



City of St. Francis Common Council Meeting

3400 East Howard Avenue

August 2, 2016
7:00 p.m.

Roll Call:

Mayor St. Marie-Carls

Alderspersons Wattawa, Schandel, Brickner, McSweeney, Klug and Tutaj

Statement of Open Meetings Compliance: City Clerk to announce that the meeting has been properly posted

Public Hearings:

- Change of Zoning:
 - ❖ IU to IU Special Use – 3120 South Lake Drive (Bay View Park) [Change of Zoning - Bay View Park](#)
 - ❖ IU to IU Special Use – 4235 South Lipton Avenue (Greene Park) [Change of Zoning - Greene Park](#)
 - ❖ PUD to IU Special Use – 4800 South Lake Drive (Sheridan Park/Oak Leaf Trail) [Change of Zoning - Sheridan Park](#)
 - ❖ Planned Development to Amended Planned Development – 4550 South Brust Avenue [Change of Zoning - 4550 S Brust Avenue](#)

- Special Assessments:
 - ❖ Project No. 4-2016 – South Brook Place from East Crawford Avenue south to dead end [brook place public hearing notice 7-14-2016](#) [Proj 4-16 Brook Pl Const Prel Assm](#)
 - ❖ Project No. 5-2016 – East Martin Lane from South Kirkwood Avenue to South Lake Drive [marti lane public hearing notice 7-14-2016](#) [Proj 5-16 Martin Lane Const Prel. Assm.](#)

Presentation:

- Presentation of Commendation – Chief Dietrich

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 for an Authorized Representative to File Applications for Wisconsin RPC and DNR Emerald Ash Borer (EAB) Mitigation Grant Program [authorizing resolution eab mitigation grant](#)
2. Resolution in Recognition of Service as Board of Health Member to the City of St. Francis by Jacqueline Stueck [Jackie Stueck BOH resolution](#)

Minute Approval:

1. Minutes of the Common Council meeting held July 19, 2016 [7-19-16 CC minutes jd](#)
2. Minutes of the Special Common Council meeting held July 27, 2016 [07-27-2016 Council Minutes](#)

Reports from Committees/Commissions/Boards:

1. Minutes of the Legislative Committee meeting held July 19, 2016 [Legislative Minutes 7-19-16](#)
2. Minutes of the Finance Committee meeting held July 19, 2016 [Finance Minutes 07-19-2016](#)
3. Minutes of the License Committee meeting held July 19, 2016 [License Minutes 7-19-16](#)
4. Minutes of the Planning Commission meeting held June 28, 2016 [minutes of the june 28 2016 planning commission mtg](#)

Action Items from Committees/Commissions/Boards:

Action to be taken from the License Committee meeting held August 2, 2016

- License Committee Agenda dated August 2, 2016 [8-02-16 License Agenda - Public Version](#)

Action to be taken from the Planning Commission meeting held July 27, 2016

- Special Use Application – 3849 South Packard Avenue [3849 packard SU app](#)

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 – None

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

1. Mayor's Update #89 [Mayors Update 89](#)
2. 07/27/2016 from Paul Frenn re: Right-of-Way at 3907 South Lake Drive [3907 lake dr council letter](#)
3. 07/15/2016 from Memorial Committee re: Renaming a portion of Nicholson Avenue [Memorial Committee Letter](#)
4. Application for Special Event Through City – Cystic Fibrosis Foundation (August 14, 2016) [Application for Special Event](#)
5. 06/10/2016 from Wixon re: Permission to park trailers on City owner property (tabled from June 21, 2016 Council meeting) [Wixon Request](#)

Discussion Items with Possible Action:

1. Voucher List dated August 2, 2016, 2016 in the amount of \$173,571.80 [8-2-16 Voucher List](#)

Training/Conference/Seminar Requests:

Comments on Prior, Present and Potential Agenda Items:

1. City Attorney
2. City Administrator
3. Department Head
4. Alderpersons
5. Mayor
 - Building Schedule Update
 - Upcoming Public Hearing Dates
 - Mayor's Ad Hoc Task Force Update

Adjourn to Closed Session: Roll Call Vote Required – None Scheduled

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
CHANGE OF ZONING
IU to IU – SPECIAL USE
3120 South Lake Drive (Bay View Park)**

NOTICE IS HEREBY GIVEN, that the Common Council of the City of St. Francis will hold a Public Hearing in the Council Chambers, St. Francis Civic Center, 3400 East Howard Avenue, St. Francis, Wisconsin on Tuesday, August 2, 2016 at 7:00 p.m. regarding the request for Change of Zoning from present IU to IU – Special Use. The legal descriptions involved in the proposed zoning change are as follows:

**Legal Description For: 3120 South Lake Drive
 Tax Key Number 542-9999-000**

Known as 3120 South Lake Drive in the City of St. Francis, Milwaukee County, Wisconsin.

All that part of NW 1/4 sec 14-6-22 E lying northerly of Lake Road and southerly of Schlosser subdivision

Any interested person may be heard at the time of the public hearing.

Published by the authority of the Common Council of the City of St. Francis, Wisconsin on this 6th day of July, 2016.

Anne B. Uecker, MMC/WCPC
City Clerk/Treasurer

**NOTICE OF PUBLIC HEARING
CHANGE OF ZONING
IU to IU – SPECIAL USE
4235 South Lipton Avenue (Greene Park)**

NOTICE IS HEREBY GIVEN, that the Common Council of the City of St. Francis will hold a Public Hearing in the Council Chambers, St. Francis Civic Center, 3400 East Howard Avenue, St. Francis, Wisconsin on Tuesday, August 2, 2016 at 7:00 p.m. regarding the request for Change of Zoning from present IU to IU – Special Use. The legal descriptions involved in the proposed zoning change are as follows:

**Legal Description For: 4235 South Lipton Avenue
 Tax Key Number 585-0077-000**

Known as 4235 South Lipton Avenue, in the City of St. Francis, Milwaukee County, Wisconsin.

Harbor View Terrace all of blocks 6, 7, 8 11, 12, 13, 14, 15 & 16 - Exempt

Any interested person may be heard at the time of the public hearing.

Published by the authority of the Common Council of the City of St. Francis, Wisconsin on this 6th day of July, 2016.

Anne B. Uecker, MMC/WCPC
City Clerk/Treasurer

**NOTICE OF PUBLIC HEARING
CHANGE OF ZONING
PUD to IU – SPECIAL USE
4800 South Lake Drive (Sheridan Park)**

NOTICE IS HEREBY GIVEN, that the Common Council of the City of St. Francis will hold a Public Hearing in the Council Chambers, St. Francis Civic Center, 3400 East Howard Avenue, St. Francis, Wisconsin on Tuesday, August 2, 2016 at 7:00 p.m. regarding the request for Change of Zoning from present PUD to IU – Special Use. The legal descriptions involved in the proposed zoning change are as follows:

**Legal Description For: 4800 South Lake Drive
 Tax Key Number 543-9004-001 and 543-9005-001**

Known as 4800 South Lake Drive in the City of St. Francis, Milwaukee County, Wisconsin.

543-9004-001 - CERTIFIED SURVEY MAP NO. 5579 LOT 1, EXC PART RE-DIVIDED AS PAR. 2 OF CSM-6843, SE 14-6-22

543-9005-001 - CERTIFIED SURVEY MAP NO. 5579 LOT 2, EXC. PART RE-DIVIDED AS PAR. 3 & 4 OF CSM-6843, SE 14-6-22

Any interested person may be heard at the time of the public hearing.

Published by the authority of the Common Council of the City of St. Francis, Wisconsin on this 6th day of July, 2016.

Anne B. Uecker, MMC/WCPC
City Clerk/Treasurer

**NOTICE OF PUBLIC HEARING
CHANGE OF ZONING
Planned Development to Amended Planned Development
4550 South Brust Avenue**

NOTICE IS HEREBY GIVEN, that the Common Council of the City of St. Francis will hold a Public Hearing in the Council Chambers, St. Francis Civic Center, 3400 East Howard Avenue, St. Francis, Wisconsin on Tuesday, August 2, 2016 at 7:00 p.m. regarding the request for Change of Zoning from Planned Development to Amended Planned Development. The legal descriptions involved in the proposed zoning change are as follows:

**Legal Description For: 4550 South Brust Avenue
 Tax Key Number 592-9928-002**

Known as 4550 South Brust Avenue, in the City of St. Francis, Milwaukee County, Wisconsin.

COM 572.40 FT N & 30.0 FT E OF SW COR SW 1/4 SEC 22-6-22 TH N 3.42 FT NORTHERLY
ON E LI RELOCATED S BRUST AVE 712.62

The zoning change would allow for: Outdoor Sales

Any interested person may be heard at the time of the public hearing.

Published by the authority of the Common Council of the City of St. Francis, Wisconsin on this 6th day of July, 2016.

Anne B. Uecker, MMC/WCPC
City Clerk/Treasurer

CITY OF ST. FRANCIS
NOTICE OF PUBLIC HEARING ON SPECIAL ASSESSMENTS
FOR PUBLIC IMPROVEMENTS

PROJECT NO. 4-2016: Concrete Pavement, Concrete Curb and Gutter, Grading, Landscaping, and Related Work in S. Brook Place from E. Crawford Avenue to a point approximately 150 feet south of E. Crawford Avenue and spot sidewalk replacement in S. Brook Place from E. Crawford Avenue south to the dead end.

Please take notice that the Common Council of the City of St. Francis has declared its intention to exercise its power under Section 66.0703, Wisconsin Statutes, and under Chapter 10 of the St. Francis Municipal Code, to levy special assessments for the installation of improvements within the following described assessment district:

All that part of the southeast one-quarter of the southeast one-quarter of Section 15, Town 6 North, Range 22 East, City of St. Francis, Milwaukee County, Wisconsin bounded and described as follows:

All those parcels that abut the right-of-way of S. Brook Place from E. Crawford Avenue south to the dead end.

The Common Council has determined that such properties are benefited by the installation of the improvements including among other things, enhancement of value, better drainage, elimination of water ponding, controlled vehicular access and a safer, smoother, travel area and that the assessments shall be under the police power, and if that is not possible, then according to benefits conferred.

The report of the City Engineer showing proposed plans and specifications, estimated cost of improvements and proposed assessments is on file in the office of the City Clerk and may be inspected there on any business day between the hours of 9:00 A.M. and 4:00 P.M.

You are further notified that the Common Council will hear all persons interested, or their agents or attorneys, concerning matters contained in the preliminary resolution authorizing such assessments and the above-described report, at **7:00 P.M. on the 2nd day of August, 2016** in the Council Chambers in the Civic Center, 3400 E. Howard Avenue, St. Francis, Wisconsin. All objections will be considered at said hearing and thereafter the amount of assessments will be finally determined.

Dated: July 14, 2016

Anne Uecker, City Clerk/Treasurer

Public Notice

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

CITY OF ST. FRANCIS

"SCHEDULE B" PART 2**Schedule of Proposed Assessments
Preliminary Estimate - Project No. 4-2016**

All property abutting **S. Brook Place**, from E. Crawford Ave. south to dead end.
Concrete Pavement, Concrete Curb and Gutter, Concrete Sidewalk, Concrete Approach, Grading and Related Work.

Each property is benefited by the installation of the improvements, including, among other things, enhancement of value, better drainage, elimination of water ponding, controlled vehicular access and a safer, smoother travel area.

Key Number	Owner Name	Mailing Address	Owner Address	Total Assessment Includes 10% Adm.
545-0090	Richard Dermody & W.	2813 E Crawford Ave	2813 E Crawford Ave	\$ 32,923.83
545-0122	David Sharp	3801 S Brook Pl	3801 S Brook Pl	\$ 2,139.50
545-0124-001	Robert Okun & W	2930 E Koenig Ave	3809/11 S Brook Pl	\$ 325.88
545-0089	Daniel Rhody	2833 E Crawford Ave	2833 E Crawford Ave	\$ 19,254.13
545-0126	Linda Rae Hansen	3800 S Brook Pl	3800 S Brook Pl	\$ 353.38
545-0127	Ludwig Gayk & W	3806 S Brook Pl	3806 S Brook Pl	\$ 1,062.33
Subtotal				\$ 56,059.03
City Costs				\$ 35,906.75
Project Total				\$ 91,965.78

CITY OF ST. FRANCIS
NOTICE OF PUBLIC HEARING ON SPECIAL ASSESSMENTS
FOR PUBLIC IMPROVEMENTS

PROJECT NO. 5-2016: Concrete or Asphalt Pavement, Concrete Curb and Gutter, Grading, Storm Sewer, Landscaping, and Related Work in E. Martin Lane from S. Kirkwood Avenue to S. Lake Drive.

Please take notice that the Common Council of the City of St. Francis has declared its intention to exercise its power under Section 66.0703, Wisconsin Statutes, and under Chapter 10 of the St. Francis Municipal Code, to levy special assessments for the installation of improvements within the following described assessment district:

All that part of the southeast one-quarter of the northeast one-quarter of Section 23, Town 6 North, Range 22 East, City of St. Francis, Milwaukee County, Wisconsin bounded and described as follows:

All those parcels that abut the right-of-way of E. Martin Lane from S. Kirkwood Avenue to S. Lake Drive.

The Common Council has determined that such properties are benefited by the installation of the improvements including among other things, enhancement of value, better drainage, elimination of water ponding, controlled vehicular access and a safer, smoother, travel area and that the assessments shall be under the police power, and if that is not possible, then according to benefits conferred.

The report of the City Engineer showing proposed plans and specifications, estimated cost of improvements and proposed assessments is on file in the office of the City Clerk and may be inspected there on any business day between the hours of 9:00 A.M. and 4:00 P.M.

You are further notified that the Common Council will hear all persons interested, or their agents or attorneys, concerning matters contained in the preliminary resolution authorizing such assessments and the above-described report, at **7:00 P.M. on the 2nd day of August, 2016** in the Council Chambers in the Civic Center, 3400 E. Howard Avenue, St. Francis, Wisconsin. All objections will be considered at said hearing and thereafter the amount of assessments will be finally determined.

Dated: July 14, 2016

Anne Uecker, City Clerk/Treasurer

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

CITY OF ST. FRANCIS

"SCHEDULE B" PART 2

Schedule of Proposed Assessments
Preliminary Estimate - Project No. 5-2016

All property abutting **E. Martin Lane** from S Kirkwood Ave. to S. Lake Dr.
Concrete Pavement, Concrete Curb and Gutter, Concrete Approach, Grading and Related Work.

Each property is benefited by the installation of the improvements, including, among other things, enhancement of value, better drainage, elimination of water ponding, controlled vehicular access and a safer, smoother travel area.

Key Number	Owner Name	Mailing Address	Owner Address	Total Assessment Includes 10% Adm.
543-9996	Lakeside Market Square	301 E Erie St Milwaukee WI 53202	4110 E Howard Ave	\$ 51,701.08
586-0017	William Gerloff & Janet C h/w	3900 S Kirkwood Ave	3900 S Kirkwood Ave	\$ 15,457.50
586-0001	Salvatore Scardina Rev. Trust	13775 Kinsey Park Dr Brookfield WI 53005	3901 S Lake Dr	\$ 34,832.99
Subtotal				\$ 101,991.58
City Costs				\$ 63,612.05
Project Total				\$ 165,603.63

RESOLUTION NO. _____

AUTHORIZED REPRESENTATIVE TO FILE APPLICATIONS
FOR WISCONSIN RPC AND DNR EMERALD ASH BORER (EAB) MITIGATION
GRANT PROGRAM

WHEREAS, the applicant, City of St. Francis, is interested in obtaining a cost-share grant from the Bay-Lake Regional Planning Commission for the purpose of funding Emerald Ash Borer mitigation projects under funding originating from the U.S. Forest Service, Great Lakes Restoration Initiative;

WHEREAS, the applicant attests to the validity and veracity of the statements and representations contained in the grant application; and

WHEREAS, the applicant requests a grant agreement to carry out the project;

NOW, THEREFORE, BE IT RESOLVED, the applicant, City of St. Francis, will comply with all local, state, and federal rules, regulations, and ordinances relating to this project and the cost-share agreement;

BE IT FURTHER RESOLVED, the applicant will budget a sum sufficient to fully and satisfactorily complete the project and hereby authorizes and empowers the City Engineer, it's or employee, to act on its behalf to:

1. Sign and submit the grant application.
2. Sign a grant agreement between applicant and the Bay-Lake Regional Planning Commission.
3. Submit interim and/or final reports to the Bay-Lake Regional Planning Commission to satisfy the grant agreement.
4. Submit reimbursement requests and, if applicable, contractor invoices to the Bay-Lake Regional Planning Commission.
5. Sign and submit other required documentation.

