

|  |   |                                     |
|--|---|-------------------------------------|
| <b>APPROVAL</b><br><i>slw</i> <i>pk</i>  | <b>REQUEST FOR<br/>COUNCIL ACTION</b>     | <b>MEETING DATE</b><br>July 2, 2019 |
| <b>REPORTS &amp;<br/>RECOMMENDATIONS</b> | <b>May, 2019 Monthly Financial Report</b> | <b>ITEM NUMBER</b><br><i>G.9.</i>   |

**Background**

The May, 2019 Financial Report is attached.

The Finance Committee reviewed this report and recommends acceptance of the attached statements.

Highlights of the report are contained in the transmittal memo.

The Finance Director will be on hand to answer any questions.

**COUNCIL ACTION REQUESTED**

Motion to Receive and place on file



## City of Franklin

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Date: June 18, 2019  
To: Mayor Olson, Common Council and Finance Committee Members  
From: Paul Rotzenberg, Director of Finance & Treasurer  
Subject: May 2019 Financial Report

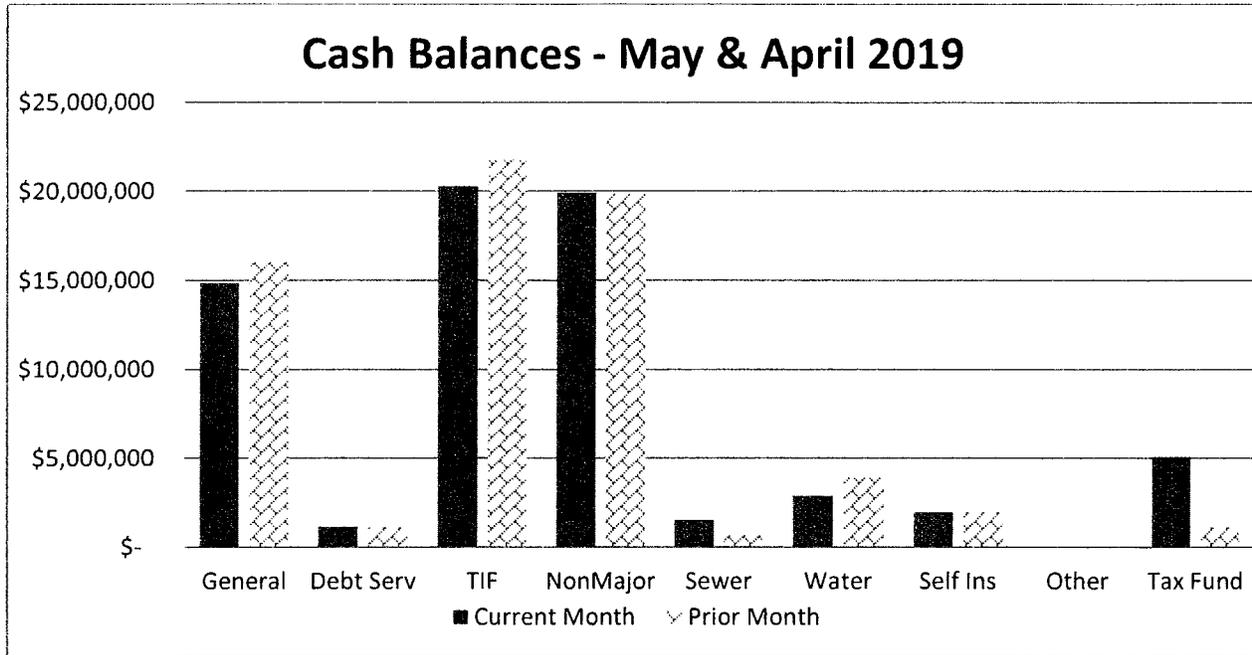
The May, 2019 financial reports for the General Fund, Debt Service Fund, TID Funds, Solid Waste Fund, Capital Outlay Fund, Equipment Replacement Fund, Street Improvement Fund, Capital Improvement Fund, Development Fund, Utility Development, Self Insurance Fund, and Post Employment Insurance Fund are attached.

The budget allocation is completed using an average of the last five years actual spending against the Original Budget, amendments to the 2019 budget are excluded from the Year To Date budget allocation. Caution is advised in that spending patterns may have changed. Comments on specific and trending results are provided below to aid the reader in understanding or explaining current year financial results.

**Cash & Investments Summary** – is provided to aid in understanding the resources available to meet current activities. Cash & investments are positions with safety and liquidity as primary objectives as stated in the City's Investment policy. Investment returns are secondary in the investment decisions, while return potential is not ignored.

The City borrowed \$20.1 million dollars in February. \$10.6 million was used to refund the TID 5 Note Anticipation Note sold in May 2018. \$3 million provided financing for a Developer's grant in TID 3, and \$6 million will finance project costs in TID 6.

Cash & Investments in the General Governmental Funds totaling \$56.2 million decreased \$2.6 million since last month. Half the decrease relates to payroll spending in General Fund and the other half TID expenditures for grants and infrastructure. The large increase in the Tax Fund represents the final installment date collections of Property taxes.



**GENERAL FUND** revenues of \$17.6 million are \$0.9 million greater than budget. Tax collections are slightly faster and higher than prior years.

Year to Date April's expenditures of \$10.6 million are \$27,000 less than budget. Expenditure items of note are:

- Police and Fire Personnel costs are exceeding budget, Police related to Overtime and Holiday pay, while Fire is related to holiday pay. There is no reason to believe that the end of the year will be an issue.
- The Public Works Year to date budget includes the 2018 salt purchase. The allocated budget does not anticipate that purchase in Q1. This variance will disappear by year end.
- The contingency expenditure represents the web site design project.

An \$7.0 million surplus is \$931,000 greater than budget. That surplus is nearly all added revenues rather than expense reductions. The tax collection excess revenue will disappear by the end of August.

**DEBT SERVICE** – Debt payments were made March 1 as required. The increased development activity of late has permitted more impact fee transfers than expected in the budget.

**TIF Districts –**

TID 3 – The 2019 increment was collected and the TID borrowed \$3 million in February to finance a Developer Grant. The first two of six buildings have received occupancy permits, and the grant is being paid.

TID4 – The 2019 increment was collected and payments are being made on the Engineering contract.

TID5 – The 2019 Increment was collected. The TID borrowed \$10.6 million to make a \$10 million note payment. Developer draws continue to be paid. Total expenditures on the infrastructure are \$18.3 million.

TID6 – The TID borrowed \$6 million to finance developer project costs this summer. A second borrowing, likely in Q4, will be needed to meet commitments to the Developer. No infrastructure expenditures have been made.

**SOLID WASTE FUND** – Activity is occurring as budgeted. Tipping fees tend to run a month late.

**LANDFILL SITING REVENUES** – These revenues impact the four Capital Funds and the General Fund. The 2019 Budget of \$1.6 million anticipated a 72% increase over the prior year. Due to the uncertainty of that increase, several contingencies were established in the Capital fund expenditures until a clearer picture of landfill siting revenues was known. Receipts thru May 31 total \$695,500, 175% more than 2018 at this time.

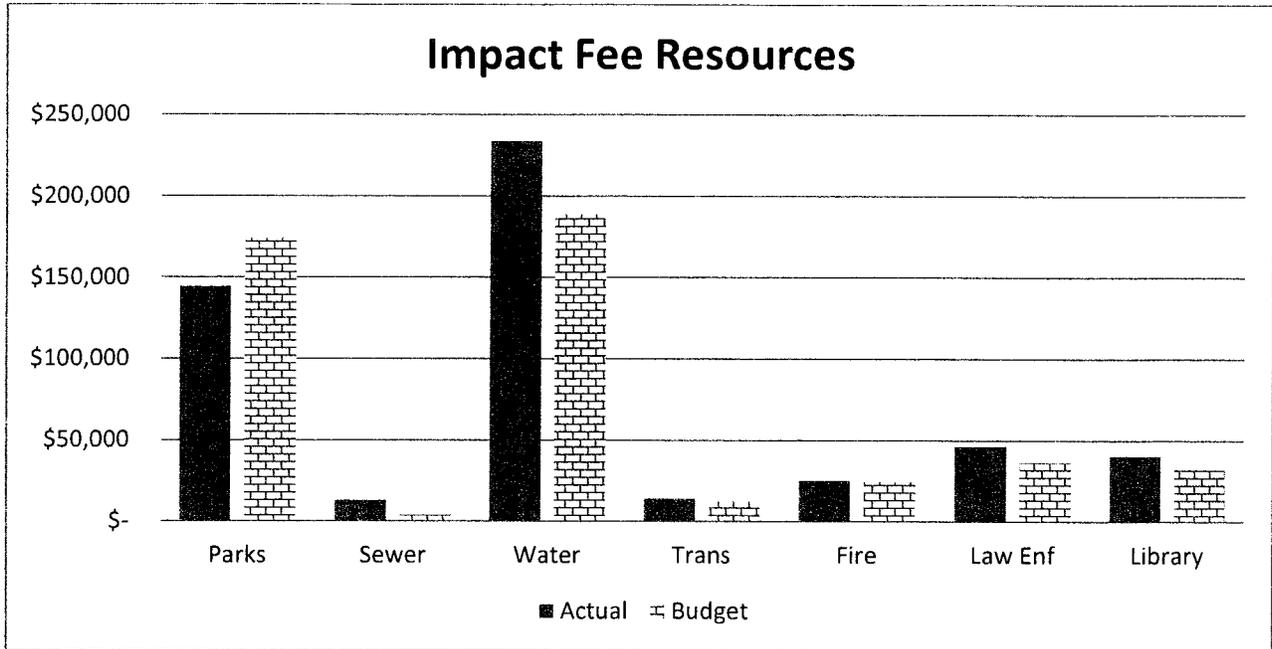
**CAPITAL OUTLAY FUND** – tax revenues are in line with budget. Landfill siting revenue is being allocated differently than in prior years, which accounts for the reduced revenue in 2019 compared to budget. The Police have ordered several of the planned vehicles. A \$26,000 text 2-911 project initiated in 2016 has numerous technical delays. The Fire Dept has completed the thermal imaging project. Highway has completed the Router replacement.

**EQUIPMENT REPLACEMENT FUND** – Revenues are in line with budget. The last of the 2018 projects were completed. The Fire Dept has placed the \$633,000 Purchase Order for the fire engine replacement.

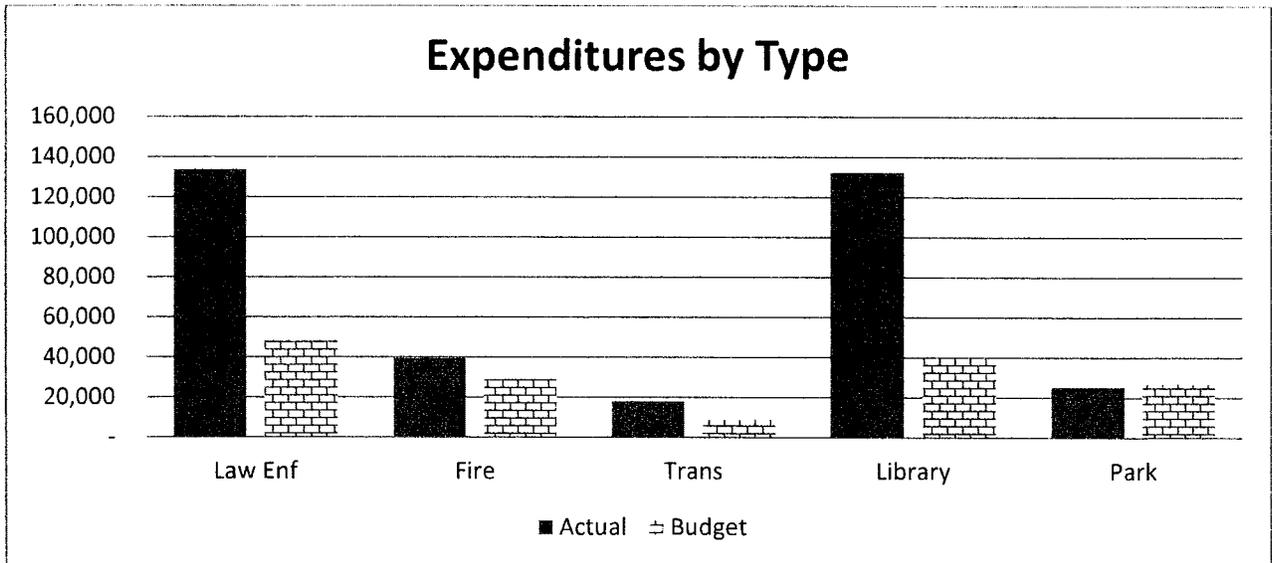
**STREET IMPROVEMENT FUND** – Landfill siting revenue is being allocated differently than in prior years, which accounts for the reduced revenue in 2019 compared to budget. The 2019 program purchase order has been placed. Costs are expected to be less than budget.

**CAPITAL IMPROVEMENT FUND** – Landfill siting revenue is being allocated differently than in prior years, which accounts for the reduced revenue in 2019 compared to budget. The \$1,057,000 of Public Works expenditures represent the commitments made on the Rawson Homes storm sewer project. Some purchase commitments have been made on the City Hall HVAC & roof project. The Elm Road engineering study was charged to Contingency.

**DEVELOPMENT FUND** – Impact fee collections are starting very strong with several home building permits getting pulled. The large Water Impact fee was collected on the Ballpark Common's Routine Field permit.



Transfers to the Debt Service fund were made to fund debt service costs. Not all the transfers to the Debt Service Fund are needed there, so approximately \$90,000 of transfers out are being recorded in the Capital Improvement Fund.



The Park Impact fee expenditures represent a commitment for a trail to a developer. The Park Impact fee holding period ends at the end of August 2019, should qualifying park expenditures utilizing fees not occur prior to then, rebates will begin.

Water Impact fees have been held for nearly six years. Oversizing payments to developers will utilize some of the fees but not very soon. A Water tower project is in the planning stage for 2021 or later and will use all of those fees and more.

May, 2019  
Financial report

As of May, 2019, there are \$4.28 million of Park and \$1.77 million of Water Impact fees on hand. All other fee types total \$337,000.

**UTILITY DEVELOPMENT FUND** – A large deferred assessment was paid in January.

**SELF INSURANCE FUND** – Revenues are slightly below budget, as participation in the plan decreased as a result of the revised health insurance program.

Employer contributions to the Health Savings Accounts are pushing costs greater than expected when more participants chose this plan. A budget amendment permitting additional transfers to cover HSA contributions was adopted in May 2019.

Benefit payments are 1% less than budget.

A break even result thru May is worse than budget but better than last year. Generally, current performance of this fund is favorable.

**RETIREE HEALTH FUND** – Insurance results are much better than 2018. The additional participant contributions are a function of higher participant premium rates and greater participation. Medical claims are off to a much slower start than 2018, generating an insurance surplus. These results can quickly change depending upon group activity.

Investment results are more volatile in 2019 than recent years. May reflected investment losses, however, year to day net investment gains are \$426,834, and combined with the City contributions generate the \$516,700 surplus.

Caution is advised, as equity market returns can be volatile, evidenced by the sharp fourth quarter downturn in 2018.

**City of Franklin**  
**Cash & Investments Summary**  
**May 31, 2019**

|  | Cash             | American Deposit Management | Institutional Capital Management | Local Government Invest Pool | Fidelity Investments | Total             | Prior Month Total |
|--|------------------|-----------------------------|----------------------------------|------------------------------|----------------------|-------------------|-------------------|
| General Fund                               | \$ (333,192)     | \$ 6,807,611                | \$ 5,241,646                     | \$ 3,141,103                 | \$ -                 | \$ 14,857,168     | \$ 16,038,153     |
| Debt Service Funds                         | 31,655           | 587,393                     | 531,325                          | -                            | -                    | 1,150,373         | 1,145,681         |
| TIF Districts                              | (11,226)         | 17,307,280                  | 3,018,279                        | -                            | -                    | 20,314,332        | 21,801,467        |
| Nonmajor Governmental Funds                | 705,241          | 10,053,671                  | 9,162,515                        | -                            | -                    | 19,921,427        | 19,842,662        |
| <b>Total Governmental Funds</b>            | <b>392,477</b>   | <b>34,755,954</b>           | <b>17,953,765</b>                | <b>3,141,103</b>             | <b>-</b>             | <b>56,243,300</b> | <b>58,827,963</b> |
| Sewer Fund                                 | 12,824           | 1,526,249                   | -                                | -                            | -                    | 1,539,073         | 674,236           |
| Water Utility                              | 9,110            | 2,466,946                   | 413,732                          | -                            | -                    | 2,889,788         | 3,917,006         |
| Self Insurance Fund                        | 9,010            | 150,532                     | 1,806,857                        | -                            | -                    | 1,966,399         | 1,964,183         |
| Other Designated Funds                     | 14,963           | -                           | -                                | -                            | -                    | 14,963            | 13,877            |
| <b>Total Other Funds</b>                   | <b>45,907</b>    | <b>4,143,727</b>            | <b>2,220,589</b>                 | <b>-</b>                     | <b>-</b>             | <b>6,410,223</b>  | <b>6,569,302</b>  |
| <b>Total Pooled Cash &amp; Investments</b> | <b>438,384</b>   | <b>38,899,681</b>           | <b>20,174,354</b>                | <b>3,141,103</b>             | <b>-</b>             | <b>62,653,523</b> | <b>65,397,265</b> |
| Retiree Health Fund                        | 105,807          | -                           | -                                | -                            | 5,765,966            | 5,871,774         | 6,117,691         |
| Property Tax Fund                          | 651,438          | 4,439,497                   | -                                | -                            | -                    | 5,090,935         | 1,160,930         |
| <b>Total Trust Funds</b>                   | <b>757,245</b>   | <b>4,439,497</b>            | <b>-</b>                         | <b>-</b>                     | <b>5,765,966</b>     | <b>10,962,709</b> | <b>7,278,621</b>  |
| <b>Grand Total Cash &amp; Investments</b>  | <b>1,195,629</b> | <b>43,339,178</b>           | <b>20,174,354</b>                | <b>3,141,103</b>             | <b>5,765,966</b>     | <b>73,616,231</b> | <b>72,675,886</b> |
| <b>Average Rate of Return</b>              |                  | 2.39%                       | 1.68%                            | 2.45%                        |                      |                   |                   |
| <b>Maturities:</b>                         |                  |                             |                                  |                              |                      |                   |                   |
| Demand                                     | 1,195,629        | 43,339,178                  | 94,983                           | 3,141,103                    | 474,324              | 48,245,218        | 34,120,083        |
| Fixed Income & Equities                    | -                | -                           | -                                | -                            | 3,938,340            | 3,938,340         | 4,397,155         |
| 2019 - Q2                                  | -                | -                           | -                                | -                            | -                    | -                 | 2,984,485         |
| 2019 - Q3                                  | -                | -                           | 996,525                          | -                            | -                    | 996,525           | 10,173,096        |
| 2019 - Q4                                  | -                | -                           | 1,989,218                        | -                            | -                    | 1,989,218         | 1,986,014         |
| 2020 - Q1                                  | -                | -                           | 1,035,212                        | -                            | -                    | 1,035,212         | 1,201,532         |
| 2020 - Q2                                  | -                | -                           | 990,169                          | -                            | -                    | 990,169           | 988,383           |
| 2020                                       | -                | -                           | 4,498,048                        | -                            | 173,043              | 4,671,092         | 5,161,888         |
| 2021                                       | -                | -                           | 8,016,561                        | -                            | 225,834              | 8,242,395         | 8,186,590         |
| 2022                                       | -                | -                           | 2,553,638                        | -                            | 170,667              | 2,724,305         | 2,699,046         |
| 2023                                       | -                | -                           | -                                | -                            | 175,210              | 175,210           | 174,230           |
| 2024                                       | -                | -                           | -                                | -                            | 202,538              | 202,538           | 201,009           |
| 2025                                       | -                | -                           | -                                | -                            | 204,307              | 204,307           | 202,518           |
| 2026                                       | -                | -                           | -                                | -                            | 201,703              | 201,703           | 199,858           |
|  | <b>1,195,629</b> | <b>43,339,178</b>           | <b>20,174,354</b>                | <b>3,141,103</b>             | <b>5,765,966</b>     | <b>73,616,231</b> | <b>72,675,886</b> |

**City of Franklin**  
**2019 Financial Report**  
**General Fund Summary**  
**For the Five months ended May 31, 2019**

| <b>Revenue</b>                                 | <b>2019<br/>Annual<br/>Budget</b> | <b>2019<br/>Amended<br/>Budget</b> | <b>2019<br/>Year-to-Date<br/>Budget</b> | <b>2019<br/>Year-to-Date<br/>Actual</b> | <b>Var to Budget<br/>Surplus<br/>(Deficiency)</b> |
|--|-----------------------------------|------------------------------------|---|---|---|
| Property Taxes                                 | \$ 18,139,675                     | \$ 18,139,675                      | \$ 14,027,331                           | \$ 14,548,158                           | \$ 520,827  |
| Other Taxes                                    | 686,800                           | 686,800                            | 177,519                                 | 206,162                                 | 28,643  |
| Intergovernmental Revenue                      | 1,736,127                         | 1,736,127                          | 313,089                                 | 420,089                                 | 107,000   |
| Licenses & Permits                             | 1,038,990                         | 1,038,990                          | 477,174                                 | 446,617                                 | (30,557)  |
| Law and Ordinance Violations                   | 546,000                           | 546,000                            | 264,394                                 | 188,579                                 | (75,815)  |
| Public Charges for Services                    | 2,056,950                         | 2,056,950                          | 779,837                                 | 906,628                                 | 126,791   |
| Intergovernmental Charges                      | 207,500                           | 207,500                            | 31,680                                  | 75,112                                  | 43,432  |
| Investment Income                              | 265,000                           | 265,000                            | 110,417                                 | 299,910                                 | 189,493   |
| Miscellaneous Revenue                          | 162,150                           | 162,150                            | 69,244                                  | 35,265                                  | (33,979)  |
| Transfer from Other Funds                      | 1,109,250                         | 1,139,875 A                        | 498,051                                 | 526,625                                 | 28,574  |
| <b>Total Revenue</b>                           | <b>\$ 25,948,442</b>              | <b>\$ 25,979,067</b>               | <b>\$ 16,748,736</b>                    | <b>\$ 17,653,145</b><br>105.40%         | <b>\$ 904,409</b>                                 |
| <b>Expenditures</b>                            | <b>2019<br/>Annual<br/>Budget</b> | <b>2019<br/>Amended<br/>Budget</b> | <b>2019<br/>Year-to-Date<br/>Budget</b> | <b>2019<br/>Year-to-Date<br/>Actual</b> | <b>Var to Budget<br/>Surplus<br/>(Deficiency)</b> |
| General Government                             | \$ 3,200,440                      | \$ 3,231,966 A                     | \$ 1,496,285                            | \$ 1,345,206 E                          | \$ 151,079  |
| Public Safety                                  | 17,784,187                        | 17,771,999 A                       | 7,175,911                               | 7,322,648 E                             | (146,737)   |
| Public Works                                   | 3,571,132                         | 3,701,736 A                        | 1,372,856                               | 1,511,318 E                             | (138,462)   |
| Health and Human Services                      | 750,797                           | 740,862 A                          | 280,546                                 | 242,622                                 | 37,924  |
| Other Culture and Recreation                   | 182,702                           | 184,243 A                          | 58,841                                  | 58,651                                  | 190   |
| Conservation and Development                   | 640,776                           | 738,514 A                          | 270,310                                 | 274,194 E                               | (3,884)   |
| Contingency and Unclassified                   | 2,069,728                         | 1,833,754 A                        | 451                                     | 27,396 E                                | (26,945)  |
| Anticipated underexpenditures                  | (375,320)                         | (317,444) A                        | -                                       | -                                       | -   |
| Transfers to Other Funds                       | 274,000                           | 282,100 A                          | 3,375                                   | 8,100                                   | (4,725)   |
| Encumbrances                                   | -                                 | -                                  | -                                       | (158,666)                               | 158,666   |
| <b>Total Expenditures</b>                      | <b>\$ 28,098,442</b>              | <b>\$ 28,167,730</b>               | <b>\$ 10,658,575</b>                    | <b>\$ 10,631,469</b><br>99.75%          | <b>\$ 27,106</b>                                  |
| Excess of revenue over<br>(under) expenditures | (2,150,000)                       | (2,188,663)                        | <u>\$ 6,090,161</u>                     | 7,021,676                               | <u>\$ 931,515</u>                                 |
| Fund balance, beginning of year                | <u>7,336,277</u>                  | <u>7,336,277</u>                   |   | <u>7,336,277</u>                        |   |
| Fund balance, end of period                    | <u>\$ 5,186,277</u>               | <u>\$ 5,147,614</u>                |   | <u>\$ 14,357,953</u>                    |   |

A Represents an amendment to Adopted Budget

E Represents an encumbrance for current year from prior year

**City of Franklin  
Debt Service Funds  
Balance Sheet  
May 31, 2019 and 2018**

|   | 2019<br>Special<br>Assessment | 2019<br>Debt<br>Service | 2019<br>Total       | 2018<br>Special<br>Assessment | 2018<br>Debt<br>Service | 2018<br>Total     |
|---|-------------------------------|-------------------------|---------------------|-------------------------------|-------------------------|-------------------|
| <b>Assets</b>                             |                               |                         |                     |                               |                         |                   |
| Cash and investments                      | \$ 731,707                    | \$ 418,666              | \$ 1,150,373        | \$ 630,561                    | \$ 60,823               | \$ 691,384        |
| Special assessment receivable             | 58,474                        | -                       | 58,474              | 89,463                        | -                       | 89,463            |
| <b>Total Assets</b>                       | <b>\$ 790,181</b>             | <b>\$ 418,666</b>       | <b>\$ 1,208,847</b> | <b>\$ 720,024</b>             | <b>\$ 60,823</b>        | <b>\$ 780,847</b> |
| <b>Liabilities and Fund Balance</b>       |                               |                         |                     |                               |                         |                   |
| Unearned & unavailable revenue            | \$ 58,474                     | \$ -                    | \$ 58,474           | \$ 89,463                     | \$ -                    | \$ 89,463         |
| Unassigned fund balance                   | 731,707                       | 418,666                 | 1,150,373           | 630,561                       | 60,823                  | 691,384           |
| <b>Total Liabilities and Fund Balance</b> | <b>\$ 790,181</b>             | <b>\$ 418,666</b>       | <b>\$ 1,208,847</b> | <b>\$ 720,024</b>             | <b>\$ 60,823</b>        | <b>\$ 780,847</b> |

