

**CITY OF FRANKLIN
COMMON COUNCIL MEETING*
9229 WEST LOOMIS ROAD, FRANKLIN, WISCONSIN
AGENDA**
TUESDAY, MARCH 3, 2015
AT 6:30 PM**

- A. Call to Order and Roll Call.
- B. Citizen Comment Period.
- C. Approval of minutes of February 17, 2015.
- D. Hearings.
- E. Organizational Business.
Mayoral Appointment to Boards and Commissions:
Matthew Haas, 3845 West Forest Hill Avenue (Ald. Dist. 5), Economic
Development Commission.
- F. Letters and Petitions.
- G. Reports and Recommendations:
 - 1. Authorization for Police Department to Apply for a 2015 Seat Belt Enforcement Grant.
 - 2. Request from Police Department to Accept a State Grant for Incident Based Reporting System Implementation for Collecting and Reporting Crime Statistics.
 - 3. All-Accessible and All-Inclusive Public Playground and Park Nature Center (approximately 11120 West Loomis Road) (Kayla's Krew/Penfield Children's Center, Inc.) Development Plan and Status and Development Costs.
 - 4. Request from Matt Talbot Recovery Services, Inc. to extend water main along St. Martins Road, 90-degree bend to South 92nd Street, and past driveway to terminate water main at a possible future lot line.
 - 5. A Traffic Impact Analysis for the State Hwy 36 and South 76th Street Interchange and Related Budget Appropriation.
 - 6. An Ordinance to Amend Ordinance 2013-2120, an Ordinance Adopting the 2014 Annual Budgets for the General Fund for the City of Franklin for Fiscal Year 2014 to Approve Budget Amendments to the 2014 Budget.
 - 7. An Ordinance to Amend Ordinance 2014-2152, an Ordinance Adopting the 2015 Annual Budgets for the Capital Outlay Fund for the City of Franklin for Fiscal Year 2015 to Approve Budget Amendments to the 2015 Budget.
 - 8. An Ordinance to Amend Ordinance 2014-2152, an Ordinance Adopting the 2015 Annual Budgets for the General Fund, Capital Outlay Fund, Capital Improvement Fund and the Sewer Fund for the City of Franklin for Fiscal Year 2015 to Approve Budget Encumbrances from the 2014 Budget as Amendments to the 2015 Budget.
 - 9. 2015 Sewer Service Fund User Fee Revision.

10. Financial Report on Tax Incremental Financing District 3 and 4 for Calendar Year 2014.
11. Recommendation for Approval of a Job Description for Director of Economic Development.
12. Authority to Engage a Consultant to Fill the Director of Economic Development Vacancy.
13. Recommendation to Annul or Discharge the 2013 Task Force to Address Duties and a Job Description for Economic Development Staff.
14. Committee of the Whole Recommendations (from March 2, 2015): Presentation and Discussion on the Classification and Compensation Study and Study Components by GovHR USA.

H. Licenses and Permits.
Miscellaneous Licenses.

I. Bills.
Vouchers and Payroll approval.

J. Adjournment.

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

**Supporting documentation and details of these agenda items are available at City Hall during normal business hours.
[Note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information, contact the City Clerk's office at (414) 425-7500.]

REMINDERS:

March 5	Plan Commission	7:00 p.m.
March 17	Common Council Meeting	6:30 p.m.
March 19	Plan Commission	7:00 p.m.

C.

CITY OF FRANKLIN
COMMON COUNCIL MEETING
FEBRUARY 17, 2015
MINUTES

ROLL CALL

A. The regular meeting of the Common Council was held on February 17, 2015 and called to order at 6:30 p.m. by Mayor Steve Olson in the Franklin City Hall Council Chambers, 9229 W. Loomis Road, Franklin, Wisconsin. On roll call, the following were in attendance: Alderman Mark Dandrea, Alderman Dan Mayer, Alderwoman Kristen Wilhelm, Alderwoman Janet Evans, Alderman Doug Schmidt and Alderwoman Susanne Mayer. Also present were Dir. of Administration Mark Luberda, City Attorney Jesse A. Wesolowski and Deputy City Clerk Shirley Roberts.

CITIZEN COMMENT

B.1. Citizen comment period was opened at 6:30 p.m. and closed at 6:36 p.m.

MAYOR
ANNOUNCEMENTS

- B.2.a. Mayor Olson presented a Mayoral Proclamation to Eagle Scout Thomas Wesolowski.
- B.2.b. Mayor Olson noted a Proclamation to Sacred Heart Seminary and School of Theology as the South Suburban Chamber of Commerce finalist for the 2014 Pride in Premises Award.
- B.2.c. Mayor Olson noted a Proclamation to The Rock Sports Complex as the South Suburban Chamber of Commerce Winner for the 2014 Pride in Premises Award.
- B.2.d. Mayor Olson noted a Proclamation to Dental Associates of Franklin as the South Suburban Chamber of Commerce Winner of the 2014 Business of Year Award.
- B.2.e. Mayor Olson noted a Proclamation to Krsko Chiropractic Clinic as the South Suburban Chamber of Commerce finalist for the 2014 Business of the Year Award.

APPROVAL OF
MINUTES

C.1. Alderwoman Wilhelm moved to approve the minutes of the regular meeting of February 3, 2015 as corrected. Seconded by Alderman Evans. All voted Aye; motion carried.

PUBLIC HEARING-
FUTURE LAND USE MAP
LASALLE GROUP, INC

D. The public hearing was called to order at 6:42 pm, regarding a proposed ordinance to amend the City of Franklin 2025 Comprehensive Master Plan to change the Future Land Use Map use designation for property located at approximately 9201 West Drexel Avenue, from Mixed Use and Areas of Natural Resource Features Use to Residential-Multi-Family Use and Areas of Natural Resource Features and was closed at 6:54 p.m.

Alderman D. Mayer moved to suspend the rules for the regular order of business at 6:56 p.m. to allow Don Dorsan to speak. Seconded by Alderman Schmidt. All voted Aye; motion carried.

Alderman D. Mayer, seconded by Alderwoman Wilhelm, moved to return to the regular order of business at 6:58 p.m. All voted Aye; motion carried.

FRANKLIN SENIOR
CITIZENS PROGRAM
UPDATE

G.1. Alderman D. Mayer moved to place on file the Franklin Senior Citizens, Inc. Program Update for 2014 and their activities for 2015. Seconded by Alderwoman Wilhelm. All voted Aye; motion carried.

2014 FRANKLIN SENIOR
CITIZENS TRAVEL
PROGRAM

G.2. Alderman Dandrea moved to place on file the Franklin Senior Citizens Travel Program Update for 2014 Year End. Seconded by Alderwoman Evans. All voted Aye; motion carried.

ORD. 2015-2162
AMEND FUTURE LAND
USE MAP AT 9201 W
DREXEL AVENUE
(LASALLE GROUP, INC.,
APPLICANT)

G.3. Alderman D. Mayer moved to adopt Ordinance 2015-2162, AN ORDINANCE TO AMEND THE CITY OF FRANKLIN 2025 COMPREHENSIVE MASTER PLAN TO CHANGE THE CITY OF FRANKLIN 2025 FUTURE LAND USE MAP FOR PROPERTY LOCATED AT APPROXIMATELY 9201 WEST DREXEL AVENUE FROM MIXED USE AND AREAS OF NATURAL RESOURCE FEATURES USE TO RESIDENTIAL-MULTI-FAMILY USE AND AREAS OF NATURAL RESOURCE FEATURES USE (APPROXIMATELY 6.9 ACRES)(THE LASALLE GROUP, INC., APPLICANT). Seconded by Alderman Schmidt. All voted Aye; motion carried.

RES. 2015-7064
SPECIAL USE AT 9201 W
DREXEL AVE (LASALLE
GROUP, INC.,
APPLICANT)

G.4. Alderwoman Evans moved to adopt with staff recommendations and to include an amendment relating to signage, Resolution No. 2015-7064, A RESOLUTION IMPOSING CONDITIONS AND RESTRICTIONS FOR THE APPROVAL OF A SPECIAL USE FOR A 46 UNIT COMMUNITY BASED RESIDENTIAL FACILITIES MULTI-FAMILY MEMORY CARE RESIDENCE FACILITY USE UPON PROPERTY LOCATED AT APPROXIMATELY 9201 WEST DREXEL AVENUE (THE LASALLE GROUP, INC., APPLICANT). Seconded by Alderman D. Mayer. All voted Aye; motion carried.

SPECIAL EXCEPTION
STANDARDS, FINDINGS
AND DECISION
THE LASALLE GROUP,
INC,

G.5. Alderman Schmidt moved to adopt the Standards, Findings and Decision of the City of Franklin Common Council upon the application of The LaSalle Group, Inc. for a Special Exception to Certain Natural Resource Provisions of the City of Franklin Unified Development Ordinance, subject to including an amendment relating to a no-spray zone, signage and mowing. Seconded by Alderman D. Mayer. All voted Aye; motion carried.

- ALL-ACCESSIBLE AND ALL-INCLUSIVE PLAYGROUND AND PARK G.6. Alderwoman S. Mayer moved to direct staff to prepare a letter of City sponsorship for Mayor's signature and for staff to continue negotiations to propel the development of the All-Accessible and All-Inclusive Playground and Park Nature Center proposed to be located at approximately 11120 West Loomis Road. Seconded by Alderwoman Wilhelm. All voted Aye; motion carried.
- OFFICIAL NAMING OF THE ALL-ACCESSIBLE AND ALL-INCLUSIVE PLAYGROUND AND PARK G.7. Alderwoman Evans moved to request review and recommendation from the Parks Commission of the suggested official name for the proposed All-accessible and All-inclusive Playground and Park Nature Center in accordance with Resolution No. 2010-6634, A Resolution Establishing a City Buildings, Parks and Facilities Naming Policy. Seconded by Alderwoman S. Mayer. All voted Aye; motion carried.
- RES. 2015-7065 SPECIAL USE AT 11113 WEST FOREST HOME AVENUE (OGDEN CONSTRUCTION GROUP, LLC) G.8. Alderwoman Evans moved to adopt Resolution No. 2015-7065, A RESOLUTION IMPOSING CONDITIONS AND RESTRICTIONS FOR THE APPROVAL OF A SPECIAL USE FOR A LIGHT COMMERCIAL CONSTRUCTION CONTRACTOR BUSINESS USE UPON PROPERTY LOCATED AT 11113 WEST FOREST HOME AVENUE (OGDEN CONSTRUCTION GROUP LLC, APPLICANT). Seconded by Alderwoman Wilhelm. All voted Aye; motion carried.
- INTRODUCTION OF RESOLUTION STREET RIGHT OF WAY VACATION - WHITNALL EDGE ROAD G.9. Alderwoman S. Mayer moved to introduce A RESOLUTION TO VACATE APPROXIMATELY 1.8290 ACRES OF RIGHT-OF-WAY WHICH EXTENDS APPROXIMATELY 60 FEET ALONG WHITNALL EDGE ROAD BETWEEN SOUTH 108TH STREET AND WEST FOREST HOME AVENUE ADJACENT TO PROPERTY LOCATED AT 6421, 6431-6435 AND 6455 SOUTH 108TH STREET, 11131 WEST FOREST HOME AVENUE AND PROPERTY ADJACENT TO WEST FOREST HOME AVENUE BEARING TAX KEY NO. 704-9980-002 and refer the street vacation to the March 19, 2015 meeting of the Plan Commission for a recommendation. Seconded by Alderman D. Mayer. All voted Aye; motion carried.
- Alderwoman S. Mayer then moved to set the public hearing upon the proposed vacation of right-of-way which extends approximately 60 feet along Whitnall Edge Road between South 108th Street and West Forest Home Avenue adjacent to property located at 6421, 6431-6435 and 6455 South 108th Street, 11131 West Forest Home Avenue and property adjacent to West Forest Home Avenue bearing Tax Key No. 704-9980-002 for April 7,

2015. Seconded by Alderman D. Mayer. All voted Aye; motion carried.

INTRODUCTION OF
RESOLUTION
W ALLWOOD DRIVE
STREET RIGHT OF WAY
VACATION

G.10. Alderman D. Mayer moved to introduce A RESOLUTION TO VACATE APPROXIMATELY 0.467 ACRES OF RIGHT-OF-WAY IN AN UNDEVELOPED CUL-DE-SAC AT THE WEST END OF WEST ALLWOOD DRIVE ADJACENT TO PROPERTY LOCATED AT 10819, 10835, 10847 AND 10836 WEST ALLWOOD DRIVE and refer the street vacation to the March 5, 2015 meeting of the Plan Commission for a recommendation. Seconded by Alderman Dandrea. All voted Aye; motion carried.

Alderman D. Mayer then moved to set the public hearing upon the proposed vacation of right-of-way which extends from West Allwood Drive to properties located at 10819, 10835, 10847 and 10836 West Allwood Drive for April 7, 2015. Seconded by Alderman Dandrea. All voted Aye; motion carried.

WEDC CERTIFIED SITES
PROGRAM

G.11. No action was taken on information provided to the Common Council from the Economic Development Commission regarding the Wisconsin Economic Development Corporation's Certified Sites Program.

RES. 2015-7066
DEDICATION OF RIGHT-
OF-WAY FOR AVIAN
ESTATES

G.12. Alderman Dandrea moved to adopt Resolution No. 2015-7066, A RESOLUTION AUTHORIZING CERTAIN OFFICIALS TO ACCEPT A DEDICATION OF RIGHT-OF-WAY AT THE SOUTHEASTERLY CORNER OF OUTLOT 1 OF RECORDED SUBDIVISION AVIAN ESTATES. Seconded by Alderwoman Wilhelm. All voted Aye; motion carried.

RES. 2015-7067
COUNTY AGREEMENT
FOR HIGHWAY
IMPROVEMENT AT S.
68TH STREET (CTH A)

G.13. Alderman Dandrea moved to adopt Resolution No. 2015-7067, A RESOLUTION TO SIGN "LOCAL/COUNTY AGREEMENT FOR A HIGHWAY IMPROVEMENT" WITH MILWAUKEE COUNTY FOR S. 68TH STREET (CTH A) FROM W. RYAN ROAD TO 1285 FEET SOUTH OF W. PUETZ ROAD, and to authorize payment of \$18,572.50. Seconded by Alderman Schmidt. All voted Aye; motion carried.

RES. 2015-7068
AWARDING CONTRACT
TO MJ CONSTRUCTION,
INC.

G.14. Alderman D. Mayer moved to adopt Resolution No. 2015-7068, RESOLUTION AWARDING A CONTRACT TO THE LOW BIDDER, MJ CONSTRUCTION, INC. IN THE AMOUNT OF \$235,911 FOR THE RELAY OF WATER MAIN ON W. SCEPTER CIRCLE AND W. SCEPTER COURT. Seconded by Alderwoman Evans. All voted Aye; motion carried.

2016 BUDGET
PREPARATION

G.15. Alderman Dandera moved to adopt the 2016 Annual Budget Timetable dated February 17, 2015 as presented and to schedule a Special Common Council Meeting for September 22, 2015 for presentation and overview of the Mayor's 2016 Recommended Budget. Seconded by Alderman D. Mayer. All voted Aye; motion carried.

LICENSES AND
PERMITS

H.1. Alderman Dandera moved to approve the following:
Grant Operators' licenses to Daniel Kurutz, 5746 S. Honey Creek Dr., Milwaukee; Billie Russ, S65W13964 Janesville Rd., Muskego; Traci Stoeger, 15437 W. Mayflower Ct., New Berlin; Erica Thompson-Wilson, 6850 W. Kathleen Ct., #2, and
Hold Operator's license application of Kayla Fleury, 2015 S. 102nd St. West Allis, for appearance; and
Grant Extraordinary Entertainment & Amusement license to Ragnar Relay Chicago 2015 (Elizabeth Murdock), Relay Race through Franklin on June 12-13, 2015, and
Approve \$9,000 Grant for Class B Combination Reserve License for Hudson Burger LLC (Milwaukee Burger Company), 6421 S. 27th Street.
Seconded by Alderwoman Evans. All voted Aye; motion carried.

VOUCHERS AND
PAYROLL

I.1. Alderwoman Evans moved to approve net general checking account City vouchers in the range of Nos. 155369 through 155555 in the amount of \$2,041,416.12 dated February 3, 2015 through February 12, 2015. Seconded by Alderman D. Mayer. On roll call, all voted Aye. Motion carried.

Alderwoman Evans moved to approve net payroll dated February 6, 2015 in the amount of \$344,554.41 and payments of the various payroll deductions in the amount of \$193,529.57 plus any City matching payments where required. Seconded by Alderman D. Mayer. On roll call, all voted Aye; motion carried.

Alderman D. Mayer moved to approve net payroll dated February 20, 2015 estimated at \$351,408.21 and payments of the various payroll deductions estimated at \$371,275.53 plus any City matching payments where required. Seconded by Alderman Schmidt. On roll call, all voted Aye. Motion carried.

Alderman Schmidt moved to approve property tax refunds and settlements in the range of Nos. 14792 through Nos. 14844 in the amount of \$33,197.38 dated January 30, 2015 through February 12, 2015. Seconded by Alderman D. Mayer. On roll call, all voted Aye. Motion carried.

ADJOURNMENT

- J. Alderwoman Evans moved to adjourn the meeting at 9:14 p.m. Seconded by Alderwoman Wilhelm. All voted Aye; motion carried.

