# CITY OF FRANKLIN COMMON COUNCIL MEETING FRANKLIN CITY HALL – COMMON COUNCIL CHAMBERS 9229 WEST LOOMIS ROAD, FRANKLIN, WISCONSIN AGENDA\*

#### TUESDAY JULY 2, 2019 AT 6:30 P.M.

- A. Call to Order and Roll Call.
- B. Citizen Comment Period.
- C. Approval of Minutes of the Regular Common Council Meeting of June 18, 2019.
- D. Hearings.
- E. Organizational.
- F. Letters and Petitions.
- G. Reports and Recommendations:
  - 1. Donation to the Franklin Police Department from Robert Jester in the Amount of \$100 to be Deposited into the Police Donation Account.
  - 2. An Ordinance to Amend Section 15-3.0433 of the Unified Development Ordinance Planned Development District No. 28 (Polish Festivals, Inc. Polish Community Center) to Allow for Accessory Structures Adjacent to Property Lines for Construction of the Healing Garden and the Lake and Nature Trails at the Conservancy for Healing and Heritage (Conservancy for Healing and Heritage, Inc., Susan A. Rabe, CEO and Executive Director, Applicant) (6941 South 68th Street and Adjoining Area(s)).
  - 3. Project Updates for Ballpark Commons.
  - 4. Municipal Court Schedule of Fines and Penalties (Judge Klimetz).
  - 5. Action Plan to Address Road Repairs in the Rawson Homes Neighborhood Area.
  - 6. An Ordinance to Amend Chapter 210: Signs and Billboards to Provide for an Additional One-Year Suspension of a Requirement for Master Sign Programs
  - 7. Reinstitute Foreman Position at the Department of Public Works.
  - 8. Report on Arbitrage for 2014AB Debt Issue.
  - 9. May 2019 Monthly Financial Report.
  - 10. Parkland Acquisition Professional Services Agreement with Vandewalle & Associates.
  - 11. Request Milwaukee Metropolitan Sewerage District to Finalize Task Order No. 17 With Brown and Caldwell for \$147,000 and Incorporate in a Private Property Inflow and Infiltration Funding Agreement.
  - 12. Telecommunications and Technology Carrier Services Review.
  - 13. Reschedule Common Council Meeting to July 23 from July 16, 2019.
- H. Bills.

Request for Approval of Vouchers and Payroll.

#### I. Licenses and Permits.

Miscellaneous Licenses from License Committee Meeting of July 2, 2019.

#### J. Adjournment.

[Note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information, contact the City Clerk's office at (414) 425-7500.]

#### REMINDERS:

July 4	Independence Day	City Hall Closed
(to be determined)	Common Council Meeting	6:30 p.m.
July 18	Plan Commission Meeting	7:00 p.m.
August 5	National Night Out	6:00 p.m 9:00 p.m.
August 6	Common Council Meeting	6:30 p.m.
August 8	Plan Commission Meeting	7:00 p.m.
August 20	Common Council Meeting	6:30 p.m.
August 22	Plan Commission Meeting	7:00 p.m.

<sup>\*</sup>Supporting documentation and details of these agenda items are available at City Hall during normal business hours.

#### CITY OF FRANKLIN COMMON COUNCIL MEETING June 18, 2019 MINUTES

#### **ROLL CALL**

A. The regular meeting of the Common Council was held on June 18, 2019 and called to order at 6:30 p.m. by Mayor Steve Olson in the Franklin City Hall Council Chambers, 9229 W. Loomis Road, Franklin, Wisconsin. On roll call, the following were in attendance: Alderman Mark Dandrea, Alderman Dan Mayer, Alderwoman Kristen Wilhelm, Alderman Steve F. Taylor, Alderman Mike Barber, and Alderman John R. Nelson. Also present were City Engineer Glen Morrow, Dir. of Administration Mark Luberda, City Attorney Jesse A. Wesolowski and Director of Clerk Services Sandra Wesolowski.

#### CITIZEN COMMENT

B.1. Citizen comment period was opened at 6:32 p.m. and closed at 6:43 p.m.

#### MINUTES JUNE 4, 2019

C. Alderman Barber moved to approve the minutes of the regular Common Council Meeting of June 4, 2019 as presented at this meeting. Seconded by Alderman Dandrea. All voted Aye; motion carried.

## MAYORAL APPOINTMENTS

- E. Alderman Dandrea moved to confirm the following Mayoral Appointments:
  - 1. Alderman Steve Taylor- Civic Celebration Committee 0 (2-year term expiring 6/30/21).
  - 2. Steve Bobowski, 9012 S. Cordgrass Circle W, Ald. Dist. 6, Economic Development Commission (2-year term expiring 6/30/21).
  - 3. Michael Soto, 6749 W. Harvard Dr., Ald. Dist. 5, Economic Development Commission (2-year term expiring 6/30/21).
  - 4. David Woznicki, Jr., 4125 W. McGinnis Dr., Ald. Dist. 4, Board of Public Works (3-year term expiring 4/30/22).
  - 5. Charles Porter, 7946 S. North Cape Rd., Ald. Dist. 6, Board of Public Works (3-year term expiring 4/30/22).
  - 6. Ann Adamski, 7825 S. Stonebrook Ct., Ald. Dist. 3, Civic Celebrations Commission (3-year term expiring 6/30/22).
  - 7. Wendy Knackert, 9049 S. 83<sup>rd</sup> St., Ald. Dist. 1, Civic Celebrations Commission (3-year term expiring 6/30/22).

Seconded by Alderman Barber. All voted Aye; motion carried.

# DONATION TO K9 ACCOUNT

G.1. Alderman Mayer moved to accept the following donations; \$50 from Mira Kresovic and \$100 from Rose Spang for the Franklin Police Department K9 donation account. Seconded by Alderwoman Wilhelm. All voted, Aye; motion carried.

UNMARKED SQUAD PURCHASE	G.2.	Alderman Taylor moved to approve the purchase of an unmarked squad for the Franklin Police Department. Seconded by Alderwoman Wilhelm. All voted, Aye; motion carried.
BALLPARK COMMONS UPDATE	G.3.	There was no project update on Ballpark Commons at this meeting. Future updates will be placed on Common Council meeting agendas only when there is an update to present.
PDD NO. 23 AND 24 QUARRY	G.4.	Alderwoman Wilhelm moved to table an update, reference the Planned Development District No. 23 and 24, by the City Attorney until a State decision limiting local control of quarries is made with a letter sent to the Governor, State Senators Craig and Larson, and State Representatives Rodriguez, Skowronski, and Wichgers. Seconded by Alderman Taylor. All voted Aye; motion carried.
KAYLA'S PLAYGROUND AMBASSADOR PROGRAM MANUAL	G.5.	Alderwoman Wilhelm moved to approve changes to the Kayla's Playground Ambassador Program Manual that cash donations be accepted and received only by the City Finance Department. Seconded by Alderman Nelson. All voted Aye; motion carried.
RES. 2019-7508 BOND TRUST SERVICES AS REPLACEMENT AGENT	G.6.	Alderman Taylor moved to adopt Resolution No. 2019-7508, A RESOLUTION APPOINTING BOND TRUST SERVICES CORPORATION TO SERVE AS FISCAL AGENT IN CONNECTION WITH THE GENERAL OBLIGATION REFUNDING BONDS, 2016A, DATED APRIL 20, 2016. Seconded by Alderman Barber. All voted Aye; motion carried.
RES. 2019-7509 1ST AMENDMENT TID 6 LOOMIS AND RYAN, INC.	G.7.	Alderman Nelson moved to adopt Resolution No. 2019-7509, A RESOLUTION AUTHORIZING CERTAIN OFFICIALS TO EXECUTE A FIRST AMENDMENT TO TAX INCREMENTAL DISTRICT NO. 6 DEVELOPMENT AGREEMENT BETWEEN THE CITY OF FRANKLIN AND LOOMIS AND RYAN, INC. Seconded by Alderman Mayer. All voted Aye; motion carried.
ORD. 2019-2381 BUDGET FOR TID 7 VELO VILLAGE	G.8.	Alderman Taylor moved to adopt Ordinance No. 2019-2381, AN ORDINANCE TO AMEND ORDINANCE NO. 2018-2345, AN ORDINANCE ADOPTING THE 2019 ANNUAL BUDGETS FOR THE CITY OF FRANKLIN FOR FISCAL YEAR 2019 TO ESTABLISH A 2019 BUDGET FOR TID 7 VELO VILLAGE. Seconded by Alderman Barber. On roll call, Alderman Nelson,

Alderman Barber, Alderman Taylor, Alderwoman Wilhelm, and Alderman Dandrea voted Aye; Alderman Mayer voted No. Motion

DENY WATER & SEWER G.9. Alderman Nelson moved to deny request for City to extend water EXTENSION TO 8930 S and sewer to service 8930 S. 116th Street because there is no

carried.

116TH ST.

immediate public need for extension of a water supply to this location and also the closest point of structure to be connected is more than 400 feet from the public sanitary sewer main. Seconded by Alderman Mayer. All voted Aye; motion carried.

SPECIAL EXCEPTION 11141 W FOREST HOME AVE. BORIS STRBAC, STAR TRUCKING, LLC APPLICANT G.10. Alderman Nelson moved to adopt the Standards, Findings and Decision of the City of Franklin Common Council upon the property at 11141 West Forest Home Avenue, application of Boris Strbac Star Trucking, LLC, for a special exception to certain natural resource provisions of the City of Franklin Unified Development Ordinance, with the mitigation requirement as discussed at the meeting. Seconded by Alderman Mayer. Mayor Olson broke the tie by voting in the Affirmative. Motion carried.

RES. 2019-7510 SPECIAL USE FOR A BUSINESS AT 10700 W VENTURE DR., SUITE F, (JUSTIN JOHNSON, PRESIDENT OF ACTION PDR, INC., APPLICANT) G.11. Alderman Taylor moved to adopt Resolution No. 2019-7510, A RESOLUTION IMPOSING CONDITIONS AND RESTRICTIONS FOR THE APPROVAL OF A SPECIAL USE FOR A RESIDENTIAL PROPERTY DAMAGE REPAIR BUSINESS PERFORMING FIRE AND WATER DAMAGE REPAIRS USE UPON PROPERTY LOCATED AT 10700 W. VENTURE DRIVE, SUITE F (JUSTIN JOHNSON, PRESIDENT OF ACTION PDR, INC., APPLICANT). Seconded by Alderman Nelson. All voted Aye; motion carried.

RES. 2019-7511 APPROVE 2 LOT CSM, LOCATED AT 3031 W FOREST HILL AVE, WYNDHAM HOMES LLC, OWNER G.12. Alderman Taylor moved to adopt Resolution No. 2019-7511, A RESOLUTION CONDITIONALLY APPROVING A 2 LOT CERTIFIED SURVEY MAP, BEING A PART OF THE SOUTHEAST 1/4 OF THE SOUTH EAST 1/4 OF SECTION13, TOWNSHIP 5 NORTH, RANGE 21 EAST, IN THE CITY OF FRANKLIN, MILWAUKEE COUNTY, STATE OF WISCONSIN (WYNDHAM HOMES LLC, OWNER) (3031 WEST FOREST HILL AVENUE). Seconded by Alderman Dandrea. All voted Aye; motion carried.

RES. 2019-7512
SPECIAL USE
TELECOMMUNICATIONS
TOWER AT 5120 W.
RYAN RD. (UNITED
STATES CELLULAR
OPERATING COMPANY,
LLC,
APPLICANT)

G.13. Alderman Dandrea moved to adopt Resolution No. 2019-7512, A RESOLUTION **IMPOSING CONDITIONS** AND RESTRICTIONS FOR THE APPROVAL OF A SPECIAL USE TO ALLOW FOR THE INSTALLATION OF A 125 FOOT TELECOMMUNICATIONS TOWER MONOPOLE AT ANDY'S GAS STATION PROPERTY LOCATED AT 5120 WEST RYAN ROAD BEARING TAX KEY NO. 882-9999-002 (UNITED **STATES** CELLULAR **OPERATING COMPANY** APPLICANT). Seconded by Alderman Taylor. All voted Aye; motion carried.

RES. 2019-7513 PLEASANT VIEW PAVILION PROJECT RAY STADLER CONST. CO. G.14. Alderwoman Wilhelm moved to adopt Resolution No. 2019-7513, A RESOLUTION TO AWARD CONTRACT FOR THE CONSTRUCTION OF THE PLEASANT VIEW PAVILION IN PLEASANT VIEW PARK, 4901 W. EVERGREEN STREET (PROJECT 2019-3) TO RAY STADLER CONSTRUCTION CO. IN THE AMOUNT OF \$544,000.00. Seconded by Alderman Taylor. All voted Aye; motion carried.

RES. 2019-7514
AGREEMENT WITH
RUEKERT MIELKE FOR
THE RYAN CREEK
INTERCEPTOR ODOR
REDUCTION STUDY

G.15. Alderman Taylor moved adopt Resolution No. 2019-7514, A RESOLUTION TO AUTHORIZE AMENDMENT 2 TO A PROFESSIONAL SERVICES AGREEMENT WITH RUEKERT MIELKE FOR THE RYAN CREEK INTERCEPTOR ODOR REDUCTION STUDY IN THE AMOUNT OF \$45,497. Seconded by Alderman Nelson. On roll call, Alderman Dandrea, Alderman Mayer, Alderman Taylor, Alderman Barber and Alderman Nelson voted Aye; Alderwoman Wilhelm voted No. Motion carried.

AGREEMENT FOR PARKLAND ACQUISITION

G.16. Alderwoman Wilhelm moved to pursue and develop a Professional Services Agreement and Scope of Services for Parkland Acquisition for Common Council consideration. Seconded by Alderman Nelson. All voted Aye; motion carried.

TENTATIVE LABOR AGREEMENT FRANKLIN PROFESSIONAL FIREFIGHTERS G.17. Alderman Taylor moved to approve the Tentative Agreements between the City of Franklin and the Franklin Professional Firefighters, I.A.F.F. Local 2760 and Authorization for the Mayor, Director of Clerk Services, Fire Chief, and Director of Administration to execute a labor agreement incorporating those Tentative Agreements. Seconded by Alderwoman Wilhelm. All voted Aye; motion carried.

TEMPORARY PLANNING SUPERVISOR APPOINTMENT G.18. Alderwoman Wilhelm moved to appoint Mr. Steve Presnal as a Limited Term Employee to serve as Plumbing Supervisor for the City of Franklin Inspection Services Department from June 19, 2019 through the start date of the new Chief Plumbing Inspector position, with compensation to be established at a salaried rate of \$1,000/month on a pro-rated basis (\$45.45/day). Seconded by Alderman Mayer. All voted Aye; motion carried.

DEMOLITION AND REMOVAL OF DEBRIS AT 8661 W. LOOMIS RD. G.19. Alderman Dandrea moved to receive and file proposals for demolition of structures and removal of debris at 8661 West Loomis Road. Seconded by Alderman Mayer. All voted Aye; motion carried.

AWARD CONTRACT FOR CITY HALL PROJECT

G.20. Alderwoman Wilhelm moved to award the bid for the City Hall Roof, HVAC, and Fascia Wood Replacement Project to Selzer-

Ornst Construction Company as per Option A3, Alternative 2, including canopies over the doors, upgrade to roof warranty, landscaping, with accommodations for an outside bulletin board and drop box, for a project cost of \$1,775,000. Motion died due to lack of a second.

Alderman Barber then moved to award the bid for the City Hall Roof, HVAC, and Fascia Wood Replacement Project to Selzer-Ornst Construction Company as per Option 2, but including landscaping, applying \$58,920 of Capital Improvement Fund contingency appropriations and directing the Finance Director to prepare and bring forward a budget modification to identify and appropriate funding sufficient for \$173,130 toward project contingencies and direct City costs. Seconded by Alderman Mayer. On roll call, Alderman Nelson, Alderman Barber, and Alderman Mayer voted Aye; Alderman Taylor, Alderwoman Wilhelm, and Alderman Dandrea voted No. Motion died due to the lack of a majority vote.

Alderman Taylor moved to table to the next Common Council meeting. Seconded by Alderman Nelson. Alderman Nelson withdrew his second. Motion died due to the lack of a second.

Alderman Wilhelm then moved to award the bid for the City Hall Roof, HVAC, and Fascia Wood Replacement Project to Selzer-Ornst Construction Company as per Option A3, Alternative 2, including canopies over the doors, upgrade to roof warranty, landscaping, with accommodations for an outside bulletin board and drop box, for a project cost of \$1,775,000 based upon the information received during discussion of other alternatives. Seconded by Alderman Nelson. On roll call, Alderman Mayer, Alderwoman Wilhelm and Alderman Nelson voted Aye; Alderman Dandrea, Alderman Taylor and Alderman Barber voted No. Motion died due to the lack of a majority vote.

Alderman Barber then moved to award the bid for the City Hall Roof, HVAC, and Fascia Wood Replacement Project to Selzer-Ornst Construction Company as per Option A3, Alternative 2, including canopies over the doors, upgrade to roof warranty, landscaping, with accommodations for an outside bulletin board and drop box, for a project cost of \$1,775,000 based upon the information received during the discussion of other alternatives. Seconded by Alderman Mayer. On roll call, Alderman Nelson, Alderman Barber, Alderwoman Wilhelm, Alderman Mayer and Alderman Dandrea voted Aye; Alderman Taylor voted No. Motion carried.

#### COUNCIL CHAMBERS SOUND AND VIDEO SYSTEM UPGRADE

G.21. Alderman Nelson moved to authorize the approval of a contract with Metro Sound and Video for a Common Council sound system and integrated video system for an amount not-to-exceed \$36,470 contingent upon a site visit by Metro Sound and Video, final design and contract review by the Director of Administration, and approval by the Mayor and to authorize use of \$5,305 of appropriation set aside in the Capital Outlay Fund for "Planned spending pending additional consideration". Seconded by Alderman Mayer. On roll call, Alderman Dandrea, Alderman Mayer, Alderwoman Wilhelm, Alderman Barber and Alderman Nelson voted Aye; Alderman Taylor voted No. Motion carried.

## CAPITAL OUTLAY FUND G.22. EXPENDITURES

G.22. Alderwoman Wilhelm moved to authorize Capital Outlay Fund expenditures not to exceed \$500 to replace the TV in the Community Room, \$5,305 to increase the budget for the Common Council Sound System, and not to exceed \$24,500 for a new GPS unit for Engineering, with such appropriations coming from the "planned Spending Pending Additional Consideration" appropriation, amended to include trees and Ipads. Seconded by Alderman Dandrea. All voted Aye; motion carried.

#### PAY RANGE MARKET ADJUSTMENT

G.23. Alderman Nelson moved to approve a 2019 Annual Market Adjustment to the Pay Ranges of the Compensation Plan and a Market Adjustment to Wage and Salary Rates for non-represented employees of 1.55%, effective with the start of the pay period with a pay date of July 19, 2019 and applying to those non-represented individuals not having already received said increase in conjunction with jointing WRS. Seconded by Alderman Nelson. All voted Aye; motion carried.

#### RES. 2019-7515 DNR NR-208 COMPLIANCE REPORT

G.24. Alderman Mayer moved to adopt Resolution No. 2019-7515, A RESOLUTION APPROIVING THE WISCONSIN **DEPARTMENT** OF NATURAL RESOURCES NR-208 COMPLIANCE MAINTENANCE REPORT 2018. Seconded by Alderman Barber. All voted Aye; motion carried.

## VOUCHERS AND PAYROLL

H.1. Alderman Dandrea moved to approve the following: City vouchers with an ending date of June 14, 2019 in the amount of \$1,723,496.97; and payroll dated June 7, 2019 in the amount of \$373.717.00 and payments of the various payroll deductions in the amount of \$201,683.00, plus City matching payments; and estimated payroll dated June 21, 2019 in the amount of \$387,000.00 and payments of the various payroll deductions in the amount of \$399,000.00, plus City matching payments; and Property Tax settlements with an ending date of June 14, 2019 in

the amount of \$1,604,541.09; and authorization to release escrow amount (to be determined) to the winner bidder of the Pleasant View Park Pavilion; the release of 2019 Franklin Civic Celebration deposits and prepayments, not to exceed \$101,500. Seconded by Alderman Barber. On roll call, all voted Aye. Motion carried.

#### LICENSES AND PERMITS I.1.

Alderman Taylor moved to grant a Mobile Home license to Franklin Mobile, LLC, Manager David Steinberger, 6361 S 27th St. conditional on a Special Use application and Special Use approval verification from staff by September 30, 2019, and verification by the District Alderwoman to the Clerk's office for bridge safety improvements, based upon the June 2019 photos on file in the Clerk's office. Seconded by Alderman Nelson. On roll call, Alderman Nelson, Alderman Taylor, Alderwoman Wilhelm, and Alderman Dandrea voted Aye; Alderman Barber and Alderman Mayer voted No. Motion carried.

