INC	EQUIP/VEHICLE MAINTENANCE	5.65	
	03/16	03/15/2016	PRAXAIR GAS TECH INC	EQUIP/VEHICLE MAINTENANCE	72.49	
	03/16	03/15/2016	PRAXAIR GAS TECH INC	EQUIP/VEHICLE MAINTENANCE	265.80	
	03/16	03/15/2016	PRAXAIR GAS TECH INC	EQUIP/VEHICLE MAINTENANCE	48.33	
	03/16	03/15/2016	PRAXAIR GAS TECH INC	EQUIP/VEHICLE MAINTENANCE	24.16	
	03/16	03/15/2016	PRAXAIR GAS TECH INC	EQUIP/VEHICLE MAINTENANCE	24.16	
	03/16	03/15/2016	PRAXAIR GAS TECH INC	EQUIP/VEHICLE MAINTENANCE	24.16	
	03/16	03/15/2016	PRAXAIR GAS TECH INC	EQUIP/VEHICLE MAINTENANCE	24.18	
68562						
	03/16	03/15/2016	PRONTO PRINT INC	MEMO BOOKS - PD	433.05	
68563						
	03/16	03/15/2016	RUEKERT-MIELKE	TIF DISTRICT #5	1,035.80	
68564						
	03/16	03/15/2016	SCOTT, KATHY	MILEAGE	73.17	
68565						
	03/16	03/15/2016	SCOTT, MICHAEL	TRAINING	10.00	
68566						
	03/16	03/15/2016	SHERWIN INDUSTRIES INC	FIBER MIX	483.07	
	03/16	03/15/2016	SHERWIN INDUSTRIES INC	FIBER MIX	475.86	
68567						
	03/16	03/15/2016	SIRRAH CONSTRUCTION & CO LLC	REPAIR CATCH BASINS	1,057.12	
68568						
	03/16	03/15/2016	SNOW PLOW SOLUTIONS INC	HWY	326.48	
68569						
	03/16	03/15/2016	ST FRANCIS LIBRARY	PETTY CASH	70.00	
68570						
	03/16	03/15/2016	ST FRANCIS POLICE DEPARTMENT	DONATION	150.00	
68571						
	03/16	03/15/2016	ST FRANCIS POLICE DEPARTMENT	PETTY CASH	31.73	
68572						
	03/16	03/15/2016	SUDZ WASH & LUBE	CARWASHES W/WAXES & UNDERBODY	40.00	
68573						
	03/16	03/15/2016	TIME WARNER CABLE	10404-705943701-2001 INTERNET/GARAGE	105.59	
68574						
	03/16	03/15/2016	TRI-STATE EQUIPMENT CO. INC.	HIGHWAY	777.61	
68575						
	03/16	03/15/2016	VASQUEZ, PEDRO	WITNESS: NETZEL	10.00	

Check No	Per	Date	Payee	Description	Inv Amount	V/M
68576						
	03/16	03/15/2016	VERIZON WIRELESS	POLICE	68.17	
	03/16	03/15/2016	VERIZON WIRELESS	INSPECTION	92.03	
	03/16	03/15/2016	VERIZON WIRELESS	ELECTED OFFICIALS/GEN OFFI	160.86	
	03/16	03/15/2016	VERIZON WIRELESS	POLICE	539.33	
	03/16	03/15/2016	VERIZON WIRELESS	FIRE	434.71	
	03/16	03/15/2016	VERIZON WIRELESS	HEALTH	99.64	
	03/16	03/15/2016	VERIZON WIRELESS	ENGINEERING	49.82	
68577						
	03/16	03/15/2016	VRETENAR, CRAIG	MILEAGE	52.92	
68578						
	03/16	03/15/2016	WASTE MANAGEMENT OF WI-MN	CATCH BASIN	1,893.50	
68579						
	03/16	03/15/2016	WASTE MANAGEMENT	RUBBISH	24,097.20	
	03/16	03/15/2016	WASTE MANAGEMENT	RECYCLING	8,333.40	
	03/16	03/15/2016	WASTE MANAGEMENT	REBATE - RECYCLING	1,592.71-	
68580						
	03/16	03/15/2016	WASTE MANAGEMENT OF WI-MN	YARD WASTE	8,255.42	
68581						
	03/16	03/15/2016	WI IMAGINING SOLUTIONS LLC	11323 MONTHLY CONTRACT	21.71	
	03/16	03/15/2016	WI IMAGINING SOLUTIONS LLC	11311 MONTHLY CONTRACT	33.30	
	03/16	03/15/2016	WI IMAGINING SOLUTIONS LLC	11295 MONTHLY CONTRACT	347.26	
	03/16	03/15/2016	WI IMAGINING SOLUTIONS LLC	TONER	10.50	
68582						
	03/16	03/15/2016	WILLIS, TODD	CONFERENCE	114.75	
68583						
	03/16	03/15/2016	WILNET ENGINEERING LLC	MONITORS	571.44	
	03/16	03/15/2016	WILNET ENGINEERING LLC	LAPTOP BATTERY	77.95	
68584						
	03/16	03/15/2016	WOLTER HYDRAULIC & POWER SYS	MAINTENANCE & PARTS	280.50	
68585						
	03/16	03/15/2016	ZOLL MEDICAL CORPORATION GPO	FIRE DEPT	1,748.44	
Grand Totals:					<u>216,341.90</u>	