Adopted the _____ day of _____, 20__

CITY OF ST. FRANCIS

CoryAnn St. Marie-Carls, Mayor

Attest: _____
Anne Uecker, MMC/WCPC, City Clerk/Treasurer

Resolution No. _____

A RESOLUTION IN RECOGNITION OF SERVICE AS BOARD OF HEALTH MEMBER TO THE CITY OF ST. FRANCIS BY JACQUELINE STUECK

At a regular meeting of the Common Council of the City of St. Francis, Milwaukee County, State of Wisconsin, held on the 2nd day of August, 2016, a quorum being present and a majority of the Council voting therefore, said Council does resolve as follows:

WHEREAS JACQUELINE STUECK has served the City of St. Francis as a member of the Board of Health for Nineteen years having been appointed on May 6, 1997; and

WHEREAS JACQUELINE STUECK was a volunteer for the St. Francis Days Walk and with the H1N1 Clinics; and

WHEREAS JACQUELINE STUECK was always there to help and could always be counted on to help in any way needed; and

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of St. Francis, Milwaukee County, Wisconsin, on behalf of itself and all the residents of the City of St. Francis, recognize and honor the service of JACQUELINE STUECK as a member of the Board of Health.

PASSED and APPROVED this 2nd day of August, 2016.

Mayor CoryAnn St. Marie-Carls

ATTEST:

Anne B. Uecker, WCPC/MMC
City Clerk/Treasurer

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 Wattawa, Schandel, McSweeney, Klug, and Tutaj

Also Present: City Attorney Alexy, Deputy City Clerk/Treasurer DeMores, Fire Chief Lockwood, Police Chief Dietrich, City Engineer Dejewski, Building Inspector Vretenar, County Supervisor Sartori, and interested citizens

Excused: Council President Brickner, City Clerk/Treasurer Uecker

Statement of Open Meeting Compliance:

Deputy City Clerk/Treasurer DeMores stated that the meeting has been properly noticed and posted.

Resolutions and Ordinances:

Moved by Alderperson McSweeney, seconded by Alderperson Wattawa to introduce and adopt an Ordinance to Conditionally Rezone Certain Lands in the City of St. Francis as B-2 General Business District with a Special Use Under § 455-28(C) of the City of St. Francis Zoning Code as amended . Motion carried. **Ordinance No. 1395**

Moved by Alderperson Schandel, seconded by Alderperson Wattawa to introduce and adopt resolution as submitted subject to the inclusion of exhibit C-1 and further subject to the question as stated being restated to read: "Shall Charter Ordinance No. C-14, A Charter Ordinance to Define the Role of Mayor as Chief Executive Officer and to Establish the Office of City Administrator", as enacted by the Common Council be placed into effect? Motion carried.

Resolution No. 2709

Moved by Alderperson McSweeney, seconded by Alderperson Wattawa to introduce and adopt a Resolution for Authorized Representative to File Applications for Financial Assistance from State of Wisconsin Environmental Improvement Fund. Motion carried. **Resolution No. 2710**

Minute Approval:

Moved by Alderperson Klug, seconded by Alderperson Tutaj to place on file the minutes of the Common Council meeting held June 21, 2016 and Special Common Council meeting held June 27, 2016. Motion carried.

Reports from Committees/Commissions/Boards:

Moved by Alderperson Wattawa, seconded by Alderperson Klug to place on file the minutes as listed under Reports from Committees/Commissions/Boards as listed on the July 19, 2016 Common Council Agenda. Motion carried.

Action Items from Committees/Commissions/Boards:

Moved by Alderperson Wattawa, seconded by Alderperson Klug to approve a Beverage Operator's License – New for Caitlin Cronin, Kristina Fung, and Molly Stanek. Motion carried.

Moved by Alderperson Wattawa, seconded by Alderperson Klug to approve a Temporary Beverage Operator's License for Jennifer A. Martin. Motion Carried.

Moved by Alderperson Wattawa, seconded by Alderperson Klug to approve a Beverage Operator's License – Renewals as listed on the July 19, 2016 License Committee Agenda. Motion carried.

Moved by Alderperson McSweeney, seconded by Alderperson Tutaj to reduce the CCF units from 62 to 14 and issue a modified sewer bill for 3267 South Koenig Avenue to reflect this reduction as recommended by the Finance Committee. Motion carried with Alderperson Wattawa voting no.

Moved by Alderperson McSweeney, seconded by Alderperson Tutaj to reduce the CCF units from 151 to 36 and issue a modified sewer bill for 3916 South Pennsylvania Avenue to reflect this reduction as recommended by the Finance Committee. Motion carried with Alderperson Wattawa voting no.

Moved by Alderperson McSweeney, seconded by Alderperson Tutaj to reduce the CCF units from 25 to 10 and issue a modified sewer bill for 2924 East Armour Avenue to reflect this reduction as recommended by the Finance Committee. Motion carried with Alderperson Wattawa voting no.

Appointments to Committees/Commissions/Boards:

Moved by Alderperson Klug, seconded by Alderperson Tutaj to concur with Mayor's appointment of Rick Hackl as Liaison to the Arts Council. Motion carried.

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

Moved by Alderperson McSweeney, seconded by Alderperson Wattawa to place on file with reference in the minutes the Mayor's Update #88. Motion carried.

Moved by Alderperson Tutaj, seconded by Alderperson McSweeney to place on file the correspondence dated July 5, 2016 from Building Inspector Vretenar regarding Application for Special Use permit at 3849 South Packard Avenue and to forward to Planning Commission. Motion carried.

Moved by Alderperson McSweeney, seconded by Alderperson Klug to place on file the correspondence dated June 29, 2016 from Parkway Square requesting parking be allowed on South Arctic Avenue and to refer to the Board of Public Works. Motion carried.

Moved by Alderperson McSweeney, seconded by Alderperson Tutaj to place on file the Block Party/Street Closing Application from Russ Rutkowski for August 20, 2016 in Trestle Creek Subdivision and approve request. Motion carried.

Moved by Alderperson McSweeney, seconded by Alderperson Wattawa to place on file and approve the Satisfaction of Mortgage and permit the termination of the UCC filing executed by Freda Investments LLC. Motion carried.

Moved by Alderperson Wattawa, seconded by Alderperson Klug to place on file the Petition for Special Privilege for Shur-Line, St. Francis Facility from Hyde Environmental and to approve request subject to petitioner granting the city access to monitor data from wells in City right of way. Motion carried.

Discussion Items with Possible Action:

Moved by Alderperson McSweeney, seconded by Alderperson Tutaj to place on file and approve all vouchers on the Voucher List dated June 22, 2016 through July 19, 2016 in the amount of \$455,389.87. Motion carried.

Training/Conference/Seminar Requests:

Moved by Alderperson McSweeney, seconded by Alderperson Wattawa to place on file with reference in the minutes the Training/Conference/Seminar Requests as listed on the July 19, 2016 Common Council Agenda and to approve the requests with the necessary expenses as they are a budgeted item. Motion carried.

Adjourn to Closed Session:

Moved by Alderperson McSweeney, seconded by Alderperson Wattawa to adjourn to Closed Session pursuant to Wis. Stat. sec. 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; and Wis. Stat. sec. 19.85 (1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. 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: St. Francis Brewery/WisDOT land acquisition/transfer; preliminary consideration of offer to purchase City lands; contract for City Administrator. Roll Call Vote: Alderpersons Wattawa, Schandel, McSweeney, Klug, and Tutaj voting "aye". Motion carried.

Moved by Alderperson Schandel, seconded by Alderperson Wattawa to take a five-minute recess. Motion carried.

Time: 8:38 p.m.

At the conclusion of the recess, Council President Brickner joined closed session telephonically and City Attorney Alexy served as recording secretary for the remainder of the meeting.

Moved by Alderperson Klug, seconded by Alderperson Wattawa to reconvene into open session. Motion carried.

Time: 10:28 p.m.

Moved by Alderperson Tutaj, seconded by Alderperson Klug to approve the terms of the proposed City Administrator agreement with Mark Johnsrud with revisions discussed in closed session and subject to completion of the pending background check. Motion carried.

Moved by Alderperson Wattawa, seconded by Alderperson McSweeney to Adjourn. Motion carried.

Time: 10:29 p.m.

STATE OF WISCONSIN

CITY OF ST. FRANCIS

MILWAUKEE COUNTY

ORDINANCE NO. 1395

AN ORDINANCE TO CONDITIONALLY REZONE CERTAIN LANDS
IN THE CITY OF ST. FRANCIS AS B-2 GENERAL BUSINESS DISTRICT
WITH A SPECIAL USE UNDER § 455-28(C) OF
THE CITY OF ST. FRANCIS ZONING CODE

WHEREAS, an Application dated March 29, 2016 has been filed by Kelly Lynn Cronin as agent for Vikramjit Dhillon, DVM d/b/a St. Francis Animal Hospital (“Applicant”), to rezone certain lands within the City of St. Francis described herein and incorporated by reference as Exhibit A (the “Subject Property”); and

WHEREAS, Applicant has entered into an agreement with the City of St. Francis concerning Applicant’s purchase of the Subject Property; and

WHEREAS, the Subject Property are currently zoned as part of the R-3 Residential Mixed Use District; and

WHEREAS, the Applicant seeks to provide veterinary services, overnight boarding facilities, and indoor daycare for domestic animals on the Subject Property; and

WHEREAS, veterinary services and animal boarding facilities may only be conducted in the B-2 General Business District if a Special Use is approved by the Common Council under §§ 455-28(C) and 455-48 of the City of St. Francis Zoning Code following a public hearing and receipt of Planning Commission recommendations; and

WHEREAS, the Applicant has supplied all required data pursuant to § 455-48(D) of the City of St. Francis Zoning Code including, but not limited to all information required under § 455-47 of the City of St. Francis Zoning Code, in sufficient detail to permit the evaluation of the approval criteria set forth in § 455-48 of the City of St. Francis Zoning Code; and

WHEREAS, the Application and related information provided by Applicant has been available for public inspection in the office of the City Clerk since March 29, 2016; and

WHEREAS, the Application was considered by the City of St. Francis Planning Commission at a regular meeting held on April 27, 2016 upon due notice to the public; and

WHEREAS, pursuant to § 455-48(E), entitled “Review”, prior to making any recommendation to the Common Council regarding the requested Special Use approval, the Planning Commission reviewed the site, existing and proposed structures, architectural plans, neighboring uses, parking areas, driveway locations, street access, traffic generation and circulation, drainage, sanitary and storm sewer, water

systems, landscaping, park requirements and proposed plan of operation in relation to the standards and considerations detailed in § 455-48 of the City of St. Francis Code of Ordinances; and

WHEREAS, § 455-48(F) of the City of St. Francis Code of Ordinances provides that no special use permit shall be recommended or granted pursuant to Chapter 455 of the City Code of Ordinances unless the applicant shall establish the following:

- (1) Chapter and Comprehensive Smart Growth Plan purposes and intent. The proposed use and development will be in harmony with the general and specific purposes for which Chapter 455 was enacted and for which the regulations of the zoning district in question were established and with the general purpose and intent of the City of St. Francis Comprehensive Smart Growth Plan or element thereof.
- (2) No undue adverse impact. The proposed use and development will not have a substantial or undue adverse or detrimental effect upon or endanger adjacent property, the character of the area, or the public health, safety, morals, comfort, and general welfare and will not substantially diminish and impair property values within the community or neighborhood.
- (3) No interference with surrounding development. The proposed use and development will be constructed, arranged, and operated so as not to interfere with the use and development of neighboring property in accordance with the applicable zoning district regulations.
- (4) Adequate public facilities. The proposed use and development will be served adequately by essential public facilities and services, such as streets, public utilities, including public water supply system and sanitary sewer, police and fire protection, refuse disposal, public parks, libraries, schools, and other public facilities and utilities, or the applicant will provide adequately for such facilities.
- (5) No traffic congestion. The proposed use and development will not cause undue traffic congestion nor draw significant amounts of traffic through residential streets. Adequate measures will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
- (6) No destruction of significant features. The proposed use and development will not result in the destruction, loss, or damage of any natural, scenic, or historic feature of significant importance.
- (7) Compliance with standards. The special use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified by the Common Council pursuant to the recommendations of the Planning Commission.

WHEREAS, the Planning Commission has recommended to the Common Council for the City of St. Francis ("Common Council") that the requested zoning be made and that the General Development/Site Plan be approved upon satisfaction of certain conditions that are incorporated herein; and

WHEREAS, the Planning Commission in making its recommendation, and the Common Council, having carefully reviewed the recommendation of the Planning Commission in making its determination

as to the approval of the zoning requested, have given consideration to the following “considerations” as required by § 455-48(H) of the City of St. Francis Code of Ordinances:

- (1) Public benefit. Whether and to what extent the proposed use and development at the particular location requested are necessary or desirable to provide a service or a facility that is in the interest of the public convenience or that will contribute to the general welfare of the neighborhood or community.
- (2) Alternative locations. Whether and to what extent such public goals can be met by the location of the proposed use and development at some other site or in some other area that may be more appropriate than the proposed site.
- (3) Mitigation of adverse impacts. Whether and to what extent all steps possible have been taken to minimize any adverse effects of the proposed use and development on the immediate vicinity through building design, site design, landscaping, and screening.
- (4) Establishment of precedent of incompatible uses in the surrounding area. Whether the use will establish a precedent of, or encourage, more intensive or incompatible uses in the surrounding area.

WHEREAS, notice having been properly given, a public hearing was held before the Common Council on June 27, 2016 as required by said Section 455-48(C); and

WHEREAS, having determined that all procedural and notice requirements have been satisfied, having given the matter due consideration, and having based its determination on the effect of the granting of such rezoning on the health, safety, and welfare of the community and the immediate neighborhood in which said use will be located, and having given due consideration to the municipal problems involved as well as the impact on the community as to noise, dust, smoke, odor, and others, hereby determines that the rezoning will not violate the spirit or intent of the Zoning Code for the City of St. Francis, will not be contrary to the public health, safety, or general welfare of the City of St. Francis, will not be hazardous, harmful, noxious, offensive, or a nuisance by reason of noise, dust, smoke, odor, or other similar factors and will not, for any other reason, cause a substantial adverse effect on the property values and general desirability of the neighborhood as long as the operation is conducted pursuant to the following conditions and in strict compliance with the same and is consistent with the recommendations found in the City of St. Francis comprehensive plan;

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

SECTION 1: Commencing upon the date hereof, the Zoning Map of the City of St. Francis is hereby conditionally amended to rezone the Subject Property B-2 General Business District – Special Use, subject to the conditions stated in Section 2 of this Ordinance being fully met.

SECTION 2: CONDITIONS IMPOSED.

The special use permit granted herein shall apply only to the specific use of the Subject Property by the Applicant for the operation of a veterinary clinic, overnight boarding facilities, and indoor daycare

for domestic animals as set forth in the Application dated March 29, 2016 and related plans and materials submitted by the Applicant and on file in the office of the City Engineer is hereby granted subject to initial and continued compliance with each and every one of the following conditions:

1. The Subject Property shall be used in compliance with all applicable provisions of the City Code including, but not limited to fire safety, noise, parking, public health, sign regulations, and zoning regulations.
2. The Applicant is required and must have all plans current, approved by the Planning Commission for the City of St. Francis, and on file with the Planning Commission for the City of St. Francis. The Applicant shall be entitled to amend or change any plan contemplated herein subject to the aforementioned conditions and subject to the Planning Commission for the City of St. Francis approval and without a public hearing, if such amendments and/or change is not a substantial change from the original plan as approved and as allowed herein.
3. Signage identifying the name and type of business shall be in compliance with the City of St. Francis Code of Ordinances.
4. Applicants use of the Subject Property, including but not limited to the lot layout, shall be in substantial conformity with the Application, site plan, plan of operation, and related plans considered by the Planning Commission at its meeting on April 27, 2016.
5. Prior to the commencement of any work on the Subject Property, the Applicant shall submit a signage plan to the Planning Commission and Building Inspector for their approval.
6. Maximum Number of Dogs on the Subject Property.
 - A. No more than a total of twenty (20) dogs shall be on the Subject Property at any one time, including dogs boarded/kenneled overnight.
 - B. Not more than a total of ten (10) dogs shall be boarded/kenneled overnight at the same time.
7. All fecal waste shall be collected and disposed of in a dumpster, which shall be emptied no less than once per week. Urine waste shall be mitigated in accordance with applicable DNR rules. Waste shall not be allowed to accumulate on the Subject Property and shall be adequately disposed of so that it does not have any offensive or hazardous effects on people, surface water, or ground water.
8. All animals shall be adequately restrained to prevent their escape onto neighboring property or streets.
9. No animal breeding shall be conducted on the Subject Property.
10. Applicant shall be responsible for ensuring that all animals on the Subject Property have received all required vaccinations.