**Statement of Revenue, Expenses and Fund Balance  
For the Five months ended May 31, 2019 and 2018**

|                                    | 2019<br>Special<br>Assessment | 2019<br>Debt<br>Service | 2019<br>Year-to-Date<br>Actual | 2019<br>Amended<br>Budget | 2018<br>Special<br>Assessment | 2018<br>Debt<br>Service | 2018<br>Year-to-Date<br>Actual |
|------------------------------------|-------------------------------|-------------------------|--------------------------------|---------------------------|-------------------------------|-------------------------|--------------------------------|
| <b>Revenue</b>                     |                               |                         |                                |                           |                               |                         |                                |
| Property Taxes                     | \$ -                          | \$ 1,300,000            | \$ 1,300,000                   | \$ 1,300,000              | \$ -                          | \$ 1,300,000            | \$ 1,300,000                   |
| Special Assessments                | 5,729                         | -                       | 5,729                          | -                         | 6,686                         | -                       | 6,686                          |
| Investment Income                  | 11,644                        | 6,918                   | 18,562                         | -                         | (76)                          | 2,395                   | 2,319                          |
| GO Debt Issuance                   | -                             | -                       | -                              | -                         | -                             | -                       | -                              |
| <b>Total Revenue</b>               | <b>17,373</b>                 | <b>1,306,918</b>        | <b>1,324,291</b>               | <b>1,300,000</b>          | <b>6,610</b>                  | <b>1,302,395</b>        | <b>1,309,005</b>               |
| <b>Expenditures:</b>               |                               |                         |                                |                           |                               |                         |                                |
| <b>Debt Service:</b>               |                               |                         |                                |                           |                               |                         |                                |
| Principal                          | -                             | 1,405,000               | 1,405,000                      | 1,405,000                 | -                             | 1,339,008               | 1,339,008                      |
| Interest                           | -                             | 74,256                  | 74,256                         | 134,138                   | -                             | 65,634                  | 65,634                         |
| Bank Fees                          | -                             | 800                     | 800                            | 1,050                     | -                             | -                       | -                              |
| <b>Total expenditures</b>          | <b>-</b>                      | <b>1,480,056</b>        | <b>1,480,056</b>               | <b>1,540,188</b>          | <b>-</b>                      | <b>1,404,642</b>        | <b>1,404,642</b>               |
| Transfers in                       | -                             | 323,419                 | 323,419                        | 240,188                   | -                             | 111,999                 | 111,999                        |
| Transfers out                      | -                             | -                       | -                              | -                         | (60,000)                      | -                       | (60,000)                       |
| <b>Net change in fund balances</b> | <b>17,373</b>                 | <b>150,281</b>          | <b>167,654</b>                 | <b>-</b>                  | <b>(53,390)</b>               | <b>9,752</b>            | <b>(43,638)</b>                |
| Fund balance, beginning of year    | 714,334                       | 268,385                 | 982,719                        | 982,719                   | 683,951                       | 51,071                  | 735,022                        |
| <b>Fund balance, end of period</b> | <b>\$ 731,707</b>             | <b>\$ 418,666</b>       | <b>\$ 1,150,373</b>            | <b>\$ 982,719</b>         | <b>\$ 630,561</b>             | <b>\$ 60,823</b>        | <b>\$ 691,384</b>              |

**City of Franklin  
Consolidating TID Funds  
Balance Sheet  
May 31, 2019**

|                                     | <u>TID 3</u>        | <u>TID 4</u>        | <u>TID 5</u>        | <u>TID 6</u>        | <u>Total</u>         |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|----------------------|
| <b>Assets</b>                       |                     |                     |                     |                     |                      |
| Cash & investments                  | \$ 4,540,478        | \$ 4,242,821        | \$ 5,002,355        | \$ 6,534,578        | \$ 20,320,232        |
| Total Assets                        | <u>\$ 4,540,478</u> | <u>\$ 4,242,821</u> | <u>\$ 5,002,355</u> | <u>\$ 6,534,578</u> | <u>\$ 20,320,232</u> |
| <b>Liabilities and Fund Balance</b> |                     |                     |                     |                     |                      |
| Accounts payable                    | \$ 954,599          | \$ 261              | \$ 2,655            | \$ 463              | \$ 957,978           |
| Accrued liabilities                 | 865,136             | -                   | -                   | -                   | 865,136              |
| Due to other funds                  | -                   | -                   | -                   | -                   | -                    |
| Advances from other funds           | -                   | -                   | -                   | 13,000              | 13,000               |
| Total Liabilities                   | <u>1,819,735</u>    | <u>261</u>          | <u>2,655</u>        | <u>13,463</u>       | <u>1,836,114</u>     |
| Assigned fund balance               | <u>2,750,743</u>    | <u>4,242,560</u>    | <u>4,999,700</u>    | <u>6,521,115</u>    | <u>18,514,118</u>    |
| Total Liabilities and Fund Balance  | <u>\$ 4,570,478</u> | <u>\$ 4,242,821</u> | <u>\$ 5,002,355</u> | <u>\$ 6,534,578</u> | <u>\$ 20,350,232</u> |

**Statement of Revenue, Expenses and Fund Balance  
For the Five months ended May 31, 2019**

|  | <u>TID 3</u>        | <u>TID 4</u>        | <u>TID 5</u>        | <u>TID 6</u>        | <u>Total</u>         |
|--|---------------------|---------------------|---------------------|---------------------|----------------------|
| <b>Revenue</b>                             |                     |                     |                     |                     |                      |
| General property tax levy                  | \$ 1,114,683        | \$ 1,011,224        | \$ 30,951           | \$ -                | \$ 2,156,858         |
| Payment in lieu of taxes                   | -                   | 121,759             | -                   | -                   | 121,759              |
| State exempt aid                           | 6,293               | 4,827               | 123                 | -                   | 11,243               |
| Investment income                          | 45,554              | 62,391              | 69,301              | 10,068              | 187,314              |
| Bond proceeds                              | <u>3,001,886</u>    | <u>-</u>            | <u>10,600,102</u>   | <u>6,638,320</u>    | <u>20,240,308</u>    |
| Total revenue                              | 4,168,416           | 1,200,201           | 10,700,477          | 6,648,388           | 22,717,482           |
| <b>Expenditures</b>                        |                     |                     |                     |                     |                      |
| Debt service interest & fees               | \$ 16,201           | \$ -                | \$ 10,428,009       | \$ 109,101          | \$ 10,553,311        |
| Administrative expenses                    | 96,338              | 18,343              | 18,705              | 2,983               | 136,369              |
| Professional services                      | -                   | 133,399             | 95,392              | 3,001               | 231,792              |
| Capital outlays                            | -                   | 714,801             | 3,904,792           | -                   | 4,619,593            |
| Development incentive & obligation payment | 1,958,657           | -                   | -                   | -                   | 1,958,657            |
| Encumbrances                               | -                   | <u>(817,443)</u>    | <u>(60,606)</u>     | <u>(1,156)</u>      | <u>(879,205)</u>     |
| Total expenditures                         | <u>2,071,196</u>    | <u>49,100</u>       | <u>14,386,292</u>   | <u>113,929</u>      | <u>16,620,517</u>    |
| Revenue over (under) expenditures          | 2,097,220           | 1,151,101           | (3,685,815)         | 6,534,459           | 6,096,965            |
| Fund balance, beginning of year            | <u>653,523</u>      | <u>3,091,459</u>    | <u>8,685,515</u>    | <u>(13,344)</u>     | <u>12,417,153</u>    |
| Fund balance, end of period                | <u>\$ 2,750,743</u> | <u>\$ 4,242,560</u> | <u>\$ 4,999,700</u> | <u>\$ 6,521,115</u> | <u>\$ 18,514,118</u> |

**City of Franklin**  
**Tax Increment Financing District #3**  
**Balance Sheet**  
**May 31, 2019 and 2018**

| <u>Assets</u>                       | <u>2019</u>         | <u>2018</u>         |
|-------------------------------------|---------------------|---------------------|
| Cash & investments                  | \$ 4,540,478        | \$ 1,491,922        |
| Total Assets                        | <u>\$ 4,540,478</u> | <u>\$ 1,491,922</u> |
| <br>                                |                     |                     |
| <u>Liabilities and Fund Balance</u> |                     |                     |
| Accounts payable                    | \$ 924,599          | \$ 99               |
| Accrued liabilities                 | 865,136             | 1,323,600           |
| Total Liabilities                   | <u>1,789,735</u>    | <u>1,323,699</u>    |
| Assigned fund balance               | 2,750,743           | 168,223             |
| Total Liabilities and Fund Balance  | <u>\$ 4,540,478</u> | <u>\$ 1,491,922</u> |

**Statement of Revenue, Expenses and Fund Balance**  
**For the Five months ended May 31, 2019 and 2018**

|   | <u>2019</u><br><u>Annual</u><br><u>Budget</u> | <u>2019</u><br><u>Amended</u><br><u>Budget</u> | <u>2019</u><br><u>Year-to-Date</u><br><u>Budget</u> | <u>2019</u><br><u>Year-to-Date</u><br><u>Actual</u> | <u>2018</u><br><u>Year-to-Date</u><br><u>Actual</u> |
|---|---|--|---|---|---|
| <b>Revenue</b>                              |   |  |   |   |   |
| General property tax levy                   | \$ 1,180,900                                  | \$ 1,180,900                                   | \$ 1,180,900  | \$ 1,114,683  | \$ 1,381,191  |
| State exempt aid                            | 479,831                                       | 479,831  | 2,625   | 6,293   | -   |
| Investment income                           | 25,000  | 25,000   | 13,581  | 45,554  | 10,461  |
| Bond proceeds                               | 3,500,000                                     | 3,500,000                                      | 3,500,000   | 3,001,886   | -   |
| Total revenue                               | <u>5,185,731</u>                              | <u>5,185,731</u>                               | <u>4,697,106</u>                                    | <u>4,168,416</u>                                    | <u>1,391,652</u>                                    |
| <br>  |   |  |   |   |   |
| <b>Expenditures</b>                         |   |  |   |   |   |
| Debt service principal                      | -   | -  | -   | -   | 985,000   |
| Debt service interest & fees                | 111,500                                       | 111,500  | 75,625  | 16,201  | 15,084  |
| Administrative expenses                     | 113,350                                       | 113,350  | 47,323  | 96,338  | 29,148  |
| Interfund interest                          | -   | -  | -   | -   | 74  |
| Capital outlays                             | -   | 984,323  | -   | -   | -   |
| Development incentive & obligation payments | 4,589,265                                     | 4,589,265                                      | 1,912,194   | 1,958,657   | 109,000   |
| Total expenditures                          | <u>4,814,115</u>                              | <u>5,798,438</u>                               | <u>2,035,142</u>                                    | <u>2,071,196</u>                                    | <u>1,138,306</u>                                    |
| Revenue over (under) expenditures           | 371,616                                       | (612,707)                                      | <u>\$ 2,661,964</u>                                 | 2,097,220   | 253,346   |
| Fund balance, beginning of year             | <u>653,523</u>                                | <u>653,523</u>                                 |   | <u>653,523</u>                                      | <u>(85,123)</u>                                     |
| Fund balance, end of period                 | <u>\$ 1,025,139</u>                           | <u>\$ 40,816</u>                               |   | <u>\$ 2,750,743</u>                                 | <u>\$ 168,223</u>                                   |

**City of Franklin**  
**Tax Increment Financing District #4**  
**Balance Sheet**  
**May 31, 2019 and 2018**

| <u>Assets</u>                       | 2019                | 2018                |
|-------------------------------------|---------------------|---------------------|
| Cash & investments                  | \$ 4,242,821        | \$ 3,599,330        |
| Total Assets                        | <u>\$ 4,242,821</u> | <u>\$ 3,599,330</u> |
| <br>                                |                     |                     |
| <u>Liabilities and Fund Balance</u> |                     |                     |
| Accounts payable                    | \$ 261              | \$ 9,271            |
| Total Liabilities                   | <u>261</u>          | <u>9,271</u>        |
| Assigned fund balance               | 4,242,560           | 3,590,059           |
| Total Liabilities and Fund Balance  | <u>\$ 4,242,821</u> | <u>\$ 3,599,330</u> |

**Statement of Revenue, Expenses and Fund Balance**  
**For the Five months ended May 31, 2019 and 2018**

|                                   | 2019<br>Annual<br>Budget | 2019<br>Amended<br>Budget | 2019<br>Year-to-Date<br>Budget | 2019<br>Year-to-Date<br>Actual | 2018<br>Year-to-Date<br>Actual |
|-----------------------------------|--------------------------|---------------------------|--------------------------------|--------------------------------|--------------------------------|
| <b>Revenue</b>                    |                          |                           |                                |                                |                                |
| General property tax levy         | \$ 1,023,600             | \$ 1,023,600              | \$ 1,023,600                   | \$ 1,011,224                   | \$ 1,059,413                   |
| Payment in Lieu of Taxes          | 132,800                  | 132,800                   | 126,160                        | 121,759                        | 132,871                        |
| State exempt aid                  | 19,700                   | 19,700                    | 2,000                          | 4,827                          | -                              |
| Investment income                 | 20,000                   | 20,000                    | 8,333                          | 62,391                         | 9,842                          |
| Bond proceeds                     | 5,000,000                | 5,000,000                 | -                              | -                              | -                              |
| Total revenue                     | <u>6,196,100</u>         | <u>6,196,100</u>          | <u>1,160,093</u>               | <u>1,200,201</u>               | <u>1,202,126</u>               |
| <br>                              |                          |                           |                                |                                |                                |
| <b>Expenditures</b>               |                          |                           |                                |                                |                                |
| Debt service interest & fees      | 188,750                  | 188,750                   | 47,396                         | -                              | -                              |
| Administrative expenses           | 10,350                   | 10,350                    | 4,312                          | 18,343                         | 3,259                          |
| Professional services             | 29,500                   | 161,724                   | 12,292                         | 133,399                        | 66,460                         |
| Capital outlay                    | 8,000,000                | 8,714,802                 | 3,333,333                      | 714,801                        | -                              |
| Encumbrances                      | -                        | -                         | -                              | (817,443)                      | (51,653)                       |
| Total expenditures                | <u>8,228,600</u>         | <u>9,075,626</u>          | <u>3,397,333</u>               | <u>49,100</u>                  | <u>18,066</u>                  |
| Revenue over (under) expenditures | (2,032,500)              | (2,879,526)               | <u>\$ (2,237,240)</u>          | 1,151,101                      | 1,184,060                      |
| Fund balance, beginning of year   | <u>3,091,459</u>         | <u>3,091,459</u>          | 679,466                        | <u>3,091,459</u>               | <u>2,405,999</u>               |
| Fund balance, end of period       | <u>\$ 1,058,959</u>      | <u>\$ 211,933</u>         |                                | <u>\$ 4,242,560</u>            | <u>\$ 3,590,059</u>            |

**City of Franklin**  
**Tax Increment Financing District #5**  
**Balance Sheet**  
**May 31, 2019 and 2018**

| <u>Assets</u>                           | <b>2019</b>         | <b>2018</b>          |
|---|---------------------|----------------------|
| Cash & investments                      | \$ 5,002,355        | \$ 18,670,718        |
| Total Assets                            | <u>\$ 5,002,355</u> | <u>\$ 18,670,718</u> |
| <br>                                    |                     |                      |
| <u>Liabilities and Fund Balance</u>     |                     |                      |
| Accounts payable                        | \$ 2,655            | \$ -                 |
| Due to other funds                      | -                   | 29,694               |
| Interfund advance from Development Fund | -                   | 75,000               |
| Total Liabilities                       | <u>2,655</u>        | <u>104,694</u>       |
| Assigned fund balance                   | 4,999,700           | 18,566,024           |
| Total Liabilities and Fund Balance      | <u>\$ 5,002,355</u> | <u>\$ 18,670,718</u> |

**Statement of Revenue, Expenses and Fund Balance**  
**For the Five months ended May 31, 2019 and 2018**

|   | <b>2019<br/>Annual<br/>Budget</b> | <b>2019<br/>Amended<br/>Budget</b> | <b>2019<br/>Year-to-Date<br/>Budget</b> | <b>2019<br/>Year-to-Date<br/>Actual</b> | <b>2018<br/>Year-to-Date<br/>Actual</b> |
|---|-----------------------------------|------------------------------------|---|---|---|
| <b>Revenue</b>                              |                                   |                                    |   |   |   |
| General property tax levy                   | \$ 31,500                         | \$ 31,500                          | \$ 13,125                               | \$ 30,951                               | \$ 30,500                               |
| State exempt aid                            | 400                               | 400                                | 167                                     | 123                                     | -                                       |
| Investment income                           | 25,000                            | 25,000                             | 10,416                                  | 69,301                                  | 24                                      |
| Bond proceeds                               | 10,000,000                        | 10,000,000                         | 4,166,667                               | 10,600,102                              | 23,415,111                              |
| Total revenue                               | <u>10,056,900</u>                 | <u>10,056,900</u>                  | <u>4,190,375</u>                        | <u>10,700,477</u>                       | <u>23,445,635</u>                       |
| <br>  |                                   |                                    |   |   |   |
| <b>Expenditures</b>                         |                                   |                                    |   |   |   |
| Debt service interest & fees                | 10,875,810                        | 10,875,810                         | 10,382,638                              | 10,428,009                              | 110,143                                 |
| Administrative expenses                     | 20,700                            | 120,700                            | 50,292                                  | 18,705                                  | 19,005                                  |
| Professional services                       | 10,000                            | 124,279                            | 51,783                                  | 95,392                                  | 58,868                                  |
| Capital outlay                              | -                                 | 4,000,000                          | 1,666,666                               | 3,904,792                               | 4,620,000                               |
| Development incentive & obligation payments | 4,000,000                         | 4,000,000                          | 1,666,667                               | -                                       | -                                       |
| Encumbrances                                | -                                 | -                                  | -                                       | (60,606)                                | (27,279)                                |
| Total expenditures                          | <u>14,906,510</u>                 | <u>19,120,789</u>                  | <u>13,818,046</u>                       | <u>14,386,292</u>                       | <u>4,780,737</u>                        |
| Revenue over (under) expenditures           | (4,849,610)                       | (9,063,889)                        | <u>\$ (9,627,671)</u>                   | (3,685,815)                             | 18,664,898                              |
| Fund balance, beginning of year             | <u>8,685,515</u>                  | <u>8,685,515</u>                   |   | <u>8,685,515</u>                        | <u>(98,874)</u>                         |
| Fund balance, end of period                 | <u>\$ 3,835,905</u>               | <u>\$ (378,374)</u>                |   | <u>\$ 4,999,700</u>                     | <u>\$ 18,566,024</u>                    |

City of Franklin  
 Bailpark Commons  
 Thru April 2019 Draw

| Dev Agreement        | Date Paid  | Streets   | Storm Sewer | Parking Lot | Methane   | County    | MMSD Main | Topsoil   | Water     | Sanitary | Trail   | Sound &     | Contingency | Total      |
|----------------------|------------|-----------|-------------|-------------|-----------|-----------|-----------|-----------|-----------|----------|---------|-------------|-------------|------------|
|                      |            |           |             |             |           |           |           |           |           |          |         | Light       |             |            |
| Budget               | 5,157,399  | 2,564,027 | 1,930,196   | 3,887,300   | 458,000   | 2,602,500 | 920,000   | 1,011,124 | 782,266   | 145,000  | 100,000 | 2,933,672   | 22,491,484  |            |
| Draw # 8             |            | 897,491   |             |             |           |           |           |           |           |          |         | (897,491)   |             |            |
| Change               |            | 457,818   |             |             |           |           |           |           |           |          |         | (911,988)   |             |            |
| Draw # 9             |            | 693,517   |             |             |           | 152,516   |           | 428,197   | 25,973    |          |         | (1,069,330) |             |            |
| Draw # 10            |            |           |             |             |           |           |           | 48,680    | 136,960   |          |         |             |             |            |
| Draw # 13            |            | (699,400) |             |             |           |           |           |           | 259,521   |          |         |             |             |            |
| Draw # 14            |            | (165,453) |             |             |           | 8,481     |           |           | 140,710   |          |         |             |             |            |
| Draw # 15            |            | (451,929) |             |             |           | 203,912   |           | 57,377    | 26,531    |          |         |             |             |            |
| Draw # 16 -          | May-19     |           |             | (530,323)   |           | 6,299     |           | 254,505   |           |          |         |             |             |            |
| Revised Budget       | 3,840,617  | 5,475,443 | 1,399,873   | 3,887,300   | 458,000   | 2,973,707 | 920,000   | 1,886,220 | 1,371,961 | 145,000  | 100,000 | (21,500)    | 33,363      | 22,491,484 |
| Draws                |            |           |             |             |           |           |           |           |           |          |         |             |             |            |
| Draw 1               |            | 398,407   | 99,753      | 123,528     | 314,334   | 48,090    | 501,681   | 79,928    | 79,928    | 19,518   | 45,565  |             |             | 1,747,597  |
| Draw 2               |            | 64,474    | 22,941      | 64,474      | 310,577   | 4,566     | 13,856    | 15,098    | 15,098    |          |         |             |             | 511,082    |
| Draw 3               |            | 39,611    | 2,524       | 1,311       | 369,089   | 2,967     | 5,197     | 1,311     | 1,311     |          |         |             | 750         | 424,072    |
| Draw 4               |            | 266,915   | 131,445     | 17,455      | 124,910   | 41,411    | 124,306   | 15,224    | 118,532   | 8,801    |         |             |             | 848,997    |
| Dr # 4 - Qualite Ret |            |           |             |             |           |           |           |           |           |          |         |             |             | 3,673      |
| Draw 5               |            | 99,896    | 947,338     | 10,830      | 183,741   | 2,326     | 161,860   | 1,840     | 16,532    | 1,105    | 3,673   |             |             | 1,510,403  |
| Draw 6               |            | 195,997   | 1,327,576   | 46,840      | 212,579   | -         | 222,094   | 59,218    | 136,835   | 2,185    |         |             | 750         | 2,214,639  |
| Draw 7               |            | 161,449   | 133,499     | 45,791      | 301,564   | 3,030     | 477,714   | 61,736    | 185,602   |          |         |             |             | 1,370,385  |
| Draw 8               |            | 19,968    | 486,541     | 196,505     | 113,302   | 9,855     | 198,197   | 264,294   | 93,528    |          |         |             | 1,075       | 1,443,197  |
| Draw 9               |            | 128,648   | 413,641     | 72,698      | 508,079   | 3,398     | 663,555   | 864,146   | 100,156   |          |         |             | 460         | 2,761,273  |
| Draw 10              |            | 242,241   | 556,536     | 29,135      | 207,355   | 49,224    | 197,741   | 83,579    | 129,391   |          |         |             | 250         | 1,495,452  |
| Draw 10 A            | 12/26/2018 | 1,617,607 | 4,201,794   | 608,567     | 2,645,529 | 164,865   | 2,566,201 | 1,397,720 | 876,912   | 31,610   | 49,238  | 3,285       |             | 80,000     |
| 2018 Total           |            | 67,942    | 147,607     | 129,144     | 115,553   | 3,554     | 26,460    | 294,394   | 384,347   |          |         |             |             | 14,410,769 |
| Draw 11              |            | 60,185    | 428,176     | 55,904      | 12,215    |           | 191,508   | 161,125   | 111,320   |          |         |             |             | 1,204,055  |
| Draw 12              |            | 118,699   | 356,931     | 15,990      | 31,758    | 10,831    | 44,435    | (85,877)  | 236,790   |          |         |             |             | 1,046,899  |
| Draw 13              |            | 115,240   | 16,263      | 2,765       | 42,544    | 6,325     | 8,481     | 38,226    | 128,712   |          |         |             |             | 729,556    |
| Draw 14              | 4/19/2019  | 53,198    | 148,929     | 4,729       | 39,535    | 5,581     | 187,633   | 100,991   | 24,886    |          |         |             |             | 358,556    |
| Draw 15              | 5/14/2019  |           |             |             |           |           |           |           |           |          |         |             |             | 565,482    |
| Total                |            | 2,032,870 | 5,299,700   | 817,099     | 2,887,134 | 191,156   | 3,024,717 | 1,906,579 | 1,762,968 | 31,610   | 49,238  | 3,285       |             | 18,315,316 |
| Remaining Budget     |            | 1,807,747 | 175,743     | 582,774     | 1,000,166 | 266,844   | (51,010)  | (20,359)  | (391,007) | 113,390  | 50,762  | 30,078      |             | 4,176,168  |

**City of Franklin**  
**Tax Increment Financing District #6**  
**Balance Sheet**  
**May 31, 2019 and 2018**

| <u>Assets</u>                       | 2019                | 2018        |
|-------------------------------------|---------------------|-------------|
| Cash & investments                  | \$ 6,534,578        | \$ -        |
| Total Assets                        | <u>\$ 6,534,578</u> | <u>\$ -</u> |
| <br>                                |                     |             |
| <u>Liabilities and Fund Balance</u> |                     |             |
| Accounts payable                    | \$ 463              | \$ -        |
| Advances from other funds           | 13,000              | -           |
| Total Liabilities                   | <u>13,463</u>       | <u>-</u>    |
| Assigned fund balance               | 6,521,115           | -           |
| Total Liabilities and Fund Balance  | <u>\$ 6,534,578</u> | <u>\$ -</u> |