CERTIFY APPROPRIATION IS AVAILABLE TO MEET THESE CLAIMS AND RECOMMEND THEIR ALLOWANCE:

COMMON COUNCIL:

Council President

1st District Alderperson

1st District Alderperson

2nd District Alderperson

3rd District Alderperson

3rd District Alderperson



City of St. Francis

POLICE DEPARTMENT

Thomas A. Dietrich

Chief of Police

thomas.dietrich@stfranwi.org



February 18, 2016

Honorable Mayor Cory Ann St. Marie-Carls
Distinguished Common Council Members

The following training request is for Detective Kevin Weins and Detective Jeremy Harcus to attend a three day Homicide Investigators Seminar. The training is being held April 26-29, 2016 in Wisconsin Dells, WI.

The seminar will cover the following topics:

- The Jessie Blodgett Homicide and lessons learned
- Stress Management & Death Notification
- Performance under Extreme Stress: Implications for Training and Investigation
- Deadly Force Encounters-Continued
- Investigating Use of Force Incidents
- The Science & Human Dynamics Behind Deadly Force Encounters
- How to Address the Concerns of the Officers and Decedents' Families.
- What to Expect if Involved in an Officer Involved Shooting

This training will provide valuable skills that Detective Weins and Detective Harcus will need as they take on future investigative challenges in the Detective Bureau. They will also have the opportunity to network and develop professional contacts with other investigators attending the training.

This is a budgeted item and the cost to attend this seminar is \$275.00 per Detective. Travel authorization forms are attached. Thank you for your time and consideration in this matter.

Respectfully Submitted,

Kevin M. Hunter
Police Lieutenant

Tuesday, April 26, 2016

6:00 to 8:00 PM Board of Director's meeting
 6:00 to 8:00 PM Detective Richard Thickens Hartford Police Department

"JESSIE BLODGETT HOMICIDE"

8:00 to 9:00 PM REGISTRATION & SOCIAL HOUR

Wednesday, April 27, 2016

8:00 to 8:30 AM Registration

9:30 to 9:00 AM General Membership meeting

9:00 to 12:00 PM Mr. P. Michael Murphy Clark County (Las Vegas), Nevada Coroner (Ret) Program Manager, UVP National Center for Missing & Exploited Children

"STRESS MANAGEMENT & DEATH NOTIFICATION"

12:00 to 1:00 PM LUNCH (provided)

1:00 to 5:00 PM Dr. Alexis Artwohl, Ph.D.

"PERFORMANCE UNDER EXTREME STRESS: IMPLICATIONS FOR TRAINING AND INVESTIGATION"

Cold Case Review Team
 The WAHI Cold Case Review Team will have a representative present during the entire conference to answer any questions on the referral process. Bring your cases and we will discuss and schedule an appointment for a full case review by our team.

Thursday, April 28, 2016

8:00 to 10:00 AM Dr. Alexis Artwohl, Ph.D.