<p>APPROVAL</p> <p><i>slw</i></p>	<p>REQUEST FOR COUNCIL ACTION</p>	<p>MEETING DATE</p> <p>03/03/2015</p>
<p>ORGANIZATIONAL BUSINESS</p>	<p>Boards and Commissions Appointments</p>	<p>ITEM NUMBER</p> <p><i>E.</i></p>

The Mayor has made the following appointment for Council confirmation:

Economic Development Commission:

Matthew Haas, 3845 West Forest Hill Avenue (Ald. Dist. 5), 2 yr. term expires 06/30/2016.

From: volunteerfactsheet@franklinwi.gov
Sent: Thursday, February 05, 2015 1:03 PM
To: Lisa Huening; Shirley Roberts; Sandi Wesolowski
Subject: Volunteer Fact Sheet

Name: Matthew Haas
PhoneNumber: 414.418.6773
EmailAddress: haas.r.matt@gmail.com
YearsasResident: Over 20 years cummulative. Over 2 years at current address.
Alderman: Disctrict #5-16
ArchitecturalBoard: 0
CivicCelebrations: 0
CommunityDevelopmentAuthority: 0
FinanceCommittee: 0
EnvironmentalCommission: 0
ForwardFranklinEconomicDevelopComm: 1
FairCommission: 0
BoardofHealth: 0
FirePoliceCommission: 0
ParksCommission: 0
LibraryBoard: 0
PlanCommission: 0
PersonnelCommittee: 0
BoardofReview: 0
BoardofPublicWorks: 0
BoardofWaterCommissioners: 0
TechnologyCommission: 0
WasteFacilitySitingCommittee: 0
BoardofZoning: 0
WasteFacilitiesMonitoringCommittee: 0
CompleteStreetsandConnectivityCommittee: 0
CompanyNameJob1: Johnson Bank
TelephoneJob1: 414-304-7015
StartDateandPositionJob1: 03/19/2012 / Branch Manager
EndDateandPositionJob1: NA
CompanyNameJob2: M&I Mashall & Ilsley Bank
TelephoneJob2: 414-423-2380
StartDateandPositionJob2: March 2007 / Personal Banker
EndDateandPositionJob2: March 2012 / Small Business Specialist
CompanyNameJob3:

TelephoneJob3:
StartDateandPositionJob3:
EndDateandPositionJob3:
Signature: Matt Haas
Date: 2/5/2015
Signature2: Matt Haas
Date2: 2/5/2015
Address: 3845 W Forest Hill Ave, Franklin, WI 53132
PriorityListing:

WhyInterested: I am interested in expanding my community involvement in Franklin as I was raised in Franklin and currently live and work in Franklin as the branch manager for Johnson Bank. I was raised in Franklin and now live in Franklin with my wife and son, so being able to add value to our community by volunteering my time is a priority for me. I have experience working with local businesses as a bank manager and in my previous role as a business banker. I am open to exploring other boards that would best utilize my skills with a focus on continuing to grow and improve our community.

CompanyAddressJob1: 3001 W Rawson Ave, Franklin, WI 53132
DescriptionofDutiesJob1: Manage all retail operations of the bank including having six direct reports. Expand existing and prospective business and personal relationships through deposit accounts, loans, insurance, and investments.

AddressJob2: 5454 S 76th Street, Greendale, WI
DescriptionofDutiesJob2: Expand existing and prospective business and personal relationships through deposit and loan accounts. Identify and target local businesses to form a relationship and uncover their business needs and recommend solutions to help them achieve their financial goals.

AddressJob3:
DescriptionofDutiesJob3: I currently serve as treasurer for the Franklin Public Library Foundation. I have served in this role since January of 2013. I am also the current treasurer for the Friends of Wisconsin Wildlife, a new non-profit started by a local business owner, and have held that position since May of 2014. Previous volunteer experience includes holding the position of president for the South Shore Noon Lake Lions Club from June of 2013 until June of 2014 (1 year term) and vice president from January 2012 until June 2013.

ClientIP: 12.18.15.5
SessionID: ae131w45bq5h35zxxhwnwh55

[See Current Results](#)

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APPROVAL <i>Slw</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE 03/03/2015
REPORTS & RECOMMENDATIONS	Authorization for Police to Apply for a 2015 Seat Belt Enforcement Grant	ITEM NUMBER <i>G.1.</i>

Background

The Police Dept has available State Grant money to provide Seat Belt Enforcement work in the Community. The Grant is a Community Cooperation Grant which requires the City of Franklin to coordinate efforts with neighboring Communities. The Franklin Police Dept has teamed up with the Villages of Hales Corners and Greendale to apply for this Grant. The Grant is a \$35,000 grant with the following breakdown:

- . Franklin - \$15,000
- . Greendale - \$10,000
- . Hales Corners - \$10,000

The Grant also requires that one of the Communities act as paying agent for the Grant. Franklin would serve as the paying agent for the 2015 Grant.

The Grant would operate from March 1, 2015 to September 30, 2015.

Analysis

The Finance Dept is prepared to serve as the paying agent for 2015.

Options

The City could apply for the Grant or chose not to.

Fiscal Impact

Labor costs for this Grant were include in the 2015 Police Dept Adopted budget, this Grant would provide additional resources for those services.

COUNCIL ACTION REQUESTED

Motion to authorize the Police Dept to apply for the 2015 Seat Belt Enforcement Grant.

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<p>APPROVAL</p> <p><i>Slu</i></p>	<p>REQUEST FOR COUNCIL ACTION</p>	<p>MEETING DATE</p> <p>03/03/15</p>
<p>REPORTS & RECOMMENDATIONS</p>	<p>State Grant for Incident Based Reporting Implementation</p>	<p>ITEM NUMBER</p> <p><i>G.2.</i></p>

The Police Department is eligible to receive a \$15,443 grant from the State of Wisconsin Department of Justice to implement an Incident Based Reporting (IBR) system.

Incident Based Reporting is a more comprehensive system of collecting and reporting crime statistics. IBR goes above and beyond the current method of using FBI Uniform Crime Reporting (UCR).

It is anticipated that the State will eventually require all police departments to utilize the IBR system. Consequently, by accepting the grant, the police department will be able to get a head start using the system and have it paid for by the state.

COUNCIL ACTION REQUESTED

Authorize the Police Department to accept a grant of \$15,443 from the State of Wisconsin Department of Justice for the purpose of implementing an Incident Based Reporting system.

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APPROVAL <i>Slw</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE March 3, 2015
REPORTS AND RECOMMENDATIONS	All-Accessible and All-Inclusive Public Playground and Park Nature Center (approximately 11120 West Loomis Road) (Kayla's Krew/Penfield Children's Center, Inc.) development plan and status and development costs	ITEM NUMBER <i>G.3.</i>

The City Staff, representatives from Victory of the Lamb (VOL) and Kayla's Krew ("K's K") have worked through several site options and discussed fair, equitable, and practical solutions for locating and designing the playground in conjunction with the church's project on 11120 W. Loomis Road.

Currently, Staff is formulating a memorandum of understanding that would attempt a preferred site design that is dependent on state regulatory agencies. In addition, there has been developed a backup plan in case the first option is not allowed. Because VOL does not benefit from the preferred option, the City's portion will include a premium for the preferred option to keep VOL's contribution the same.

Below is a summary of the preliminary costs distribution between the City and VOL associated with the project:

	Total	City/K's K		VOL	
		%	\$1,000	%	\$1,000
Southwest Road Option	\$ 360	50%	\$ 180	50%	\$ 180
City Option Preference Premium	\$ -		\$ 80		\$ (80)
Water Frontage on Loomis	\$ 180	50%	\$ 90	50%	\$ 90
Utility Work (water and sanitary service)	\$ 20	50%	\$ 10	50%	\$ 10
Parking (40 spaces)	\$ 120	100%	\$ 120	0%	\$ -
Site Grading	\$ 60	100%	\$ 60	0%	\$ -
Additional Engineering, Mitigation and CSM	\$ 35	100%	\$ 35	0%	\$ -
Total	\$ 775		\$ 575		\$ 200

In addition, there are costs associated with the Playground. K's K has raised funds of approximately \$200,000. A proposed pavilion is expected to cost between \$100,000 to \$300,000 depending on design and fundraising efforts. The playground equipment is expected to cost approximately \$385,000.

The City is working with all parties to expedite the project.

COUNCIL ACTION REQUESTED

No action necessary;

or

as the Common Council deems appropriate.

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APPROVAL <i>Stw</i>	REQUEST FOR COUNCIL ACTION	MTG. DATE 03/03/2015
Reports & Recommendations	SUBJECT: Allow Matt Talbot Recovery Services, Inc. to extend water main along St. Martins Road, 90-degree bend to South 92 nd Street, and past driveway to terminate water main at a possible future lot line.	ITEM NO. <i>G.4.</i>

BACKGROUND

Matt Talbot Recovery Services, Inc., a prospective property owner developing property at 9132 S. 92nd Street, has approached the City of Franklin for permission for connection to the Public Water Supply. This development of proposed community based residential facility needs fire suppression system that cannot be served with a private well. The nearest point of connection is approximately 810 linear feet to the north along St. Martins Road. To bring water to the site, the Owner is proposing that they install the water main across the three properties and cross under St. Martins Road.

It is the City's practice to require developers to extend utilities across the entire length of the property for future developments. The Owner would like to terminate the water main at a point past the development, but not along the entire length of the property (See attached map).

Per Municipal Code sec. 207-15. (emphasis added):

*G. Powers. The **Board of Water Commissioners** shall have **complete charge** of construction, **extension**, improvement, operation and maintenance of the **Water Utility**, subject to the powers and jurisdiction fixed by law and the ordinances of the City and the rules of the Public Service Commission. It may purchase sites and make, prepare and adopt plans, designs and specifications for buildings, machinery, apparatus and the laying of mains and appliances required for the proper functioning of the Utility. The Board shall have such other powers and duties as may be granted to it by law or by ordinance of the City.*

H. Limitations of powers. The Board shall be limited only in the case where a capital investment requires the borrowing of money which will become a general obligation of the City. For this limitation, the consent of the City Council shall first be required.

The Owner's representatives made a formal request of the Board of Water Commissioners on February 17, 2015. Because this is an unusual and unique circumstance, not consistent with previous practice, and does not want to set a blanket precedent, the Board (3-1 vote) recommended to the Common Council that the Common Council make the decision. Specifically, the action stated:

Recommend to Common Council to allow Matt Talbot Recovery Services, Inc. to extend water main along St. Martins Road, 90-degree bend to 92nd Street, and past driveway to terminate water main at a possible future lot line. Total extension approximately 810 feet. Furthermore, the property owner must agree to not oppose assessment for extension of water main in future.
– Non-approved minutes.

Affirmative comments concerning the vote included:

- This is a good alternative considering the options for future residential / non-residential development. It is unlikely a residential development would need public water nor could support the expense of public water.
- This is a benefit to the City. Extension of water is highly desirable to the City for development anticipated with the construction of the Ryan Creek Interceptor. Without this extension to the proposed location, there would be a longer gap in water main service between existing water and the development around the Ryan Creek Interceptor.
- Bringing the water to the proposed location increases the likelihood that adjacent property could connect to public water.
- Extension of the water main in the future would still require the property owner to pay an assessment should they connect.
- This provides increased assets to the City.

- Flowing through a 90-degree bend is not a concern.

Dissenting comments concerning the vote included:

- Until water master plan is updated, the City is currently uncertain if water main extension would be more advantageous on St. Martins Road or 92nd Street.
- As proposed, the water main flows through a 90-degree bend.

ANALYSIS

The property is a larger triangular shaped property with a majority of the land being wetlands or containing poor soil conditions rendering a majority of the land undevelopable. The property has main streets on each side and would not likely be used for residential development. However, the property is zoned R3 and thus, residential is the only permitted use.

Engineering has asked that the water main be upsized from 8-inches to 16-inches to accommodate future growth along Ryan Road. The City's portion for upsizing consistent with assessment policy for the truncated water main will be approximately \$68,713 spread out over the next 5 years. If the project were to continue along the entire length of the property, the additional cost would be approximately \$125,965.

Properties adjacent to the watermain would not be assessed for the water main. If they decide to connect within 15 years, they would need to reimburse Matt Talbot Recovery Services for their proportionate share based on frontage of an 8-inch line.

OPTIONS

Motion to allow Matt Talbot Recovery Services, Inc. to extend water main along St. Martins Road, 90-degree bend to 92nd Street, and past driveway to terminate water main at a possible future lot line. Total extension approximately 810 feet. Furthermore, the property owner must agree to not oppose assessment for extension of water main in future.

or

Motion to deny Matt Talbot Recovery Services's request.

FISCAL NOTE

City Water Utility will pay for upsizing water main from 8-inch to 16-inch. Actual costs yet to be determined.

RECOMMENDATION

Motion to allow Matt Talbot Recovery Services, Inc. to extend water main along St. Martins Road, 90-degree bend to 92nd Street, and past driveway to terminate water main at a possible future lot line. Total extension approximately 810 feet. Furthermore, the prospective property owner must agree to not oppose assessment for extension of water main in future

STATE OF WISCONSIN: CITY OF FRANKLIN: MILWAUKEE COUNTY
RESOLUTION NO. 2015 - _____

A RESOLUTION TO ALLOW MATT TALBOT RECOVERY SERVICES, INC. TO EXTEND WATER MAIN ALONG ST. MARTINS ROAD, 90-DEGREE BEND TO 92ND STREET, AND PAST DRIVEWAY TO TERMINATE WATER MAIN AT A POSSIBLE FUTURE LOT LINE.

WHEREAS, a prospective property owner wishes to develop property within the City of Franklin;
and

WHEREAS, the prospective property owner needs City water not presently adjacent to the said property; and

WHEREAS, further extension of the watermain to the end of the parcel is cumbersome to the prospective property owner; and

WHEREAS, the prospective property owner will enter into an agreement with the City that they will not oppose assessment for extension of water main in the future; and

WHEREAS, it is beneficial for the City of Franklin to have the water main extended for future growth; and

WHEREAS, the prospective property owner will extend the water main approximately 810 linear feet; and

WHEREAS, the City will reimburse for upsizing the water main from 8-inches to 16-inches; and

WHEREAS, the Board of Water Commissioners has recommended approval of this action.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Franklin, that Matt Talbot Recovery Services, Inc. is allowed to extend water main along St. Martins Road, 90-degree bend to 92nd Street, and past driveway to terminate water main at a possible future lot line. Total extension approximately 810 feet. Furthermore, the prospective property owner must agree to not oppose assessment for extension of water main in future.

Introduced at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2015 by Alderman _____.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2015.

APPROVED:

Stephen R. Olson, Mayor

ATTEST:

Sandra L. Wesolowski, City Clerk

AYES _____ NOES _____ ABSENT _____

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Matt Talbot Recovery Services
Water Main Extension

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APPROVAL <i>slw</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE March 3, 2015
REPORTS & RECOMMENDATIONS	A Traffic Impact Analysis for the State Hwy 36 and South 76th Street Interchange and Related Budget Appropriation	ITEM NUMBER <i>G.5.</i>

Background

A study of the traffic patterns around the State Highway 36 and South 76th Street interchange would help identify ways to enhance access to developable vacant land in that area. A Traffic Impact Analysis would also identify what additional access from State Highway 36 might be available to enhance access to those lands. The State Department of Transportation reviews such studies in stages for municipalities.

The City's engineering consultant for the subject area is recommending that a Traffic Impact Analysis be conducted to gain the insights outlined above.

The estimated maximum range of such a study is \$70,000.

Options

A map of the area of study is attached.

An area developer has expressed interest in participating in the study.

Fiscal Impact

No Appropriation currently exists for such a study. The attached Budget Amendment would provide the appropriation for a Traffic Impact Analysis Study

COUNCIL ACTION REQUESTED

Motion to adopt an Ordinance to Amend Ordinance 2014-2152, an Ordinance adopting the 2015 Annual budget for the General Fund for the City of Franklin for Fiscal Year 2015 to Approve a Budget Amendment to the 2015 Budget.

Motion to instruct staff to contract with Graef to conduct a Traffic Impact Analysis for the State Highway 36 and South 76th Street interchange.

STATE OF WISCONSIN : CITY OF FRANKLIN : MILWAUKEE COUNTY

ORDINANCE NO. 2015 _____

AN ORDINANCE TO AMEND ORDINANCE 2014-2152, AN ORDINANCE ADOPTING THE 2015 ANNUAL BUDGETS FOR THE GENERAL FUND FOR THE CITY OF FRANKLIN FOR FISCAL YEAR 2015 TO APPROVE BUDGET AMENDMENTS TO THE 2015 BUDGET

WHEREAS, the Common Council of the City of Franklin adopted the 2015 Annual Budgets for the General Fund, and

WHEREAS, a Traffic Impact Analysis study is needed to determine the impact of changing traffic patterns at the State Highway 36 and South 76th Street interchange; and

WHEREAS, an Contingency Appropriations were designed to resource this type of expenditure, and

WHEREAS, Common Council has determined that it would be in the best interest of the City to approve such appropriations in the 2015 budgets of the General Fund.

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

Section 1 That certain appropriations in the 2015 Annual Budget for the City of Franklin be adjusted as follows:

General Fund			
Contingency	Restricted	Decrease	70,000
Economic Dev	Non-Personnel	Increase	70,000

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

Introduced at a regular meeting of the Common Council of the City of Franklin this ____ day of _____, 2015.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this ____ day of _____, 2015.

