



Common Council Chambers – City Hall Room 100
7325 W Forest Home Ave, Greenfield, Wisconsin

COMMON COUNCIL MEETING AGENDA

Tuesday, April 16, 2024 - 7:00 PM

- A. Call to Order & Roll Call
- B. Opening Prayer
- C. Pledge of Allegiance
- D. Approval of the April 3, 2024 Common Council minutes
- E. Mayor's Report
- F. Aldermanic Reports
- G. Announcements
- H. Citizen Commentary
- I. Public Hearings
 - 1. Public Hearing on a Special Use Permit for VANEE Tattoo Studio, a proposed tattoo business to be located at 4629 S. 108 St., submitted by Vanessa Ruelas, d/b/a VANEE Tattoo Studio and Salim Shelleh, d/b/a Forest Park Real Estate LLC. (Tax Key No. 609-0033-001) (PC-3/12/24 Kastner)
 - a. Approve a Resolution for a Special Use Permit for VANEE Tattoo Studio, a proposed tattoo business to be located at 4629 S. 108 St., submitted by Vanessa Ruelas, d/b/a VANEE Tattoo Studio and Salim Shelleh, d/b/a Forest Park Real Estate LLC. (Tax Key No. 609-0033-001) (PC-3/12/24 Kastner)
 - b. Approve a Site Plan Review for VANEE Tattoo Studio, a proposed tattoo business to be located at 4629 S. 108 St., submitted by Vanessa Ruelas, d/b/a VANEE Tattoo Studio and Salim Shelleh, d/b/a Forest Park Real Estate LLC. (Tax Key No. 609-0033-001) (PC-3/12/24 Kastner)
- J. Old Business
 - 1. Appointments to various committees and commissions:
 - a. Mayor appointments, confirmed by Council:
 - i. One member to the Zoning Board of Appeals for a term to expire 5/1/26 (formerly John Rivera)
- K. New Business
 - 1. Summons & Complaint received from Wal-Mart Real Estate Business Trust. (Goergen)
 - 2. Claim received from Julie Dellenbach and Brett Pinnecker. (Goergen)

3. Summons & Claim for Relief re: Excessive Assessment received from NS Retail Holdings, LLC. (Goergen)
4. Appointment of Council President for a one year term (currently Saryan).
5. 2024 Council Representative appointments to various committees and commissions:
 - a. Council appointments:
 - i. Three members to the Finance & Human Resources Committee (currently Saryan, Bailey, Kastner)
 - ii. Three members to the Legislative Committee (currently Drzewiecki, Bailey, Saryan)
 - iii. One member to the Park & Recreation Board (currently Saryan)
 - iv. One member to the Plan Commission (currently Kastner)
 - b. Mayor appointments, confirmed by Council:
 - i. One member to the Board of Health for a term to expire 4/14/25 (currently Akers)
 - ii. One member to the Community Development Authority for a term to expire 4/20/27 (currently Kastner)
 - iii. One member to the Public Library Board for a term to expire 4/14/25 (currently Drzewiecki)
 - iv. Three members to the Board of Public Works for a term to expire 4/14/25 (currently Akers, Bailey, Drzewiecki)
6. Appointments to various committees and commissions:
 - a. Council appointments:
 - i. One member to the Board of Public Works for a term to expire 5/1/26 (currently John Graber)
 - b. Mayor appointments, confirmed by Council:
 - i. Two members to the Civil Service Commission for a term to expire 5/1/27 (currently David Podeszwa and Paul Leu)
 - ii. One member to the Fire & Police Commission for a term to expire 5/1/29 (currently Julie Degaro)
 - iii. One member to the Board of Review for a term to expire 5/1/29 (currently Michael Braswell)
 - iv. One alternate member to the Board of Review for a term to expire 5/1/29 (currently Veronica Wallace-Kraemer)
 - v. Two members to the Tree Commission for a term to expire 5/1/26 (currently Joan Stevens and Terry Krell)
 - vi. One alternate member to the Tree Commission for a term to expire 5/1/26 (currently Lauren Boos)
 - vii. One member to the Zoning Board of Appeals for a term to expire 5/1/27 (currently Stephanie Kosmeder)
 - c. Mayor appointments:
 - i. One alternate member to the Plan Commission for a term to expire 5/1/27

(currently Michael Braswell)

- ii. Two alternate members to the Zoning Board of Appeals for a term to expire 5/1/27 (currently Amanda Henderson and Christopher Porterfield)
 - iii. Designation of Chairperson of Zoning Board of Appeals (currently Michael Braswell)
7. Approve applications for 2023-2024 operator licenses (Goergen)
8. Approve an application for a Temporary Class "B" Retailer's License received from Harley Owners Group - Milwaukee Chapter to sell fermented malt beverages indoors at the H-D Test Ride Days National Event on May 11, 2024 from 10:00 AM to 5:00 PM at 6221 W. Layton Ave. Requesting Council approval to allow unaccompanied underage individuals on the licensed beer premises pursuant to Wis. Stat. 125.07(3)(a)12. (Goergen)
9. Approve an Outdoor Special Event application for the Greater Greenfield Lions Club Cruisin' Car Show, to be located at 10777 W. Cold Spring Rd. (Kulwicki Park), May 25, 2024, and waive all applicable license/ permit/ application fees. Application includes the following permits: Outdoor Special Event. (Vlach)
10. Approve an Outdoor Special Event application for St. John the Evangelist Catholic Church Festival, to be located at 8500 W. Cold Spring Rd., July 26, 2024 through July 28, 2024. Application includes the following combination of licenses/ permits: Outdoor Special Event, Temporary Class "B" Retailer's License (beer), Temporary Operator's License, and Food, commercial building, electrical, and plumbing permits, and Extension of Premises (live music, carnival rides, games, and BINGO). Requesting Council approval to allow unaccompanied underage individuals on the licensed beer premises pursuant to Wis. Stat. 125.07(3)(a)12. (Vlach)
11. Approve a resolution to release and extinguish any right or interest of the City of Greenfield in a "20 ft. Drainage Easement", heretofore granted on April 18, 1980 on Document No. 5394479, which "20 ft. Storm Drainage Easement" is described as follows, to-wit: Part of Tax Key No. 607-9974-002 The West 20 feet of the Parcel 1 of Certified Survey Map No. 3854, being a part of the Southeast 1/4 of Section 20, Township 6 North, Range 21 East, City of Greenfield, Milwaukee County, Wisconsin located on 9890 W Chapman Ave. (Katz)
12. Approve a cost sharing memorandum of understanding with the City of Milwaukee for a Powerline Trail extension feasibility study. (Katz)
13. Approve a storm sewer easement agreement with Arnold J. Drewitz, 5030 South 68th Street, Tax Key No. 618-0002-000. (Katz)
14. Adopt a resolution to approve a right of way plat and relocation order for Project I.D. 2155-15-00 South 43rd Street from West Cold Spring Road to West Howard Avenue. (Katz)
15. Approve Site, Landscaping, and Architectural Plans for a proposed bathroom addition at St. John the Evangelist Catholic Church, located at 8500 W. Cold Spring Rd., submitted by Boyd Coleman, d/b/a StrucRite, Inc. (Tax Key No. 569-8986-001) (PC-4/9/24 Kastner)
16. Discussion/decision regarding agreement with Apple for an Apple Developers License (4/10/24 F&HR S. Saryan)
17. Discussion and decision to revise the Department of Neighborhood Services organizational chart (4/10/24 F&HR S. Saryan)
18. Discussion and decision to create job description, set salary, recruit and hire Lead

Fabricator/Mechanic in Division of Public Works (4/10/24 F&HR S. Saryan)

19. Discussion and decision to establish the 2024 Sewer Service Rates as proposed in the 2024 Budget. (4/10/24 F&HR S. Saryan)
20. Discussion and decision to transfer the clearing account balance in excess of 7% of the total escrow fund (Fund 825) to GENRES in the amount of \$10,495. (4/10/24 F&HR S. Saryan)
21. Approval of schedules of disbursements in the amount of \$14,773,359.23. (4/10/24 F&HR S. Saryan)
22. Approval of mileage reimbursements in the amount of \$915.88.(4/10/24 F&HR S. Saryan)
23. Common Council to go into closed session pursuant to Wis. Stat. § 19.85 (1)(g), conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved regarding the item reconsidered and tabled on March 5, 2024 namely Special Use Permit and Combination "Class A" alcohol license applications for Nexus Vape N Smoke. (CC: 3/5/24)
24. Adjourn closed session and reconvene into open session.
25. Discussion and possible action on Special Use Permit and Combination "Class A" alcohol license denials for Nexus Vape N Smoke. (PC-10/10/23 Kastner) (CC-12/05/23) (CC-2/20/24) (CC-3/5/24)

L. Items for future agenda

M. Adjourn

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aids. For additional information or to request this service, contact the Department of Human Resources at 329-5208, (FAX) 543-6158, TDD 1-800-947-6644 (Wisconsin Telecommunications Relay System), or by writing to the Director of Human Resources/ADA Coordinator at Greenfield City Hall, 7325 West Forest Home Avenue, Room 101, Greenfield, WI 53220. Greenfield City Hall is wheelchair accessible from the west and south entrances.

RESOLUTION NO. _____

Special Use Permit for VANEE Tattoo Studio, a proposed tattoo business to be located at 4629 S. 108 St., submitted by Vanessa Ruelas, d/b/a VANEE Tattoo Studio and Salim Shelleh, d/b/a Forest Park Real Estate LLC. (Tax Key No. 609-0033-001).

WHEREAS, Vanessa Ruelas, d/b/a VANEE Tattoo Studio, duly filed with the City Clerk an application for a Special Use Permit, pursuant to Sec. 21.04.0603, Sec. 21.04.0700 and Sec. 21.08.0103 of the Municipal Code, to establish VANEE Tattoo Studio, a proposed tattoo business within Supreme Detailerz, an existing business, located at 4629 S. 108 St.; and,

WHEREAS, after due notice, a public hearing was held by the Common Council on April 16, 2024, at 7:00 p.m. or soon thereafter, in the Common Council Chambers, to consider the application; and,

WHEREAS, the Common Council, having carefully considered the evidence presented at the public hearing and the following pertinent facts noted:

1. The applicant, Vanessa Ruelas, d/b/a VANEE Tattoo Studio, resides at 2709 S. 102 St., West Allis, WI 53227.

2. The applicant will lease a portion of the multi-tenant commercial building owned by Forest Park Real Estate, LLC, 2765 S. 27 St., Milwaukee, WI 53215.

3. VANEE Tattoo Studio will occupy approximately 145 sq. ft. of the 1,500 sq. ft. currently occupied by Supreme Deatailerz, within the multi-tenant commercial building located at 4629 S. 108 St., Greenfield, Milwaukee County, Wisconsin, more particularly described as follows:

Lots 2, 3, 4 and 5 of Block 1 of Valley View Heights, a recorded subdivision, plus the East 1/2 of a vacated alley adjacent on the West, all being a part of the Southeast 1/4 of Section 19, Township 6 North, Range 21 East, in the City of Greenfield, Milwaukee County, Wisconsin.

Tax Key No. 609-0033-001

Said land being located at 4629-4663 S. 108 St.

4. The applicant is proposing to establish a single-chair tattoo studio within Supreme Detailerz, an existing tenant, within the existing multi-tenant commercial building.

5. The aforesaid premise is zoned C-4 Regional Business District under the Zoning Ordinance of the City of Greenfield, which permits tattoo parlors as a Special Use, pursuant to Sec. 21.04.0603, Sec. 21.04.0700 and Sec. 21.08.0103 of the Municipal Code.

6. The subject property is part of an area along the S. 108 St. commercial corridor. Properties to the north, south, and east are developed as commercial. Properties to the west are developed as residential.