**Statement of Revenue, Expenses and Fund Balance**  
**For the Five months ended May 31, 2019 and 2018**

|                                   | 2019<br>Annual<br>Budget | 2019<br>Amended<br>Budget | 2019<br>Year-to-Date<br>Budget | 2019<br>Year-to-Date<br>Actual | 2018<br>Year-to-Date<br>Actual |
|-----------------------------------|--------------------------|---------------------------|--------------------------------|--------------------------------|--------------------------------|
| <b>Revenue</b>                    |                          |                           |                                |                                |                                |
| Investment income                 | \$ -                     | \$ 132,300                | \$ 59,000                      | \$ 10,068                      | \$ -                           |
| Bond proceeds                     | -                        | 9,837,382                 | 6,137,000                      | 6,638,320                      | -                              |
| Total revenue                     | <u>-</u>                 | <u>9,969,682</u>          | <u>6,196,000</u>               | <u>6,648,388</u>               | <u>-</u>                       |
| <br>                              |                          |                           |                                |                                |                                |
| <b>Expenditures</b>               |                          |                           |                                |                                |                                |
| Debt service interest & fees      | \$ -                     | \$ 195,375                | \$ 52,000                      | \$ 109,101                     | \$ -                           |
| Administrative expenses           | -                        | 8,550                     | 900                            | 2,983                          | -                              |
| Professional services             | -                        | 26,156                    | -                              | 3,001                          | -                              |
| Capital outlay                    | -                        | 9,000,000                 | 1,400,000                      | -                              | -                              |
| Encumbrances                      | -                        | -                         | -                              | (1,156)                        | -                              |
| Total expenditures                | <u>-</u>                 | <u>9,230,081</u>          | <u>1,452,900</u>               | <u>113,929</u>                 | <u>-</u>                       |
| Revenue over (under) expenditures | -                        | 739,601                   | <u>\$ 4,743,100</u>            | 6,534,459                      | -                              |
| Fund balance, beginning of year   | <u>(13,344)</u>          | <u>(13,344)</u>           |                                | <u>(13,344)</u>                | <u>-</u>                       |
| Fund balance, end of period       | <u>\$ (13,344)</u>       | <u>\$ 726,257</u>         |                                | <u>\$ 6,521,115</u>            | <u>\$ -</u>                    |

**City of Franklin  
Solid Waste Collection Fund  
Balance Sheet  
May 31, 2019 and 2018**

| <u>Assets</u>                             | <u>2019</u>                | <u>2018</u>                |
|---|----------------------------|----------------------------|
| Cash and investments                      | \$ 1,359,670               | \$ 1,314,771               |
| Accrued Receivables                       | 179                        | 2,112                      |
| <b>Total Assets</b>                       | <b><u>\$ 1,359,849</u></b> | <b><u>\$ 1,316,883</u></b> |
| <br>                                      |                            |                            |
| <u>Liabilities and Fund Balance</u>       |                            |                            |
| Accounts payable                          | \$ -                       | \$ 143,601                 |
| Accrued salaries & wages                  | 458                        | 430                        |
| Restricted fund balance                   | 1,359,391                  | 1,172,852                  |
| <b>Total Liabilities and Fund Balance</b> | <b><u>\$ 1,359,849</u></b> | <b><u>\$ 1,316,883</u></b> |

**Statement of Revenue, Expenses and Fund Balance  
For the Five months ended May 31, 2019 and 2018**

| <u>Revenue</u>                        | <u>2019<br/>Adopted<br/>Budget</u> | <u>2019<br/>YTD<br/>Budget</u> | <u>2019<br/>Year-to-Date<br/>Actual</u> | <u>2018<br/>Year-to-Date<br/>Actual</u> |
|---------------------------------------|------------------------------------|--------------------------------|---|---|
| Grants                                | \$ 69,000                          | 27,600                         | \$ 68,858                               | \$ 68,984                               |
| User Fees                             | 1,220,400                          | 1,219,467                      | 1,214,444                               | 1,211,075                               |
| Landfill Operations-tippage           | 361,800                            | 107,155                        | 106,212                                 | 107,628                                 |
| Investment Income                     | 9,500                              | 4,782                          | 16,213                                  | 4,510                                   |
| Sale of Recyclables                   | -                                  | -                              | -                                       | 422                                     |
| <b>Total Revenue</b>                  | <b><u>1,660,700</u></b>            | <b><u>1,359,004</u></b>        | <b><u>1,405,727</u></b>                 | <b><u>1,392,619</u></b>                 |
| <br>                                  |                                    |                                |   |   |
| <b>Expenditures:</b>                  |                                    |                                |   |   |
| Personal Services                     | 16,931                             | 6,620                          | 5,206                                   | 5,786                                   |
| Refuse Collection                     | 713,750                            | 296,798                        | 236,976                                 | 288,842                                 |
| Recycling Collection                  | 380,720                            | 158,326                        | 131,358                                 | 159,372                                 |
| Leaf & Brush Pickups                  | 63,800                             | 26,583                         | -                                       | 20,000                                  |
| Tippage Fees                          | 469,000                            | 195,417                        | 102,818                                 | 138,739                                 |
| Miscellaneous                         | 3,500                              | 1,458                          | 725                                     | 705                                     |
| Printing                              | 1,800                              | 750                            | -                                       | -                                       |
| <b>Total expenditures</b>             | <b><u>1,649,501</u></b>            | <b><u>685,952</u></b>          | <b><u>477,083</u></b>                   | <b><u>613,444</u></b>                   |
| <br>Revenue over (under) expenditures | <br>11,199                         | <br><u>673,052</u>             | <br>928,644                             | <br>779,175                             |
| <br>Fund balance, beginning of year   | <br><u>430,747</u>                 |                                | <br><u>430,747</u>                      | <br><u>393,677</u>                      |
| <br>Fund balance, end of period       | <br><u>\$ 441,946</u>              |                                | <br><u>\$ 1,359,391</u>                 | <br><u>\$ 1,172,852</u>                 |

**City of Franklin  
Capital Outlay Fund  
Balance Sheet  
May 31, 2019 and 2018**

| <u>Assets</u>                             | <u>2019</u>              | <u>2018</u>              |
|---|--------------------------|--------------------------|
| Cash and investments                      | \$ 722,154               | \$ 634,916               |
| Accrued Receivables                       | 1,800                    | -                        |
| <b>Total Assets</b>                       | <b><u>\$ 723,954</u></b> | <b><u>\$ 634,916</u></b> |
| <br>                                      |                          |                          |
| <u>Liabilities and Fund Balance</u>       |                          |                          |
| Accounts payable                          | \$ 38,795                | \$ 47,411                |
| Assigned fund balance                     | 685,159                  | 587,505                  |
| <b>Total Liabilities and Fund Balance</b> | <b><u>\$ 723,954</u></b> | <b><u>\$ 634,916</u></b> |

**Statement of Revenue, Expenses and Fund Balance  
For the Five months ended May 31, 2019 and 2018**

| <u>Revenue</u>                                    | <u>2019<br/>Original<br/>Budget</u> | <u>2019<br/>Amended<br/>Budget</u> | <u>2019<br/>Year-to-Date<br/>Budget</u> | <u>2019<br/>Year-to-Date<br/>Actual</u> | <u>2018<br/>Year-to-Date<br/>Actual</u> |
|---|-------------------------------------|------------------------------------|---|---|---|
| Property Taxes                                    | \$ 452,800                          | \$ 452,800                         | \$ 452,800                              | \$ 452,800                              | \$ 450,500                              |
| Grants  | 5,000                               | 5,000                              | 2,083                                   | 1,606                                   | 396                                     |
| Landfill Siting                                   | 317,000                             | 317,000                            | 162,034                                 | 146,050                                 | 58,200                                  |
| Investment Income                                 | 6,000                               | 6,000                              | 2,500                                   | 9,405                                   | 2,021                                   |
| Miscellaneous Revenue                             | 25,000                              | 25,000                             | 5,788                                   | 4,515                                   | 323                                     |
| Transfers from Other Funds                        | 250,000                             | 250,000                            | 125,000                                 | -                                       | 101,000                                 |
| <b>Total Revenue</b>                              | <b><u>1,055,800</u></b>             | <b><u>1,055,800</u></b>            | <b><u>750,205</u></b>                   | <b><u>614,376</u></b>                   | <b><u>612,440</u></b>                   |
| <b>Expenditures:</b>                              |                                     |                                    |   |   |   |
| General Government                                | 158,610                             | 234,648                            | 56,240                                  | 19,890                                  | 77,799                                  |
| Public Safety                                     | 473,795                             | 576,235                            | 257,888                                 | 344,329                                 | 356,762                                 |
| Public Works                                      | 34,020                              | 42,020                             | 15,020                                  | 27,117                                  | 31,428                                  |
| Health and Human Services                         | 1,020                               | 1,020                              | 425                                     | -                                       | -                                       |
| Culture and Recreation                            | 9,000                               | 11,866                             | 3,750                                   | 2,866                                   | 9,828                                   |
| Conservation and Development                      | 1,500                               | 2,010                              | 625                                     | -                                       | -                                       |
| Contingency                                       | 50,000                              | 34,190                             | 55,912                                  | -                                       | -                                       |
| Contingency - Pending Additional<br>Consideration | 100,000                             | 100,000                            | -                                       | -                                       | -                                       |
| Contingency - Restricted                          | 250,000                             | 250,000                            | -                                       | -                                       | -                                       |
| Encumbrances                                      | -                                   | -                                  | -                                       | (39,942)                                | (97,842)                                |
| Transfers to Other Funds                          | -                                   | -                                  | -                                       | -                                       | -                                       |
| <b>Total expenditures</b>                         | <b><u>1,077,945</u></b>             | <b><u>1,251,989</u></b>            | <b><u>389,860</u></b>                   | <b><u>354,260</u></b>                   | <b><u>377,975</u></b>                   |
| Revenue over (under) expenditures                 | (22,145)                            | (196,189)                          | <u>360,345</u>                          | 260,116                                 | 234,465                                 |
| Fund balance, beginning of year                   | <u>425,043</u>                      | <u>425,043</u>                     |   | <u>425,043</u>                          | <u>353,040</u>                          |
| Fund balance, end of period                       | <b><u>\$ 402,898</u></b>            | <b><u>\$ 228,854</u></b>           |   | <b><u>\$ 685,159</u></b>                | <b><u>\$ 587,505</u></b>                |

A Portion of Municipal Building, Police, Highway & Parks appropriations are contingent upon Landfill Siting revenue growth

**City of Franklin  
Equipment Replacement Fund  
Balance Sheet  
May 31, 2019 and 2018**

| <u>Assets</u>                             | <u>2019</u>         | <u>2018</u>         |
|---|---------------------|---------------------|
| Cash and investments                      | \$ 3,017,160        | \$ 2,706,885        |
| <b>Total Assets</b>                       | <b>\$ 3,017,160</b> | <b>\$ 2,706,885</b> |
| <br><u>Liabilities and Fund Balance</u>   |                     |                     |
| Accounts payable                          | \$ -                | \$ -                |
| Assigned fund balance                     | 3,017,160           | 2,706,885           |
| <b>Total Liabilities and Fund Balance</b> | <b>\$ 3,017,160</b> | <b>\$ 2,706,885</b> |

**Comparative Statement of Revenue, Expenses and Fund Balance  
For the Five months ended May 31, 2019 and 2018**

|                                   | <u>2019<br/>Original<br/>Budget</u> | <u>2019<br/>Amended<br/>Budget</u> | <u>2019<br/>Year-to-Date<br/>Budget</u> | <u>2019<br/>Year-to-Date<br/>Actual</u> | <u>2018<br/>Year-to-Date<br/>Actual</u> |
|-----------------------------------|-------------------------------------|------------------------------------|---|---|---|
| <b>Revenue:</b>                   |                                     |                                    |   |   |   |
| Property Taxes                    | \$ 175,000                          | \$ 175,000                         | \$ 175,000                              | \$ 175,000                              | \$ 350,000                              |
| Landfill                          | 376,700                             | 376,700                            | 185,397                                 | 166,920                                 | 79,100                                  |
| Investment Income                 | 29,000                              | 29,000                             | 12,083                                  | 49,249                                  | (2,276)                                 |
| Property Sales                    | 30,000                              | 30,000                             | 5,973                                   | 727                                     | 7,738                                   |
| Total revenue                     | <u>610,700</u>                      | <u>610,700</u>                     | <u>378,453</u>                          | <u>391,896</u>                          | <u>434,562</u>                          |
| <b>Expenditures:</b>              |                                     |                                    |   |   |   |
| Public Safety                     | 1,006,670                           | 1,006,670                          | 735,575                                 | 633,395                                 | 43,492                                  |
| Public Works                      | 190,000                             | 210,431                            | 40,896                                  | 20,431                                  | 249,610                                 |
| Encumbrances                      | -                                   | -                                  | -                                       | (633,395)                               | (253,610)                               |
| Total expenditures                | <u>1,196,670</u>                    | <u>1,217,101</u>                   | <u>776,471</u>                          | <u>20,431</u>                           | <u>39,492</u>                           |
| Revenue over (under) expenditures | (585,970)                           | (606,401)                          | <u>(398,018)</u>                        | 371,465                                 | 395,070                                 |
| Fund balance, beginning of year   | <u>2,645,695</u>                    | <u>2,645,695</u>                   |   | <u>2,645,695</u>                        | <u>2,311,815</u>                        |
| Fund balance, end of period       | <u>\$ 2,059,725</u>                 | <u>\$ 2,039,294</u>                |   | <u>\$ 3,017,160</u>                     | <u>\$ 2,706,885</u>                     |

**City of Franklin  
Street Improvement Fund  
Balance Sheet  
May 31, 2019 and 2018**

| <u>Assets</u>                       | <u>2019</u>       | <u>2018</u>         |
|-------------------------------------|-------------------|---------------------|
| Cash and investments                | \$ 767,221        | \$ 1,056,205        |
| Total Assets                        | <u>\$ 767,221</u> | <u>\$ 1,056,205</u> |
| <br>                                |                   |                     |
| <u>Liabilities and Fund Balance</u> |                   |                     |
| Accounts payable                    | \$ 8,098          | \$ 3,654            |
| Assigned fund balance               | 759,123           | 1,053,551           |
| Total Liabilities and Fund Balance  | <u>\$ 767,221</u> | <u>\$ 1,057,205</u> |

**Statement of Revenue, Expenses and Fund Balance  
For the Five months ended May 31, 2019 and 2018**

|  | <u>2019<br/>Original<br/>Budget</u> | <u>2019<br/>Year-to-Date<br/>Totals</u> | <u>2018<br/>Year-to-Date<br/>Totals</u> |
|--|-------------------------------------|---|---|
| <b>Revenue:</b>                              |                                     |   |   |
| Property Taxes                               | \$ 18,200                           | \$ 18,200                               | \$ 714,700                              |
| Landfill Siting                              | 133,000                             | 62,600                                  | 52,500                                  |
| Investment Income                            | 4,000                               | 6,768                                   | 3,148                                   |
| Local Road Improvement Aids                  | 700,000                             | 300,000                                 | -                                       |
| Refunds and Reimbursements                   | -                                   | -                                       | -                                       |
| Total revenue                                | <u>855,200</u>                      | <u>387,568</u>                          | <u>770,348</u>                          |
| <br><b>Expenditures:</b>                     |                                     |   |   |
| Street Reconstruction Program - Current Year | 975,000                             | 931,963                                 | 844,363                                 |
| Encumbrances                                 | -                                   | (904,130)                               | (841,300)                               |
| Total expenditures                           | <u>975,000</u>                      | <u>27,833</u>                           | <u>3,063</u>                            |
| Revenue over (under) expenditures            | (119,800)                           | 359,735                                 | 767,285                                 |
| Fund balance, beginning of year              | <u>399,388</u>                      | <u>399,388</u>                          | <u>286,266</u>                          |
| Fund balance, end of period                  | <u>\$ 279,588</u>                   | <u>\$ 759,123</u>                       | <u>\$ 1,053,551</u>                     |

**City of Franklin  
Capital Improvement Fund  
Balance Sheet  
May 31, 2019 and 2018**

| <u>Assets</u>                       | <u>2019</u>         | <u>2018</u>         |
|-------------------------------------|---------------------|---------------------|
| Cash and investments                | \$ 3,429,825        | \$ 3,381,858        |
| Accrued receivables                 | 8,949               | 847                 |
| Total Assets                        | <u>\$ 3,438,774</u> | <u>\$ 3,382,705</u> |
| <br>                                |                     |                     |
| <u>Liabilities and Fund Balance</u> |                     |                     |
| Accounts payable                    | \$ 20,921           | \$ 6,338            |
| Escrow Balances Due                 | -                   | 78,915              |
| Assigned fund balance               | 3,417,853           | 3,297,452           |
| Total Liabilities and Fund Balance  | <u>\$ 3,438,774</u> | <u>\$ 3,382,705</u> |

**Statement of Revenue, Expenses and Fund Balance  
For the Five months ended May 31, 2019 and 2018**

|                                   | <u>2019<br/>Original<br/>Budget</u> | <u>2019<br/>Amended<br/>Budget</u> | <u>2019<br/>Year-to-Date<br/>Totals</u> | <u>2018<br/>Year-to-Date<br/>Totals</u> |
|-----------------------------------|-------------------------------------|------------------------------------|---|---|
| <b>Revenue:</b>                   |                                     |                                    |   |   |
| Block Grants                      | \$ -                                | \$ -                               | \$ -                                    | \$ -                                    |
| Other Grants                      | 1,150,000                           | 1,150,000                          | -                                       | -                                       |
| Landfill Siting                   | 560,000                             | 560,000                            | 258,472                                 | 38,350                                  |
| Transfers from Impact Fees        | 384,511                             | 384,511                            | -                                       | -                                       |
| Transfers from Connection Fees    | 1,000,000                           | 1,000,000                          | -                                       | -                                       |
| Bond Proceeds                     | 2,100,000                           | 2,750,000                          | -                                       | -                                       |
| Donations                         | -                                   | -                                  | -                                       | 11,085                                  |
| Investment Income                 | 20,000                              | 20,000                             | 49,888                                  | 5,935                                   |
| Total revenue                     | <u>5,214,511</u>                    | <u>5,864,511</u>                   | <u>308,360</u>                          | <u>55,370</u>                           |
| <br>                              |                                     |                                    |   |   |
| <b>Expenditures:</b>              |                                     |                                    |   |   |
| General Government                | 1,815,000                           | 1,822,940                          | 173,257                                 | -                                       |
| Public Safety                     | 1,665,000                           | 1,707,696                          | 57,392                                  | 106,038                                 |
| Public Works                      | 2,550,000                           | 3,340,565                          | 1,057,356                               | 597,401                                 |
| Culture and Recreation            | 843,109                             | 846,434                            | 3,564                                   | 344,387                                 |
| Sewer & Water                     | 1,000,000                           | 1,000,000                          | -                                       | -                                       |
| Contingency                       | 100,000                             | 99,984                             | 3,783                                   | 3,084                                   |
| Bond/Note Issuance Cost           | 75,000                              | 75,000                             | -                                       | -                                       |
| Transfers to Other Funds          | -                                   | -                                  | -                                       | 101,000                                 |
| Encumbrances                      | -                                   | -                                  | (1,081,473)                             | (598,499)                               |
| Total expenditures                | <u>8,048,109</u>                    | <u>8,892,619</u>                   | <u>213,879</u>                          | <u>553,411</u>                          |
| Revenue over (under) expenditures | (2,833,598)                         | (3,028,108)                        | 94,481                                  | (498,041)                               |
| Fund balance, beginning of year   | <u>3,323,372</u>                    | <u>3,323,372</u>                   | <u>3,323,372</u>                        | <u>3,795,493</u>                        |
| Fund balance, end of period       | <u>\$ 489,774</u>                   | <u>\$ 295,264</u>                  | <u>\$ 3,417,853</u>                     | <u>\$ 3,297,452</u>                     |

**City of Franklin  
Development Fund  
Balance Sheet  
May 31, 2019 and 2018**

| <u>Assets</u>                       | <u>2019</u>         | <u>2018</u>         |
|-------------------------------------|---------------------|---------------------|
| Cash and investments                | \$ 6,534,132        | \$ 4,500,609        |
| Total Assets                        | <u>\$ 6,534,132</u> | <u>\$ 4,500,609</u> |
| <br>                                |                     |                     |
| <u>Liabilities and Fund Balance</u> |                     |                     |
| Accounts payable                    | \$ 315              | \$ -                |
| Payable to Developers- Oversizing   | 103,934             | 59,799              |
| Assigned fund balance               | 6,429,883           | 4,440,810           |
| Total Fund Balance                  | <u>6,429,883</u>    | <u>4,440,810</u>    |
| Total Liabilities and Fund Balance  | <u>\$ 6,534,132</u> | <u>\$ 4,500,609</u> |

**Comparative Statement of Revenue, Expenses and Fund Balance  
For the Five months ended May 31, 2019 and 2018**

|                                       | <u>2019<br/>Amended<br/>Budget</u> | <u>2019<br/>Year-to-Date<br/>Budget</u> | <u>2019<br/>Year-to-Date<br/>Actual</u> | <u>2018<br/>Year-to-Date<br/>Actual</u> |
|---------------------------------------|------------------------------------|---|---|---|
| <b>Revenue:</b>                       |                                    |   |   |   |
| Impact Fee: Parks                     | \$ 400,000                         | \$ 174,256                              | \$ 144,572                              | \$ 111,402                              |
| Southwest Sewer Service Area          | 35,000                             | 3,889                                   | 13,104                                  | -                                       |
| Administration                        | 7,500                              | 3,827                                   | 2,915                                   | 2,805                                   |
| Water                                 | 425,000                            | 188,875                                 | 233,923                                 | 124,084                                 |
| Transportation                        | 25,000                             | 12,479                                  | 14,347                                  | 7,802                                   |
| Fire Protection                       | 50,000                             | 24,407                                  | 25,113                                  | 17,901                                  |
| Law Enforcement                       | 75,000                             | 36,558                                  | 46,481                                  | 32,841                                  |
| Library                               | 75,000                             | 32,448                                  | 40,385                                  | 30,946                                  |
| Total Impact Fees                     | <u>1,092,500</u>                   | <u>476,739</u>                          | <u>520,840</u>                          | <u>327,781</u>                          |
| Investment Income                     | 60,000                             | 25,000                                  | 96,237                                  | (1,545)                                 |
| Interfund Interest Income             | -                                  | -                                       | -                                       | 74                                      |
| Total revenue                         | <u>1,152,500</u>                   | <u>501,739</u>                          | <u>617,077</u>                          | <u>326,310</u>                          |
| <b>Expenditures:</b>                  |                                    |   |   |   |
| Other Professional Services           | 35,253                             | 8,333                                   | 15,253                                  | 3,321                                   |
| Transfer to Debt Service:             |                                    |   |   |   |
| Law Enforcement                       | 205,000                            | 48,634                                  | 133,800                                 | 15,972                                  |
| Fire                                  | 43,100                             | 29,234                                  | 39,333                                  | 6,440                                   |
| Transportation                        | 73,250                             | 8,979                                   | 18,000                                  | 12,216                                  |
| Library                               | 133,100                            | 39,863                                  | 132,286                                 | 17,371                                  |
| Total Transfers to Debt Service       | <u>454,450</u>                     | <u>126,710</u>                          | <u>323,419</u>                          | <u>51,999</u>                           |
| Transfer to Capital Improvement Fund: |                                    |   |   |   |
| Park                                  | 384,511                            | 27,187                                  | 25,285                                  | -                                       |
| Total Transfers to Capital Improve    | <u>384,511</u>                     | <u>27,187</u>                           | <u>25,285</u>                           | <u>-</u>                                |
| Sewer Fees                            | 500,000                            | -                                       | -                                       | -                                       |
| Water Fees                            | 500,000                            | 166,667                                 | 226,590                                 | -                                       |
| Encumbrances                          |                                    | -                                       | (263,157)                               | (3,321)                                 |
| Total expenditures                    | <u>1,874,214</u>                   | <u>328,897</u>                          | <u>327,390</u>                          | <u>51,999</u>                           |
| Revenue over (under) expenditures     | (721,714)                          | <u>172,842</u>                          | 289,687                                 | 274,311                                 |
| Fund balance, beginning of year       | <u>4,058,562</u>                   |   | <u>6,140,196</u>                        | <u>4,166,499</u>                        |
| Fund balance, end of period           | <u>\$ 3,336,848</u>                |   | <u>\$ 6,429,883</u>                     | <u>\$ 4,440,810</u>                     |

City of Franklin

Development Fund

Summary of Impact Fee Activity  
For the six months ended June 30, 2019

| Cash Acct                       | 4292                | 4293             | 4294             | 4295                | 4296                     | 4297               | 4299               | 27,1100.1111              |                        |
|---------------------------------|---------------------|------------------|------------------|---------------------|--------------------------|--------------------|--------------------|---------------------------|------------------------|
| Revenue Acct                    |                     |                  |                  |                     |                          |                    |                    | -27,2000.2117             |                        |
| Expenditure Acct                |                     |                  |                  |                     |                          |                    |                    |                           |                        |
|                                 | Parks<br>Recreation | SW Sewer         | Admin<br>Fee     | Water               | Transportation           | Fire<br>Protection | Law<br>Enforcement | Library                   | Net<br>Cash<br>Balance |
| <b>Beginning Bal, 01/01/19</b>  | 4,098,570.98        | 39,277.12        | 90,530.02        | 1,522,882.55        | 23,732.20                | 94,469.10          | 129,589.07         | 141,145.03                | 6,140,196.07           |
| <b>1st Quarter</b>              |                     |                  |                  |                     |                          |                    |                    |                           |                        |
| Impact Fees                     | 56,316.00           | 8,415.00         | 990.00           | 155,958.00          | 5,721.00                 | 9,831.00           | 18,182.00          | 15,945.00                 | 271,358.00             |
| Expenditures                    |                     |                  | (2,745.50)       |                     | (18,000.00) <sup>1</sup> | (39,333.13)        | (133,800.00)       | (132,286.26) <sup>1</sup> | (326,164.89)           |
| subtotal                        | 4,154,886.98        | 47,692.12        | 88,774.52        | 1,678,840.55        | 11,453.20                | 64,966.97          | 13,971.07          | 24,803.77                 | 6,085,389.18           |
| Transfers                       |                     |                  |                  |                     |                          |                    |                    |                           | 0.00                   |
| Investment Income               | 35,883.44           | 378.11           | 779.57           | 13,920.09           | 152.98                   | 693.18             | 624.15             | 721.49                    | 53,153.01              |
| <b>Ending balance 3/31/2019</b> | <b>4,190,770.42</b> | <b>48,070.23</b> | <b>89,554.09</b> | <b>1,692,760.64</b> | <b>11,606.18</b>         | <b>65,660.15</b>   | <b>14,595.22</b>   | <b>25,525.26</b>          | <b>6,138,542.19</b>    |
| <b>2nd Quarter</b>              |                     |                  |                  |                     |                          |                    |                    |                           |                        |
| Impact Fees                     | 88,256.00           | 4,689.00         | 1,925.00         | 77,965.00           | 8,626.00                 | 15,282.00          | 28,299.00          | 24,440.00                 | 249,482.00             |
| Expenditures                    |                     |                  | (1,225.00)       |                     |                          |                    |                    |                           | (1,225.00)             |
| subtotal                        | 4,279,026.42        | 52,759.23        | 90,254.09        | 1,770,725.64        | 20,232.18                | 80,942.15          | 42,894.22          | 49,965.26                 | 6,386,799.19           |
| Transfers                       |                     |                  |                  |                     |                          |                    |                    |                           | 0.00                   |
| Investment Income               | 8,687.63            | 107.12           | 183.24           | 3,595.07            | 41.08                    | 164.34             | 87.09              | 101.44                    | 12,967.01              |
| <b>Ending balance 6/30/2019</b> | <b>4,287,714.05</b> | <b>52,866.35</b> | <b>90,437.33</b> | <b>1,774,320.71</b> | <b>20,273.26</b>         | <b>81,106.49</b>   | <b>42,981.31</b>   | <b>50,066.70</b>          | <b>6,399,766.20</b>    |
| 2019 Impact Fees                | 144,572.00          | 13,104.00        | 2,915.00         | 233,923.00          | 14,347.00                | 25,113.00          | 46,481.00          | 40,385.00                 | 520,840.00             |
| 2018 Impact Fees                | 869,037.00          | 4,689.00         | 20,625.00        | 938,441.00          | 55,533.10                | 136,409.82         | 250,076.12         | 243,988.00                | 2,518,799.04           |
| 2017 Impact Fees                | 66,591.00           | 0.00             | 2,695.00         | 122,539.00          | 19,218.00                | 17,970.00          | 33,017.00          | 19,383.00                 | 281,413.00             |
| 2016 Impact Fees                | 209,983.00          | 0.00             | 4,950.00         | 206,237.00          | 8,570.00                 | 30,198.00          | 56,096.00          | 57,725.00                 | 573,759.00             |
| 2015 Impact Fees                | 137,670.00          | 2,928.00         | 3,630.00         | 133,352.00          | 20,533.00                | 27,116.00          | 50,222.00          | 38,526.00                 | 413,977.00             |
| 2014 Impact Fees                | 184,592.00          | 17,568.00        | 5,830.00         | 235,415.00          | 51,436.00                | 48,134.00          | 88,431.00          | 51,821.00                 | 683,227.00             |
| 2013 Impact Fees                | 317,206.00          | 11,712.00        | 6,160.00         | 427,429.00          | 31,829.00                | 45,110.00          | 82,280.00          | 66,179.00                 | 987,905.00             |