APPROVED:

ATTEST:

Stephen R Olson, Mayor

Sandra L. Wesolowski, City Clerk
AYES ____ NOES ____ ABSENT ____



collaborate / formulate / innovate

MEMORANDUM

TO: Nick Fuchs, Senior Planner

FROM: Pat Kressin, PLA, ASLA, LEED AP

DATE: February 24, 2015

SUBJECT: City of Franklin TID Analysis – Area A Transportation Improvements

We are completing our analysis to determine if a Tax Incremental District (TID) is a financially viable option for the development of the lands associated with Area A (near 76th Street and Rawson). It has become apparent that one of the most critical aspects to the potential development of the open lands is improving vehicular access to STH 36 (Loomis Road). STH 36 falls under the jurisdiction of the Wisconsin Department of Transportation (WisDOT).

We met with WisDOT on February 6th and 11th to discuss the potential options for modifications to STH 36. They acknowledged that they would consider modifying the current access to allow for better connectivity to the adjacent parcels. The first step in the process is to study the impacts to the traveling public through the means of a Traffic Impact Analysis (TIA). We discussed the overall scope of the TIA with the WisDOT and they were able to confirm the study area as shown on the attached Figure #1. The TIA is a two step process, with the first step being data gathering and the second step being analysis. Based on the scope of work that they have outlined I would estimate the cost for the first step to be approximately \$20,000 and the second step to be approximately \$50,000. It has been our experience working with WisDOT on similar projects that if the analysis is not looking favorable we are able to stop the project before completing the final work product and incurring the entire costs. It is our recommendation to proceed with a TIA with the intent of being able to improve the vehicular access to these parcels from STH 36.

If the City elects not to complete the TIA, maintaining the existing traffic patterns and current limited and restricted access to the properties, it is unlikely that this area will be developed into the mixed-use type of development that the City is striving to achieve.

PJK:pjk

L:\Jobs\2014\20140960\Project_Information\Correspondence\memo\Area A Memorandum - 2015-02-24.docx

Enclosures

cc: Mayor Olson – City of Franklin
Jesse Wesolowski – City of Franklin
Mike Paulos - GRAEF
File

2014-0960.00

LEGEND

-  EXISTING SIGNAL
-  PROPOSED SIGNAL
-  EXISTING ROADWAY TO BE REMOVED
-  PROJECT BOUNDARY

92nd Street

-  Existing Intersections to be part of TIA
-  Existing/Proposed Intersections to be part of TIA
-  Proposed Intersections to be part of TIA

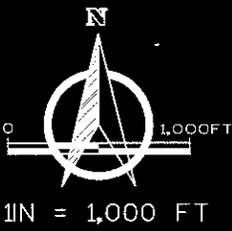
Rawson Avenue (CTH BB)

76th Street (CTH U)

Right-In/Right-Out

STH 36 (Loomis Road)

Drexel Avenue



AREA A
Project Site Location Map
CITY OF FRANKLIN
MILWAUKEE COUNTY, WISCONSIN

FIGURE # 1



APPROVAL <i>Slw RA</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE March 3, 2015
REPORTS & RECOMMENDATIONS	An Ordinance to Amend Ordinance 2013-2120, an Ordinance Adopting the 2014 Annual Budgets for the General Fund for the City of Franklin for Fiscal Year 2014 to Approve Budget Amendments to the 2014 Budget	ITEM NUMBER <i>G.6.</i>

Background

Preliminary results for 2014 are coming together. Several Departments overspent the 2014 budget appropriation. A list follows, along with a brief explanation of major reasons for the expenditure. Any item for which greater detail is required can be addressed at the meeting or the individual issue can be set aside.

1. Court – prisoner housing was \$5,252.80 greater than budget and \$3,134.40 more than the prior year. The expenditure is dependent upon the housing needs and can be difficult to predict from year to year.
2. Clerk – Personnel Costs – the Deputy Clerk separated service in mid year and qualified for a separation benefit. Frequently, the open position will recover the separation benefit cost. However, in 2014 the department needs required a rapid replacement, and the overage occurred.
3. Elections – Personnel Costs – overtime in the Elections area resulting in \$894 of unanticipated costs created by the additional staffing required at the polling locations due to an Oak Creek-Franklin Joint School District referendum that was placed on the November ballot. (Labor costs at the polling locations must be paid by the municipality for all regularly-scheduled elections, pursuant to Wisconsin Statutes.)
4. Elections – Non-Personnel Costs – The process for pro-rating charges for programming the voting systems was recently changed by Milwaukee County, which now placed a greater cost on municipalities and was not anticipated in the 2014 Budget.
5. Assessor –Personnel Costs – The increase in work days in 2014 over 2013 resulted in additional costs of \$224.
6. Muni Building – Personnel Costs – The increase in the number of work days in 2014 over 2013 resulted in the additional \$1,728 in costs.
7. Muni Building – Non-Personnel Costs – the shared cost between the Library and City Hall for contracted custodial staff was miscalculated in the budgeting process.
8. Insurance - Non-personnel Costs – the 2014 insurance premium increased by an amount greater than expected when the budget was compiled. The premium is not quoted until after the Mayor's Recommended Budget is presented.
9. Fire Protection – the Common Council placed a group of Sewer Customers served by Milwaukee Water Works on a par with other Franklin Water customers. The cost of this program was not anticipated in the 2014 budget as it was drafted one year earlier.
10. Engineering – Non-Personnel Costs – Consulting services were engaged when the long term City Engineer retired in June 2014, to assist the Dept with the vacancy. The Department approached Common Council on July 1, 2014 (G10) outlining this plan. Those Professional Services caused the Dept to exceed the 2014 appropriation.

11. Health – Non-Personnel Services – The Budget overage is offset by reduced Personnel costs. The Sanitarian service was converted from Outside services to a City Employee. The Budget anticipated the change on Jan 1, but did not occur until late in the first quarter. In total the Health Dept did not overspend.
12. Parks – Personnel Services – to more efficiently utilize personnel, the DPW Dept shares staff with the Parks Dept. The major project in 2014 was repairs on the Lion’s Legend Park Pavilion – which required more work than originally anticipated. Summer Work in the Parks exceeded prior year levels, and the costs exceeded the 2014 Budget Appropriation.

Dept Appropriation	Budget	Spent	Excess
Court – Non Personnel	44,850	49,194	4,344
Clerk – Personnel	284,398	293,014	8,616
Elections – Personnel	41,568	42,462	894
Elections – Non-personnel	16,800	22,351	5,551
Assessor – Personnel	52,790	53,014	224
Muni Build – Personnel	34,280	36,008	1,728
Muni Build – Non-Personnel	134,833	141,063	6,230
Insurance	100,647	107,748	7,101
Fire Protection	251,700	256,166	4,466
Engineering – Non-Personnel	24,132	28,079	3,947
Health – Non-Personnel	58,205	65,221	7,016
Parks – Personnel	107,910	125,258	17,348
Total	1,152,113	1,219,578	67,465

Recommendation

The Finance Committee reviewed this proposed amendment at their February 24, 2015 meeting, and recommends the Common Council adopt this ordinance.

COUNCIL ACTION REQUESTED

Motion to adopt An Ordinance to Amend Ordinance 2013-2120, an Ordinance Adopting the 2014 Annual Budgets for the General Fund for the City of Franklin for Fiscal Year 2014 to Approve Budget Amendments to the 2014 Budget.

STATE OF WISCONSIN : CITY OF FRANKLIN : MILWAUKEE COUNTY

ORDINANCE NO. 2014 _____

AN ORDINANCE TO AMEND ORDINANCE 2013-2120, AN ORDINANCE ADOPTING
THE 2014 ANNUAL BUDGETS FOR THE GENERAL FUND FOR THE CITY OF
FRANKLIN FOR FISCAL YEAR 2014 TO APPROVE BUDGET AMENDMENTS TO THE
2014 BUDGET

WHEREAS, the Common Council of the City of Franklin adopted the 2014 Annual Budgets for the General Fund, and

WHEREAS, prisoner boarding costs were greater than anticipated, and

WHEREAS, the Clerk's office had personnel changes during 2014 that increased personnel costs greater than originally anticipated, and

WHEREAS, the Elections Dept had greater personnel costs than expected for the several elections during 2014 and increased Non-Personnel expenditures related to new costs from Milwaukee County Elections Commissions previously retained by them, and

WHEREAS, the Assessor's and Municipal Buildings Departments had personnel expenditures greater than anticipated related to increased work days in 2014, and

WHEREAS, Insurance expenditures were not available until after the budget was adopted and thus exceeded the appropriation, and

WHEREAS, Public Fire Protection charges were greater than originally appropriated when the Common Council approved similar treatment of the residents served by Milwaukee Water Works as those served by Franklin Water Utility, and

WHEREAS, as authorized by Common Council, additional Engineering Non-personnel costs were required to compensate for the vacant City Engineer position upon the retirement of the former City Engineer, and

WHEREAS, Health Department Non-personnel expenditures required additional funds that had been appropriated as Personnel costs to provide for services transferred from a third party contractor to an employee, and

WHEREAS, additional Personnel expenditures in the Parks Department were required to complete repairs on the Lions Legend Park Pavilion, and

WHEREAS, the Common Council believes these services are needed to ensure public safety and well being of our citizens,

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

Section 1 That certain appropriations in the 2014 Annual Budget for the General Fund of the City of Franklin be adjusted as follows:

General Fund			
Court	Non-Personnel	Increase	4,400.
Clerk	Personnel	Increase	8,700
Elections	Personnel	Increase	900
Elections	Non-Personnel	Increase	5,600
Assessor	Personnel	Increase	300
Muni Building	Personnel	Increase	1,800
Muni Building	Non-Personnel	Increase	7,100
Insurance	Non-Personnel	Increase	7,200
Fire Protection	Non-Personnel	Increase	4,500
Engineering	Non-personnel	Increase	4,000
Health	Non-Personnel	Increase	7,100
Parks	Personnel	Increase	17,400
Contingency		Decrease	69,000

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

Introduced at a regular meeting of the Common Council of the City of Franklin this ___ day of _____, 2015 by Alderman _____.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this ___ day of _____, 2015 .

APPROVED:

Stephen R Olson, Mayor

ATTEST:

Sandra L. Wesolowski, City Clerk

AYES ___ NOES ___ ABSENT ___

APPROVAL <i>Slw</i> <i>PK</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE March 3, 2015
REPORTS & RECOMMENDATIONS	An Ordinance to Amend Ordinance 2014-2152, an Ordinance Adopting the 2015 Annual Budgets for the Capital Outlay Fund for the City of Franklin for Fiscal Year 2015 to Approve Budget Amendments to the 2015 Budget	ITEM NUMBER <i>G.7.</i>

Background

Two projects were not completed in 2014 that had been appropriated in the 2014 Capital Outlay Budget. Because no firm commitments for these projects had been entered into by Dec 31, 2014, no budget encumbrance is appropriate.

However, Common Council had previously directed that these projects continue and therefore will require a 2015 Budget Appropriation.

At the January 20, 2015 Common Council Meeting, Resolution 2015-7057 was adopted that provided for a replacement pedestrian bridge across Legend Creek. The Council requested that an unused portion of the 2014 Capital Outlay Contingency Budget be brought forward to appropriate this project. The attached Budget Amendment would complete that task.

At the December 16, 2015 Common Council meeting (G.15) an "Off-the-Shelf" Editapp Software Solution project update was provided by Staff. The Common Council "authorized staff to return the project proposal and a budget modification" to continue this project. The attached budget amendment would appropriate but not authorize the project until such time as Staff return with a final recommendation on this project. The attached memo provides a more detailed explanation.

Fund balance is recommended to use the original funds authorized for these projects had fallen into the fund balance at the end of 2014. Therefore there is no negative impact on fund balance as compared to if the projects had been completed in 2014.

Recommendation

The Finance Committee reviewed this 2015 Budget Amendment at its February 24, 2015 meeting and recommends that Common Council adopt this 2015 Budget Amendment.

COUNCIL ACTION REQUESTED

Motion to adopt An Ordinance to Amend Ordinance 2014-2152, an Ordinance Adopting the 2015 Annual Budgets for the Capital Outlay Fund for the City of Franklin for Fiscal Year 2015 to Approve Budget Amendments to the 2015 Budget.

STATE OF WISCONSIN : CITY OF FRANKLIN : MILWAUKEE COUNTY

ORDINANCE NO. 2015_____

AN ORDINANCE TO AMEND ORDINANCE 2014-2152, AN ORDINANCE ADOPTING THE 2015 ANNUAL BUDGETS FOR THE CAPITAL OUTLAY FUND FOR THE CITY OF FRANKLIN FOR FISCAL YEAR 2015 TO APPROVE BUDGET AMENDMENTS TO THE 2015 BUDGET

WHEREAS, the Common Council of the City of Franklin adopted the 2015 Annual Budgets for the Capital Outlay Fund, and

WHEREAS, certain monies included in the 2014 Annual Budgets of the Capital Outlay Fund were intended to be expended in 2014 and were not committed for expenditure prior to December 31, 2014; and

WHEREAS, these amounts will be expended in 2015, and as a result, the related appropriations should be renewed in the 2015 budget; and

WHEREAS, Common Council has determined that it would be in the best interest of the City to approve such appropriations in the 2015 budgets of the Capital Outlay Fund; and

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

Section 1 That certain appropriations in the 2015 Annual Budget for the respective funds of the City of Franklin be adjusted as follows:

Capital Outlay Fund					
Not Authorized	Information Services	Software	Increase	25,000	
Authorized	Parks	Bridge	Increase	25,000	
	Fund Bal		Decrease	50,000	

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

Introduced at a regular meeting of the Common Council of the City of Franklin this ____ day of _____, 2015.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this ____ day of _____, 2015 .

APPROVED:

ATTEST:

Stephen R Olson, Mayor

Sandra L. Wesolowski, City Clerk
AYES ____ NOES ____ ABSENT ____



MEMORANDUM

Date: February 20, 2015

To: Paul Rotzenberg
Director of Finance and Treasurer

From: Mark W. Lubberda 
Director of Administration

RE: Edit Ap Project Carry Over

The attached Council Action Sheet that the Common Council received this past December provides the explanation and backup for this item. The project and requirements development are still in progress.

My recommendation is to have the initial budget modification for 2015 incorporate the full amount of the appropriations previously established for the project. The purpose will be to ensure that anticipated projects for fiscal year 2015 are fully appropriated and to ensure that the anticipated expenditure amount is not overlooked as we continue to monitor General Fund fund balance through monthly reports. Unless we set aside some appropriation, the anticipated fund balance we will be reporting would always be slightly over-reported.

However, it is still possible that the full amount will be needed and the final strategy has not yet been vetted by staff or presented to the Common Council. Therefore, I recommend the language of the Budget Modification identify the full amount of \$25,000 as appropriated, but not authorized. By doing so, any expenditure of the funds would require future authorization or approval by the Common Council after the strategy and costs referenced in the December 2014 Council Action Sheet have been presented to them.

I believe this strategy provides the greatest administrative ease to move the project forward. It is reasonable because the project has already been authorized twice by the Common Council in two separate budgets. At the same time, the Common Council gets to keep control of the purse strings by withholding the expenditure authorization, from a policy standpoint, until the final strategy and contracts can be brought forward for their consideration.

APPROVAL	REQUEST FOR COUNCIL ACTION	MEETING DATE 12/16/2014
REPORTS & RECOMMENDATIONS	"Off-The-Shelf" EditApp Solution Project-- Information Services Department	ITEM NUMBER

The purpose of this Council Action Sheet is to provide a status update on a budgeted capital item project in the Information Services Department. The 2014 Budget provides \$10,000 for an Off-The-Shelf EditApp Solution (Part 2), and the 2013 Budget provided \$15,000 for phase 1 of the project, which was not spent. Although the project has been actively in development and worked on for over a year, no money has been spent and no contract has been issued.

EditApp is a "custom" software tool that the City developed through a software developer over 10 years ago. It is the software that allows the ESRI GIS software (mapping) to communicate with Govern, such that one uniform database is used for properties and property owners across govern, licensing, and mapping. Every 4 to 6 years it is necessary to upgrade EditApp to ensure that the custom software remains current with upgrades to the off-the-shelf products like Govern and ESRI. The last upgrade was over \$60,000.

Given the development costs, the City budgeted to purchase an off-the-shelf product (meaning something commercially available) because Govern had indicated an intent to develop one. We have worked with Govern for a year and tested versions with some success. Unfortunately Govern has recently concluded that they will not complete the development. We did not have any direct costs to Govern for that work, but we did lose staff and contracted staff time and effort. Fortunately, during that interim period, ESRI has recently developed and expanded Parcel Data Tools as off-the-shelf tools that can be used with their system to perform much of what we currently get from EditApp. Additionally, we have upgraded another piece of software to a newer version which has enabled EditApp to continue to remain viable in the near term. Nonetheless, a more permanent fix is mandatory.

The City of Franklin conducted an in-house analysis of the EditApp update options. They consisted of the following: (1) upgrading the existing customized tool, (2) utilizing a Govern/GIS integration tool, or (3) replacing EditApp with an existing ESRI parcel data model. Upgrading the existing tool can't guarantee compatibility with forthcoming ESRI GIS software releases and, as discussed, could be very expensive in the long term, which is why we previously concluded to move away from this strategy. The Govern/GIS tool option became non-viable as Harris (Govern's owner) decided not to pursue completing their product.

The utilization of the ESRI parcel data model would be cost effective, conform to the Technology Commission's directive to target "out-of-the-box" or "off-the-shelf", and maintains

GIS best practices. It would be cost effective as the model or tool is available at no extra charge from ESRI. Using the tools will require reworking some workflow processes and will require contracting with an outside GIS vendor to establish the data links between the various SQL databases. This DBA-type work, however, is much easier than having custom software written.