"DEADLY FORCE ENCOUNTERS - CONTINUED"

10:00 to 12:00 PM Special Agent Lisa Wilson Special Agent Jay Yerges

"INVESTIGATING USE OF FORCE INCIDENTS"

12:00 to 1:00 PM LUNCH (provided)

1:00 PM to 4:00 PM Dr. Bill Lewinsky Force Science Institute

"THE SCIENCE & HUMAN DYNAMICS BEHIND DEADLY FORCE ENCOUNTERS"

4:00 to 5:00 PM Jill Karofsky, Executive Director Office of Crime Victim Services Wisconsin Department of Justice

"HOW TO ADDRESS THE CONCERNS OF THE OFFICERS AND DECEDED'S FAMILIES"

6:00 PM BANQUET AND AWARDS (BUSINESS ATTIRE RECOMMENDED)

Friday, April 29, 2016

8:00 AM to 12:00 PM Discussion of Four (4) OIS Incidents involving Officers from the Adams County Sheriff's Office, Rabelt PD, Eau Claire PD, and the Milwaukee PD

"INVOLVED IN AN OIS? WHAT TO EXPECT FROM INCIDENT THROUGH INVESTIGATION"

Wisconsin Association of Homicide Investigators

2016 Annual Training Seminar

WHEN: Tuesday, April 26 thru Friday, April 29, 2016

FEES: \$275
 Registration fee entitles you to one year membership
 (Fee does not include lodging)

LODGING: Kalahari Resort
 1305 Kalahari Drive
 Wisconsin Dells, WI 53965
 (608) 254-5466

RATES: Single \$82.00
 Double \$159.00

If you have any questions, please contact Dana Nigbor at dannigbor@elknet.net

For additional information
www.wi-homicide.com

Like us on Facebook
 Wisconsin Association of Homicide Investigators - WAHI

This training is being partially funded by the Wisconsin Department of Justice Training and Standards Bureau



Front

CITY OF ST FRANCIS TRAVEL AUTHORIZATION

NAME: Jeremy Harcus DEPARTMENT: Police Dept.
 TITLE: Police Detective DESTINATION: Wisconsin Dells
 DEPARTURE DATE: 04/26/16 RETURN DATE: 04/29/16
 PURPOSE OF TRIP: Wisconsin Association of Homicide Investigators

EXPENSE SUMMARY:

Transportation: [X] City [] Private Miles _____	
Lodging: Kalahari Resort Wisconsin Dells	\$246.00
Meals: [3] Breakfast [1] Lunch [1] Dinner (\$8.00) (\$10.00) (\$20.00)	\$54.00
Registration Fee	\$275.00
Parking/Taxi Fees	
Miscellaneous: (Receipts Attached)	
TOTAL	\$575.00

IS THIS A BUDGETED ITEM? Yes No

The undersigned claimant hereby certifies that the above is a true, correct and complete account of all expenses.



Signature

TO BE COMPLETED BY DEPARTMENT HEAD

- 1) Travel Will Require Overtime Yes No
If Required, Cost of Overtime for Employee \$ _____
- 2) Overtime Replacement Required Yes No
If Required, Cost of Replacement: _____

Department Head Thomas Gutzmer

Date: 2-27-16

City Administrator T. R. [Signature]

Date: 3-10-2016

SUBMIT ACTUAL RECEIPT COPIES TO CLERK'S OFFICE FOR REIMBURSEMENT

CITY OF ST FRANCIS TRAVEL AUTHORIZATION

NAME: Kevin Weins DEPARTMENT: Police Dept.
 TITLE: Police Detective DESTINATION: Wisconsin Dells
 DEPARTURE DATE: 04/26/16 RETURN DATE: 04/29/16
 PURPOSE OF TRIP: Wisconsin Association of Homicide Investigators

EXPENSE SUMMARY:

Transportation: [X] City [] Private Miles _____	
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The undersigned claimant hereby certifies that the above is a true, correct and complete account of all expenses.


 Signature

TO BE COMPLETED BY DEPARTMENT HEAD

1) Travel Will Require Overtime [] Yes [X] No
 If Required, Cost of Overtime for Employee \$ _____

2) Overtime Replacement Required [] Yes [X] No
 If Required, Cost of Replacement: _____

Department Head 

Date: 2-22-16

City Administrator 

Date: 3-70-2016

**ENGINEER'S REPORT
MARCH 2016**

**ROAD PROJECT REPORT
2016**

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Denton from Packard to Barland	resurface	\$300,000.00	in-house	in-house	Postponed until 2017
Crawford Avenue Parking Lot	construct	\$325,000.00	in-house	in-house	
Martin Lane from Lake to Kirkwood	construct	\$350,000.00	in-house	in-house	Survey in progress
Removal of S. Brust – Bolivar to Whitnall	deconstruct/grant	\$200,000.00	in-house	in-house	Barricades in place
Watermain Trench Repair Program	reimbursement	\$60,000.00	in-house	in-house	Getting locations mapped.
Sidewalk Replacement Program	repair/replacement	\$40,000.00	in-house	in-house	Working on survey.