Alderman Taylor moved to approve the following License Committee recommendations from their meeting of June 18, 2019: Grant Temporary Class B Beer license to Franklin Noon Lions Club (James Luckey) for St Martins Fair on 9/1/2019 to 9/2/2019; Grant Extraordinary Entertainment & Special Event to Main Talent Entertainment - The Midwest Original Music Festival (M.O.M. Fest) (Brian Krasowski) at Croatian Park Friday 8/16/19 & Saturday, 08/17/19 11:00 am to 11:00 pm and Sunday, 8/18/19 11:00 am to 10:00 pm; Grant Entertainment & Amusement to Federation of Croatian Societies, Inc for Croatian Fest and Beer Gardens (Josip Veber), at Croatian Park every Thursday through September 19, 2019, 5:00 pm to 10:00 pm; Grant Temporary Entertainment & Amusement to Laser Tag Pro, Inc - Fourth of July activities (Bryan West) at 9229 W Loomis Rd, 7/3/2019 to 7/6/2019. Grant 2018-2019 and 2019-2020 Operator Licenses to: Dallas J Fitzgerald, 3137 S Delaware Ave, Milwaukee; Grant 2019-2020 Operator Licenses to: Rena C Blank, 7126 W Brunn Dr.; Eric E Edmunds, 11221 Synergy Dr. #564, Wauwatosa; Robert G Ewend Jr, 5802 S Honey Creek Dr., Milwaukee; Alayna R Frey, W149 S8282 Harvest Ct., Muskego; Shelby L Gilbert, 947 Perkins Ave., Waukesha; Micah S Krukowski, 8020 S 68th St.; Madeline Marx, 8515 S 81st St.; Josefina Mora, 435 W Aspen Dr. #19, Oak Creek; Tyler K Okrzesik, 6010 S New York Ave., Cudahy; David R Petfalski, W194 S8184 Highland Park Dr., Muskego; Mark R Steffes, 5344 Sutton Place South, Greenfield; Vanessa A Wozney, 1204 E Connie Ln., Oak Creek; Sally A Zubarik, S88 W22560 Willow Ct., Big Bend; Karen M Ban, 3133 W Bridge St., Greenfield; Virginia M Bennett, W140 S9287 Boxhorn Dr., Muskego; Alyssa Blackburn, 10586 W Cortez Cir. #10; Colton B Borreson, 9025 W Sura Ln. #112; Greenfield; Peggy S Counter, S98 W13259 Loomis Dr., Muskego; Daniel P Crass, 8619 S 35th St.; Nadine E Dentice, 4514 S Adams Ave., Milwaukee; Joshua J Farrell, 7417 S 36th St.; Dennis M Fons, 7930 W Puetz Rd.; David F Goehring, 8017 S 57th St.; Jamie L Gorski, 3201 W Birchwood Ave., Milwaukee; Bianca J Gresl, 10653 S 76th St.; Jody L Haase, 2431 W Carroll Ave., Oak Creek; Joseph W Heup, 7606 W Norwood Ln.; Kim M Martinez, 7800 W 7 Mile Rd., Franksville; Anthony M Megna, 10321 W Church St.; Diane T Mueller-Yarnell, 3574 S 84th St., Milwaukee; Christine M Ogorzelec, 23627 82nd St., Salem; Lorene a Ornelas, 2955 W Drexel Ave., #412; Alexandria P Pelzek, 5553 Root River Dr., Greendale; Laura J Rogers, 6823 W Bennett Ave., Milwaukee; Daniel L Sajdowitz, 3674 S 5th Pl., Milwaukee; Scott A Schilling, 3521 S Chase Ave., Milwaukee; Erika L Schroble, 6850 W Kathleen Ct. #6; Shannon M Smallish, 6160 S 6th St., Lot W53, Milwaukee; Ann M Thaler, 9044 W Elm Ct. #D; Denise R Widenski, 7335 S Quincy Ave., Oak Creek; Meredith M Yanke, 7030 Lindner Dr.; and

Hold Operator license applications for appearance for; Christina J Gramoll, 3641 E Puetz Rd., Oak Creek; Daniel T Rodriquez, 8014 W Hilltop Ln.; Rita A Heishman, 8217 S Four Oaks Dr. Seconded by Alderman Nelson. All voted Aye; motion carried.

Alderman Taylor moved to grant Extraordinary Entertainment & Special Event licenses to Ballpark Commons-Routine Field for Fireworks display for seven dates as requested (6/24, 6/27, 7/12, 7/27, 8/9, 8/23, and 8/31/2019) subject to ending time of 11:00 p.m., compliance with NFPA 1123 Fire Code, and individual applications for each event submitted to the Fire Department. Seconded by Alderman Barber. On roll call, Alderman Nelson, Alderman Barber, Alderman Taylor, Alderwoman Wilhelm, and Alderman Dandrea voted Aye; Alderman Mayer voted No. Motion carried.

**ADJOURNMENT** 

J. Alderman Nelson moved to adjourn the meeting at 9:07 p.m. Seconded by Alderman Barber. All voted Aye; motion carried.

APPROVAL Slu-	REQUEST FOR COUNCIL ACTION	MEETING DATE 7/02/2019
REPORTS &	FRANKLIN POLICE DEPARTMENT	ITEM NUMBER
RECOMMENDATIONS	DONATION	6.1.

The Franklin Police Department received the following donation:

<u>General Police Donation</u> June 12, 2019 - Robert Jester - \$100.00

### COUNCIL ACTION REQUESTED

Respectfully request that this donation be approved for deposit into the Police Donation account.



APPROVAL Slw	REQUEST FOR COUNCIL ACTION	MEETING DATE 07/02/19
REPORTS &	ORDINANCE TO AMEND SECTION 15-3.0433 OF THE UNIFIED	ITEM NUMBER
RECOMMENDATIONS	DEVELOPMENT ORDINANCE PLANNED DEVELOPMENT DISTRICT NO. 28	G.2.
	(POLISH FESTIVALS, INC. – POLISH COMMUNITY CENTER) TO ALLOW FOR	
	ACCESSORY STRUCTURES ADJACENT TO PROPERTY LINES FOR	
	CONSTRUCTION OF THE HEALING	
	GARDEN AND THE LAKE AND NATURE TRAILS AT THE CONSERVANCY FOR	
	HEALING AND HERITAGE (CONSERVANCY FOR HEALING AND	
	HERITAGE, INC., SUSAN A. RABE, CEO AND EXECUTIVE DIRECTOR,	
	APPLICANT) (6941 SOUTH 68 <sup>TH</sup> STREET AND ADJOINING AREA(S))	

At its June 20, 2019 meeting, the Plan Commission recommended approval of an ordinance to amend Section 15-3.0433 of the Unified Development Ordinance Planned Development District No. 28 (Polish Festivals, Inc. – Polish Community Center) to allow for accessory structures adjacent to property lines for construction of the Healing Garden and the Lake and Nature Trails at the Conservancy for Healing and Heritage (Conservancy for Healing and Heritage, Inc., Susan A. Rabe, CEO and Executive Director, Applicant), (6941 S. 68<sup>th</sup> Street and adjoining area(s)).

#### It is important to note that:

- the proposed lake and nature trails will be submitted for separate review and approval as part of an upcoming Natural Resource Special Exception;
- the Plan Commission also recommends approval of a request by the applicant for pre-approval of certain accessory uses/events which are anticipated to be held at the Healing Garden/Chapel, and staff's recommendation that certain additional accessory uses/events be allowed through individual Special Event and Extraordinary Entertainment or Temporary Use permits; and
- the Plan Commission has also approved a Site Plan for the proposed accessory structures associated with the Healing Garden.

#### **COUNCIL ACTION REQUESTED**

A motion to adopt Ordinance No. 2019——— approving an ordinance to amend Section 15-3.0433 of the Unified Development Ordinance Planned Development District No. 28 (Polish Festivals, Inc. – Polish Community Center) to allow for accessory structures adjacent to property lines for construction of the Healing Garden and the Lake and Nature Trails at the Conservancy for Healing and Heritage, Inc., Susan A. Rabe, CEO and Executive Director, applicant) (6941 S. 68<sup>th</sup> Street and adjoining area(s)).

ORDINANCE NO. 2019-

AN ORDINANCE TO AMEND §15-3.0433 OF THE UNIFIED DEVELOPMENT ORDINANCE, PLANNED DEVELOPMENT DISTRICT NO. 28 (POLISH FESTIVALS, INC. – POLISH COMMUNITY CENTER)
TO ALLOW FOR ACCESSORY STRUCTURES AND TO REVISE SETBACKS TO ALLOW ACCESSORY STRUCTURES ADJACENT TO PROPERTY LINES FOR CONSTRUCTION OF THE HEALING GARDEN AND THE LAKE AND NATURE TRAILS AT THE CONSERVANCY FOR HEALING AND HERITAGE (CONSERVANCY FOR HEALING AND HERITAGE, INC., SUSAN A. RABE, CEO AND EXECUTIVE DIRECTOR, APPLICANT)
(6941 SOUTH 68TH STREET AND ADJOINING AREA(S))

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WHEREAS, §15-3.0433 of the Unified Development Ordinance provides for and regulates Planned Development District No. 28 (Polish Festivals, Inc. – Polish Community Center), same having been created by Ordinance No. 99-1552 and later amended by Ordinance Nos. 04-1825 and 13-2122, such District being located at 6941 South 68th Street, bearing Tax Key No. 743-8978-006; and

WHEREAS, Planned Development District No. 28 (Polish Festivals, Inc. – Polish Community Center) includes those lands legally described as follows:

Outlot 1 of Certified Survey Map numbered 7544 recorded in the office of the Register of Deeds for Milwaukee County, more particularly described as follows; That part of the Northwest 1/4, Southeast 1/4, Southwest 1/4, and Northwest 1/4 all in the Southwest 1/4 of Section 3, Township 5 North, Range 21 East, in the City of Franklin, County of Milwaukee and the State of Wisconsin.

COMMENCING AT THE WEST 1/4 CORNER OF SAID SECTION 3; ALONG THE WEST LINE OF THE SOUTHWEST 1/4; THENCE S 00°25′13″ E 1954.77 FEET; THENCE N 89°26′56″ E 150.00 FEET TO THE POINT OF BEGINNING; THENCE N 30°53′12″ E 72.99 FEET; THENCE N 49°45′23″ E 660.73 FEET; THENCE S 40°14′37″ E 273.00 FEET; THENCE N 49°45′23″ E 745.30 FEET; THENCE N 28°52′15″ E 169.64 FEET; THENCE N 38°44′29″ E 694.82 FEET; THENCE N 69°05′25″ E 159.08 FEET; THENCE N 89°43′14″ E 314.16 FEET; THENCE N 53°59′48″ E 250.00 FEET TO THE WEST RIGHT OF WAY LINE OF SOUTH 68TH STREET; THENCE S 00°16′46″ E ALONG SAID RIGHT OF WAY LINE 344.91 FEET TO THE NORTH LINE OF SAINT PETER'S CEMETERY; THENCE S 89°43′14″ W ALONG SAID NORTH LINE 217.80 FEET TO THE WEST LINE OF SAINT PETER'S CEMETERY; THENCE S 13°41′01″

E ALONG SAID WEST LINE 449.83 FEET TO THE SOUTH LINE OF SAINT PETER'S CEMETERY; THENCE S 89°43'14" E ALONG SAID SOUTH LINE 113.52 FEET TO THE WEST RIGHT OF WAY LINE OF SOUTH 68TH STREET; THENCE S 00°16'46" E ALONG SAID RIGHT OF WAY LINE 911.03 FEET; THENCE S 89°26'56" W 283.60 FEET; THENCE N 00°16'46" WEST 60.00 FEET; THENCE S 89°26'56" W 855.17 FEET; THENCE S 00°21'00" E 622.34 FEET TO THE NORTH RIGHT OF WAY LINE OF RAWSON AVENUE; THENCE S 89°26'56" W ALONG SAID RIGHT OF WAY LINE 63.32 FEET; THENCE N 00°21'00" W 622.34 FEET; THENCE S 89°26'56" W 94.88 FEET TO THE WEST LINE OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 3; THENCE S 00°21'00" E ALONG SAID WEST LINE 1.06 FEET; THENCE S 89°26′56" W 1179.95 FEET TO THE POINT OF BEGINNING; EXCEPTING THEREFROM LOT 1 AND LOT 2 AS SHOWN ON SAID MAP NUMBERED 7544. CERTIFIED SURVEY SAID PARCEL CONTAINS 1587764 SQUARE FEET, 36.450 ACRES, MORE OR LESS; and

WHEREAS, Conservancy for Healing and Heritage, Inc., Susan A. Rabe, CEO and Executive Director, having petitioned for a further amendment to Planned Development District No. 28 (Polish Festivals, Inc. – Polish Community Center), to allow for construction of a proposed We Energies Foundation Healing Garden and the Lake and Nature Trails at the Conservancy for Healing and Heritage, specifically to allow for accessory structures, to revise certain setbacks to allow accessory structures adjacent to property lines (for the proposed trail and landing areas, including a pier on the shore of Lake Kopmeier), and to allow limited special events at the Healing Garden such as a Soul Circle retreat and Healing Circle for Women [this project includes the construction of numerous accessory structures, including, but not limited to, gazebos, arbors, paved and unpaved trails with boardwalks and observation decks, benches, gardens, a pier on Kopmeier Lake, and associated signage and lighting], resulting in Site Plan changes and an application for a Site Plan for consideration by the Plan Commission concurrent herewith, upon property located at 6941 South 68th Street and adjoining area(s); and

WHEREAS, the City of Franklin Plan Commission having considered the application on the 6th day of June, 2019, and the Plan Commission having determined that the proposed amendment was a minor amendment and having recommended to the Common Council that the proposed amendment to Planned Development District No. 28 (Polish Festivals, Inc. – Polish Community Center) be approved; and

WHEREAS, the Common Council having considered the application and having concurred with the recommendation of the Plan Commission and having determined that the proposed amendment to Planned Development District No. 28 (Polish Festivals, Inc. – Polish

ORDINANCE NO. 2019-\_\_\_\_ Page 3

Community Center) is consistent with the 2025 Comprehensive Master Plan of the City of Franklin, Wisconsin and that it will promote the health, safety and welfare of the Community.

NOW, THEREFORE, the Mayor and Common Council of the City of Franklin, Wisconsin, do ordain as follows:

#### **SECTION 1:**

§15-3.0433 Planned Development District No. 28 (Polish Festivals, Inc. – Polish Community Center), of the Unified Development Ordinance of the City of Franklin, Wisconsin, is hereby amended as follows:

Ordinance No. 99-1552, Section 15-3.0433 B. 1. b. and E. 3. are hereby amended to allow for construction of a proposed We Energies Foundation Healing Garden and the Lake and Nature Trails at the Conservancy for Healing and Heritage, specifically to allow for accessory structures, to revise certain setbacks to allow accessory structures adjacent to property lines (for the proposed trail and landing areas, including a pier on the shore of Lake Kopmeier) and to allow limited special events at the Healing Garden such as a Soul Circle retreat and Healing Circle for Women [this project includes the construction of numerous accessory structures, including, but not limited to, gazebos, arbors, paved and unpaved trails with boardwalks and observation decks, benches, gardens, a pier on Kopmeier Lake, and associated signage and lighting], which shall be located and constructed, and appear as respectively depicted upon and pursuant to those plans and site plan City date-stamped , 2019, attached hereto and incorporated herein. Furthermore, additional minor site changes to the Healing Garden may be allowed pursuant to the Minor Site Plan Amendment provisions set forth in Section 15-7.0107 of the City of Franklin Unified Development Ordinance.

Ordinance No. 99-1552, Section 15-3.0433E.8. is hereby added "Accessory Uses. Passive, low-impact ancillary and accessory Healing Garden and Chapel uses and activities (occurring between the hours of dawn to dusk) such as a Soul Circle retreat and Healing Circle for Women are permitted accessory uses. Any ancillary or accessory use or activity which would extend or occur beyond the hours of dawn to dusk, would require lighting and/or a sound system, would exceed the seating capacity of the Chapel (irrespective of whether the event is held indoors or outdoors), or would exceed the parking capacity of the adjacent Wheaton Franciscan Healthcare parking lot (as such parking

may be available at the time of the event), must first apply for and obtain approval of either a Special Event & Extraordinary Entertainment Permit or a Temporary Use Permit.

**SECTION 2:** 

The proposed We Energies Foundation Healing Garden and the Lake and Nature Trails at the Conservancy for Healing and Heritage shall be completed within one year from the date of adoption of this Ordinance, or this Ordinance and all rights and approvals resulting therefrom shall be null and void without any further action by the City of Franklin.

**SECTION 3:** 

Conservancy for Healing and Heritage, Inc., Susan A. Rabe, CEO and Executive Director, successors and assigns and any developer of the We Energies Foundation Healing Garden and the Lake and Nature Trails at the Conservancy for Healing and Heritage project, shall pay to the City of Franklin the amount of all development compliance, inspection and review fees incurred by the City of Franklin, including fees of consults to the City of Franklin, for the We Energies Foundation Healing Garden and the Lake and Nature Trails at the Conservancy for Healing and Heritage project, within 30 days of invoice for same. Any violation of this provision shall be a violation of the Unified Development Ordinance, and subject to §15-9.0502 thereof and §1-19. of the Municipal Code, the general penalties and remedies provisions, as amended from time to time.

**SECTION 4:** 

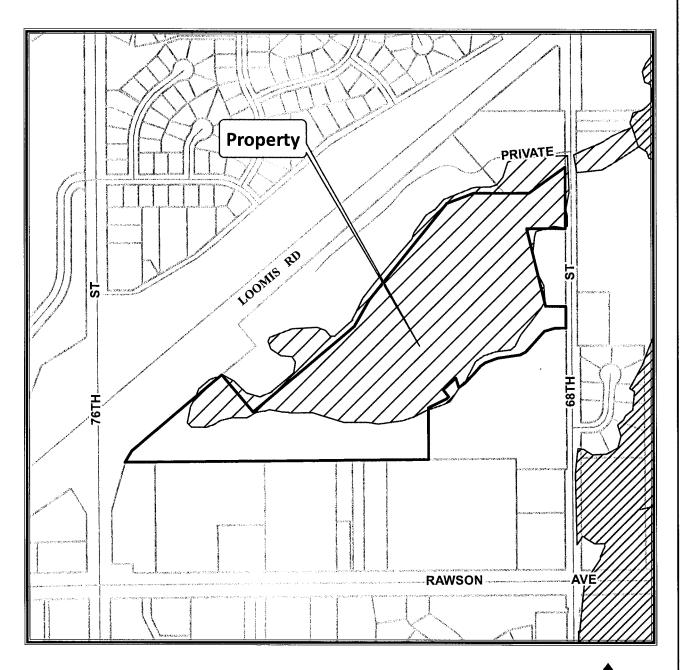
All other applicable terms and provisions of §15-3.0433 Planned Development District No. 28 (Polish Festivals, Inc. – Polish Community Center) not inconsistent with the terms of this Ordinance, and the Unified Development Ordinance of the City of Franklin, as amended from time to time, shall apply to the We Energies Foundation Healing Garden and the Lake and Nature Trails at the Conservancy for Healing and Heritage project, and all terms and provisions of §15-3.0433 Planned Development District No. 28 (Polish Festivals, Inc. – Polish Community Center) as existing immediately prior to the adoption of this Ordinance and not amended by this Ordinance, shall remain in full force and effect.

**SECTION 5:** 

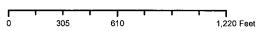
The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

ORDINANCE 1 Page 5	NO. 2019	
SECTION 6:		ees and parts of ordinances in contravention to this hereby repealed.
SECTION 7:	This ordinand passage and p	ce shall take effect and be in force from and after its publication.
		eting of the Common Council of the City of Franklin this 9, by Alderman
		regular meeting of the Common Council of the City of, 2019.
		APPROVED:
		Stephen R. Olson, Mayor
ATTEST:		
Sandra L. Weso	lowski, City Clerk	
AYES	NOES ABS	SENT

TKN: 743 8978 006



Planning Department (414) 425-4024



NORTH 2017 Aerial Photo

This map shows the approximate relative location of property boundaries but was not prepared by a professional land surveyor. This map is provided for informational purposes only and may not be sufficient or appropriate for legal, engineering, or surveying purposes.