\* Funded by an Administrative Fee not an impact fee

**Scheduled**

Unpaid Balance @ 12/31/2018 73,499

Deferred principal & interest 624,550

270,444

59,799.00

Oversizing payments due in future periods

**Scheduled**

205,004

466,100

1,449,632

896,953

2,617,029

455,538

1,408,280

2,617,029

**City of Franklin**  
**Summary of Park Impact Fee Availability**  
**May 31, 2019**

|                | Spent<br>By | Current Impact Fees |              |              | Total        |
|----------------|-------------|---------------------|--------------|--------------|--------------|
|                |             | Impact Fee          | Interest     | Expenditures |              |
| 2019           | 2019        | 144,572.00          | 44,571.07    | 0.00         | 189,143.07   |
| 2018           | 2018        | 869,037.00          | 47,964.42    | 202,038.51   | 714,962.91   |
| 2017           | 2017        | 66,591.00           | 33,123.42    | 661.26       | 99,053.16    |
| 2016           | Total       | 209,983.00          | 28,120.12    | 212,221.99   | 25,881.13    |
| 2015           | Total       | 137,670.00          | 55,558.15    | 607,299.51   | (414,071.36) |
| 2014           | Total       | 184,592.00          | 133,563.95   | 626,182.10   | (308,026.15) |
| 2013           | Total       | 317,206.00          | 84,950.58    | 124,912.10   | 277,244.48   |
| 2012           | Total       | 263,398.00          | 102,473.34   | -            | 365,871.34   |
| 2011           | Total       | 163,106.00          | 44,506.30    | -            | 207,612.30   |
| 2010           | Total       | 145,479.00          | 66,273.18    | 46.87        | 211,705.31   |
| 2009           | Total       | 80,215.00           | 86,651.98    | 5,459.02     | 161,407.96   |
| 2008           | Total       | 133,074.00          | 95,987.90    | 10,913.04    | 218,148.86   |
| 2007           | Total       | 220,706.00          | 172,806.38   | 823,897.23   | (430,384.85) |
| 2006           | 1st Qtr     | 216,825.00          | 26,798.63    | -            | 243,623.63   |
|                | 2nd Qtr     | 189,847.00          | 32,334.72    | -            | 222,181.72   |
|                | 3rd Qtr     | 112,461.00          | 47,200.50    | -            | 159,661.50   |
|                | 4th Qtr     | 127,774.00          | 38,616.60    | 392,618.08   | (226,227.48) |
|                | Total       | 646,907.00          | 144,950.45   | 392,618.08   | 399,239.37   |
| 2005           | Total       | 1,006,696.00        | 63,382.62    | 471,251.40   | 598,827.22   |
| 2004           | Total       | 1,028,255.00        | 17,433.14    | 28,523.46    | 1,017,164.68 |
| 2003           | Total       | 668,917.00          | 6,283.52     | -            | 675,200.52   |
| 2002           | Total       | 275,620.00          | 3,114.10     | -            | 278,734.10   |
| <b>Balance</b> |             | 6,417,452.00        | 1,187,143.55 | 3,506,024.57 | 4,098,570.98 |
|                | Spent       | 3,498,621.00        |              |              |              |

**City of Franklin  
Utility Development Fund  
Balance Sheet  
May 31, 2019 and 2018**

| <u>Assets</u>                             | <u>2019</u>         | <u>2018</u>         |
|---|---------------------|---------------------|
| Cash and investments - Water              | \$ 765,628          | \$ 644,525          |
| Cash and investments - Sewer              | 1,120,994           | 796,866             |
| Special Assessment - Water Current        | 101,293             | 146,187             |
| Special Assessment - Water Deferred       | 251,036             | 332,962             |
| Special Assessment - Sewer Current        | 191,587             | 241,026             |
| Special Assessment - Sewer Deferred       | -                   | 76,728              |
| Reserve for Uncollectible                 | (16,776)            | (40,982)            |
| <b>Total Assets</b>                       | <b>\$ 2,413,762</b> | <b>\$ 2,197,312</b> |
| <br>                                      |                     |                     |
| <u>Liabilities and Fund Balance</u>       |                     |                     |
| Accounts payable                          | \$ -                | \$ -                |
| Unearned Revenue                          | 527,140             | 755,921             |
| <b>Total Fund Balance</b>                 | <b>1,886,622</b>    | <b>1,441,391</b>    |
| <b>Total Liabilities and Fund Balance</b> | <b>\$ 2,413,762</b> | <b>\$ 2,197,312</b> |

**Comparative Statement of Revenue, Expenses and Fund Balance  
For the Five months ended May 31, 2019 and 2018**

|  | <u>2019<br/>Original<br/>Budget</u> | <u>2019<br/>Year-to-Date<br/>Budget</u> | <u>2019<br/>Year-to-Date<br/>Actual</u> | <u>2018<br/>Year-to-Date<br/>Actual</u> |
|--|-------------------------------------|---|---|---|
| <b>Revenue:</b>  |                                     |   |   |   |
| Special Assessments                                    |                                     |   |   |   |
| Water  | \$ 28,400                           | \$ 3,481                                | \$ 63,551                               | \$ -                                    |
| Sewer  | 29,200                              | 2,422                                   | 70,898                                  | -                                       |
| Connection Fees  |                                     |   |   |   |
| Water  | 2,000                               | 1,511                                   | -                                       | -                                       |
| Sewer  | 35,000                              | 15,283                                  | 21,900                                  | 20,100                                  |
| <b>Total Assessments &amp;<br/>    Connection Fees</b> | <b>94,600</b>                       | <b>22,697</b>                           | <b>156,349</b>                          | <b>20,100</b>                           |
| Special Assessment Interest                            | 17,900                              | 51                                      | -                                       | -                                       |
| Investment Income                                      | 10,000                              | 4,166                                   | 17,735                                  | 7,913                                   |
| <b>Total revenue</b>                                   | <b>122,500</b>                      | <b>26,914</b>                           | <b>174,084</b>                          | <b>28,013</b>                           |
| <br>   |                                     |   |   |   |
| Transfer to Capital Improvement Fund:                  |                                     |   |   |   |
| Water  | 500,000                             | -                                       | -                                       | -                                       |
| Sewer  | 500,000                             | -                                       | -                                       | -                                       |
| <b>Total Transfers to Capital Improven</b>             | <b>1,000,000</b>                    | <b>-</b>                                | <b>-</b>                                | <b>-</b>                                |
| Revenue over (under) expenditures                      | (877,500)                           | 26,914                                  | 174,084                                 | 28,013                                  |
| Fund balance, beginning of year                        |                                     |   | 1,712,538                               | 1,413,378                               |
| Fund balance, end of period                            |                                     |   | <b>\$ 1,886,622</b>                     | <b>\$ 1,441,391</b>                     |

**City of Franklin  
Self Insurance Fund - Actives  
Balance Sheet  
May 31, 2019 and 2018**

| <u>Assets</u>                             | <u>2019</u>                | <u>2018</u>                |
|---|----------------------------|----------------------------|
| Cash and investments                      | \$ 2,061,698               | \$ 2,160,955               |
| Accounts receivable                       | 309                        | 600                        |
| Prepaid expenses                          | -                          | 1,500                      |
| <b>Total Assets</b>                       | <b><u>\$ 2,062,007</u></b> | <b><u>\$ 2,163,055</u></b> |
| <br>                                      |                            |                            |
| <u>Liabilities and Net Assets</u>         |                            |                            |
| Accounts payable                          | \$ 3,678                   | \$ 22,646                  |
| Claims payable                            | 290,700                    | 290,700                    |
| Unrestricted net assets                   | 1,767,629                  | 1,849,709                  |
| <b>Total Liabilities and Fund Balance</b> | <b><u>\$ 2,062,007</u></b> | <b><u>\$ 2,163,055</u></b> |

**City of Franklin Self Insurance Fund - Actives  
Statement of Revenue, Expenses and Fund Balance  
For the Five months ended May 31, 2019 and 2018**

| <u>Revenue</u>                    | <u>2019<br/>Original<br/>Budget</u> | <u>2019<br/>Amended<br/>Budget</u> | <u>2019<br/>Year-to-Date<br/>Budget</u> | <u>2019<br/>Year-to-Date<br/>Actual</u> | <u>2018<br/>Year-to-Date<br/>Actual</u> |
|-----------------------------------|-------------------------------------|------------------------------------|---|---|---|
| Medical Premiums-City             | \$ 2,837,218                        | \$ 2,837,218                       | \$ 1,187,886                            | \$ 1,014,918                            | \$ 1,035,259                            |
| Medical Premiums-Employee         | 642,507                             | 642,507                            | 267,755                                 | 217,589                                 | 191,876                                 |
| Other - Invest Income, Rebates    | 30,000                              | 30,000                             | 12,500                                  | 61,751                                  | 29,826                                  |
| Medical Revenue                   | <u>3,509,725</u>                    | <u>3,509,725</u>                   | <u>1,468,141</u>                        | <u>1,294,258</u>                        | <u>1,256,961</u>                        |
| Dental Premiums-City              | 112,550                             | 112,550                            | 39,637                                  | 46,749                                  | 45,172                                  |
| Dental Premiums-Retirees          | 3,675                               | 3,675                              | 1,907                                   | 1,236                                   | 1,800                                   |
| Dental Premiums-Employee          | 56,450                              | 56,450                             | 23,413                                  | 23,840                                  | 23,145                                  |
| Dental Revenue                    | <u>172,675</u>                      | <u>172,675</u>                     | <u>64,957</u>                           | <u>71,825</u>                           | <u>70,117</u>                           |
| <b>Total Revenue</b>              | <b><u>3,682,400</u></b>             | <b><u>3,682,400</u></b>            | <b><u>1,533,098</u></b>                 | <b><u>1,366,083</u></b>                 | <b><u>1,327,078</u></b>                 |
| <br>                              |                                     |                                    |   |   |   |
| <b>Expenditures:</b>              |                                     |                                    |   |   |   |
| <b>Medical</b>                    |                                     |                                    |   |   |   |
| Medical claims                    | 2,833,650                           | 2,833,650                          | 908,519                                 | 786,692                                 | 862,328                                 |
| Prescription drug claims          | -                                   | -                                  | -                                       | 92,249                                  | 139,383                                 |
| Refunds-Stop Loss Coverage        | -                                   | -                                  | -                                       | 22                                      | (18,130)                                |
| Total Claims                      | <u>2,833,650</u>                    | <u>2,833,650</u>                   | <u>908,519</u>                          | <u>878,963</u>                          | <u>983,581</u>                          |
| Medical Claim Fees                | 145,850                             | 145,850                            | 67,556                                  | 80,527                                  | 65,049                                  |
| Stop Loss Premiums                | 667,300                             | 667,300                            | 282,635                                 | 229,968                                 | 209,515                                 |
| Other - Miscellaneous             | 118,250                             | 118,250                            | 16,114                                  | 1,498                                   | 12,054                                  |
| Transfer to Other Funds           | 59,250                              | 98,125                             | 24,688                                  | 95,875                                  | -                                       |
| Total Medical Costs               | <u>3,824,300</u>                    | <u>3,863,175</u>                   | <u>1,299,512</u>                        | <u>1,286,831</u>                        | <u>1,270,199</u>                        |
| <br>                              |                                     |                                    |   |   |   |
| <b>Dental</b>                     |                                     |                                    |   |   |   |
| Active Employees & COBRA          | 189,000                             | 189,000                            | 75,136                                  | 70,204                                  | 90,361                                  |
| Retiree                           | 3,675                               | 3,675                              | 1,931                                   | 1,587                                   | 3,005                                   |
| Total Dental Costs                | <u>192,675</u>                      | <u>192,675</u>                     | <u>77,067</u>                           | <u>71,791</u>                           | <u>93,366</u>                           |
| <br>                              |                                     |                                    |   |   |   |
| Claims contingency                | -                                   | -                                  | -                                       | -                                       | -                                       |
| <b>Total Expenditures</b>         | <b><u>4,016,975</u></b>             | <b><u>4,055,850</u></b>            | <b><u>1,376,579</u></b>                 | <b><u>1,358,622</u></b>                 | <b><u>1,363,565</u></b>                 |
| Revenue over (under) expenditures | (334,575)                           | (373,450)                          | <u>\$ 156,519</u>                       | 7,461                                   | (36,487)                                |
| Net assets, beginning of year     | <u>1,760,168</u>                    | <u>1,760,168</u>                   |   | <u>1,760,168</u>                        | <u>1,886,196</u>                        |
| <b>Net assets, end of period</b>  | <b><u>\$ 1,425,593</u></b>          | <b><u>\$ 1,386,718</u></b>         |   | <b><u>\$ 1,767,629</u></b>              | <b><u>\$ 1,849,709</u></b>              |

**City of Franklin**  
**City of Franklin Post Employment Benefits Trust**  
**Balance Sheet**  
**May 31, 2019 and 2018**

| <u>Assets</u>                             | <u>2019</u>                | <u>2018</u>                |
|---|----------------------------|----------------------------|
| Cash and investments                      | \$ 105,807                 | \$ -                       |
| Investments held in trust - Fixed Inc     | 2,124,256                  | 1,951,737                  |
| Investments held in trust - Equities      | 3,641,710                  | 3,751,098                  |
| Accounts receivable                       | 6,280                      | 6,424                      |
| <b>Total Assets</b>                       | <b><u>\$ 5,878,053</u></b> | <b><u>\$ 5,709,259</u></b> |
| <br>                                      |                            |                            |
| <u>Liabilities and Net Assets</u>         |                            |                            |
| Accounts payable                          | \$ 863                     | \$ 6,327                   |
| Claims payable                            | 131,100                    | 131,100                    |
| Due to City                               | -                          | 13,914                     |
| Net assets held in trust for post emp     | 5,746,090                  | 5,557,918                  |
| <b>Total Liabilities and Fund Balance</b> | <b><u>\$ 5,878,053</u></b> | <b><u>\$ 5,709,259</u></b> |

**City of Franklin Post Employment Benefits Trust**  
**Statement of Revenue, Expenses and Fund Balance**  
**For the Five months ended May 31, 2019 and 2018**

| <u>Revenue</u>                    | <u>2019</u><br><u>Year-to-Date</u><br><u>Actual</u> | <u>2018</u><br><u>Year-to-Date</u><br><u>Actual</u> |
|-----------------------------------|---|---|
| ARC Medical Charges - City        | \$ 67,874   | \$ 74,103   |
| Medical Charges - Retirees        | 76,218  | 61,864  |
| Implicit Rate Subsidy             | 25,699  | 111,052   |
| Medical Revenue                   | <u>169,791</u>                                      | <u>247,019</u>                                      |
| <br>                              |   |   |
| <b>Expenditures:</b>              |   |   |
| <b>Retirees-Medical</b>           |   |   |
| Medical claims                    | 55,039  | 228,588   |
| Prescription drug claims          | 53,040  | 54,029  |
| Refunds-Stop Loss Coverage        | (1,393)   | (642)   |
| Total Claims-Retirees             | 106,686   | 281,975   |
| Medical Claim Fees                | 29,415  | 7,996   |
| Stop Loss Premiums                | 33,345  | 31,218  |
| Miscellaneous Expense             | 345   | 330   |
| ACA Fees                          | -   | -   |
| Total Medical Costs-Retirees      | <u>169,791</u>                                      | <u>321,519</u>                                      |
| Revenue over (under) expenditures | -   | (74,500)  |
| Annual Required Contribution-Net  | 89,852  | -   |
| Other - Investment Income, etc.   | 426,834   | 58,655  |
| Total Revenues                    | 516,686   | 58,655  |
| Net Revenues (Expenditures)       | 516,686   | (15,845)  |
| Net assets, beginning of year     | <u>5,229,404</u>                                    | <u>5,573,763</u>                                    |
| Net assets, end of period         | <b><u>\$ 5,746,090</u></b>                          | <b><u>\$ 5,557,918</u></b>                          |

|   |  |   |
|---|--|---|
| <p><b>APPROVAL</b></p> <p><i>Slew</i> </p> | <p><b>REQUEST FOR COUNCIL ACTION</b></p> | <p><b>MEETING DATE</b></p> <p><b>7/2/2019</b></p> |
|---|--|---|

|   |   |   |
|---|---|---|
| <p><b>REPORTS &amp; RECOMMENDATIONS</b></p> | <p><b>Parkland Acquisition Professional Services Agreement with Vandewalle &amp; Associates</b></p> | <p><b>ITEM NUMBER</b></p> <p><i>G.10.</i></p> |
|---|---|---|

At the 6/18/19 Common Council meeting the Council approved a motion “to direct staff to pursue and develop a Professional Services Agreement and Scope of Services for Parkland Acquisition.” That Council action sheet specifically addressed Vandewalle and provided some information as to their capabilities in this area and potential alignment with out needs.

A contract in final form is not yet finalized, but conceptual agreement as to the scope of services, deliverables, and some pricing and administrative components have been reached. In order to keep the process moving, the Director of Administration is proposing that the Council Authorize the Mayor to execute a contract pending final completion of the scope of services and incorporation into the standard contract form. The completion could incorporate some additional clarifications and technical corrections.

The draft, conceptual scope of services is as follows. **SCOPE OF SERVICES FOR PARKLAND ACQUISITION:**

Vandewalle & Associates (hereafter Vandewalle) will work with the City of Franklin, and other partners as may be identified, to execute the acquisition of parkland by the City of Franklin. Vandewalle will execute all aspects of the parkland acquisition which includes the following steps, which are referenced herein in general terms.

1. **Review of existing plans** for the purpose of identifying a baseline as to the general intent and goals of the City related to parkland acquisition. Review would at least include the City of Franklin 2025 Comprehensive Master Plan; Franklin’s Future Land Use Map, City of Franklin Comprehensive Outdoor Recreation Plan: 2025, and zoning ordinances as relevant to consider future land use plans and existing parameters related to development and the community’s long-term vision.  
 Timeline: 1 month.  
 Deliverable: Estimated timeline for next steps (below) and enhanced outline of the recommended process going forward.
2. **Conduct real estate analysis to preliminarily determine potential sites and/or localized areas for acquisition.**  
 Study and consider ideal sites for future park development and assess market value of target properties or localized areas.  
 Timeline: as determined in #1 above  
 Deliverable: Meeting with primary staff to discuss/present initial findings.
3. **Conduct interviews and meetings with stakeholders**, which will likely require evening meetings with the Common Council, the Plan Commission, the Parks Commission, and/or the Environmental Commission. Stakeholders may extend beyond city staff, leadership, and Boards and Commissions to include property owners, neighbors, and relevant environmental and market conditions experts such as: MMSD, DNR, SEWRPC, etc. Meetings may include developing and hosting public information meetings and/or neighborhood meetings.  
 Deliverable: Meeting with Common Council, and potentially Park Commission, (in closed session if determined allowable under statute) to provide recommendations on target properties for consideration along with a basis for each such recommendation and to provide a recommended approach or strategy for pursuit of acquisition, which may include any public information rollout strategy.
4. **Execute property acquisitions.** Represent the City in the final steps of property acquisition which include, but are not limited to, negotiation of price, the making of formal offers, and coordination and/or preparation of purchase documents. Ensuring all acquisitions are done in accordance with statutory provisions and legal requirements related to municipal property acquisition. It is anticipated this step would also include executing any public information rollout strategy or plan necessary to manage the public understanding and reception of proposed acquisitions.

**5. Miscellaneous:**

a. **Deliverables can be further defined as the process gets underway**, which may include related efforts such as preparing initial and ongoing summary findings, development scenarios and recommendations related to land use plans; the development and tax base implications of changes in land uses; potential funding assistance to leverage existing funds; next steps for use of development funds and site acquisition process; and summary recommendations to amend plans/code in order to connect efforts to overall advancement of the City's long-term vision and plan.

b. **Staff Meeting Deliverable:** Following step 1 above, deliverables include a meeting at least every other week with primary staff (which will be defined as Joel and Mark), unless waived at the discretion of the primary staff, for the purpose of updating staff as to efforts and progress. Such meetings may be by conference call or by other such technology means.

c. **Council Update Deliverable:** The scope anticipates a monthly update to be provided to the Common Council including hours, cost, and general project status. The City's primary staff will determine at which such updates Vandewalle representatives will be needed, with reasonable consideration given by staff as to advance notice and special circumstances relative to Vandewalle's availability.

6. Jolena Presti, Principal Planner, will serve as the project manager with assistance from Meredith Perks (planning, research, coordination) and Dan Johns (real estate). Mike Slavney, Principal Planner is on-board to advise on zoning related issues; yet if appropriate Jackie Mich (also currently working with the Franklin Planning Office) can provide insights on the City's zoning code and other topics to achieve efficiencies in this effort. Brian Vandewalle, firm president and CEO, will provide expertise related to market, location and site selection, and highest and best use from a real estate perspective.

Please note that Vandewalle provided a very professional initial proposal that provided a good introduction to their staff and their firm. It has been attached for your convenience. The scope shown on page 2 of their proposal will be superseded by the more detailed, acquisition-specific scope outlined above.

This scope would be incorporated into a standard form professional services agreement. As sample of that agreement is attached for your convenience. That agreement will be tweaked to incorporate the following:

- a) Ensure detailed billing showing days and hours worked and the general purpose or nature of work.
- b) Scope of services will be performed on a time and materials basis, billable monthly.
- c) They will begin the project immediately after contract execution.
- d) Contract will note that Vandewalle & Associates will work with the Director of Administration and the Planning Manager to advance this effort with the work elements. They will coordinate with both (ex. all emails copied to both). The Director of Administration will take point until Joel (Planning Manager) becomes sufficiently free to take it over (or delegate to staff) at which point the Director of Administration would take a reduced roll.
- e) The contract would be set up as a Master Agreement with the Council controlling authorization of funding. That way the Common Council can clearly "control the purse strings" and can keep authorizing more funding as the project shows continued progress.
- f) The Agreement can be cancelled by the City at any time without penalty or additional charges beyond work already completed.

The hourly rates to be included will be based upon the staff member involved and is shown at the end of their original proposal. They have agreed to drop their technology charge of \$50 per month and will only charge 50% of actual mileage. They will control and regulate multiple staff attending or being charged for simultaneous effort. This will just have to be an item that both parties monitor.

**FUNDING:** The intent is that the costs are all Park Land Acquisition costs eligible for impact fee allocations in accordance with the Facility Needs Study. The appropriation being used is listed as "Neighborhood Park land acquisition" in the Capital Improvement Fund, which is 47 percent impact fee funded. For efficiency and effectiveness and to target opportunities, Vandewalle will be considering all parkland acquisition needs set forth in the Facility Needs Study and or CORP, not just the neighborhood park classification. As noted above, the

agreement would be set up as a "master" agreement, with more funding authorization approved by the Council as the process moves forward and as the consultant proves themselves. The Director of Administration recommends and initial authorization limited to \$25,000.

**CONFIRMATION OF IMPACT FEE APPLICABILITY:** The contract scope is clearly drafted to ensure that the intent of the services are for direct land acquisition. As such, the costs are part of the acquisition costs and eligible for impact fees, just as architect charges were covered in the park pavilion project. Nonetheless, prior to the contract execution, (if approved herein by the Council), staff will review with counsel the applicability of the charges to impact fees. This step is being taken just to ensure that there is no confusion that these efforts are general park planning, which would not be eligible for use of impact fees. If any issues or concerns are identified, the matter will be returned to the Common Council.

In order to keep this item moving, it is suggested that the same authorization be provided that the Common Council gave for additional professional services support for the Planning Department: authorization for the Mayor to approve a professional services agreement incorporating the items addressed herein, as well as clarifications and technical corrections for an initial amount not to exceed \$25,000. If the Common Council prefers to see the final form of the contract prior to approval, please table the item until the next meeting.

## **COUNCIL ACTION REQUESTED**

Motion to authorize the Mayor to approve a professional services agreement with Vandewalle & Associates for Parkland Acquisition Services, incorporating the scope of services and items addressed within the Council Action Sheet, as well as clarifications and technical corrections, for an initial amount not to exceed \$25,000.