7. The proposed development should not adversely contribute to traffic volumes or traffic flow in the area.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Greenfield that the application of Vanessa Ruelas, d/b/a VANEE Tattoo Studio to establish a tattoo business, to be located at 4629 S. 108 St., be, and is hereby granted on the following grounds:

That the establishment, maintenance and operation of the proposed use, with the imposition of certain conditions hereinafter set forth, reasonably satisfies the standards set forth in Sec. 21.04.0603 and Sec. 21.08.0103 of the Municipal Code, so as to permit the issuance of a special use permit as therein provided.

BE IT FURTHER RESOLVED that said Special Use Permit is granted subject to the following conditions:

1. Site and Landscaping Plans. The grant of this Special Use Permit is subject to and conditioned upon the Site Plan and all other applicable conditions approved by the Plan Commission on March 12, 2024 and by the Common Council on April 16, 2024. No alteration or modification of the approved plan shall be permitted without approval by the Common Council.
2. Building Plans and Fire Codes. The grant of this Special Use is subject to building plans being submitted to and approved by the Inspection Services Division and by the Fire Department.
3. Hours of Operation. The allowable hours of operation for VANEE Tattoo Studio shall be 11:00am – 10:00pm Tuesday through Sunday and closed on Mondays.
4. Off-Street Parking. A total of 3 off-street parking stalls are required for VANEE Tattoo Studio. The entire multi-tenant commercial building requires a total of 73 off-street parking spaces. The property will provide 69 off-street parking stalls. The Common Council may waive the shortage.
5. Signage. Signage shall be in compliance with the City's Signage Ordinance. Any building window signage shall not exceed twenty-five (25) percent of the net glazed front window area per business premises. Rope/LED trim lighting shall not be allowed.
6. Public Nuisance. In accordance with Chapter 11 of the Municipal Code, Public Nuisances are prohibited. Public Nuisances include blighted properties due to an accumulation thereon of junk or other unsightly debris. Enforcement and abatement of public nuisances, including revocation of the Special Use Permit, may take place after three (3) or more nuisance activities have occurred at a premise on separate days during a one hundred and eighty (180) day period.
7. Marketing Displays. The use of pennants, special lighting, flags, streamers or other signage typically temporary in nature, hanging, floating or attached to a structure or vehicle shall not be permitted.

8. Outdoor Lighting. All outdoor lighting fixtures shall be shielded in such a manner that no light splays from the property boundaries. Full-cut off fixtures and or house side shields must be utilized to minimize light splay. Rope/LED trim lighting is not permitted.
9. Litter. Employees shall inspect the area and the immediate vicinity and pick up litter on a daily basis.
10. Refuse Collection. All refuse to be provided by a commercial hauler. All refuse, recyclables and other waste material shall be screened from by a four-sided board-on-board refuse enclosure provided on site.
11. Pest Control. Exterior pest control shall be maintained at all times and pest control problems shall be addressed immediately.
12. Pagers, Intercoms. The use of outdoor pagers, intercoms, or speakers shall not be permitted on site as surrounding land use consists of residential uses.
13. Noxious Odors, Etc. The use shall not emit foul, offensive, noxious or disagreeable odors, gases, or effluvia into the air. Mechanical systems shall be maintained to efficiently remove noxious odors.
14. Pollution. The use shall not cause any noxious or unwholesome liquid or substance or any dirt, mud, sand, gravel, or stone refuse or other materials to be deposited upon any public right of way or flow into any sanitary sewer, storm sewer, or water supply system, or onto adjacent properties.
15. Deliveries and Refuse Pickup. The property will be required to abide by the City of Greenfield health/public nuisance rules per Chapter 12 of the Municipal Code. Because there is a residential neighborhood adjacent to the site, delivery operations and refuse pick up shall only be permitted during daytime hours. These functions shall not be permitted between the hours of 9:00 p.m. and 7:00 a.m.
16. Expiration of Special Use Permit. Any special use approved by the Common Council shall lapse and become null and void one (1) year from and after that approval if the use has not commenced, construction is not underway, or the owner has not obtained a valid building permit. An extension of these time limitations may be granted without a public hearing by the Common Council by resolution reauthorizing the special use in accordance with the following criteria:
 - A. The applicant requesting the extension shall complete a planning application available from the Community Development Division and shall submit a \$350.00 special use permit review/amendment fee.
 - B. A written explanation for the extension of time shall accompany the planning application along with a timeline/schedule for obtaining necessary permits, zoning, state and municipal approvals and a target date for construction start;

C. The request for extension shall be submitted within sixty (60) days of the expiration of the special use permit;

D. The extension, if granted, shall be valid for a period of six (6) months. If no building permit has been issued and construction has not commenced within six (6) months from and after the extension has been granted, the special use shall become null and void.

17. Miscellaneous.

A. Applicants are advised that the foregoing conditions are reasonably necessary to protect the public interest and to secure compliance with the standards and requirements specified in Sec. 21.04.0603 and Sec. 21.08.0103 of the Municipal Code; that the issuance of the special use is expressly subject to compliance with said conditions.

B. The use, as granted herein, is subject to applicants' compliance with all other state and local laws and regulations which may be applicable to the proposed use of the real estate in question.

C. The special use, as granted herein, shall run with the land and benefit and restrict all future owners and occupants of the property, unless the use shall lapse or be terminated and the use will not be altered or extended (including structural alterations and/or additions) without the approval of the Common Council, following public hearing, all as provided in Sec. 21.04.0603 and Sec. 21.08.0103 of the Municipal Code.

18. Lapse. If the applicant does not meet all of the terms and conditions set forth in this grant of a special use within one year of the granting thereof, then the Special Use Permit shall lapse and become null and void and the applicant shall forfeit any right to use the property as conferred by the Special Use Permit. The failure of the applicant to meet the terms and conditions of the Special Use Permit shall subject the permit to being declared void by the Common Council after notice to the applicant and a hearing before the Common Council. Upon a finding by the Common Council on the matter, the applicant and/or any interested person may make comments regarding the matter to the Common Council prior to the Common Council's next regular meeting following the hearing recommendation. Upon the Common Council's finding that the Special Use Permit has lapsed and become void, the applicant shall cease all operations at the property.

19. Termination of Special Use. If the person or entity granted the special use violates, allows or suffers the violation of the ordinances of the City of Greenfield, the State of Wisconsin or the United States on the premises covered by the special use, then the special use may be terminated.

20. Acknowledgement. That the applicants sign an acknowledgment that he/she/they has/have received these terms and conditions and will abide by them.

The undersigned applicant agrees to the terms and conditions and has agreed that the grant of the Special Use Permit is conditioned on meeting the terms and conditions of this resolution.

Vanessa Ruelas, d/b/a VANEE Tattoo Studio

Salim Shelleh, d/b/a Forest Park Real Estate LLC

Provided to applicant on the
_____ day of _____, 2024

Community Development Manager

PASSED AND ADOPTED by the Common Council of the City of Greenfield on the _____
day of _____, 2024.

APPROVED:

Michael J. Neitzke, Mayor

ATTEST:

Jennifer Goergen, City Clerk

CITY OF GREENFIELD
OPERATOR LICENSE APPLICANTS

04/15/2024

OPERATOR'S REGULAR

<u>NAME</u>	<u>ADDRESS</u>	<u>CITY, STATE, ZIP</u>
David Joseph Keefer	6002 W Glen Court	Franklin, WI 53132
Jaclyn Dawn Rijos	6094 Churchwood CIR	Greendale, WI 53129
Jessica Anne Zuelzke	3441 W Colony DR	Milwaukee, WI 53221
Jesus Barba	2131 S 24th ST	Milwaukee, WI 53215



Committee: Common Council Item Number:

Introduced By: Neighborhood Services (Vlach)

Date Introduced: April 16, 2024

RELATING TO:

Outdoor Special Event application for the Greater Greenfield Lions Club Cruisin' Car Show, to be located at 10777 W. Cold Spring Rd. (Kulwicki Park), on Saturday, May 25, 2024.

SUMMARY:

Application includes the following combination of licenses/permits: Outdoor Special Event.

All various dept. review/approval has occurred.

<u>Event Dates</u>		<u>Start Time</u>	<u>End Time</u>
Saturday, May 25	DJ, Car Show	8:00am	2:00PM

Set-up: Saturday, May 25, 2024 at 7:00am

Breakdown: Saturday, May 25, 2024 at 4:00pm

The DJ will start at 9am and end at 2pm.

Applicant is requesting to waive all fees.

Recommendation: Approve an Outdoor Special Event application for the Greater Greenfield Lions Club Cruisin' Car Show, to be located at 10777 W. Cold Spring Rd. (Kulwicki Park), May 25, 2024, and all applicable licenses/permits, waive any applicable fees.

ATTACHMENTS: KEY ISSUES ___ BACKGROUND ___ RESOLUTION ___ FISCAL NOTE ___
MOTION ___ OTHER ___



Committee: Common Council Item Number:

Introduced By: Neighborhood Services (Vlach)

Date Introduced: April 16, 2024

RELATING TO:

Outdoor Special Event application for the St. John the Evangelist Catholic Church Festival, to be located at 8500 W. Cold Spring Rd., from Friday, July 26, 2024 through Sunday, July 28, 2024.

SUMMARY:

Application includes the following combination of licenses/permits: Outdoor Special Event, Temporary Class "B" Retailer's License (beer), Temporary Operator's License, and Food, commercial building, electrical, and plumbing permits, and Extension of Premises (live music, carnival rides, games, and BINGO).

All various dept. review/approval has occurred. Fire is signing off on the application with the caveat that they will be reviewing the fireworks permit provided by the Fireworks company prior to the festival date.

<u>Event Dates</u>		<u>Start Time</u>	<u>Beer/ Band</u> <u>Finish</u>	<u>End Time</u>
Friday, July 26	Music, dancing, rides, inflatables	4:30pm	11:00pm	11:00pm
Saturday, July 27	Music, dancing, rides, inflatables	4:00pm	11:00pm	11:00pm
Sunday, July 28	Music, dancing, rides, inflatables	Noon	9:00pm	9:00pm
Monday, July 29	FIREWORKS only	9:15pm		

Set-up: One hour before start time each day.

Breakdown: Midnight 7/26 and 7/27; 2am 7/28

Recommendation: Approve an Outdoor Special Event application for the St. John the Evangelist Catholic Church Festival, to be located at 8500 W. Cold Spring Rd., from Friday, July 26, 2024 through Sunday, July 28, 2024, and all applicable licenses/permits.

ATTACHMENTS: KEY ISSUES ___ BACKGROUND ___ RESOLUTION ___ FISCAL NOTE ___
MOTION ___ OTHER ___

RESOLUTION NO.

A RESOLUTION RELEASING AND
EXTINGUISHING ANY CITY INTEREST IN A SPECIFIED DRAINAGE EASEMENT

BE IT RESOLVED, by the Mayor and Common Council of the City of Greenfield that any right or interest of the City of Greenfield in a “20 ft. Drainage Easement”, heretofore granted on April 18, 1980 on Document No. 5394479, which “20 ft. Storm Drainage Easement” is described as follows, to-wit:

Part of Tax Key No. 607-9974-002

The West 20 feet of the Parcel 1 of Certified Survey Map No. 3854, being a part of the Southeast $\frac{1}{4}$ of Section 20, Township 6 North, Range 21 East, City of Greenfield, Milwaukee County, Wisconsin.

Currently located on Parcel 1 of Certified Survey Map No. 8113, recorded in the office of the Register of Deeds for Milwaukee County, Wisconsin on November 28, 2008, as Document No. 9675188, said Certified Survey Map being a redivision of Parcel 1 of CSM No. 3854, being a redivision of Parcel “C” and the West 95 feet of Parcel “B” of CSM No. 681, and unplatted lands in the Southwest $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 20, Township 6 North, Range 21 East, in the City of Greenfield, Milwaukee County, Wisconsin.

Be and the same is hereby released and extinguished.