#### CITY OF FRANKLIN

#### REPORT TO THE PLAN COMMISSION

#### Meeting of June 20, 2019

#### Planned Development District Amendment and Site Plan Amendment

**RECOMMENDATION:** City Development staff recommends approval of the Planned Development District No. 28 Minor Amendment and the Site Plan Amendment subject to the conditions of approval in attached draft ordinance and draft resolution.

Project Name: Conservancy for Healing and Heritage Healing Garden

**Project Address:** Approximately 6941 S. 68<sup>th</sup> Street

**Applicant:** Susan A. Rabe, Conservancy for Healing and Heritage Inc.

**Property Owner:** Conservancy for Healing and Heritage, Inc.

Current Zoning: PDD Planned Development District No. 28 and FW

Floodway District

**2025 Comprehensive Plan:** Areas of Natural Resource Features

Use of Surrounding Properties: Commercial and medical uses to the south, vacant

conservancy land to the north and east, and vacant

conservancy land and Loomis Road (STH 36) to the west

**Applicant's Action Requested:** Recommendation to the Common Council for approval of

the proposed Planned Development District Amendment

and Site Plan Amendment

#### **INTRODUCTION/HISTORY:**

On August 17, 2010, representatives of the Conservancy for Healing and Heritage, Inc. (owners of the subject property encompassing Koepmeir Lake) presented a proposal to the Common Council to amend Planned Development District (PDD) No. 28 to allow development of:

- a proposed healing garden (partially within PDD No. 28 and partially within the adjacent Wheaton Franciscan Healthcare property);
- an educational trail (connecting the healing garden, Koepmeir Lake, the proposed chapel, and the Polish Community Center, to one another); and
- a chapel (renovation of the existing delapitated boathouse/lake house on Koepmeir Lake).

The applicant also noted that the educational trail would be open to the public and that the chapel would likely be constructed sometime after the proposed healing garden and educational trail. The Common Council subsequently moved to:

"Provide direction to the Plan Commission and staff in regard to City sponsorship of the proposed PDD Amendment(s) and/or Site Plan Amendment(s) as would allow for the proposed Reiman Center for Cancer Care Healing Garden and the Conservancy for Healing and Heritage Educational Trail".

On November 19, 2013, the Common Council approved Ordinance No. 2013-2122 approving construction of the chapel immediately north of the former Covenant Healthcare parking lot. The chapel was subsequently constructed in 2015.

On March 12, 2019, the applicant submitted for a Planned Development District Minor Amendment and associated Site Plan Amendment to accommodate plans for the proposed healing garden and lake and nature trails.

The applicant is requesting, with agreement from the Department of City Development staff, that the Plan Commission and Common Council determine the proposed amendment to be a Minor Amendment. It can be noted that Major PDD Amendments are typically reserved for changes to the exterior boundaries of a PDD or major changes of use.

#### **PROJECT DESCRIPTION/ANALYSIS:**

The proposed healing garden will be comprised of a number of trails, gazebos, benches, arbors, gardens, and native plantings, as well as a water feature, an observation deck, two flagstone patios, and one concrete patio, and a number of other accessory structures such as art works, shrines, etc. to be located both east and west of the existing chapel.

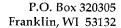
The PDD Minor Amendment is intended to establish the accessory structures as a permitted use and to revise certain setbacks to allow the accessory structures to be located adjacent to the southern property boundary. The Site Plan Amendment is intended to approve the healing garden layout and site changes. Staff is also concurrently reviewing a Minor Site Plan Amendment for the adjacent Wheaton Franciscan Healthcare property for those trails and structures which will extend onto their property and for related parking lot changes.

Staff reviewed the plans and offered Staff Comments to the applicant on April 29, 2019. The applicant has proposed the following changes to their submittal:

- The proposed lake and nature trails will be submitted for separate review and approval as part of an upcoming Natural Resource Special Exception. It can be noted that the proposed trails impact numerous protected natural resource features which had not been delineated nor quantified at the time of the healing garden submittal.
- The applicant is requesting pre-approval of certain accessory uses/events which are anticipated to be held at the healing garden/chapel. Staff is further recommending that certain accessory uses/events only be allowed if approved through individual Special Event and Extraordinary Entertainment or Temporary Use permits.

#### **CONCLUSION:**

City Development staff recommends approval of the proposed PDD Minor Amendment and Site Plan Amendment requests with conditions as proposed in the attached draft ordinance and draft resolution.





Susan Rabe: 414.510.4771 healingandheritage@gmail.com theconservancy.org

March 11, 2019 Revised June 10, 2019

Michael J. Murry Chairman Retired Chairman/CEO Mcrchants & Manufacturers Bancorporation

Edward H. Cichurski Treasurer Retired Partner PriceWaterhouseCoopers

Susan A. Rabe
CEO & Executive Director

Christine R. Schueller Secretary Retired, BMO Harris Bank

Robert Dries, PhD Psychologist

> Joseph Griese Entrepreneur

**John Gurda** Author and historian

Thomas Krukowski Mallery & Zimerman, SC

Nicholas Logarakis President & CEO The Logarakis Group

John Oliverio Retired President/CEO Wheaton Franciscan Healthcare

Michael Skwierawski Retired Chief Judge Milwaukee County PROJECT SUMMARY: We Energies Foundation Healing Garden

Joel,

City of Franklin Joel Dietl, AICP Planning Manager 9229 W. Loomis Road Franklin WI 53132

I am pleased to submit the project summary for the We Energies Foundation Healing Garden at the Conservancy for Healing and Heritage.

Our mission is to protect this natural habitat while creating *shared spaces* for comfort, inspiration, stewardship and education. The Nature Trails, Healing Garden, Healing Chapel in the Woods, and Kopmeier Lake are surrounded by forestland with a history leading back to the settlement of greater Milwaukee in the 19th century. Once completed, it will be open and free to the community as a place to restore our connection to the natural world families and individuals.

The Healing Garden will serve the community as a free, ADA compliant public destination. When completed, it will welcome and serve people locally and regionally. The Garden is specifically designed to provide the visitor with a natural environment to reduce stress responses, positively affecting the endocrine, cardiovascular, immune and nervous systems. Visitors will walk freely enjoying areas for designed for rest, reflection and rejuvenation. The *We Energies Foundation Healing Garden* will serve a diverse population in age, ethnicity, physical ability and capability. It will also serve as an educational destination for Franklin High School, and other learning institutions and community groups.

The limits of construction for the Healing Garden is 22,468 square feet. The elements of the Garden include:

- 1. A concrete poured main pathway around the entire parameter
- 2. Two (2) screened in cedar gazebos
- 3. One (1) storage cedar shed
- Ten (10) handcrafted benches completely assembled in the USA made from sustainable repurposed and recycled #2 plastic
- 5. Two (2) arbor entrances
- 6. One (1) Council Circle in the East Garden
- 7. Recovery Garden with an interior sitting area and fern grotto
- 8. Two (2) oak tree circular benches
- 9. A pondless water feature in the East Garden
- 10. A birding/observation deck on the north side of the Reiman Healing Chapel
- 11. Abundant native plantings and preservation of the existing, viable historic trees
- 12. Entrance herb healing garden and rose garden
- 13. Focal points throughout garden consisting of birdbaths, visual art pieces and/or shrines

The already completed *Reiman Healing Chapel in the Woods* serves as the centerpiece of the Garden and the most defining image of the Conservancy.

JUN 1 7 2019

At this time, I am also requesting pre-approval for Special Events Use as we anticipate programs that may impact the Healing Garden. Events that are planned include:

- Fourth Saturday of the month "Soul Circle" retreat in the Reiman Healing Chapel from 9:00am-11:30am. It will consist of a facilitated program with participants sitting on the benches and chairs. Expected participants approximately 15. No special equipment or accessories will be needed. Participants may walk the Healing Garden as any other visitor would do on their own.
- 2. Second Thursday of the month Healing Circle for Women in the Reiman Healing Chapel from 6:00pm to 8:00pm. It will consist of a facilitated program with participants sitting on the benches and chairs. Expected participants approximately 15. No special equipment or accessories will be needed. Participants may walk the Healing Garden as any other visitor would do on their own.

I am also requesting permission for those activities that I can not anticipate nor have enough details at this time, but fall within the boundaries of the above described events. (i.e., similar wellness education or spiritual in nature) We will max the number of participants to the capacity of the Healing Chapel. Our relationship with the Reiman Cancer Center/Ascension management staff is stellar and we will coordinate any impact to their operations as needed.

The hours of operation for the *We Energies Foundation Healing Garden* is dawn to dusk with free access to the public. The Conservancy is a community asset that will provide a place for healing, resting, and socializing.

We are pleased to bring the We Energies Foundation Healing Garden to completion for the Franklin community.

Feel free to contact me with any questions at 414.510.4771 or susan@theconservancy.org. Thank you.

Regards,

Susan A. Rabe

**Executive Director and CEO** 

One Honey Creek Corporate Center 125 South 84th Street, Suite 401 Milwaukee, WI 53214-1470 414 / 259 1500 414 / 259 0037 fax www.graef-usa.com



collaborate / formulate / innovate

June 5th, 2019

Planning Department Staff 9229 W Loomis Rd Franklin, Wisconsin 53132

SUBJECT: Response to Department Comments

The Conservancy for Healing and Heritage

Dear Planning Staff:

See responses to department comments dated April 29th, 2019 in blue below.

## Unified Development Ordinance (UDO) Requirements PDD No. 28 Minor Amendment

1. Please indicate the total size of the property, in square feet and in acres on the Site plan. (UDO 15-7.0103-E)

Response: Shown on attached Site Plan (Appendix A, Figure 2).

2. Please provide Site Intensity Calculations (PDD Max. Intensity and Density Measures). (UDO 15-3.0402C)

Response: Included on Natural Resource Protection Plan Map (Appendix A, Figure 1).

3. Please Indicate the total area of the PDD on the Site Plan (15-9.0208B.1. a.)

Response: 36.447 acres

4. Please provide and outline of the organizational structure for property owner's or management's association (15-9.0208.B.1.c.)

Response: The Conservancy for Healing and Heritage, Inc. is the property owner of Tax Key 743\_8978\_006. The business structure is a 501(c)3 tax exempt governed by a Board of Directors and managed by a full-time Executive Director/Chief Executive Officer. The Board meets quarterly or more often as needed.

5. Please verify and provide the complete legal description of the boundaries of lands included under the ownership of this PDD (15-9.0208B.1.d.1.).

Response: Metes and Bounds site description attached in Appendix C.



6. Please provide the legal description in .doc "word" format.

Response: Metes and Bounds site description attached in Appendix C.

7. Please indicate on the plans the areas for "public use" (15-9.0208.B.1.d.4.)

Response: The areas for public use are shown on the Site Plan (Appendix A, Figure 2).

8. Please provide any new/additional deed restrictions, conservation easements (for NRPP protected elements remaining), for review/ approval. (15-7.0507.D)

Response: Not applicable, entire property is listed in a conservation easement

#### Site Plan Requirements

9. Please provide on the Site Plan the Name an Address of Owners and Developers (15-7.0103B)

Response: Susan Rabe's contact information added to Site Plan (Appendix A, Figure 2).

10. Please provide scale and Site Size. The scale of drawing and the size of the site (in square feet or acres) noted on the Site Plan. (15-7.0103F)

Response: Parcel size and scale are provided on Site Plan (Appendix A, Figure 2).

11. Please provide Soils Data. The characteristics and types of soils related to contemplated specific uses. Soil borings may be required by the City Engineer, Zoning Administrator, and/or Plan Commission. (15-7.0103G)

Response: Confirmed with Planning Staff, soils data is not needed for the scope of this project.

12. Please provide Building Height. Height of all building(s), including both principal and accessory, expressed in both feet and stories. (15-7.0103J)

Response: Building Heights are included on Healing Garden Landscape Plan (Appendix D).

13. Please provide Setbacks and Building Lines for Structures on the Site Plan. All required setbacks, and building lines shall be graphically indicated and dimensioned on the Site Plan. (15-7.0103M)



a. It appears that changes to the setbacks as currently set forth in PDD No. 28 will be needed for the accessory structures. Please clearly identify any such changes. Staff recommends inclusion of the following language, "Upon approval of Site Plans, the Plan Commission may waive the minimum accessory building setbacks from any lot line upon due consideration of all applicable Site Plan application standards."

Response: Wetland Setbacks and utility easement setbacks were added to the Site Plan (Appendix A, Figure 2), remaining easements and building setbacks are included on the Healing Garden Landscape Plan (Appendix D).

14. Please indicate on the plans or confirm to use with a response of "no", if there are any Proposed Sanitary Sewers, Storm Sewers, and Water Mains. Existing and general location of proposed sanitary sewers, storm sewers (including direction of flow), water mains, and fire hydrants. All locations for the proposed connections and the proposed elevations of said connections to such utilities shall be indicated on the Site Plan. (15-7.0103G)

Response: There are no sanitary sewers, storm sewers, water mains or fire hydrants proposed for the project.

15. Please indicate on the plans or confirm to us with a response of "no" via in letter format for any Proposed Stormwater Management Facilities. Location of any proposed stormwater management facilities, including detention/retention area(s), and the submission of stormwater calculations which justify the stormwater detention/retention area(s). Said submission shall indicate how the planned stormwater drainage system meets the requirements of the City's stormwater management regulations. An applicant may elect to only file a preliminary stormwater plan generally depicting the stormwater drainage and facilities for the site at the time of Site Plan Review Application filing, with the later submission of a Stormwater Management Plan as defined in § 15-8.0605(44) of this Ordinance to be a condition of any final Application approval, except where Department of City Development staff requires the filing of a Stormwater Management Plan with the Application or the Plan Commission requires the Stormwater Management Plan submission during its review of the Application, upon a determination that same is reasonably necessary in order to properly review the stormwater impacts of the proposed development. (15-7. 0103.O)

Response: The additional impervious under this project is 4,643 square feet (including the two observation decks on the nature trail east of the Healing Garden). The total area of disturbance for the healing garden and nature trails is approximately 24,00 square feet. Based on this, the proposed project is not



subject to WDNR, MMSD, or City of Franklin post-construction storm water regulation. However, the project is subject to the City of Franklin and WDNR erosion control ordinances.

16. Please provide a Landscaping plan. The site planting plan may count as part of the landscape plan and more details are needed regarding the guarantee, etc. for the trees to be placed. This information may then be used to mitigation for any of the NRSE impacts – see NRPP and NRSE notations below. (Landscape Plan to conform with UDO 15-7.0300)

Response: Healing Garden Landscape Plan (Appendix F) attached.

17. Please provide Site Intensity and Capacity Calculations. The "Site Intensity and Capacity Calculation" worksheets required under Division 15-3.0500 for determining the maximum site intensity, or development capacity, of the site. For nonresidential uses, the maximum floor area permitted on the site shall be determined based upon the zoning district's allowable maximum floor area ratio (gross and net), the natural resources present on the site and their level of preservation, the minimum landscape surface ratio, and building height in feet and stories. (15-7.0103S)

Response: Site Intensity Calculations are included on the Natural Resource Protection Plan (Appendix A, Figure 1).

18. Please Indicate on the Site Plan any Development Staging/Phasing. A graphic outline of any development staging or phasing which is planned. (15-7.0103U)

Response: Phase 1 includes the healing garden, Phase 2 includes the trails, and Phase 3 includes the boardwalk and pier near the lake.

19. Please provide additional information for Lighting Plan Required. A "Lighting Plan" which meets the lighting regulations set forth in Division 15-5.0400 of this Ordinance. Said Lighting Plan shall indicate the location, type, and illumination level (in foot-candles) of all outdoor lighting proposed to illuminate the site. An applicant may elect to only file a preliminary lighting plan generally depicting the lighting for the site at the time of Site Plan Review Application filing, with the later submission of a Lighting Plan to be a condition of any final Application approval, except where Department of City Development staff requires the filing of a Lighting Plan with the Application or the Plan Commission requires the Lighting Plan submission during its review of the Application, upon a determination that same is reasonably necessary in order to properly review the visual impacts of the proposed development. Staff finds the presented plans acceptable for



preliminary review and a later submission showing acceptable photometrics will be a condition of approval. (15-7.0103W).

Response: Confirmed with Planning Staff, a Lighting Plan is not required for the scope of this project.

- 20. Easements. The location of all existing and proposed easements on the site including natural resource protection and mitigation area easements, landscape easements, access easements, utility easements, and all other easements.
  - a. Staff recommends that a conservation easement for the remaining undisturbed Natural Resource areas will be included with this project. See conservation easement document pro forma from the City Development Office for completion as a condition of approval. (15-7.0103X)

Response: Utility Easement is included on the Site Plan (Appendix A, Figure B.)

21. Per City of Franklin Engineering standards, if the total imperviousness of all of the structures, trails, etc. is greater than 5,000 square feet, MMSD storm water requirements will need to be met through stormwater plans demonstrating stormwater minimum standards will be met. Please provide a soil erosion and sediment control plan. Please clearly identify all erosion control measures for the steep slope areas and trees to be preserved, in addition to the limits of disturbance.(15-8.0307)

Response: The total proposed imperviousness is less than 5,000 square feet and a storm water management plan is not required. Erosion control plans are attached (Appendix 1, Figure 3).

#### **Natural Resource Protection Plan Requirements**

22. For clarification of the amount of trees (in acres) being protected, please indicate the total amount of the natural resource on site on the plan (mature trees, as measured in acres).(15-4.0102; 15-7.02011)

Response: The natural resources are included on NRPP Map (Appendix A, Figure 1) and Summarized in the NRPP Letter (Appendix D).

23. Please show (in acres and as a percentage of the natural resource features),
Disturbed and Preserved Natural Resource Features. Graphic and numerical
illustration shown on the "Natural Resource Protection Plan" of those existing
natural resource features that will be disturbed and those that will be preserved.
The illustration the area (in square feet or acres) of each existing resource and
those areas of resources that are to be preserved. Numerical data may be shown



in tabular form with labeled reference to specific areas designated on the "Natural Resource Protection Plan." Any areas of the site where natural resources are to be mitigated and how and where the mitigation is to take place with natural resource protection easements shall be indicated. (15-7.0201J)

Response: The natural resources disturbed and preserved are included on NRPP Map (Appendix A, Figure 1.) and Summarized in the NRPP Letter (Appendix D).

24. Please provide the location of the property on the NRPP (Shown as either Tax Key No., or Section-1/4 Section Info.). (15-7.0201B)

Response: Tax Key Number was added to all figures (Appendix A).

25. Please provide the names, addresses, and telephone numbers of the owners, subdividers, lessee and/or developer(s) of the property and of the designer of the plan. (15-7.0201C)

Response: Susan Rabe's Contact Information is included on the NRPP Map (Appendix A, Figure 1).

26. Please provide the location and dimensions of all permanent easements on the subject property boundary lines and adjacent to the site. (15-7.0201H)

Response: Not applicable, entire property is listed in a conservation easement.

27. As mentioned in No. 19 above, please indicate on the plan the Method of Natural Resource Preservation. Graphic illustration and notes relating to how those natural resource features, which are to be preserved, will actually be preserved in perpetuity (conservation easements, deed restrictions, protective covenants, etc.).(15-7.0201K)

Response: Natural Resource features will remain in current conservation easement.

28. The proposed trail, composed of mulch and geotextile liner, along with proposed landings amongst the trees, will require a Special Exception application to be filled out along with Question and Answer sheet and submitted to address the Natural Resources requirements as any encroachment/development/disturbance within wetland buffers needs an NRSE (as defined by UDO). Contact the planning office to schedule a pre-application meeting.

Response: The NRSE questionnaire is attached (Appendix E).



29. A pier to the lake would also necessitate a NRSE. You may apply on the same application, as for item above, but fill out and address the NRSE questions and answers (as provided in the UDO) for each component (ie: One for Trail, One for Pier, etc.).

Response: Phase 3 of the project is included in NRSE questionnaire. It was confirmed by Planning staff that DNR and ACOE permits for Phase 3 will not delay Phase 2 of the project.

#### Other Staff Recommendations and Suggestions

30. Please indicate the slope of all trails, to demonstrate ADA accessibility standards will be met (and indicate this notation on the plans).

Response: Walkway slopes in the area of the healing garden are included on the Healing Garden Landscape Plan (Appendix F). Phase 2 trails are not required to be ADA compliant and the slopes are not included.

31. Per common Council direction, no planning/zoning permit fees are required. However, Building Permit, Fire Inspection (if required), etc. fees would still apply.

#### Response: Contractors will obtain permits

32. Please indicate on the Site plan that any trail areas disturbed for installation between the wetland setbacks and wetland buffers will be restored to the original composition and slope following construction.

Response: Construction debris will be removed after project completion including straw waddles and other Erosion Control Practices. Surrounding project area will be resorted to the extent practicable.