**A G R E E M E N T**  
between  
the City of Franklin  
and  
Vandewalle & Associates Inc.  
for  
Parkland Acquisition Services

This AGREEMENT, made and entered into this \_\_\_ day of \_\_\_\_\_, between the City of Franklin, 9229 West Loomis Road, Franklin, Wisconsin 53132 (hereinafter "CITY") and Vandewalle & Associates Inc. (hereinafter "CONTRACTOR"), whose principal place of business is 120 East Lakeside Street, Madison WI, 53715.

**W I T N E S S E T H**

WHEREAS, the CONTRACTOR is duly qualified and experienced as a comprehensive planning and zoning consulting contractor with Real Estate experience and has offered services for the purposes specified in this AGREEMENT; and

WHEREAS, in the judgment of the CITY, it is necessary and advisable to obtain the services of the CONTRACTOR to provide support for parkland acquisition services;

NOW, THEREFORE, in consideration of these premises and the following mutual covenants, terms, and conditions, the CITY and the CONTRACTOR agree as follows:

**I. BASIC SERVICES AND AGREEMENT ADMINISTRATION**

- A. [INCORPORATE FINAL SCOPE]
- B. The CONTRACTOR shall serve as the CITY's professional representative in matters to which this AGREEMENT applies. The CONTRACTOR is not guaranteed to be the CITY's sole representative in such matters, and the CITY is not restricted from engaging other professional service consultants to address such matters as the CITY shall determine is appropriate.
- C. The CONTRACTOR may not employ the services of outside consultants and subcontractors to complete work under this AGREEMENT.
- D. The CONTRACTOR is an independent contractor and all persons furnishing services hereunder are employees of, or independent subcontractors to (if allowed for herein), the CONTRACTOR and not of the CITY. All obligations under the Federal Insurance Contribution Act (FICA), the Federal Unemployment Tax Act (FUTA), and income tax withholding are the responsibility of the CONTRACTOR as employer. The CITY understands that express AGREEMENTS may exist between the CONTRACTOR and its employees regarding extra work, competition, and nondisclosure

**II. FEES AND PAYMENTS**

The CITY agrees to pay the CONTRACTOR on a time and materials basis, for and in consideration of the performance of Basic Services described herein, at rates as identified in Attachment.

**[NOTE: ADJUST THIS SECTION PER THE COUNCIL ACTION SHEET]**

- A. The CONTRACTOR may bill the CITY and be paid for all work satisfactorily completed hereunder on a monthly basis following submission of an invoice and appropriate supporting documentation, such as hours worked and type of work completed, to substantiate the invoice. The CITY agrees to pay the CONTRACTOR's invoice, if undisputed, within 30 days of invoice date for all approved work.
- B. In consideration of the faithful performance of this AGREEMENT, the CONTRACTOR will not exceed the fee for Basic Services, which is inclusive of all expenses, without written authorization from the CITY to perform work over and above that described in the original AGREEMENT.
- C. **NOTE: SET MASTER AGREEMENT FORMAT AND ESTABLISH INITIAL AMOUNT AS PER THE FOLLOWING:** The cost of all services (and reimbursable mileage) to be provided under this agreement shall not exceed \$25,000, without amendment of this agreement.
- D. Should the CITY find deficiencies in work performed or reported, it will notify the CONTRACTOR in writing within thirty (30) days of receipt of invoice and related report, and the CONTRACTOR will remedy the deficiencies within thirty (30) days of receiving the CITY's notice, which period may be extended by mutual agreement of the CONTRACTOR and the CITY's representative identified in Subsection IV A. below. This subsection shall not be construed to be a limitation of any rights or remedies otherwise available to the CITY.
- E. Travel time to initially report to work at City Hall on each given day is not chargeable time. Travel time around Franklin related to projects or site visits is chargeable time and is also subject to reimbursement by the CITY at thirty two cents per documented mile (\$.32). Mileage documentation includes the date, distance, destinations, and brief statement of purpose.

**III. MODIFICATION AND ADDITIONAL SERVICES**

- A. This AGREEMENT may only be amended by written instrument signed by both the CITY and the CONTRACTOR.
- B. The CITY may, in writing, request changes in the Basic Services required to be performed by the CONTRACTOR and require specification of incremental or decremental costs or the basis for such incremental or decremental costs prior to change order agreement under this AGREEMENT. Upon acceptance of the request of such changes, the CONTRACTOR shall submit a "Change Order Request Form" to the CITY for authorization, notice to proceed, and signature. The CITY may return such to the CONTRACTOR to finalize acceptance of the change order. Any claim by the CONTRACTOR for an adjustment hereunder that applies the basis for any cost changes must be made to the CITY in writing, and with appropriate supporting documentation, no later than forty-five (45) days after receipt by the CONTRACTOR of approved change order from the CITY, unless a different deadline is provided for within the approved change order.

#### **IV. ASSISTANCE AND CONTROL**

- A. Joel Dietl, Planning Manager, and Mark Lubberda, Director of Administration acting on behalf of the CITY, will serve as primary staff and be responsible for communication within the CITY's organization as related to all issues originating under this AGREEMENT and will monitor, evaluate, and coordinate the work of the CONTRACTOR.
- B. The CITY will timely provide the CONTRACTOR with information in its possession related to the PROJECT as mutually deemed necessary and pertinent.
- C. The CONTRACTOR will appoint, subject to the approval by the CITY, Jolena Presti, Principal, as the CONTRACTOR's Project Manager and may appoint other key providers of the Basic Services. Substitution of other staff may occur only with the consent of the CITY.

#### **V. TERMINATION**

- A. This AGREEMENT may be terminated by the CITY, for its convenience, for any or no reason, upon written notice to the CONTRACTOR. This AGREEMENT may be terminated by the CONTRACTOR upon thirty (30) days written notice. Upon such termination by the CITY, the CONTRACTOR shall be entitled to payment of such amount as shall fairly compensate the CONTRACTOR for all approved and performed work up to the date of termination, except that no amount shall be payable for any losses of revenue or profit from any source outside the scope of this AGREEMENT, including but not limited to, other actual or potential agreements for services with other parties.
- B. In the event that this AGREEMENT is terminated for any reason, the CONTRACTOR shall deliver to the CITY all data, reports, summaries, correspondence, and other written, printed, or tabulated material pertaining in any way to Basic Services that the CONTRACTOR may have accumulated. Such material is to be delivered to the CITY whether in completed form or in process.
- C. The rights and remedies of the CITY and the CONTRACTOR under this section are not exclusive and are in addition to any other rights and remedies provided by law or appearing in any other article of this AGREEMENT.
- D. Failure to maintain the designated staff (as identified herein and in the CONTRACTOR'S original proposal) or such similarly qualified staff as determined by the CITY may lead to termination of the agreement, as determined by the CITY

#### **VI. INSURANCE**

The CONTRACTOR shall, during the life of the AGREEMENT, maintain insurance coverage with an authorized insurance carrier at least equal to the minimum limits set forth below:

|                                 |                                 |
|---------------------------------|---------------------------------|
| A. General/Commercial Liability | \$1,000,000 per each occurrence |
|---------------------------------|---------------------------------|

|  |   |
|--|---|
|  | <p>\$2,000,000 per annual or general aggregate, and<br/>\$2,000,000 products/completed operations aggregate</p> <p>CITY shall be named as an additional insured on a primary, non-contributory basis.</p>   |
| B. Automobile Liability  | <p>\$1,000,000 combined single limit (together with excess or umbrella coverage with a combined minimum limit of \$5,000,000)</p> <p>CITY shall be named as an additional insured on a primary, non-contributory basis and shall receive a waiver of subrogation in favor of the Owner.</p>   |
| C. Umbrella or Excess Liability Coverage for General/Commercial and Automobile Liability | <p>\$2,000,000 or in the event the general/commercial liability coverage limits exceed the minimum amount stipulated in "A" above, such lesser amount as is necessary to achieve a total of \$4,000,000 in coverage between the general/commercial liability and umbrella or excess liability coverage.</p> <p>CITY shall be named as an additional insured on a primary, non-contributory basis.</p> |
| D. Worker's Compensation and Employers' Liability  | <p>CONTRACTOR shall maintain at levels as required by the State of Wisconsin,</p> <p>The coverage shall provide a waiver of worker's compensation subrogation and/or any rights of recovery allowed under any worker's compensation law, both in favor of the Owner.</p>  |
| E. Errors and Omissions (Professional Liability)   | <p>\$1,000,000 per claim<br/>\$1,000,000 annual aggregate</p>   |

Upon the execution of this AGREEMENT, the CONTRACTOR shall supply the CITY with a suitable statement (Certificate of Liability Insurance) and any Additional Insured Policy Endorsements, in a form acceptable to the CITY, certifying said protection and defining the terms of the policy issued and naming the CITY as an additional insured for General/Commercial Liability and Automobile Liability and Umbrella or Excess Liability coverage. The CITY shall be listed as "The City of Franklin, including its employees and its elected or appointed officials."

If said policies are thereafter canceled, permitted to expire, or changed, the CONTRACTOR shall immediately notify the CITY and shall immediately cease all work until such replacement policies meeting the requirements of this AGREEMENT and of the CITY are fully in place and in force and all required documentation and certificates are provided to the CITY.

The CITY'S acceptance of certificates or original insurance policies or both and the allowance to commence work does not release the CONTRACTOR, nor the CONTRACTOR's subcontractors, from the required level of insurance and required level of security and protection provided the CITY by the insurance requirements set forth herein. In the event the CONTRACTOR fails to ensure the CONTRACTOR and all subcontractors are insured and continue to remain insured, the CONTRACTOR shall indemnify and hold the Owner and its officers and employees harmless against any claim or suit and against any costs, losses, and damages (including but not limited to reasonable fees and charges of attorneys or other professionals and reasonable court or arbitration or other dispute resolution costs). The entire obligation to ensure required coverage for all subcontractors shall remain with the CONTRACTOR; and the CITY, for any reason including but not limited to not being in possession of documentation or certificates of liability, shall not, in any way, have or share any obligation or responsibility to ensure CONTRACTOR and subcontractors have the required insurance coverage.

Acceptability of Insurers: Insurance shall be placed with insurers who are authorized as an admitted insurance company in the State of Wisconsin.

## **VII. INDEMNIFICATION AND ALLOCATION OF RISK**

- A. Nothing contained within this AGREEMENT is intended to be a waiver or estoppel of the CITY or its insurer to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including but not limited to, those contained within Wisconsin Statutes §893.80, §895.52, and §345.05. To the extent that indemnification is available and enforceable, neither the CITY nor its insurer shall be liable in indemnity or contribution for an amount greater than the limits of liability for municipal claims established by Wisconsin Law.
- B. The CONTRACTOR warrants each of the following:
  - 1. No document(s) used for the project requires the CITY or its insurer to indemnify and/or hold harmless any party to the contract for any reason.
  - 2. No document(s) used for the project requires the CITY or its insurer to waive subrogation for any liability, workers compensation or property policy.
  - 3. The documents used for the project shall not contain any wording limiting the financial responsibility of the CONTRACTOR.
- C. The CONTRACTOR shall well and truly save and indemnify and keep harmless the CITY against all liability, judgments, costs and expenses, which may in any way result from the carelessness or neglect of the said CONTRACTOR, or the agents, employees or workmen of said CONTRACTOR in any respect whatsoever.

## **VIII. TIME FOR COMPLETION**

The CONTRACTOR shall commence work promptly and diligently upon execution of this AGREEMENT.

## **IX. DISPUTES**

This AGREEMENT shall be construed under and governed by the laws of the State of Wisconsin. The venue for any actions arising under this AGREEMENT shall be the Circuit Court for Milwaukee County. The prevailing party shall be awarded its actual costs of any such litigation, including reasonable attorney fees.



Sandra L. Wesolowski, City Clerk      Dated

TITLE: \_\_\_\_\_

\_\_\_\_\_  
Paul Rotzenberg, Director of Finance      Dated  
And Treasurer

BY: \_\_\_\_\_  
Dated

APPROVED AS TO FORM:

PRINT NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

\_\_\_\_\_  
Jesse A. Wesolowski, City Attorney      Dated  
And Treasurer

BY: \_\_\_\_\_  
Dated

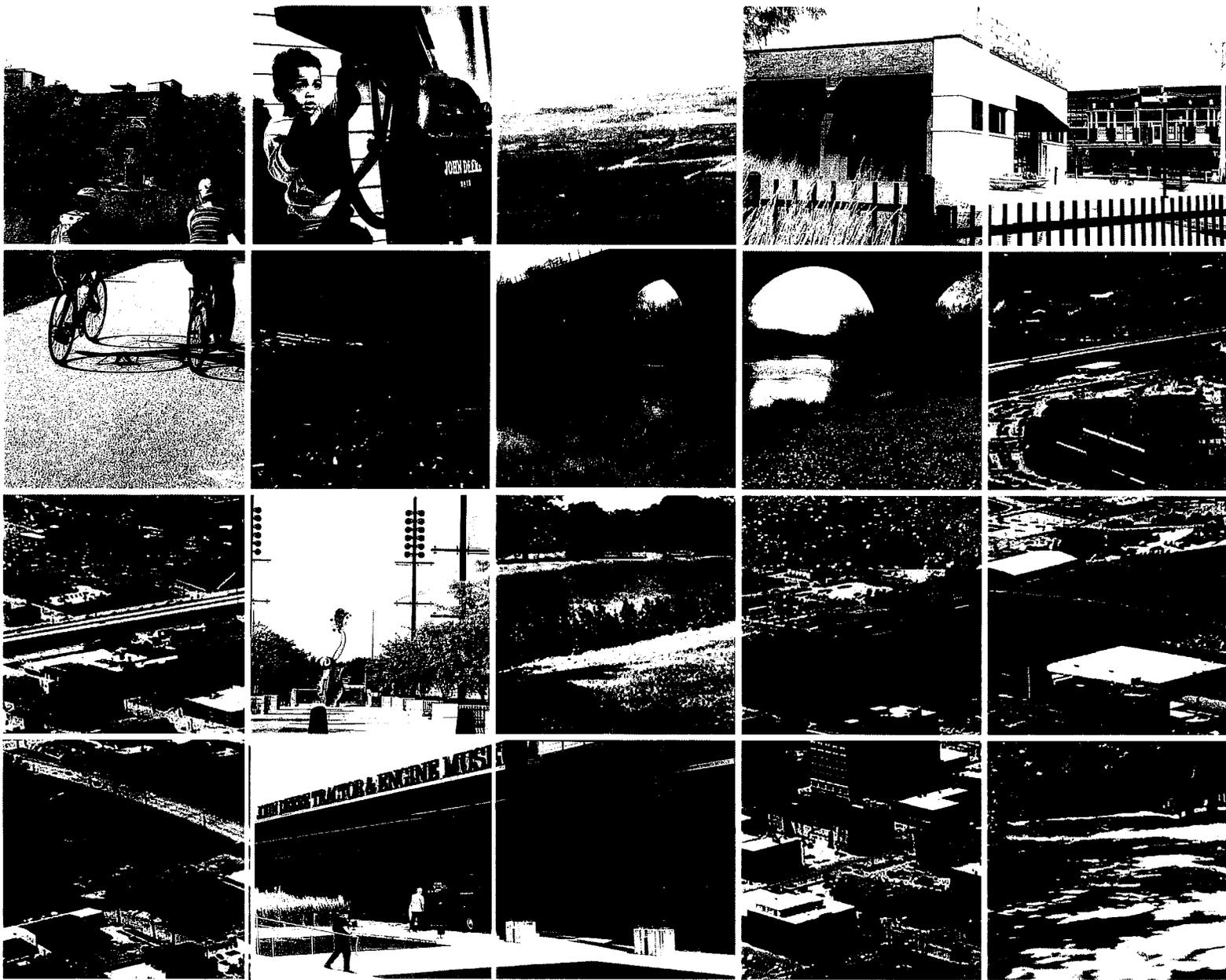
PRINT NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

Attachment A

Insert Hourly Rate Table

(ADD A LIST OF NAMES/POSITION TITLES AND APPLICABLE HOURLY RATES)



**Vandewalle & Associates is a collection of professionals  
with diverse expertise in economic strategy, planning,  
design, energy systems, food and water systems,  
redevelopment, marketing, and real estate**

**VANDEWALLE & ASSOCIATES, INC.**

Madison: 120 East Lakeside Street / Madison, WI 53715 / [www.vandewalle.com](http://www.vandewalle.com)  
Milwaukee: 247 Freshwater Way, Suite 530 / Milwaukee, WI 53204  
Contact: Jolena Presti / (414) 988-8631 / [sharrington@vandewalle.com](mailto:sharrington@vandewalle.com)

# CITY OF FRANKLIN, WISCONSIN REAL ESTATE ANALYSIS, LAND AND SITE PLANNING

## VANDEWALLE APPROACH



Vandewalle & Associates is an implementation-driven firm, and our only measure of success is seeing tangible, on the ground results. Accordingly, we have put together a team with an expansive skillset to help our clients drive their plans into reality with our firsthand implementation experiences of what works (and what doesn't) with dozens of communities and projects, large and small. This includes everything from real estate analysis and land economics, to market assessments, to urban design, to public improvements programming, to placemaking, to development finance and negotiations, among many other specialties. In so doing, we are able to complement the extensive local knowledge and general expertise of staff and elected leadership with a suite of specialty skills and services most communities do not possess in-house.

From our project understanding, we see the roles of our team including expertise in land use and site planning, long-term/comprehensive planning, zoning, and real estate consulting services. With these roles in mind we propose the following team.

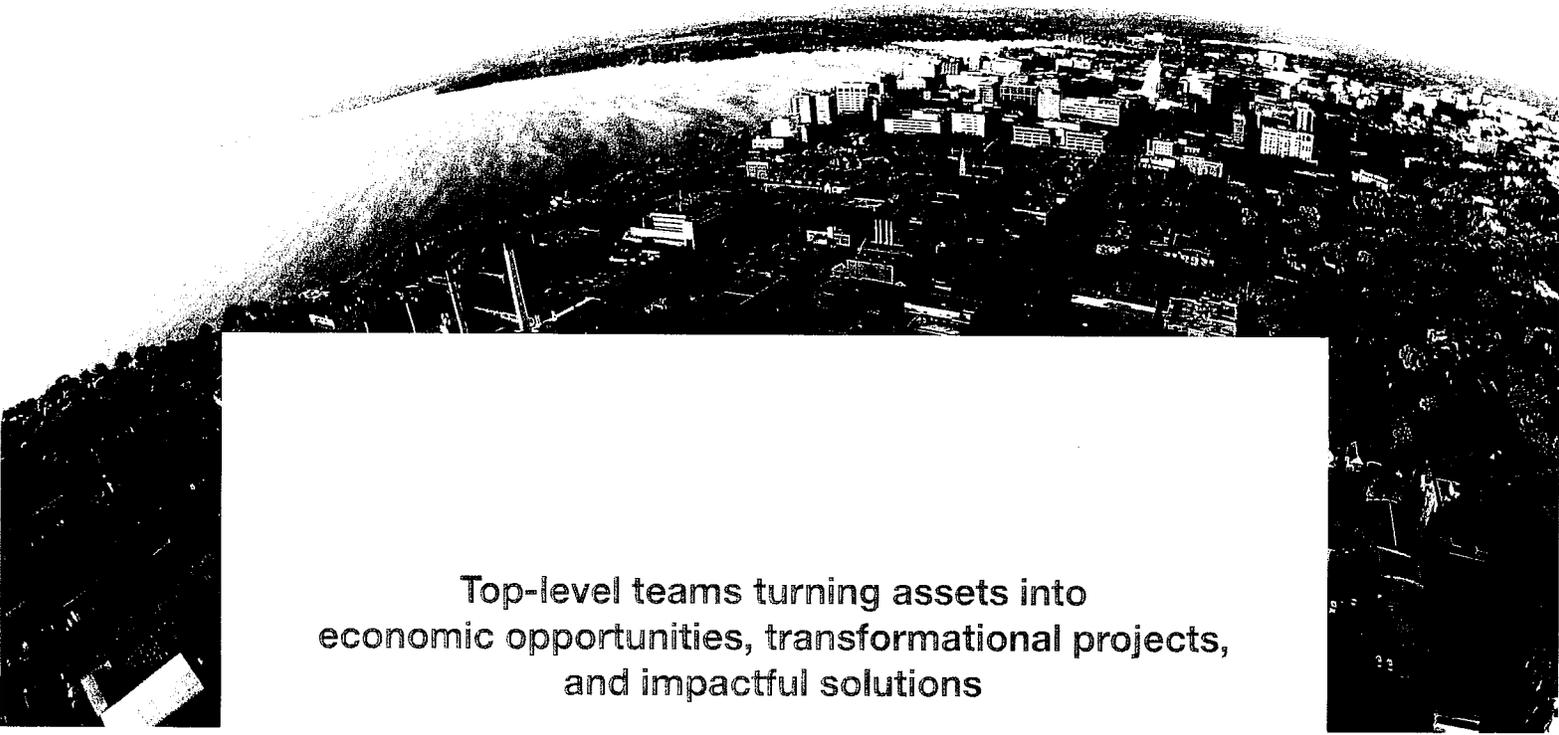
Jolena Presti, Principal Planner, will serve as the project manager with assistance from Meredith Perks (planning, research, coordination) and Dan Johns (real estate). Mike Slavney, Principal Planner is on-board to advise on zoning related issues; yet if appropriate Jackie Mich (also currently working with the Franklin Planning Office) can provide insights on the City's zoning code and other topics to achieve efficiencies in this effort. Brian Vandewalle, firm president and CEO, will provide expertise related to market, location and site selection, and highest and best use from a real estate perspective.

Vandewalle & Associates will work with the City of Franklin, and other partners as may be identified to prepare a detailed strategy for use of the community's existing impact fee/development funding in order to guide planning for appropriate land development, assess the market value of target properties, and engage leadership and other community stakeholders as appropriate in the process.

Vandewalle & Associates will work with the Director of Administration and the Planning Manager to advance this effort with the following work elements:

1. **Review of existing plans** including the City of Franklin 2025 Comprehensive Master Plan; Franklin's Future Land Use Map, City of Franklin Comprehensive Outdoor Recreation Plan: 2025, and zoning ordinances as relevant to consider future land use plans and existing parameters related to development and the community's long-term vision.
2. **Conduct real estate analysis and advisory** to study and consider ideal sites for future development; assess market value of target properties; and conduct interviews and meetings with stakeholders. Stakeholders may extend beyond city staff, leadership, and property owners to include relevant environmental and market conditions experts such as: MMSD, DNR, SEWRPC, etc.
3. **Deliverables can be further defined as the process gets underway** however, we expect to prepare initial and ongoing summary findings, development scenarios and recommendations related to: land use plans; the development and tax base implications of changes in land uses; potential funding assistance to leverage existing funds; next steps for use of development funds and site acquisition process; and summary recommendations to amend plans/code in order to connect efforts to overall advancement of the City's long-term vision and plan.

The scope of services will be performed on a time and materials basis, billable monthly. We are able to begin the project immediately after contract execution.

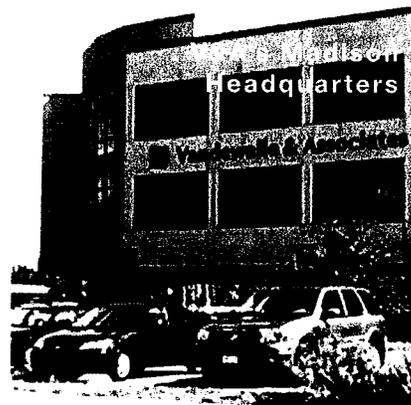


## Top-level teams turning assets into economic opportunities, transformational projects, and impactful solutions

Vandewalle & Associates is a collection of seasoned professionals with expertise in the disciplines that can bring to cost-effective projects and make clients work better together.

- Multi-layered asset analysis
- Community planning
- Economic strategy
- Market Analysis
- Redevelopment
- Development financial analysis
- Design and architecture
- Marketing
- Project and community branding
- Real estate
- Public-private partnerships

Established in 1975, V&A has been a Midwest leader in job-order case analysis, providing strategic vision, quality project and complete work management services. Our award-winning professionals work to identify the most effective business models and relationships for our strategic clients and their development projects.



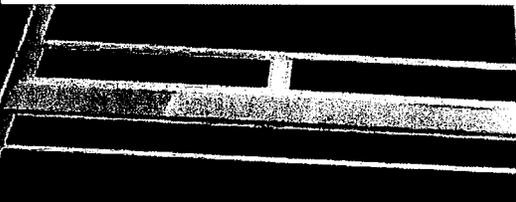
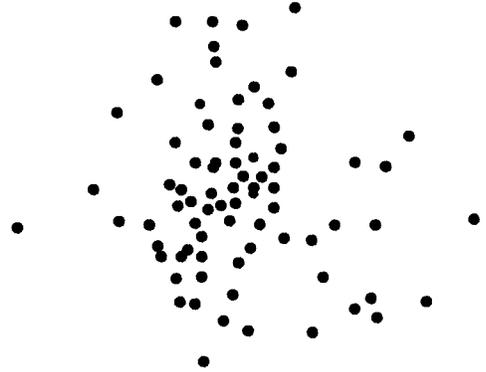
KEY WAYS V&A  
HELPS CREATE IMPACT

**We live and breathe the Midwest.** We have worked to assess, restore, and transform some of the Midwest's largest metropolitan regions as well as its smallest towns and villages, and worked with its global corporations.

**Innovation is what we do best.** Our professionals have worked together for decades to solve complex problems, forge and test new processes, and grow areas of expertise.

**Building communities and impacting lives.** We are here to make places work better for people — with the insights, project management, and market expertise needed to create and advance complex plans that set a clear course for the future.

**Creating projects that transform.** We are adept at helping our clients discover hidden opportunities, secure project champions, create transformational visions, and leverage funding — the things needed to achieve far-reaching impact.



# KEY PERSONNEL

## Decades of experience

From a team of 25 in-house experts, Vandewalle & Associates has assembled an experienced project team of urban planners and designers, economic development and consulting, and licensed real estate experts. We pride ourselves on our ability to provide cost-effective, just-in-time solutions that are responsive to constantly evolving project needs and deadlines, which may arise on a moment's notice.