11. Hours of Operation. Hours of operation on the Subject Property shall be limited to 8 a.m. through 6 p.m. Monday through Friday and 8:30 a.m. to 2 p.m. on Saturdays provided, however, that:
 - A. No dogs shall be allowed outside before 6 a.m. or after 8 p.m. on any day; and
 - B. The Planning Commission may, from time to time, upon request, extend the hours of operation without amendment of this Ordinance, subject to the provisions of Section 11(a), above.

12. The Applicant shall be required to obtain any and all required licenses and permits from the City, County, State, and Federal Government. If any license or permit is issued, any and all conditions of the same are incorporated herein and made a part of this Ordinance.

13. Traffic and Access Plans. This special use permit is subject to a specific traffic plan approved for the Subject Property by the Plan Commission. Said traffic plan is hereby incorporated as a condition of the special use permit. The Applicant shall also follow any requirements for the traffic plan made by the City Engineer to allow access to the site. Once approved, the traffic plan and study shall be attached hereto and incorporated herein as Exhibit B.
 - A. Parking, Loading and Unloading, Ingress and Egress Plans. The Applicant shall submit to, and receive approval from, the Planning Commission a specific parking, loading and unloading, ingress and egress plan for the Subject Property. The Applicant shall provide adequate parking for all uses and activities. All parking areas and driveways shall be of a dust-free surface of asphalt or Portland cement pavement in accordance with the City of St. Francis standards and specifications so as to provide a durable and dust-free surface, and shall be so graded and drained as to dispose of all surface water accumulated within the area.

 - B. There shall be no overnight parking on the Subject Property.

 - C. Once approved the parking, loading and unloading, ingress and egress plan shall be attached hereto and incorporated as Exhibit C.

 - D. Noise Attenuation. The Planning Commission reserves the right to require additional landscaping and/or screening for noise control, including, but not limited to, berms, vegetation, fencing, or walls, at any time in the event the Planning Commission makes a determination, either at its own initiative or in response to inquiries, that the outdoor noise emanating from the Subject Property is unreasonable and that landscaping and/or screening for noise control will help to resolve the unreasonable condition. If landscaping and/or screening for noise control, is required, it shall be shown on a revised site plan provided to the Zoning Administrator for review and approval prior to a deadline established by the Plan Commission. The revised site plan shall include a reasonable timetable with a completion deadline for installation of the landscaping and/or screening. If the work is not completed by the deadline, the Planning Commission may consider revocation of the Special Use Permit. The applicant acknowledges and agrees, however, that in the event all efforts listed above fail to control noise as reasonably determined by the City, the City reserves the right to reduce the total number of dogs after public hearing if noise or other complaints are received and determined to be legitimate and, if such reduction fails to reasonably control the noise, the Special Use Permit may be revoked by the City after a public hearing is held.

14. The Applicant shall comply with all Federal, State, County, and local rules, codes, ordinances, and regulations in the construction, operation, and maintenance of the Subject Property. In the event any applicable law(s), regulation(s), condition(s), restriction(s), and/or ordinance(s) conflict, the more restrictive shall control.
15. The Applicant is required to properly maintain the Subject Property at all times and in full compliance with the property maintenance ordinance provisions of the City of St. Francis, as amended from time-to-time, to the satisfaction of the Building Inspector.
16. No junk shall be accumulated or stored on the Subject Property.
17. Any amendment to any of the plans submitted by the Applicant in conjunction with the Application must be submitted to, and approved by the individuals, body, and/or bodies that originally approved said plan(s).
18. The Applicant must pay all fees, costs, and assessments due and owing to the City of St. Francis and all costs and expenses incurred by the City of St. Francis, including legal and engineering fees and costs, arising out of or related to the Application, the review thereof, this Ordinance, and subsequent development of the Subject Property.
19. Any application for use of, or construction on, the lands described on Exhibit A, is an acknowledgement by Applicant that the Subject Property are subject to these conditions of approval. Applicant waives any claim(s) that it may have against the City of St. Francis, including, but not limited to, claims for damages, costs, and expenses, and claims of vested rights to the proposed development of the Subject Property, in the event any owner(s) of the Subject Property do not agree to the required terms.
20. Applicant shall satisfy all comments and concerns of the Building Inspector, City Engineer, Fire Chief, and Health Department pertaining to the Application and subsequent development and operation on the Subject Property under this Ordinance.
21. Any use not specifically listed as permitted shall be considered to be prohibited except as may be otherwise specifically provided herein. In the case of a question as to the classification of use, the question shall be submitted to the Planning Commission for determination.
22. No use is hereby authorized unless that use is conducted in a lawful, orderly, and peaceful manner. Nothing in this Ordinance shall be deemed to authorize any public or private nuisance or to constitute a waiver, exemption, or exception to any law, ordinance, order, or rule of either the City of St. Francis, the County of Milwaukee, the State of Wisconsin, the United States of America, or other duly constituted authority except only to the extent that it authorizes a nonconforming use of the Subject Property in specific respects expressly described herein. This Ordinance shall not be deemed to constitute a building permit, nor shall this Ordinance constitute any other license or permit required by City Ordinance or other law or regulation.
23. The special use hereby granted shall be subject to all limitations set forth in § 455-48(L) of the City of St. Francis Zoning Code, as amended from time to time.
24. The special use granted under this Ordinance may be amended, varied, altered, or revoked only pursuant to the procedures and subject to the standards and limitations provided in Chapter 455 of the City of St. Francis Zoning Code for its original approval.

25. Any violation of this Ordinance shall constitute a violation of the Zoning Ordinance for the City of St. Francis and shall be subject to the enforcement procedures contained in the City of St. Francis Zoning Code, as amended from time-to-time, and such other remedies as may be available to the City of St. Francis under Wisconsin law.
26. This Ordinance and the Special Use permit granted hereunder shall be contingent upon the Applicant purchasing the Subject Property from the City of St. Francis on or before November 30, 2016.

SECTION 3: SEVERABILITY.

The several sections of this Ordinance are declared to be severable. If any section or provision thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful, or unenforceable, such declaration shall apply only to the specific section(s) or portion(s) thereof directly specified in said declaration, and shall not affect the validity of any other provisions, sections, or portions of the Ordinance, which 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 upon its passage and posting/publication as provided by law.

Passed and adopted at a regular meeting of the Common Council of the City of St. Francis this 19th day of July 2016.

/s/CoryAnn St. Marie-Carls, Mayor

ATTEST:

/s/Anne Uecker, City Clerk/Treasurer

Exhibit A

Legal Description of Subject Property

3876 South Kinnickinnic Avenue

Part of Tax Key Number 544-003-010

Known as 3876 South Kinnickinnic Avenue, in the City of St. Francis, Milwaukee County, Wisconsin.

Part of the Southwest 1/4 and Southeast 1/4 of the Southeast 1/4 of Section 15, Town 6 North, Range 22 East, in the City of St. Francis, Milwaukee County, Wisconsin

Commencing at the Southeast corner of said 1/4 Section; thence North01°01'12"West along the East line of said 1/4 Section 56.00 feet to a point in the North line of East Howard Avenue; thence South88°24'41"West along said North line 1045.46 feet to the point of beginning of lands to be described; thence continuing South88° 24' 41"West along said North line 85.95 feet to a point; thence North85° 52' 41"West along said North line 201.00 feet to a point in the Easterly line of South Kinnickinnic Avenue ; thence North58° 58' 23"West along said Easterly line 88.61 feet to a point: thence North63° 44' 58"East 160.15 feet to a point; thence North26° 15' 02"West 35.00 feet to a point; thence North63° 44' 58"East 139.27 feet to a point; thence South26° 15' 02"East 247.04 feet to the point of beginning.

Said land contains 43,560 square feet or 1.000 acres.

STATE OF WISCONSIN

CITY OF ST. FRANCIS

MILWAUKEE COUNTY

RESOLUTION NO. 2709

RESOLUTION PROVIDING FOR A REFERENDUM ELECTION
ON THE QUESTION OF THE APPROVAL
OF CHARTER ORDINANCE NO. C-14, "A CHARTER ORDINANCE TO DEFINE THE ROLE OF MAYOR AS
CHIEF EXECUTIVE OFFICER AND TO ESTABLISH THE OFFICE OF CITY ADMINISTRATOR"

WHEREAS, on March 1, 2016, the Common Council for the City of St. Francis, Milwaukee County, Wisconsin (the "City"), duly adopted Charter Ordinance No. C-14, "A Charter Ordinance to Define the Role of Mayor as Chief Executive Officer and to Establish the Office of City Administrator" (the "Charter Ordinance") under the provisions of Wis. Stat. sec. 66.0101; and

WHEREAS, in accordance with Wis. Stat. sec. 66.0101(5), the Charter Ordinance provides that it does not take effect until 60 days after its passage and publication subject to the provisions of Wis. Stat. sec. 66.0101; and

WHEREAS, the City Clerk/Treasurer has certified that, within the aforementioned 60-day period, a petition conforming to the requirements of Wis. Stat. sec. 8.40 and signed by a number of electors of the City equal to not less than 7% of the votes cast in the City for governor at the last general election was filed in the office of the City Clerk demanding that the Charter Ordinance be submitted to a vote of the electors; and

WHEREAS, pursuant to Wis. Stat. sec. 66.0101(5), based upon the filing of the aforementioned petition, the Charter Ordinance may not take effect until it is submitted to a referendum and approved by a majority of the electors voting in the referendum;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of St. Francis as follows:

Section 1. Referendum Election Date. The City Clerk/Treasurer is hereby directed to call a referendum election to be held in the City at the regularly scheduled election to be held on November 8, 2016 for the purpose of submitting to the qualified electors of the City the proposition of whether the Charter Ordinance shall be approved.

Section 2. Notice to Electors. The City Clerk/Treasurer is directed to give notice by:

(a) Causing a Notice to Electors in substantially the form attached hereto as Exhibit A to be published in the South shore NOW within ten days after the date hereof.

(b) Causing a Notice of Election in substantially the form attached hereto as Exhibit B to be published in the Southshore NOW in the issue published immediately prior to the fourth Tuesday before the referendum election.

(c) Causing a Notice of Referendum (which includes the facsimile of the sample ballot) in substantially the form attached hereto as Exhibit C to be published in the Southshore NOW in the issue published immediately preceding the referendum election. This Notice shall also be posted in each polling place on election day.

The Notice of Referendum set forth in Exhibit C shall also include a true, actual-size copy of the ballot label and ballot card in the form in which they will appear on election day.

Section 3. Polling Places and Hours. The City electors must vote at the referendum election at the times and polling places at which they cast their ballots in regularly scheduled elections.

Section 4. Referendum Election Officials. The election officials appointed for the City shall conduct the election.

Section 5. Official Referendum Ballot Form. The ballot to be used at the referendum election shall be prepared in accordance with the provisions of Sections 5.64(2) and 7.08(1)(a), Wisconsin Statutes. The ballot shall be substantially in the form attached hereto as Exhibit D.

The City Clerk/Treasurer shall cause to be printed sufficient ballots for use at said referendum election, both as actual ballots in those polling places which do not use voting machines and as absentee ballots where voting machines are used and as specimen ballots (the latter to be of a different and easily identifiable color from the actual ballot). The form of the ballot shall be filed with the official responsible for providing the ballots for the election, and the City Clerk/Treasurer shall file a copy of the ballot with the clerk of each county having territory within the City, as soon as possible after the date hereof but in no event later than 70 days prior to the election, as provided in Section 8.37, Wisconsin Statutes. Ballots should be delivered to the City Clerk/Treasurer at least 52 days prior to the election, to allow the municipal clerks to comply with their obligation to provide absentee ballots under Section 7.15, Wisconsin Statutes.

The City Clerk/Treasurer shall receive applications for absentee ballots and initial the same when issued to qualified absentee voters.

Section 6. Canvass. The returns of the referendum election shall be canvassed by the Board of Canvassers of the City of St. Francis. The Board of Canvassers shall certify the returns of the referendum election to the Common Council. Board of Canvassers shall meet in open session no later than 9:00 a.m. on the Tuesday after the election to

determine the result of the referendum election. The canvass shall be open to the public and the City Clerk/Treasurer is directed to give due notice of said meeting.

Section 7. Secretary of State Notice. Pursuant to the provisions of Section 66.1001(3), Wisconsin Statutes, the City Clerk/Treasurer shall file a certified copy of the Charter Ordinance with the Secretary of State.

Adopted and recorded this 19th day of July 2016.

CITY OF ST. FRANCIS

/s/CoryAnn St. Marie-Carls, Mayor

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

EXHIBIT A

NOTICE TO THE ELECTORS
OF

CITY OF ST. FRANCIS
MILWAUKEE COUNTY, WISCONSIN

NOTICE IS HEREBY GIVEN that the Common Council of the City of St. Francis, at a meeting duly called, noticed, held and conducted on March 1, 2016, adopted Charter Ordinance No. C-14, entitled:

“A CHARTER ORDINANCE TO DEFINE THE ROLE OF MAYOR AS CHIEF EXECUTIVE OFFICER

AND TO

ESTABLISH THE OFFICE OF CITY ADMINISTRATOR”

Said Charter Ordinance provides that it was adopted pursuant to the provisions of Chapter 66 of the Wisconsin Statutes to amend the City’s charter under Chapter 62 of the Wisconsin Statutes to define and establish the limits of the authority granted to a mayor as chief executive officer of the City of St. Francis, and to establish and determine the authority of a city administrator.

Copies of said Charter Ordinance No. C-14 are on file in the Office of the City Clerk/Treasurer located at 3400 East Howard Avenue, St. Francis, Wisconsin and may be inspected weekdays except holidays, between the hours of 9:00 a.m. and 4:00 p.m.

In response to a petition filed under Section 66.0101(5) of the Wisconsin Statutes, a referendum election concerning approval of Charter Ordinance C-14 will be held on November 8, 2016.

Dated July 19th, 2016.

BY ORDER OF THE COMMON COUNCIL

Anne B. Uecker
City Clerk/Treasurer

EXHIBIT B

NOTICE OF ELECTION

CITY OF ST. FRANCIS

NOVEMBER 8, 2016

NOTICE IS HEREBY GIVEN, that at an election to be held in the City of St. Francis on Tuesday, November 8, 2016 the following question will be submitted to a vote of the people:

"Shall Charter Ordinance No. C-14, "A Charter Ordinance to Define the Role of Mayor as Chief Executive Officer and to Establish the Office of City Administrator", as enacted by the Common Council be placed into effect?

A copy of the entire text of Charter Ordinance No. C-14 and the resolution directing submission of the question set forth above to the electorate and information concerning the City's boundaries can be obtained at the City Clerk/Treasurer's offices located at 3400 East Howard Avenue, St. Francis, Wisconsin.

Persons with questions regarding the referendum election should contact Anne B. Uecker, City Clerk/Treasurer.

Done in the City of St.
Francis on October 6, 2016
Anne B. Uecker, City
Clerk/Treasurer

EXHIBIT C

NOTICE OF REFERENDUM

CITY OF ST. FRANCIS
NOVEMBER 8, 2016

NOTICE IS HEREBY GIVEN, that at an election to be held in the City of St. Francis on November 8, 2016, Charter Ordinance No. C-14, "A Charter Ordinance to Define the Role of Mayor as Chief Executive Officer and to Establish the Office of City Administrator" will be submitted to a vote of the people. A copy of Charter Ordinance No. C-14 is attached hereto and incorporated by reference as Exhibit C-1.

The question will appear on the ballot as follows:

"Shall Charter Ordinance No. C-14, "A Charter Ordinance to Define the Role of Mayor as Chief Executive Officer and to Establish the Office of City Administrator", as enacted by the Common Council be placed into effect?"

EXPLANATORY STATEMENT AND EFFECT OF VOTE

The referendum election ballot will ask City electors to vote "yes" or "no" on the referendum election question as set forth above.

A "yes" vote on the question is in favor of Charter Ordinance No. C-14 taking effect as enacted by the Common Council, and is a vote to approve amending the City's charter under Chapter 62 of the Wisconsin Statutes to define and establish the limits of the authority granted to a mayor as chief executive officer and to define and establish the limits of the authority of a city administrator, all as more fully set forth in the text of Charter Ordinance No. C-14.