This project, therefore, in its revised form will spill over into 2015. Absent other direction from the Common Council, staff will complete its analysis of the functionality of the ESRI tool relative to the existing EditApp functionality and will determine and evaluate necessary workflow changes. At that point, assuming everything checks out, the Common Council will be presented with a budget modification requesting to re-appropriate funding for the project, as the current year's funding will lapse and drop to the fund balance at the end of 2014. The appropriations from the budget modification will primarily be used to contract for the data services linking the Govern database with the ESRI product and converting existing data. We will also evaluate if any other costs are necessary to address the changes in workflow. I fully expect that the full cost will be less than the combined amounts budgeted for the project in 2013 and 2014; all of which funds have remained unspent.

COUNCIL ACTION REQUESTED

Motion to receive and file and to authorize staff to return the project proposal and a budget modification to the Common Council at such time that final recommendations are available.

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APPROVAL <i>Slw</i> <i>PH</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE March 3, 2015
REPORTS & RECOMMENDATIONS	An Ordinance to Amend Ordinance 2014-2152, an Ordinance Adopting the 2015 Annual Budgets for the General Fund, Capital Outlay Fund, Capital Improvement Fund and the Sewer Fund for the City of Franklin for Fiscal Year 2015 to Approve Budget Encumbrances from the 2014 Budget as Amendments to the 2015 Budget	ITEM NUMBER <i>G.8.</i>

Background

Each year generally accepted accounting principles require a search for encumbrances. An encumbrance is a contract or written purchase order that was entered into or ordered during the fiscal year with the intent that the contract or purchase order would be completed in that year or the understanding that the project would take more than one fiscal year to complete. Projects meeting the definition of an encumbrance must have a portion of the fund balance reserved for the costs necessary to complete the project.

In 2013 the conversion to the BS&A software is aiding the tracking of encumbrances. The attached lists the identified encumbrances.

Analysis

For the year 2014 there are projects in General Fund, Capital Outlay Fund, Capital Improvement, and Sewer Fund which could be encumbered.

Fiscal Impact

These actions allow those funds to be used without penalizing respective 2015 budgets for the projects in process. Revenue was provided in the 2014 Budget but was unused. The 2014 year-end financial reports and the year-end fund balances will include the impact of the encumbrances. Revenue was provided in the 2014 Budget but was unused. The fiscal impact of encumbrances to each of the funds is a reduction of the respective fund balance.

Recommendation

The Finance Committee reviewed this 2015 Budget Amendment for Encumbrances and recommends that Common Council adopt this Ordinance.

COUNCIL ACTION REQUESTED

Motion to adopt An Ordinance to Amend Ordinance 2014-2152, an Ordinance Adopting the 2015 Annual Budgets for the General Fund, Capital Outlay Fund, Capital Improvement Fund and the Sewer Fund for the City of Franklin for Fiscal Year 2015 to Approve Budget Encumbrances from the 2014 Budget as Amendments to the 2015 Budget

STATE OF WISCONSIN : CITY OF FRANKLIN : MILWAUKEE COUNTY

ORDINANCE NO. 2015_____

AN ORDINANCE TO AMEND ORDINANCE 2014-2152, AN ORDINANCE ADOPTING THE 2015 ANNUAL BUDGETS FOR THE GENERAL FUND, CAPITAL OUTLAY FUND, CAPITAL IMPROVEMENT FUND AND SEWER FUND, FOR THE CITY OF FRANKLIN FOR FISCAL YEAR 2015 TO APPROVE BUDGET ENCUMBRANCES FROM THE 2014 BUDGET AS AMENDMENTS TO THE 2015 BUDGET

WHEREAS, the Common Council of the City of Franklin adopted the 2015 Annual Budgets for the General Fund, Capital Outlay Fund, Capital Improvement and Sewer Fund, and

WHEREAS, certain monies included in the 2014 Annual Budgets of the respective funds were intended to be expended in 2014 and were committed for expenditure prior to December 31, 2014; and

WHEREAS, these amounts will be expended in 2015, and as a result, the related appropriations should be made available and encumbered in the 2015 budget; and

WHEREAS, Common Council has determined that it would be in the best interest of the City to approve such encumbrance in the 2015 budgets of the respective funds; and

WHEREAS, the Budget Appropriation Units will be adjusted for the items listed below.

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

Section 1 That certain encumbered funds of the 2014 budgeted amounts be transferred forward to the 2015 Annual Budget for the respective funds of the City of Franklin to pay for 2014 encumbrances as follows:

General Fund

Admin	Non-Personnel	Increase	40,000.00
Development	Non-Personnel	Increase	129,732.50
Police	Non-Personnel	Increase	5,874.33
DPW	Non-Personnel	Increase	4,450.00
Street Lighting	Non-Personnel	Increase	25,869.00
Parks	Non-Personnel	Increase	1,344.65
Fund Balance		Decrease	207,270.48

Capital Outlay Fund

Clerk	Equipment	Increase	8,700.00
Info Services	Computer Equip	Increase	11,764.14
Building Inspection	Software	Increase	16,458.75
Econ Dev	Furniture	Increase	1,415.00
Fund Balance		Decrease	38,337.89

Capital Improvement Fund

Police	Other Equip	Increase	181.45
DPW	Sidewalks	Increase	138,000.00
Parks	Equipment	Increase	5,980.00
Fund Balance		Decrease	144,161.45

Sewer Fund	Building	Increase	1,351,154.10
	Fund Balance	Decrease	1,351,154.10

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

Introduced at a regular meeting of the Common Council of the City of Franklin this ____ day of _____, 2015.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this ____ day of _____, 2015.

APPROVED:

ATTEST:

Stephen R Olson, Mayor

Sandra L. Wesolowski, City Clerk
AYES ____ NOES ____ ABSENT ____

City of Franklin

2014 Budget Encumbrances and Carryovers to 2015

PO #	Desc	Encumbrance	Fund	Dept	Acct	Dept	Reclass	
73629	GovHR USA LLC	40,000.00	01	147	5219			class & comp study
73573	Buxton	25,000.00	01	199	5110	641	5219	Development
73574	Graef	5,000.00	01	199	5110	641	5219	Development
73574	Graef	5,000.00	01	199	5110	641	5219	Development
73578	Gruen Gruen & Assoc	5,000.00	01	199	5110	641	5219	Development
73578	Gruen Gruen & Assoc	5,000.00	01	199	5110	641	5219	Development
73628	The Daily Herald	2,500.00	01	199	5110	641	5219	Development
73574	Graef	26,766.00	01	199	5499	641	5219	Development
73574	Graef	22,766.50	01	199	5499	641	5219	Development
73576	Qurles & Brady	3,300.00	01	199	5499	641	5219	Development
73576	Qurles & Brady	3,400.00	01	199	5499	641	5219	Development
73577	Ehlers	13,000.00	01	199	5499	641	5219	Development
73577	Ehlers	13,000.00	01	199	5499	641	5219	Development
	Total Contingency	129,732.50						
73585	Bay Communications	3,348.27	01	211	5242			Video system upgrade
73586	Bay Communications	1,494.00	01	211	5242			Video system upgrade
73613	CDW Government	480.26	01	211	5257			22 net nanny software licenses
73608	Amsan	198.50	01	211	5329			disposable coveralls
73608	Amsan	198.50	01	211	5329			Communicable Disease protective materials
73632	Staples Advantage	154.80	01	211	5329			
	Total Police	5,874.33						
73636	Fehr Graham	4,450.00	01	331	5347			Safety program development
73634	Spectrum Lightings Ltd	3,425.00	01	351	5246			light fixtures - streetlighting
73634	Spectrum Lightings Ltd	13,965.00	01	351	5246			
73634	Spectrum Lightings Ltd	234.00	01	351	5246			
73635	Spectrum Lightings Ltd	8,245.00	01	351	5246			5 Valmont street light poles
	Total Street Lighting	25,869.00						
73621	Rundle-Spence Mfg	1,313.64	01	551	5247			plumbing supplies for pavilion restrooms
73621	Rundle-Spence Mfg	31.01	01	551	5247			
	Total Parks	1,344.65						
	Total General Fund	207,270.48						
n/a	Postage Meter	8,700.00	41	141	5813			Open Forms Starter Kit
n/a	MS Govern	14,520.00	41	231	5843			Cornerstone Permit Data Conversion
n/a	MS Govern	1,938.75	41	231	5843			Veeam Backup & Replication system
73584	heartland Business Systems	9,243.14	41	144	5843			Veeam Backup & Replication system
73630	heartland Business Systems	2,521.00	41	144	5843			
73617	Building Services	1,415.00	41	621	5813			file cabinettes
	Total Capital Outlay	38,337.89						

City of Franklin
2014 Budget Encumbrances and Carryovers to 2015

PO #	Desc	Encumbrance	Fund	Dept	Acct	Dept	Reclass
73585	Bay Communications	181.45	46	211	5819		7078
n/a	Milw County	138,000.00	46	331	5828		9249 Sidewalk Proj on 76th Street/County Reconstruction
73599	Miller & Assoc	1,488.00	46	551	5835		9818 Adult fitness - Ernie Lake
73599	Miller & Assoc	1,369.00	46	551	5835		9818 Adult fitness - Ernie Lake
73599	Miller & Assoc	960.00	46	551	5835		9818 Adult fitness - Ernie Lake
73599	Miller & Assoc	1,093.00	46	551	5835		9818 Adult fitness - Ernie Lake
73599	Miller & Assoc	1,070.00	46	551	5835		9818 Adult fitness - Ernie Lake
	Total Ernie Lake Park Equipment	5,980.00					
	Total Capital Improvement	144,161.45					
73575	Ruekert & Mielke	3,490.0	49	0	5216		Economic Development Project
73576	Qurles & Brady	3,300.0	49	0	5212		Economic Development Project
73577	Ehlers	14,000.0	49	0	5219		Economic Development Project
	Total TID 4	20,790.0					
73595	Miron Construction Co	1,351,154.10	61	0	1819		Water & Waste Water Building
	Total Sewer	1,351,154.10					
73627	Ewald Chrysler	1,097.00	65	0	1813		cargo van
73627	Ewald Chrysler	22,703.00	65	0	1813		abandon well #5
73626	CTW Corp	32,374.27	65	0	1816		Water & Waste Water Building
73595	Miron Construction Co	1,351,154.10	65	0	1819		
	Total Water Fund	1,407,328.37					
	Total All Funds	3,169,042.29					

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APPROVAL <i>Slw</i> <i>Ad</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE March 3, 2015
REPORTS & RECOMMENDATIONS	2015 Sewer Service Fund User Fee revision	ITEM NUMBER <i>G.9.</i>

Background

Annually MMSD reviews the sanitary sewer rate structure and provides a user manual with rate changes. This is in keeping with Environmental Protection Agency regulations that user charges must be apportioned to each of these users or class of users on the basis of wastewater flow and strength discharged to the system. Franklin Municipal Code 207-14 (H) (3) provides for this rate review.

The 2015 MMSD Cost Manual provided for a 3.6% MMSD rate increase. If the sewer fund were a regulated utility, that rate could be immediately passed along to rate payers. Combining the MMSD rate increase with a local sewerage charge, the Director of Finance & Treasurer is recommending a 0.3% residential sanitary sewer rate increase effective Jan. 1, 2015. The local rate is declining 5.1%. The total sanitary sewer charge for a Franklin single-family residence would be \$52.98 per quarter (compared to \$52.80 in 2014). The table below helps explain the interplay of these rate and percentage changes.

The proposed rate change components are as follows:

	2015	2014	Inc (Dec)
Volumetric Charge	101.77	97.13	4.8%
Connection Charge	30.21	30.68	(1.5)%
Hazardous Waste Disposal	4.75	4.20	13.1%
Total MMSD Charge	136.73	132.01	3.6%
Franklin sewerage charge	75.20	79.21	(5.1)%
Total Annual Charge	211.93	211.22	0.3%
Quarterly Residential Charge	52.98	52.80	0.3%

Fiscal Note

The Sanitary Sewer Fund has an unrestricted fund balance of \$2,660,848 as of December 31, 2013. With the proposed rate change, even after the 2015 Capital Expenditures, the Sewer Fund Retained Earnings is estimated to exceed 40% of annual expenditures.

Recommendation

The Finance Committee reviewed this proposed rate at its February 24, 2015 meeting and is recommending Common Council adoption effective January 1, 2015. The retroactive action, if adopted, would appear on the first quarterly billing.

COUNCIL ACTION REQUESTED

Motion to adopt the quarterly 2015 Residential Sewer rate of \$52.98 and a quarterly Industrial connection charge of \$11.70 plus a Per Gallon charge of \$2.72 per thousand gallons effective January 1, 2015 as provided by Municipal Code 207-14 H (3)(b).

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APPROVAL <i>Slw</i> <i>pdh</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE 3/3/15
REPORTS & RECOMMENDATIONS	Report on Tax Incremental Financing District 3 & 4 Results for Calendar 2014	ITEM NUMBER <i>G.10.</i>

Background

The Director of Finance & Treasurer's report on TID # 3 & 4 for calendar 2014 are attached for your information. This report is directed to both the Common Council and the Community Development Authority. The Common Council has retained control of both of these TID's.

The Finance Committee reviewed these reports at February 24, 2015 Committee meeting.

The Director of Finance & Treasurer will be available to answer any questions.

COUNCIL ACTION REQUESTED

Motion to place on file.

**City of Franklin
Common Council
Community Development Authority**

**Tax Increment District #3
Cash Flow Model
December 31, 2014**

Issued February 5, 2015

Presented by:

Paul Rotzenberg, CPA

City of Franklin Director of Finance & Treasurer

M E M O R A N D U M

DATE: February 5, 2015
TO: Common Council & Community Development Authority
FROM: Paul Rotzenberg, Director of Finance & Treasurer
RE: Report and Analysis of TID #3 Cash Flow Projection

Attached is a projection of tax increment revenue, expenditures, debt service payments and the net asset position for TID #3 based upon equalized values released by the Department of Revenue on September 1, 2014 and the taxes levied in December 2014. The District was formed in June, 2005. The amended District is located along S 27th Street from W Sycamore St to just south of West Drexel Ave, and extending west to approximately S 35th Street. The final year of project expenditures is 2020 and the final year of increment would be 2026.

Summary Conclusions:

1. In September 2013, the District was amended to add 13 parcels with an equalized value of \$53,939,108. This amendment extended the boundary one half mile north along 27th street, and will accommodate the City costs for the reconstruction project on 27th Street by the State Dept of Transportation scheduled for 2015-16. Incentive funds for major development opportunities that may come along were also included in the Amendment.
2. Actual development of the TIF District has been 84% of the original development assumptions. The September 2013 amendment changed the project to include the updated 27th Street project costs
3. The growth, to date, in increment value has come mainly from Northwestern Mutual and Franklin Oaks (an ICON project).
4. The 2014 annual tax increment was 13.2% or \$8,479,300. For the life of the TID, development has totaled \$72,785,000 or 78% of the projection.
5. In 2014, as a result of Act 145, the State changed the funding for the Vocational Educational system in the state, which reduced the Tax levy for TID's. MATC reduced their levy by 36% in 2014 from 2013. That reduced the tax rate for this district 5.5% or \$1.35 per thousand of value in 2014.
6. The 27th Street project is the only remaining project to be completed. That project is currently estimated to start in 2015. The cost of this remaining project is currently estimated at \$3.3 million including the cost of the half mile of 27th Street north of the District boundary. All of these costs were included in the Amended 2013 Project plan. The amended project plan did provide for developer incentives for major development proposals that might materialize. All project expenditures must be completed by June 2020, with any debt service completed by 2025.
7. The slower rate of development and the impact of lower tax rates on the tax increment generated have resulted in the inadequate cash flow to meet the scheduled debt service. Additional financing was necessary. This was accomplished by a short term borrowing or an inter-fund advance from the City. The City advanced \$2,200,000 in early 2014 to help fund the \$3.5 million loan payment due March 1, 2014. At December 2014 there are \$3,350,000 of inter-fund advances outstanding.

8. To fund the 27th Street project, the TID borrowed \$3,330,000 in December 2014. With repayment anticipated by 2018, an interest rate of 1.47% was achieved.
9. Realization of the assumptions in the TID #3 analyses would result in the TIF District being funded through 2023 depending upon the approved projects actual costs. Without any need for the Development incentives, the TIF District would be eligible to close in 2018 with the tax increment released the following year. By that year the tax increment generated will be about \$75 million and the tax revenue generated will be about \$1.7 million with a City share of approximately one quarter of that amount. The original project plan anticipated full funding of the TIF District in 2017.

The analysis is qualified to the following extent:

1. Realization that the stated assumptions will determine the results of the projection.
2. The tax rate assumption is based on the actual equalized tax rate in effect in December 2014 less an assumed decline in tax rate of 1.0%. If the tax rate varies from the assumption it will have either a positive or negative impact on these projections.