**Jolena Presti** will serve as the principal in charge from the U&A team and will provide planning and implementation expertise and field guide solutions to specific planning issues. Jolena leads U&A's Milwaukee office and has been advancing redevelopment planning and strategic project implementation for communities and clients with complex redevelopment challenges since U&A's inception in 2004. Understanding the dynamics between revitalization, land use and real estate consulting, Jolena works with long-term clients to advance redevelopment strategy and multi-layered collaboration, in particular related to multi-faceted partnership and funding strategies to achieve client goals.

**Brian Vandewalle** has been a leading strategic urban planner, real estate and economic development advisor and development consultant to Upper Midwest communities and developers for over 40 years, including long-term work with clients throughout Wisconsin, Muncie, Indiana, Moline, Illinois, and Waterloo and Daventry, Iowa. In the forefront of the pulse of the region's emerging technologies and economic sectors, Brian brings broad experience to his clients, helping urban centers craft new, place-based economies that position them for a new economic future. Highly instrumental in implementation, Brian is an expert in generating consensus, forging partnerships, making key government and business linkages, determining financing sources, and recruiting end-users for urban development and redevelopment.



JOLENA PRESTI, AICP

ROLE: Principal in Charge,  
Redevelopment Expert



JEFF MALONEY

ROLE: Design Project  
Management, Communication



BRIAN VANDEWALLE

ROLE: Redevelopment  
Expert, Commercial &  
Industrial Market Advisor



MIKE SLAVNEY, FAICP

ROLE: Comprehensive  
Planning and Consulting Expert

# JOLENA PRESTI, AICP

## Principal Planner

Jolena Presti, a Principal Planner, leads the Vandewalle & Associates Milwaukee office. In her work, Jolena focuses on redevelopment planning and implementation, project management, and economic development and positioning initiatives for public and private sector clients in the greater Milwaukee region, Wisconsin, and Great Lakes coastal communities.

Jolena oversees day-to-day client and consultant team communication and client project management team advancement to ensure well-coordinated and successful plan and implementation strategy development. Jolena specializes in the preparation of land use plans, tax incremental finance district project plans, statutory redevelopment plans, project feasibility analyses, grant strategy, project management, and application development, developer and business recruitment, selection, and project review, and the management and facilitation of project committees, property and stakeholder interviews, focus groups, and public participation events.

As a member of the Vandewalle & Associates team since 2004, Jolena has worked on projects to redevelop and revitalize communities in Wisconsin, Illinois, Missouri, Indiana, and Ohio. Since 2009, Jolena has focused her work on Wisconsin's Coastal Cities, expanding Vandewalle & Associates work in Great Lakes communities. Jolena has developed plans and advanced redevelopment in recent years for communities including Racine, Sheboygan, Manitowish, Jefferson, Sturgeon Bay, Hales Corners, Fox Point, Wauwatosa, Hartford, Washington County, Oudary, and Sister Bay.

Prior to joining Vandewalle & Associates, Jolena worked as the special projects manager for The New Hope Project in Milwaukee, focused on program evaluation and services designed to increase income, financial security, and access to full-time employment in the inner city. Jolena also was previously the special projects manager for a county economic development commission in California's Central Valley focused on USEPA Brownfield RLF program management and implementation and county-wide economic development initiatives. Prior to this, Jolena worked for the University of Washington on Seattle-based projects focused on economic and community development, transportation, and housing.



### EDUCATION

- M.S.P. College of Architecture and Urban Planning, University of Washington - Seattle, Washington
- M.P.A. Evans School of Public Affairs, University of Washington - Seattle, Washington
- B.A. Business Administration and Marketing (Minor in Economics) (Cum Laude), Lakeland College, Wisconsin
- Member, Milwaukee Water Council
- Member, NAIPD, Wisconsin Chapter
- Member, Root River Council, Racine
- Board Member, Great Lakes Observing Systems
- Board Member, Fox Point Bayshore School District Parent Teacher Organization
- AIA/AI Planning Excellence Awards (Washington County Site Redevelopment Program, Racine; RootWorks: Revitalizing Racine's Urban Root River Corridor; and Sturgeon Bay's West Waterfront Area Redevelopment Plan)

### PROFESSIONAL LICENSES & MEMBERSHIPS

- Member, American Institute of Certified Planners
- Member, American Planning Association, National and Wisconsin Chapters

# JEFF MALONEY

## Principal Designer

Jeff Maloney is a Principal Urban Designer specializing in urban redevelopment, mixed-use neighborhood design, and streetscape/pedestrian design. Jeff has over a decade of experience leading design and public processes for redevelopment projects by envisioning site reinvestment opportunities through place-based assets, creating site plans, and recommending and designing associated public improvements. He also has experience guiding private projects through the entitlement process, focusing on site design, landscape architecture, and site rezoning.

As the lead designer, project manager, and implementation specialist for communities of various populations throughout the Midwest, Jeff is able to prioritize community needs to create a revitalization strategy and associated public improvement program.

Jeff's work in Racine's RootWorks and Uptown areas include detailed urban design strategies for public and private space development within areas fraught with disinvestment and higher than average unemployment and poverty rates, as well as a disproportionate level of browned sites. Plans and implementation focus on creating a sense of place that complements planned new investment, while also honoring

the existing urban fabric and meeting the needs of residents. In his work in urban redevelopment planning and design, Jeff has led public meeting outreach and interactive discussions.

Jeff has worked in recent years with public and private sector clients throughout the Midwest, including Middleton, Racine, Hartford, Sussex, Wauwatosa, Milwaukee Regional Medical Center, and the Milwaukee County Research Park.

In addition to both design work and redevelopment projects, Jeff holds a keen awareness of visual communication. He possesses the ability to visually explain complex planning concepts and continually develops new methods in graphic communication. Jeff also oversees design team workflow and daily graphic production.



### EDUCATION

- B.S. Landscape Architecture  
University of Wisconsin - Madison, Wisconsin

### PROFESSIONAL LICENSES & MEMBERSHIPS

- Associate, American Society of Landscape Architects National and State Chapters

# BRIAN VANDEWALLE

President/CEO and Founder

Brian Vandewalle has been a leading strategic urban planner, economic development adviser, and development consultant to the Upper Midwest's communities, corporations, institutions, and developers for over forty years. He is a respected master in the areas of urban planning, urban redevelopment, and urban design.

Educated at Ball State University in the College of Architecture & Planning, Brian amassed a wide range of planning experience working in the public sector before establishing the team of Vandewalle & Associates—now a well-respected urban planning, economic redevelopment, and design consulting firm known for producing some of the most visionary and impactful land use plans in the country. Brian was the lead Master Planner for American Family's Madison headquarters and campus, and for the redevelopment of the Caterpillar campus in downtown East Troy. He has served as master planner to the Quad Cities, for John Deere and Deere communities for over 25 years, and for the Milwaukee County Grounds Research Park/Milwaukee Regional Medical Center for over 20 years.

While carefully building a guild-like multi-disciplinary team over several decades, Brian has led the firm's development of a comprehensive approach to economic repositioning, which integrates planning, design, and market analysis while skillfully leveraging the area's and cultural and human assets. He pursues a purpose of creatively rebuilding and retooling post-industrial central cities and economies, helping them emerge stronger through the tides of change. He is a highly sought-after expert at using redevelopment tools to build tax base, eliminate blight, and create new urban housing and employment opportunities. The developments that result are long-range efforts that are standing the test of time as sustainable examples of market-driven design.

With his finger on the pulse of the region's emerging technologies and economic sectors, Brian synthesizes market dynamics with deep knowledge of communities and a broad experience working with urban centers to craft new place-based economies that are future-ready. Beyond planning, Brian provides expertise bringing projects to implementation and fruition by generating consensus, forging partnerships, making key government and business linkages, determining financing sources, and recruiting end-users for urban development and redevelopment. Brian is also a licensed real estate broker in the State of Wisconsin, and professionally practices commercial and industrial brokerage. This hands-on experience with project tenants and buyers helps him combine a sense of planning vision with a very realistic perspective on project feasibility.

Brian was awarded the "Best of Madison Business" in 2005 for his visionary work on the Madison, Wisconsin Mayor's "Healthy City" economic development initiative. In recent years, Brian has grown into a serial entrepreneur, harnessing local assets and turning them into a series of small entrepreneurial side businesses, including a hotel, coffee house, restaurant and culinary school, and soda and distillery company. He continues to nurture and guide new talent at Vandewalle as he advises on economic development, redevelopment, retooling, and repositioning projects for companies, cities, and regions touching virtually every project that moves through both the Madison and Milwaukee offices of Vandewalle & Associates.



# MIKE SLAVNEY, FAICP

## Principal Planner

Mike Slavney is the Director of Planning Services for Vandewalle & Associates. In this role he coordinates the firm's activities in providing planning services to municipalities, state agencies, and organizations. He is a nationally recognized leader in zoning, growth management, development review and negotiation, farmland and open space preservation, inter-municipal planning, participatory techniques, and plan implementation.

Mike's planning practice includes comprehensive, transportation, neighborhood, and park and recreation planning, development regulation (zoning, subdivision, and related ordinances), intergovernmental relations and agreements, public participation, and municipal planning services. Mike also provides strong expert testimony services on a broad range of planning and development topics.

Mike has been certified by the American Institute of Certified Planners since 1985 and has been a practicing consulting planner since 1981. In 2004, Mike became the second Wisconsin planner to become a member of the College of Fellows of the American Institute of Certified Planners (FAICP). This honor was primarily based on Mike's contribution to the national practice of planning by crafting zoning regulations and maps to most effectively implement the unique objectives of each community and its comprehensive plan.

Prior to joining Vandewalle & Associates, Mike served as the Director of Planning and Development for the City of Sun Prairie, Wisconsin, as the Senior Associate Planner for Lane Kerdig, Inc., and as the Principal Long-Range Planner for the City of High Point, North Carolina. His clients include over 100 municipalities and counties, numerous state agencies, school districts, and organizations.

Mike's practice has continuously focused on the efficient implementation of achievable plans—particularly those that forward the mutual accomplishment of economic, environmental, and community character objectives. Mike knows how to make creative plans a reality one step at a time.



### EDUCATION

- M.S. City and Regional Planning, concentrations in Land Use and Transportation  
University of North Carolina - Chapel Hill
- B.S. Economic Geography and Urban Sociology  
University of Wisconsin - Madison, Wisconsin
- Award Winner 2017 APA-AMI Excellence in Planning Award, "Village of Oregon Sign Code"
- Award Winner 2017 APA-AMI Excellence in Planning Award, "Madison Metropolitan School District Enrollment Projections 2017-2037"

### PROFESSIONAL LICENSES & MEMBERSHIPS

- Fellow, American Institute of Certified Planners (FAICP)
- Member, American Planning Association (APA) & Wisconsin Chapter (WAPA)
- Past President, Natural Heritage Land Trust
- Award Winner 2004 APA-AMI Recognition for Outstanding Contributions to the Planning Profession
- Award Winner 2004 APA-AMI Project of the Year, North Mendota Parkway Study
- Award Winner 2002 WAPA Project of the Year, City of Muskego Conservation Plan

# DAN JOHNS, AICP

## Associate Planner

Dan Johns is an Associate Planner at Vandewalle & Associates and over the past five years has contributed to a diverse array of economic development and redevelopment planning projects in communities throughout the Milwaukee and Madison metro areas, Door County, Wisconsin, and other mid-sized cities including Racine, Wisconsin, Muncie, Indiana, and Waterloo, Iowa. Dan is a skilled real estate market analyst with professional expertise in data management and quantitative analysis, pro forma development, tax increment financing, technical writing, developer recruitment, and other neighborhood project research. He also holds a real estate sales license in the state of Wisconsin.

A native of Flint, Michigan, Dan has studied urban history and is passionate about creating place-based economic solutions for Midwestern communities, particularly those with an industrial legacy. He currently manages TIF district creation and development incentive analyses for the Wisconsin communities of Oak Creek, Oregon, Mount Horeb, Monona, and Gordon, providing technical guidance for the key financial mechanisms that allow communities to induce and manage growth. He has written or contributed to more than a dozen successful grant applications for clients throughout the region, and provided assistance with comprehensive planning and zoning amendments, downtown plans, and statutory redevelopment district creation. Dan also offers economic impact analysis and communications services for several private-sector clients in the Madison region.

Prior to joining Vandewalle & Associates, Dan served as a Graduate Student Instructor at the University of Michigan-Ann Arbor for an urban planning course concentrating on data analysis and applied statistics using the open source "R" software package. He also worked at the Grandmont-Rosedale Development Corporation as a Community Engagement Coordinator and the Assistant Market Master of the Northwest Detroit Farmers' Market, where he took an active role in marketing, volunteer recruitment, accounting, and grant management.



### EDUCATION

- M.S.P. Urban and Regional Planning Economic Development Concentration  
University of Michigan - Ann Arbor, Michigan
- Graduate Certificate, Real Estate Development  
University of Michigan - Ann Arbor, Michigan
- B.A. - History  
University of Michigan - Ann Arbor, Michigan

### PROFESSIONAL LICENSES & MEMBERSHIPS

- Member, American Institute of Certified Planners
- Member, American Planning Association, National and Wisconsin Chapter
- Wisconsin Real Estate Sales License #80876-94
- APA/Wisconsin Excellence in Planning Award (2017) "Madison Metropolitan School District Student Enrollment Projections, 2017-2037"

# MEREDITH PERKS

## Assistant Planner

Meredith Perks is an Assistant Planner at Vandewalle & Associates, Inc. As part of our Milwaukee team, she brings a unique combination of professional experience along with an avid interest in planning, public service, local community and economic development, downtown redevelopment, and active transportation plans, and a deep love of her city.

Since joining Vandewalle and Associates, Meredith has been working with the Village of Cross Plains Comprehensive Plan and Park and Open Space Master Plans as well as the implementation of the City of Jefferson's Downtown and Economic Recovery Plans. Meredith is also actively engaged on behalf of Vandewalle and Associates, with emerging planning trends and grant and financing resources, in order to better serve clients and connect them with new opportunities.

Having worked in the past as Regional Director for Senator Joe Donnelly, Meredith traveled to communities across Indiana and learned about their unique assets and character as well as the innovative approaches they were taking to face their challenges. These interactions provided valuable perspective on the constraints that sites of all sizes experience. At Vandewalle & Associates, Meredith aims to assist Midwest communities like these in overcoming such barriers. Meredith is excited by the opportunities Midwest communities have to grow and reinvent themselves using the tools of effective planning that can prepare their economies, residents, and institutions for the future. Active transportation plans are a particular passion for Meredith, she has worked on Complete Streets projects in Chicago and with the Chicago Department of Transportation Bike Program.

Applying her experience with community outreach and public speaking, Meredith is skilled at effectively facilitating an inclusive planning process that is meaningful to a wide range of stakeholders and clients, including elected officials, non-profit advocacy groups, and community residents. She has proven herself to be an active and engaged listener who can consider diverse viewpoints while developing targeted alternatives to address interrelated economic development, land use, and transportation priorities.



### EDUCATION

- M.U.P. Urban Planning and Policy  
University of Illinois at Chicago - Chicago, Illinois
- B.A. Political Science  
The Resource Program of Public Service  
University of Notre Dame - Notre Dame, Indiana

### PROFESSIONAL LICENSES & MEMBERSHIPS

- Member, American Planning Association, National Association, and Chicago Chapters
- Member of Women in Planning and Development - Chicago
- Phi Kappa Phi Honor Society
- Leader in South Bend Mishawaka Emerging Leaders Program
- Neighborhood Resource Corporation  
Neighborhood Leadership Academy

# MARA REDDING

## Assistant Designer

Mara Redding is involved in creating multi-layered storytelling maps and graphics that help capture complex analysis findings, illuminate opportunities and communicate unique project visions. Her work encompasses detailed site inventory, analysis and research as well as conceptual design input throughout the design and planning process. A few of the diverse projects she has been involved with include Park Master Plans for Phoenix Park, Tower Park, and Congdon Park in Delavan, Wisconsin; Emore Corridor Master Plan in Davenport, Iowa; McDaniel Park Design and Discovery Park Design in McFarland, Wisconsin; downtown parking design in Murce, Indiana; and student housing design and campus planning for Southwest Technical College in Ferris, Michigan, as well as many other varied residential neighborhood designs.

Growing up in Milwaukee, WI, Mara's parents taught her to value and draw inspiration from the natural environment around her. This nurtured her passions for gardening, drawing and the outdoors, which in turn led her to the field of Landscape Architecture many years later. At UW-Madison as an undergraduate student, Mara worked as a garden intern for a year at the Ailer Centennial Garden, which helped develop her experience with and passion for working with plants and garden design. She also worked for the UW-Madison department of campus planning and landscape architecture for over a year, where she gained valuable field work and planning experience. Both of these jobs have helped prepare her for the challenging and exciting variety of work and projects that she has been involved with so far at Vandewalle & Associates.



### EDUCATION

- B.S. Landscape Architecture  
University of Wisconsin - Madison, Wisconsin

### PROFESSIONAL LICENSES & MEMBERSHIPS

- Member, American Society of Landscape Architects National and State Chapters

# V&A FEE SCHEDULE

## 2019 Billing Rates

|                           |                |   |               |
|---------------------------|----------------|---|---------------|
| Principal                 | \$170 to \$220 | Other Charges: Invoice charges to the client consist of<br>(1) Professional fees rendered at current billing rates,<br>(2) Reimbursable expenses billed at cost multiplied by 1.1, excepting some in-house charges and travel, and,<br>(3) Technology/Software expenses billed at \$50/month. |               |
| Associate                 | \$110 to \$120 |   |               |
| Assistant                 | \$80 to \$85   |   |               |
| GIS Technician/Specialist | \$85 to \$95   |   |               |
|                           |                | <b>Expense</b>  | <b>Cost</b>   |
| Communications Specialist | \$65 to \$120  | Mileage   | IRS Rate      |
| Project Assistant         | \$50 to \$65   | Printing and Postage  | Cost plus 10% |

## Billing rates by team member.

| Team Member                              | Billing Rate/Hour |
|--|-------------------|
| Jolena Presti, AICP<br>Principal Planner | \$195             |
| Brian Vandewalle<br>President/CEO        | \$220             |
| Mike Slavney, FAICP<br>Principal Planner | \$185             |
| Dan Jones<br>Associate Planner           | \$110             |
| Meredith Perks<br>Assistant Planner      | \$85              |
| Mara Redding<br>Assistant Designer       | \$80              |

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|-------------------------------|---|----------------------------------|
| <b>APPROVAL</b><br><i>slw</i> | <b>REQUEST FOR COUNCIL ACTION</b>   | <b>MTG. DATE</b><br>July 2, 2019 |
| Reports &<br>Recommendations  | <b>REQUEST MILWAUKEE METROPOLITAN SEWERAGE DISTRICT<br/> TO FINALIZE TASK ORDER NO. 17 WITH<br/> BROWN AND CALDWELL FOR \$147,000 AND<br/> INCORPORATE IN A PRIVATE PROPERTY INFLOW AND<br/> INFILTRATION FUNDING AGREEMENT</b> | <b>ITEM NO.</b><br><i>6.11.</i>  |

**BACKGROUND**

Milwaukee Metropolitan Sewerage District (MMSD) allocates funding for member communities to address excessive clear water that enters the sanitary sewer system from private property sources, known as private property inflow and infiltration (PPII). Recently, Franklin has utilized these funds to redirect sump pump and down spouts and repair defective sewer laterals in the Rawson Homes area (S. 36<sup>th</sup> Street, S. 37<sup>th</sup> Place, and W. Rawson Avenue vicinity). Later this funding source was used to address the redirected clear water that caused unpleasant conditions in the flat neighborhood ditches.

Franklin’s PPII current balance (after the Rawson Homes project) is just over \$1 million. To avoid loss of these funds to other communities, Franklin needs to spend the monies to continue addressing private property projects.

**ANALYSIS**

Staff proposes that the areas tributary to the St. Martins Lift Station be studied since large peaking flows are troublesome for the lift station during wet weather events. To determine the extent of the private inflow and infiltration sources, some investigative work needs to occur. Staff has asked Brown and Caldwell to prepare the attached work plan that will provide the needed information on where and what type of remedial measures are needed.

The draft Brown and Caldwell services proposed will cost \$147,000. Franklin could enter into an agreement with Brown and Caldwell, but there is also an option where Brown and Caldwell is paid directly from MMSD and deducted from the current Franklin balance of PPII funding. Staff is proposing this second option. Franklin needs to notify MMSD of this preference and a funding agreement with MMSD will be forthcoming for Common Council approval.

**FISCAL NOTE**

Using the proposed method of using MMSD funding, there is no impact to City budgets nor need for budget allocations.

**OPTIONS**

- A. Notify MMSD of desire to proceed to finalize Task Order No. 17 and request the preparation of a funding agreement. Or
- B. Refer back to Staff with further direction.

**COUNCIL ACTION REQUESTED**

(Option A) motion to direct Staff to notify Milwaukee Metropolitan Sewerage District of desire to finalize Task Order No. 17 with Brown and Caldwell for \$147,000 and incorporate in a private property inflow and infiltration funding agreement.

# M10004E01: Task Order 17 – Franklin PPI/I Work Plan

**To:** Glen Morrow, City of Franklin  
Jerome Fogel, Milwaukee Metropolitan Sewerage District (District)

**From:** Julie McMullin, Brown and Caldwell (BC)

**Copy to:** Andy Lukas, BC  
Tim Reinbold, Oneida Total Integrated Enterprises (OTIE)  
Kevin Kimmes, Stantec

**Date:** May 3, 2019

**Re:** Task Order 17 – Franklin PPI/I Work Plan

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## Background

The City of Franklin (Franklin) is planning out the next phase of its Private Property Infiltration and Inflow (PPII) program. During wet weather, the St. Martin's pump station typically experiences large peaking factors. Under this task order, Franklin plans to complete some investigative monitoring to identify which tributary area to the pump station generates the largest peaking factors during wet weather and then will identify a plan of action to reduce flows within that area. Task Order 17 will include micro-monitoring and house investigations, and recommendations for implementation based on these efforts. Either an additional task order or an amendment to this task order will be needed for the implementation phase of the work, to include design and construction management activities.

## Scope of Work

### 1.1 Task Order Development and Management

Task Order Development includes developing the scope, budget, schedule, and staffing for the task order. Task Order Management includes reviewing the budget status, coordinating with staff, maintaining the schedule, and preparing monthly status reports to accompany the invoice package. This task order assumes up to 12 months of task order management of up to three subconsultants.

### 1.2 Historical Data Review

The Historical Data Review task includes reviewing the run-time data for the St. Martin's lift station and the flow, level, and velocity data for up to three flow meters that monitored portions of the area tributary to St. Martin's lift station. The team will also review a PPI/I evaluation document that Ruckert and Mielke (R&M) prepared in 2011 and will review the data from up to three additional flow meters based on the conclusions from the R&M report. Franklin will provide the data for the consultant team to review

**Brown AND Caldwell**

Also included is one meeting to kick-off the task order and discuss available historical data to review, along with meeting preparation and follow-up time. Up to three people will attend the meeting, which is expected to last up to three hours (including travel time and expenses).

### **1.3 Micro-Monitoring**

The Micro-Monitoring task is to monitor the area tributary to the St. Martin’s lift station and includes preparing and mobilizing the micro-monitoring equipment, conducting the micro-monitoring, processing the data from the micro-monitoring, and preparing a technical memorandum to summarize the process and results.

The figure in Attachment A identifies the proposed locations for micro-monitoring. Up to 36 micro-monitors will be installed over three phases, with 12 micro-monitor installations per phase. For each phase of micro-monitoring, the micro-monitors will be maintained for up to one month (or four weeks) to collect one to two storm events that produce a recorded infiltration and inflow (I/I) response at the micro-monitors; additional budget will be needed if there are no events during the monitoring period that generate enough I/I response. Additionally, a rain gauge will be installed and maintained within the study area for the duration of the micro-monitoring. There will be one interim download and review of data from micro-monitors after each storm with I/I response. All micro-monitors and the rain gauge will be removed following the anticipated micro-monitoring period of three months (or 12 weeks).

The consultant team will provide a brief letter report for each area to detail the locations and installation of the micro-monitors, the collected flow data, and conclusions of I/I response for each monitored area. Members of the consultant team will also meet with Franklin and District staff to discuss the results of the micro-monitoring.

Assumptions related to the micro-monitoring are as follows:

- Manholes designated for monitoring have been located and are accessible;
- Manholes designated for monitoring are generally situated in locations that do not require traffic control beyond what can be safely completed with a two-person field crew;
- If additional personnel are needed for safe traffic control, the District or Franklin will provide said personnel;
- Micro-monitors are designed for locations with 6-, 8-, 10-, or 12-inch pipes only;
- Additional micro-monitors will be \$1700 each, per phase;
- An extension of a monitoring phase beyond 12 weeks will need to be negotiated.

The budget also includes preparation, attendance, and follow-up for one meeting to discuss the results of the micro-monitoring; this assumes up to two people attend the meeting for up to three hours (including travel time and expenses).

### **1.4 Public Outreach**

The Public Outreach task will include drafting letters and right-of-entry forms and mailing the documents to up to 100 homeowners for permission to conduct house inspections. Also included is 15 minutes of coordination time by phone for up to 100 homeowners for scheduling the house inspections. This assumes that Franklin provides the phone numbers and addresses of the homeowners.

### **1.5 House Inspections**

The House Inspections task includes conducting interior and exterior inspections of up to 100 houses. Two-people teams will complete the inspections that are assumed to take up to one hour to complete.



## 1.6 Recommendations

Following completion and evaluation of the results of the micro-monitoring and house inspections, the consultant team will provide recommendations on the type and location of future rehabilitation work. Up to four strategies will be considered for up to two focus areas. The consultant team will prepare a technical memorandum to summarize the inspection and evaluation process, findings, and recommendations, as well as also prepare up to two work plans to implement the next phase(s) of PPI/I investigation and/or rehabilitation. The work plans will include a written plan and cost estimate for the next phase of work. In the budget is a workshop to discuss the alternatives, preliminary recommendations, draft work plans, and technical memorandum with Franklin and District staff. The budget includes time to prepare, attend, and provide follow-up from the workshop, with up to three people attending the meeting for up to three hours (including travel time and expenses).

Also included is time for one member of the consultant team to present the recommendations to the Franklin City Council.

## Schedule

The work will start immediately after the Task Order Notice to Proceed (NTP), with micro-monitoring beginning one month later and lasting three months. Following micro-monitoring, there will be two months to assess the micro-monitoring results, identify the location for house inspections, send entry permission-forms from homeowners and coordinate with homeowners on house inspections. The house inspections are anticipated to take two months to complete. Final recommendations will be ready one month after completion of the house inspections. It is anticipated that the entire task order will take just over one year to complete.