2015

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	DESIGN ESTIMATE	INSPECTION ESTIMATE	UPDATE ON PROJECT
Nevada Extension	Construction	\$1,000,000	\$40,000	\$80,000	Project in progress.
Brook Place Storm Sewer/Road	Construct	\$300,000	In-house	\$20,000	No response from resident. Moving forward with survey work.

2014

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Kansas from Layton to Whitnall	construct	\$500,000	Construction complete. All scheduled walk-throughs complete. Assessments 2016.

2012

ROAD	TYPE OF TREATMENT	CONSTRUCTION ESTIMATE	UPDATE ON PROJECT
Packard from Howard to Lunham	resurface	\$876,248.51 (\$198,846.67 city portion)	Project is complete. Punch list items are done. Cost to date: \$187,044.50. State performing audit for 2 years. Letter sent to property owners.

Mayor's Ad Hoc Task Group

Mayor CoryAnn St. Marie-Carls (began Jan. 2016, first meeting Feb. 3, 2016)

**NEXT MEETINGS: POLONEZ, MARCH 9TH – 7P.M. & ST. FRANCIS BREWERY, MARCH 16TH - 7P.M.
42 ALE HOUSE, MARCH 31ST – 7P. M.**

The Task Group is an opportunity for citizens to work together on reviewing and advising on the re-evaluation of the City of St. Francis that occurred in 2015. The group meets and looks over our assessment process, total assessed values, & discusses future City needs as well as gathers ideas and provides information on various topics. Guest speakers bring further perspective and citizens can suggest topics and bring them forward for further exploration or discussion. I invite everyone who lives, works, volunteers, or has a sincere interest in St. Francis to participate in this task group. Mayor CoryAnn can be reached at 414-255-8555 and emailed at coryann.stmc@gmail.com

BELOW – Review of Task Group Meetings of Feb. 11, 2016 and Feb. 22, 2016

Attachments (4)– (Major Class Comparison Report - Department of Revenue 2015 – that were brought up during discussion on Feb. 22nd)

Brainstorming session:

February 11, 2016 – 7p.m. St. Francis Brewery

RE-EVALUATION - APPRAISAL ISSUES: (items with ** also brought up on Feb. 3, 2016)

- A. Group would like the Mayor to get the names or who went to Board of Review in 2015 and talk with them.
- B. **Groups asks what percentage of on-site visits that were required from Associated Appraisal for the re-evaluation?
- C. Group would like to see contract with Associated Appraisal (compare to DOR recommended contract)
- D. **Group would like to see exact addresses and number of homes visited by Associated Appraisal in St. Francis?
- E. Group would like to take a look at property maintenance and the %percentage of single family homes rented in SF?
- F. Group would like to know how Associated Appraisal weighted values and what homes in Bay View were used as comps?
- G. **Can square footage be made available on the website with property information?

Special Guest: Conversation with Mary Reavey – retired City Assessor for the City of Milwaukee

(Mayor CoryAnn contacted Mary Reavey, they had worked together as government employees in the past when Reavey was the assessor for Kenosha in the 90's – CoryAnn worked for the City of Kenosha as PIO and part of the Administration Staff from 1987-2001)

February 22, 2016 – 7p.m. St. Francis Brewery

GENERAL DISCUSSION- GROUP TASKS AND ASKS OF THE MAYOR AND CITY OF SF.

- 1. Group wants to invite a guest speaker from the Department of Revenue to a meeting.
- 2. Group thought assessor Reavey's thoughts on keeping in CLOSE coordination between assessing and building permitting, with special spreadsheets/forms - to keep assessment records as updated as possible – group asked how is this done in SF?
- 3. Group wants the Mayor to get a copy of the Dept. of Revenue mandated “St. Francis Annual Assessment Report”.
- 4. Group wants the Mayor to get information on the certification and assessor levels of the AA staff that did SF appraisals?
- 5. More information on the topic of “SALES CHASING” is needed, group wants to be certain about use of this practice because it was discussed that it is generally not acceptable and could add to the disparity issues. (Mayor asked to look at Wisconsin Assessment Manual from the Department of Revenue (should be on their Website)
- 6. Group thought we can't just assess properties on sales – St. Francis needs to find ways to keep numbers up to date no matter if market is up or down. Should not exclude Bankruptcies? - identify “arms length” sales, but don't include as comps –All data should be reviewed in a small City like St. Francis – this was the consensus of the group.
- 7. Group thought more work for compliance with each other should be done on -the ratio between Commercial (101.0 0) and Residential (91.00). These ratios are important benchmarks and a best practice goal to match.
- 8. Group understood that our New Base and distribution change has caused a whole LOWER BASE – and therefore tax rate will go up the lower it goes. Group feels need to address factors contributing to of our Lower tax base. – Immediately.
- 9. The Mayor told the group info that our City Clerk pointed out the DOR has “objection forms” on their site, question was asked if it is worth the time to do a form? (not enough information was available to answer the Q)
- 10. Group feels our Assessor should look at all building permits and keep up to date with adjustments- ASAP.
- 11. Group asked for the Mayor to obtain the DEDUCTION criteria used by Associated Appraisal.
- 12. Group asked the Mayor to ask the City to be in constant contact some way with the Department of Revenue and keep them updated at all times to help our future standing. It seems communities that do this fair better in the process.
- 13. Group wants the Mayor to ask the City to look at what data/links the City of Milwaukee has on their site for properties.
- 14. Group asked for 5 year SF comparison spread sheet w/taxes & mill rates – including Department of Revenue numbers?