PASSED AND ADOPTED by the Common Council of the City of Greenfield on the _____ day of _____, 2024.

APPROVED:

Michael J. Neitzke, Mayor

ATTEST:

Jennifer Goergen, City Clerk



Common Council Meeting

Introduced By: Department of Neighborhood Services (Katz)

Date Introduced: April 16, 2024

RELATING TO:

Approve a cost sharing memorandum of understanding with the City of Milwaukee for a Powerline Trail extension feasibility study.

SUMMARY:

The City of Milwaukee has received a grant to conduct a feasibility study to extend Greenfield's Powerline Trail north into West Allis, and east into Milwaukee and St. Francis, all the way to lake Michigan.

Greenfield will provide input on the study because extending the trail would benefit the citizens of Greenfield.

The grant requires a local cost share match. Each community will pay a portion of the local share based on the percentage of new trail miles in each community.

FINANCIAL:

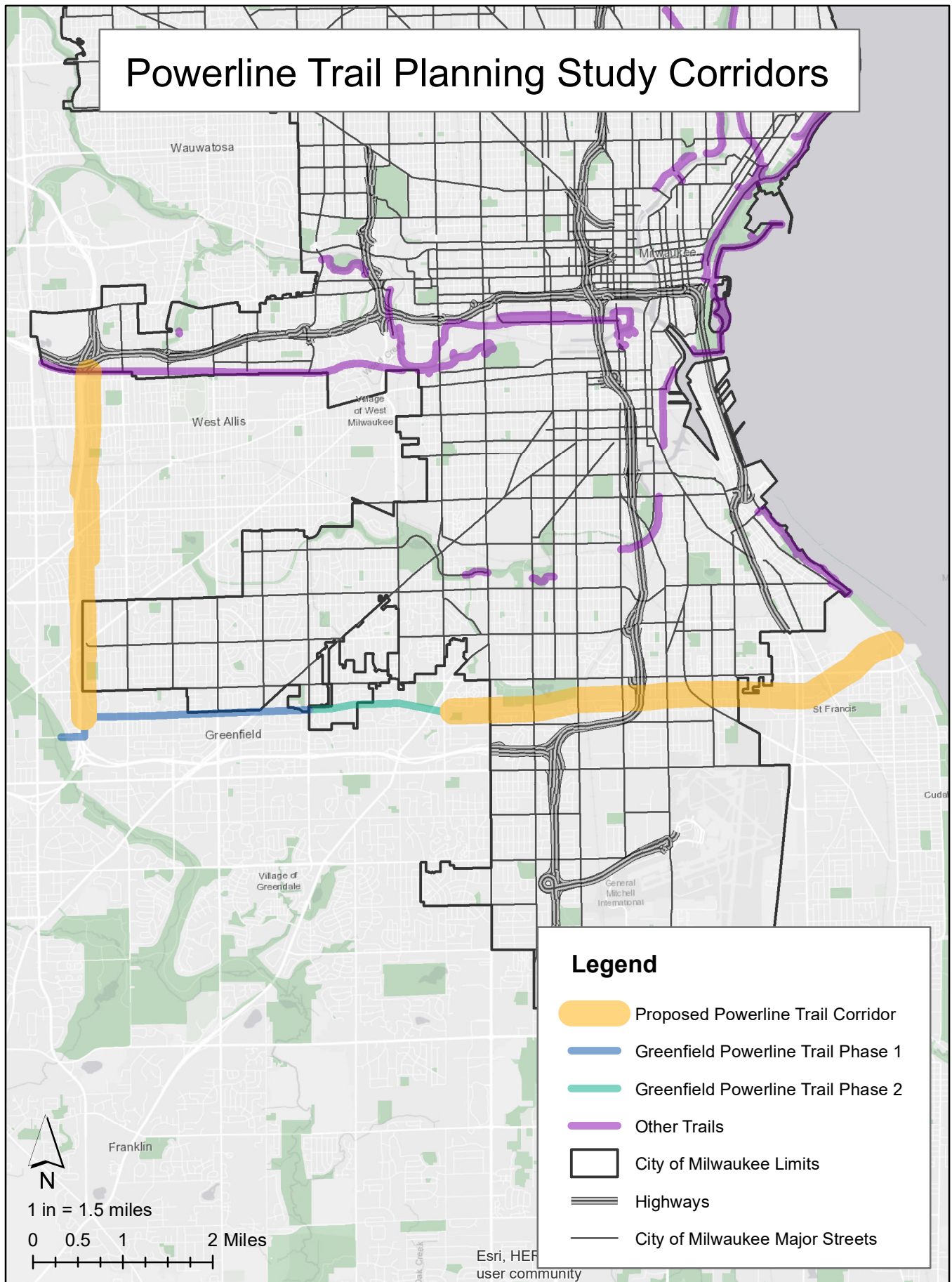
Greenfields cost share would be \$4,000.

RECOMMENDATION:

Approve a cost sharing memorandum of understanding with the City of Milwaukee for a Powerline Trail extension feasibility study.

ATTACHMENTS: KEY ISSUES ___ BACKGROUND ___ RESOLUTION ___ FISCAL NOTE ___
MOTION ___ OTHER ___

Powerline Trail Planning Study Corridors



**COST SHARING MEMO OF UNDERSTANDING
BETWEEN
THE CITY OF MILWAUKEE
AND THE CITIES OF GREENFIELD, ST. FRANCIS, AND WEST ALLIS**

DATE: February 28, 2024

PROJECT: South Powerline Trail Planning Study

LIMITS: Hale I/C to HAST and Pondview Park to Lake Michigan

This Memo of Understanding is made and entered into and by the City of Milwaukee and the City of Greenfield, City of St. Francis, and City of West Allis (the "Cities").

The contents of this Cost Sharing Memo of Understanding will address cost sharing for the planning of the subject project.

The City of Milwaukee has budgeted funds for the subject project, and received a Transportation Alternatives Program (TAP) grant from the Wisconsin Department of Transportation (WisDOT). WisDOT Project ID 2984-35-02. The subject project is scheduled to commence in the spring of 2024 for planning between July 2024 and June 2025.

The City of Milwaukee through its undersigned duly authorized officers or officials, hereby requests the City of Greenfield, City of St. Francis, and City of West Allis to participate in the project hereinafter described.

NEEDS AND ESTIMATE SUMMARY:

This planning project will examine two WE Energies powerline corridors extending from the current Greenfield Powerline Trail for their potential as shared-use trails. The study will involve community engagement, analyzing safety, terrain, real estate, maintenance, determining routes for on-street connections, and other challenges. This study will lay the groundwork for future trail construction so that subsequent projects will be more informed when requesting funding and will be shovel-ready if funding is received.

The estimated costs and funding are summarized as follows.

	Total (100%)	Milwaukee (57%)	Greenfield (8%)	St. Francis (20%)	West Allis (15%)
Planning	\$ 250,000	\$ 142,500	\$ 20,000	\$ 50,000	\$ 37,5000
WisDOT TAP Funding 2984- 35-02	\$ (200,000)	\$ (114,000)	\$ (16,000)	\$ (40,000)	\$ (30,000)
Local Share	\$ 50,000	\$ 28,500	\$ 4,000	\$ 10,000	\$ 7,500

1) Consultant costs will be reviewed prior to contract award by the City of Milwaukee.

2) The City of Greenfield, City of St. Francis, and City of West Allis will pay its share of the planning study costs for the subject project within 60 days of being billed by the City of

Milwaukee. The City of Milwaukee will bill the Cities as the project progresses and supply the Cities with any background information to support the billing.

3) The consultant services costs for each municipality will be calculated by prorating the actual consultant services expenditures. Each community's share for consulting services is calculated as detailed in the Cost Summary above.

4) If the City of Greenfield, City of St. Francis, or City of West Allis object to any portion of the bills submitted by the City of Milwaukee, the subject City shall notify the City of Milwaukee in writing within twenty days of the invoice's receipt. The subject City will pay any undisputed portions of a bill.

5) Each Community may include Non-participating items in the project that they deem necessary and these Non-participating items, defined as that work which is to be paid by the community undertaking such work and not cost-shared, will be paid for, in full, by the respective municipality.

6) The City of Milwaukee agrees to consult and seek concurrence with the City of Greenfield, City of St. Francis, and City of West Allis regarding any change orders that would result in additional costs after the project has been awarded.

7) The costs of any additional or unforeseen items not covered in the above shall be agreed upon by the City of Milwaukee, City of Greenfield, City of St. Francis, and City of West Allis.

This Memo of Understanding is subject to the terms and conditions that follow and is executed by the undersigned under proper authority to execute such an Memo of Understanding for the City of Greenfield and upon acceptance by the City of Milwaukee shall constitute an Memo of Understanding between the two Municipalities.

Signed for and on behalf of City of Milwaukee:

_____	<u>City Engineer</u>	_____
Signature	Title	Date
 <u>Kevin J. Muhs, PE, AICP</u>		
Name		

Signed for and on behalf of City of Greenfield:

_____	<u>Mayor</u>	_____
Signature	Title	Date
 <u>Michael J. Neitzke</u>		
Name		

_____ Signature	<u>Comptroller</u> Title	_____ Date
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Paula Schafer
Name

_____ Signature	<u>City Clerk</u> Title	_____ Date
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Jennifer Goergen
Name

_____ Signature	<u>City Attorney (as to form)</u> Title	_____ Date
--------------------	--	---------------

Name

Signed for and on behalf of City of St. Francis:

4-9-24

Ken Tutaj
Signature

Mayor
Title

Date

Ken Tutaj
Name

Mark Johnsrud
Signature

City Administrator
Title

APRIL 4, 2024
Date

Mark Johnsrud
Name

Signed for and on behalf of the City of West Allis:

DocuSigned by:
Dan Devine
Signature

Mayor
Title

3/26/2024
Date

Dan Devine
Name

DocuSigned by:
Rebecca N. Grill
Signature

City Administrator
Title

3/26/2024
Date

Rebecca Grill
Name

TERMS AND CONDITIONS

1. The initiation and accomplishment of the improvement will be subject to all applicable Federal, State, and local regulations.
2. Subject to Section 5 of this Memo of Understanding, the City of Greenfield, City of St. Francis, and City of West Allis will pay to the City of Milwaukee such project related costs as outlined and listed in the Estimated Cost Summary itemized in the Cost Sharing Memo of Understanding.
3. Each Municipality shall ensure that all necessary funding is in place for their portion of project costs.
4. The work will be administered by the City of Milwaukee or its designee(s). The City of Milwaukee shall notify the City of Greenfield, City of St. Francis, and City of West Allis of any changes that may occur during the process in excess of the budgeted amount and get written authorization prior to their inclusion and cost participation by the City of Greenfield, City of St. Francis, and City of West Allis.
5. The respective municipalities will assume general responsibility of all public information to its residents at their own expense.

(End of Document)



Common Council Meeting

Introduced By: Department of Neighborhood Services (Katz)

Date Introduced: April 16, 2024

RELATING TO:

Approve a storm sewer easement agreement with Arnold J. Drewitz, 5030 South 68th Street, Tax Key No. 618-0002-000.

SUMMARY:

To allow for the installation and maintenance of a proposed public storm sewer pipe and inlet, the City needs to acquire a Storm Sewer Easement Agreement on 5030 South 68th Street, Tax Key No. 618-0002-000.

FINANCIAL:

There is no cost for the easement. The Register of Deeds recording fee is \$30, which will be funded by the storm sewer account.

RECOMMENDATION:

Approve a storm sewer easement agreement with Arnold J. Drewitz, 5030 South 68th Street, Tax Key No. 618-0002-000.