A "no" vote on the question is opposed to Charter Ordinance No. C-14 taking effect as enacted by the Common Council, and is a vote to not approve amending the City's charter under Chapter 62 of the Wisconsin Statutes to define and establish the limits of the authority granted to a mayor as chief executive officer and to define and establish the limits of the authority of a city administrator, all as more fully set forth in the text of Charter Ordinance No. C-14.

In the event a majority of the electors voting vote "yes" on the question set forth above, Charter Ordinance No. C-14 will be placed into effect; if a majority vote "no" on the question set forth above, Charter Ordinance No. C-14 will not be placed into effect.

LOCATION AND HOURS OF POLLING PLACES

Information as to the location of the polling places is available in the City Clerk/Treasurer's Office at 3400 East Howard Avenue, St. Francis, Wisconsin.

ALL POLLING PLACES WILL BE OPEN AT 7:00 A.M. AND WILL CLOSE AT 8:00 P.M.

If you have any questions concerning your polling place, contact the City Clerk/Treasurer: Anne B. Uecker, City Clerk/Treasurer 3400 East Howard Avenue, St. Francis, Wisconsin (414/481-2300) between the hours of 8:30 a.m. through 4:30 p.m., Monday through Friday.

All polling places are accessible to elderly and disabled voters:

Notice of Meeting of the Local and Municipal Board of Canvassers

At the close of voting on Election Day, pursuant to the provisions of Wis. Stat. § 19.84, the Election Inspectors will convene as the Local Board of Canvassers and the Municipal Board of Canvassers for the purpose of conducting the local and municipal canvasses pursuant to Wis. Stat. §§ 7.51 and 7.53. This meeting will be open to the public pursuant to Wis. Stat. §§ 19.81-89.

INFORMATION TO ELECTORS

Upon entering the polling place, an elector shall state his or her name and address, show an acceptable form of photo identification and sign the poll book before being permitted to vote. If an elector is not registered to vote, an elector may register to vote at the polling place serving his or her residence, if the elector presents proof of residence in a form specified by law. Where paper ballots are distributed to electors, the initials of two inspectors must appear on the ballot. Upon being permitted to vote, the elector shall retire alone to a voting booth and cast his or her ballot except that an elector who is a parent or guardian may be accompanied by the elector's minor child or minor ward. An election official may inform the elector of the proper manner for casting a vote, but the official may not in any manner advise or indicate a particular voting choice.

On referendum questions, where **optical scan** voting systems are used, the elector shall fill in the oval or connect the arrow next to "yes" if in favor of the question, or the elector shall fill in the oval or connect the arrow next to "no" if opposed to the question.

The vote should not be cast in any other manner. Not more than five minutes time shall be allowed inside a voting booth or machine. Sample ballots or other materials to assist the elector in casting his or her vote may be taken into the booth and copied. The sample ballot shall not be shown to anyone so as to reveal how the ballot is marked.

If the elector spoils a **paper** or **optical scan** ballot, he or she shall return it to an election official who shall issue another ballot in its place, but not more than three ballots shall be issued to any one elector. If the ballot has not been initialed by two inspectors or is defective in any other way, the elector shall return it to the election official, who shall issue a proper ballot in its place.

After an official **optical scan** ballot is marked, it shall be inserted in the security sleeve so the marks do not show. After casting his or her vote, the elector shall leave the booth, insert the ballot in the voting device and discard the sleeve, or deliver the ballot to an inspector for deposit. If a central count system is used, the elector shall insert the ballot in the ballot box and discard the sleeve, or deliver the ballot to an inspector for deposit. The elector shall leave the polling place promptly.

An elector may select an individual to assist in casting his or her vote if the elector declares to the presiding official that he or she is unable to read, has difficulty reading, writing or understanding English or that due to disability is unable to cast his or her ballot. The selected individual rendering assistance may not be the elector's employer or an agent of that employer or an officer or agent of a labor organization which represents the elector.

The following is a sample of the official ballot:

OFFICIAL REFERENDUM BALLOT

November 8, 2016

Notice to Voters: This ballot may be invalid unless initialed by 2 election inspectors. If cast as an absentee ballot, the ballot must bear the initials of the municipal clerk or deputy clerk.

Instructions to Voters

If you make a mistake or have a question, see an election inspector.

(Absentee Voters: Contact your municipal clerk.)

To vote in favor of a question, completely fill in the oval next to "Yes." To vote against a question, completely fill in the oval next to "No."

Referendum	
"Shall Charter Ordinance No. C-14, "A Charter Ordinance to Define the Role of Mayor as Chief Executive Officer and to Establish the Office of City Administrator", as enacted by the Common Council be placed into effect?"	
<input type="radio"/>	YES
<input type="radio"/>	NO

Persons with questions regarding the referendum election should contact Anne B. Uecker, City Clerk/Treasurer.

Done in the City of St.
Francis on November 3, 2016
Anne B. Uecker, City
Clerk/Treasurer

EXHIBIT D

OFFICIAL REFERENDUM BALLOT

November 8, 2016

Notice to Voters: This ballot may be invalid unless initialed by 2 election inspectors. If cast as an absentee ballot, the ballot must bear the initials of the municipal clerk or deputy clerk.

Instructions to Voters

If you make a mistake or have a question, see an election inspector.

(Absentee Voters: Contact your municipal clerk.)

To vote in favor of a question, completely fill in the oval next to "Yes." To vote against a question, completely fill in the oval next to "No."

Referendum	
"Shall Charter Ordinance No. C-14, "A Charter Ordinance to Define the Role of Mayor as Chief Executive Officer and to Establish the Office of City Administrator", as enacted by the Common Council be placed into effect?"	
<input type="radio"/>	YES
<input type="radio"/>	NO

STATE OF WISCONSIN

CITY OF ST. FRANCIS

MILWAUKEE COUNTY

RESOLUTION NO. 2710

AUTHORIZED REPRESENTATIVE TO FILE APPLICATIONS
FOR FINANCIAL ASSISTANCE FROM
STATE OF WISCONSIN ENVIRONMENTAL IMPROVEMENT FUND

WHEREAS, it is the desire of the **City of St. Francis**, Wisconsin, a municipal corporation, to file several applications for state financial assistance for its **Lead Water Service Lateral** facilities under the Wisconsin Environmental Improvement Fund (ss. 281.58, 281.59, 281.60, and 281.61, Wis. Stats.);

WHEREAS, it is necessary to designate a representative for filing said applications;

BE IT THEREFORE RESOLVED by the **Common Council** of the **City of St. Francis** that the **City Engineer, and/or City Clerk** are hereby appointed as the authorized representative for the **City of St. Francis** for the purpose of filing these applications, and that the representative is further authorized and empowered to do all things necessary in connection with said applications.

Adopted the 19th day of July , 2016

CITY OF ST. FRANCIS

/s/CoryAnn St. Marie-Carls, Mayor

Attest: /s/Anne Uecker, MMC/WCPC, City Clerk/Treasurer

The meeting was called to order at 5:30 p.m. by Mayor St. Marie-Carls

Present: Mayor St. Marie-Carls, Alderpersons Wattawa, Schandel, Brickner, McSweeney

Also Present: City Clerk/Treasurer Uecker, City Attorney Alexy

Excused: Aldermen Klug and Tutaj

Statement of Open Meetings Compliance:

City Clerk/Treasurer Uecker stated that the meeting has been properly posted.

Adjourn to Closed Session:

Moved by Alderman Brickner, seconded by Alderman Wattawa to adjourn into closed session pursuant to Wis. Stat. sec. 19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. 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: – Contract for City Administrator Position. The following voted “aye”: Alderman McSweeney, Alderwoman Schandel, Alderman Wattawa and Alderman Brickner. Motion carried.

Time: 5:35 p.m.

Moved by Alderman McSweeney, seconded by Alderwoman Schandel to reconvene to Open Session and to adjourn. Motion carried.

Time: 6:30 p.m.

**MINUTES OF THE LEGISLATIVE COMMITTEE MEETING HELD
JULY 19, 2016**

Present: Alderpersons Wattawa, and Klug

Excused: Alderperson Brickner

Also Present: Deputy City Clerk/Treasurer DeMores, City Engineer Dejewski, Public Health Administrator Scott, Building Inspector Vretenar, City Attorney Alexy, Mayor CoryAnn St. Marie Carls, Alderperson McSweeney, Alderperson Schandel, Alderperson Tutaj, Laura Martin, Jennifer Martin, Mark Johnsrud, and interested residents

Chairperson Wattawa called the meeting to order at 5:46 p.m.

Moved by Alderperson Klug, seconded by Alderperson Wattawa to place on file the minutes of the Legislative Committee Meeting held May 17, 2016. Motion carried.

Changing the City Code to allow for more than 2 dogs per residence

A letter from Laura Martin was read into the record. The committee discussed the possibility of changing the City's codes with information provided during the meeting by Public Health Administrator Scott, Building Inspector Vretenar, Mayor St. Marie-Carls, and Alderperson Schandel. Committee agreed to the possibility of a maximum of 3 animals per single household, either dogs or cats; duplexes having a limit of 2 animals per unit; large housing units would need to be on a sliding scale. Most multi-family units are regulated by the property owner or association, their restrictions cannot be more lenient than the City's code. City Attorney Alexy will present a draft ordinance at the next meeting regarding number of animals allowed at a property.

Request from Alderperson Schandel and Mayor St. Marie-Carls to create an Ethics Committee

Short discussion with Mayor St. Marie-Carls stating she was happy with New Berlin's example and half of the municipalities in Milwaukee County have one. Due to shortage of time for discussion on this matter, this item will be carried to the next meeting agenda.

Moved by Alderperson Klug, seconded by Alderperson Wattawa to Adjourn. Motion carried.

Time: 6:08 p.m.

MINUTES OF THE FINANCE COMMITTEE MEETING HELD JULY 19, 2016

Present: Alderperson McSweeney, Schandel, and Tutaj

Also Present: Deputy City Clerk/Treasurer DeMores, City Engineer Dejewski, City Attorney Alexy, Alderperson Klug, Mayor St. Marie-Carls, and Mark Johnsrud

Chairperson McSweeney called the meeting to order at 6:11 p.m.

Moved by Alderperson Schandel, seconded by Alderperson Tutaj to place on file the minutes of the Finance Committee meeting held June 7, 2016. Motion carried.

Sewer Bill for property located at 3267 South Koenig Avenue (37421-51-3) – Bryan and Callan Kamm:

Correspondence and phone conversations stated this was new construction involving the installation of sod. The billing cycle used to calculate annual sewer billings coincided with the installation, which showed a much larger water consumption than the average would have been.

Moved by Alderperson Tutaj, seconded by Alderperson McSweeney to reduce the billable CCF units from 62 to 14 as a one-time exception and to send a letter to the property owner stating one time exception. Motion carried.

Sewer Bill for property located at 3916 South Pennsylvania Avenue (37402-23-3)

Previous conversations indicated this was a rental property that had a water leak.

Moved by Alderperson Tutaj, seconded by Alderperson Schandel to reduce the billable CCF units from 151 to 36 as indicated by the 2015 sewer billing as a one-time exception and to send a letter to the property owner stating one time exception and to address the situation of leaks. Motion carried.

Sewer Bill for property located at 2924 East Armour Avenue (37409-48-3) – David Zagrodnick

Correspondence and discussion indicated several estimates were used for water usage readings and an actual reading was taken in the billing cycle used to calculate the annual sewer billing, resulting in a higher reading.

Moved by Alderperson Tutaj, seconded by Alderperson McSweeney to reduce the billable CCF units from 25 to 10 as a one-time exception and to send a letter to the property owner stating one time exception. Motion carried.

Moved by Alderperson Schandel seconded by Alderperson McSweeney to Adjourn. Motion carried.

Time: 6:30 p.m.

**MINUTES OF THE LICENSE COMMITTEE MEETING HELD
JULY 19, 2016**

Present: Alderpersons Wattawa and Klug

Excused: Alderperson Brickner

Also Present: Deputy City Clerk/Treasurer DeMores, City Attorney Alexy, Chief Dietrich, and Mark Johnsrud

Applicants Present: Caitlin Cronin, Molly Stanek, and Jennifer Martin

Alderperson Wattawa called the meeting to order at 6:45 p.m.

Moved by Alderperson Klug, seconded by Alderperson Wattawa to place on file the minutes of the License Committee meeting held June 21, 2016. Motion carried.

Moved by Alderperson Klug, seconded by Alderperson Wattawa to recommend approval of Beverage Operator's Licenses for Caitlin Cronin and Molly Stanek. Motion carried.

Moved by Alderperson Klug, seconded by Alderperson Wattawa to recommend approval of a Temporary Operator's License for Jennifer Martin for Jubilee Celebration on July 24, 2016. Motion carried.

At this time Applicant Kristina Fung joined the meeting.

Moved by Alderperson Klug, seconded by Alderperson Wattawa to recommend approval of Beverage Operator License – Renewals for those listed on the July 19, 2016 License Committee agenda. Motion carried.

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

Time: 6:55 p.m.

**MINUTES OF THE PLANNING COMMISSION MEETING
HELD JUNE 28, 2016, 7:50 PM**

The meeting was called to order by Mayor St. Marie-Carls at 7:50 PM.

Members present: Mayor St. Marie-Carls, Alderperson Ken Tutaj, Commission Members Eric Stemwell, Rick Grubanowitch, Charles Buechel, Eric Manders and Tom Kiepczynski.

Members excused: None.

Also present: Alderman Mike McSweeney, Alderman Ray Klug, Alderwoman Janis Schandel, City Engineer/Director of Public Works Melinda Dejewski, Building Inspector/Zoning Administrator Craig Vretenar, City Attorney Paul Alexy, Robert Schultz of e3 Design and Ken Becker of Becker Property Services representing HOLIE, Inc., and Bob Zignera.

1. Call to Order

2. Minute Approval

A motion was made by Commissioner Grubanowitch, seconded by Alderman Tutaj to approve the minutes of the May 24, 2016 meeting. Motion carried.

3. Public Comment

There was no comment from the public in attendance. Mayor St. Marie-Carls provided an update regarding action from the Finance Committee meeting. The Committee will be requesting different City committees, commissions, and boards to participate in a SWOT analysis and brainstorming exercise to help determine strengths, weaknesses, opportunities, and threats for the City. This item will be on a future agenda.

4. Discussion and Possible Action

A. Keren Properties – Layton Avenue Site

Plan of Operation

Parking

Mayor St. Marie-Carls stated that Mr. Keren had a conflict and could not attend the meeting. She read an email from Mr. Keren requesting that the item be placed on the next agenda so that they could attend and present the revised plan of operation for the site. Building Inspector Vretenar stated that neither Pettis nor Keren submitted a revised plan of operation or an application for occupancy of the former PCS Metro sit, he could write orders and tickets currently. Commissioner Grubanowitch informed the Commission that he had observed that the parking has become an issue on Mondays, Tuesdays, and Wednesdays. He brought the issue to the attention of the City Engineer. Also, the MetroPCS sign is still on the building. Mayor St. Marie-Carls stated that City Engineer Dejewski informed her of the issue and Building Inspector Vretenar will have to do what needs to be done. There was discussion on what steps needs to be taken. A motion was made by Commissioner Buechel, seconded by Commissioner Stemwell to direct Building Inspector/Zoning Administrator Vretenar to write a letter to both the property owner and the business stating that they are in violation of the Special Use Permit and the Plan of Operation and that they may be subject to fines unless an application of occupancy, updated plan of operation and updated parking plans are submitted with a schedule for installation of said additional parking. Motion carried.

B. Becker Property Service, LLC – Proposal for South Kinnickinnic Avenue and East Norwich Avenue Site

Mayor St. Marie-Carls stated that this presentation is information only for the Planning Commission as it was for the Common Council. Mr. Schultz asked for clarification since he had the understanding that the Common Council had approved the development and that there would be approval by the Planning Commission. City Attorney Alexy stated that the Common Council gave a conceptual approval to be able

to forward to the Planning Commission but no application for rezoning has been submitted to be acted upon.

Mr. Schultz then provided an overview of the proposal. He stated that the site is approximately 2.5 acres. This site was brought to their attention by former City Administrator Tim Rhode. They had been looking at another site but Mr. Rhode suggested this one since it was about the same size and same zoning. They are proposing a mixed use development which includes a senior apartment facility, single family housing, and in the future a grocery store and hotel. One of their primary goals is to bring in young people to the community. Their real estate broker indicated to them that smaller lots are a bigger draw to a community for younger people.