Attachment B provides a sample schedule, with an assumed NTP date of June 1, 2019. Please note that with this assumed schedule, the house inspections are planned to occur January through March 2020 and the ability to conduct inspections (especially exterior inspections) could be hampered by weather; therefore, the schedule may need to be adjusted depending on the actual NTP.

## Budget

Table 1 provides a summary of the budget by each major task that was identified in the scope of work; overall, the budget for Task Order 17 is about \$147,000. Attachment C provides additional details of the budget.

| Task Number   | Task Name              | Total Hours | Expenses        | Labor Cost       | Total Cost       |
|---------------|------------------------|-------------|-----------------|------------------|------------------|
| 1             | TOA and TO Mgmt        | 83          | \$0             | \$12,820         | \$12,820         |
| 2             | Historical Data Review | 35          | \$50            | \$5,640          | \$5,690          |
| 3             | Micro-monitoring       | 395         | \$23,209        | \$49,145         | \$72,354         |
| 4             | Public Outreach        | 54          | \$0             | \$3,950          | \$3,950          |
| 5             | House Inspections      | 250         | \$800           | \$28,000         | \$28,800         |
| 6             | Recommendations        | 138         | \$40            | \$22,951         | \$22,991         |
| <b>TOTALS</b> |                        | <b>955</b>  | <b>\$24,099</b> | <b>\$122,506</b> | <b>\$146,605</b> |

## Staffing

BC will provide oversight and review of the task order work products, with Stantec leading the micro-monitoring work and OTIE assisting with the house inspection work. Penne Wilson will provide editorial review of the technical memorandums.

As summarized in Table 2, the anticipated participation by small, women, and minority-based enterprises is about 14%.

| Contractor           | S/W/MBE Designation | Amount             | Percentage of Total |
|----------------------|---------------------|--------------------|---------------------|
| OTIE                 | MBE                 | \$20,007.00        | 13.6%               |
| LGD                  | SBE                 | \$0.00             | 0.0%                |
| Stormwater Solutions | SBE                 | \$0.00             | 0.0%                |
| John Kittelson       | SBE                 | \$0.00             | 0.0%                |
| Penne Wilson         | WBE                 | \$285.00           | 0.2%                |
| <b>TOTAL</b>         |                     | <b>\$20,292.00</b> | <b>13.8%</b>        |

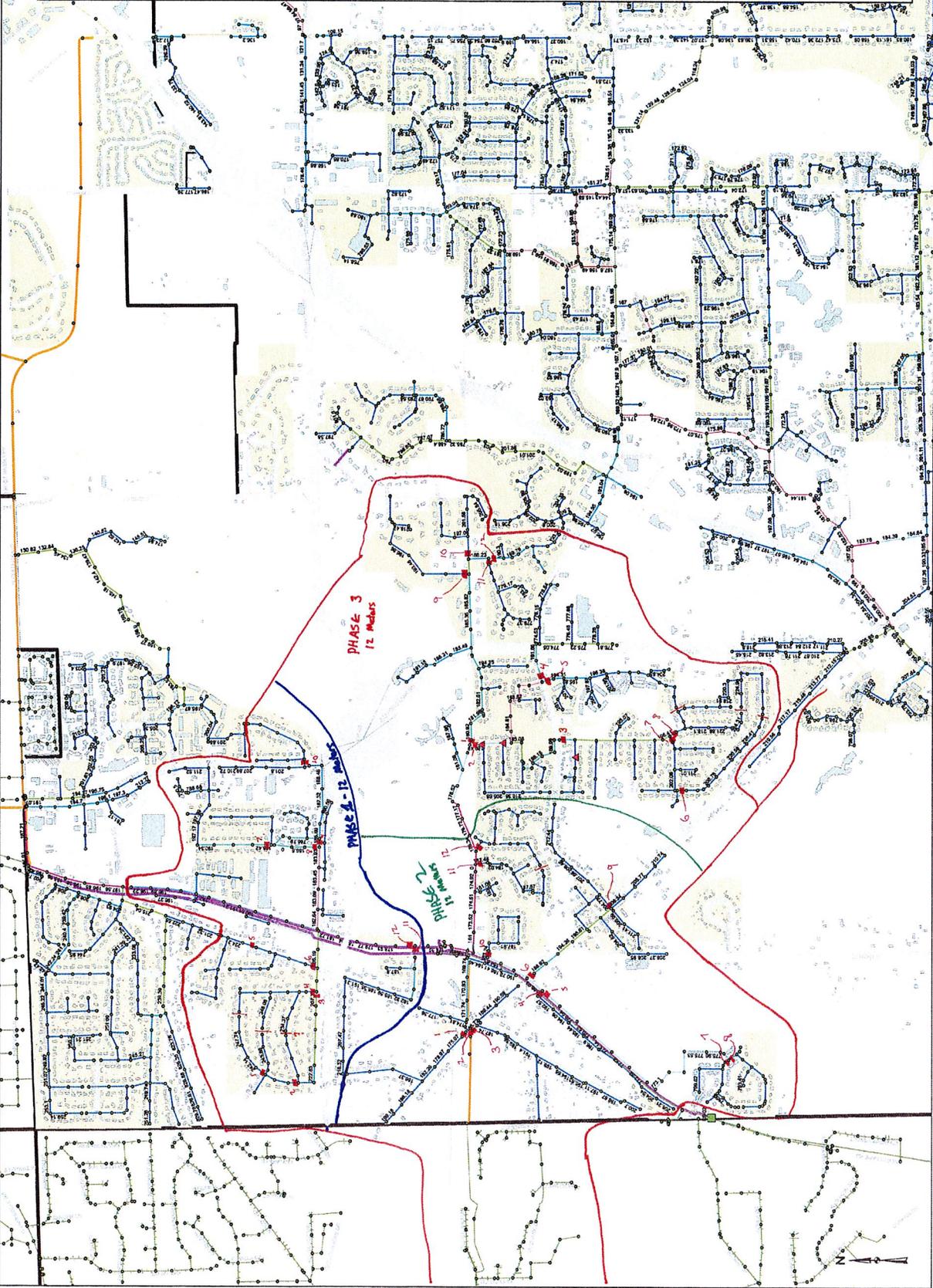


## **Attachment A: Proposed Micro-Monitoring Locations**



**Legend - Franklin PPII**

- ▲ Franklin\_FlowMeters
  - MU\_Sanitary\_Manholes
  - MU\_Sanitary\_Pipeline
  - NB\_Sanitary\_Manholes
  - NB\_Sanitary\_Pipeline
  - HC\_Sanitary\_Manholes
  - HC\_Sanitary\_Pipeline
  - Lift\_Stations
  - Manholes
  - Sanitary\_Force\_Mains
- Sanitary Mains**  
 <all other values>
- CAPACITY**
- 8
  - 10
  - 12
  - 15
  - 16
  - 18
  - 21
  - 24
  - 30
  - 36
  - 42
- Buildings
  - Parcels\_w\_owner
  - Road\_ROW
  - Subdivisions
- PIPELINE**  
 <all other values>
- SUBTYPE**
- CLEARWATER
  - CSO
  - ISP
  - ISS
  - MIS
  - NSC
  - REMOTE STORAGE
  - SSFM
  - Municipality



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## Attachment B: Detailed Schedule

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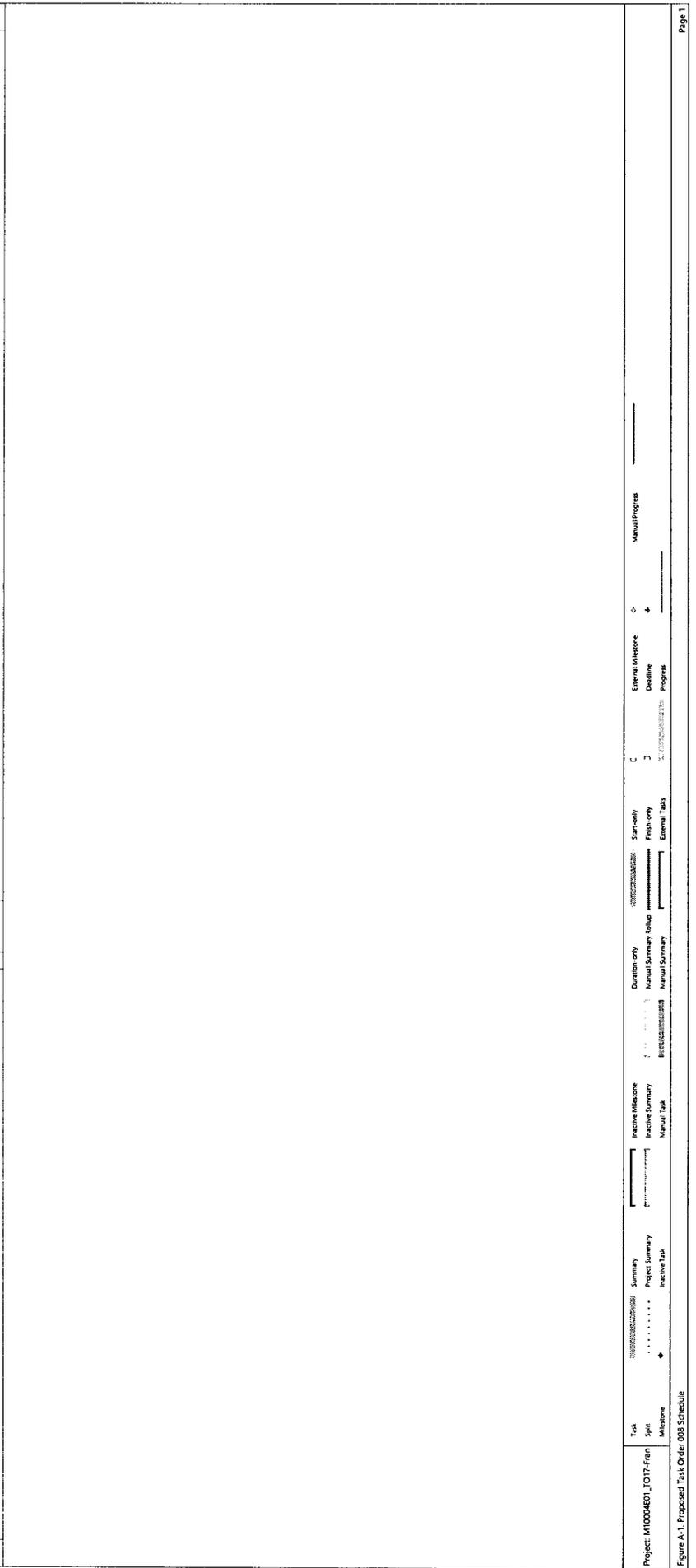
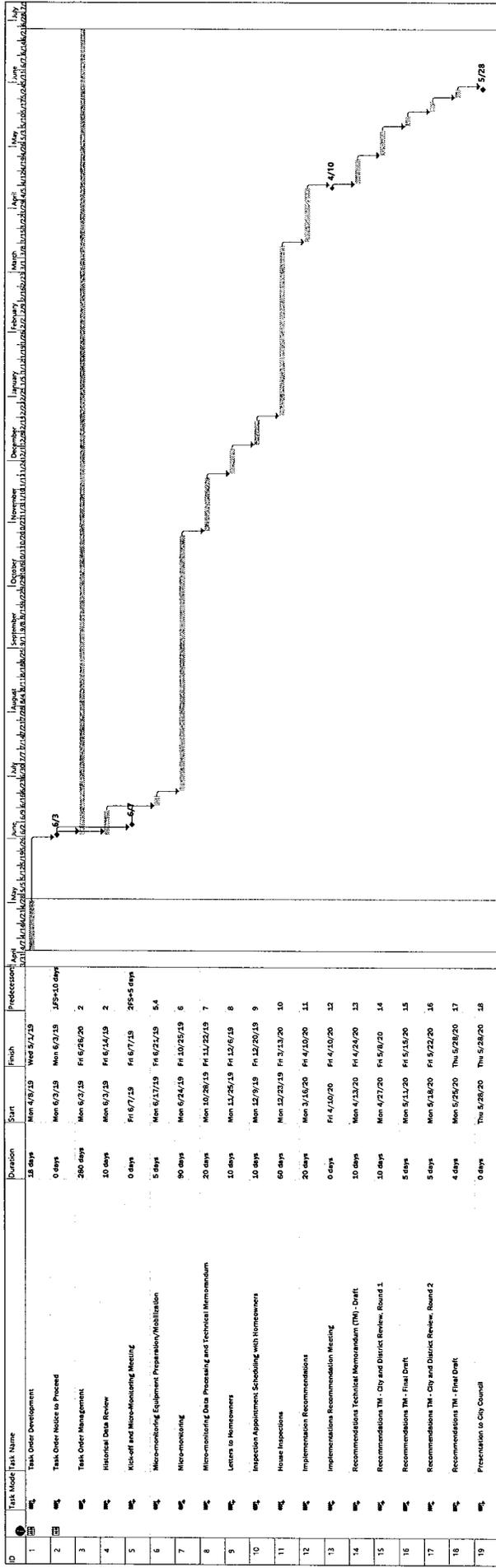


Figure A-1. Proposed Task Order 008 Schedule

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## **Attachment C: Detailed Budget**

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| <b>APPROVAL</b><br> | <b>REQUEST FOR<br/>COUNCIL ACTION</b>                        | <b>MEETING<br/>DATE</b><br><b>7/2/2019</b> |
| <b>REPORTS &amp;<br/>RECOMMENDATIONS</b>   | Telecommunications and Technology Carrier<br>Services Review | <b>ITEM NUMBER</b><br><i>G.12.</i>         |

The Director of Administration and Director of Information Services both recommend engaging a firm to evaluate our current carriers of technology services, basically telephone and cable services. The blurring of these services and continuing rise of on-line and cloud-based services and IP phones, along with the proliferation of options for service types and service levels, has added a degree of complexity to evaluating such services. As such, staff is recommending that a professional technology advisor firm be engaged to evaluate the City's core structure and its relation to existing and potential hardware.

Synergy is a local firm that specializes in evaluating internet and phone carriers for service levels and cost control. In summary, they can then take the evaluation to the next level by looking at the further enhancements that can be made when incorporating hardware and network changes. Finally, once the City has used that information to develop a course of action, they perform the project management itself to ensure everything is set up as needed, lines are converted as desired, etc. Lastly they ensure billing is consistent with the final set up. They are not a reseller and do not sell the phone lines or access to cable, etc. They simply help their customers identify the desired course of action and then work directly to ensure its implementation.

Using a firm such as this leverages their expertise while leaving the IS Director to continue to focus on his currently planned network and security projects. Additionally, in advance of the 2020 budget deliberations is an appropriate time to consider network and service components. The primary selling points by the provider is improved services and reliability and expected operating cost savings, as shown on their proposal.

A primary reason for recommending Synergy is the account manager: Karmen Juckem. A number of years ago Karmen was a carrier representative and provided excellent service. It was always prompt, accurate, and detailed. Her history of quality service delivery is a strong consideration in recommending Synergy for this role.

Their initial proposal was for \$1,782 to perform a discovery and initial planning (investigation). There was then \$5,346 (less a \$594 discount for committing to the full project) for functioning as project manager for any change overs, coordination with vendors, documentation, etc., which is then followed by the close-out phase including bill review. The Director of Administration has had them restructure their proposal for a phase one cost of only \$1,485. The second and third components are then approximately \$5,049. The main difference is that the City can now test Synergy in detail by only committing to phase 1 at \$1,485. If we like their services, they perform well, and they have identified courses of action to our benefit, the City can then commit to the other components and will secure the remaining portion of the discount. Note that the price for the second portion is an estimate

as they will not know exactly what they will find in the discovery and planning stage; nonetheless, they believe that it is a solid number based on the high-level information they already have. The pricing for the first stage is a “not to exceed” number.

Information Services has funding within the existing 2019 budget to cover the \$1,485 for the discovery and planning stage and feels it is in the best interest of the City to do so. However, the department does not have enough to cover the \$5,049 for the remaining portions should the discovery and planning stages be successful. Therefore, this item is being brought to the Common Council for authorization to accept the carrier services review for the phase 1 discovery and planning services. If the Common Council approves it – and the results are positive and appear beneficial – then the contract for the project management services and carrier assessment would be brought back to the Council for authorization and for authority to use contingency funding for this service.

### **COUNCIL ACTION REQUESTED**

Motion to authorize the Director of Administration to accept a not-to-exceed proposal of \$1,485 from Synergy for the discovery and planning services portion of a telecommunications and technology carrier services review.



**SYNERGY**  
TECHNOLOGY ADVISORS  
IMPROVED CONNECTIONS • CONTROLLED COSTS

Phone: 262-432-1205

Email: [kjuckem@synergy-ta.com](mailto:kjuckem@synergy-ta.com)

 Technology Design

# Carrier Services Discovery Project Quote for City of Franklin

Quote # 001868  
Version 2

Prepared for:

**City of Franklin**

Prepared by:

**Karmen Juckem**

262-432-1205  
[kjuckem@synergy-ta.com](mailto:kjuckem@synergy-ta.com)

## Project Management Details

City of Franklin is looking at changing the delivery of their carrier services for all sites to encompass the needs of the business and to maximize the utilization of new carrier platforms and pricing that is being provided by carriers. Synergy Technology Advisors provides project management services to mitigate the risks that come with making a carrier change and/or a product change with a new or existing customer. Synergy will provide their expertise, resources, and product knowledge to City of Franklin to manage this transition. Our time to provide such service is included in the Scope of Work described below.

| Three Step Project Management Process - Discovery   | Price   | Qty | Ext. Price        |
|---|---------|-----|-------------------|
| <b>Discovery and Planning Services</b> <ul style="list-style-type: none"> <li>• Confirmation of existing services with all carriers.</li> <li>• Documentation of all existing services with all carriers.</li> <li>• Contacting all carriers and ordering customer service records (CSR's).</li> <li>• Verifying services on CSR's match documented services.</li> <li>• Establishes beginning and end dates on all contractual services.</li> <li>• Contacting Carriers for discrepancies for those services.</li> <li>• Recommendations for elimination of duplicate or unnecessary services if needed.</li> <li>• Updated documentation for services with moves/add/changes included.</li> <li>• Design options for Carrier Services for redundancy and high availability including fiber or other services at main site and remote sites.</li> <li>• Pricing negotiation with an estimated 3 providers for those services.</li> <li>• Contract establishment and negotiations on final design choice and verification of pricing, services delivered, and timeline of delivery.</li> <li>• Discovery cost is shown as Not to Exceed (unless additional locations are added for Sewer &amp; H2O). PM pricing may change depending on final Discovery.</li> </ul> | \$99.00 | 18  | \$1,782.00        |
| <b>Subtotal:</b>  |         |     | <b>\$1,782.00</b> |

| Discount                                 | Price     | Qty | Ext. Price        |
|--|-----------|-----|-------------------|
| <b>Discount-Whole Project Acceptance</b> | (\$99.00) | 3   | (\$297.00)        |
| <b>Subtotal:</b>                         |           |     | <b>(\$297.00)</b> |

| Option 1 SIP AND Fiber   | Price    | Qty | * Optional<br>Ext. Price |
|--|----------|-----|--------------------------|
| <b>SIP Package includes Unlimited Call Paths, 5,000 outbound minutes included, 5,000 inbound minutes included, Disaster recovery module, 10 DID's included, 1 Toll Free Number included, e911. 3 Year</b>  | \$139.00 | 1   | \$139.00                 |
| 100 DID's  | \$75.00  | 1   | \$75.00                  |
| e911 Additional Location   | \$2.50   | 5   | \$12.50                  |
| <b>Business Class Voice Analog Phone Line w/ Unlimited Local and Long Distance</b>   | \$29.99  | 11  | \$329.89                 |
| 200 X 20 MB High Speed Data Internet Bundle with BCP MTM   | \$119.99 | 3   | \$359.97                 |
| 25 MB Fiber DIA 3 Year   | \$449.00 | 1   | \$449.00                 |
| Installation \$99.00 HSD AND BCP per Site  | \$0.00   | 1   | \$0.00                   |
| <p>Current Carrier Spend per Month = <b>\$1,889.18</b><br/>           ATTPRIs= \$1,016.11<br/>           ATT7 Analog lines= \$119.25<br/>           ATT4 Analog lines= \$66.75<br/>           Spectrum (2) 50MB x 5 MB HSD= \$500.00 (City &amp; Sewer Internet )<br/>           Spectrum HSD HSD= \$84.98 (Kayla's Park)<br/>           ATTLong Distance = \$101.99</p> <p>Cost Savings Per Month = <b>\$523.82</b><br/>           Cost Savings Over 12 Months = <b>\$6,285.84</b></p> <p><b>Cost Savings Over 36 Months = \$18,857.52</b><br/> <b>Cost Savings Over 60 Months = \$31,429.20</b></p> <p><b>*This is an estimate based on information provided by customer. Subject to change due to contract obligations.</b></p> |          |     |                          |
| * Optional Subtotal:   |          |     | \$1,365.36               |

Customer: Accept \_\_\_\_\_ Decline \_\_\_\_\_

\* Note all carrier pricing is subject to change and does not include taxes or surcharges. Construction costs may vary based on physical site survey and could change monthly recurring quoted price. All carrier services billed direct to customer from carrier.



\* Optional

| Option 2 SIP AND HSD  | Price    | Qty | Ext. Price |
|---|----------|-----|------------|
| <b>SIP Package includes Unlimited Call Paths, 5,000 outbound minutes included, 5,000 inbound minutes included, Disaster recovery module, 10 DID's included, 1 Toll Free Number included, e911. 3 Year</b> | \$139.00 | 1   | \$139.00   |
| <b>100 DID's</b>  | \$75.00  | 1   | \$75.00    |
| <b>e911 Additional Location</b>   | \$2.50   | 5   | \$12.50    |
| <b>Business Class Voice Analog Phone Line w/ Unlimited Local and Long Distance</b>  | \$29.99  | 11  | \$329.89   |
| <b>200 X 20 MB High Speed Data Internet Bundle with BCP MTM</b>   | \$119.99 | 4   | \$479.96   |
| <b>Installation \$99.00 HSD AND BCP per Site</b>  | \$0.00   | 1   | \$0.00     |

Current Carrier Spend per Month = **\$1,889.18**  
 ATTPRI's = \$1,016.11  
 ATT7 Analog lines = \$119.25  
 ATT4 Analog lines = \$66.75  
 Spectrum (2) 50MB x 5 MB HSD = \$500.00 (City & Sewer Internet )  
 Spectrum HSD HSD = \$84.98 (Kayla's Park)  
 ATTLong Distance = \$101.99

Cost Savings Per Month = **\$852.83**  
 Cost Savings Over 12 Months = **\$10,233.96**

**Cost Savings Over 36 Months = \$30,701.88**  
**Cost Savings Over 60 Months = \$51,169.80**

**\*This is an estimate based on information provided by customer. Subject to change due to contract obligations.**

\* Optional Subtotal: \$1,036.35

Customer: Accept \_\_\_\_\_ Decline \_\_\_\_\_

\* Note all carrier pricing is subject to change and does not include taxes or surcharges. Construction costs may vary based on physical site survey and could change monthly recurring quoted price. All carrier services billed direct to customer from carrier.

## Carrier Services Discovery Project Quote for City of Franklin

**Prepared by:**  
**Synergy**  
Karmen Juckem  
262-432-1205  
kjuckem@synergy-ta.com

**Prepared for:**  
**City of Franklin**  
9229 W Loomis Rd  
Franklin, WI 53132  
Mark Luberda  
(414) 427-7645  
mluberda@franklinwi.gov

**Quote Information:**  
**Quote #: 001868**  
Version: 2  
Delivery Date: 06/26/2019  
Expiration Date: 07/19/2019  
Payment Terms: Net 15 days

| Quote Summary                                     |               | Amount            |
|---|---------------|-------------------|
| Three Step Project Management Process - Discovery |               | \$1,782.00        |
| Discount  |               | (\$297.00)        |
|   | <b>Total:</b> | <b>\$1,485.00</b> |

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

### Synergy

Signature: \_\_\_\_\_  
Name: Karmen Juckem  
Title: \_\_\_\_\_  
Date: 06/26/2019

### City of Franklin

Signature: \_\_\_\_\_  
Name: Mark Luberda  
Date: \_\_\_\_\_

## Statement of Work

### ● Project Description

The Synergy Technology Advisors Project Team will be a resource to the Customer, and will help insure the successful procurement and configuration of services ordered from the Telecommunications Carrier(s) for requested sites as selected and approved by the Customer in cooperation with assigned resources within the Customer's organization and any outside vendor, e.g. IT/Voice. The Project Team will also be involved in the evaluation, recommendation, and delivery of various schedules, construction timelines, and configurations of chosen carrier services and will assist the Customer team in the management of deployment of the final solution and its specifics, working along with other third party technical resources as needed. The Project Team will be involved in the communication with the carriers on behalf of and involving the Customer team to insure successful implementation and use of the approved solution per the Carrier Services Activation Plan.

### ● Objective

To ensure successful deployment and management of new carrier services (if chosen) or reconfiguration of existing carrier services (if chosen) from the platform of current carrier services to recommended carrier services as approved by the Customer.

### ● Initial Scope of Work

Responsibilities of the Synergy Project Team will be providing Telecommunications, Data (Internet Service) and MPLS/Metro E/PTP expertise, to oversee and coordinate necessary tasks, similar to the following examples, as related to the selection of carrier services and their providers at the chosen sites. Note that some tasks may be handled by additional vendors.

Provide expertise in the design options for the roll out, including:

- Review of the current services to provide input for any additional changes for the interest of the Customer.
- Meet with selected vendors for the carrier services selection process and provide project management resources to the Customer team to help the Customer team determine and procure services with the appropriate vendor(s).
- Manage the implementation of new services with the chosen Carrier in accordance with the Synergy Carrier Services/Activation Plan.

### ● Key Deliverables/Services

Deliverables will consist of successful achievement of the Scope (shown above) and the Roles and Responsibilities (shown below).

### Key Milestones

Current target is to select potential vendor by \_\_\_\_\_ - but any actual go-live date(s) will be determined in conjunction with the Customer, and will be dependent upon the readiness of vendors, hardware/software, construction needs and Customer resources. All reasonable efforts will be made to complete the roll out within the agreed timeframe.