33. Please overlay the site plan on the NRPP so the extent of impacts can be verified. Following this submittal, any additional impacts to the NRPP would need to be addressed and added to the NRSE. Please schedule a meeting with the Community Development Department so a preapplication meeting may be arranged.

Response: Site Plan was added to NRPP Map (Appendix A, Figure 1).

34. Regarding the Minor Site Plan Amendment for the connection between the Healing Garden trails and the existing parking lot, please restripe the parking lot to provide a striped pedestrian pathway thru the parking lot from the entrance to the west gage to existing striped handicapped parking spaces to the south.



Response: New striping will be shown to provide pedestrian ADA access into the west entrance.

35. Are you envisioning any special events on a frequent/regular basis? If so, it is recommended the PDD request be formally amended through an application to a "Major PDD Amendment". This would prevent the need to apply for temporary uses or special event permits every time a special event is desired.

Response: The hours of operation for the We Energies Foundation Healing Garden and Nature Trails will be dawn to dusk with free access to both. The Conservancy is a community asset that will provide a place for healing, gathering, visiting and learning. We will offer various programs and workshops year-round ranging from health and well-being, conservation and wildlife education and special events such as weddings and baptisms. We envision it being a regional draw to Franklin offering a peaceful destination for such occasions. Our request to extend a Major PDD amendment is greatly appreciated.

#### **Inspection Services Department Comments**

36. Any structures on the lake shore, will require DNR approval for the structure.

Response: DNR and ACOE permits will be obtained for Phase 3.

37. Any structures proposed will require a building permit and plan inspection prior to construction through the Building Inspections office.

Response: Contractors will obtain permits

38. Any structure proposed on the lake shore should indicate an accessible route to the structure.

Response: Included on all Figures in Appendix A.

#### **Engineering Comments**

39. For the accessory structures, please submit an AutoCAD file showing the structure locations and any improvements.

Response: Structures are described in the Healing Garden Landscape Plan (Appendix F).



#### **Fire Department Staff Comments**

40. At this time, the Fire Department has concerns regarding access to the lake/pier. Will kayaking/canoeing be permitted? If so, we are concerned about emergency access points for potential water-related incidents.

Response: The Fire Department was contacted and a meeting will be set up to discuss concerns.

#### **Police Department Staff Comments**

No Comments.

Please contact me at <u>Alison.Kuhne@graef-usa.com</u> or (414) 266-9299 if you have any questions.

Sincerely,

Alison Kuhne

**Environmental Scientist** 

Enclosed: Appendix A. Figures

Figure 1. NRPP Map Figure 2. Site Plan

Figure 3. Nature Trail Erosion Control Plan

Appendix B. Kapur & Associates, Inc. Certified Survey Map

Appendix C. Metes and Bounds Site Description

Appendix D. NRPP Letter

Appendix E. NRSE questionnaire

Appendix F. Healing Garden Landscape Plan

Appendix G. Deck and Stair Plans



## **APPENDICES**

Appendix A Figures

Appendix B Kapur & Associates,

Inc. Certified Survey

Map

Appendix C Metes and Bounds Site

**Description** 

Appendix D NRPP Letter

Appendix E NRSE Questionnaire

Appendix F Healing Garden

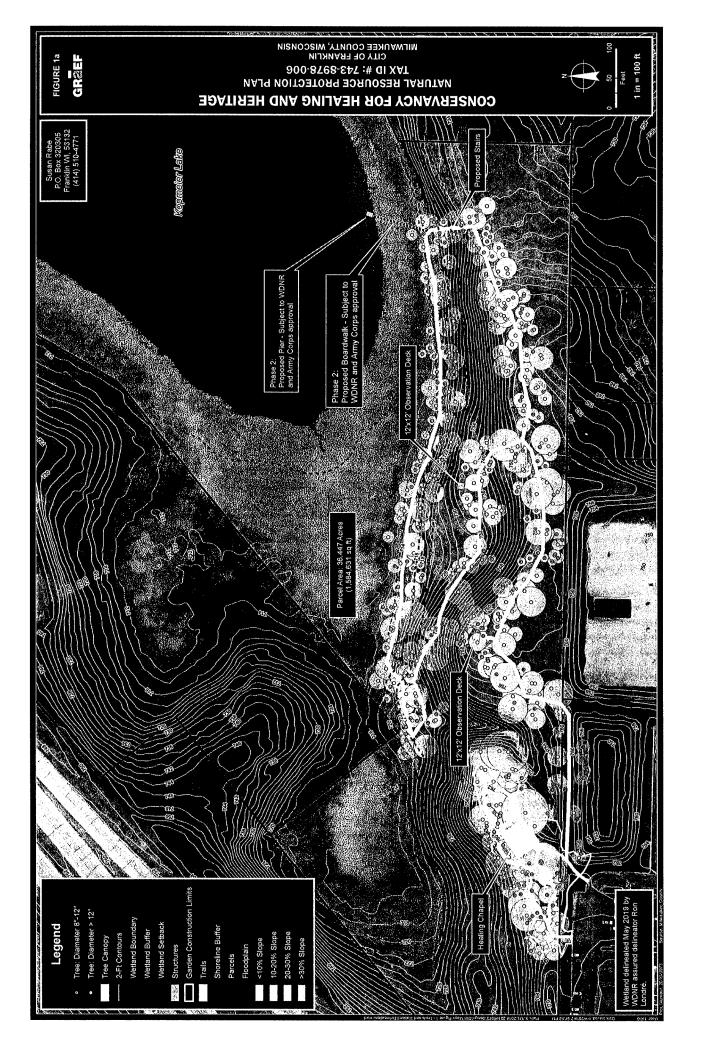
Landscape Plan

Appendix G Deck and Stair Plans



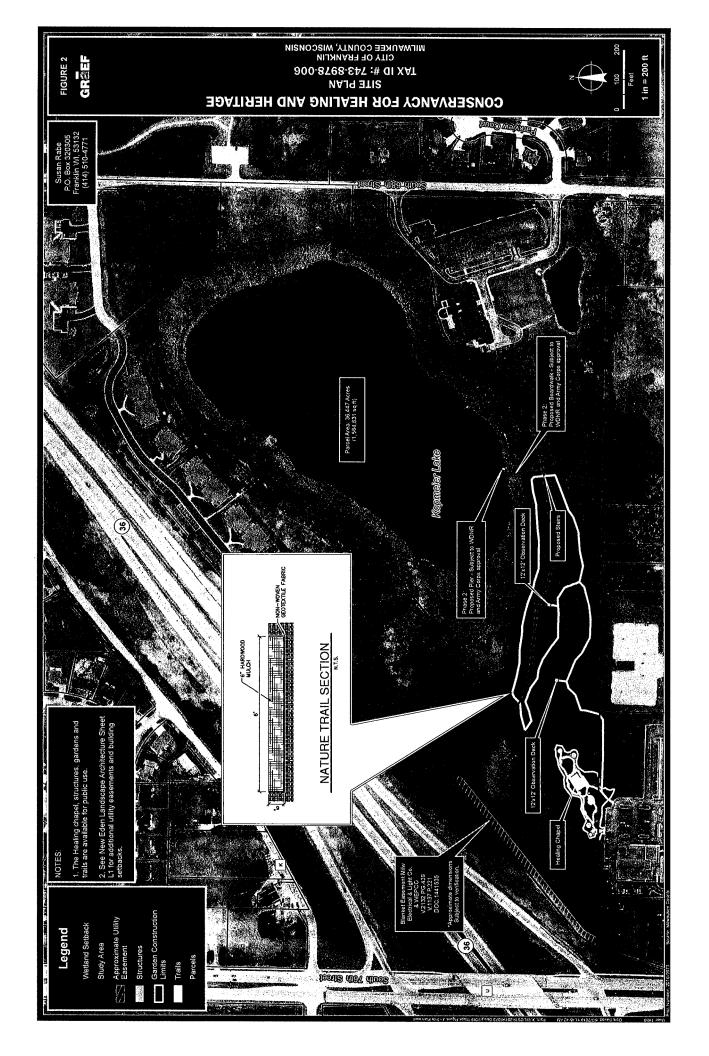
## **APPENDIX A**

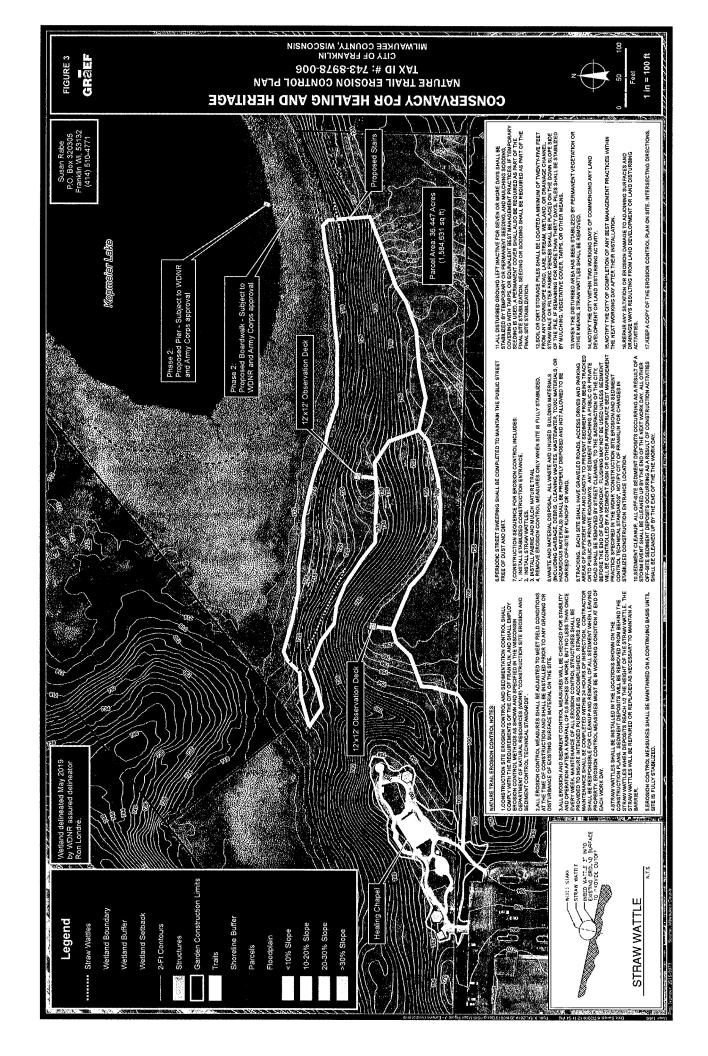
**Figures** 



		Resou	Resource Protection Land					
Natural Resource Feature	Protection Stanc applicable stand zoning district in	Protection Standard Based Upon Zoning District Type (ci applicable standard from Table 15-4,0100 for the type of zoning district in which the parcel is located)	Protection Standard Based Upon Zoning District Type (circle applicable standard from Table 15-4.0100 for the type of coning district in which the parcel is focated)	Acres of Land in Resource	Acres of Land Required	Acres of Land to be	Acres of Land Required	STEF
	Agricuftural District	Residential District	Non-Residential District	Feature	Preserved	Inipacieu	Mitigated	
Steep Slopes								
10-19%	00'0	09'0	0,40	3.97	1.59	0.14	00.00	STE
20-30%	0.65	0.75	0.70	2.15	1.51	0.05	0.00	
+%08	06.0	0.85	0.80	3.23	2.58	0,04	00.00	
Woodlands & Forest								
Mature Woodland Grove	0.70	0.70	0.70	3.65	2.55	0.03	0.00	
Young	0.50	0.50	0.50	0.00	0.00	00.0	00.0	
Lake & Ponds	1.00	1.00	1.00	14.16	14.16	0.002	0.002	STEF
Streams	1.90	1.00	1.00	0.00	0.00	0.00	00.00	
Shore Buffer	1.00	1.00	1.00	5.78	5.78	0.00	0.00	
Floodplain/Floodlands	1,00	1.00	1,00	26.62	26.62	00.0	00.00	
Wetland Buffers	1.00	1.00	1,00	0,98	0.98	0.11	0.11	
Wetlands & Shoreland Wetlands	1.00	1.00	1,00	2.15	2.15	0.01	0.01	STEF
Total Resource Protection Land (includes overlapping features)	and (includes ove	erlapping features)			57.92 acres	acres		
Estimated Resource Protection Land	tion Land				32 acres	ses		
Estimated Resource Protection Land for Project Area only (approximately 8 acres)	tion Land for Proje	ect Area only (approx	dmately 8 acres)		5.6 acres	cres		
1. Natural Resource Features surveyed for entire site with offsite tools. Floodplain includes area of the lake.	es surveyed for er	itire site with offsite t	ools. Floodplain includes a	rea of the lak	ė.			_
2. Trees were surveyed within 25 feet of the Project Area	hin 25 feet of the F	Project Area						

	coccion and	
	Worksheet for the Calculation of Site Intensity and Capacity for Nonresidential Development	
	CALCULATE MINIMUM REQUIRED LANDSCAPE SURFACE:	
STEP 1:	Take Base Sire Area (from Slep 5 in Table 15-3,0502), 35 Multiple by Minimun Landscape Surface Ratio (LSR) (see specific zoning district LSR standard) × 0.45	16.20 acres
	Equals MINIMUM REQUIRED ON-SITE LANDSCAPE SURFACE =	
	CALCULATE NET BUILDABLE SITE AREA:	
	Take Base Site Area (from Step 5 in Table 15-3,0502); 36	
STEP 2:	Subtract Total Resource Protection Land from Table 15-3.0503) or Minimum Required Landscape Surface (from Step 1 above), whichever is greater 32	4 acres
	Equals NET BUILDABLE SITE AREA =	
	CALCULATE MAXIMUM NET FLOOR AREA YIELD OF SITE:	
	Take Net Buildable Site Area (from Step 2 above): 4	
STEP 3:	Multiple by Maximum Net Floor Area Ratio (NFAR)	2.28 acres
	(see specific nonresidential zoning district NFAR standard): X 0.57	
	Equals MAXIMUM NET FLOOR AREA YIELD OF SITE =	
	CALCULATE MAXIMUM GROSS FLOOR AREA YIELD OF SITE:	
	Take Base Site Area (from Step 5 of Table 15-3,0502); 36	
STEP 4:	Multiple by Maximum Gross Floor Area Ratio (GFAR)	11.16 acres
	(see specific nonresidential zoning district GFAR standard): X 0.31	
	Equals MAXIMUM GROSS FLOOR AREA YIELD OF SITE =	
	DETERMINE MAXIMUM PERMITTED FLOOR AREA OF SITE:	
	Take the lowest of Maximum Net Floor Area Yield of Site (from Step 3	2.28 acres
STEP 5:	above) or Maximum Gross Floor Area Yield of Sile (from Slep 4 above):	
	(Multiple results by 43,560 for maximum floor area in square feet):	(99,317 square feet)

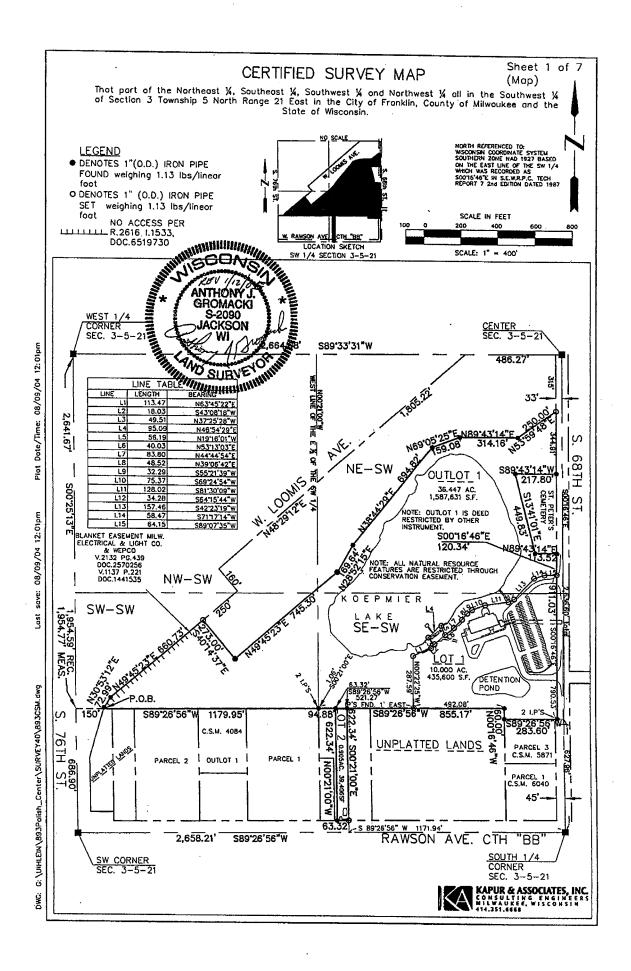


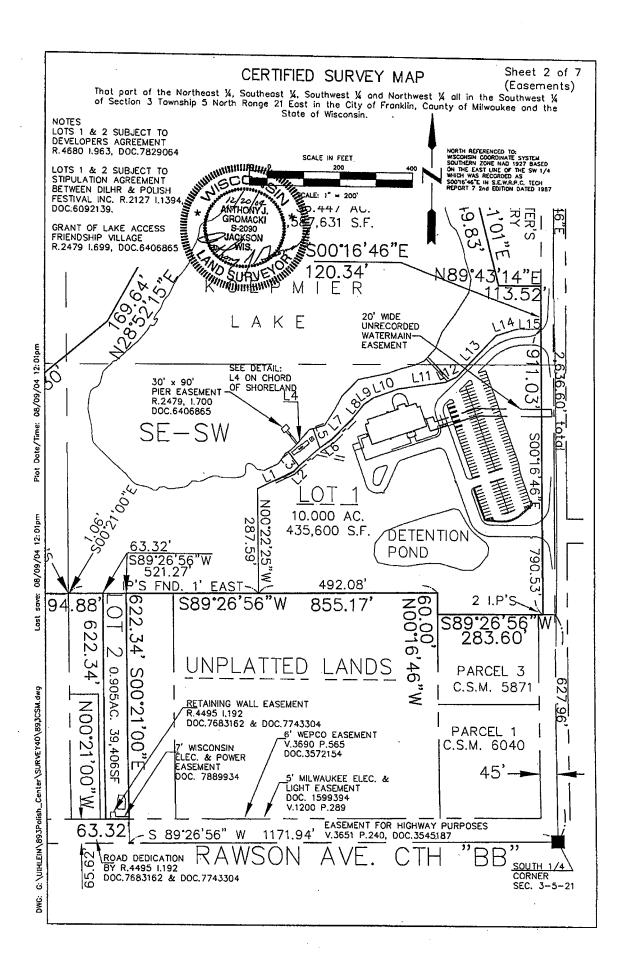


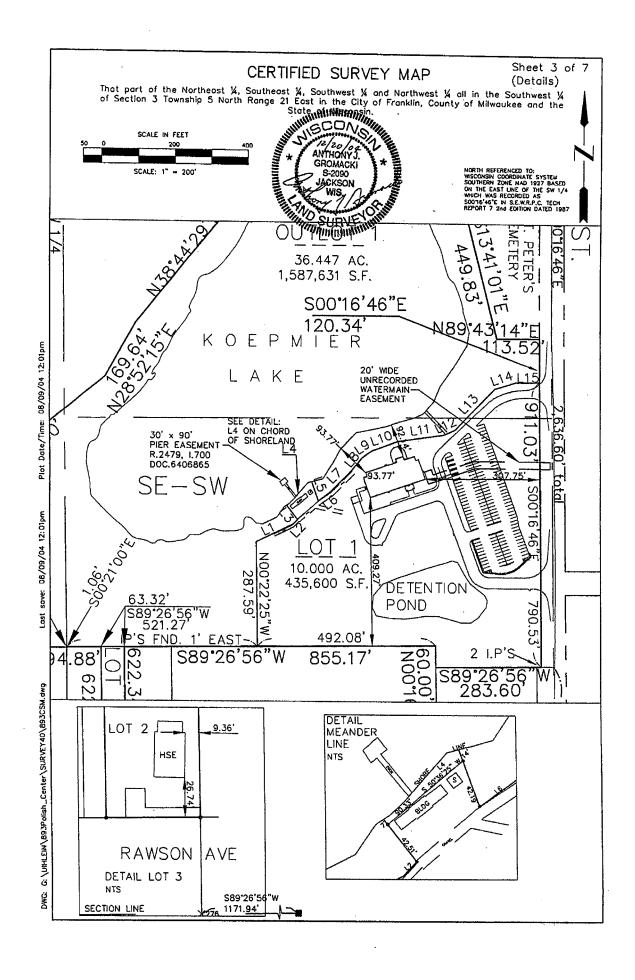


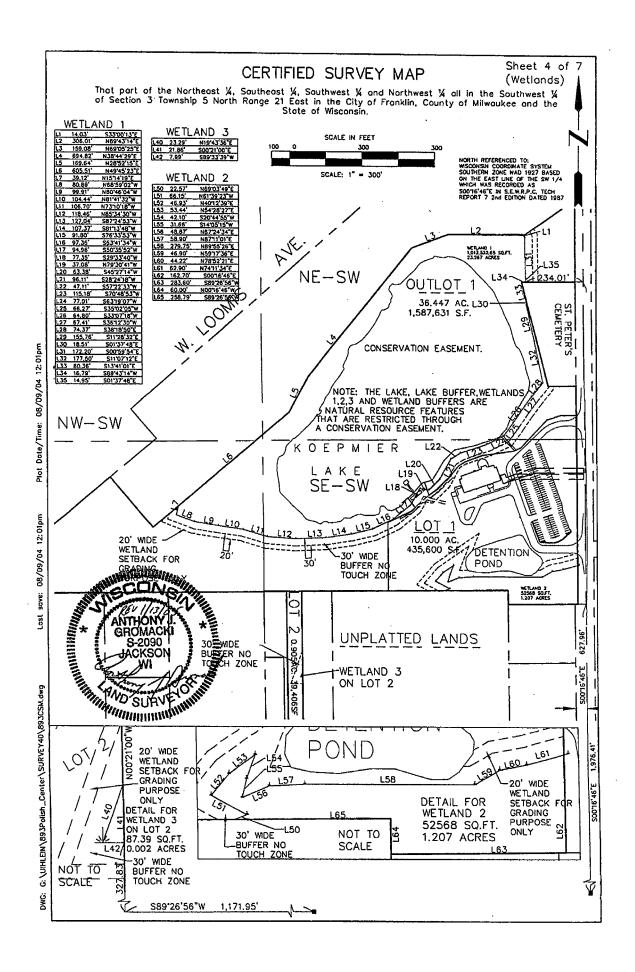
# **APPENDIX B**

Kapur & Associates, Inc. Certified Survey Map









WIECONO I

GROMACKI S-2090

SURVENIME

12:01pm

08/09/04

Dote/Time:

Plot

That port of the Northeast ¼, Southeast ¼. Southwest ¼ and Northwest ¼ all in the Southwest ¼ of Section 3 Township 5 North Range 21 East in the City of Franklin, County of Milwaukee and the State of Wisconsin.