Mr. Schultz continued that the elderly housing is not subsidized. It is a market rate and affordable housing project. They want to make the area a destination location with the addition of a grocery store, enterprise center and possibly a metro-farm. They still need to validate the market but unless the project is approved, there is no opportunity for any of these ideas to move forward. The single family homes are proposed to be energy efficient homes and they have capital stacks identified for the multifamily. They are looking at the possibility of geothermal for the housing and the projects will be prevailing wage projects. The single family houses being proposed have won awards in Portland. The community needs 3 bedroom houses and these are proposed to be 3 bedroom houses with 1250-1500 square feet and a 1 or 2 car garage. The hotel would be a prototype with smaller micro-units and extended stay units. It is a non-transient co-operative housing in an eco-friendly place. This allows the hotel to be tax exempt.

Mr. Becker of Becker Property Services then discussed the elderly housing proposal. He stated the structure would consist of 1-2 bedroom units in a single structure. HOLIE's history has been to have the rents subsidized but that is not the proposal for this location. The proposal for here is senior living 55 or 62 years as a minimum age determined by the financing program. HOLIE has been around since 1970 and Becker Property Services has been in business since 1988.

Commissioner Grubanowitch asked about the rents – if they knew how much the rents would be. Mr. Becker stated that it depends upon the design features but it is anticipate that a 1 bedroom would be around \$700/month and a 2 bedroom would be about \$1000/month. Both of those rents include heat. They want to keep the monthly cost below \$1500.

The Commission asked where the hotel was going to be located. Mr. Schultz replied that it could be on the southwest quadrant of the intersection of Kinnickinnic and Howard but he is not sure at this time. It is a non-transient residential housing and institutional investors like a bigger project. To get the approvals of the detailed pricing takes a few months. There are the bank applications and the HUD approval process although they have applied and received approval for an accelerated approval process. The financing will take about 6-12 months. HUD financing protects everyone.

Commissioner Kiepczynski asked about the single family housing part of the proposal – would the houses be market rate. Mr. Schultz stated that a typical lot and house package would go for \$200,000. Commissioner Buechel asked how the small 25 foot lots would work. Mr. Schultz stated that people want dirt so the houses would be like all other houses. Commissioner Grubanowitch asked if the zoning would allow 25 foot lots. Building Inspector Vretenar stated no; that the minimum width by code is 50 feet. Mr. Schultz stated that a PUD would be needed to allow the 25 foot lots. They also will not be pursuing the perpetual affordable single family housing discussed at the Common Council meeting. This area does not seem to be a market for that concept.

Commissioner Grubanowitch asked what the first thing that the project will construct is. Mr. Schultz stated at after all the approvals; there would be a shovel in the ground in 8-12 months. Both the senior housing and the single family housing are parallel. There would be 3 single family homes in 2-3 years.

Commissioner Stemwell asked for clarification on the construction of the 2 projects. Mr. Schultz stated that the senior housing will be constructed and HOLIE will endeavor to build 3 houses. Commissioner Stemwell stated that the City does not want projects in this area phased. Commissioner Manders added that the City would need both the senior housing and the single family housing to be built, not just the senior housing. Mr. Schultz stated that the unites are adaptable but it is not assisted living. The units will be a mix of market rate and affordable housing. Mr. Becker added that WHEDA has affordable and subsidized housing but this project is not utilizing that model.

Mr. Schultz then went on to describe the concept for a grocery store and farming on the rooftops; and the enterprise center concept, although he could not guarantee a grocery store. He also talked about including a SBA bank and a bistro/coffee shop.

Mayor St. Mare-Carls stated that she was looking for feedback from the Commission and what HOLIE would be requesting from the City in the way of assistance.

Mr. Becker stated that since the senior housing would be non-profit, there would need to be a PILOT agreement with the City. Mr. Schultz added that they award of the subsidy for the Bear Development for parking and this project will need the equivalent offset subsidy to fund the underground parking. Commissioner Stemwell asked what the total value of the project would be since the Bear Development is for luxury apartments on the lakefront compared to the proposed location on E. Norwich Avenue. Mr. Schultz indicated that the offset could be worked out. Commissioner Manders again requested the value of the development. He also stated that it is very unique. This proposal has the similar look as one that was proposed several months ago which was turned down by the Planning Commission. But he does think that this look is more “cutting edge” and that young people will view it well. He also thinks that the apartments are set back enough to not be an impact on the single family houses. Commissioner Stemwell stated that the single family housing being proposed is different than what is in St. Francis currently. The proposal does build roof tops. Commissioner Buechel inquired about the use of geothermal heating and if the single family housing would be tax exempt like the senior apartments. Mr. Schultz indicated that it would be unlikely at this location and the houses would be 100% taxable. Mayor St. Marie-Carls stated that the Common Council was not aware that the senior housing would require a PILOT. She also stated that an actual plan would need to be submitted with the application for PUD zoning and any TIF request would be forwarded to the CDA. Attorney Alexy added that the PUD process was in the zoning code. For anything to move forward, an offer to purchase and an application would need to be submitted.

Mr. Schultz inquired of the Commission what their feelings on the proposed phases 3-5 are. Attorney Alexy stated that was a tough question for the Commission to respond to without additional information. Commissioner Grubanowitch stated that on phases 1-2, he thought there were too many houses and that 5 feet between the houses would be too close and that noise could be an issue. Mayor St. Marie-Carls asked about the value of the senior housing which would be the basis for the PILOT. Mr. Becker indicated that the estimated value is \$6,000,000. The PILOT would be based upon the assessment for services. The City retains 100% of the City mil rate but no other taxing entities receive taxes. Attorney Alexy stated that the City Assessor must determine if a property qualifies for tax exempt status.

Mr. Schultz stated that former Administrator Rhode told him that the development would not be a problem with a PILOT. He reiterated that the City received its mil rate but no other taxes are paid. HOLIE passed on other properties because of the discussion the former Administrator Rhode.

Attorney Alexy stated that if they plan to move forward, they need to submit an application and plans. Mr. Schultz again stated the information regarding the PILOT and added that he will hold off on the hotel, etc. until HOLIE gets their approval.

No action was taken on this item.

C. Bear Development Update

Mayor St. Marie-Carls stated that the TIF agreement was signed and she had no information on the purchase of the Thomson land by Bear.

D. St. Francis Animal Hospital Update

Mayor St. Marie-Carls stated that the public hearing for the St. Francis Animal hospital was held earlier that evening. A few residents came and indicated some concerns.

5. Unfinished Business

A. 4235 S. Nicholson Avenue Site – RFP Review

Mayor St. Marie-Carls stated that Brinshore is still interested. They made a presentation to the CDA regarding the WHEDA tax credit program.

The next Planning Commission meeting is scheduled for Wednesday, July 27, 2016 at 6:30pm.

6. Adjourn

A motion was made by Commissioner Buechel, seconded by Commissioner Stemwell to adjourn. Motion carried. Meeting adjourned at 9:35pm.



License Committee Agenda

August 2, 2016
6:45 p.m.

NOTICE

There will be a License Committee meeting on **Tuesday, August 2, 2016 at 6:45 p.m.** at the 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 July 19, 2016
3. Licenses:

New:

Beverage Operator License

Adam E. Bruneau

Renewals:

Temporary Beverage Operator License – St. Francis Days

Charles L. Buechel
Andrew J. Dejewski
Melinda K. Dejewski
Leonard J. Lentz
Alan L. Richards

4. Discussion and Possible Action:
5. Correspondence:
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 7/29/16



City of St. Francis Building Inspector

3400 E Howard Ave
St. Francis, Wisconsin 53235
Ph 414-316-4311
Fax 414-481-6483

Office Hours Mon.- Fri. Craig Vretenar
8:00- 9:00 AM
1:00-2:00 PM
E-mail craigv@stfranwi.org

7/5/2016

Mayor St. Marie-Carls and Members of Council,

Attached is an application from Mr. J.P. Minchillo for Special Use under the current R-3 Zoning to use the existing non-conforming three family as a conforming use. The property address is 3849 S. Packard Ave. Two of the three units had been posted as uninhabitable and the structure has had all violations corrected and been remodeled.

Please forward to the Plan Commission for their review and recommendation.

Craig Vretenar
Building Inspector/
Zoning Administrator

City of St. Francis

3400 E Howard Ave
St. Francis, WI. 53235

PAID IN FULL

JUL 01 2016

CITY OF ST. FRANCIS
8001647

APPLICATION FOR CHANGE OF ZONING ORDINANCE, PLANNED UNIT
DEVELOPMENT OR SPECIAL USE

Important: No application for a change of zoning will be given consideration by the City Planning Commission or Common Council, unless made on this form. This application form will be the permanent record in this case. Applicant should use care in setting forth clearly and completely all facts relied upon to support the zoning change applied for. Be sure property description given in petition and on accompanying survey(s) is correct.

Note: All applications must be accompanied by a check or cash in the sum of \$195.00 for regular change of zoning or \$300.00 for Planned Development or Special Use (Plus .00065 per dollar of development cost to be paid at permit application)

To the Honorable Mayor and Common Council of the City of St. Francis,

(I) We the under signed owner(s), representative(s) (check one) of all or part of real property described below, hereby petition your Honorable Body to change, alter, and amend the boundaries of use districts by changing from the R3 District to the R3-SU District the following described property, a plat of which, as well as a statement of facts pertaining to the change requested are attached hereto and made part of this petition.

Address(s) 3849 S. Packard Ave

Current use 2-Family

Proposed use 2-Family

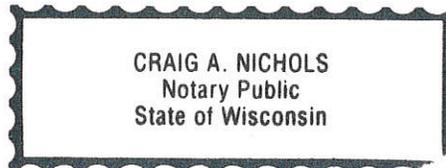
Tax Key Nos. 544-00210

J. Minchillo 4/15/16 OWNER
Signed Date Title
J. Minchillo
Print name

State of Wisconsin)
Milwaukee County) SS.
ACKNOWLEDGMENT

NOTE: CC: Applicant - City Engineer
Zoning Administrator
FEE \$300⁰⁰

Personally came before me this 14 day of April, 2016, the above named J Minchillo and _____ to me known to be the persons who executed this document, and I hereby acknowledge the same.



Craig A Nichols
(Signed)
Craig A Nichols
(Print name)

Notary Public, Wisconsin My Commission Expires August 21, 2016
My Commission (expires)(is permanent) _____
(Strike one) (Date)

STATEMENT OF FACTS PERTAINING TO THE ACCOMPANYING REQUEST FOR A
CHANGE OF
ZONING ORDINANCE

The following deed restrictions are in effect on the above property: (Here set out restrictions or state none exist. If there were ever restrictions and some have expired or have been removed state former restrictions and date of expiration or removal.)

N/A

The following deed restrictions are in effect on property immediately opposite above property. (Here set out restrictions or state none exist. If there were ever restrictions and some have expired or have been removed state former restrictions and date of expiration or removal.)

N/A

Property in the block in which the above described property is situated is now devoted to the following uses: (Describe fully all existing uses.)

2-Family

Petitioner proposes to erect on the above property: (State fully, proposed building, structure or other improvements and accompany with site, grading, parking, landscape and building plans.)

*Lower level to be used as 3rd Unit
To include space above garage.*

NOTE:

Please provide us with the Names, Addresses and/or Email of people to be notified for all meetings and Public Hearings relating to this change of Zoning request.

Failure of representative to attend a meeting will result in no action being taken.

J.P. Minichillo

3852 S. Lake Dr

St. Francis, WI 53235

(847) 845-0036

jobox8910@gmail.com

CITY OF ST. FRANCIS

LIST OF DATA AND PLANS REQUIRED

BEFORE SCHEDULING FOR A PLANNING COMMISSION REVIEW

OF

APPLICATION FOR CHANGE OF ZONING

10 SETS OF PLANS AND DATA FOR PLANNING COMMISSION

12 SETS OF PLANS AND DATA FOR PUBLIC HEARING

- ___ 1) Name of owner(s) – (Including proof)
- ___ 2) Option(s) on property – (Including proof)
- ___ 3) Recent plat of Survey – (One year limit) & Legal Property Description(s) of all properties requested to be rezoned.
- ___ 4) Preliminary Site Development Plan(s) – (Showing Structures, Parking & Traffic patterns, Proposed and Present Elevations (including adjacent parcels) and preliminary Landscape plans.
- ___ 5) Building Plan(s) – To include Floor Plans, Elevations and Individual Living Unit Plans
- ___ 6) Estimated Cost of Improvements – (Structure & Land)

NOTE: X denotes information required pending Planning Commission review.

Council Meetings held on Tuesday of the first full week of the month and Tuesday of the third week of every month at 7:00 PM in the Council Chambers, 2nd floor of City Hall.

Planning Commission meetings held the fourth Wednesday of the month (or call of the Chair). 7:00 PM – Committee Room, adjacent to the Council Chambers.

All applications to be reviewed by Zoning Administrator prior to filing with City Clerk. Please make an appointment. Office hours 8 to 9 AM & 1 to 2 PM.

GTV
Zoning Administrator)

7/15/16
(Date)

STATE OF WISCONSIN
REAL ESTATE PROPERTY TAX BILL FOR 2015
 CITY OF ST. FRANCIS
 MILWAUKEE COUNTY

BILL NUMBER: 88374

IMPORTANT: · Correspondence should refer to parcel number.
 · See reverse side for important information.
 · Be sure this description covers your property. This description is for property tax bill only and may not be a full legal description.

SEC , T , R
 PLAT: -
 KOENIGS SUBDIVISION PART OF BLK M
 TOGETHER WITH ADJ VACATED STREET N 100
 FT OF E 218 FT

JOHNPIERRE MINCHILLO
 3832 S LAKE DR
 MILWAUKEE WI 53235

Parcel #: 544-0026-000
 Alt. Parcel #:

Property Address: 3849 S PACKARD AVE

Assessed Value Land 45,000	Ass'd. Value Improvements 138,700	Total Assessed Value 183,700	Ave. Assmt. Ratio 0.9390	Net Assessed Value Rate (Does NOT reflect credits) 0.029104061
Est. Fair Mkt. Land 47,900	Est. Fair Mkt. Improvements 147,700	Total Est. Fair Mkt. 195,600	<input type="checkbox"/> A Star in this box means Unpaid Prior Year Taxes	School taxes reduced by school levy tax credit \$ 408.10

Taxing Jurisdiction	2014		2015		2014 Net Tax	2015 Net Tax	% Tax Change
	Est. State Aids Allocated Tax Dist.						
STATE OF WISCONSIN					34.27	33.20	-3.1%
MILWAUKEE COUNTY					1,246.14	1,231.64	-1.2%
LOCAL TAX					2,029.09	1,878.53	-7.4%
MATC					256.48	245.43	-4.3%
SALES TAX CREDIT					- 216.39	- 229.40	6.0%
ST FRANCIS SCHOOL DIST					2,064.09	1,846.44	-10.5%
MMSD					346.23	340.58	-1.6%
Total					5,759.91	5,346.42	-7.2%
					79.09	75.07	-5.1%
					5,680.82	5,271.35	-7.2%

Make Check Payable to:
 TREASURER
 ANNE UECKER
 3400 E HOWARD AVENUE
 ST FRANCIS WI 53235
 414-481-2300

Full Payment Due On or Before January 31, 2016
 \$5,569.03

Or pay the following installments to:

2933.37 DUE BY 01/31/2016
 1317.83 DUE BY 03/31/2016
 1317.83 DUE BY 05/31/2016

Net Property Tax 5,271.35
 OTHER 37.68
 RECYCLING FEE 260.00

FOR TREASURERS USE ONLY

PAYMENT _____
 BALANCE _____
 DATE _____

TOTAL DUE FOR FULL PAYMENT
 Pay By January 31, 2016
\$ 5,569.03

Warning: If not paid by due dates, installment option is lost and total tax is delinquent subject to interest and, if applicable, penalty. Failure to pay on time. See reverse.

PLEASE RETURN LOWER PORTION WITH REMITTANCE

TREASURER
 ANNE UECKER
 3400 E HOWARD AVENUE
 ST FRANCIS WI 53235

REAL ESTATE PROPERTY TAX BILL FOR 2015

Bill #: 88374
 Parcel #: 544-0026-000
 Alt. Parcel #:

Total Due For Full Payment \$5,569.03
 Pay to Local Treasurer By Jan 31, 2016

OR PAY INSTALLMENTS OF:

1ST INSTALLMENT Pay to Local Treasurer \$2,933.37 BY January 31, 2016	2ND INSTALLMENT Pay to Local Treasurer \$1,317.83 BY March 31, 2016
3RD INSTALLMENT Pay to Local Treasurer \$1,317.83 BY May 31, 2016	

Check For Billing Address Change.