City of Franklin
TIF #3 Projection
Projected Cash Flow
December 11, 2014

Year	Revenue										Expenditures					TIF Status		
	Tax Levy	Interest Income 1.50%	Developer Loan Repayment	Computer Aid	Grant & Debt Proceeds	Total Revenue	Debt Services Interest & Fees		Project Costs	Admin Expenses	Total Expenditures	Yearly Cash Activity	Net Cash Balance	Note Balance	Net Debt Balance	Fund Balance		
							Principal	Fees										
2005	-	60,525	-	-	3,905,571	3,966,096	66,036	-	906,440	61,554	1,034,030	2,932,066	2,932,066	-	3,905,571	(973,505)		
2006	-	114,349	-	-	94,429	208,778	179,643	-	2,021,091	70,527	2,271,261	(2,062,483)	889,583	-	4,000,000	(3,130,417)		
2007	251,402	102,647	130,950	317,482	16,700,000	17,502,481	693,528	-	17,280,607	75,136	18,049,271	(546,790)	322,793	10,000,000	9,700,000	622,793		
2008	504,283	14,311	789,625	304,643	11,137,628	12,750,490	762,366	-	2,087,552	46,955	12,996,893	(248,403)	76,390	9,400,000	11,300,000	8,176,390		
2009	1,535,719	6,159	792,679	353,993	800,000	3,488,550	804,998	10,100,000	615,003	29,202	3,564,203	(75,653)	737	8,785,000	10,600,000	7,985,737		
2010	2,295,166	7,725	790,589	326,765	-	3,420,245	736,093	2,225,000	105,028	11,564	3,077,665	342,560	343,297	8,160,000	9,000,000	8,503,297		
2011	1,407,207	10,971	793,255	333,786	-	2,545,219	675,943	1,640,000	9,683	9,886	2,335,612	209,607	552,904	7,520,000	8,000,000	8,072,904		
2012	1,650,483	5,128	795,629	282,085	1,150,000	2,733,325	596,392	2,655,000	25,360	12,116	3,288,868	(555,543)	(2,639)	6,865,000	6,000,000	6,862,361		
2013	1,847,835	(1,979)	797,711	361,741	1,150,000	3,855,308	522,341	3,170,000	3,196	28,634	3,724,171	131,137	128,498	6,195,000	4,650,000	5,173,498		
2014	1,572,197	47,284	6,255,776	407,508	5,530,000	13,812,766	159,661	9,695,000	357,083	12,233	10,223,977	3,588,789	3,717,287	-	6,680,000	(2,962,713)		
2015	1,681,578	55,759	-	387,133	-	2,124,470	146,674	2,070,000	3,640,419	29,000	5,856,093	(3,761,623)	(44,336)	-	4,610,000	(4,654,336)		
2016	1,708,346	(665)	-	367,776	-	2,075,457	109,050	1,950,000	29,000	29,000	2,117,050	(41,593)	(85,929)	-	2,680,000	(2,745,929)		
2017	1,734,842	(1,239)	-	349,387	-	2,082,941	54,375	1,675,000	29,000	29,000	1,787,375	295,566	209,637	-	985,000	(775,363)		
2018	513,076	3,145	-	331,918	-	848,138	14,775	985,000	29,000	29,000	1,057,775	(209,637)	0	-	-	0		
2019	-	-	-	-	-	-	-	-	-	-	0	-	0	-	-	0		
2020	-	-	-	-	-	-	-	-	-	-	0	-	0	-	-	0		
2021	-	-	-	-	-	-	-	-	-	-	0	-	0	-	-	0		
2022	-	-	-	-	-	-	-	-	-	-	0	-	0	-	-	0		
2023	-	-	-	-	-	-	-	-	-	-	0	-	0	-	-	0		
2024	-	-	-	-	-	-	-	-	-	-	0	-	0	-	-	0		
2025	-	-	-	-	-	-	-	-	-	-	0	-	0	-	-	0		
2026	-	-	-	-	-	-	-	-	-	-	0	-	0	-	-	0		
2027	-	-	-	-	-	-	-	-	-	-	0	-	0	-	-	0		
	16,402,135	424,070	11,146,214	4,124,216	39,317,628	71,414,263	5,521,894	38,280,000	27,138,482	473,907	71,414,263	0	0	-	-	-		
					(10,000,000)			(10,000,000)										
					(1,000,000)			(1,000,000)										
					(11,146,213)			(11,146,213)										
					1	28,317,628		18,280,000	17,138,462									

Note: The taxable loan is considered revenue as repaid and the debt balance is net of the loan to developer. Project costs can not be initiated after June 21, 2020

Assumptions:

- 1 Computer aid will decrease at 5% per year.
- 2 Payoff by 2017 represented to the Other Taxing Jurisdictions through the Joint Review Board

City of Franklin
TIF #3 Projection
Projected Debt Service
December 11, 2014

Tax Exempt G.O. Bonds	\$ 1,000,000
Improvements Cost	\$ 1,000,000
Capitalized Interest	\$ -
Est. Issuance Cost	\$ -
Rounding	\$ -

Tax Exempt G.O. Bonds	\$ 10,083,583
Improvements Cost	\$ 10,017,933
Capitalized Interest	\$ -
Est. Issuance Cost	\$ 65,650
Rounding	\$ -

Interfund Advance	\$ -
Improvements Cost	\$ -
Capitalized Interest	\$ -
Est. Issuance Cost	\$ -
Rounding	\$ -

Total	\$ 11,083,583
Tax Exempt G.O. Debt	\$ 11,017,933
Improvements Cost	\$ -
Capitalized Interest	\$ -
Est. Issuance Cost	\$ 65,650
Rounding	\$ -

Year	Debt Issues			Debt Service 8/15/05			Debt Service 8/26/08			Debt Service (3/31, 6/30, 9/30 & 12/31)			Debt Issues			
	Balance	Principal 3/1	Interest (3/1 & 9/1) avg = 3.25%	Total	Balance	Principal 3/1	Interest (3/1 & 9/1) avg = 4.00%	Total	Balance	Principal (3/31, 6/30, 9/30 & 12/31) avg = 3.50%	Interest	Total	Balance	Principal	Interest	Total
2005	4,000,000	-	66,036	66,036	-	-	-	-	2,700,000	-	70,021	70,021	4,000,000	-	66,036	66,036
2006	4,000,000	-	179,643	179,643	-	-	-	-	600,000	3,200,000	65,620	3,265,620	4,000,000	-	179,643	179,643
2007	7,000,000	-	295,926	295,926	-	-	-	-	800,000	600,000	15,127	615,127	9,700,000	-	365,947	365,947
2008	700,000	6,300,000	216,253	6,516,253	10,000,000	200,000	334,118	534,118	800,000	800,000	1,841	801,841	11,300,000	9,500,000	281,873	9,781,873
2009	-	700,000	5,311	705,311	9,800,000	800,000	314,500	1,114,500	-	800,000	1,841	801,841	10,600,000	1,500,000	334,556	1,854,556
2010	-	-	-	-	9,000,000	800,000	287,500	1,287,500	-	-	-	-	9,000,000	1,600,000	316,341	1,916,341
2011	-	-	-	-	8,000,000	1,000,000	240,000	2,240,000	-	-	-	-	8,000,000	1,000,000	287,500	1,287,500
2012	-	-	-	-	6,000,000	2,000,000	165,000	2,665,000	-	-	-	-	6,000,000	2,000,000	240,000	2,240,000
2013	-	-	-	-	3,500,000	2,500,000	61,341	3,561,341	-	-	-	-	4,650,000	2,500,000	198,743	2,698,743
2014	3,330,000	-	(166,060)	(166,060)	-	3,500,000	61,341	3,561,341	3,350,000	-	110,710	110,710	6,680,000	3,500,000	5,971	3,505,971
2015	3,310,000	20,000	65,299	85,299	-	-	-	-	1,300,000	2,050,000	81,375	2,131,375	4,610,000	2,070,000	146,674	2,216,674
2016	2,660,000	650,000	86,300	736,300	-	-	-	-	-	1,300,000	22,750	1,322,750	2,660,000	1,950,000	109,050	2,069,050
2017	985,000	1,875,000	54,375	1,729,375	-	-	-	-	-	-	-	-	985,000	1,875,000	54,375	1,729,375
2018	-	-	14,775	999,775	-	-	-	-	-	-	-	-	-	985,000	14,775	999,775
2019	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2020	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2021	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2022	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2023	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2024	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2025	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2027	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	10,330,000	817,838	11,147,838	11,147,838	10,000,000	1,402,459	1,402,459	11,402,459	7,950,000	401,187	401,187	6,351,187	28,280,000	2,621,485	2,621,485	30,901,485

Note: This issue was originally \$4M and was increased to \$7M on 3-1-07. It was reduced to \$1M in 2006 and repaid to the Debt Service Fund in 2009.

**City of Franklin
TIF #3 Projection
Projected Revenue
December 11, 2014**

Const. Year	Incr. Year	Revenue Year	Full Value Beginning of Year	Total Increment	DOR Adjustment	Inflation & Additional Increment	Cumulative Equalized Increment Value	Tax Rate	Increment Revenue Collected
2005	2006	2007	-	11,743,000		1,178,100	12,921,100	19.46	251,402
2006	2007	2008	12,921,100	8,668,000		3,315,300	24,904,400	20.25	504,283
2007	2008	2009	24,904,400	44,487,000		5,491,100	74,882,500	20.51	1,535,719
2008	2009	2010	74,882,500	15,432,000	10,000,000	5,587,800	105,902,300	21.67	2,295,166
2009	2010	2011	105,902,300	-	(42,000,000)	(2,467,600)	61,434,700	22.91	1,407,207
2010	2011	2012	61,434,700	-	12,000,000	(782,100)	72,652,600	22.72	1,650,483
2011	2012	2013	72,652,600	-	-	(8,734,800)	63,917,800	24.22	1,547,835
2012	2013	2014	63,917,800	-	-	387,900	64,305,700	24.45	1,572,197
2013	2014	2015	64,305,700	-	-	8,479,300	72,785,000	23.10	1,681,578
2014	2015	2016	72,785,000	-	-	1,905,532	74,690,532	22.87	1,708,346
2015	2016	2017	74,690,532	-	-	1,924,587	76,615,119	22.64	1,734,842
2016	2017	2018	76,615,119	-	-	1,943,833	78,558,953	22.42	1,761,069
2017	2018	2019	78,558,953	-	-	1,963,272	80,522,224	22.19	1,787,029
2018	2019	2020	80,522,224	-	-	1,982,904	82,505,128	21.97	1,812,726
2019	2020	2021	82,505,128	-	-	2,002,733	84,507,862	21.75	1,838,160
2020	2021	2022	84,507,862	-	-	2,022,761	86,530,622	21.53	1,863,337
2021	2022	2023	86,530,622	-	-	2,042,988	88,573,610	21.32	1,888,257
2022	2023	2024	88,573,610	-	-	2,063,418	90,637,029	21.11	1,912,923
2023	2024	2025	90,637,029	-	-	2,084,052	92,721,081	20.89	1,937,339
2024	2025	2026	92,721,081	-	-	2,104,893	94,825,974	20.69	1,961,506
				80,330,000			Reported		32,651,405
									Amend # 1
									\$ 53,939,000
									\$ 171,707,200
									63,317,000
									235,024,200
									229,093,100
									97.48%

- Assumptions:**
1. Property value inflation 1.00%
 2. Property additions 0.00%
 3. Mill Rate Inflation -1.00%

Note The Mill rate deflation assumption is based upon the recent experience of the City of Franklin that the development within TIFs is happening at a greater rate than outside the TIF effectively lowering the TIF rate. In addition it assumes the impact of the current tax levy limits will continue in some format in the future.

City of Franklin
TIF #3 Projection
Development Assumptions
December 11, 2014

Const Year	Project Plan (Memo)	Development										Difference from Plan
		Franklin Oaks	Johnson Bank	31st Office Bldg	Land N of NM	27th Street	Amended Area	Add NM 2	Rawson Avenue	Total		
	Project Plan	44,750,000	1,000,000	1,000,000	9,180,000	2,500,000	-	37,500,000	-	95,930,000		
2005	17,850,000	10,543,000	1,200,000							11,743,000		(6,107,000)
2006	11,900,000	8,400,000			268,000					8,668,000		(3,232,000)
2007	12,500,000	2,825,000			510,000			39,400,000		44,487,000	1,752,000	31,987,000
2008	6,500,000	3,737,000						11,695,000		15,432,000		8,932,000
2009	13,000,000									0		(13,000,000)
2010	15,560,000									0		(15,560,000)
2011	15,560,000									0		(15,560,000)
2012	3,060,000									0		(3,060,000)
2013										0		-
2014										0		-
2015										0		0
2016										0		0
2017										0		0
2018										0		0
2019										0		0
2020										0		0
2021										0		0
2022										0		0
		95,930,000	25,505,000	1,200,000	-	778,000	-	51,095,000	1,752,000	80,330,000		(15,600,000)

Assumptions:
 1. Construction includes \$5 million in non taxable computers
 2. Project Estimate

City of Franklin
Common Council
Community Development Authority

Tax Increment District #4
Cash Flow Model
December 31, 2014

Issued February 5, 2015

Presented by:

Paul Rotzenberg, CPA

City of Franklin Director of Finance & Treasurer

M E M O R A N D U M

DATE: February 5, 2015
TO: Common Council & Community Development Authority
FROM: Paul Rotzenberg, Director of Finance & Treasurer
RE: Report and analysis of TID #4 Cash Flow Projections

Attached is a projection of tax increment revenue, expenditures, debt service payments and the net asset position for TID #4 based upon equalized values released by the Department of Revenue on September 1, 2014 and the taxes levied in December 2014. This District was formed in June, 2005 and is located in the far southeast corner of the City, from a point one half mile north of Oakwood Rd south to County Line Road, from 27th Street west to 42nd Street. The District has a maximum life of 20 years, with the latest project expenditure in June 2020. The last year of increment would be 2026, if needed.

Observations:

1. All Phase 1 projects have been completed. The completed costs were in line with the revised estimate for these projects and proceeds have been borrowed to fund the project costs.
2. The projection includes the potential costs of the Project Plan Phase 2 and Phase 3 projects. The estimated costs of the 27th Street reconstruction in this TIF District are not included as the current timing (approximately 2025) would occur after the limit (2020) for incurring project costs.
3. The development assumptions (updated) are a major factor in the projected cash flow of the TIF District. The economic slowdown had resulted in delaying the projected years in which the various known projects were estimated to be constructed compared to earlier projections. Future economic activity will determine the actual years of development and any variance from the projections will impact the projection either positively or negatively.
4. The 2014 increment was \$4,625,800 or 11.8%, bringing the total increment in this District to \$43,675,900. This represents 24% of the projected development when the District was formed. Most of the increment has come from the Wheaton Franciscan complex.

5. In 2014, Wisconsin Act 145 changed the funding for Technical Colleges. MATC reduced their levy by 36% as a result, and the tax rate for this District declined by \$1.35 or 5.5%.
6. The tax increment revenue realized in the next two years is projected to retire the borrowing from the first phase by 2016. The District could close at that time.
7. The tax increment can continue to be received after that time to support project phases 2 & 3. Those phases will begin when there is development to support those Project Plan expenditures. It is forecast that the tax increment will be needed through 2025, one year earlier than the statutory limit for this district.
8. In November 2014, the Common Council authorized a review of the plans for this District. Consideration of project phases 2 and 3 for Development at the southern most end of S 27th Street is the focus of the review.

The analysis is qualified to the following extent:

1. The stated assumptions determine the results of the projection.
2. The tax rate assumption is based on the actual equalized tax rate in effect in December 2014 less an assumed decline in tax rates of 1.0% per year. If the tax rate varies from the assumption it could have either a positive or negative impact on these projections.