CERTIFIED SURVEY MAP

### LEGAL FOR WETLAND 1

That part of the Northeost ¼, Southeast ¼, Southwest ¼ and Northwest ¼ all in the Southwest ¼ of Section 3, Tawnship 5 North Range 21 East in the City of Fronklin, County of Milwoukee and the State of Wisconsin, more porticularly described as follows:

Commencing of the Southeast corner of the Southeast ¼ of the Southwest ¼ of said Section 3; thence N 00"16'48" W along the east line of said Southeast ¼ of the Southwest ¼ 1,976.41 feet; thence S 89"43'14" W 234.01 feet to the point of beginning; thence South 89"43'14" West 16.79 feet; thence South 13'41'01" Eost 80.36 feet; thence South 01'37'48" Eost 18.51 feet; thence South 11'28'32" East 155.76 feet; thence South 11'07'12" Eost 177.50 feet; thence South 38'18'50" West 74.37 feet; thence South 36'12'30" West 67.41 feet; thence South 33'07'18" West 64.80 feet; thence South 35'02'05" West 66.27 feet; thence South 63'19'07" West 77.01 feet; thence South 70' 48'53" West 115.18 feet; thence South 57'22'33" West 47.11 feet; thence South 28'24'18" West 96.11 feet; thence South 45'27'14" West 63.38 feet; thence North 79'30'41" West 37.08 feet; thence South 29'33'40" West 77.35 feet; thence South 50'35'52" West 94.96 feet; thence South 63'41'34" West 97.36 feet; thence South 76'33'53" West 91.80 feet; thence South 81"33'48" West 107.37 feet; thence South 87'24'53" West 127.04 feet; thence North 85'34'30" West 118.46 feet; thence North 73"10"18" West 106.70 feet; thence North 81"41"32" West 104.44 feet; thence North 80"46"04" West 99.91 feet; thence North 68'59'02" West 80.89 feet; thence North 15'14'19" East 39.12 feet; thence North 49'45'23" Eost 605.51 feet; thence North 28'52'15" Eost 169.64 feet; thence North 38'44'29" East 694.82 feet; thence North 69'05'25" East 159.08 feet; thence North 89'43'14" East 306.01 feet; thence South 33'00'13" East 14.03 feet; thence South 00'59'54" East 172.20 feet; thence South 01'37'48" East 14.95 feet; to the point of beginning.

# LEGAL FOR WETLAND 2;

That part of the Southeast 1/4 of the Southwest 1/4 of Section 3, Township 5 North, Range 21 East in the City of Franklin, County of Milwaukee, State of Wisconsin.

Commencing at the Southeast corner of the Southeast ¼ of the Southwest ¼ of soid Section 3; thence N 00"16'46" W olong the east line of said Southeast 14 of the Southwest 14 627.96 feet; thence S 89'26'56" W 33.00 feet to the paint of beginning; thence S 89'26'56" W 283.60 feet; thence N 00'16'46" W 60.00 feet; thence S 89'26'56" W 258.79 feet; thence N 69'03'49" E 22.57 feet; thence N 61'39'23" W 66.15 feet; thence N 40'12'39" E 46.93 feet; thence N 54'28'27" 53.44 feet; thence S 20'44'55" W 42.10 feet; thence S 14'05'15" W 31.66 feet; thence N 67'24'34" E 48.87 feet; thence N 87"11"01" E 58.90 feet; thence N 89"55"26" E 279.75 feet; thence N 5917'36" E 46.90 feet; thence N 78'52'21" E 44.22 feet; thence N 74'11'34" E 62.90 feet; thence S 00°16'46" E 162.70 feet to the point of beginning.

## LEGAL FOR WETLAND 3:

That part of the Southeast ¼ of the Southwest ¼ of Section 3, Township 5 North, Range 21 East in the City of Franklin, County of Milwaukee, State of Wisconsin, more particularly described as follows:

Commencing at the Southeast corner of the Southeast ¼ of the Southwest ¼ of said Section 3; thence S 89"26'56" W along the south line of soid Southeast ¼ of the Southwest ¼ 1,171.95 feet; thence N 00°21'00" W 327.83 feet to the point of beginning; thence S 89°33'39" W 7.99 feet; thence N 00'21'00" W 327.83 feet to the point of beginning; thence N 19'43'36" E 23.29 feet; thence S 00'21'00" E 21.86 feet to the point of beginning.

NOTE: Wetland Delineated by:

Jonell Phillipp Enviro Dynamics LLC

on 11/9/2004 NOTE: Wetland Field Located

By Kapur & Assoc. Survey Crew on 11/10 & 11/11/2004

That part of the Northeast ¼, Sautheast ¼, Southwest ¼ and Northwest ¼ all in the Southwest ¼ of Section 3 Township 5 North Range 21 East in the City of Franklin, County of Milwaukee and the State of Wisconsin.

# LEGAL DESCRIPTION:

COMMENCING AT THE WEST 1/4 CORNER OF SAID SECTION 3; ALONG THE WEST LINE OF THE SOUTHWEST 1/4; THENCE S 00°25'13" E 1954.77 FEET; THENCE N 89°26'56" E 150.00 FEET TO THE POINT OF BEGINNING; THENCE N 30°53'12" E 72.99 FEET; THENCE N 49'45'23" E 660.73 FEET; THENCE S 40'14'37" E 273.00 FEET; THENCE N 49'45'23" E 745.30 FEET; THENCE N 28'52'15" E 169.64 FEET; THENCE N 38'44'29" E 694.82 FEET; THENCE N 69'05'25" E 159.08 FEET; THENCE N 89'43'14" E 314.16 FEET; THENCE N 53'59'48" E 250.00 FEET TO THE WEST RIGHT OF WAY LINE OF SOUTH 68TH STREET; THENCE S 00"16'46" E ALONG SAID RIGHT OF WAY LINE 344.91 FEET TO THE NORTH LINE OF SAINT PETER'S CEMETERY: THENCE S 89'43'14" W ALONG SAID NORTH LINE 217.80 FEET TO THE WEST LINE OF SAINT PETER'S CEMETERY; THENCE S 13 41 01" E ALONG SAID WEST LINE 449.83 FEET TO THE SOUTH LINE OF SAINT PETER'S CEMETERY; THENCE S 89'43'14" E ALONG SAID SOUTH LINE 113.52 FEET TO THE WEST RIGHT OF WAY LINE OF SOUTH 68TH STREET; THENCE S 0016'46" E ALONG SAID RIGHT OF WAY LINE 911.03 FEET; THENCE S 89°26'56" W 283.60 FEET; THENCE N 0016'46" W 60.00 FEET; THENCE S 89'26'56" W 855.17 FEET; THENCE S 00°21'00" E 622.34 FEET TO THE NORTH RIGHT OF WAY LINE OF RAWSON AVENUE; THENCE S 89°26'56" W ALONG SAID RIGHT OF WAY LINE 63.32 FEET; THENCE N 00'21'00" W 622.34 FEET; THENCE S 89'26'56" W 94.88 FEET TO THE WEST LINE OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 3; THENCE S 00'21'00" E ALONG SAID WEST LINE 1.06 FEET; THENCE S 89'26'56" W 1179.95 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 2062637 SQUARE FEET, 47.352 ACRES, MOR OR LESS.

## SURVEYOR'S CERTIFICATE:

I ANTHONY J. GROMACKI, DO HEREBY CERTIFY THAT AT THE DIRECTION OF SIGMUND TOMKALSKI, EXECUTIVE DIRECTOR OF POLISH HERITAGE ALLIANCE, INC. I HAVE SURVEYED THE LAND DESCRIBED HEREON AND THAT THE MAP SHOWN IS A CORRECT REPRESENTATION OF ALL LOT LINES AND THAT I HAVE FULLY COMPLIED WITH CHAPTER 236.34 OF THE WISCONSIN STATUTES AND THE UNITED DEVELOPMENT ORDINANCE DIVISION-15 OF THE CITY OF FRANKLIN IN SURVEYING DIVIDING AND MAPPING SAID LANDS.

GROMACKI

DATED THIS 2074 DAY OF Person CONSTITUTION

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G: \UIHLEIN\893Polish\_Center\SURVEY40\893CSM.dwg

Sheet 7 of 7 (Certificate)

That part of the Northeast ¼, Southeast ¼, Southwest ¼ and Northwest ¼ all in the Southwest ¼ of Section 3 Township 5 North Range 21 East in the City of Franklin, County of Milwaukee and the State of Wisconsin.

# OWNER'S CERTIFICATE:

I, SIGMUND TOMKALSKI, AS EXECUTIVE DIRECTOR OF POLISH HERITAGE ALLIANCE, INC., DO HEREBY CERTIFY THAT I CAUSED THE LAND DESCRIBED ON THIS MAP TO BE SURVEYED, DIVIDED, MAPPED AND DEDICATED AS REPRESENTED HEREON. I ALSO CERTIFY THAT THIS MAP IS REQUIRED BY S.236.34 OF THE WISCONSIN STATUTES AND THE UNITED DEVELOPMENT ORDINANCE DIVISION-15 OF THE CITY OF FRANKLIN TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION: CITY OF FRANKLIN, MILWAUKEE COUNTY, WISCONSIN.

WITNESS THE HAND AND SEAL OF SAID OWNER THIS Lat\_ DAY OF February , 2005.

Signes Tomboon SIGMUND TOMKALSKI EXECUTIVE DIRECTOR

STATE OF WISCONSIN) COUNTY OF MILWAUKEE)ss

PERSONALLY CAME BEFORE ME THIS AT DAY OF Johnson, 2005 THE ABOVE NAMED, TO ME KNOWN TO BE THE PERSON WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGE THE SAME.

COUNTY OF MILWAUKEE, STATE OF WISCONSIN

MY COMMISSION EXPIRES: February 18, 2007

CITY OF FRANKLIN COMMON COUNCIL APPROVAL:

APPROVED AND ACCEPTED BY THE COMMON COUNCIL OF THE CITY OF FRANKLIN BY RESOLUTION NO 2004-5798 SIGNED ON THIS 21 DAY OF December, 2004

Sandra J. Wesolowski Sandra L. Wesolowski CITY CLERK

DATED THIS 7th DAY OF February, 2005

REVISED THIS \_\_\_ DAY OF \_\_\_\_\_, 200\_





ost

G: \UIHLEIN\893Polish\_Center\SURVEY40\893CSM.dwg



# **APPENDIX C**

# Metes and Bounds Site Description

# **LEGAL DESCRIPTION**

Outlot 1 of Certified Survey Map numbered 7544 recorded in the office of the Register of Deeds for Milwaukee County more particularly described as follows; That part of the Northwest 1/4, Southeast 1/4, Southwest 1/4, and Northwest 1/4 all in the Southwest 1/4 of Section 3 Township 5 North Range 21 East in the City of Franklin, County of Milwaukee and the State of Wisconsin.

COMMENCING AT THE WEST 1/4 CORNER OF SAID SECTION 3: ALONG THE WEST LINE OF THE SOUTHWEST 1/4; THENCE S 00°25'13" E 1954.77 FEET: THENCE N 89°26'56" E 150.00 FEET TO THE POINT OF BEGINNING: THENCE N 30°53'12" E 72.99 FEET; THENCE N 49°45'23" E 660.73 FEET; THENCE S 40°14'37" E 273.00 FEET; THENCE N 49°45'23" E 745.30 FEET; THENCE N 28°52'15" E 169.64 FEET; THENCE N 38°44'29' E 694.82 FEET; THENCE N 69°05'25" E 159.08 FEET; THENCE N 89°43'14" E 314.16 FEET; THENCE N 53°59'48" E 250.00 FEET TO THE WEST RIGHT OF WAY LINE OF SOUTH 68TH STREET: THENCE S 00°16'46" E ALONG SAID RIGHT OF WAY LINE 344.91 FEET TO THE NORTH LINE OF SAINT PETER'S CEMETERY; THENCE S 89°43'14" W ALONG SAID NORTH LINE 217.80 FEET TO THE WEST LINE OF SAINT PETERS CEMETERY: THENCE S 13°41'01" E ALONG SAID WEST LINE 449.83 FEET TO THE SOUTH LINE OF SAINT PETER'S CEMETERY: THENCE S 89°43'14" E ALONG SAID SOUTH LINE 113.52 FEET TO THE WEST RIGHT OF WAY LINE OF SOUTH 68<sup>TH</sup> STREET; THENCE S 00°16'46" E ALONG SAID RIGHT OF WATY LINE 911.03 FEET; THENCE S 89°26'56" W 283.60 FEET: THENCE N 00°16'46" WEST 60.00 FEET; THENCE S 89°26'56" W 855.17 FEET; THENCE S 00°21'00" E 622.34 FEET TO THE NORTH RIGHT OF WAY LINE OF RAWSON AVENUE: THENCE S 89°26'56" W ALONG SAID RIGHT OF WAY LINE 63.32 FEET; THENCE N 00°21'00" W 622.34 FEET; THENCE S 89°26'56" W 94.88 FEET TO THE WEST LINE OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 3; THENCE S 00°21'00" E ALONG SAID WEST LINE 1.06 FEET; THENCE S 89°26'56" W 1179.95 FEET TO THE POINT OF BEGINNING; EXCEPTING THEREFROM LOT 1 AND LOT 2 AS SHOWN ON SAID CERTIFIED SURVEY MAP NUMBERED 7544.

SAID PARCEL CONTAINS 1587764 SQUARE FEET, 36.450 ACRES, MORE OR LESS.

Parcel ID: Part of 743-8978-003 and 743-8998-000



# APPENDIX D

**NRPP** Letter

One Honey Creek Corporate Center 125 South 84th Street, Suite 401 Milwaukee, WI 53214-1470 414 / 259 1500 414 / 259 0037 fax www.graef-usa.com



collaborate formulate / innovate

June 4th, 2019

Susan Rabe 7410 W Rawson Ave Franklin, Wisconsin 53132

SUBJECT: Natural Resource Protection Plan Summary

The Conservancy for Healing and Heritage

Dear Susan:

GRAEF was retained by the Conservancy for Healing and Heritage to prepare a Natural Resources Protection Plan (NRPP) for 36.38-acre parcel #7438978004 located at 6941 S 68TH Street, Franklin WI (Figure 1.). The proposed project includes Phase 1.- a healing garden, Phase 2. - 0.5 miles of trails, and Phase 3. - a boardwalk with a pier.

Due to the numerous trees and large size of the parcel, it was confirmed by the City of Franklin Planning Department that GREAF could narrow the NRPP scope for the natural resources wetland features to 150 feet of the project area and survey the trees within 25 feet.

Natural resource features that could be determined using offsite tools for the entire parcel include, a 14.16-acre lake, 5.78 acres of shore buffer, 26.62 acres of Zone A floodplains which also encompasses the lake acreage, 3.97 acres of 10-19% slopes, 2.15 acres 20-30% slopes, and 3.23 acres greater than 30% slopes.

Trees with diameters of 8 inches or greater and within 25 feet of the Project Area were surveyed on February 15<sup>th</sup> and May 13<sup>th</sup>. The canopy in this area forms 3.65 acres of mature woodlands. Wetlands within 150 feet of the project area were delineated May 2019 by WDNR Assured Delineator Ron Londré. The delineation includes 2.15 acres of wetland, 0.98 acres of wetland buffer, and 0.71 acres of wetland setback.

Phase 1 of the project includes the healing garden which consists of extending the existing path, building two gazebos and a garden shed on concrete pads. The area will be vegetated with over 45 plant species and benches placed throughout the garden construction area show on the NRPP Map. Phase 2 of the project overlaps a small area of protected slopes, 0.04 acres of 10-20% slopes, 0.005 acres of 20-30% slopes, and 0.007 acres of greater than 30% slopes. Additional tree removal in this area is not anticipated and other natural resources features are not observed within extent of the healing garden construction limits.

Phase 2 of the project consists of trails that will be approximately 6 feet wide, with a pervious geotextile liner and mulch. Two 12' by 12' wood observation decks will be built



on naturally flat and treeless areas of the trail. A staircase will be built on the east, steep section of the trail. A few benches will also be placed around the trail for resting areas. Protected slopes including 0.094 acres of 10-20% slopes, 0.045 acres of 20-30% slopes and 0.028 acres of greater than 30% slopes overlap the trails in this phase of the project. Although tree removal is not anticipated for the trail construction, there may be a disturbance of 0.03 acres of mature woodland canopy for trees directly adjacent or slightly overlapping the trail. The intent of the trail is to allow users to view the lake and wetland feature on site, because of this, the trail overlaps with 0.11 acres of wetland buffer, it is unlikely this overlap will affect the buffer functions.

Phase 3 of the project includes a boardwalk approximately four feet wide and 95' long leading out to a 12' by 8' pier overlooking the lake. This is anticipated to impact 0.01 acres of wetland and 0.002 acres of lake. The wetland impact would overlap with the shore buffer and to avoid double counting these impacts for the same pier the shore buffer was not included. Department of Natural Resources and Army Corps of Engineers permits will be obtained prior to the start of this phase of the project. It was confirmed by the City of Franklin Planning that obtaining these permits will not delay Phase 1 or 2 of the Project.

Although parts of Phase 2 and the entire Phase 3 will overlap with the mapped floodplain, project features will not cause an impact to the floodplain and were not included on the NRPP Map and tables. Impacts to the shore buffer were not included as the boardwalk will be considered a wetland impact and will be permitted accordingly. Preservation requirements will be met for the 10-19% slopes, 20-30% slopes, greater than 30% slopes, and mature woodlands resources. Due to the 100% preservation requirements of the lake, wetland, and buffers a Natural Resource Special Exception (NRSE) will be submitted to impact to 0.002 acres of lake, 0.11 acres of wetland buffer, and 0.01 acres of wetland.

The total of overlapping resources required to be preserved on the site is 57.92 acres. Due to the overlapping features and limited scope of the field survey it is estimated conservatively that 32 acres of the site is required to be preserved. The estimation was calculated by taking the parcel area of 36 acres and subtracting the 21 acres of area covered by lake and wetland (100% protection requirement) leaving a remaining 15 acres of mature forested area with varying slopes. The mature woodlands have a protection standard of 70%, allowing a remaining 4 acres of land that can be disturbed and 32 acres required to be preserved. A similar estimation was done for the narrowed scope of the project area and out of the 8 acres of project area, 5.6 acres will need to be preserved.

Using these estimated values, the Site Intensity table was completed and included on the NRPP Map. Because this site does not fit any of the general use types, the medium values associated with commercial retail sales and service were used for the calculation.