JOHNPIERRE MINCHILLO
 3832 S LAKE DR
 MILWAUKEE WI 53235

FOR TREASURERS USE ONLY

PAYMENT _____
 BALANCE _____
 DATE _____

**ACKNOWLEDGEMENT AND CERTIFICATE OF THE APPLICANT'S
RESPONSIBILITY FOR ALL CITY'S COSTS AND EXPENSES**

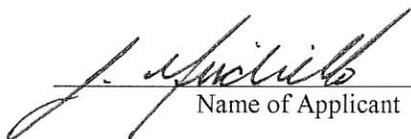
Applicant, Minchillo, J. hereby acknowledges the applicants responsibility for all City's costs and expenses directly or indirectly related to the applicant's request under Article IV 455- 31 and Article VIII 455-48

455-9 FEES

- D. Costs recoverable. All costs incurred by the City in the consideration of any requests by an applicant related to this chapter or Chapter 402, Subdivision of Land, shall be recoverable, including, without limitation by enumeration, the following:
- (1) All professional and technical consultant services and fees retained by the City and rendered in review of any application, including but not limited to the City Engineer, Planner, City Attorney or any other professional or expert hired by the City for purposes of review of the application or presubmission request.
 - (2) Legal publication costs.
 - (3) Court reporter costs, as deemed necessary by the City Planning Commission.
 - (4) Copy reproduction.
 - (5) Postage.
 - (6) Inspection fees incurred by the City Building Inspector.
 - (7) Document recording (if required).
- E. Billing of costs. The City Clerk shall, on a monthly basis, bill all costs recoverable, other than all professional City Attorney fees, including fees of any designee of the City Attorney, pursuant to this chapter to the applicant, which said costs shall be paid by the applicant within 10 days of receipt of the City's billing. The Common Council may require an applicant to submit an advance deposit against future billings by the City for the recovery of costs provided by this chapter. Surplus deposit shall be returned to the applicant at the conclusion of the project if such deposit exceeds the amount of billings for recoverable costs. Any billed costs from the City unpaid at the expiration of said ten-day period shall bear interest at the rate of 18% per annum.
- F. Billing of attorney fees. The City Attorney shall, on a monthly or quarterly basis, bill all costs recoverable pursuant to this chapter to the applicant, which said costs shall be paid by the applicant within 10 days of receipt of the City Attorney's billing. Any billed costs from the City Attorney unpaid at the expiration of said ten-day period shall bear interest at the rate of 18% per annum.
- G. Conditions of all applications. Notwithstanding anything in the City Code to the contrary, payment in full of all recoverable costs pursuant to this chapter shall be a precondition to the final approval of any application. This precondition shall extend to any City board request for an advance deposit against future billings for recoverable costs as called for herein.

Applicant shall be provided with a signed copy of this document.

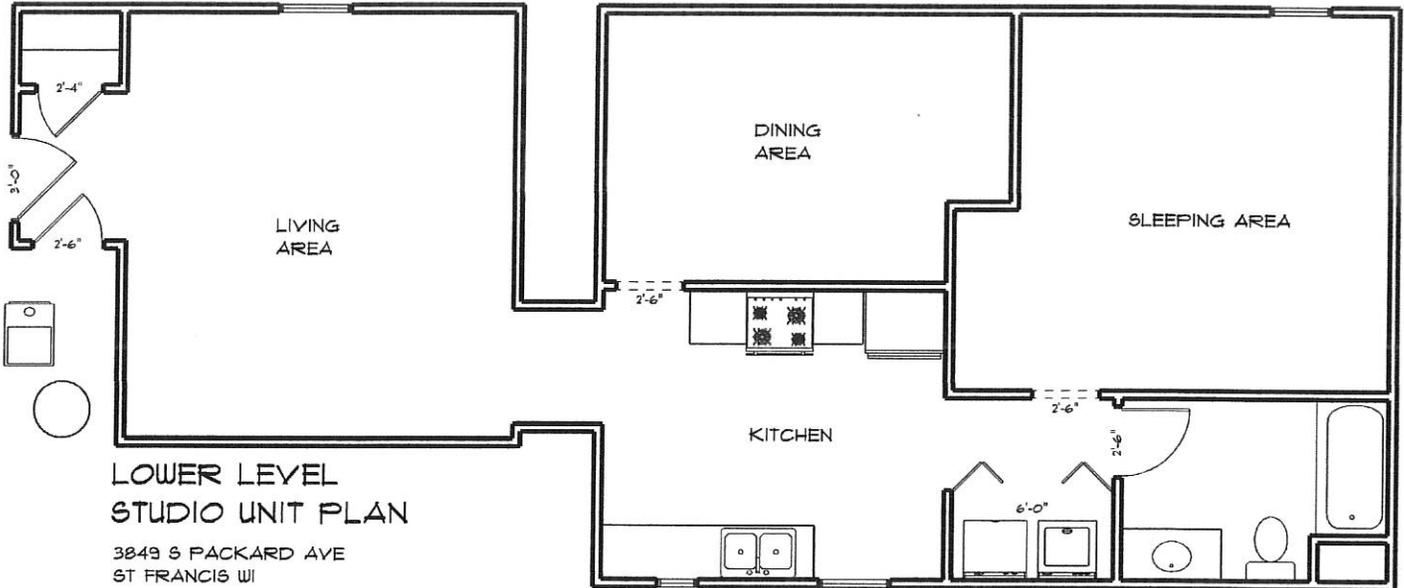
Dated this 15th day of April, 20 14


Name of Applicant

Representative of Applicant

Confirmation of Receipt Of
Original Acknowledgement And Certificate


ANNE B. UECKER, CMC CITY CLERK

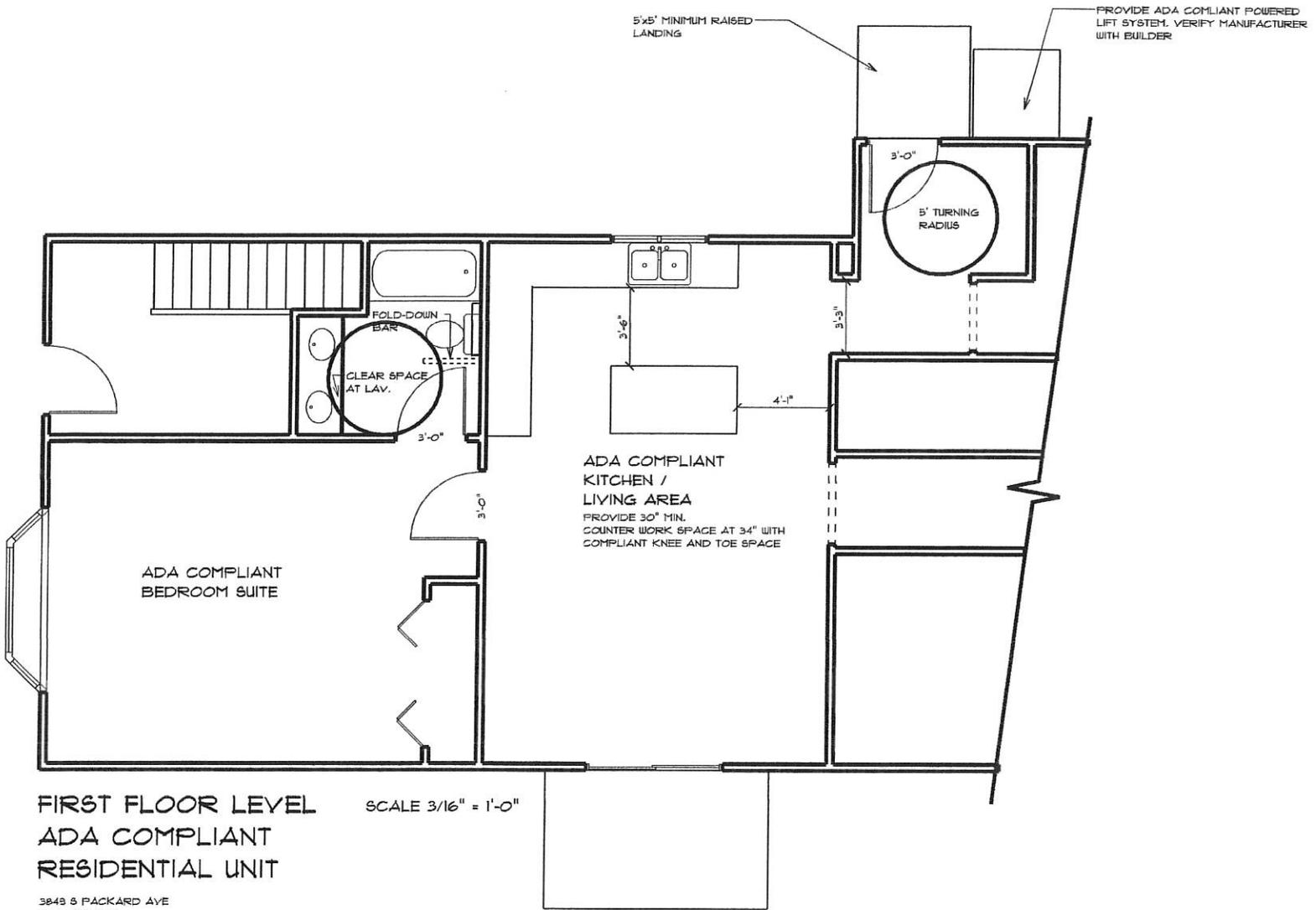


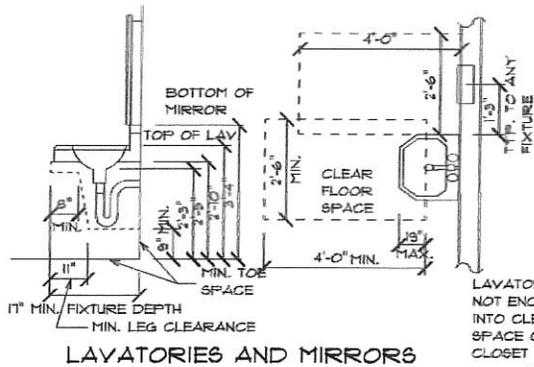
**LOWER LEVEL
STUDIO UNIT PLAN**

3849 S PACKARD AVE
ST FRANCIS WI

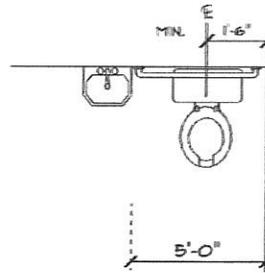
FOUNDATION WALLS NOT SHOWN
FOR CLARITY

EGRESS
WINDOW





LAVATORIES AND MIRRORS

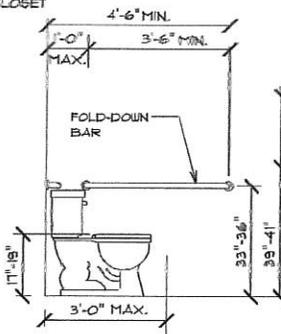


PLAN VIEW

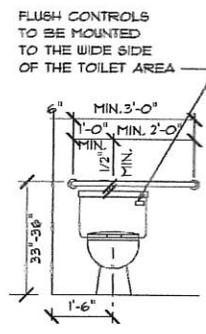
LAVATORY SHALL NOT ENCR OACH INTO CLEAR FLR. SPACE OF WATER CLOSET

SANITATION FACILITIES

2. EXCEPT AT DOORS, THE MINIMUM CLEAR WIDTH OF AN ACCESSIBLE ROUTE IN THE UNIT IS 36"
3. ENTRY DOOR HAS PUSH & PULL FUNCTION (NO LATCHING DEVICE) W/ CLOSER
4. SUFFICIENT SPACE FOR WHEELCHAIR MEASUREING 30"x48" TO ENTER ROOM AND PERMIT THE DOOR TO CLOSE IS PROVIDED.
5. A CLEAR SPACE OF SUFFICIENT SIZE TO INSCRIBE A 60" DIAMETER CIRCLE IS PROVIDED WITHIN THE SANITARY FACILITY ROOM.
6. 60" SPACE IS CLEAR OF OBJECTS FROM THE FLOOR TO A HEIGHT OF 27"
7. CLEAR FLOOR SPACE FOR WATER CLOSETS IN STALLS SHALL COMPLY WITH DIAGRAMS WITH THIS SHEET. CLEAR FLOOR SPACE MAY BE ARRANGED TO ALLOW EITHER A RIGHT HANDED OR A LEFT HANDED APPROACH.
8. 18" BETWEEN CENTER OF WATER CLOSET AND SIDE-WALL CORNER.
9. TOILET SEATS SHALL NOT BE SPRUNG TO RETURN TO A LIFTED POSITION.
10. TOP OF TOILET SEAT IS 17'-19" FROM FLOOR SURFACE.



SIDE VIEW

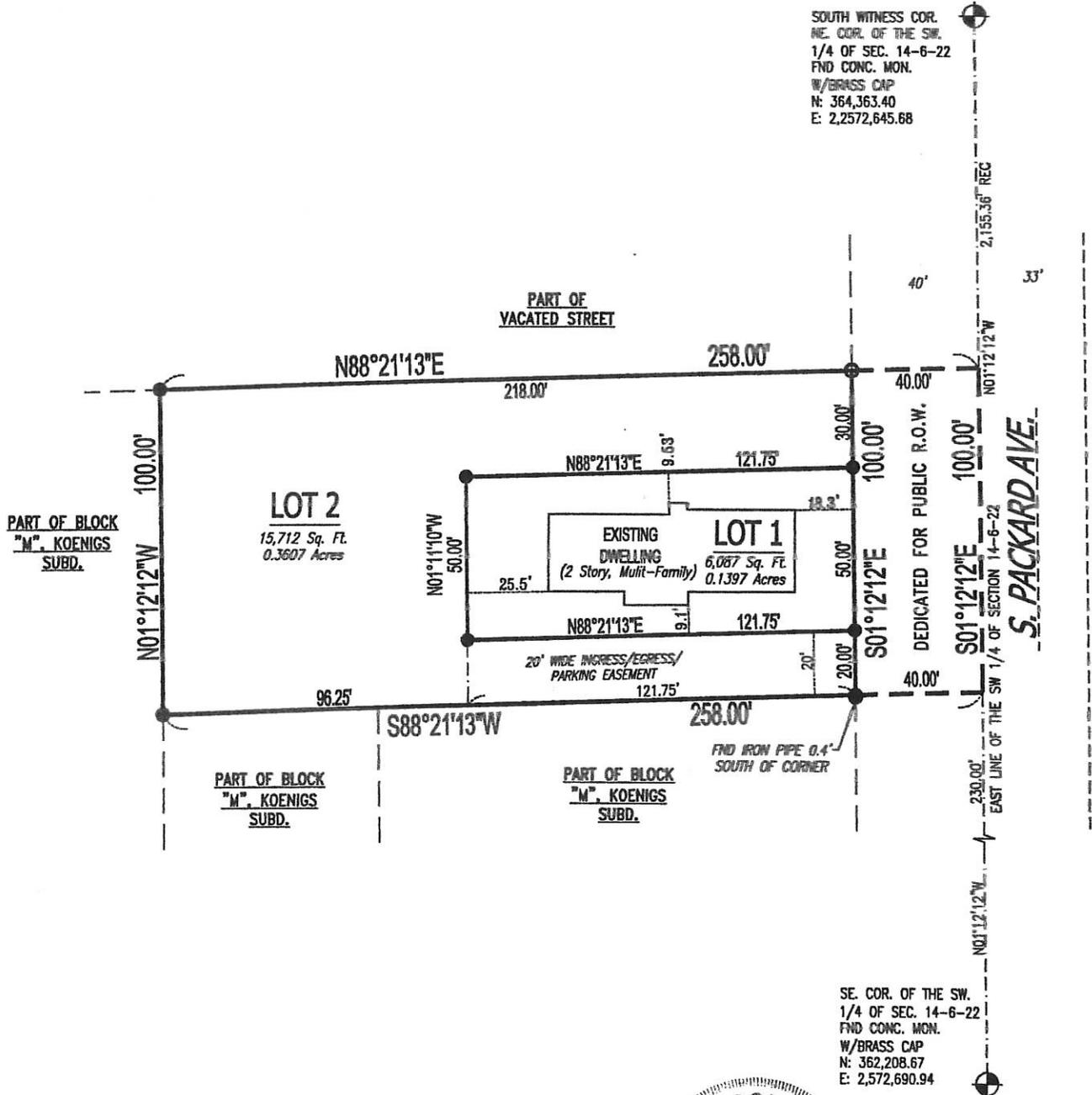


FRONT VIEW

TOILET/STALL DETAILS

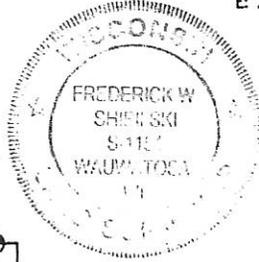
CERTIFIED SURVEY MAP NO. _____

BEING A DIVISION OF A PART OF BLOCK M, TOGETHER WITH THE ADJACENT VACATED STREET, IN KOENIGS SUBDIVISION, LOCATED IN PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 14, TOWN 6 NORTH, RANGE 22 EAST, IN THE CITY OF ST. FRANCIS, MILWAUKEE COUNTY, WISCONSIN.