City of Franklin
TIF #4 Phase I Projection
Projected Cash Flow
December 31, 2014

Year	Revenue					Expenditures			TIF Status						
	Tax Levy	Computer Aid	Misc Revenue	Interest Income	Debt Issued	Total	Project Costs	Debt Services		Net Cash	Outstanding Debt	Year End Fund Balance			
								Admin Expenses	Interest				Principal		
2005	-	-	-	39,408	2,812,416	2,851,824	179,470	34,844	47,553	-	261,867	2,589,957	2,812,416	(222,459)	
2006	-	-	-	117,860	1,163,563	2,342,213	659,840	35,237	129,485	-	824,562	(590,349)	1,999,608	2,928,769	(929,161)
2007	17,702	4,884	294,196	28,754	2,971,231	3,316,767	3,522,075	53,667	116,893	1,500,000	5,192,635	(1,875,868)	123,740	4,400,000	(4,276,260)
2008	236,803	6,862	34,337	9,354	3,700,000	3,987,356	388,006	51,827	187,046	3,100,000	3,726,879	260,477	384,217	5,000,000	(4,615,783)
2009	221,611	5,474	57,051	8,341	600,000	892,477	529,168	28,555	223,924	337,000	1,118,647	(226,170)	158,047	5,263,000	(5,104,953)
2010	1,268,430	3,254	78,217	5,120	-	1,355,021	51,227	9,625	198,646	1,000,000	1,259,498	95,523	253,570	4,263,000	(4,009,430)
2011	836,103	59,197	-	5,849	-	901,149	370,781	9,986	174,163	525,000	1,079,930	(178,781)	74,789	3,738,000	(3,663,211)
2012	909,841	57,003	-	1,122	3,038,000	4,005,966	-	13,687	144,248	3,738,000	3,895,935	110,031	184,820	3,038,000	(2,853,180)
2013	815,923	46,504	46,374	(3,255)	-	905,545	-	9,444	101,798	875,000	986,242	(80,697)	104,123	2,163,000	(2,058,877)
2014	954,727	24,620	18,001	963	-	998,310	46,243	9,585	59,904	925,000	1,040,731	(42,421)	61,702	1,238,000	(1,176,298)
2015	1,009,060	23,389	92,021	926	-	1,125,396	-	9,585	33,579	1,000,000	1,043,164	82,232	143,934	238,000	(94,066)
2016	1,013,492	22,220	-	2,159	-	1,037,870	-	9,585	5,415	238,000	252,999	784,871	928,805	-	928,805
2017	1,017,878	21,109	-	13,932	-	1,052,919	-	9,585	-	-	9,585	1,043,334	1,972,139	-	1,972,139
2018	1,246,391	20,053	-	29,582	3,800,000	5,096,026	5,548,000	9,585	63,700	1,000,000	6,621,285	(1,525,259)	446,880	2,600,000	(2,353,120)
2019	1,250,664	19,050	-	6,703	-	1,276,418	-	9,585	104,650	1,000,000	1,114,235	162,183	609,063	1,800,000	(1,190,937)
2020	1,254,893	18,098	-	9,136	3,700,000	4,962,127	5,300,000	9,585	166,075	-	5,475,660	(493,533)	115,530	5,500,000	(5,384,470)
2021	1,259,078	17,193	-	1,733	-	1,278,004	-	9,585	229,775	900,000	1,139,360	138,645	254,174	4,600,000	(4,345,826)
2022	1,263,220	16,333	-	3,813	-	1,283,366	-	9,585	186,550	1,000,000	1,196,135	87,231	341,405	3,600,000	(3,258,595)
2023	1,267,319	15,517	-	5,121	-	1,283,956	-	9,585	136,500	1,200,000	1,346,085	(58,128)	283,277	2,400,000	(2,116,723)
2024	1,271,374	14,741	-	4,249	-	1,290,365	-	9,585	81,900	1,200,000	1,291,485	(1,120)	282,157	1,200,000	(917,843)
2025	926,907	14,004	-	4,232	-	945,143	-	-	27,300	1,200,000	1,227,300	(282,157)	0	-	0
2026	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	18,041,416	409,505	620,196	295,101	20,738,000	40,104,218	16,594,810	352,305	2,419,104	20,738,000	40,104,218	-	-	-	-

Note: Phase 1 projected to be fully funded by 2016.
Project costs can not be initiated after June 21, 2020
TIF will continue until Phase 2 and Phase 3 projects are complete or fully funded. (Phase 2 - 5,548,000 & Phase 3 - 12,851,000). 27th St reconstruction may reduce the scope of later phases.
Per the Project Plan the TIF is anticipated to be completed during the year 2025.

City of Franklin
TIF #4 Projection
Projected Debt Service
December 31, 2014

Tax Exempt G.O. Bonds	\$ 3,000,000
Improvements Cost	\$ 2,715,000
Capitalized Interest	\$ 259,377
Est Issuance Cost	\$ 24,975
Rounding	\$ 648

Interfund Advance	\$ 3,500,000
Improvements Cost	\$ 3,500,000
Capitalized Interest	\$ -
Est Issuance Cost	\$ -
Rounding	\$ -

Total	\$ 6,500,000
	\$ 6,215,000
	\$ 259,377
	\$ 24,975
	\$ 648

Year	Debt Issues				All Debt Issues			
	Debt Service 8/15/05		Debt Service		Combined Debt Service		Total	
	Balance	Principal 3/1 avg = 4.55%	Interest (3/1 & 9/1) 4.55%	Total	Balance	Principal	Interest	Total
2005	3,000,000	-	47,553	47,553	3,000,000	-	47,553	47,553
2006	3,000,000	-	129,485	129,485	3,000,000	-	129,485	129,485
2007	1,500,000	1,500,000	77,823	1,577,823	4,400,000	1,500,000	116,893	1,616,893
2008	5,000,000	-	121,405	121,405	5,000,000	3,100,000	187,046	3,287,046
2009	4,663,000	337,000	214,850	551,850	5,263,000	337,000	223,924	560,924
2010	4,263,000	400,000	197,117	597,117	4,263,000	1,000,000	198,646	1,198,646
2011	3,738,000	525,000	174,163	699,163	3,738,000	525,000	174,163	699,163
2012	-	3,738,000	28,363	3,766,363	3,038,000	875,000	101,798	3,882,248
2013	-	-	-	-	2,163,000	875,000	101,798	976,798
2014	-	-	-	-	1,238,000	925,000	59,904	984,904
2015	-	-	-	-	238,000	1,000,000	33,579	1,033,579
2016	-	-	-	-	-	238,000	5,415	243,415
2017	-	-	-	-	-	-	-	0
2018	-	-	-	-	2,800,000	1,000,000	63,700	1,063,700
2019	-	-	-	-	1,800,000	1,000,000	104,650	1,104,650
2020	-	-	-	-	5,500,000	-	166,075	166,075
2021	-	-	-	-	4,600,000	900,000	229,775	1,129,775
2022	-	-	-	-	3,600,000	1,000,000	186,550	1,186,550
2023	-	-	-	-	2,400,000	1,200,000	136,500	1,336,500
2024	-	-	-	-	1,200,000	1,200,000	81,900	1,281,900
2025	-	-	-	-	-	1,200,000	27,300	1,227,300
2026	-	-	-	-	-	-	-	0
2027	-	-	-	-	-	-	-	0
					14,238,000	1,428,345	15,666,345	20,738,000
					6,500,000	990,759	7,490,759	2,419,104
								23,157,104

**City of Franklin
TIF Projection
Projected Revenue
December 31, 2014**

Const. Year	Incr. Year	Rev. Year	Full Value Beginning of Year	Total Increment	DOR Adjustment	Inflation & Additional Increment	Cumulative Equalized Increment Value	Tax Rate	Increment Revenue Collected
2005	2006	2007	-	712,021		198,179	910,200	19.45	17,702
2006	2007	2008	910,200	9,725,000		1,059,700	11,694,900	20.25	236,803
2007	2008	2009	11,694,900	19,758,000	(21,300,000)	653,000	10,805,900	20.51	221,611
2008	2009	2010	10,805,900	674,500	46,600,000	446,800	58,527,200	21.67	1,268,430
2009	2010	2011	58,527,200	4,500,000	(23,300,000)	(3,225,300)	36,501,900	22.91	836,103
2010	2011	2012	36,501,900	306,400	2,394,900	847,100	40,050,300	22.72	909,841
2011	2012	2013	40,050,300	710,500		(7,067,300)	33,693,500	24.22	815,923
2012	2013	2014	33,693,500	4,821,486		535,114	39,050,100	24.45	954,727
2013	2014	2015	39,050,100	4,625,800			43,675,900	23.10	1,009,060
2014	2015	2016	43,675,900	-		634,938	44,310,838	22.87	1,013,492
2015	2016	2017	44,310,838	-		641,287	44,952,125	22.64	1,017,878
2016	2017	2018	44,952,125	10,000,000		647,700	55,599,826	22.42	1,246,391
2017	2018	2019	55,599,826	-		754,177	56,354,003	22.19	1,250,664
2018	2019	2020	56,354,003	-		761,719	57,115,722	21.97	1,254,893
2019	2020	2021	57,115,722	-		769,336	57,885,058	21.75	1,259,078
2020	2021	2022	57,885,058	-		777,030	58,662,088	21.53	1,263,220
2021	2022	2023	58,662,088	-		784,800	59,446,888	21.32	1,267,319
2022	2023	2024	59,446,888	-		792,648	60,239,535	21.11	1,271,374
2023	2024	2025	60,239,535	-		800,574	61,040,110	20.89	1,275,388
2024	2025	2026	61,040,110	-		808,580	61,848,690	20.69	1,279,360
				<u>55,833,707</u>					<u>19,669,257</u>
				Base Equalized Value Increment			\$ 19,817,900		
				Total Equalized Value			\$ 43,675,900		
				Assessed Value Ratio			\$ 63,493,800		
							\$ 63,328,800		
							99.74%		

Wheaton \$4.5M down due to add'l exemption

- Assumptions:**
1. Property value inflation 1.00%
 2. Property additions 0.00%
 3. Mill Rate Inflation -1.00%
 6. Estimated developed value per acre \$ 500,000
 7. Ave Assessed value vacant & improved land \$ -

City of Franklin
TIF #4 Projection
Development Assumptions
December 31, 2014

Const. Year	Project Plan Estimate	Development						Total
		MLG Residential	MLG Commercial	Covenant	Oakwood South	Conway	Additional Lots	
		19,967,049	12,579,974	18,000,000	30,000,000	-	100,000,000	180,547,023
2005	-		712,021					712,021
2006	12,877,813	925,000		8,800,000				9,725,000
2007	33,423,756	4,806,300		13,924,000		1,027,700		19,758,000
2008	4,245,454	534,500		140,000				674,500
2009	-	-		4,500,000				4,500,000
2010	-	306,400						306,400
2011	-	710,500						710,500
2012	38,000,000	2,663,679						2,663,679
2013	8,000,000	4,050,000		575,800				4,625,800
2014	8,000,000							-
2015	8,000,000							-
2016	8,000,000			10,000,000				10,000,000
2017	7,500,000							-
2018	7,500,000							-
2019	7,500,000							-
2020	7,500,000							-
2021	7,500,000							-
2022	7,500,000							-
2023	7,500,000							-
2024	7,500,000							-
	<u>180,547,023</u>	<u>13,996,379</u>	<u>712,021</u>	<u>37,939,800</u>	<u>-</u>	<u>1,027,700</u>	<u>-</u>	<u>53,675,900</u>

54 lots @ 25 Acres X
\$350,000 \$1,600,000 per acre

City of Franklin
TIF #4 Projection
Projected Cost Breakdown
December 31, 2014

Year	Project Costs										Total
	Roundabout MLG/Cov Weaton Way 6917	Traffic Signals Median Recon Intersection 6922	OC Water & Intersection 6921	Construction Oakwood Road 6912	Right of way Oakwood 6911	Fittsimmons Weeds/ Dev Incentive Costs Net	Water & Sewer Costs Net	Issuance Cost	S 27th Street S&W	Contingency Marketing Expenses	
Project Plan Estimate	282,400	200,000	6921	1,860,000	200,000	375,000	1,190,000	13,875		177,000	4,284,400
2005				152,995	12,600			13,875			179,470
2006	32,947			242,356	384,537						659,840
2007	708,680	493,248	129,941	1,898,528	4,200		287,478				3,522,075
2008	14,877	12,897	16,896	43,689			124,974	13,130	161,543		388,006
2009	4,955		(41,000)	158,441					55,102	351,670	529,168
2010	2,064			105					3,950	45,108	51,227
2011									11,290	359,491	370,781
2012											-
2013											-
2014								46,243			46,243
2015											-
2016											-
2017											-
2018								Phase 2 Project Plan		5,548,000	5,548,000
2019											-
2020										5,300,000	5,300,000
2021											-
2022											-
2023	763,523	506,145	105,837	2,496,114	401,337		412,452	27,005	231,885	11,604,269	16,594,810
		105,837									(16,938)
		(16,938)									(297,522)
		<u>(297,522)</u>									<u>16,280,350</u>
		<u>297,522</u>									
Revised Estimate	705,000	448,000	125,000	2,311,000	400,000	425,000	254,000	15,000	165,000	-	4,848,000
		Project Plan				Phase 1	Phase 2	Phase 3	Total		22,683,400
						4,284,400	5548000	12851000			115%
						115%	115%	115%			115%
						<u>4,927,060</u>	<u>6,380,200</u>	<u>14,778,650</u>			<u>26,085,910</u>

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<p>APPROVAL</p> <p><i>Mark W. ...</i></p>	<p>REQUEST FOR COUNCIL ACTION</p>	<p>MEETING DATE</p> <p>03/03/2015</p>
<p>REPORTS & RECOMMENDATIONS</p>	<p>Approval of a Job Description for Director of Economic Development</p>	<p>ITEM NUMBER</p> <p><i>G.11.</i></p>

Attached is a proposed job description for Director of Economic Development. The position is budgeted for 2015; however, the position cannot be advertised for or filled until a job description is approved.

The position description was reviewed by the Economic Development Commission which reviewed a base document and addressed some options as presented. The resulting recommendation was forwarded to the Personnel Committee. The attached document incorporates the Personnel Committee's recommendations as well. In general, the Personnel Committee's recommendations provide for greater clarity with limited substantive changes. I can note that based upon the discussion I heard at the Economic Development Commission, I do not believe the changes recommended by the Personnel Committee run counter to the discussion held by the Economic Development Commission.

The Personnel Committee's suggested changes, as incorporated herein, are generally as follows:

1. In the first paragraph on Page 3, strike a reference to TID #3 and #4 leaving the TID wording applicable to any current or future TID.
2. The third paragraph on Page 3 was clarified to limit legislative liaison responsibilities to topical areas related to Economic Development.
3. The third paragraph on Page 3 was also clarified to include the "Common Council" in the list to whom the Director will report on legislative issues.
4. The first paragraph of "Education and/or Experience" was broken into several sentences to make it easier to read and interpret, but the overall intent remained the same.
5. "Real Estate Sales Person" and "Real Estate Broker" licenses were added to list of desirable certificates or licenses that an applicant might hold. (P. 4)

Overall, the job description is drafted in a broad manner incorporating the full spectrum of assignments that are typical of an economic development position, from promotion and marketing to analysis and reporting to administering programs. Drafted in this manner, the presumption is that more specific tasks and duties would be set forth periodically in an economic development plan, as referenced in the first essential duty listed and as referenced in Chapter 4 – Economic Development of the Comprehensive Master Plan. The position description, therefore, will not have to be altered as duties and tasks vary to reflect the range of tasks that can occur annually.

Importantly, please note that the "Salary Level" is listed as "TBD." The final placement in the salary range will be held in abeyance pending completion of the classification and compensation study. The City will not, however, wait for the study to commence the hiring process. The position was budgeted for all of 2015 with an annual salary of \$101,494, plus benefits. Approximately 54% of personnel costs are scheduled to be distributed to TID districts through "allocated payroll costs," leaving \$78,235 in general fund appropriations. **If the job description is approved as presented or unless otherwise directed, the position will be filled in accordance with the budgetary approval.** I will recommend advertising the position as "+/- \$95,000" per year, which leaves room to consider the individual's experience in the final determination.

If approved, the job description will be forwarded to the consultant for the class and compensation study, GovHR USA, for inclusion in the analysis and report.

Staff recommends approval.

COUNCIL ACTION REQUESTED

Motion to approve the job description for Director of Economic Development as presented.

CITY OF FRANKLIN
Job Description

Job Title: Director of Economic Development

Department: City Development

Reports To: Mayor

Salary Level: Management/Administrative/Supervisory Level TBD

FLSA Status: Exempt

Prepared By: Human Resources

Prepared Date: February 2015

Approved By: Common Council Resolution 2015-

Approved Date:

Summary Under the general direction and supervision of the Mayor, administers the economic development of the City, including the retention and recruitment of businesses, and monitors legislative activity. Coordinates economic development activities and other assigned functions by performing the following duties.

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

Administer and coordinate economic development for the City, including the retention and recruitment of businesses, by promoting and marketing the City, by serving as an ombudsman or advocate for and ambassador to existing and potential desirable development and by developing and executing components of an economic development plan(s), including goals, objectives, policies, priorities, and assignment of work activities for projects and programs undertaken.

Identify, prepare for, and follow up on new business development opportunities through the following:

- 1) developing, coordinating, and implementing feasibility analysis and promotional and marketing plans designed to maintain and grow existing businesses and capture new opportunities;
- 2) visiting sites, developer representatives, and marketing-opportunity events to promote Franklin and opportunities in Franklin and to solicit potential developers;
- 3) promoting and marketing City-owned, developable properties for sale and development by the private sector;
- 4) developing contacts with the local financial institutions, utilities, and construction and real estate companies;
- 5) negotiating with private sector developers/landowners;
- 6) developing public/private partnerships; and
- 7) managing specific development projects occurring in the community, including but not limited to preparation and review of development agreements.

Represent the City as a primary contact for business representatives, real estate developers, and property owners who propose non-residential or mixed-use development projects within the City and for existing Franklin businesses that request development assistance.

Develop, administer, promote, and market a wide variety of business activities addressing new business development and attraction and existing business support, expansion, or retention.

Build and maintain positive relationships with the business community and a positive local business climate through site visits and other means.

Prepare promotional, marketing, and informational data, stories, materials, pamphlets, and handouts for economic development purposes for use in or with the City website, newsletters, media outlets, business/industry representatives, and other general and targeted distribution.

Compile, analyze, and interpret data on economic, demographic, social, physical, and market factors affecting economic development, and present, prepare, and/or requisition related reports, information, graphics, charts, narrative reports, promotional and marketing materials, and financial modeling, etc. for economic development activities.

Provide leadership and direction in the development and presentation of short and long range strategic plans and work plans.

Confer with government officials, business leaders, civic leaders, City planners, City Boards and Commissions, the news media, and consultants regarding economic development issues and policies and development proposals; make professional recommendations for and presentations on commercial, retail, office, industrial, mixed-use, and community development and land uses; and provide background information for public policy decisions relating to development and community development, including renewal.

For the purposes of job creation, job and business retention, and tax base expansion, as determined by the Common Council, prepare plans and strategies, administer, and promote business development loan, incentive, and financial assistance programs and local economic development financing tools as may be adopted by or available within Franklin, including Tax Incremental Financing Districts (TIF) and including, in conjunction with the Finance Director and Treasurer, coordinating the processing and issuance of Industrial Revenue Bonds.

By applying typical research methods and statistical techniques used in economic development, work with the Mayor, and other staff as directed, to evaluate the financial ramifications of financial assistance through TIFs or other means available to the City to encourage economic opportunity.