The calculations yielded a maximum net floor area of 2.28 acres/99,317 square feet for the site. The combined area of the garden shed, two gazebos and, healing chapel equal 2,510 square feet.

Mitigation was not considered as impacts to the features are minimal and will not adversely affect the functions of each feature. A conservation easement was also not created as the entire site is currently listed as a conservancy and the site owners would like to continue this land use of preservation and public use of the forest and natural features.

Please contact me at Alison.Kuhne@graef-usa.com or (414) 266-9299 if you have any questions.

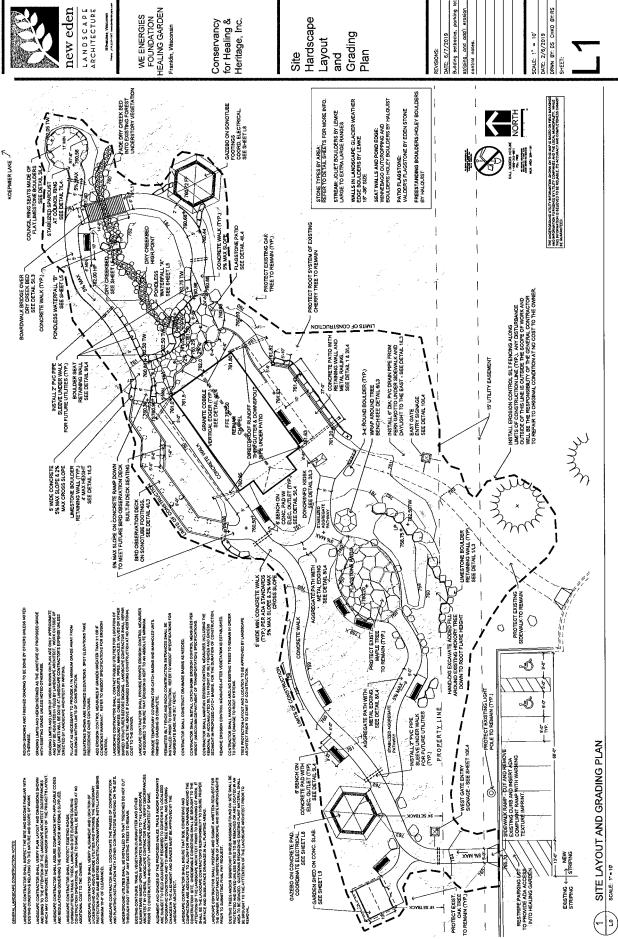
Sincerely,

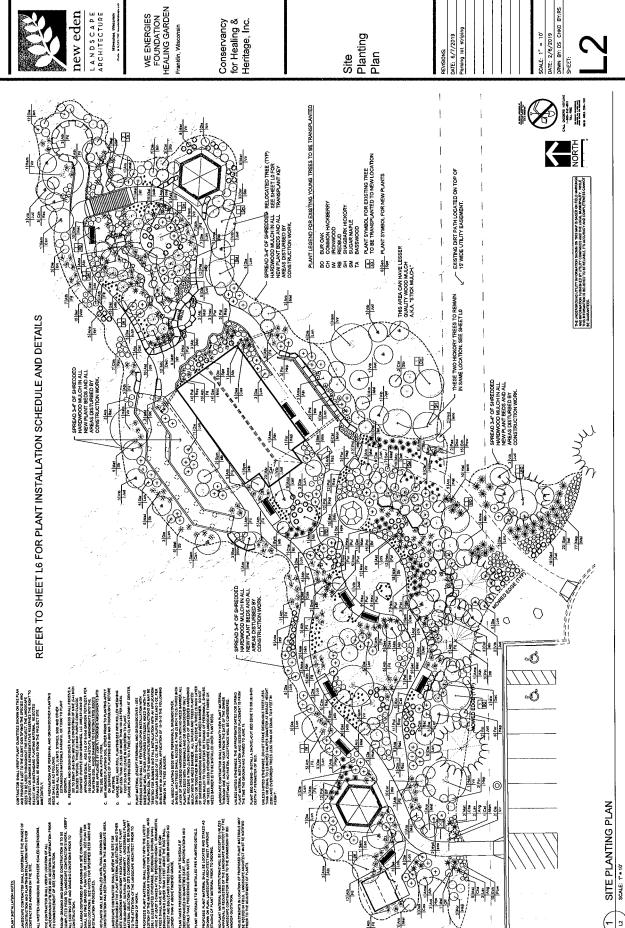
Alison Kuhne Environmental Scientist



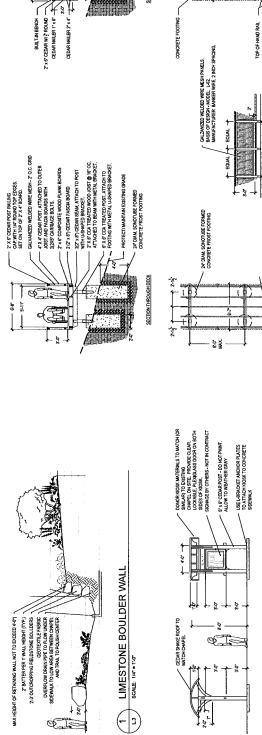
# **APPENDIX F**

# Healing Garden Landscape Plan





DATE: 2/6/2019 DRWN 8Y: DS CHKD BY:RS



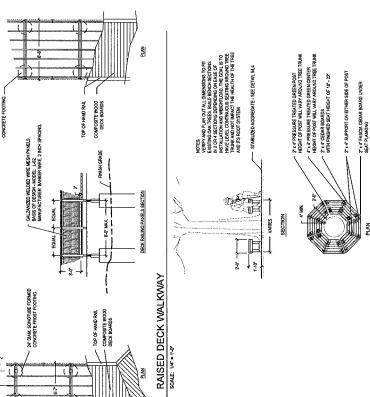
WE ENERGIES FOUNDATION HEALING GARDEN Frankin, Wisconsin

SECTION THROUGH BENCH ON DECK

for Healing & Heritage, Inc. Conservancy

new eden L A N D S C A P E ARCHITECTURE

7. 27. - 15°



4 3

4 X 4 WOOD DECK BLAMPER RAIL

7 X 6 CEDAR BOARDS OR
PLASTIC COMPOSITE

4 X 6 PRESSURE TREATED GREEN WOOD

EDUK + EDUK

6 X 4" CEINS BOARD
BOARD SACES
BOARDWALK DECK BOARD

BOARDWALK DECK BOARD

T

DONOR RECOGNITION KIOSK

CONCRETE BRIDGE ABUTTINENT

SECTION ----

DRY OREK BED
SEE SHEET LS
PROWDE FLUSH TRANSITION FROM
COMCRETE TO WOODEN BOARDINGLY
REFERGED FOLKED WIT NACE
CONCRETE BRODGE ABUTTMENT

WOOD BUMPER BOARD WITH CONTINUOUS RUN OF BOARDWALK

CUT RANDOM EDGE ON PLANK BOARDS AFTER INSTALLATION

Site Details

BOARDWALK BRIDGE OVER DRY CREEK BED SOALE: 1/6" 1:07 (C) (3)

PLAN

PLAN

ş

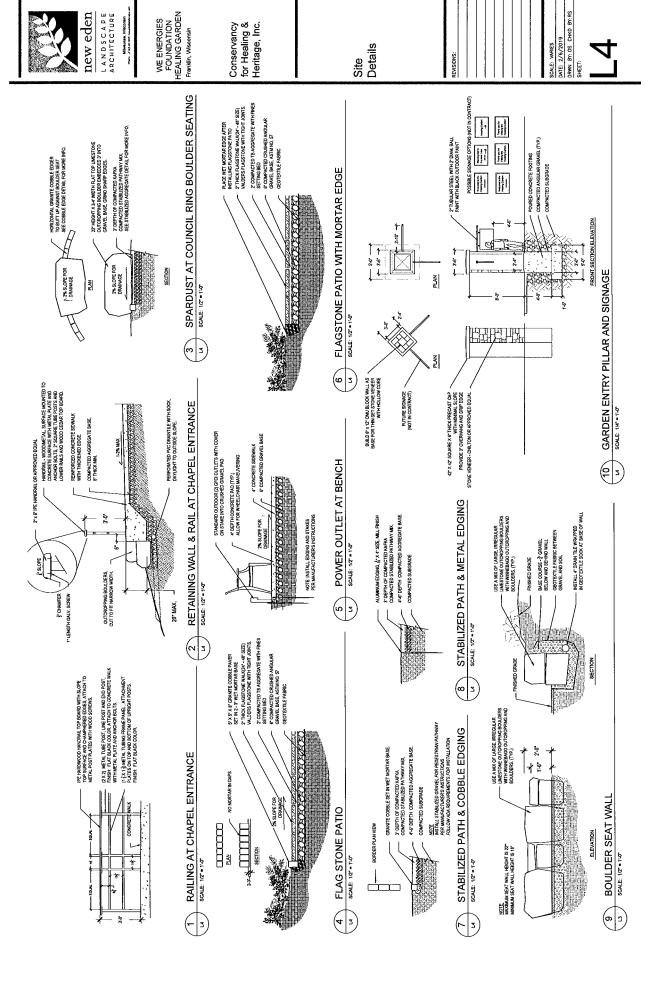
'n

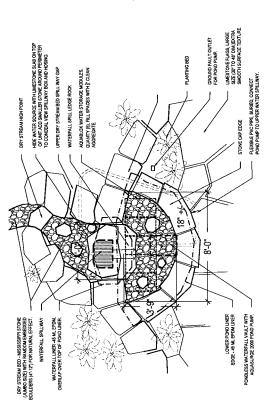
SECTION

(6) WRAP AROUND TREE BENCH

DATE: 2/6/2019
DRWN BY: DS CHKD BY:RS
SHEET:

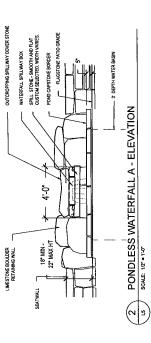
SCALE: VARIES





PONDLESS WATERFALL A - PLAN

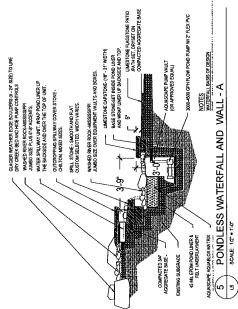
LS SCALE: 172-175



6"-24" NATIVE FIELDSTONE (MIX OF GRANITE AND LIMESTONE) 4" DEPTH 24" SIZE WASHED.
ROUNDED BRAER ROCK
4" DEPTH 1-2" CRUSHED GRAVEL BASE
OVER LANDSCAPE FABRIC

3 DRY CREEK BED SECTION

LS SOALE: 1/2" + 1/4"



WE ENERGIES FOUNDATION HEALING GARDEN

Franklin, Wisconsin

Conservancy for Healing & Heritage, Inc.

new eden

LANDSCAPE ARCHITECTURE

NOTES
WATERFLIASIS OF DESIGN
TIPE SMALL PONDLESS WATERFLL SYSTEM WITH & STREAM
MANUFACTURER AGUSSOAPE INC., WWW.AGUASCAPEINC.COM 3000-4500 GPH FLOW POND PUMP W/2" FLEX PVC PROVIDE POWER WITH GROUND FAULT OUTLET FOR PUMP AND FUTURE LIGHTING LIMESTONE CAPSTONE, (18" - 21" WIDTH)

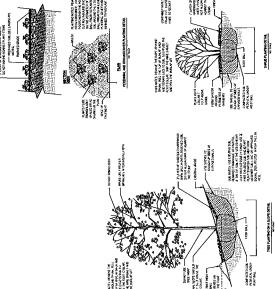
BASE STONE-SET INSIDE POND LINER

AND WRAP LINER UP BACKSIDE AND TOP. GLACIER WEATHER EDGE BOULDERS (6-24" SIZE) TO LINE DRY CREEK BED AND HIDE PUMP CONTROLS AQUASCAPE PUMP VAULT (OR APPROVED EQUAL) WASHED RIVER ROCK -MISSISSIPPI JUMBO SIZE OVER EQUIPMENT VAULTS AND BOXES. WATER SPILLWAY UNIT, WRAP POND LINER U THE BACKSIDE AND OVER THE TOP OF UNIT. OUTCROPPING SPILLWAY COVER STONE -CHLTON, MIXED SIZES. SPILL BASE STONE - SMOOTH AND FLAT CUSTOM SELECTED, WIDTH VARIES. WASHED RIVER ROCK-MISSISSIPPI JUMBO SIZE PLUS 6"8" ACCENTS. <u>\_</u>6 45 MIL EPDM POND LINER & FELT UNDERLAYMENT AQLIASCAPE AQUABLOX MATRIX SYSTEM UNDER GRAVEL MIX EXISTING SUBGRADE -

PONDLESS WATERFALL AND WALL-B

Waterfall Details

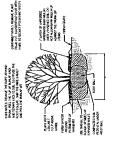
DRWN BY: DS CHKD BY:RS



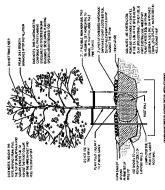
WE ENERGIES FOUNDATION HEALING GARDEN

ranklin, Wisconsin

LANDSCAPE ARCHITECTURE new eden

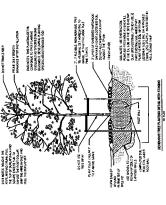






— 2 - 7 HEABLE, NOLHBEANAN TRE TE MAUBING SCI HONEONIA, TO GRODE

PLANT POOR COLUM! DO NOT USE INTERNANCE



Sunny entrance garden areas:

CODE OTY BOTANICAL NAME	È	OTY BOTANICAL NAME	COMMON NAME	N N	3	ROOT NOTES AVERAGE MATURE SIZE
Ev Trees	,   ~	Pinus strobus	Eastern White Pine	6.88	88	70 x 50' spread
Ev. Shubs Mic / Dec	8	Microbiota de cussata	Russian Cypress	3gallon Cont	Cont	12 ht. x 5' spread
Dec. Shrub	2	Arms (amphilise radiation)	Recent Serviceberry	18. 24.	Cont	S'ht. x S somad
Aro / mel	: 8	Arona melanocapa	Black Chokeberry	24 - 30		6'ht x 5 spread
Cle / Hum	ω	Clethra ainifolia 'Hummingbird'	Hummingbird Clettina	18 - 24		3-5' ht x 3-4' spread
Cor / Sto	33	Comus stolonifera Farrow	Areac Fire Dogwood	18 - 24		34' ht x 34' spread
Die / lon	82	Dervilla lonicera	Dwarf Bush-honeysuckle	18 24		4"ht x 4" spread
For / Hap	ą;	Forsythia x 'Happy Centennial'	Happy Centennial Forsythia	18-24	Cont	3' ht x 5' spread
Ham / vir	က	Hamamelis viginiana	Common Witchhazei	36		15 ht x 15' spread
Sam / can	ဖ	Sambucus canadensis	American Elderberry	2 gailon		9'ht x 9' spread
Sym / alb	7	Symphoricarpos albus	Common Snowberry	2 gailion		5-6' ht x 4-6' spread
Vib / Jud	7	Vibumum x juddii	Judd Vibumum	30 - 35	5	/ nt x / spread
Perennials			:			
Alc / mol	ø	Aichemila mollis	Ledy's Mantle	1 gallon	ğ	15" htx 2 spread
Ast / chi	23	Astibe chinensis 'Visions' PPAF	Visions Astibe	1 gallon	Seri	18" ht x 15" spread, rasp re
Ams / Blu	5	Amsonia x 'Blue Ice'	Blue ke Amsonia	1 gallon	ğ	18" htx 20" spread
Ara / Rec	6	Arafia racemosa	Spikenard	gallon	Sout	2-3 x 2-3" when downs take privas
Ath / Fil	139	Athynum filix-femina	Lady Fem	1 gallon	Cont	2.4.14
Ber / Win	窝	Bergenia cordifolia "Winter Glow"	Winter Glow Saxifrage	1 gallon	Cont	TH x 15 spread, 15 fower M.
Cal / Mon	5	Calamintha nepeta "Montrose White"	Montrose White Calamint Savory	1 gallon	Š	18 ht x 7 spread
Cim / Rac	13	Gricifuga racemosa	Black Snakeroot	1 gallon	Cont	4-6" ht x 2-4" spr. pumple fotoge, v
Cla / Vir	7	Cematis virginians	Virgins Bower Clematis	1 gallon	Cont	while, tragrant
Ger/Macu	2	Geranium maculatum	Wild Geranium	1 gallon	g S	15'H x Z spread, Z Bower M
Hear / Pur	S	Heuchers micrantha 'Palace Purple'	Palace Purple conabells	gallon	ig Co	I'll x 15'spreud 15'fower hi
Mat / Str	æ	Matteucia struthiopteris	Ostich fem	1 gallon	i E	2.4 Hx 2.3 spr
Phi/sto	54	Phiox stolonifera 'Blue Ridge'	Running phlox	1 gallon	Sort	8" Hx 17" spe
Omamental Graces	955					
Des / ces	8	Deschamosia cesoitasa	Tuffed Hair Grass	1 oallon	Solit	2.3 Hz 1.7 sp.
Cha / lat	5	Chasmanthium latfolium	Northern Sea Oats	1 gallon		25'lt. x 25 soregd 4' fower m.
Hel/sem	9	Helictorichon sempervirens	Blue Oat Grass	1 gallon		2 tt x 2 5 spread, 3 5 forest tt
Spo / het	23	Sporobolus heterolepis	Prairie Dropseed	1 gallon		2 ht x 18* spread
Groundcovers						
Ain / Cat	8	Ajuga reptens 'Catin's Giant'	Catin's Giant Bugleweed	<b>:</b> ,	Sout	5 ht x 1.5 → sprood, 10 fower I
Asa / can	8	Asaum canadense	Canada Wild Ginger	÷	Cont	1" ht x 2 -+ spread. Winstre
Gal / odo	2	Galtum odoratum	Sweet Woodruff	*4	Cont	5 ht x 3** spread, 5' fower Pt.
Postbone plant	E Se	Postbone planting these tradify herbaceous perenniles till following spring	spiring			
Ane / sy	4	Anemone sylvestis	Snowdrop Anemone	1 gailton	Cont	I'hi x I'spreud 2' fower ht, can
Aqu/ cen	85	Aquilegia canadensis	Wild Columbine	1 gallon	Cont	I'M x I'spread 25' bower ht. M
Dic / spe	x	Dicentra spectabilis	Bleeding Heart	1 gallon	Cont	JR x 4 spread, 3 fower fit
Mer / Vir	22	Meransia virginica	Virginia Biuebells	1 gallon	Cont	1-2 htx 12-18" spr. dump-former
Pot / Bif	57	Polygonatum biflorum	Giant Solomon's Seat	1 gallon	Sort	1.3 ht n 1.2 spr
Pol / rep	ᆶ	Pole montum reptans	Jacob's Ladder	1 gallon	Cont	15 ht x 15 spread 2 bus forms
Put / Roy	52	Pulmonaria x Roy Davidson	Lungwort	1 gallon	Cont	8" ht a 1" spread, 1" sower ht

Conservancy for Healing & Heritage, Inc.