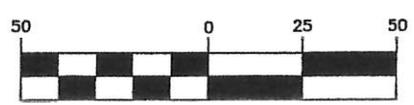


SOUTH WITNESS COR.
NE. COR. OF THE SW.
1/4 OF SEC. 14-6-22
FND CONC. MON.
W/BRASS CAP
N: 364,363.40
E: 2,2572,645.68

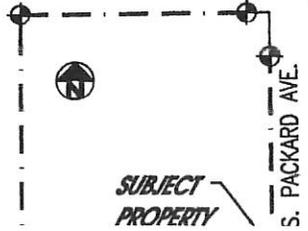
SE. COR. OF THE SW.
1/4 OF SEC. 14-6-22
FND CONC. MON.
W/BRASS CAP
N: 362,208.67
E: 2,572,690.94



GRAPHIC SCALE

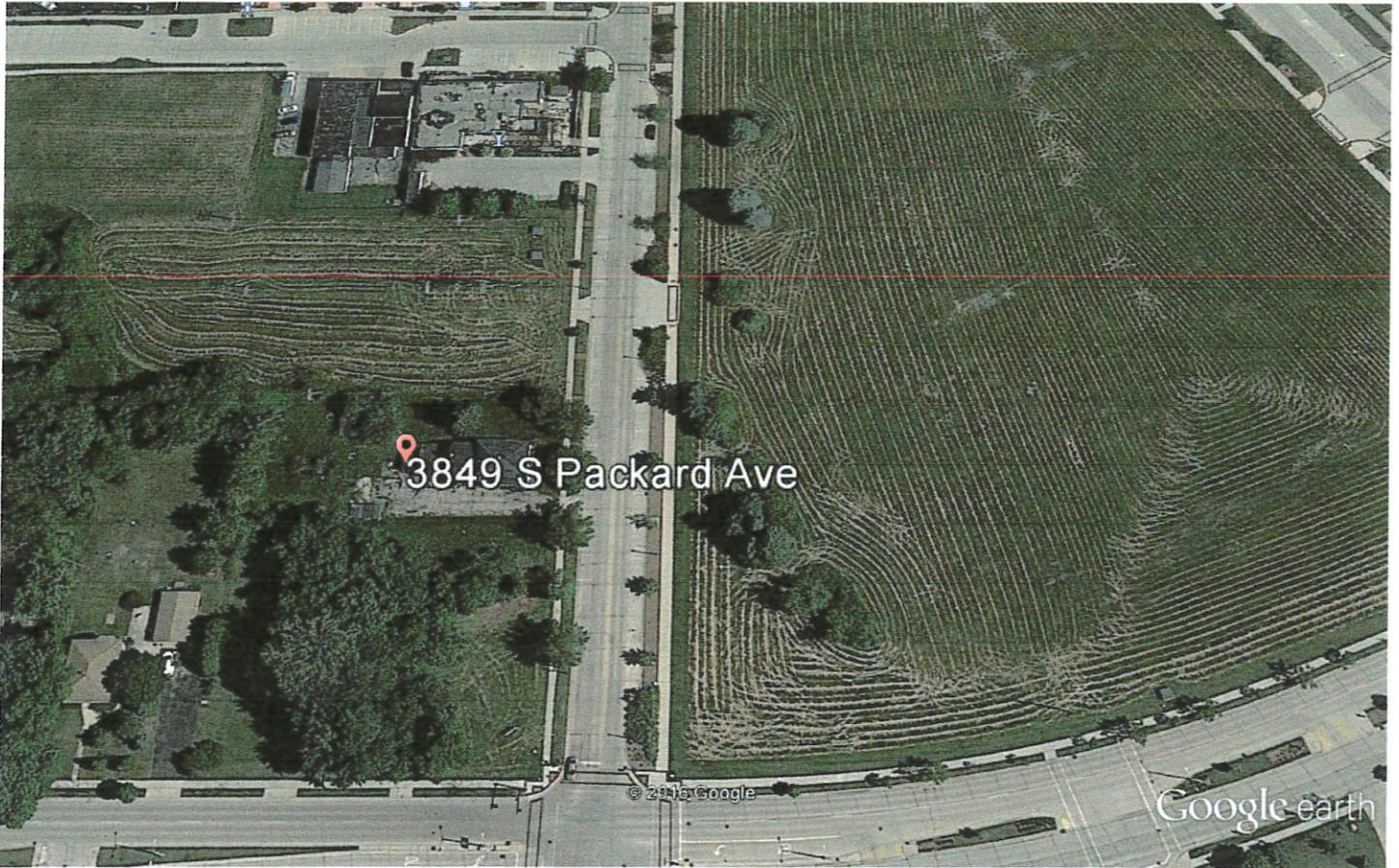


(IN FEET)



• - DENOTES SET 3/4" X 18" LONG IRON REBAR WEIGHING A MINIMUM OF 1.13 LBS PER LINEAL FOOT.

ALL BEARINGS ARE REFERENCED TO THE EAST LINE OF THE SOUTHWEST 1/4 OF SECTION 14-6-22, WHICH IS ASSUMED TO BEAR N01°12'12"W STATE PLANE



Google earth



3849 S. Packard Ave Statistical Sheet

Gross Land Area 8475 Sqf

Land covered by principle building 1925 Sqf

Land covered by accessory building 0

Land devoted to parking, drives and parking 2680 Sqf

Land devoted to landscaped open space 3870

Proposed unit density 3-Family

Proposed number of buildings 1

Bedrooms per unit- Unit A 3, Unit B 3, Unit C 1-2

Parking spaces provided -6 surface plus 2 indoor

Proposed Rents -Unit A \$1950, Unit B \$1850, Unit C \$1250

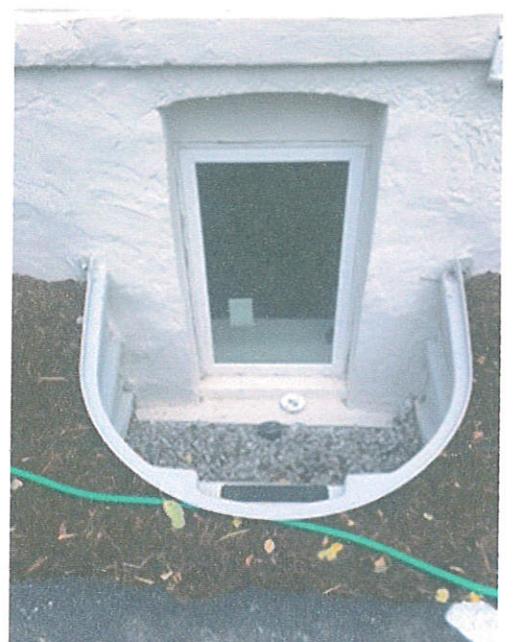
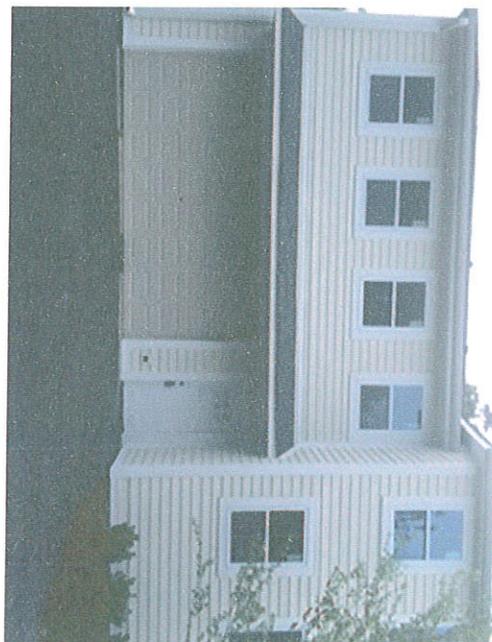
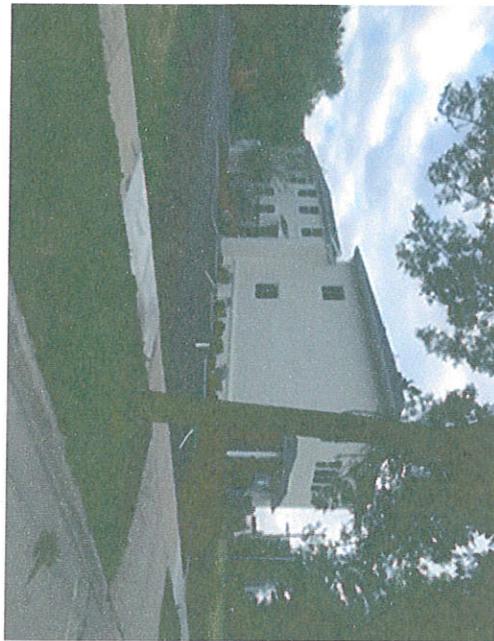
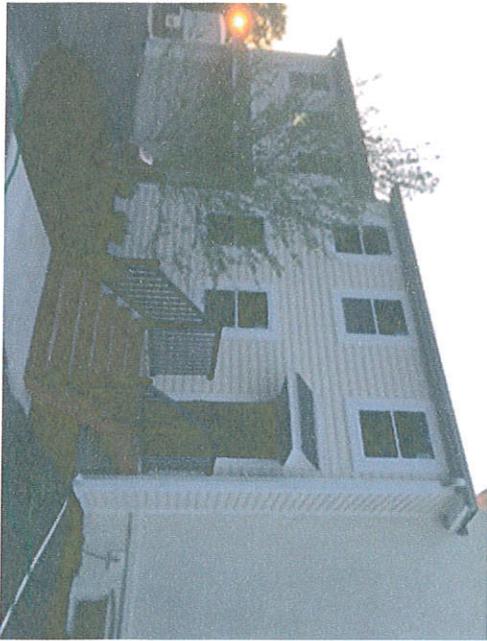
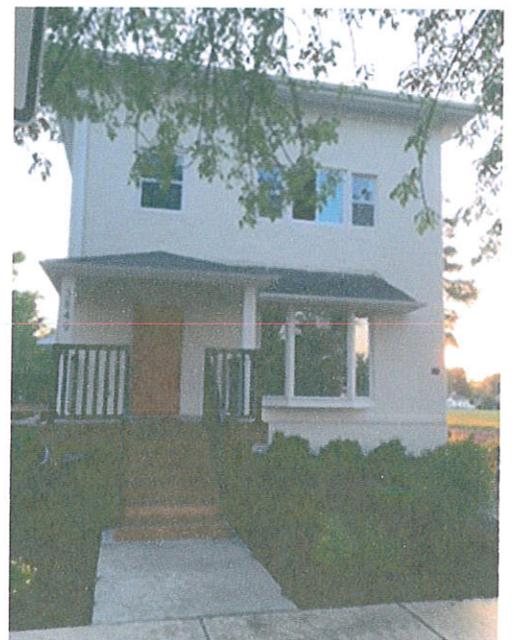
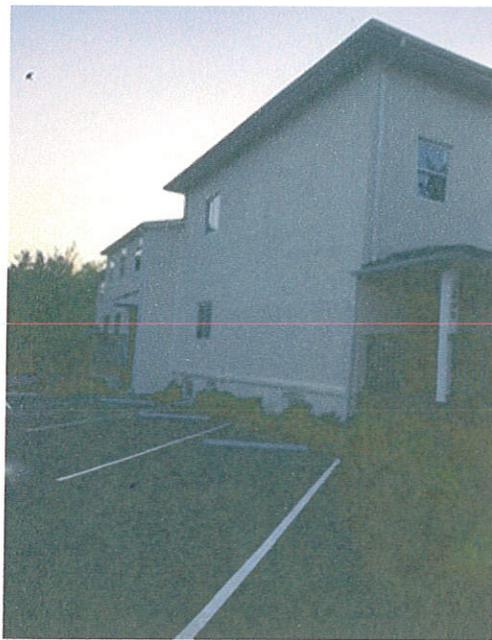
Brief Description

Requesting a rezoning from R3 to R3-SU. 2-Family to 3-Family.

Currently an existing 2 family building, requesting the lower level to be the third unit.

Requesting a parking reduction for the third unit. Surface parking only, no covered parking.

*Parking is controlled by a stipulation in the lease that states each unit may only have 2 vehicles on the premises at any time. Each unit has assigned parking spots.





7/28/2016

Memo:

To: Honorable Common Council, Staff & Citizens

From: Mayor St. Marie-Carls

Re: Info Sharing Update #89 - from Mayor

ITEMS IN THIS UPDATE:

Welcome Mark Johnsrud – New St. Francis City Administrator

Next Mayor’s Task Group Meeting – August 8th with Special Guests - Economic Development Topic

Board of Review – July 21st

Thank you Night Out! August 3rd

Election - August 8th

1. **Welcome to Mark Johnsrud and his family. Mark is our newly appointed City Administrator for the City of St. Francis. On July 27th at our special Council meeting the Council approved and executed the employment contract of Mr. Johnsrud.**

Mark was selected as a result of a selection process with the Council and a special search committee which included a public forum and meet and greet with the candidates. Citizens were involved throughout the process and in the final interviews on July 15th with the City Council and the Mayor. A news release with more details on the hiring of Mr. Johnsrud is available at the August 2nd Council meeting.

2. **The next Mayor’s task Group meeting is scheduled for Monday, August 8th 7p.m. at the 42 Ale House – Guests: Dan Casanova and Greg Patin. Dan is a Senior Economic Development Specialist for the City of Milwaukee and Greg Patin is a Strategic Development Coordinator also for the City of Milwaukee. Dan has worked for 12 years with the economic and legal aspects of development such as calculation of economic impacts and TIP law. Greg has close to 30 years dealing with the "front end" issues of development such as plan and zoning review, negotiating with developers, and project management of large projects on behalf of the City of Milwaukee. Thanks to SF citizen, Jay Iverson for inviting and arranging the guests for the August 8th meeting. At our meeting on July 25th - recent discussions have been held on Property Maintenance and helping those who need with assistance maintaining their property as well as continuing discussion on property assessments. Our meeting on July 25th was held at the St. Francis Brewery, Mark Johnsrud our new City Administrator designee attended part of our discussion and introduced himself to the group. We thank Mr. Johnsrud for his participation with the group in discussion sharing some insights on the topics discussed of neighborhood revitalization and property assessments.**



St. Francis 53235 Lakeside Pride

Community Connections project to promote and increase awareness of our local business attract visitors and newcomers

www.saintfrancis53235.com new website to learn more about St. Francis and show your Lakeside Pride

This is a project of Community volunteers, Miss St. Francis Pageant and Mayor CoryAnn St. Marie-Carls – supported by donations/fundraising (no City funds)

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

Info Sharing Update #89 - from Mayor - Page 2 – July 28, 2016

3. **3 homeowners attended the Board of Review, July 21st – that now completes our assessment roll for the year. At the Board of Review there was adjustment made in the case of a Trestle Creek homeowner. I believe there were adjustments made at open book by Associated Appraisal and since now the assessment roll is closed I can gather that information on any changes and adjustments that were made to the assessments for more details to report to the Council and the public. In August the Department of Revenue will report to us their Valuation of our Community and we will have a chance to respond to them.**
4. ***A special thanks to our St. Francis Police Department, Fire Department, DPW, Elected Officials, business, organizations and volunteers, who support our National Night Out, August 3rd. All the citizens and everyone who attends contributes to made it a great event. Night Out, nationally is an annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, and better places to live.***
5. ***August 9th is a partisan primary election in Wisconsin – thanks to our Clerks Office and poll workers for their assistance with our elections. In person early voting started last week.***



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

July 15, 2016

Dear Mayor and Council Members:

We would like to explore adding a name to Nicholson Ave from Bolivar to Denton Ave. We would like to add "Veterans Memorial Way" to the current Nicholson Ave. This would be done in conjunction with the 25th anniversary celebration. If there are any questions please feel free to contact me at 414-483-6257. Please keep me posted as this follows through the cities different committees. So that I can attend and add input.

Thank You

A handwritten signature in black ink that reads "R M Paradowski".