ATTACHMENTS: KEY ISSUES ___ BACKGROUND ___ RESOLUTION ___ FISCAL NOTE ___
MOTION ___ OTHER ___

**STORM SEWER
EASEMENT AGREEMENT**

This Agreement, made this _____ day of _____, 2024, by and between the **CITY OF GREENFIELD**, a municipal corporation, with principal offices located at 7325 West Forest Home Avenue, Greenfield, WI 53220, (the "CITY") and **ARNOLD J. DREWITZ**, 5030 South 68th Street, Greenfield, WI 53220 (the "OWNER").

WHEREAS, CITY is desirous of the installation, construction, reconstruction, maintenance and repair of storm sewer appurtenances thereto, over, across, through, under and upon certain lands owned by OWNER, located at 5030 South 68th Street (the "PROPERTY") which is legally described as follows:

Tax Key No.: 618-0002-000

The North 93 feet of Lot 2, Block 1 of Rue Acres, a recorded subdivision, and the West ½ of a vacated alley adjacent on the East, all being a part of the Northeast ¼ of Section 27, Township 6 North, Range 21 East, City of Greenfield, Milwaukee County, Wisconsin.

; and

WHEREAS, CITY at its April 16, 2024 Common Council meeting has approved said easement and authorized the same.

NOW, THEREFORE, for and in consideration of these recitals, the mutual agreements, benefits and responsibilities outlined herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

Return to:

City of Greenfield
Jennifer J. Goergen
City Clerk
7325 W. Forest Home Ave
Greenfield, WI 53220

_____ 618-0002-000 _____
Parcel Identification Number (PIN)

1. For and in consideration of the sum of one dollar (\$1.00) and other good and valuable consideration, the receipt and sufficiency whereof is acknowledged by OWNER, OWNER hereby grants to CITY a permanent easement for the installation, construction, reconstruction, maintenance and repair of storm sewer facilities (the "FACILITIES") over, across, through, under and upon the following portion of the PROPERTY (the "EASEMENT AREA"):

Being a part of Lot 2, Block 1, of Rue Acres, a recorded subdivision, being a part of the Southwest 1/4 of the Northeast 1/4 of Section 27, Township 06 North, Range 21 East, situated within the City of Greenfield, Milwaukee County, Wisconsin, described as follows:

*The North 15.00 feet of the West 10.00 feet of said Lot 2, Block 1, of Rue Acres.
Containing 150 square feet / 0.003 acres of land, more or less.*

Said EASEMENT AREA is illustrated on attached Exhibit A.

together with the right, permission and authority to enter upon said lands to construct, erect, install, maintain and repair same and make necessary excavations and ditches for said purposes.

2. Said FACILITIES shall be maintained, repaired and kept in good working order and condition by CITY at all times following the construction and installation of said FACILITIES.

3. If any construction, reconstruction or repair work of the FACILITIES results in damage to the PROPERTY, CITY agrees, at CITY's expense to repair or restore any damage or disturbance to the surface or subsurface of the PROPERTY which occurs as a result of CITY's construction or maintenance activities. Such repairs and/or restoration of the PROPERTY by CITY shall return the PROPERTY to the same condition as existed prior to CITY's construction or maintenance, except that CITY shall not be required to repair or restore any shrubs, trees, plantings or structures that interfere with the operation of or access to the FACILITIES.

4. OWNER agrees not to construct, install and/or erect structures, buildings, fences, landscaping, etc. that would impede, restrict, prohibit and/or limit ingress and egress over, across, through and upon said EASEMENT AREA. OWNER understands and agrees that any such items that are located within the EASEMENT AREA may be removed and/or destroyed by CITY if necessary to effectuate the purposes of this Agreement, without any recourse by OWNER to CITY.

5. That in connection with the construction by OWNER of any structure, building, fence, landscaping, etc. abutting said EASEMENT AREA, OWNER will be liable for any damage to the FACILITIES caused by OWNER's construction.

6. Both parties mutually agree that this easement and covenants herein shall run with the land.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals this _____ day of _____, 2024.

OWNER

By: _____
Arnold J. Drewitz

STATE OF WISCONSIN)
) SS.
MILWAUKEE COUNTY)

Personally came before me this ____ day of _____, 2024, the above-named Arnold J. Drewitz, to me known to be the person who executed the foregoing instrument, and to me known to be said Authorized Representative, and acknowledged that he executed the foregoing instrument as said Authorized Representative by its authority.

Signature

Print Name
Notary Public, _____ County, Wisconsin

My Commission Expires: _____

The Above Agreement is Accepted:

CITY OF GREENFIELD

Michael J. Neitzke, Mayor

Jennifer J. Goergen, City Clerk

STATE OF WISCONSIN)

) SS

MILWAUKEE COUNTY)

Personally came before me, this _____ day of _____, 2024, Michael J. Neitzke, Mayor and Jennifer J. Goergen, City Clerk, of the above named City of Greenfield, a municipal corporation, to me known to be the persons who executed the foregoing instrument, and to me known to be such Mayor and City Clerk of said municipal corporation, and acknowledged that they executed the foregoing instrument as such officers as the deed of said municipal corporation by its authority.

Signature

Print Name

Notary Public, Milwaukee County, Wisconsin

My Commission Expires: _____

Approved as to Form: _____

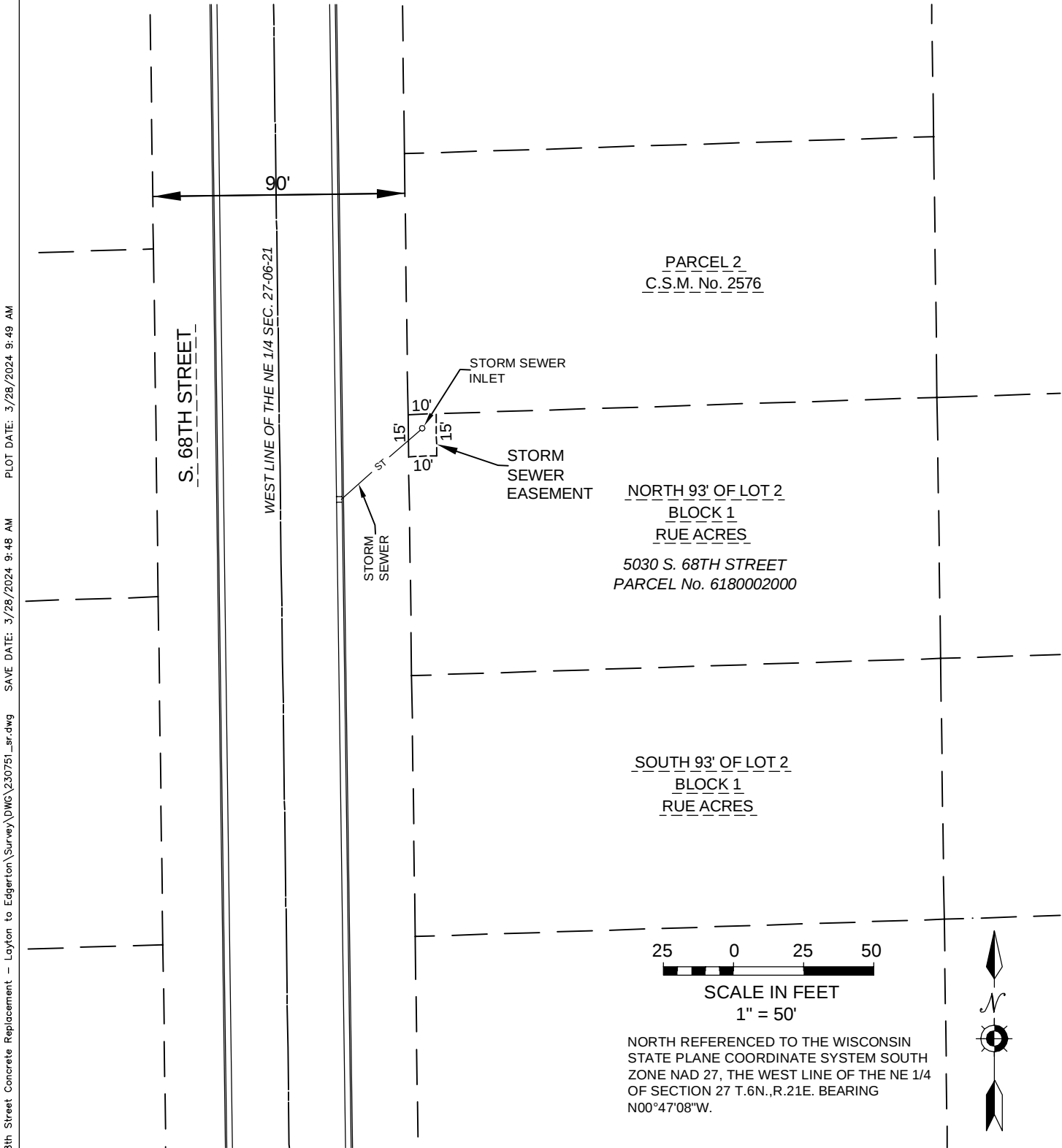
Chris Geary, City Attorney

This Instrument was drafted by Bryan D. Haas, City of Greenfield Engineering Division.

EXHIBIT A

STORM SEWER EASEMENT DESCRIPTION:

Being a part of Lot 2, Block 1, of Rue Acres, a recorded subdivision, being a part of the Southwest 1/4 of the Northeast 1/4 of Section 27, Township 06 North, Range 21 East, situated within the City of Greenfield, Milwaukee County, Wisconsin, described as follows:
The North 15.00 feet of the West 10.00 feet of said Lot 2, Block 1, of Rue Acres.
Containing 150 square feet / 0.003 acres of land, more or less.



S:\Milw.Co\Greenfield\Gov\230751 - 68th Street Concrete Replacement - Layton to Edgerton\Survey\DWG\230751_ar.dwg SAVE DATE: 3/28/2024 9:48 AM PLOT DATE: 3/28/2024 9:49 AM



226 W. WISCONSIN AVE.
APPLETON, WI 54911
kapurinc.com



Common Council Meeting

Introduced By: Department of Neighborhood Services (Katz)

Date Introduced: April 16, 2024

RELATING TO:

Adopt a resolution to approve a right of way plat and relocation order for Project I.D. 2155-15-00 South 43rd Street from West Cold Spring Road to West Howard Avenue.

SUMMARY:

The city will be improving S. 43rd St between W. Cold Spring Rd and W. Howard Ave in 2025. The improvement will include new pavement and new sidewalk on both sides of the road and will be partially funded by federal grants.

Grading for the new sidewalk and driveway replacement limits will extend beyond the existing right of way. Temporary limited easements are needed for this purpose.

The purchase of the temporary limited easements will be by voluntary sale if related to sidewalk and by voluntary sale or condemnation, if necessary, if related to driveways.

RECOMMENDATION:

Adopt a resolution to approve a right of way plat and relocation order for Project I.D. 2155-15-00 South 43rd Street from West Cold Spring Road to West Howard Avenue.

ATTACHMENTS: KEY ISSUES ___ BACKGROUND ___ RESOLUTION ___ FISCAL NOTE ___
MOTION ___ OTHER ___

RESOLUTION NO. _____

RESOLUTION APPROVING A RIGHT OF WAY PLAT AND RELOCATION ORDER FOR
PROJECT I.D. 2155-15-00 SOUTH 43RD STREET FROM WEST COLD SPRING ROAD TO WEST
HOWARD AVENUE

WHEREAS, the City of Greenfield is planning to improve South 43rd Street from West Cold Spring Road to West Howard Ave; and

WHEREAS, to properly establish, construct and improve South 43rd Street including sidewalks, it is necessary to acquire certain temporary lands or interests; and

WHEREAS, a right of way plat and relocation order has been prepared which identifies the temporary lands and interests required; and

WHEREAS, the City of Greenfield will negotiate with and compensate the private property owners in order to acquire the temporary land and interests;

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Greenfield approves the Right of Way Plat and Relocation Order for Project I.D. 2155-15-00 South 43rd Street from West Cold Spring Road to West Howard Ave;

BE IT FURTHER RESOLVED the Right of Way Plat and Relocation Order will be filed with the County Clerk within 20 days of approval;

PASSED AND ADOPTED by the Common Council of the City of Greenfield on the 16th day of April, 2024.