Proactively address the needs of small businesses to include start-up, growth, retention, etc.

Collaborate with and provide direct staff support for the Economic Development Commission and serve on or attend and participate in the meetings of other boards, commissions, or economic development or planning organizations as directed.

Serve as the Executive Director of the City of Franklin Community Development Authority and oversee and coordinate development within the Franklin Business Park and other business parks as established by the City.

Provide direct staff support for the Joint 27th Street Steering Committee and recruit and coordinate economic development for the South 27th Street corridor, including Tax Incremental Finance (TIF) Districts.

Prepare and manage the annual budget for economic development. Coordinate the preparation, submittal, and implementation of City grant applications and management of approved contracts and sponsorships in the areas of community and economic development.

Serve as a legislative liaison for City-wide Economic Development purposes; monitor local, state, and federal legislation and regulations relating to economic development and related City services; and report findings, trends, and recommendations to the Mayor, Common Council, and others, as directed.

Supervisory Responsibilities

Direct the work of subordinate staff as established through the annual budget process or as directed by the Mayor or action of the Common Council. May supervise contracted employees. Carry out supervisory responsibilities in accordance with City and Department policies and applicable laws. Responsibilities may include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding, coaching and disciplining employees; addressing complaints and resolving problems.

Qualifications

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

Education and/or Experience

Bachelor's degree required. Bachelor's degree in Business Administration (with a concentration in Marketing, Economics, or Finance), Urban/Regional Planning, or Public Administration preferred. Seven years of progressively responsible experience in community and economic development/redevelopment, program formulation, operation and administration; or any combination of education and experience that provides equivalent knowledge, skills, and abilities. Masters degree is desirable and may substitute for 2 years of experience. At least 2 years of real estate experience preferred but not required.

Knowledge of state and federal laws and regulations related to community and economic development and of the practices, principles, and/or research methods of business and commercial real estate development, economic development, urban management, master planning, real estate construction, and business financing.

Thorough knowledge of public relations and marketing and promotional techniques.

Language Skills

Ability to research, read, analyze, interpret, and understand general business periodicals, professional

journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, manuals, and promotional and marketing materials. Ability to communicate effectively, verbally and in writing, and to work effectively with contractors, developers, other agencies, and the public. Ability to effectively present information and respond to questions from elected officials, Franklin residents, business representatives, property developers and owners, civic organizations, citizen groups, the general public, and local, state and federal officials.

Mathematical Skills

Ability to apply concepts of basic algebra and geometry. Ability to calculate figures and amounts such as discounts, interest, proportions, percentages, area, etc.

Reasoning Ability

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables. Ability to demonstrate general knowledge of planning and zoning legislation, and analyze changes in legislation as it impacts the City. Ability to understand environmental issues. Considerable ability to plan, organize, manage, and administer projects requiring coordination with others.

Ability to conceive, plan, oversee and guide planning and design projects; to research and analyze planning data; to prepare detailed physical plans and reports; to coordinate planning phases with individuals and groups to explain proposed plans; to prepare technical reports and to make presentations to interested groups and individuals; to understand oral and written instructions; and to plan, schedule, oversee and evaluate the work of Department staff.

Computer Skills

To perform this job successfully, an individual should have knowledge of Geographic Information System software, Microsoft Excel, Microsoft Outlook, Microsoft PowerPoint, and Microsoft Word. Web site content management software, Microsoft Publisher or similar software, Microsoft Access or similar software, and Microsoft Project or similar software is beneficial.

Certificates, Licenses, Registrations

Certified Economic Developer certification, membership in the American Institute of Certified Planners, Real Estate Broker's License, Real Estate Salesperson's License, or membership in the State Bar of Wisconsin is desired. Possession of a valid motor vehicle operator's license is required.

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

While performing the duties of this job, the employee is regularly required to sit and talk or hear. The employee is frequently required to use hands to finger, handle, or feel. The employee is occasionally required to stand; walk and reach with hands and arms. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and ability to adjust focus.

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

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

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

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<p>APPROVAL</p> 	<p>REQUEST FOR COUNCIL ACTION</p>	<p>MEETING DATE</p> <p>03/03/2015</p>
<p>REPORTS & RECOMMENDATIONS</p>	<p>Authority to Engage a Consultant to Fill the Director of Economic Development Vacancy</p>	<p>ITEM NUMBER</p> <p><i>G.12.</i></p>

The City of Franklin recently filled the position of City Engineer with the assistance of a human resources consulting firm that does a lot of recruitment projects. GovHR USA brought technical expertise, which comes with lots of specific task experience, and a broad network of contacts and resources that led to a high-caliber pool and, ultimately, to a very successful conclusion. The Mayor believes that experience suggests the same strategy should be employed when filling the Economic Development Director vacancy.

For the City Engineer vacancy, the Common Council approved the following motion: “to authorize the Mayor and City Clerk to execute a professional services agreement with a public sector recruitment consultant for the purpose of conducting a national search for a City Engineer/Director of Public Works for an amount not to exceed \$16,500 to be funded from existing appropriations in the Department of Administration”.

A similar action with some changes is recommended. The motion can again simply indicate “a public sector recruitment consultant”, although it would be the Mayor’s intent to directly negotiate an arrangement with GovHR USA, based upon their performance and price during the last RFP process. Not limiting the motion to GovHR USA leaves some leverage in negotiations in the event their negotiated pricing is not in line with their prior RFP price. Alternatively, the open language allows the Mayor to proceed without delay with the other consultants if an arrangement is not solidified with GovHR USA.

Additionally, the amount should be increased due to a broader range of advertising that should be considered. To best serve the City, the consultant will likely want to cast a broader net when advertising the position, ensuring they cover not only public and private entities in general, but real estate markets, commercial brokers, developers, non-profit agencies, and traditional, public sector economic development positions. I would recommend \$20,000 to \$22,000 be identified for the hiring firm and its process, plus additional funding for potential travel or lodging reimbursement of candidates, as needed.

To this end, it is appropriate for the Common Council to authorize use of the Personal Services appropriations set forth for this position to be used for all recruitment costs in filling the vacancy. The Director of Administration and Director of Finance and Treasurer agree with this conclusion. As the appropriation is being used for the same intended purpose, a budget modification isn’t necessary, but such authorization should be incorporated into the motion. Given the hiring time frame necessary, likely a minimum of 12 weeks, sufficient appropriations

will be available in the general fund Economic Development Personal Services portion of the 2015 budget to fund all of the potential costs discussed above. Note that if the Common Council authorizes the consultant contract to come from the Personal Services appropriations as identified, staff will conclude, unless otherwise directed, that limited travel reimbursements for candidates is also appropriate and allowable from the same appropriations pool.

Lastly, the Mayor commits to soliciting a panel to perform the first round of interviews. The Mayor intends to use an interview panel of himself, a CDA member, an EDC member, an Alderperson, the Director of Administration, and the Human Resources Coordinator. These individuals, working with the consultant, will interview 6 or more candidates with the charge of recommending three (approximately) to the Mayor for final interviews. The selection from the finalists would be made by the Mayor, in accordance with ordinance and statute. It is suggested that the interview panel not be established by the Common Council so as to avoid public meeting notice requirements and so as not to restrict the panelists from communicating via email during its process, for example when developing interview questions, etc.

The recommended motion below is consistent with the initial motion last time a hiring consultant was used, yet incorporates each of the items as discussed above.

COUNCIL ACTION REQUESTED

Move to support the Mayor's commitment to establish a panel to perform the first round of interviews for an Economic Development Director and to authorize the Mayor and City Clerk to execute a professional services agreement with a public sector recruitment consultant for the purpose of conducting a national search for an Economic Development Director for an amount not to exceed \$22,000, including advertising costs, but limited to and using available appropriations in the general fund Economic Development Personal Services portion of the 2015 budget.

<p>APPROVAL</p> <p><i>Slw</i> <i>MMZ</i></p>	<p>REQUEST FOR COUNCIL ACTION</p>	<p>MEETING DATE</p> <p>03/03/2015</p>
<p>REPORTS & RECOMMENDATIONS</p>	<p>Recommendation to Annul or Discharge the 2013 Task Force to Address Duties and a Job Description for Economic Development Staff</p>	<p>ITEM NUMBER</p> <p><i>G.13.</i></p>

This Council Action Sheet addresses an additional housekeeping item that should be addressed if the Common Council approves the job description for the Economic Development Director.

At their meeting of June 4, 2013, the Common Council seated at that time approved a lengthy motion (attached) regarding forming a citizen task force to address duties and a job description for Economic Development staff. The task force was to "return their report to the Common Council no later than the September 17, 2013 Common Council meeting for discussion, action, and incorporation into the budget cycle..."

The task force was not seated primarily because appointments consistent with the motion were not able to be completed. Missing the required timeline has rendered the task force moot, particularly given the approval of the position in the 2015 budget, the actions of the Economic Development Commission and the Personnel Committee, and, if approved as recommended at this same meeting, the action of the Common Council on a job description along with authorization for hiring a recruitment consultant.

Simply put, the City of Franklin is moving forward on multiple economic development initiatives and can continue to rely upon staff, consultants, the EDC, and the CDA as further information is needed. As such, the Common Council may wish to conclude that the additional task force contemplated by a previous Common Council is no longer necessary, particularly given that the deadline has passed. If so, as a matter of housekeeping and so as to ensure the process of filling the vacancy can continue to move forward without delay, the unresolved issue of the task force should be addressed.

COUNCIL ACTION REQUESTED

Roberts Rules of Order provides at least two mechanisms to address such a circumstance.

Option 1: A "motion to annul, in its entirety, the motion to form a citizen task force on economic development staffing and duties as previously approved on June 4, 2013, Item G.11., based upon expiration of the specified deadline." A two-thirds approval is required.

Option 2: A "motion to discharge the task force on economic development staffing and duties from any and all requirements of the initial charge as the task force failed to report within the prescribed time frame as instructed." Only a majority vote is required.

RES. 2013-6888
WISCONSIN DNR NR-208
COMPLIANCE
MAINTENANCE

G.10. Alderman Dandrea moved to adopt Resolution No. 2013-6888, A RESOLUTION APPROVING THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES NR-208 COMPLIANCE MAINTENANCE RESOLUTION-REPORTING YEAR 2012, with copies of the supporting report provided to the Aldermen. Seconded by Alderman Schmidt. All voted Aye; motion carried.

ECONOMIC *
DEVELOPMENT
STAFFING AND DUTIES

G.11. Alderman Taylor moved to refer Economic Development staffing and duties to the Community Development Authority and Forward Franklin Economic Development Commission with their recommendations to return to the Common Council no later than 7/09/2013. Motion failed due to the lack of a second.

Alderman Dandrea moved to form a citizen task force comprised of no more than eight members plus staff support to provide the Common Council the following:

- Goals for the position
- Definitions of the 70/30, economic development, quality development terms
- Job description
- Job duties
- Position title and reporting relationship recommendation
- Recommended budget including compensation, operating budget
- Recommended revenue sources
- Recommended recruitment strategy
- Recommended interview panel

Further that the task force shall be comprised of one alderman and up to seven citizen members, one of which shall be the current Chair of the Forward Franklin Economic Development Commission. The remaining members shall be citizens who have been involved in economic development activities in the past as commission or Community Development Authority members. Aldermen will suggest names to the Mayor and the Mayor will select appointments exclusively from that list, with Alderman Dandrea requesting to be appointed; and further that the task force will recognize the time sensitive nature of their duties and return their report to the Common Council no later than the September 17, 2013, Common Council meeting for discussion, action, and incorporation into the budget cycle, with this item also to be referred to the Community Development Authority and the Forward Franklin Economic Development Commission for their review. Seconded by Alderman Taylor. Upon unanimous Aye voice vote, motion carried.

Alderman Dandrea then moved to provide the task force an expense budget of not more than \$5,000 to employ consultants, acquire or perform studies, and carry out their tasks, with funds to be transferred from the Contingency Account. Seconded by Alderman Taylor. All voted Aye; motion carried.

<p>APPROVAL</p> <p><i>She</i> <i>M.M.G.</i></p>	<p>REQUEST FOR COUNCIL ACTION</p>	<p>MEETING DATE</p> <p>03/02/2015</p>
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<p>REPORTS & RECOMMENDATIONS</p>	<p>Presentation and Discussion on the Classification and Compensation Study and Study Components</p>	<p>ITEM NUMBER</p> <p><i>G.14.</i></p>
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The City has entered into a professional services agreement with GovHR USA to perform a Classification Study, a Compensation Study, and an FLSA review. All are being performed together and are generally just referred to as a Classification and Compensation Study. Joellen Earl, co-owner, will be in attendance to address certain topics as called for in the contract and as necessary to complete the study. Note, however, that all aspects or components of the classification and compensation study are potential topics of discussion under this item as placed on the agenda. The primary discussion topics are as follows:

1) Provide education and gain instructions on pay philosophy. In order for the consultant to eventually prepare a proposed salary table and costing, the consultant needs to have the City establish its policy with respect to compensation, often called a pay philosophy. In summary, an organization's pay philosophy addresses how the organization wants to compare to the marketplace. This is often addressed as how competitive does the organization want to be compared to the mean of the market place. The consultant is charged with providing an education as to the significance and impacts of different compensation philosophies. Ultimately, the consultant will require the Common Council to make a preliminary determination as to the pay philosophy to incorporate into the initial draft of the report. The consultant will then structure the internal and external equity considerations around this philosophy.

2) Provide education and gain instruction on salary structures. In order for the consultant to eventually prepare a proposed pay plan, the consultant needs to have the City provide input on possible salary table structures. The pay structure is the method of administering the pay philosophy. The consultant will provide education as to the options available in current human resources practices and how those options impact operations, administration, etc. The discussion generally also addresses merit pay as a component of the salary structure. Discussions on merit pay or pay-for-performance also leads to consideration of performance evaluations and performance measurement systems.

Note on 1 and 2: These two topics are fairly broad and fairly significant. It is possible for the consultant to focus on the educational component at this meeting, answer initial questions, and return at the April Committee of the Whole meeting to address a few follow-up questions and receive their guidance at that time. In between the two meetings, I can help answer questions as you each determine your policy preferences in these areas. This would not push back the schedule any, but, per the contract, there is an extra charge of \$1,000 for the additional on-site meeting.

3) Comparable Communities. The consultant will discuss briefly their initial recommendation as to which communities should be used for comparisons. The consultant considered population, property tax levy, equalized value, spending per capita, property tax rate, proximity, general obligation debt, and total shared revenue. Attached are the results which recommended the following communities:

<u>New Berlin</u>	<u>Greenfield</u>	<u>Oak Creek</u>	
<u>Menomonee Falls</u>	Mequon	<u>Mt. Pleasant</u>	
Wauwatosa	Sun Prairie	<u>Caledonia</u>	Fond du Lac
Fitchburg	West Bend	<u>Brookfield</u>	<u>Muskego</u>

The following communities, however, were incorporated into the contract as a requirement based upon the City's past analysis and considerations. Communities on both lists are underlined.

Comparable Communities Based Upon Similarity of Characteristics:

<u>Oak Creek</u>	<u>New Berlin</u>	<u>Menomonee Falls</u>
<u>Greenfield</u>	<u>Caledonia</u>	<u>Mt. Pleasant</u>
<u>Muskego</u>	<u>Brookfield (City)</u>	Greendale
Hales Corners	North Shore Fire Department	

Additional Comparable Communities Based Upon Geographic Location:

Cudahy	St. Francis	South Milwaukee
West Allis	West Milwaukee	

Department and division heads met to review the consultant's recommendation and agree that the consultant's recommendation is more valid. Department heads generally believed that the small communities not recommended by the consultant for inclusion should be excluded because the limited size and complexity of the organizations and community would limit their comparability to Franklin, which would result in few comparable jobs between the organizations and/or inconsistent results by including jobs with similar titles but not similar complexity. These smaller communities were previously incorporated as comparables because of their proximity and their past inclusion as comparable communities in labor actions. Act 10 has changed that environment, so past labor actions no longer need to be considered a primary consideration.

As can be seen, none of the smaller communities that were added based upon these labor considerations were recommended by the consultant based upon their own evaluation of factors. In retrospect, staff recommends that the consultant be approved to use their list of recommended communities, with one deviation. The North Shore Fire Department should be included given its proximity and similar structure to the FFD. The result would be that the consultant would use 15 organizations, compared to the 16 initially required, which involves a similar workload. The consultant had consented to add the required communities to their recommendation for a total of 21 communities, but department heads and the consultant recommend sticking with the communities that were truly most comparable is the best strategy. Therefore, the results, as compared to the RFP, are as follows:

<u>Communities to Drop</u>		<u>Communities to Add</u>	
West Milwaukee	St. Francis	Mequon	Wauwatosa
Cudahy	Hales Corners	Sun Prairie	Fitchburg
Greendale	South Milwaukee	West Bend	Fond du Lac
West Allis			

A copy of their analysis is attached. They will be prepared to explain their methodology and recommendations. Final guidance on comparable communities needs to be provided by the Common Council meeting Tuesday night or the project could be delayed.

Additional Background:

In general, the timeline for the project is as follows:

February:	Project Kick-off and set up
March:	Initial Common Council education sessions and preliminary guidance Distribute salary and benefit survey tools Distribute, complete, and collect employee position questionnaires
April:	GovHR's analysis of questionnaires and on-site employee interviews
April 27:	Target date for preliminary analysis to the City
May 11:	Target date for Final draft of report to the City
After May 11:	Presentation of findings to the City

Note that the dates are subject to the timely receipt of survey data from comparable communities and private sector companies.