Future milestones may include planning, implementation, and go-live for other sites, on a to-be-determined schedule.

### ● **Project Team Definition**

Team will consist of specific Synergy Technology Advisors consultants as necessary to fulfil project goals. Initial primary on-site resource will be Orlando Lopez, with additional resources drawn from Synergy Technology Advisors and Krueger Communication, Inc. teams.

### ● **Roles & Responsibilities**

General duties as assigned by the project manager to include:

- Driving and tracking execution of the project
- Documentation of all services at each location
- Proactively communicating and logging any issues and the actions taken to resolve issues
- Handling communications in a courteous and timely manner
- Ensuring all actions relating to duties and processes shall be in accordance with the policies and guidelines of the Customer

### ● **Consequential Damages**

Synergy Technology Advisors will not be liable in any event for loss of anticipated profits, loss by reason of plant shutdown, non-operation or increased expense of operation of other equipment, or other consequential loss or damage of any nature arising from any cause.

### ● **Payment Terms**

### **Project Management Payment Terms**

For Projects with a SOW total cost greater than \$1500:

- 60% down payment required for project initiation
- 40% final payment due at time of service installation (i.e. porting/service turn up)

Any SOW with a total cost of \$1500 or less is to be paid in full at the start of the project.

### **Carrier Services**

- Carrier services are billed by and paid directly to the Carrier(s) per the signed Carrier agreement(s).
- Carrier pricing is subject to change and does not include taxes
- Carrier pricing is based on physical site survey and additional construction costs may be required

### **Partnership Acknowledgement**

The work performed as part of the Scope of Work will adhere to all terms, conditions, and pricing stated in the Scope of Work and any procurement confidentiality agreements provided by the Customer.



Phone: 262-432-1205

Email: [kjuckem@synergy-ta.com](mailto:kjuckem@synergy-ta.com)

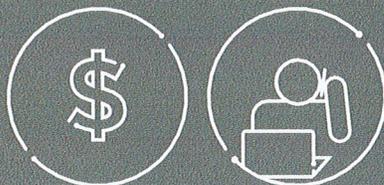


# SYNERGY

TECHNOLOGY ADVISORS

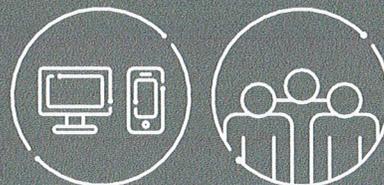
IMPROVED CONNECTIONS + CONTROLLED COSTS

INTERNET & PHONE  
**CARRIER**



COST CONTROL  
+  
PROJECT MANAGEMENT

HARDWARE  
**TECHNOLOGY**



VENDOR ASSESSMENTS  
+  
PROJECT COORDINATION

# ABOUT US

At Synergy we saw an opportunity to help businesses traverse the confusing process of switching to or choosing a phone, data and Internet provider. We realized that as technology expanded, businesses would require more bandwidth, new voice needs, and broader site integrations both locally and globally—all while keeping costs manageable. As a leader in technology advising, we see how difficult it can be to fully understand all the available products and pricing structures that all the carriers and vendors can offer. Most companies pass these responsibilities to IT departments and accounting departments. While IT staff are very knowledgeable people, they usually have specialized training in network management and configurations and may not always understand how to best balance technology and budgets. With access to engineering resources and global contacts, working with Synergy is like having a telecom and technology specialist as an employee without the costs. Synergy partners with information, leadership and finance teams to simplify the evaluation of vendor options and applications. By choosing Synergy Technology Advisors, your organization has the right support resources to see your carrier evaluation or technology project through to the end. Just ask yourself when was the last time you had a perfect experience with a phone company? By partnering with Synergy, we become your voice and channel to the phone companies and technology vendors.

## SYNERGY DRIVES VALUE

- You gain over 25 years of combined experience
- We act as your in-house resource at a fraction of the cost
- You avoid full-time tech advisor costs
- We don't just process your order, we see it through
- You gain the Synergy access levels to carriers and vendors
- The Synergy Process protects your business

## OUR SERVICES

Synergy partners with reputable, proven technology integrators, carriers, and hosted/cloud providers. Synergy will evaluate your current vendor qualifications, as well as your equipment and business needs, and allocate resources appropriately.

### CARRIER INTERNET & PHONE



#### CARRIER CONSULTING & COST CONTROL

- Audit your current carrier services and costs
- Document current structure and recommendations
- Provide multiple carrier options to fit your needs
- Review and assist with carrier contracts



#### CARRIER PROJECT MANAGEMENT

- Document scope of work
- Coordinate your vendors for transition
- Provide audit services prior to transition
- Confirm vendor roles and change over plan

### TECHNOLOGY HARDWARE



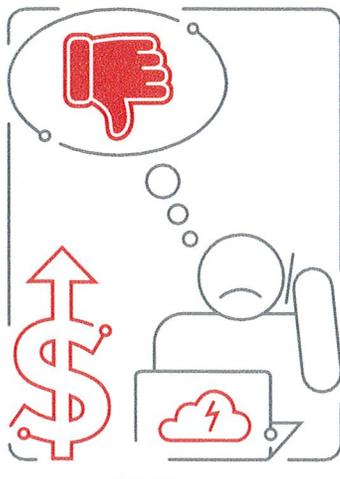
#### TECHNOLOGY VENDOR ASSESSMENTS

- Document RFP / RFQ
- Review vendor
- Recommend vendor and design



#### TECHNOLOGY PROJECT COORDINATION

- Document scope of work
- Coordinate vendor tasks
- Change liaisons
- Audit and review project



## BEFORE SYNERGY

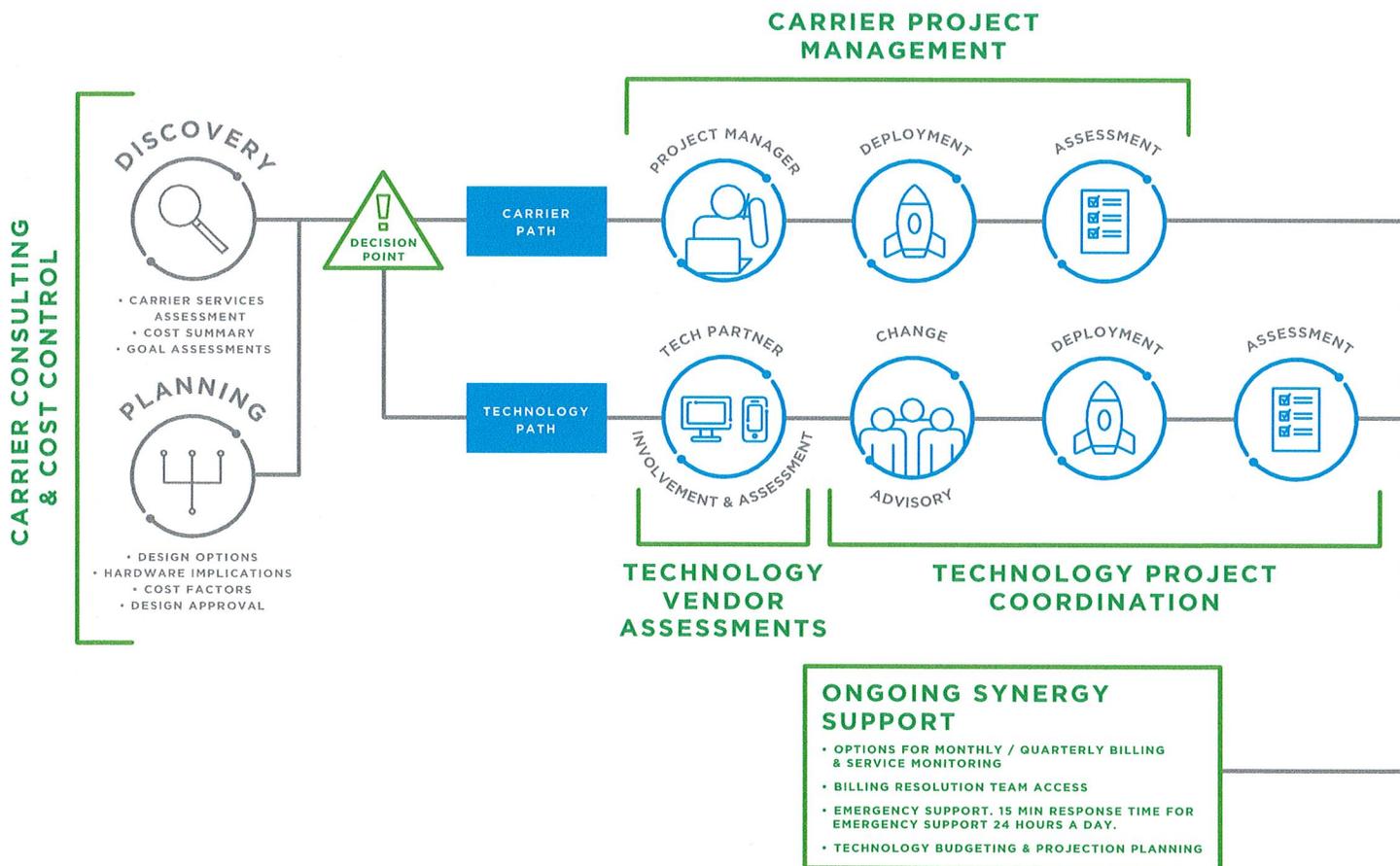
#### ASK YOURSELF THE FOLLOWING:

- Does your business struggle to get straight answers to your technology questions?
- Do you question your carrier or technology vendors rising costs?
- Do you feel uncertain about choosing what new technology is best for your business?
- Do you question if your current vendors have your best interest in mind?
- Are you ready for a vendor change but don't know where to start?

If you answered "YES," then Synergy is a good fit for your business. Synergy repairs the disconnect between what your carrier promises, what it ultimately delivers, and what you actually need. The resulting synergy ensures your changeover runs smoothly, thus eliminating time and money lost to inefficiencies and unforeseen communication issues. Technology conversions are tricky and require constant vigilance. Choose Synergy, and keep your data running.

# HOW SYNERGY DELIVERS

With hundreds of telecom firms fighting for your business, each promising to lower your costs and increase your data delivery, navigating the maze of options can be daunting and costly. Synergy eliminates the confusion regarding product and pricing options when choosing a carrier and evaluates options based on your business needs now and in the future. Our process and methodology is easy and clear. We look to uncover all the relevant information in regards to your technology needs and present it to you in a logical, easy to understand language. So no matter if you are the CEO, CFO, CIO or IT the information presented will be easy to understand and will allow you to make solid business decisions.



## AFTER SYNERGY

Synergy understands the challenges with technology integration from end to end. We built processes and systems to ensure our clients avoid the technology 'blame game'. We focus on results for your business. We drive results in cost control and technology improvements so your team can continue doing what your business does best.

- ✓ Synergy's management process increases your IT or operations team efficiency.
- ✓ Synergy's design process saves your company money.
- ✓ Synergy's coordination tools eliminate the inefficiency and pain when switching vendors.
- ✓ Synergy's vendor assessment tools ensure data integrity and accuracy.
- ✓ Synergy's back-end carrier channels drive positive results.
- ✓ Synergy's telecom bill audit and analysis tools ensure documentation and accuracy.
- ✓ Synergy looks out for your company and not the carrier's / vendor's interests.



# TESTIMONIALS

"I wanted to thank you and your team of professionals for the years of service.

From your first review, your team has been there for us every step of the way guiding the involved process to ensure we didn't miss any critical details. You also ensured that our critical services and need for no down time for our nurses and patients were met meticulously.

Your multi-site review and recommendations helped us deploy a solution to provide voice services to multiple entities and multiple devices within our operations. Your team did a great job, breaking it down to ensure all needs were met for our new solution.

We were also able to identify a disaster recovery plan in the event our main voice PRI services were lost due to a carrier outage of any kind. Since then the situation has occurred where our services were out and our disaster recovery plan implemented immediately without our involvement and no outside or inside communication was lost while the carrier worked to resolve its issue.

Synergy recommendations were also a great help with choosing a carrier. Synergy was able to provide a clear understanding of options, helping us every step of the way through to project completion for the carrier and network installation for all our sites.

Your team was also able to deal with a difficult situation with AT&T on our behalf which resulted in a credit of \$54,939.10 for over billing. Since we're a Not for Profit organization that was very important to our bottom line.

Most recently you were able to renegotiate our existing carrier agreement for an additional savings of over 22%. That was on top of the original savings we had four years ago of 33%. So that has been a total savings in our budget of 55%.

I want to thank you and your team for your prompt response, professionalism, engineering expertise, and willingness to always help. We enjoy working with Synergy and we recommend your firm to anyone looking for carrier services assistance."

SAM LATURI | [HORIZON HOME CARE & HOSPICE](#)

"When Blommer Peterman, S.C. hired your company in 2010 it was because the firm needed someone to help navigate our way through all of the communication confusion and compartmentalization. We had relationships with an IT company as well as a phone vendor, but needed an unbiased, knowledgeable, outside voice on what was 'truly' needed to improve our communications, and support the growth my firm was experiencing.

Synergy not only 'directed traffic' between our IT company and phone vendor, it stepped in when issues came up, and found solutions to get them resolved!

In addition, while essentially taking on the role of project manager, Synergy made sure all of the phone and Internet carrier services were reliable, delivered on time, and cost effective.

Working with your company has been a very enjoyable experience and we look forward to a great long-term relationship with Synergy."

DEBORAH A. BLOMMER | [BLOMMER PETERMAN](#)

# THE "SYNERGY" STORY

"For many years, I was a successful telecom sales representative, working with firms of all sizes throughout the world. Sadly, I worked with too many inexperienced and untrained sales engineers who recommended solutions that only aligned with their company's product line and not their customers' needs. Worse, I saw too many sales managers who just wanted sales at any cost— even if it meant placing the customer's business at risk.

"I knew there was a better way to conduct business, a better business model. I wanted a company where technology served the customer and not the reverse. To accomplish this goal, I created Synergy Technology Advisors.

"At Synergy, we have one goal: Create a solution that works for your business. I wouldn't have it any other way."

- [ORLANDO LOPEZ](#)

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| <p><b>APPROVAL</b></p> <p><i>slw</i></p>      | <p><b>REQUEST FOR<br/>COUNCIL ACTION</b></p>                                   | <p><b>MEETING<br/>DATE</b></p> <p><b>7/02/2019</b></p> |
| <p><b>REPORTS AND<br/>RECOMMENDATIONS</b></p> | <p><b>Reschedule Common Council Meeting<br/>July 23 from July 16, 2019</b></p> | <p><b>ITEM NUMBER</b></p> <p><i>G.13.</i></p>          |

The Common Council may reschedule the Common Council meetings from July 16 to July 23, 2019.

| Sunday | Monday | Tuesday | Wednesday | Thursday              | Friday | Saturday |
|--------|--------|---------|-----------|-----------------------|--------|----------|
|        | 1      | 2       | 3         | 4<br>Independence Day | 5      | 6        |
| 7      | 8      | 9       | 10        | 11                    | 12     | 13       |
| 14     | 15     | 16      | 17        | 18                    | 19     | 20       |
| 21     | 22     | 23      | 24        | 25                    | 26     | 27       |
| 28     | 29     | 30      | 31        |                       |        |          |
|        |        |         |           |                       |        |          |

**COUNCIL ACTION REQUESTED**

Motion to establish meeting date of Common Council meeting from July 16 to July 23, 2019.

OR

As directed.

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|----------------------------------|--------------------------------------|---------------------------------------|
| <b>APPROVAL</b><br><i>JB Slw</i> | <b>REQUEST FOR COUNCIL ACTION</b>    | <b>MEETING DATE</b><br><b>7/02/19</b> |
| <b>Bills</b>                     | <b>Vouchers and Payroll Approval</b> | <b>ITEM NUMBER</b><br><i>H. 1.</i>    |

Attached are vouchers dated June 15, 2019 through July 1, 2019 Nos. 174113 through Nos. 174288 in the amount of \$ 886,349.19. Included in this listing are EFT's Nos. 4049 through Nos. 4059, Library vouchers totaling \$ 16,386.77, Tourism vouchers totaling \$ 1,000.00, Water Utility vouchers totaling \$ 92,195.80 and Property Tax Refunds totaling \$ 444.50. Voided checks in the amount of \$ (997.90) are separately listed.

Early release disbursements dated June 15, 2019 through June 27, 2019 in the amount of \$ 505,140.03 are provided on a separate listing and are also included in the complete disbursement listing. These payments have been released as authorized under Resolution 2013-6920.

The net payroll dated June 21, 2019 is \$ 397,236.95 previously estimated at \$ 387,000.00. Payroll deductions dated June 21, 2019 are \$ 414,275.95 previously estimated at \$ 399,000.00.

The estimated payroll for July 5, 2019 is \$ 388,000.00 with estimated deductions and matching payments of \$ 217,000.00.

Attached is a list of property tax corrected settlements and reimbursements EFT's Nos. 273 dated June 15, 2019 through June 27, 2019 in the amount of \$ 13,522.77. The original City of Franklin tax settlement was overstated due to a clerical error. The corrected amount is \$1,182,913.63 (\$34,226.83 less than previously reported.) These payments have been released as authorized under Resolution 2013-6920.

Approval to release payment #17 to Knight Barry in the amount of \$ 725,581.92.

**COUNCIL ACTION REQUESTED**

Motion approving the following:

- City vouchers with an ending date of July 1, 2019 in the amount of \$ 886,349.19 and
- Payroll dated June 21, 2019 in the amount of \$ 397,236.95 and payments of the various payroll deductions in the amount of \$ 414,275.95 plus City matching payments and
- Estimated payroll dated July 5, 2019 in the amount of \$ 388,000.00 and payments of the various payroll deductions in the amount of \$ 217,000.00, plus City matching payments and
- Property Tax settlements with an ending date of June 28, 2019 in the amount of \$ 13,522.77 and
- The release of payment to Knight Barry Inc in the amount of \$ 725,581.92.

**ROLL CALL VOTE NEEDED**

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| <b>APPROVAL</b><br><i>Slw</i>   | <b>REQUEST FOR<br/>COUNCIL ACTION</b> | <b>MEETING DATE</b><br><b>07/02/19</b> |
| <b>LICENSES AND<br/>PERMITS</b> | <b>MISCELLANEOUS LICENSES</b>         | <b>ITEM NUMBER</b><br><b>I.1.</b>      |

See attached listing from meeting of July 2, 2019.

**COUNCIL ACTION REQUESTED**



414-425-7500

**License Committee  
Agenda\*  
Aldermen's Room  
July 2, 2019 – 5:25 p.m.**

|  |  |                        |             |             |
|--|--|------------------------|-------------|-------------|
| <b>1.</b>  | <b>Call to Order &amp; Roll Call</b>   | <b>Time:</b>           |             |             |
| <b>2.</b>  | <b>Applicant Interviews &amp; Decisions</b>  |                        |             |             |
| <b>License Applications Reviewed</b>                                 |  | <b>Recommendations</b> |             |             |
| <b>Type/ Time</b>  | <b>Applicant Information</b>   | <b>Approve</b>         | <b>Hold</b> | <b>Deny</b> |
| <b>Extraordinary Entertainment &amp; Special Event<br/>5:30 p.m.</b> | <b>Wheel &amp; Sprocket- Grand Opening Bike Ride</b><br>Person in Charge: Kathy Devries & Noel Kegel<br>Location: Hales Corners Store through Whitnall Park, S on 92 <sup>nd</sup> St, E on Rawson Ave to the Ballpark Commons Store<br>Date of Event: 07/12/19 8:00 am – 10:00 am |                        |             |             |
| <b>Operator 2019-2020<br/>New<br/>5:35 p.m.</b>                      | <b>Gramoll, Christina J</b><br>3641 E Puetz Rd<br>Oak Creek, WI 53154<br>Kwik Trip #287  |                        |             |             |
| <b>Operator 2019-2020<br/>New<br/>5:40 p.m.</b>                      | <b>Rodriquez, Daniel T</b><br>8014 W Hilltop Lane<br>Franklin, WI 53132<br>Country Lanes   |                        |             |             |
| <b>Operator 2019-2020<br/>Renewal<br/>5:45 p.m.</b>                  | <b>Heishman, Rita A</b><br>8217 S Four Oaks Dr<br>Franklin, WI 53132<br>7-Eleven   |                        |             |             |
| <b>Class B Combination</b>   | <b>QT Pizza LLC</b><br>Rounding Third Pizzeria<br>7119 S 76 <sup>th</sup> St<br>Susan Toetz, Agent   |                        |             |             |
| <b>Change of Agent<br/>2019-2020</b>                                 | <b>Kwik Trip # 287</b><br>Jill Le Claire<br>8160B S Forest Hills Cir<br>Franklin, WI 53132   |                        |             |             |
| <b>Temporary Entertainment &amp; Amusement</b>                       | <b>Franklin Police Dept.—National Night Out</b><br>Person in Charge: PO Jon Czerwinski<br>Event: National Night Out Kick Off<br>Event Date: Monday, August 5 <sup>th</sup> , 2019  |                        |             |             |
| <b>Operator 2018-2019<br/>New</b>                                    | <b>Conley, Shannen K</b><br>S76 W17745 Janesville Rd<br>Muskego, WI 53150<br>Romey's Place   |                        |             |             |
| <b>Operator 2019-2020<br/>Renewal</b>                                | <b>Conley, Shannen K</b><br>S76 W17745 Janesville Rd<br>Muskego, WI 53150<br>Romey's Place   |                        |             |             |

|   |  |  |  |  |
|---|--|--|--|--|
| <b>Operator<br/>2018-2019<br/>New</b>     | <b>Waraxa, Aimee E</b><br>2835 S 130 <sup>th</sup> St<br>New Berlin, WI 53151<br>Hideaway Pub & Eatery |  |  |  |
| <b>Operator<br/>2019-2020<br/>Renewal</b> | <b>Waraxa, Aimee E</b><br>2835 S 130 <sup>th</sup> St<br>New Berlin, WI 53151<br>Hideaway Pub & Eatery |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b>     | <b>Adamczyk, Lauren E</b><br>3911 W Jerelin Dr<br>Franklin, WI 53132<br>Michaelangelo's Pizza          |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b>     | <b>Albrecht, Matthew T</b><br>S103W20703 Heather Ln<br>Muskego, WI 53150<br>Kwik Trip #287             |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b>     | <b>Beck, Tyson</b><br>N33 W22163 Memory Lane<br>Pewaukee, WI 53072<br>Chili's Grill & Bar              |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b>     | <b>Blue, Michelle</b><br>11229 W National Ave<br>West Allis, WI 53227<br>Mulligan's Irish Pub & Grill  |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b>     | <b>Bramer, Megan</b><br>711 Lakeview Ave<br>South Milwaukee, WI 53172<br>Kwik Trip #857                |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b>     | <b>Burczyk Jr, Roger C</b><br>9529 Caddy Ln<br>Caledonia, WI 53108<br>Kwik Trip #287                   |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b>     | <b>Cherukuru, Lakshmi</b><br>10524 W Cortez Cir Apt #18<br>Franklin, WI 53132<br>Pick 'n Save #6431    |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b>     | <b>Cruz, Nicole</b><br>4380 S Burrell St<br>Milwaukee, WI 53207<br>Mulligan's Irish Pub & Grill        |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b>     | <b>Hoffman, Anthony J</b><br>2424 E Whittaker Ave<br>St. Francis, WI 53235<br>Kwik Trip #287           |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b>     | <b>Hintz, Cathryn A</b><br>5225 S Brennan Dr<br>New Berlin, WI 53146<br>Romey's Place                  |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b>     | <b>Humont, Kenneth C</b><br>7119 W Jordan Ct<br>Franklin, WI 53132<br>The Rock Sports Complex          |  |  |  |

|                                       |  |  |  |  |
|---------------------------------------|--|--|--|--|
| <b>Operator<br/>2019-2020<br/>New</b> | <b>Karow, Jenel M</b><br>7382 S 39 <sup>th</sup> Ct<br>Franklin, WI 53132<br>The Rock Sports Complex       |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b> | <b>Matranga, Grace M</b><br>4034 W Anthony Dr<br>Franklin, WI 53132<br>Kwik Trip #287                      |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b> | <b>Martin Cadena, Jocelyn D C</b><br>2459 S 15 <sup>th</sup> St<br>Milwaukee, WI 53215<br>Sam's Club #8167 |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b> | <b>Martinez, Jennifer L</b><br>8725 Wood Creek Dr #8<br>Oak Creek, WI 53154<br>Swiss Street Pub & Grill    |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b> | <b>Palivoda, Julie M</b><br>4551 S 51 <sup>st</sup> St<br>Greenfield, WI 53220<br>Kwik Trip #857           |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b> | <b>Palmersheim, Rosemarie</b><br>653 92 <sup>nd</sup> St<br>Franksville, WI 53126<br>Kwik Trip #857        |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b> | <b>Peterson, Michelle L</b><br>3983 W Heatheridge Dr<br>Franklin, WI 53132<br>Sam's Club #8167             |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b> | <b>Pflueger, Amber</b><br>743A S 25 <sup>th</sup> St<br>Milwaukee, WI 53204<br>Kwik Trip #857              |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b> | <b>Roberts, Breanna L</b><br>7517 Riverview Rd<br>Franklin, WI 53132<br>Kwik Trip #857                     |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b> | <b>Ruyle, Toni M</b><br>1835 Ellis Ave<br>Racine, WI 53402<br>Swiss Street Pub & Grill                     |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b> | <b>Seehausen, James A</b><br>612 Marquette Ave<br>South Milwaukee, WI 53172<br>Kwik Trip #857              |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b> | <b>Teal, Alexis</b><br>8502 W Oakwood Rd<br>Franklin, WI 53132<br>Root River Center                        |  |  |  |
| <b>Operator<br/>2019-2020<br/>New</b> | <b>Unruh, Ryan M</b><br>5420 Laura Lane<br>Greendale, WI 53129<br>The Rock Sports Complex                  |  |  |  |

|                                       |   |  |  |      |
|---------------------------------------|---|--|--|------|
| <b>Operator<br/>2019-2020<br/>New</b> | <b>Willing, Tyler D</b><br>2700 Sussex Ln<br>Waukesha, WI 53188<br>Kwik Trip #287 |  |  |      |
|                                       |   |  |  |      |
| <b>3.</b>                             | <b>Adjournment</b>  |  |  |      |
|                                       |   |  |  |      |
|                                       |   |  |  | 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.