APPROVED:

Michael J. Neitzke, Mayor

ATTEST:

Jennifer Goergen, City Clerk

RELOCATION ORDER

RE1708 10/2018

Project ID 2155-15-00	Road name S 43rd Street, W Cold Spring Rd to W Howard Ave	Highway S 43rd Street	County Milwaukee
Right of way plat date 4/11/2024	Plat sheet number(s) 1 through 5	Previously approved Relocation Order date None	

Description of termini of project:

A point located 0 feet south and 0 feet east of the East Quarter Corner of Section 23, Township 6 North, Range 21 East, said point being the BEGINNING OF THIS RELOCATION ORDER; thence northerly 0.493 miles to a point located 31.5 feet south and 0.3 feet east of the Northeast Corner of Section 23, Township 6 North, Range 21 East, said point being the END OF THIS RELOCATION ORDER.

To properly establish, layout, widen, enlarge, extend, construct, reconstruct, improve, or maintain a portion of the highway designated above, it is necessary to relocate or change and acquire certain lands or interests in lands as shown on the right of way plat for the above project.

To effect this change, pursuant to authority granted under Sections 62.22, Wisconsin Statutes, the City of Greenfield orders that:

1. The said highway is laid out and established to the lines and widths as shown on the plat.
2. The required lands or interests in lands as shown on the plat shall be acquired by the City of Greenfield.
3. This order supersedes and amends any previous order issued by the City of Greenfield.

By: _____
Michael J. Neitzke
Mayor Date _____

By: _____
Paula Schafer
Finance Director Date _____

By: _____
Jennifer Goergen
City Clerk Date _____

By: _____
Chris Geary
City Attorney Date _____
Approved as to form

CONVENTIONAL SYMBOLS			
SECTION LINE	----	SECTION CORNER SYMBOL	
QUARTER LINE	----	R/W MONUMENT (TO BE SET)	●
SIXTEENTH LINE	----	NON-MONUMENTED R/W POINT	○
NEW REFERENCE LINE		FOUND IRON PIN (1-INCH UNLESS NOTED)	IP ●
NEW R/W LINE	----	GEODETIC SURVEY MONUMENT	
EXISTING R/W OR HE LINE	----	SIXTEENTH CORNER MONUMENT	
PROPERTY LINE	----- P.L. -----	SIGN	
LOT, TIE & OTHER MINOR LINES	-----	OFF-PREMISE SIGN	
SLOPE INTERCEPT	-----	COMPENSABLE	
CORPORATE LIMITS	-----	NON-COMPENSABLE	
UNDERGROUND FACILITY (COMMUNICATIONS, ELECTRIC, ETC)	----- W (TYPE) -----	ELECTRIC POLE	
NEW R/W (FEE OR HE) (HATCHING VARIES BY OWNER)		TELEPHONE POLE	
TEMPORARY LIMITED EASEMENT AREA		PEDESTAL (LABEL TYPE) (TV, TEL, ELEC, ETC.)	
EASEMENT AREA (PERMANENT LIMITED OR RESTRICTED DEVELOPMENT)		ACCESS RESTRICTED BY ACQUISITION	
TRANSMISSION STRUCTURES		NO ACCESS (BY STATUTORY AUTHORITY)	
BUILDING		ACCESS RESTRICTED (BY PREVIOUS PROJECT OR CONTROL)	
TO BE REMOVED		NO ACCESS (NEW HIGHWAY)	
BRIDGE		PARCEL NUMBER 25	UTILITY NUMBER 40
CULVERT		PARALLEL OFFSETS	

CONVENTIONAL UTILITY SYMBOLS

WATER	----- W -----
GAS	----- G -----
TELEPHONE	----- T -----
OVERHEAD TRANSMISSION LINES	----- OH -----
ELECTRIC	----- E -----
CABLE TELEVISION	----- TV -----
FIBER OPTIC	----- FO -----
SANITARY SEWER	----- SAN -----
STORM SEWER	----- SS -----
ELECTRIC TOWER	

CONVENTIONAL ABBREVIATIONS

ACCESS RIGHTS	AR	POINT OF COMPOUND CURVE	PCC
ACRES	AC	POINT OF INTERSECTION	PI
AHEAD	AH	PROPERTY LINE	PL
ALUMINUM	ALUM	RECORDED AS	(100')
AND OTHERS	ET AL	REEL / IMAGE	R/I
BACK	BK	REFERENCE LINE	R/L
BLOCK	BLK	REMAINING	REM
CENTERLINE	C/L	RESTRICTIVE DEVELOPMENT	RDE
CERTIFIED SURVEY MAP	CSM	EASEMENT	
CONCRETE	CONC	RIGHT	RT
COUNTY	CO	RIGHT OF WAY	R/W
COUNTY TRUNK HIGHWAY	CTH	SECTION	SEC
DISTANCE	DIST	SEPTIC VENT	SEPV
CORNER	COR	SQUARE FEET	SF
DOCUMENT NUMBER	DOC	STATE TRUNK HIGHWAY	STH
EASEMENT	EASE	STATION	STA
EXISTING	EX	TELEPHONE PEDESTAL	TP
GAS VALVE	GV	TEMPORARY LIMITED	TLE
GRID NORTH	GN	EASEMENT	
HIGHWAY EASEMENT	HE	TRANSPORTATION PROJECT PLAT	TPP
IDENTIFICATION	ID	UNITED STATES HIGHWAY	USH
LAND CONTRACT	LC	VOLUME	V
LEFT	LT		
MONUMENT	MON		
NATIONAL GEODETIC SURVEY	NGS		
NUMBER	NO		
OUTLOT	OL		
PAGE	P		
POINT OF TANGENCY	PT		
PERMANENT LIMITED	PLE		
EASEMENT			
POINT OF BEGINNING	POB		
POINT OF CURVATURE	PC		

CURVE DATA ABBREVIATIONS

LONG CHORD	LCH
LONG CHORD BEARING	LCB
RADIUS	R
DEGREE OF CURVE	D
CENTRAL ANGLE	Δ / DELTA
LENGTH OF CURVE	L
TANGENT	T
DIRECTION AHEAD	DA
DIRECTION BACK	DB

NOTES:

POSITIONS SHOWN ON THIS PLAT ARE WISCONSIN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE, NORTH AMERICAN DATUM OF 1983 (2011), US SURVEY FOOT, GROUND. TO OBTAIN GRID COORDINATES MULTIPLY GROUND COORDINATES BY THE COMBINATION FACTOR 0.99993057.

ALL NEW RIGHT-OF-WAY MONUMENTS WILL BE TYPE 2 (TYPICALLY 3/4" X 24" IRON REBARS), UNLESS OTHERWISE NOTED, AND WILL BE PLACED PRIOR TO THE COMPLETION OF THE PROJECT.

ALL RIGHT-OF-WAY LINES DEPICTED IN THE NON-ACQUISITION AREAS ARE INTENDED TO RE-ESTABLISH EXISTING RIGHT-OF-WAY LINES AS DETERMINED FROM PREVIOUS PROJECTS, OTHER RECORDED DOCUMENTS, OR FROM CENTERLINE OF EXISTING PAVEMENTS AND/OR EXISTING OCCUPATIONAL LINES.

RIGHT-OF-WAY BOUNDARIES ARE DEFINED WITH COURSES OF THE PERIMETER OF THE HIGHWAY LANDS REFERENCED TO THE U.S. PUBLIC LAND SURVEY SYSTEM OR OTHER "SURVEYS" OF PUBLIC RECORD.

FOR CURRENT ACCESS/DRIVEWAY INFORMATION, CONTACT THE PLANNING UNIT OF THE CITY OF GREENFIELD.

DIMENSIONING FOR THE NEW RIGHT-OF-WAY IS MEASURED ALONG AND PERPENDICULAR TO THE NEW REFERENCE LINES.

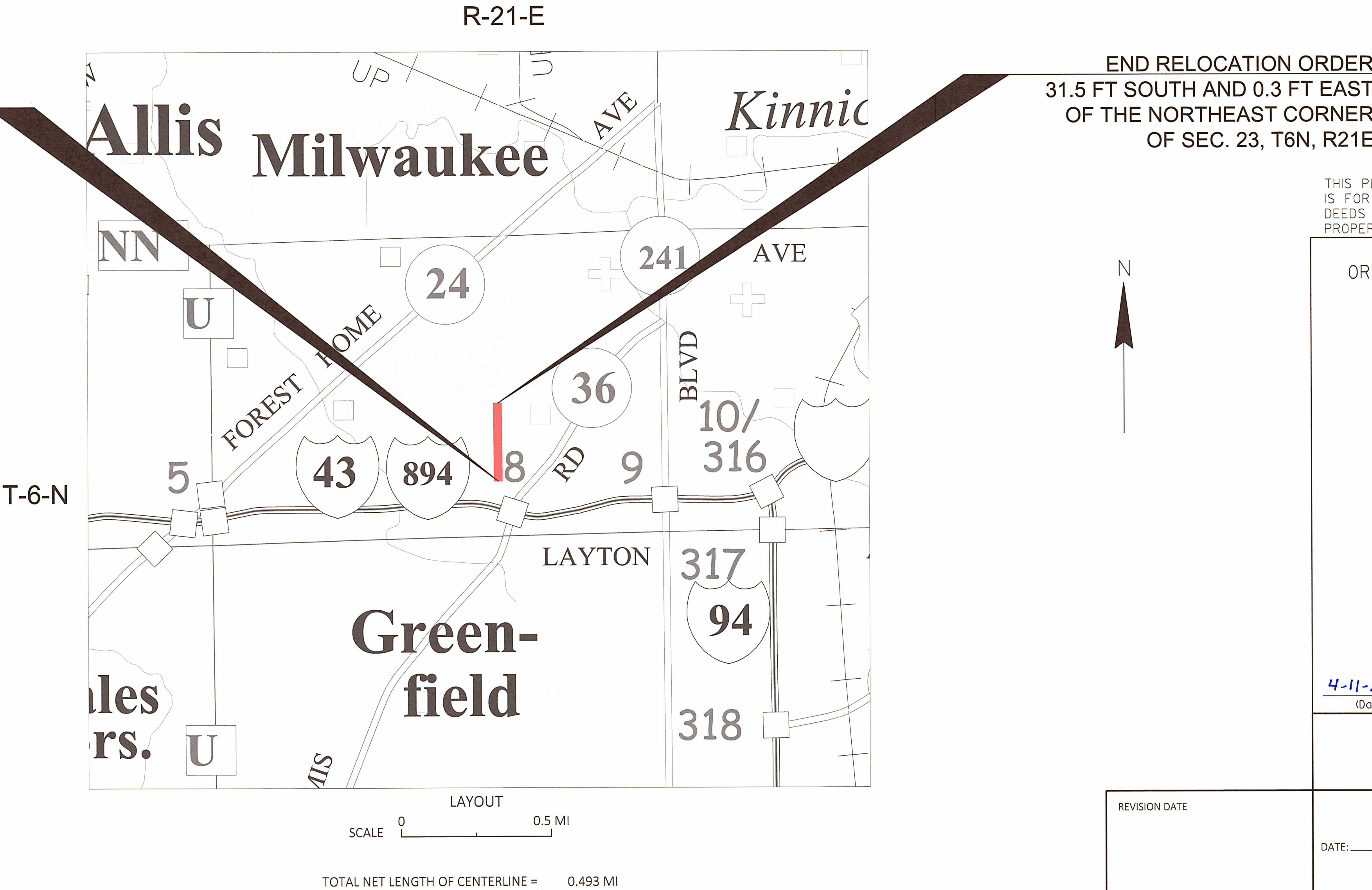
A TEMPORARY LIMITED EASEMENT (TLE) IS A RIGHT FOR CONSTRUCTION PURPOSES, AS DEFINED HEREIN, INCLUDING THE RIGHT TO OPERATE NECESSARY EQUIPMENT THEREON, THE RIGHT OF INGRESS AND EGRESS, AS LONG AS REQUIRED FOR SUCH PUBLIC PURPOSE, INCLUDING THE RIGHT TO PRESERVE, PROTECT, REMOVE, OR PLANT THEREON ANY VEGETATION THAT THE HIGHWAY AUTHORITIES MAY DEEM DESIRABLE. ALL (TLEs) ON THIS PLAT EXPIRE AT THE COMPLETION OF THE CONSTRUCTION PROJECT FOR WHICH THIS INSTRUMENT IS GIVEN.