Details & Schedule Planting Site

SCALE: VARIES
DATE: 2/5/2019
DRWN BY: DS CHKD BY:RS
SHEET:

24 m x 2 spr 3 m x 5 spr 12-18 m x 12-24 spr 1-2 m x 2 spr 1-3 m x 1-3 spr up to 40 m

4\* Cont 4\* Cont 4\* Cont 4\* Cont 1galon Cont

Giant Blue Hyssop Lemon Bakm

9

3 th x 4 spread 3 fower th I'th x 2 spread 2 fower th I'd th x 18 spread 3 th x 25 spread, 3 fower th

1gallon Cont 1gallon Cont 1gallon Cont 1gallon Cont

Pow Wow Wid Berry Coneflower Autum Joy Sedum Walker's Low Cathint Double Red Peorry

Echinacea purpurea 'Pow Wow Wild Berry' Sedum spectabile 'Autumn Joy' Nepeta x faassenii 'Walkers Low' Paeonia x iactifora 'Double Red'

Ech / Pow Sed / Aut Nep / Wal Pae / Dou

Sage Hydrangea Vine Chamomile

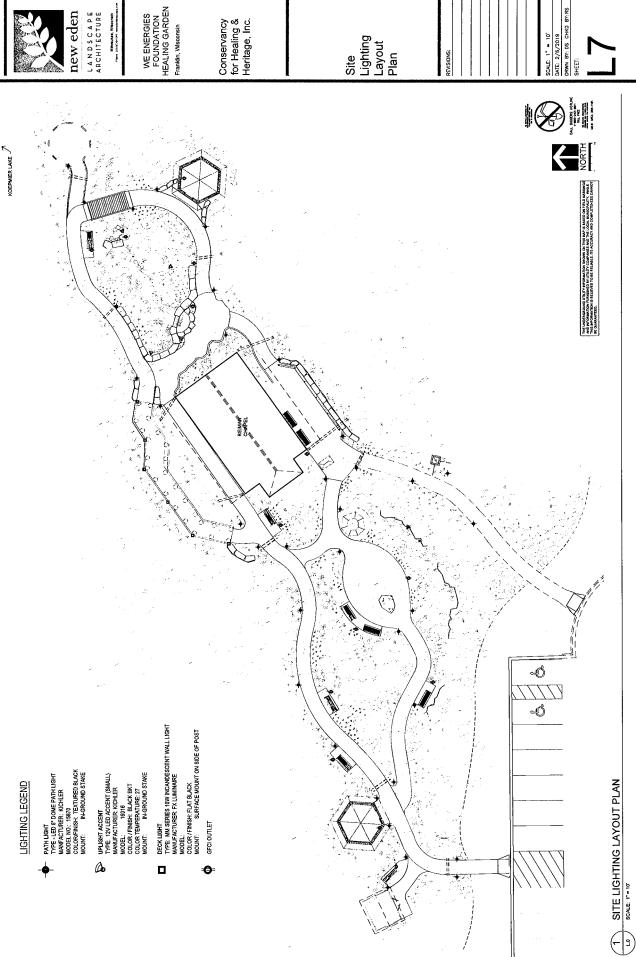
Hydrangea anomala pebolans

Lavandula engustifolia

Herbs An / Hys Met / Of Lav / Ang Mat / Cha Saf / Of Hyd / ano

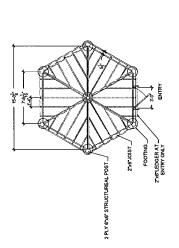
1 PLANT INSTALLATION DETAILS

16 NO SCALE



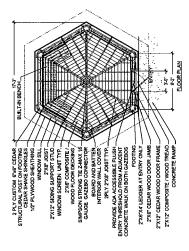
Conservancy for Healing & Heritage, Inc.

Site Lighting Layout Plan

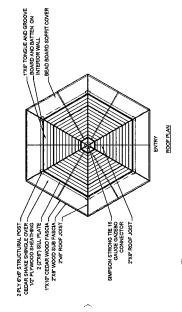


BEAM, JOIST AND POST SPAN AND SPACING PLAN

(E)



GAZEBO (EAST)- FLOOR DECKING PLAN SCALE: 1/4" = 1"-0" (E 10)

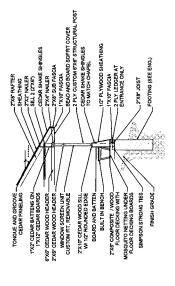


new eden L A N D S C A P E ARCHITECTURE WE ENERGIES FOUNDATION HEALING GARDEN

Franklin, Wisconsin

GAZEBO - ROOF FRAME PLAN SCALE: 1/4" = 1.0" (2)

Conservancy for Healing &



WINDOW SCREEN UNIT, CUSTOM FIT, REMOVABLE. BOARD AND BATTEN

SUB FASCIA FASCIA BEAD BOARD SOFFIT COVER— HEADER

RAFTER\_ TONGUE AND GROOVE\_ NAILER\_

6"X6" 2 PLY STRUCTURAL POST\_

SHINGLES TO MATCH CHAPEL SHEATHING

LEDGER AT ENTRY ONLY \_\_\_\_ JOIST \_\_\_ FOOTING \_\_\_

SILL BOARD AND BATTEN FLOOR DECKING

Gazebo Details

GAZEBO - SECTION - FOOTING ON SLOPE SCALE: 1/4" = 1'-0" (e)

MOSQUITO NETTING ATTACHED TO TOP OF JOISTS.

SIMPSON STRONG TIE

SUBGRADE

MI SIDING - INTERIOR WALLS 1" x 2" CEDAR BATTENS ON 1" X 12" CEDAR BOARDS (MATCH CHAPEL) GAZEBO MATERIALS LIST:

M2 SIDING - EXTERIOR WALL LOWER - CEDAR SHAKES (MATCH CHAPEL)

M3 ROOF - CEDAR SHAKE SIDING (MATCH CHAPEL)

MS ROOF CEILING - 1" x 6" TONGUE AND GROOVE, CEDAR WOOD M7 DECK STRUCTURE - PRESSURE TREATED EXTERIOR WOOD M6 SOFFIT - BEAD BOARD, WOOD (EXTERIOR GRADE) M8 GAZEBO WALL UPPER FRAME - CEDAR WOOD M4 FLOOR DECK - COMPOSITE WOOD, 2" X 6"

M9 SCREEN WINDOWS - WOOD FRAME WITH NYLON SCREEN MOSQUITO FABRIC M10 DOOR - CUSTOM BUILT WOOD DOOR, IN'LON SCREEN MOSQUITO FABRIC ACCESSIBLE LATCH HARDWARE, EXTERIOR GRADE HINGES, SOFT CLOSE.

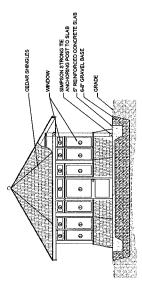
DRWN BY: DS CHKD BY:RS

Θ Θ Θ 0 0 0 Θ Θ Θ Θ GAZEBO (EAST) - ELEVATION W/ DOOR ELEVATION SCALE: 1/4" = 1"0" 43

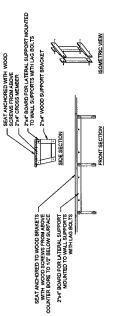
GAZEBO - WALL SECTION

SCALE: 1/4" = 1'-0"

(5)

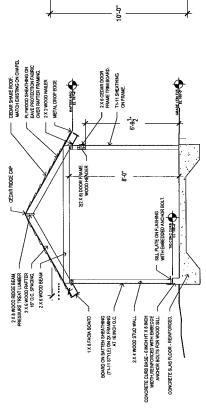


GAZEBO (WEST) ON CONCRETE SLAB ELEVATION SCALE (MARY) (3)

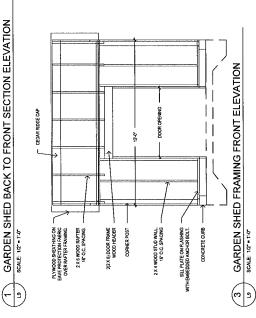


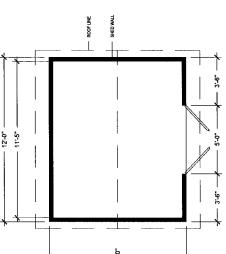
GAZEBO BUILT-IN BENCH scale: 1/2"=1:0

(2)



GARDEN SHED BACK TO FRONT SECTION ELEVATION SCALE 177-170





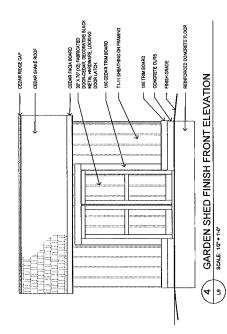
WE ENERGIES FOUNDATION HEALING GARDEN Franklin, Wisconsin

Conservancy for Healing & Heritage, Inc.

LANDSCAPE ARCHITECTURE new eden

GARDEN SHED FLOOR PLAN

Scale: 127-1-7-0

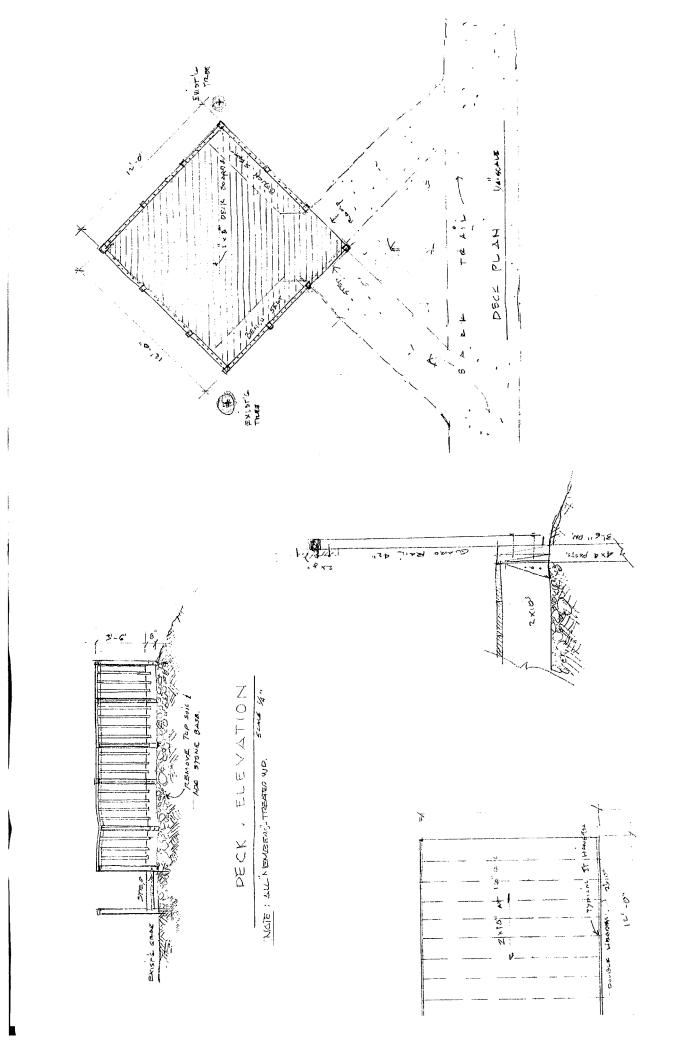


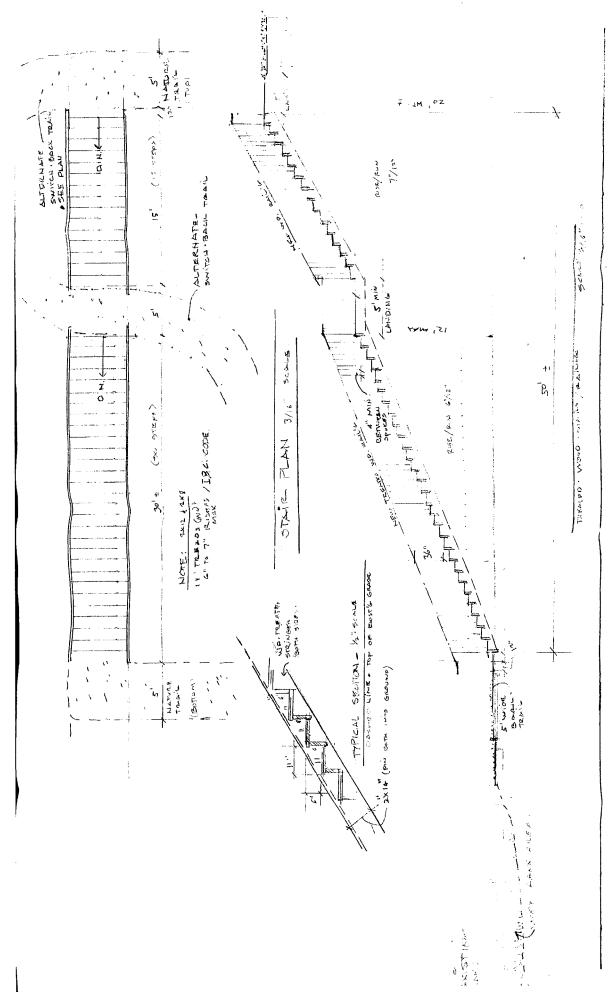
Garden Shed Details

SCALE: VARIES
DATE: 2/6/2019
DRWN BY: DS CHKD BY: RS
SHEET:



# APPENDIX G Deck and Stair Plans





SECTION . SETT. PLAN FOR "ALTER NOTE TRAIL STAIN F N DONO O ロロマコーなのは

Scark Misson



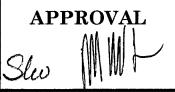
approval Slw	REQUEST FOR COUNCIL ACTION	MEETING DATE July 2, 2019
REPORTS & RECOMMENDATIONS	Project Updates for Ballpark Commons	ITEM NUMBER

Representatives from Ballpark Commons will present an update on the development.

# **COUNCIL ACTION REQUESTED**

No action requested. This presentation is only for providing updates on the Ballpark Commons project.





# REQUEST FOR COUNCIL ACTION

MEETING DATE 7/2/2019

REPORTS & RECOMMENDATIONS

Municipal Court Schedule of Fines and Penalties (Judge Klimetz)

ITEM NUMBER 6,4.

The 2019 budget anticipated a rate increase to the fines and penalties schedule for violations enforced through the Municipal Court. Under the direction of Judge Frederick F. Klimetz, Municipal Court staff collected some fines data for other nearby municipalities. That data is attached. Judge Klimetz would like to have a discussion on policy implications of potential changes to the fee structure prior to making a recommendation at a future meeting. The Judge will be in attendance at the meeting.

As part of the context for the discussion on fines and penalties, it is also worth noting the following significant change. In early 2018 the Municipal Court started implementing the State Debt Collection (SDC) program. That program diverts monies, such as income tax refunds, that the State would send to an individual and sends it to the municipality with a valid claim. Through May 2, 2019, the program has collected over \$51,000. Importantly, the program also allows the City to avoid incarcerations at the House of Corrections which has a direct cost to the City. In the first half of last year, the City had paid approximately \$21,000 in room-and-board charges to the County. Since then, there have been no charges. As such the \$42,000 expenditure appropriation for 2019 will not be used. In short the program has increased revenues and reduced costs.

Nonetheless, it is necessary to continue to move forward with consideration of changes to the fines and fees schedule associated with Municipal Court. The budget anticipated an increase from \$500,000 to \$546,000 for 2019. So far in 2019, the total amount of fines and penalties collected and retained by the City is \$224,576, which is behind last year's pace and this year's budget pace. A large portion of that difference is offset by the elimination of the expenditure as discussed above. Consideration of the fee and penalty increase, however, should move forward.

# COUNCIL ACTION REQUESTED

Provide input and guidance to Judge Klimetz as determined by the Common Council

Violation	Franklin	Greendale	St. Francis	West Milwaukee	Oak Creek	Shorewood	West Allis	Milwaukee	Cudahy
Barking/Vicious Dog	124.00	250.00	313.00	76 - 500.00	187 - 250.00	691.00	187 & 439 - 691.00	439 - 691.00	124
Battery	533.50		691.00	366 - 681.00	376.00	691 - 1321.00	1069.00	376.00	376
Battery to Peace Officer/Fireman	754.00	NA	NA	NA	NA	NA	NA	AN	
Carry Concealed Weapon	533.50	439.00	691.00	284 - 776.00	376.00	691 - 1321.00	439 - 691.00	321 - 1006.00	376
Contribute to Delinquency of Child	533.50	313 - 691.00	491.00		313.00	691.00 - 1321.00	565.00	181.00	313
County Park Violation	124.00	124.00	124.00		124.00	250 - 691.00	187.00	132.00	124
Cruelty to Animal	281.50	187.00		429.00	218.50	691 - 1321.00	439.00 - 817.00	242 - 691.00	376
Curfew	124.00	124.00	92.50	107.00	124.00	124.00	98.80 - 187.00		112
Criminal Damage/Destruction of Property	439.00	439 - 691.00	502 - 817.00	366 - 807.00	313.00	250 - 1500.00	439.00	96.00	376.00 - 476
Discharge of Firearm	533.50	691.00	691.00	665.00	250.00	376 - 1321.00	187.00	376.00	
Disorderly Conduct	376.00	376.00	565 - 817.00	366 - 691.00	250.00	250 - 691.00	439 - 817.00	195 - 447	250.00 - 350
False Alarm	124 - 281.50	691.00	313.00	51.00	313.00	313.00	691.00	124 - 187.00	
Fraud on Innkeeper	376.00	250 - 376.00		366.00	313.00	250.00 - 1500.00	313 -376.00	134 - 378.00	313
Littering	124.00	124.00	313.00	124.00	187.00	250 - 691.00	187.00	154 - 195.00	66
Loitering/Prowling	187.00	313.00	439 - 691.00	293.00	187.00	250 - 691.00	691.00	94 - 699.00	99.00 - 376
Loud/Unnecessary Noise	124.00	124.00	250.00	231.00	187.00	250 - 691.00		240 - 565.00	137
Misuse of 911	124 - 1321.00	691.00	504.00	555.00	313.00				250
Obstructing/Resisting	439.00	250 - 691.00	502 - 880.00	303 & 776.00	376.00	691.00	555 & 1069.00	187 - 321.00	376.00 - 471
Peddler Permit Violations	124.00			293.00	300.40	187.00			
Phone Calls - Harrassing/Obscene	376.00	439.00	691.00	789.00		313 - 817.00	439.00	181 - 250	250
Possession of Drug Paraphernalia	533.50	250.00	565 - 691.00	231.00	218.50	376 - 1006.00	313.00	258.00	124.00 - 313
Possession of THC	533.50	502 - 691.00	565 - 691.00	467.00	218.50	376 - 1006.00	691.00	124.00	376
Public Indecency	439.00				313.00				
Receive Stolen Property	376 - 565.00	376 - 565.00 B76 - 1069.00	313.00	417.00	313.00		439 - 565.00		313
Retail Theft	376 - 565.00	376 - 565.00 502 - 1069.00	691 - 817.00	366 - 807.00	250.00	250 - 1500.00	250 - 502.00	373 - 573.00	376
Supply/Sale of Alcohol to Minor	439.00	439.00 281 - 691.00	691.00	376.00	187.00	691 - 1321.00	187 - 691.00	181 - 1329.06	313
Truancy	124.00	00.0	124 - 313.00	00:00	124.00	00.00	124 -313.00	94 - 154.00	124.00 - 691
Theft	376 - 565.00	376 - 565.00 376 - 1069.00	691 - 854.80	366 - 807.00	376.00	250 - 1500.00	265.00	373.00	376
Trespass to Dwelling/Land	376.00	376.00 439 & 281.50	817 & 439.00	681.00	313.00	250 - 691.00	439 & 313.00	187.00	162.00 - 313
Underage Possession/Consumption of Alcohol	124 - 439.00	124 - 439.00 187 - 691.00	98.80 - 439.00	98.80 - 691.00	45 - 691.00		124 - 691.00	94 - 699.00	124.00 - 817
Underage Use of Tobacco Products	124.00	124.00	124 - 155.50	82.50	124.00	124 - 187.00	124.00	94.00	93.00 - 124

APPROVAL Slw	REQUEST FOR COUNCIL ACTION	<b>MTG. DATE</b> July 2, 2019
Reports &	ACTION PLAN TO ADDRESS ROAD REPAIRS	ITEM NO.
Recommendations	IN THE RAWSON HOMES NEIGHBORHOOD AREA	G,5

# BACKGROUND

The Rawson Homes neighborhood area (vicinity of W. Rawson Avenue, S. 36<sup>th</sup> Street and S. 37<sup>th</sup> Place) is currently under construction with a water main relay and drainage work. Before the projects started, it was anticipated that the watermain trenches would be patched, allowed to settle over the winter, and defects over the trenches would be addressed in 2020 as the entire project is addressed in the 2020 road program. Unfortunately, the pavement base under the roads in this neighborhood completely fell apart once the water trench was opened. There are some sections that move several inches when a fully loaded dump truck passes over them.

# **ANALYSIS**

Initial estimates to fix the road properly were \$800,000 - \$1,000,000. Discussions with Finance regarding that initial estimate anticipated a typical \$1 million +/- road program for 2020 with an additional \$1 million specifically for Rawson Homes that would be borrowed. Staff has had time to further analyze the most cost-effective way to address the road with minimal additional expenditures. Below is a proposed action plan for the Common Council's consideration:

# For 2019-

- (\$150k+/-) savings from asphalt patching over water main trenches in contractor's estimate.
- (Free, labor only) DPW excavates road, up to 18" in some spots, for undercutting and replaces with asphalt millings.
- \$50k+/- stone needed to mix with asphalt millings in undercutting.
- \$200k +/- needed for placing 3" of asphalt base. This work would need to be bid. (Note that a 15% increase in the current road program bid is only \$146k).
- Minimal work on driveways- add millings as necessary until 2020 work.
- Net increase of \$100k+/- needed for 2019.

# For 2020-

- \$10k+/- spot repair any locations that have settlement over trenches.
- \$20k+/- asphalt for driveways paved by DPW.
- \$150k +/- asphalt needed for 2" surface. This work could be bid out with the road program.
- Net \$180k+/- needed for next year.