Richard M Paradowski

Chairman

CITY OF ST. FRANCIS

APPLICATION FOR SPECIAL EVENT THROUGH CITY

Permit Fee: \$25.00
Deposit: \$75.00

4-26-16
Date Paid/Filed with Clerk

2.002483
Receipt Number

Please Check One:

Date of Event: 8-14-2016

- Run
 Parade
 Bike
 Walk

1. True and correct name, address and telephone number of the person or organization seeking to conduct the event:

Name: Cystic Fibrosis Foundation
Address: 20875 Crossroads Circle #350
Waukesha, WI 53186
Telephone Number: 262-798-2060

2. If you are representing an organization, please list the authorized and responsible representatives of the organization, their addresses and telephone numbers:

Name	Address	Telephone
<u>Barbara-Ann Brenner</u>	<u>6931 Arlington Rd 2nd Floor Bethesda, MD 20814</u>	<u>301-907-2510</u>
<u>Jilly Johnson</u>	<u>"</u>	<u>"</u>

3. Please list the name, address and telephone number of the event chairperson or coordinator and all persons who will be in charge of or responsible for the events conduct:

Name	Address	Telephone
<u>Tim Schmitt</u>	<u>2918 N. 73rd St, MKE, WI 53186</u>	<u>414-499-5298</u>
<u>Kelly Salentine</u>	<u>10117 W. Sunset Ave., Wauwatosa, WI 53222</u>	<u>414-915-8646</u>

4. Duration of Event: 8:00 A.M. - 3:00 P.M.

5. Assembly Time: 8:00 A.M.

6. Assembly Location (by street/s) or description of assembly area:
Lakefront Brewery
1872 N. Commerce St, MKE, WI 53212

7. Starting Time: 9:00 A.M.

8. Starting Location: Lakefront Brewery

9. Termination Point: Lakefront Brewery

10. Route: Attached Map

11. Number of Units (parade): 0

12. Number of Entries (walk, run, bike): 60

13. Will the parade/run/walk/bike occupy all or a portion of the width of the streets proposed to be traversed: A portion. Cyclist will abide by the rules of the road & ride in bike lanes when possible.

Kelly Salentini
Signature of Applicant

NOTE: Your \$75.00 deposit or portion thereof will be refunded only if City personnel are not required to monitor the event. The fee may, however, exceed the \$75.00 deposit if extensive City assistance is required, i.e.: fire, police, etc. services.

Approved By: [Signature] 7/29/16
Police Chief: _____ Date: _____

Fire Chief: [Signature] 7-27-16
Date: _____



FLAVORS • SEASONINGS • TECHNOLOGY

June 10, 2016

City of St. Francis
Todd Willis
Special Projects Coordinator

Dear Mr. Willis:

We are writing this letter to request permission from the City to park semi-trailers on the land adjacent to our facility at 1306 East Bolivar Avenue. It would be our intent to stage eight to ten semi trailers in the lot. Those trailers would be locked as well as working out an arrangement whereby we would keep the fenced locked as well other than when moving trailers in and out of that lot. This would be a temporary situation until the VPLE is granted and we close on the agreement we both have previously agreed upon.

Please let us know at your earliest possible convenience if this would be acceptable to the City.

Thank you,

Pete Caputa
Wixon, Inc.
Chief Financial Officer



Check No	Per	Date	Payee	Description	Inv Amount	V/M
69340	07/16	07/28/2016	ICMA-RC	PLAN NUMBER 301536	1,190.00	
69341	07/16	07/28/2016	M T A W	CONFERENCE REGISTRATION:DEMOMES	110.00	
69342	07/16	07/28/2016	NORTH SHORE BANK FSB	MISC DEDUCTION	5,707.00	
69343	07/16	07/28/2016	REGISTRATION FEE TRUST	1GNSKDEC9GR273562	69.50	
69344	07/16	07/28/2016	WE ENERGIES	SIGNALS	619.87	
	07/16	07/28/2016	WE ENERGIES	PARKS	463.83	
	07/16	07/28/2016	WE ENERGIES	LIGHTS	14,432.08	
	07/16	07/28/2016	WE ENERGIES	GARAGE	338.43	
	07/16	07/28/2016	WE ENERGIES	4235 S NICHOLSON AVE	118.93	
	07/16	07/28/2016	WE ENERGIES	SIREN	18.98	
	07/16	07/28/2016	WE ENERGIES	GARAGE	42.47	
	07/16	07/28/2016	WE ENERGIES	CIVIC CENTER	4,056.82	
	07/16	07/28/2016	WE ENERGIES	CIVIC CENTER	190.22	
	07/16	07/28/2016	WE ENERGIES	LIBRARY	26.22	
69345	07/16	07/28/2016	WI SCTF	CASE IDENTIFIER 3998990	121.46	
	07/16	07/28/2016	WI SCTF	CASE IDENTIFIER 1302486	46.15	
69346	08/16	08/02/2016	A F L A C	MISC DEDUCTIONS	2,442.42	
69347	08/16	08/02/2016	ABOX INC	HWY #23	153.54	
	08/16	08/02/2016	ABOX INC	HWY #23	358.27	
69348	08/16	08/02/2016	ADVANCED WILDLIFE CONTROL INC	WILD ANIMAL REMOVAL	365.00	
69349	08/16	08/02/2016	AECOM TECHNICAL SERVICES	STORM WATER UTILITY	11,405.61	
69350	08/16	08/02/2016	ALSCO	CLOTHING NEW/REPLACE	35.62	
	08/16	08/02/2016	ALSCO	CLOTHING NEW/REPLACE	43.02	
69351	08/16	08/02/2016	ARENZ MOLTER MACY	CONTRACTED LEGAL FEES	10,761.40	
	08/16	08/02/2016	ARENZ MOLTER MACY	TIF #4 LEGAL FEES	576.05	
	08/16	08/02/2016	ARENZ MOLTER MACY	TIF #5 LEGAL FEES	4,424.50	
69352	08/16	08/02/2016	ASSOC APPRAISAL CONSULTANTS	MONTHLY PROFESSIONAL FEES/ASSESSOR	2,093.28	
69353	08/16	08/02/2016	AT&T/SBC	CIVIC CENTER CONSTRUCTION	183.88	
	08/16	08/02/2016	AT&T/SBC	PARK SECURITY	200.73	
69354	08/16	08/02/2016	BADGER TRUCK CENTER INC	POLICE	69.95	
	08/16	08/02/2016	BADGER TRUCK CENTER INC	POLICE	94.95	
69355	08/16	08/02/2016	BAKER & TAYLOR	CREDIT MEMO	39.15-	
	08/16	08/02/2016	BAKER & TAYLOR	CREDIT MEMO	4.63-	
	08/16	08/02/2016	BAKER & TAYLOR	ANF	361.89	
	08/16	08/02/2016	BAKER & TAYLOR	Y BOOKS	9.55	
	08/16	08/02/2016	BAKER & TAYLOR	AD FIC	233.08	
	08/16	08/02/2016	BAKER & TAYLOR	AD FIC	172.41	
	08/16	08/02/2016	BAKER & TAYLOR	AD AUDIO	81.59	
	08/16	08/02/2016	BAKER & TAYLOR	ANF	85.06	
	08/16	08/02/2016	BAKER & TAYLOR	AD FIC	100.16	

Check No	Per	Date	Payee	Description	Inv Amount	V/M
	08/16	08/02/2016	BAKER & TAYLOR	AD FIC	71.70	
69356	08/16	08/02/2016	BAKER & TAYLOR	ANF	75.90	
	08/16	08/02/2016	BATZNER PEST CONTROL	PEST CONTROL	83.00	
69357	08/16	08/02/2016	BAY VIEW THREADWORKS	CLOTHING	87.47	
69358	08/16	08/02/2016	BROTHERS CONSOLIDATED HEATIN	LIBRARY	348.50	
69359	08/16	08/02/2016	CENTRAL OFFICE SYSTEMS	LIBRARY	593.67	
69360	08/16	08/02/2016	CHILDS PHD SC, CRAIG D	FITNESS FOR DUTY EVAL	3,850.00	
69361	08/16	08/02/2016	CHRISTENSEN, PAUL D	SUBSTITUTE JUDGE	400.00	
69362	08/16	08/02/2016	DEMCO INC	LIBRARY	178.91	
69363	08/16	08/02/2016	DIAMOND ELECTRIC LTD	CIVIC CENTER	302.50	
69364	08/16	08/02/2016	DIGITAL ALLY INC	POLICE DEPT	215.00	
69365	08/16	08/02/2016	DIVERSIFIED BENEFIT SERVICES	FSA ADMINISTRATIVE SERVICES	179.85	
69366	08/16	08/02/2016	EXCEL PRINTING INC	BOOK MARKS - LIBRARY	51.00	
69367	08/16	08/02/2016	FILM IDEAS INC	AD DVD	91.98	
69368	08/16	08/02/2016	GENUINE PARTS COMP - MILWAUKE	SHOP	5.97	
69369	08/16	08/02/2016	GUARDIAN	RETIREE	379.09	
	08/16	08/02/2016	GUARDIAN	CLERK/TREAS	61.65	
	08/16	08/02/2016	GUARDIAN	INSPECTION	61.65	
	08/16	08/02/2016	GUARDIAN	COURT	29.34	
	08/16	08/02/2016	GUARDIAN	POLICE	1,205.43	
	08/16	08/02/2016	GUARDIAN	FIRE	608.51	
	08/16	08/02/2016	GUARDIAN	HEALTH	29.34	
	08/16	08/02/2016	GUARDIAN	HIGHWAY	144.05	
	08/16	08/02/2016	GUARDIAN	ENGINEERING	229.42	
69370	08/16	08/02/2016	GUARDIAN	LIBRARY	29.34	
69371	08/16	08/02/2016	J & T SUPPLY COMPANY	GARAGE	185.00	
69372	08/16	08/02/2016	KAESTNER AUTO ELECTRIC CO	SHOP & SUPPLIES	387.96	
69373	08/16	08/02/2016	KORTENDICK, LAWRENCE T	BOARD OF REVIEW PAYMENT	135.13	
69374	08/16	08/02/2016	LIBAN, LISA	LIBRARY SUPPLIES	56.29	
69375	08/16	08/02/2016	M A T C	TRAINING:PLACHINSKI, J	51.09	
69376	08/16	08/02/2016	MARTIN PETERSEN CO INC	CIVIC CENTER	247.00	
69377	08/16	08/02/2016	MIDWEST FIBER NETWORKS LLC	INTERNET SERVICE	800.00	
	08/16	08/02/2016	MILW PAPER COMPANY	ELECITONS	77.22	
	08/16	08/02/2016	MILW PAPER COMPANY	MAYOR	218.01	

Check No	Per	Date	Payee	Description	Inv Amount	V/M
69378		08/16 08/02/2016	MILW POWER EQUIPMENT LLC	HIGHWAY	1,103.51	
69379		08/16 08/02/2016	MILW PUBLIC LIBRARY	REPLACEMENT MATERIALS	9.28	
69380		08/16 08/02/2016	MUSIC ON THE MOVE INC	NATIONAL NIGHT OUT	875.00	
69381		08/16 08/02/2016	NASSCO INCORPORATED	CIVIC CENTER	233.86	
69382		08/16 08/02/2016	NAT'L SPRING INC	HWY PLOWS	27.35	
69383		08/16 08/02/2016	NAT'L SPRING INC	HWY PLOWS	63.82	
69384		08/16 08/02/2016	PRIME MEDIA ACQUISITION CORP	POLICE DEPT	157.04	
69385		08/16 08/02/2016	REGISTRATION FEE TRUST(TVRP)	TVRP	85.00	
69386		08/16 08/02/2016	SASKOWSKI, JOSEPH	BOARD OF REVIEW	135.13	
69387		08/16 08/02/2016	SCHMIDT, RICHARD	BOARD OF REVIEW	135.13	
69388		08/16 08/02/2016	SCHWAAB INCORPORATED	FIRE DEPT	44.73	
69389		08/16 08/02/2016	SEIDLITZ, JULIE A	PROGRAM SUPPLIES	20.03	
		08/16 08/02/2016	SERWE IMPLEMENT MUNICIPAL	HWY #34	87.15	
		08/16 08/02/2016	SERWE IMPLEMENT MUNICIPAL	HWY #34	784.39	
		08/16 08/02/2016	SERWE IMPLEMENT MUNICIPAL	HWY #23	417.00	
		08/16 08/02/2016	SERWE IMPLEMENT MUNICIPAL	HWY #23	973.00	
		08/16 08/02/2016	SERWE IMPLEMENT MUNICIPAL	HWY	190.55	
		08/16 08/02/2016	SERWE IMPLEMENT MUNICIPAL	HWY	21.17	
69390		08/16 08/02/2016	SHERWIN INDUSTRIES INC	HOT MIX	87.58	
		08/16 08/02/2016	SHERWIN INDUSTRIES INC	FIBER MIX/ASPHALT HOT MIX	311.96	
		08/16 08/02/2016	SHERWIN INDUSTRIES INC	PAINT & PARTS	606.00	
		08/16 08/02/2016	SHERWIN INDUSTRIES INC	HOT MIX	118.32	
		08/16 08/02/2016	SHERWIN INDUSTRIES INC	HOT MIX	505.18	
		08/16 08/02/2016	SHERWIN INDUSTRIES INC	PAINT	595.00	
		08/16 08/02/2016	SHERWIN INDUSTRIES INC	HOT MIX	295.80	
69391		08/16 08/02/2016	STREICHER'S	PRACTICE AMMO	2,700.00	
69392		08/16 08/02/2016	STUECK, JOSEPH	BOARD OF REVIEW	135.13	
69393		08/16 08/02/2016	SUDZ WASH & LUBE	CARWASHES W/WAXES & UNDERBODY	40.00	
69394		08/16 08/02/2016	TAPCO	SIGNS	121.31	
		08/16 08/02/2016	TAPCO	HOWARD & PENN	308.75	
69395		08/16 08/02/2016	THREE POINTS PUBLISHING	YOUTH BOOKS	18.99	
69396		08/16 08/02/2016	TIME WARNER CABLE	10404-705943701-2001 INTERNET/GARAGE	105.59	
69397		08/16 08/02/2016	TRUCK COUNTRY OF WISCONSIN	HWY #4	95.90	
		08/16 08/02/2016	TRUCK COUNTRY OF WISCONSIN	HWY #4	223.75	
69398		08/16 08/02/2016	UNUM LIFE INSURANCE	CLERK/TREASURER	62.78	

Check No	Per	Date	Payee	Description	Inv Amount	V/M
	08/16	08/02/2016	UNUM LIFE INSURANCE	INSPECTION	32.44	
	08/16	08/02/2016	UNUM LIFE INSURANCE	CUSTODIAN	11.57	
	08/16	08/02/2016	UNUM LIFE INSURANCE	POLICE	655.37	
	08/16	08/02/2016	UNUM LIFE INSURANCE	FIRE	44.75	
	08/16	08/02/2016	UNUM LIFE INSURANCE	HEALTH	33.27	
	08/16	08/02/2016	UNUM LIFE INSURANCE	ENGINEERING	105.73	
	08/16	08/02/2016	UNUM LIFE INSURANCE	HWY	202.27	
	08/16	08/02/2016	UNUM LIFE INSURANCE	MECHANIC	23.60	
	08/16	08/02/2016	UNUM LIFE INSURANCE	LIBRARY	70.05	
69399						
	08/16	08/02/2016	VIKING COMMUNICATION	SET UP NEW HWY #9	412.64	
69400						
	08/16	08/02/2016	WAUWATOSA LIBRARY	REPLACEMENT MATERIALS	60.00	
69401						
	08/16	08/02/2016	WE ENERGIES	LIBRARY	1,849.00	
69402						
	08/16	08/02/2016	WEINS, KEVIN	TRAINING	17.32	
69403						
	08/16	08/02/2016	WI DEPT OF JUSTICE	BACKGROUND CHECKS	406.00	
69404						
	08/16	08/02/2016	WI DEPT OF JUSTICE	TIME SYSTEM	360.00	
69405						
	08/16	08/02/2016	WI IMAGINING SOLUTIONS LLC	SUPPLIES	8.90	
69406						
	08/16	08/02/2016	WI LAW ENFORCEMENT ACCREDITA	DECALS	48.00	
69407						
	08/16	08/02/2016	WIL KIL PEST CONTROL	PEST CONTROL	90.00	
69408						
	08/16	08/02/2016	WILLKOMM ENTERPRISES LLC	PROJ 3-2016 DRAINAGE/STORM SEWER	74,631.40	
69409						
	08/16	08/02/2016	WILNET ENGINEERING LLC	FAXING	101.10	
69410						
	08/16	08/02/2016	PUBLIC ADMINISTRATION ASSOC LL	ADMINISTRATOR SEARCH	9,482.10	
Grand Totals:					<u>173,571.80</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