AN EASEMENT FOR HIGHWAY PURPOSES (HE), AS LONG AS SO USED, INCLUDING THE RIGHT TO PRESERVE, PROTECT, REMOVE, OR PLANT THEREON ANY VEGETATION THAT THE HIGHWAY AUTHORITIES MAY DEEM DESIRABLE.

PROPERTY LINES SHOWN ON THIS PLAT ARE DRAWN FROM DATA DERIVED FROM MAPS AND DOCUMENTS OF PUBLIC RECORD AND/OR EXISTING OCCUPATIONAL LINES. THIS PLAT MAY NOT BE A TRUE REPRESENTATION OF EXISTING PROPERTY LINES, EXCLUDING RIGHT-OF-WAY, AND SHOULD NOT BE USED AS A SUBSTITUTE FOR AN ACCURATE FIELD SURVEY.

PARCEL AND UTILITY IDENTIFICATION NUMBERS MAY NOT POINT TO ALL AREAS OF ACQUISITION, AS NOTED ON THE DETAIL PAGES.

INFORMATION FOR THE BASIS OF EXISTING HIGHWAY RIGHT-OF-WAY POINTS OF REFERENCE AND ACCESS CONTROL ARE LISTED ON THE DETAIL PAGES.



THIS PLAT IS A GRAPHIC REPRESENTATION AND IS FOR REFERENCE PURPOSES ONLY. DEEDS MUST BE CHECKED TO DETERMINE PROPERTY BOUNDARIES AND ACCESS RIGHTS.

ORIGINAL PLANS PREPARED BY

GRaEF

275 W. WISCONSIN AVENUE, SUITE 300
MILWAUKEE, WI 53203



4-11-24
(Date)

Troy M. Collins
(Signature)

APPROVED FOR
CITY OF GREENFIELD

REVISION DATE

DATE: _____ CITY CLERK

DATE: _____ MAYOR

SCHEDULE OF LANDS & INTERESTS REQUIRED

OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY, AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTEREST TO THE CITY.

PARCEL NUMBER	SHEET NUMBER	OWNER	INTEREST(S) REQUIRED	R/W ACRES(S) REQUIRED (ACRES)				PLE (AC)	TLE (AC)
				NEW	EXISTING	TOTAL	HE		
1	4.04	GOOD HOPE/ PILGRIMS REST CEMETERY CORP., A WISCONSIN CORPORATION	TLE	0.00	0.00	0.00	0.00	0.00	0.104
2	4.04	RAVINIA APARTMENTS LLC., A WISCONSIN LIMITED LIABILITY COMPANY	TLE	0.00	0.00	0.00	0.00	0.00	0.005
3	4.05	TRAVIS BERGE, SINGLE MAN	TLE	0.00	0.00	0.00	0.00	0.00	0.021
4	4.05	BARBARA KOLLATZ	TLE	0.00	0.00	0.00	0.00	0.00	0.021
5	4.05	RAMON CRESPO VAZQUEZ JR., AND RAMON CRESPO HERNANDEZ, A SINGLE MAN A MARRIED MAN AS JOINT TENANTS	TLE	0.00	0.00	0.00	0.00	0.00	0.021
6	4.05	SUNSET RIDGE APARTMENTS LLC., A WISCONSIN LIMITED LIABILITY COMPANY	TLE	0.00	0.00	0.00	0.00	0.00	0.003