-FAIR MARKET VALUE – General feeling was Fair Market Value is not an exact science and weeding out High and Low and finding middle ground takes more data, planning and coordination with DOR and permitting for the future. - Details are key – statistics can be looked at many ways and unique factors of the community matter also.

-The Group applauded Mary Reavey and thanked her sincerely for taking her personal time to talk to SF citizens.

Mayor's Ad Hoc Task Group

Mayor CoryAnn St. Marie-Carls (began Jan. 2016, first meeting Feb. 3, 2016)

**NEXT MEETINGS: – 7P.M. ST. FRANCIS BREWERY – MARCH 16TH
& 42 ALE HOUSE - MARCH 31ST – 7P. M.**

The Task Group is an opportunity for citizens to work together on reviewing and advising on the re-evaluation of the City of St. Francis that occurred in 2015. The group meets and looks over our assessment process, total assessed values, & discusses future City needs as well as gathers ideas and provides information on various topics. Guest speakers bring further perspective and citizens can suggest topics and bring them forward for further exploration or discussion. I invite everyone who lives, works, volunteers, or has a sincere interest in St. Francis to participate in this task group.
Mayor CoryAnn can be reached at 414-255-8555 and emailed at coryann.stmc@gmail.com

BELOW – Review of Task Group Meeting March 2nd, 7p.m. St. Francis Brewery -

Brainstorming session:

March 2, 2016 – 7p.m. St. Francis Brewery

RE-EVALUATION - APPRAISAL ISSUES: (items with ** also brought up on Feb. 3, 2016)

- Review Board of Review process was asked about – Objection Form – etc.
- Data on SF Website was again discussed and need for more details – WIREDATA – Sample from Oak Creek given.
- Milwaukee Magazine March 2016 Article on property taxes and home sales in Milwaukee County – noted that St. Francis Top 5 in highest taxation and homes take the longest amount of time to sell on the market.

Special Guest: Steve Hook – retired Fire Chief for the City of West Allis and past ICC Fire Chief's Liaison

March 2, 2016 – 7p.m. St. Francis Brewery

GENERAL DISCUSSION-

- Hook described his experience with many details his experience in West Allis during a transition time in the Fire Service in Milwaukee County with paramedics, mutual aid, shared services and fees for rescue calls and various other needs and transitions.
- Hook said – The Fire Department provides services “you can’t get from anyone else”.
- Group asked how the North Shore Department came to being.
- Group asked about his experience “accrediting” his Fire Department – with core competencies and indicators, statistics
- Group asked if it costs extra money to “accredit” a Department – he said some cost it is a workable formula for benefits.
- Group asked for questions on West Milwaukee situation with using Milwaukee for Fire Service to Community.
- Hook mentioned that no formula exists to explore combining services with another Departments, it is something you need develop your “own” criteria for if need be – taking into account all the needs of your individual community.
- It was stated more Fire Departments as deciding, such as Greendale are now going “all” paramedics for the future.
- Group asked how to cost saving in Fire Departments – he said it all depends on what the Community needs/wants
- Group asked about the St. Francis budget number 1.9 million – Hook said this sounded “in line” for a department our size.
- Hook said Departments these days are more focused on keeping risk and liability down with good policies and good documentation.

-The Group applauded Steve Hook and thanked him sincerely for taking her personal time to talk to SF citizens. Hook stayed after and talked with a few other residents after the group conversation.