The Common Council may also wish to discuss potential private industry salary survey partners. The data for this will be distributed separately prior to the Common Council meeting.

The Personnel Committee has been invited to be in attendance for this meeting for the purpose of participating in the discussion and providing their recommendations and comments as individual members.

COUNCIL ACTION REQUESTED

- 1) Provide guidance to GovHR USA relative to components of the study.
- 2) Authorize attendance at the April Committee of the Whole by GovHR USA to collect additional guidance from the Common Council as to components of the study.
- 3) Provide guidance to GovHR USA relative to comparable communities.

**City of Franklin, Wisconsin
Top Comparable Communities
(Communities Scoring 70 Points or More)**

Municipality	Pop.	Max. Points	Prop. Tax Levy (Ths.)	Max. Points	EA Value (Millions)	Max. Points	Spending Per Capita	Max. Points	Prop. Tax Rate	Max. Points	Proximity Miles	Max. Points	Gen. Oblig. Debt	Max. Points	Shared Revs. (Ths.)	Max. Points	Total Points
Franklin	35,520	15	\$20,509	15	\$3,414	15	\$554	15	\$6.19	15	0	15	\$610	5	\$856	5	100
New Berlin	X 39,770	15	\$24,436	15	\$4,524	15	\$547	15	\$5.40	15	10	15	\$1,179	3	\$648	5	98
Greenfield	X 36,740	15	\$22,185	15	\$2,741	15	\$591	15	\$8.12	15	5	15	\$968	4	\$1,502	3	97
Oak Creek	X 34,530	15	\$19,202	15	\$2,922	15	\$745	10	\$6.72	15	7	15	\$675	5	\$6,195	0	90
Menomonee Falls	X 35,680	15	\$22,199	15	\$4,245	15	\$558	15	\$5.54	15	22	10	\$2,846	0	\$476	3	88
Mequon	23,225	10	\$19,612	15	\$3,950	15	\$549	15	\$4.98	15	26	10	\$1,275	2	\$341	2	84
Mt. Pleasant	X 26,220	10	\$16,917	15	\$2,315	10	\$626	15	\$7.51	15	22	10	\$1,672	0	\$322	0	75
Wauwatosa	46,320	15	\$37,950	5	\$4,933	10	\$793	10	\$8.18	15	11	15	\$1,299	2	\$1,785	2	74
Sun Prairie	29,840	15	\$19,068	15	\$2,369	10	\$473	15	\$8.42	10	75	5	\$1,652	0	\$1,343	4	74
Caledonia	X 24,731	10	\$13,232	10	\$1,922	5	\$495	15	\$6.93	15	11	15	\$1,444	0	\$598	4	74
Fitchburg	25,246	10	\$18,274	15	\$2,504	10	\$510	15	\$7.87	15	87	3	\$1,733	0	\$924	5	73
West Bend	31,380	15	\$19,250	15	\$2,378	10	\$575	15	\$8.61	10	41	5	\$2,254	0	\$1,847	2	72
Brookfield	X 37,870	15	\$35,835	5	\$5,998	5	\$731	15	\$6.04	15	16	10	\$1,287	2	\$973	5	72
Fond du Lac	43,100	15	\$21,501	15	\$2,566	10	\$615	15	\$8.48	10	69	5	\$1,789	0	\$6,136	0	70
Muskego	X 24,217	10	\$12,096	5	\$2,535	10	\$389	10	\$4.91	15	6	15	\$1,399	2	\$428	3	70

Communities noted in YELLOW (with an X) were supplied by Franklin as comparable communities used prior to this study.

**City of Franklin, Wisconsin
Comparable Communities**

Municipality	Pop.	Max. Points	Prop. Tax Levy (Ths.)	Max. Points	EA Value (Millions)	Max. Points	Spending Per Capita	Max. Points	Prop. Tax Rate	Max. Points	Proximity Miles	Max. Points	Gen. Oblig. Debt	Max. Points	Shared Revs. (Ths.)	Max. Points	Total Points
Franklin	35,520	15	\$20,509	15	\$3,414	15	\$554	15	\$6.19	15	0	15	\$610	5	\$856	5	100
New Berlin	X 39,770	15	\$24,436	15	\$4,524	15	\$547	15	\$5.40	15	10	15	\$1,179	3	\$648	5	98
Greenfield	X 36,740	15	\$22,185	15	\$2,741	15	\$591	15	\$6.12	15	5	15	\$968	4	\$1,502	3	97
Oak Creek	X 34,530	15	\$19,202	15	\$2,922	15	\$745	10	\$6.72	15	7	15	\$675	5	\$6,195	0	90
Menomonee Falls	X 35,680	15	\$22,199	15	\$4,245	15	\$558	15	\$5.54	15	22	10	\$2,846	0	\$476	3	88
Mequon	X 23,225	10	\$19,612	15	\$3,950	15	\$549	15	\$4.98	15	26	10	\$1,275	2	\$341	2	84
Mt. Pleasant	X 26,220	10	\$16,917	15	\$2,315	10	\$626	15	\$7.51	15	22	10	\$1,672	0	\$322	0	75
Wauwatosa	46,320	15	\$37,950	5	\$4,933	10	\$793	10	\$8.18	15	11	15	\$1,299	2	\$1,785	2	74
Sun Prairie	X 29,840	15	\$19,068	15	\$2,369	10	\$473	15	\$6.42	10	75	5	\$1,652	0	\$1,343	4	74
Caledonia	X 24,731	10	\$13,232	10	\$1,922	5	\$495	15	\$6.93	15	11	15	\$1,444	0	\$598	4	74
Fitchburg	25,246	10	\$18,274	15	\$2,504	10	\$510	15	\$7.87	15	87	3	\$1,733	0	\$924	5	73
West Bend	31,380	15	\$19,250	15	\$2,378	10	\$575	15	\$6.81	10	41	5	\$2,254	0	\$1,847	2	72
Brookfield	X 37,870	15	\$35,835	5	\$5,998	5	\$731	15	\$6.04	15	16	10	\$1,287	2	\$973	5	72
Fond du Lac	X 43,100	15	\$21,501	15	\$2,566	10	\$615	15	\$8.48	10	69	5	\$1,789	0	\$6,136	0	70
Muskego	X 24,217	10	\$12,096	5	\$2,535	10	\$389	10	\$4.91	15	6	15	\$1,399	2	\$428	3	70
Sheboygan	49,110	10	\$21,677	15	\$2,448	10	\$563	15	\$9.26	10	68	5	\$927	4	\$11,770	0	69
Janesville	63,480	5	\$30,455	10	\$3,793	15	\$487	15	\$6.28	10	62	5	\$1,169	3	\$5,126	0	63
Oshkosh	66,325	5	\$32,029	10	\$3,759	15	\$522	15	\$9.28	10	91	3	\$2,078	0	\$10,808	0	58
Manitowoc	33,750	15	\$14,470	10	\$1,869	5	\$630	15	\$8.24	10	93	3	\$2,036	0	\$5,725	0	58
West Allis	X 60,300	5	\$39,167	5	\$3,701	15	\$738	10	\$10.84	5	9	15	\$1,300	2	\$8,856	0	57
Stevens Point	27,129	15	\$14,103	10	\$1,523	3	\$606	15	\$9.47	10	157	0	\$1,142	3	\$3,799	0	56
Neeah	25,723	10	\$15,745	15	\$1,663	3	\$613	15	\$9.27	10	102	3	\$1,824	0	\$2,119	0	56
Waukesha	71,020	5	\$53,099	0	\$5,390	10	\$587	15	\$10.19	10	15	15	\$1,638	0	\$3,547	0	55
DePere	23,944	10	\$10,844	5	\$1,758	5	\$438	15	\$6.56	15	118	0	\$1,332	2	\$1,611	3	55
South Milwaukee	X 21,103	5	\$10,537	5	\$1,133	0	\$597	15	\$9.76	10	9	15	\$1,188	3	\$3,169	0	53
Greendale	X 12,808	0	\$9,247	3	\$1,251	0	\$627	15	\$7.84	15	4	15	\$1,240	2	\$468	3	53
Beloit	36,850	15	\$14,182	10	\$1,377	0	\$686	15	\$12.18	5	67	5	\$1,505	0	\$16,833	0	50
La Crosse	51,590	10	\$34,684	5	\$3,103	15	\$694	15	\$12.11	5	212	0	\$1,724	0	\$11,555	0	50
Hales Corners	X 7,683	0	\$5,045	0	\$635	0	\$576	15	\$7.97	15	4	15	\$881	4	\$240	0	49
Appleton	72,810	0	\$37,984	5	\$4,651	10	\$540	15	\$8.48	10	111	0	\$457	5	\$10,929	0	45
Cudahy	X 18,247	5	\$8,060	0	\$1,177	0	\$609	15	\$8.30	10	11	15	\$2,307	0	\$3,664	0	45
Watertown	23,891	10	\$10,834	5	\$1,257	0	\$416	10	\$9.47	10	50	5	\$1,737	0	\$2,980	0	40
St. Francis	X 9,452	0	\$5,725	0	\$572	0	\$751	10	\$10.01	10	10	15	\$0	0	\$2,140	0	35
West Milwaukee	X 4,200	0	\$3,662	0	\$358	0	\$1,209	3	\$12.96	3	9	15	\$2,420	0	\$965	5	26

Communities noted in YELLOW (with an X) were supplied by Franklin as comparable communities used prior to this study.

City of Franklin, Wisconsin
Criteria used to Determine Survey Comparables

1. 2012 Population: ~ Maximum 15 points

35,520					
<u>Factor</u>	<u>Minimum</u>	<u>Range</u>	<u>Maximum</u>	<u>Range</u>	<u>Points</u>
1.33	26,707	35,520	35,520	47,242	15
1.67	21,269	26,706	47,243	59,318	10
2.00	17,760	21,268	59,319	71,040	5
All Others					0

2. Municipal Property Tax Levy (Thousands): ~ Maximum 15 points

\$20,509					
<u>Factor</u>	<u>Minimum</u>	<u>Range</u>	<u>Maximum</u>	<u>Range</u>	<u>Points</u>
1.33	\$15,420	\$20,509	\$20,509	\$27,277	15
1.67	\$12,281	\$15,419	\$27,278	\$34,250	10
2.00	\$10,255	\$12,280	\$34,251	\$41,018	5
2.33	\$8,802	\$10,254	\$41,019	\$47,786	3
All Others					0

3. Equalized Value (Millions): ~ Maximum 15 points

\$3,414					
<u>Factor</u>	<u>Minimum</u>	<u>Range</u>	<u>Maximum</u>	<u>Range</u>	<u>Points</u>
1.33	\$2,567	\$3,414	\$3,414	\$4,541	15
1.67	\$2,044	\$2,566	\$4,542	\$5,701	10
2.00	\$1,707	\$2,043	\$5,702	\$6,828	5
2.33	\$1,465	\$1,706	\$6,829	\$7,955	3
All Others					0

4. Basic Spending (per capita): ~ Maximum 15 points

\$554					
<u>Factor</u>	<u>Minimum</u>	<u>Range</u>	<u>Maximum</u>	<u>Range</u>	<u>Points</u>
1.33	\$417	\$554	\$554	\$737	15
1.67	\$332	\$416	\$738	\$925	10
2.00	\$277	\$331	\$926	\$1,108	5
2.33	\$238	\$276	\$1,109	\$1,291	3
All Others					0

5. Municipal Property Tax Rate: ~ Maximum 15 points

\$6.19					
<u>Factor</u>	<u>Minimum</u>	<u>Range</u>	<u>Maximum</u>	<u>Range</u>	<u>Points</u>
1.33	\$4.65	\$6.19	\$6.19	\$8.23	15
1.67	\$3.71	\$4.64	\$8.24	\$10.34	10
2.00	\$3.10	\$3.70	\$10.35	\$12.38	5
2.33	\$2.66	\$3.09	\$12.39	\$14.42	3
All Others					0

**City of Franklin, Wisconsin
Criteria used to Determine Survey Comparables**

6. Proximity in Miles to Franklin ~ Maximum 15 Points

<u>Factor</u>	<u>Points</u>
0 to 15 miles	15
16 to 40 miles	10
41 to 75 miles	5
76 to 110 miles	3
111 miles +	0

7. General Obligation Debt (per capita): ~ Maximum 5 points

<u>Factor</u>	<u>Minimum</u>	<u>Range</u>	<u>Maximum</u>	<u>Range</u>	<u>Points</u>
1.33	\$459	\$610	\$610	\$811	5
1.67	\$365	\$458	\$812	\$1,019	4
2.00	\$305	\$364	\$1,020	\$1,220	3
2.33	\$262	\$304	\$1,221	\$1,421	2
All Others					0

8. Shared Revenues (Thousands): ~ Maximum 5 points

<u>Factor</u>	<u>Minimum</u>	<u>Range</u>	<u>Maximum</u>	<u>Range</u>	<u>Points</u>
1.33	\$644	\$856	\$856	\$1,138	5
1.67	\$513	\$643	\$1,139	\$1,430	4
2.00	\$428	\$512	\$1,431	\$1,712	3
2.33	\$367	\$427	\$1,713	\$1,994	2
All Others					0

Geographic region: South of Green Bay to State line (West and South)

Data Source: MunicipalFacts 14 (Wisconsin Taxpayers Alliance)

**2012 population (screen: 20,000 to 75,000 population)

**Municipal Property Tax Levy (2013/14)

**Equalized Value (2013) per million \$

**Basic Spending Per Capita (2012) General Government; Streets; Law Enforcement; Fire-Ambulance

**General Obligation Debt (2012) per capita

**Municipal Property Tax Rates (2013/14)

**State Shared Revenues (2012) per thousands \$

Mileage: MapQuest

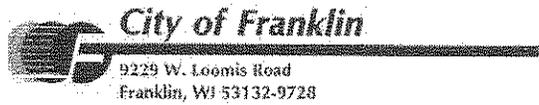
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APPROVAL <i>Slw</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE 03/03/15
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LICENSES AND PERMITS	MISCELLANEOUS LICENSES	ITEM NUMBER H.1.
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See attached list from meeting of March 3rd, 2015.

COUNCIL ACTION REQUESTED



City of Franklin

9229 W. Loomis Road
Franklin, WI 53132-9728

414-425-7500

License Committee

Agenda*

Aldermen's Room

March 3, 2015 – 5:45 pm

1.	Call to Order & Roll Call	Time:		
2.	Applicant Interviews & Decisions			
License Applications Reviewed		Recommendations		
Type/ Time	Applicant Information	Approve	Hold	Deny
Class A Combination (New) 2014-2015 5:50 p.m.	Kwik Trip Inc D/b/a Kwik Trip 5040 W Rawson Ave Stacy Anderson, Agent			
Operator - New 2014-15 5:55 p.m.	Fleury, Kayla L 2145 S 102nd St West Allis, WI 53227 7-Eleven			
Operator - New 2014-15	Jaskie, Shane R 7811 W Winston Way Franklin, WI 53132 Irish Cottage			
Operator - New 2014-15	Haley, Kyle P 8945 S 116 th St Franklin, WI 53132 Crossroads Pizza			
Operator - New 2014-15	Willett, Marie L 8309 N 107 th St, Unit G Milwaukee, WI 53224 Kwik Trip #287			
Operator - New 2014-15	Wozney, Vanessa A 1204 E Connie Ln Oak Creek, WI 53154 Kwik Trip #287			
3.	Adjournment	Time		

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

APPROVAL <i>Slw</i> <i>Pal</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE 3/3/15
Bills	Vouchers and Payroll Approval	ITEM NUMBER I. 1

Attached are vouchers dated February 13, 2015 through March 2, 2015 Nos. 155556 through Nos. 155718 in the amount of \$ 866,991.03. Included in this listing are EFT's Nos. 2818 through Nos. 2826 and Library vouchers totaling \$ 46,997.99. Voided City checks in the amount of \$ (409.00) are separately listed.

Early release disbursements under Resolution 2013-6920 in the amount of \$ 544,832.30 are provided on a separate listing and are also included on the complete disbursement listing.

The net payroll dated February 20, 2015 is \$ 351,408.21, previously estimated at \$ 370,000.00. Payroll deductions for February 20, 2015 are \$ 371,275.53, previously estimated at \$ 380,000.00.

The estimated payroll for March 6, 2015 is \$ 348,000.00 with estimated deductions of \$ 197,000.00.

Attached is a list of property tax refunds and settlements dated February 13, 2015 through February 26, 2015 Nos. 14845 through Nos. 14846 in the amount of \$ 19,441,375.23. Included in this listing are EFT's Nos. 37 through Nos. 44. These disbursements have been released as authorized under Resolution 2013-6920. Voided property tax checks in the amount of \$ (11,996.16) are separately listed.

COUNCIL ACTION REQUESTED

Motion approving net general checking account City vouchers in the range of Nos. 155556 through Nos. 155718 in the amount of \$ 866,991.03 dated February 13, 2015 through March 2, 2015.

Motion approving the net payroll dated February 20, 2015 in the amount of \$ 351,408.21 and payments of the various payroll deductions in the amount of \$ 371,275.53 plus any City matching payments, where required.

Motion approving the net payroll dated March 6, 2015 estimated at \$ 348,000.00 and payments of the various payroll deductions estimated at \$ 197,000.00, plus any City matching payments, where required.

Motion approving property tax refunds and settlements in the range of Nos. 14845 through Nos. 14846 in the amount of \$ 19,441,375.23 dated February 13, 2015 through February 26, 2015.