UTILITY NUMBER	SHEET NUMBER	OWNER	INTEREST REQUIRED
NONE	N/A	NONE	NONE

REVISION DATE			

DATE 04/11/2024

GRID FACTOR NONE

SCALE, FEET



HWY: S. 43RD STREET

COUNTY: MILWAUKEE

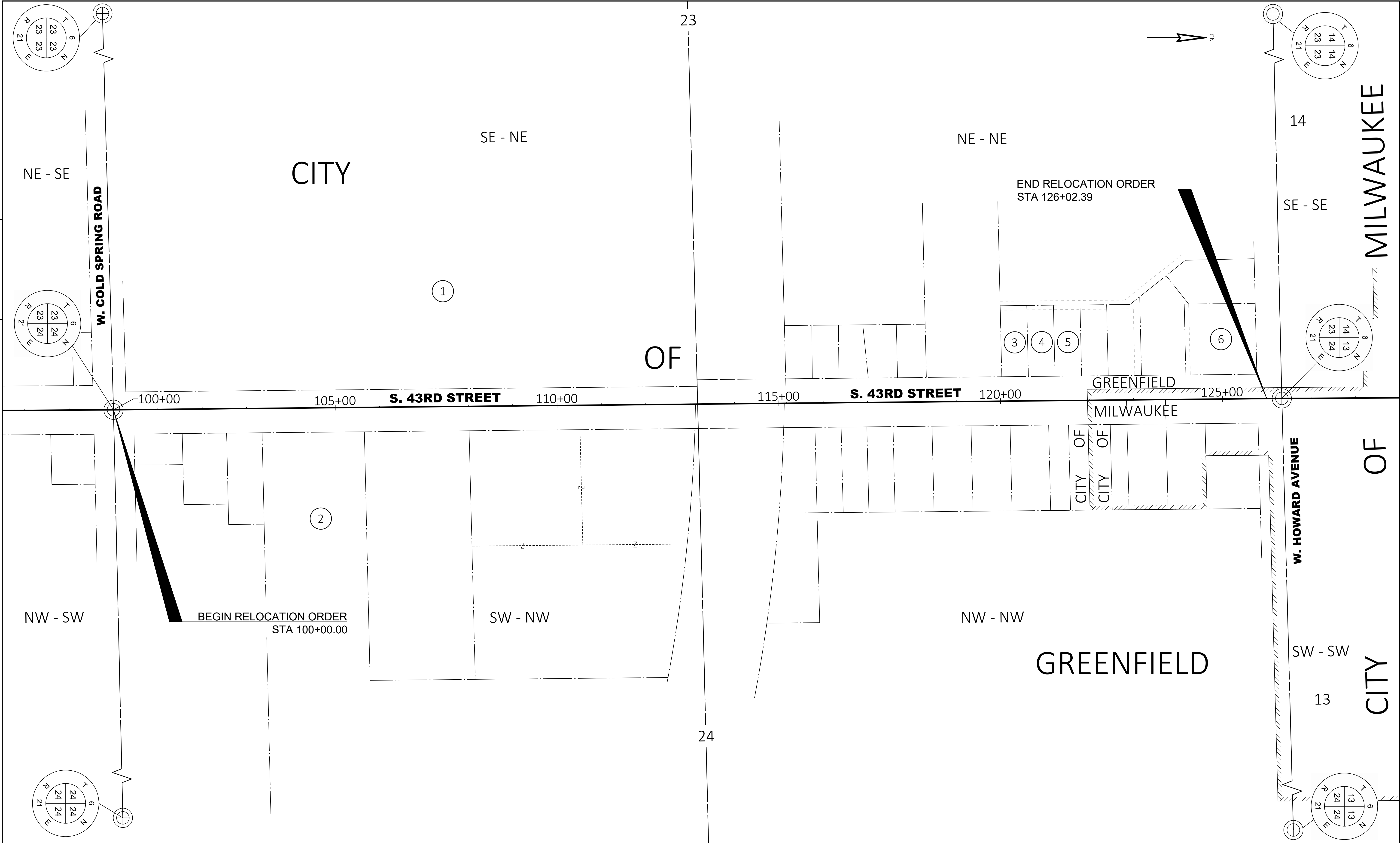
STATE R/W PROJECT NUMBER 2155-15-00

CONSTRUCTION PROJECT NUMBER 2155-15-70

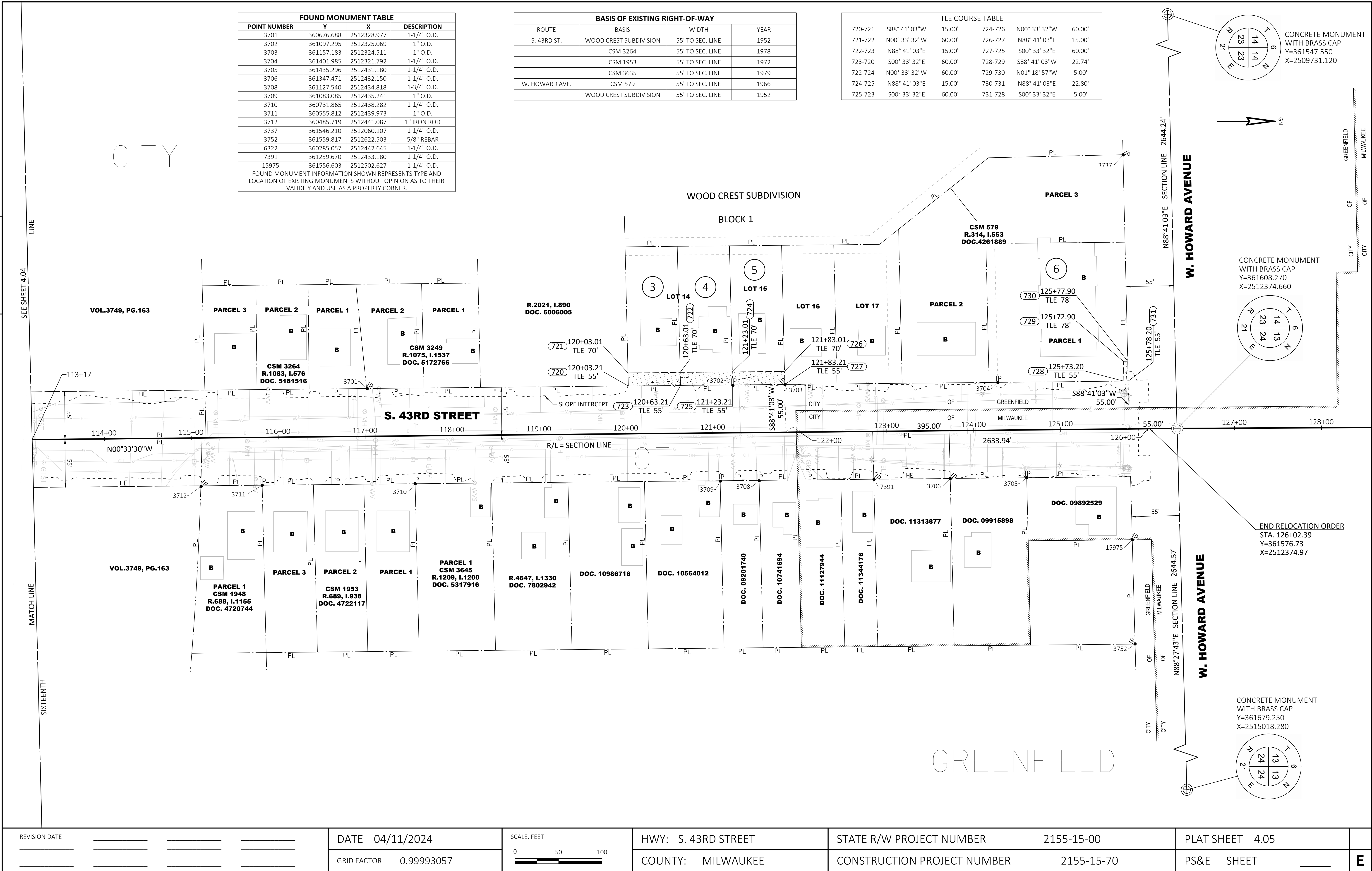
PLAT SHEET 4.02

PS&E SHEET

E



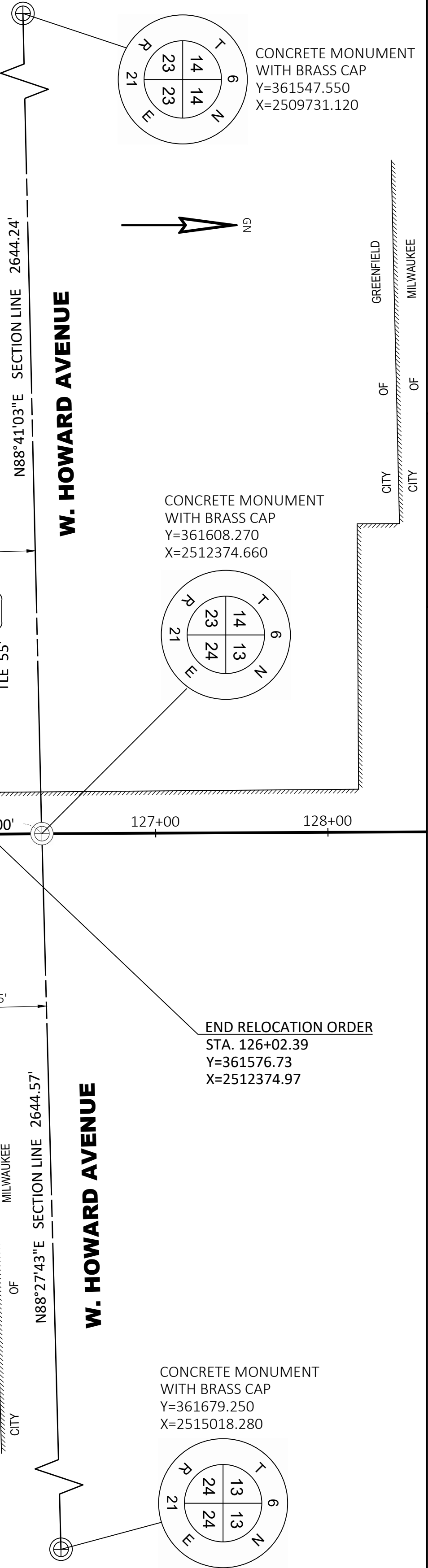
REVISION DATE _____ _____ _____	DATE 04/11/2024	SCALE, FEET 0 100 200	HWY: S. 43RD STREET	STATE R/W PROJECT NUMBER 2155-15-00	PLAT SHEET 4.03	E
	GRID FACTOR 0.99993057		COUNTY: MILWAUKEE	CONSTRUCTION PROJECT NUMBER 2155-15-70	PS&E SHEET _____	



FOUND MONUMENT TABLE			
POINT NUMBER	Y	X	DESCRIPTION
3701	360676.688	2512328.977	1-1/4" O.D.
3702	361097.295	2512325.069	1" O.D.
3703	361157.183	2512324.511	1" O.D.
3704	361401.985	2512321.792	1-1/4" O.D.
3705	361435.296	2512431.180	1-1/4" O.D.
3706	361347.471	2512432.150	1-1/4" O.D.
3708	361127.540	2512434.818	1-3/4" O.D.
3709	361083.085	2512435.241	1" O.D.
3710	360731.865	2512438.282	1-1/4" O.D.
3711	360555.812	2512439.973	1" O.D.
3712	360485.719	2512441.087	1" IRON ROD
3737	361546.210	2512060.107	1-1/4" O.D.
3752	361559.817	2512622.503	5/8" REBAR
6322	360285.057	2512442.645	1-1/4" O.D.
7391	361259.670	2512433.180	1-1/4" O.D.
15975	361556.603	2512502.627	1-1/4" O.D.
FOUND MONUMENT INFORMATION SHOWN REPRESENTS TYPE AND LOCATION OF EXISTING MONUMENTS WITHOUT OPINION AS TO THEIR VALIDITY AND USE AS A PROPERTY CORNER.			

BASIS OF EXISTING RIGHT-OF-WAY			
ROUTE	BASIS	WIDTH	YEAR
S. 43RD ST.	WOOD CREST SUBDIVISION	55' TO SEC. LINE	1952
	CSM 3264	55' TO SEC. LINE	1978
	CSM 1953	55' TO SEC. LINE	1972
	CSM 3635	55' TO SEC. LINE	1979
W. HOWARD AVE.	CSM 579	55' TO SEC. LINE	1966
	WOOD CREST SUBDIVISION	55' TO SEC. LINE	1952

TLE COURSE TABLE					
720-721	S88° 41' 03"W	15.00'	724-726	N00° 33' 32"W	60.00'
721-722	N00° 33' 32"W	60.00'	726-727	N88° 41' 03"E	15.00'
722-723	N88° 41' 03"E	15.00'	727-725	S00° 33' 32"E	60.00'
723-720	S00° 33' 32"E	60.00'	728-729	S88° 41' 03"W	22.74'
722-724	N00° 33' 32"W	60.00'	729-730	N01° 18' 57"W	5.00'
724-725	N88° 41' 03"E	15.00'	730-731	N88° 41' 03"E	22.80'
725-723	S00° 33' 32"E	60.00'	731-728	S00° 33' 32"E	5.00'



REVISION DATE _____ _____ _____	DATE 04/11/2024	SCALE, FEET 0 50 100	HWY: S. 43RD STREET	STATE R/W PROJECT NUMBER 2155-15-00	PLAT SHEET 4.05	E
	GRID FACTOR 0.99993057		COUNTY: MILWAUKEE	CONSTRUCTION PROJECT NUMBER 2155-15-70	PS&E SHEET _____	



Committee: Finance & Human Resources Committee

Item Number:

Introduced By: Katz

Date Introduced: April 10, 2024

RELATING TO:

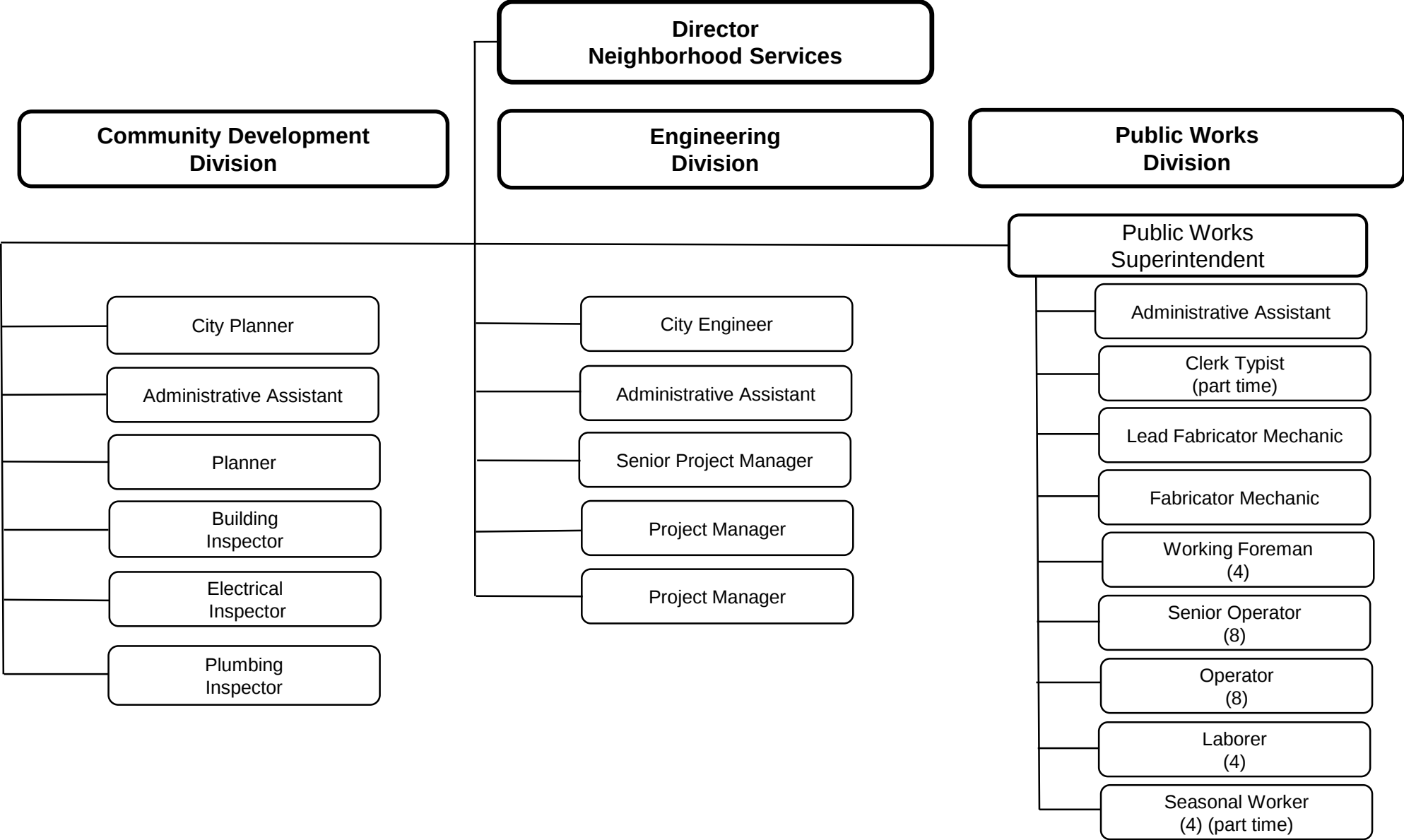
Decision to revise the Department of Neighborhood Services organizational chart.

SUMMARY:

Change the Department of Neighborhood Services organizational chart to add the new position Lead Fabricator Mechanic, and reduce the number of Fabricator Mechanics from two to one.

ATTACHMENTS: KEY ISSUES ___ BACKGROUND ___ RESOLUTION ___ FISCAL NOTE ___
MOTION ___ OTHER ___

2024 Department of Neighborhood Services





Committee: Finance & Human Resources Committee

Item Number:

Introduced By: Katz

Date Introduced: April 10, 2024

RELATING TO:

Discussion and decision to create job description, set salary, recruit and hire Lead Fabricator/Mechanic in Division of Public Works.

SUMMARY:

Create the position of Lead Fabricator/ Mechanic in the Department of Public Works. This position will have the same duties as the Fabricator/ Mechanic position, with the addition of several other responsibilities to supervise the Fabricator/Mechanic and general fleet operations. This position will schedule fleet repairs and maintenance for all City departments, order and maintain parts and supplies inventory, record keeping, lead seasonal equipment changeovers, and provide employee training on new trucks and equipment.

START (hrly)	1 YEAR (hrly)	2 YEAR (hrly)	3 YEAR (hrly)	4 YEAR (hrly)
37.49	38.80	40.15	41.55	43.00

ATTACHMENTS: KEY ISSUES ___ BACKGROUND ___ RESOLUTION ___ FISCAL NOTE ___
MOTION ___ OTHER ___



Lead Fabricator Mechanic

Classification

Non-Exempt

Department/Division

Division of Public Works

Reports to

Superintendent, Division of Public Works

Summary/Objective

The Lead Mechanic is responsible for scheduling and completing the repair and maintenance of City vehicles and equipment, maintaining parts inventory and overseeing general fleet operations. This is manual and skilled work in the servicing, maintenance and repair of diesel and gasoline engine powered equipment.

Essential Functions

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

- Diagnoses malfunctions in machinery and equipment.
- Repairs machinery and equipment or recommends repairs by outside vendors.
- Performs preventive maintenance.
- Responsible for ordering and maintaining inventory of parts; including keeping stockroom clean, organized and monitoring parts and supplies inventory.
- Assist with obtaining and providing information, pricing and quotes for new equipment and vehicles.
- Schedules repairs and maintenance on Police Department, Greenfield Schools and Parks & Recreation vehicles.
- Provides CDL training for new employees.
- Responsible for leading the seasonal equipment changeovers, such as leaf season, snow plows, summer equipment.
- Responsible for training operators on new equipment.
- Oversees employees working within the shop.
- Knowledge of electrical systems, diagnostics and computerized equipment.
- Set up new equipment.
- Record keeping, which includes service records, fleet reports, work orders.
- Ability to diagnose issues and determine repairs needed.

- Maintain clean and safe work environment.
- Performs electrical work including replacing wiring, switches, gauges, charging systems, batteries, light systems and other electrical problems.

Supervision and Responsibility

- Works under supervision of Superintendent
- Supervises and coordinates daily assignments for Mechanic
- Frequently works independently on complex projects
- Frequently acts as project lead on complex projects

Competencies

- Communication Proficiency
- Thoroughness
- Detail Orientated
- Technical Capacity
- Problem Solving/Analysis
- Organization Skills
- Time Management Skills
- Collaboration Skills
- Customer Relations Focus
- Excellent Math Skills

Language and Reasoning Abilities:

- Ability to read and interpret documents such as safety rules, operating and maintenance instructions and manuals, and procedures manuals.
- Ability to write routine reports.
- Ability to use common sense understanding to carry out instructions furnished in written, oral or diagram form.
- Ability to deal with problems involving several concrete variables in standardized situations.

Knowledge, Skills and Abilities:

- Knowledge and training in the operation and repair of heavy equipment.
- General knowledge of various construction trades and crafts.
- Ability to accurately enter data within computer database.

Mathematical Skills:

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

Position Type and Expected Hours of Work

This is a full-time position. Normal days and hours of work are Monday through Friday, 7:00 a.m. to 3:30 p.m. Ability to work nights, weekends, overtime and odd hours when emergencies require.

Required Education/Training and Experience

High school diploma and five years of experience in heavy equipment repair.

The City of Greenfield reserves the right to utilize equivalencies where deemed appropriate with regard to education and experience requirements and may consider combinations of education and experience likely to lead to success with essential duties and responsibilities.

Other Qualifications:

Possession and maintenance of a valid Wisconsin commercial driver's license, with classes A, B, C and D, with an N endorsement. Must have knowledge of arc and wire welding and be able to weld, as required. ASE (Automotive Service Excellence) certification in heavy equipment preferred.

Physical Demands:

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

While performing the duties of this job, the employee is frequently required to use hands to handle; reach with hands and arms; stoop, kneel, crouch, or crawl; and talk or hear. The employee is occasionally required to stand, walk, and sit. The employee must occasionally lift and/or move up to 80 pounds. Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust focus.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this job.

During emergency periods, the employee may be expected to work long hours in adverse weather conditions.

Equipment Used:

Hand tools, power tools, trucks, highway and construction equipment; welding equipment, gauges, meters, measuring devices, calculators, copy machine, and computerized vehicle equipment.

Pre-Employment Requirements:

Applicants will be required to submit to a pre-employment physical exam and drug screening. Applicants may be fingerprinted and a record check made of local, state or federal authorities. A conviction is not an automatic bar to employment.

Salary And Benefits:

Wages and benefits are determined by the existing non-represented resolution.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

AAP/EEO Statement

It is the policy of the City of Greenfield not to discriminate unlawfully against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, disability, national origin, creed, marital status, citizenship status, veteran status, membership in the military or national guard, use of a lawful product while off duty, ancestry, sexual orientation, arrest, or conviction record or any other characteristic protected by state or federal law. This policy shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or other compensation; and selection for training, including apprenticeship. This City further agrees to take affirmative action to ensure equal employment opportunities.



Committee: Finance & Human Resources Committee

Item Number:

Introduced By: Paula Schafer

Date Introduced: April 10, 2024

RELATING TO: Discussion and decision to establish the 2024 Sewer Service Rates as proposed in the 2024 Budget.

SUMMARY:

When the 2024 budget was developed and passed the sewer rate for the city was estimated at \$26.48 per quarter per unit. The 2024 rate that was developed by the Finance Department is \$26.39 per quarter per unit. This is a \$.19 increase per quarter or \$.76 annually compared to the 2023 rates.

In 2013 it was established that the annual sewer rates be approved by Common Council before the bills are generated. Since the rate is less than the 2024 budget estimate we have proceeded with producing the bills for the first quarter of 2024. We anticipate the bills to be mailed early May.

Seeking approval of the 2024 rates which were developed by the Finance Department as follows:

Local sewer charge \$26.39 per unit per quarter

Metro Sewerage District charge \$2.95 per thousand gallons (passed on from MMSD)

MMSD Connection charge \$9.69 per connection per quarter (passed on from MMSD)

Attached is the annual notice provided to the council members.

Recommend approving the 2024 sewer rates.

ATTACHMENTS: KEY ISSUES ___ BACKGROUND ___ RESOLUTION ___ FISCAL NOTE ___
MOTION ___ OTHER X___

DATE: March 28, 2024

TO: Elected Officials

CC: Finance Director, Assistant Finance Director

FROM: Shannon Farrington
Finance Specialist

2024 SEWER SERVICE RATES

RESIDENTIAL AND COMMERCIAL

	<u>2024</u>	<u>2023</u>	<u>% change</u>
Local Sewer Charge	\$ 26.39 per unit	\$ 26.20 per unit	0.73%
MMSD Volumetric Rate Charge	\$ 2.95 per thousand gal.	\$ 2.65 per thousand gal.	11.4%
MMSD Connection Charge	\$ 9.69 per connection	\$ 10.88 per connection	-10.9%

For the residential unmetered accounts (flat rate customers on wells), the volumetric rate will be \$ 32.45 per quarter, compared to \$ 29.15 per quarter in 2023.

The minimum charge on consumption is \$ 6.00 per quarter, no change from 2023.



Committee: Finance & Human Resources Committee

Item Number:

Introduced By: Paula Schafer

Date Introduced: April 10, 2024

RELATING TO:

Discussion and decision to transfer the clearing account balance in excess of 7% of the total escrow fund (Fund 825) to GENRES in the amount of \$10,495.

SUMMARY:

At the April 19, 2011 Common Council meeting it was approved that at the beginning of each year to transfer any clearing account balance in the escrow account which exceeds 7% of the total escrow fund (Fund 825) at the end of the prior year to GENRES subject to Finance & Human Resources Committee and Common Council approval.

The escrow fund has a balance of \$766,985 as of December 31, 2023. 7% of that is \$53,689. The clearing (ES9301) account through December 31, 2023 has a balance of \$64,184, over by \$10,495.

Recommend approving the transfer of the excess of the 7% of the total escrow fund (Fund 825) to GENRES in the amount of \$10,495.

ATTACHMENTS: KEY ISSUES ___ BACKGROUND ___ RESOLUTION ___ FISCAL NOTE ___
MOTION ___ OTHER X___

04/01/2024

ACCOUNT BALANCE REPORT FOR GREENFIELD
PERIOD ENDING 12/31/2023

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2022	END BALANCE 12/31/2023
825-0000-235.1000	SUB-DIVIDER DEPOSITS	784,574.77	517,467.88
825-0000-235.1000-0ESGFB	SUB-DIVIDER DEPOSITS	1,817.81	1,817.81
825-0000-235.1000-ES0403	SUB-DIVIDER DEPOSITS	9,205.63	9,205.63
825-0000-235.1000-ES0605	SUB-DIVIDER DEPOSITS	3,825.00	3,825.00
825-0000-235.1000-ES0606	SUB-DIVIDER DEPOSITS	1,675.00	1,675.00
825-0000-235.1000-ES0608	SUB-DIVIDER DEPOSITS	41,374.75	41,374.75
825-0000-235.1000-ES0613	SUB-DIVIDER DEPOSITS	3,491.43	3,491.43
825-0000-235.1000-ES0614	SUB-DIVIDER DEPOSITS	7,467.12	7,467.12
825-0000-235.1000-ES0703	SUB-DIVIDER DEPOSITS	10,000.00	10,000.00
825-0000-235.1000-ES0709	SUB-DIVIDER DEPOSITS	13,350.00	13,350.00
825-0000-235.1000-ES9301	SUB-DIVIDER DEPOSITS	54,227.43	64,184.01
825-0000-235.1000-ES9319	SUB-DIVIDER DEPOSITS	4,275.00	4,275.00
825-0000-235.1000-ES9330	SUB-DIVIDER DEPOSITS	19,499.13	19,499.13
825-0000-235.1000-ES9331	SUB-DIVIDER DEPOSITS	15,606.41	15,606.41
825-0000-235.1000-ES9334	SUB-DIVIDER DEPOSITS	1,488.00	1,488.00
825-0000-235.1000-ES9343	SUB-DIVIDER DEPOSITS	1,055.46	1,055.46
825-0000-235.1000-ES9345	SUB-DIVIDER DEPOSITS	1,112.99	1,112.99
825-0000-235.1000-ES9355	SUB-DIVIDER DEPOSITS	3,894.52	3,894.52
825-0000-235.1000-ES9356	SUB-DIVIDER DEPOSITS	900.00	900.00
825-0000-235.1000-ES9358	SUB-DIVIDER DEPOSITS	3,293.91	3,293.91
825-0000-235.1000-ES9359	SUB-DIVIDER DEPOSITS	400.04	0.00
825-0000-235.1000-ES9360	SUB-DIVIDER DEPOSITS	2,231.67	2,231.67
825-0000-235.1000-ES9361	SUB-DIVIDER DEPOSITS	1,998.40	1,998.40
825-0000-235.1000-ES9362	SUB-DIVIDER DEPOSITS	4,655.28	4,655.28
825-0000-235.1000-ES9365	SUB-DIVIDER DEPOSITS	3,036.69	0.00
825-0000-235.1000-ES9366	SUB-DIVIDER DEPOSITS	698.32	698.32
825-0000-235.1000-ES9370	SUB-DIVIDER DEPOSITS	1,276.96	1,276.96
825-0000-235.1000-ES9371	SUB-DIVIDER DEPOSITS	5,796.80	5,796.80
825-0000-235.1000-ES9401	SUB-DIVIDER DEPOSITS	7,748.63	7,748.63
825-0000-235.1000-ES9603	SUB-DIVIDER DEPOSITS	4,019.85	0.00
825-0000-235.1000-ES9701	SUB-DIVIDER DEPOSITS	225.00	225.00
825-0000-235.1000-ES9801	SUB-DIVIDER DEPOSITS	450.00	450.00
825-0000-235.1000-ES9803	SUB-DIVIDER DEPOSITS	675.00	675.00
825-0000-235.1000-ES9806	SUB-DIVIDER DEPOSITS	1,950.00	1,950.00
825-0000-235.1000-ES9808	SUB-DIVIDER DEPOSITS	6,675.00	6,675.00
825-0000-235.1000-ES9901	SUB-DIVIDER DEPOSITS	7,620.00	7,620.00
Total - All Funds:		1,031,592.00	766,985.11

7 % of total balance

53,688.96

Amount to transfer to GENRES

10,495.05

PACKETS FOR WEDNESDAY, 4 / 10 / 2024 FINANCE MEETING

AP DISBURSEMENT SCHEDULES:

AP CHECKS	3/28/2024	\$	1,437,646.37
AP CHECKS	4/5/2024	\$	189,322.02
WIRE TRANSFERS - MARCH		\$	12,878,820.78
P-CARDS - MARCH		\$	267,570.06
		TOTAL \$	14,773,359.23

CC: PAULA

CC: FINANCE FOLDER