# **FISCAL NOTE**

If Common Council is agreeable to the proposed action plan outlined by Staff, the estimates will be further refined for the next Common Council meeting. At that meeting, budget amendments will be prepared and contractor bids may/may not be ready to be awarded.

Staff will also consider Common Council's direction as the 2020 budget is prepared.

# **OPTIONS**

- A. Direct Staff to further refine estimates outlined above and solicit bids for installation of a base course of asphalt. Or
- B. Refer back to Staff with further direction.

# COUNCIL ACTION REQUESTED

(Option A) motion to direct Staff to further refine action plan and solicit contractors as needed to address road repairs in the Rawson Homes neighborhood area.

Engineering: GEM



APPROVAL	REQUEST FOR	MEETING	
Slev MWY	COUNCIL ACTION	<b>DATE</b> 7/2/2019	
REPORTS & RECOMMENDATIONS	An Ordinance to Amend Chapter 210: Signs and Billboards to Provide for an Additional One-Year Suspension of a Requirement for Master Sign Programs	item number G. 6.	

Staff has desired to engage in a comprehensive rewrite of Chapter 210: Signs and Billboards of the Franklin Municipal Code in significant part to ensure compliance with constitutional requirements as expressed by the United States Supreme Court. Unfortunately, other projects have continued to delay the re-write. Nonetheless, pending the eventual rewrite of the entire Sign Code, staff is proposing an amendment to continue the suspension of a Requirement for Master Sign Programs for another year.

Although the Master Sign Program, which deals with a uniform sign for multi-tenant properties, campuses, and planned developments, had some positive conceptual benefits, it also created some administrative burdens and time delays. This problem was enhanced by a requirement for participation. In 2017, Staff recommended and the Common Council adopted suspending the participation requirement for a year to provide time for staff to complete a review of the Master Sign Program requirements. That suspension timeframe was extended for another year in 2018. Staff recommends an additional year suspension at this time. As such, the intent of this 2019 ordinance is to extend the suspension for an additional year. The option remains to use a Master Sign Program strategy, but it would continue to not be required. Following is a marked-up version of the applicable text for 210-9.A. (underlined text is added):

"210-9.A. All MTCCs and planned developments, including, but not limited to, office parks, industrial parks, office centers, retail centers, office and limited business structures, and churches and schools which have a campus must have a master sign program if, after January 1, 2007, more than one sign will be erected in conjunction with such building, development, or center, as defined in this chapter, except, effective June 30, 2017, through June 30, 2020, said requirement for a master sign program shall become discretionary for said property owners in order to provide a temporary waiver from this requirement to provide a period of time for additional municipal review of the requirement."

# COUNCIL ACTION REQUESTED

Motion to approve an Ordinance to Amend Chapter 210: Signs and Billboards to Provide for an Additional One-Year Suspension of a Requirement for Master Sign Programs.

#### STATE OF WISCONSIN: CITY OF FRANKLIN: MILWAUKEE COUNTY

ORDINANCE NO. 2019-

# AN ORDINANCE TO AMEND CHAPTER 210: SIGNS AND BILLBOARDS TO PROVIDE FOR AN ADDITIONAL ONE-YEAR SUSPENSION OF A REQUIREMENT FOR MASTER SIGN PROGRAMS

WHEREAS, the regulation of signs within the City is necessary and in the public interest to safeguard life, health, property, safety, and public welfare; and, to that end, the provisions of the sign code are intended, in part, to regulate the size, type, construction standards, maintenance, and placement of signs situated within the boundaries of the City of Franklin; to preserve the beauty and the unique character of the City by aesthetically complementing the development that a sign identifies; and to promote a healthy and properly designed business environment; and

WHEREAS, the City of Franklin desires to engage in a comprehensive rewrite of Chapter 210: Signs and Billboards of the Franklin Municipal Code to, in part, enhance the commercial and business environment, improve ease of administration, and ensure compliance with State and Federal laws, but while such comprehensive rewrite has remained uncompleted, certain immediate modifications are recommended pending the complete revision of the Sign Code; and

WHEREAS, staff recommends a thorough review of the use and application of the Master Sign Program and its requirements and, pending such review, recommends that it is reasonable and appropriate to continue to suspend the requirement to establish a new Master Sign Program, as defined in Section 210-9 A. of the Municipal Code.

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

Section 1 §210-9.A of the Municipal Code of the City of Franklin, Wisconsin, is hereby repealed and replaced in its entirety with the following:

"A. All MTCCs and planned developments, including, but not limited to, office parks, industrial parks, office centers, retail centers, office and limited business structures, and churches and schools which have a campus must have a master sign program if, after January 1, 2007, more than one sign will be erected in conjunction with such building, development, or center, as defined in this chapter, except, effective June 30, 2017, through June 30, 2020, said requirement for a master sign program shall become discretionary for said property owners in order to provide a temporary waiver from this requirement to provide a period of time for additional municipal review of the requirement."

ORDINANCE PAGE 2	E NO. 2019					
Section 2	The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.					
Section 3	All ordinances and parts of ordinances in contravention to this ordinance are hereby repealed.					
Section 4	This Ordinance shall take effect and be in force from and after its passage and publication.					
Passed this 2nd day o	and adopted at a regular meeting of the Common Council of the City of Franklin f July, 2019.					
	APPROVED:					
	Stephen R Olson, Mayor					
ATTEST:						
Sandra L. Wes	solowski, City Clerk					
AYES	NOES ABSENT					



APPROVAL Slw	REQUEST FOR COUNCIL ACTION	<b>MTG. DATE</b> July 2, 2019
Reports &	REINSTITUTE FOREMAN POSITION AT	ITEM NO.
Recommendations	DEPARTMENT OF PUBLIC WORKS	G.7.

#### **BACKGROUND**

The Franklin Department of Public Works (DPW) once had a Foreman position and that position was vacated with the retirement of Dale Linneman in 2015. That position was not replaced and there is now one less equipment operator. In fact, the entire makeup of DPW equipment operators has changed dramatically in the past 5 years. Below is a table illustrating the makeup of DPW Staff to plow snow on Franklin streets in 2014, 2019, and forecasted 2020- assuming some expected retirements.

DPW Employee Tenure as of Date						
1		10/31/2019				
Longest Tenured Employee	35.08	37.57	38.57			
: 	32.57	32.48	25.75			
	27.48	26.43	23.64			
	27.44	24.75	14.15			
	24.08	22.64	10.06			
	23.12	16.87	9.83			
	21.43	13.15	5.15			
: 	19.74	9.06	3.47			
i The second se	17.64	8.83	3.47			
	14.38	4.15	3.12			
	14.20	2.46	1.39			
	11.86	2.46	1.34			
	10.25	2.12	1.34			
	8.78	0.39	0.33			
	8.14	0.33	0.33			
	4.06	0.33	0.33			
Shortest Tenured Employee	3.83					
Number of Employees	17	16	16			
Median Years	17.04	8.95	3.47			
Average Years	17.89	12.75	8.89			

#### **ANALYSIS**

Note that five years ago, the average and median tenures for DPW heavy and light equipment operators were close to 18 years. The new employees were few in number and the shortest tenured operator was an employee for almost 4 years. Virtually all of the operators had been here at least a decade and were very experienced in the Franklin DPW operations and needed minimal oversight.

This fall, the average tenure of an operator drops to less than 13 years but the median tenure is half of what it was five years ago to almost 9 years. Forecasting some expected retirements to next year, it is anticipated that the average and median tenure will drop further to about 9 and 3.5 years, respectively.

In addition to experience in general DPW operations, this is alarming for snow plow operations. Franklin DPW supervisors have observed it typically takes a new operator at least 3 winters to be <u>comfortable</u> driving a snow plow for city operations and it takes at least 10

winters to be <u>talented</u> at driving a snow plow for city operations. This year and next year, almost 40% of the operators are expected to be uncomfortable plowing snow and over half of the operators are not expected to be experts at plowing snow.

The analysis of DPW tenure illustrates that there is a great need for increased guidance. Thus, Staff is recommending that the Foreman position be reinstated. Staff revisited and updated the Foreman job description with the intent that a working supervisor can train and guide the less experienced operators while on the job doing the variety of DPW functions.

The modified Forman job description was presented to Personnel Committee on June 17, 2019, and they are recommending to Common Council that the enclosed job description be adopted and re-instated for DPW.

This Foreman position would be in category Grade 6, one grade above a Heavy Equipment Operator.

If approved, Staff will advertise the position internally for a promotion of a light or heavy equipment operator.

#### **FISCAL NOTE**

With the 2019 vacancies at DPW, there is sufficient funding for 2019 and the slight increase for future budgets will be discussed as future budgets are adopted.

#### **OPTIONS**

- A. Reinstate Foreman position at DPW and fill the position by promoting a heavy or light equipment operator. Or
- B. Refer back to Staff with further direction.

# **COUNCIL ACTION REQUESTED**

(Option A) motion to reinstitute and fill the Foreman position at Department of Public Works and decreasing a Light or Heavy Equipment Operator position.

Engineering: GEM

# CITY OF FRANKLIN Job Description

**Job Title:** Public Works Foreman

**Department:** Public Works

**Appointing Authority**: City Engineer

**Supervisor:** Public Works Superintendent

**Grade Level:** Salary Grade 6

FLSA Status: Hourly, Non-Exempt

**Prepared By:** Glen Morrow, City Engineer and Dana Zahn, Human

Resources Coordinator

Last Update: June 13, 2019

**Approved By:** Common Council

Date Approved:

#### **Summary:**

Specialized position under direct supervision assists supervisors in disseminating work orders to department employees, acts as a key contact and lead person. Operates a variety of heavy equipment, performing specialized tasks in the construction and maintenance of the municipal infrastructure. Conducts training and teaches skills to other employees. Performs manual labor in a variety of routine assignments. Work often requires heavy physical exertion and may be performed in adverse weather conditions.

#### **Essential Duties and Responsibilities**

Receives work orders from direct supervisor. Assist in organizing multiple crews and oversees assignments thru completion.

Report to supervisors employee conflicts or insubordination.

Assist in training and teaching skills to co-workers.

Ensures departmental safety training is conducted and safety policies are followed.

Performs skilled building trades activities.

Perform quality take-offs and determine supplies needed for projects.

Performs duties of a Heavy Equipment Operator or a Light Equipment Operator.

Perform routine inspection and preventive maintenance on assigned equipment and refer defects or repairs to supervisor; clean equipment.

Keep records of work completed.

Perform other related, similar or logical duties as assigned or required by the supervisor.

The duties listed above are ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by positions in this class. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

#### Minimum Qualifications, Education, and Experience:

Graduation from high school or GED equivalent, three (3) years previous public works experience involving the use of medium duty dump trucks and heavy equipment, two of which must have been related to utility or street systems or an equivalent combination of education and experience.

One (1) year experience as crew leader on public works projects.

#### Language Skills:

Ability to read and interpret documents such as blue prints, safety rules, operating maintenance, and procedure manuals.

Ability to communicate orally, in writing, and understand and follow written and oral instructions.

#### **Mathematical Skills:**

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

#### Reasoning Ability:

Ability to establish and maintain effective relationships with employees, supervisors and the general public.

Ability to make independent judgments which have moderate impacts on the organization.

#### **Necessary Skills and Abilities:**

Ability to function in a limited supervisory role in the absence of the supervisor.

Considerable knowledge of heavy & light equipment operations.

Working knowledge of methods, materials and tools used in street and road maintenance work.

Working knowledge of hazards and safety precautions common to light and heavy equipment operations.

Knowledge and ability to understand survey stakes and follow set grades.

Ability to drive and operate a variety of heavy equipment, light equipment and trucks under varying conditions.

Ability to observe proper safety rules and regulations as written in the City Safety Manual.

The ability to safely and efficiently perform as a crew leader.

#### Supervision Received:

Works under the general supervision of the Public Works Superintendent.

#### **Supervision Exercised:**

Crew leader on work crews.

Issue work orders and exercises limited supervision over department personnel in the absence of/or the direction of the supervisor.

Order materials.

#### **Responsibility for Public Contact:**

Daily contact requiring courtesy, discretion, and sound judgment.

#### Certificates, License, Registrations:

Must possess a valid Wisconsin Class A CDL License with N endorsement. MANDATORY. After employment, employees will be required to attend City sponsored safety, health and job training seminars, i.e.; Personal Protection Equipment, Respiratory Protection, Competent Person, Confined Space Entry, Hazard Communications, First Aid/CPR, or any other course or training required by the Department of Commerce or City necessary for an employee to safely, skillfully and productively perform their job.

#### Tools and Equipment Used:

Self propelled paver, track excavator, truck mounted hydraulic excavator, bull dozer, culvert steamer and road grader. Transportation vehicles, dump truck, pickup truck, utility truck, street sweeper, skid steer, jetter/inductor truck, front-end loader, street roller, manlift, tamper, plate compactor, saws, pumps, tar kettle, compressors, sanders, generators, stump grinder, common hand and power tools, shovels, wrenches, detection devices, mobile radio, telephone, ditch witch, surveying instruments and hand tools used in the maintenance of vehicles.

#### **Physical Demands:**

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

While performing the duties of this job, the employee is occasionally required to stand; use hands and fingers to handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to sit, climb, balance, stoop, kneel, crouch, crawl, talk, hear and smell. The employee is often required to walk short distances, sometimes over uneven terrain. The employee may also be required to perform strenuous tasks under varying weather conditions.

The employee must frequently lift and/or move up to 40 pounds, and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

#### **Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable

accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is regularly performed outdoors. Occasionally, while performing the duties of this job, the employee will work outdoors in inclement weather, such as rain, extreme heat or cold. The employee occasionally works near moving mechanical parts and in high, precarious places, and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risks of electrical shock, and vibration.

The noise level in the work environment is usually moderate, at times loud when near or operating equipment.

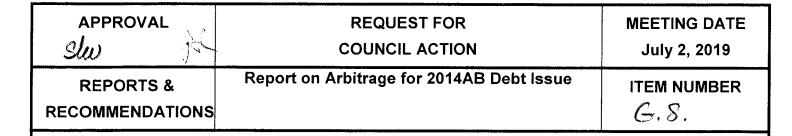
#### **Selection Guidelines:**

Formal application, review and rating of education and experience, job related written test, oral interview and a reference check. A practical exam may be required.

#### Miscellaneous:

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statement of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.



#### **Background**

On March 5, 2019, the Common Council authorized Ehler's & Associates to review City records regarding the use of proceeds on the 2014A and 2014B debt issues for purposes to determine if any arbitrage amount might be due to the Internal Revenue Service.

The 2014A was used to finance TID3 project costs and the Capital Improvement Program for 2014. The 2014B Bonds financed the Water Utility building construction.

### <u>Analysis</u>

Proceeds were not spent very quickly. It was advisable to evaluate the proceed spend down in relation to Internal Revenue Service requirements for tax exempt issues for arbitrage purposes.

Ehler's report on that review determined that no arbitrage payment is due on the 2014A or 2014B issue. The report is attached.

#### **COUNCIL ACTION REQUESTED**

Receive and place on file the Ehler's Arbitrage report on the 2014A and 2014B Debt issues.



# Interim Arbitrage Report

City of Franklin, Wisconsin (Milwaukee County) \$5,320,000 General Obligation Promissory Notes, Series 2014A \$1,290,000 General Obligation Water System Bonds, Series 2014B

For the period ending on December 18, 2018

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# Interim Arbitrage Report

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Mr. Paul Rotzenberg CPA, Director of Finance & Treasurer City of Franklin 9229 West Loomis Road Franklin, WI 53132



Re: City of Franklin, Wisconsin

(Milwaukee County)

\$5,320,000 General Obligation Promissory Notes, Series 2014A \$1,290,000 General Obligation Water System Bonds, Series 2014B

Dear Mr. Rotzenberg:

At the request of the City of Franklin, Wisconsin ("Client"), we have prepared this Interim Arbitrage Report ("Report") under Section 148 of the Internal Revenue Code of 1986, as amended, and applicable Treasury Regulations (the "Tax Code"), in connection with the above-referenced issue ("Obligation") for the period starting on December 18, 2014 and ending on December 18, 2018 ("Computation Period"). Certain computational methods and assumptions used in this Report are described in the Summary of Computational Information.

Subsequent changes in the tax law, or official interpretations thereon, may require or permit revision of arbitrage reports. We have no obligation to update this report for the Computation Period because of events occurring, or data or information coming to our attention, subsequent to the date of this Report.

#### Results of this Report are as follows:

#### Arbitrage

Obligation Yield	Rebate Liability Accrued	Rebate Payment Due	
1.8450607%	(\$181,840.83)	\$0.00	
Yield Restriction			
Materially Higher Yield	Yield Reduction Liability Accrued	Yield Reduction Payment Due	
1.9700607%	\$0.00	\$0.00	

In summary, there are no rebate or yield reduction payment(s) associated with the Obligation for the Computation Period and no IRS Tax Form 8038-T filing is required at this time. We appreciate the opportunity to provide Arbitrage Monitoring Services to the City of Franklin, Wisconsin and look forward to working with you in the future.

Sincerely,

EHLERS & ASSOCIATES, INC.

la 4. The

Stephen H. Broden, Arbitrage Managing Director

#### **Summary of Computational Information:**

The following computational assumptions relate to the Computation Period and are based upon relevant sections of the Tax Code, Certificate Documents, and client provided assumptions and information.

- The Report was prepared in accordance with Section 148 of the Internal Revenue Code of 1986, as amended, and applicable Treasury Regulations, including but not limited to Sections 1.148-1 through 1.148-11.
- We have reviewed copies of the following information for the Obligation:
  - o Information Return for Tax-Exempt Governmental Obligations Form 8038-G
  - o Tax Exemption Certificates
  - o Preliminary Official Statement
  - o Addendum to the Preliminary Official Statements
  - Closing and Post Sale Reports
- The dated and delivery dates of the Obligation is December 18, 2014.
- The Bond Year is each 1-year period ending on December 18 and the Final Maturity Date of March 1, 2034
- The Computation Period starts on December 18, 2014 and ends on December 18, 2018.
- The Obligation has not been refunded or defeased prior to December 18, 2018.
- The small issuer exception to the rebate requirements does not apply to the Obligation because the Obligation is governmental and more than \$5 million of tax-exempt debt was issued in the calendar year.
- Debt service, yield, investment cash flow, and rebate and yield reduction payments, if any, are made or received pursuant to the schedules contained in the attached Exhibits.
  - O A Fixed yield for the Obligation has been calculated based on review of whether the Obligation meets the requirement that: (i) the yield is fixed and determinable on the delivery date of an issue, or (ii) the yield is not fixed and determinable on the delivery date of an issue.
  - O Yield for the Obligation has been calculated based on review of the general rules for an issue, providing that two or more obligations are normally part of the same issue if they are: (i) sold at substantially the same time (within 15 days), (ii) sold pursuant to the same plan of financing, and (iii) payable from the same source of funds. Therefore, the Obligation constitute a single issue for rebate, yield restriction, and bond yield purposes.
    - i. A 360-day year and semiannual compounding based upon scheduled maturities and applicable mandatory sinking fund redemptions including principal prepayments, if any, and actual interest, if applicable.
    - ii. Those obligations identified as yield-to-call obligations, if any, are those obligations that are subject to optional redemption and that are issued at an issue price that exceeds the stated redemption price at maturity of such obligations by more than one-fourth of one percent multiplied by the product of the stated redemption price at maturity of such obligations and the number of complete years to the first optional redemption date for the Obligation.
  - The Obligation meets the qualifications for the 3-Year temporary period exemption as summarized in Exhibit A.

- The Obligation meets the qualifications for the minor portion exemption as summarized in Exhibit A.
- We have verified that investment earnings on a bona fide debt service fund are exempt from the rebate requirement if the gross earnings on such fund for the bond year are less than \$100,000. The \$100,000 earnings limitation may be ignored if: (i) the Obligation is considered a fixed rate governmental issue with average maturity of 5 years, (ii) the Obligation average annual debt service does not exceed \$2.5 Million, (iii) the Obligation meets the qualifications for the 6-Month, 18-Month, or 24-Month Spending Exception, or (iv.) the debt service payments are anticipated to be made out of an unrestricted operating fund. Any excess fund(s) are summarized in Exhibit A.
- O We have verified that the bona fide debt service fund qualifies for an exception to the yield restriction requirements if: together, the fund(s) and associated accounts identified, together, as a "bona fide debt service fund", is being used to achieve a proper matching of revenues with principal and interest payments within each Bond Year and is depleted at least once a year except for a reasonable carryover amount which does not exceed the greater of (i) the investment income on gross proceeds in the fund for the immediately preceding Bond Year, or (ii) one-twelfth of the annual debt service payable on the Obligation for the immediately preceding Bond Year. Any excess fund(s) are summarized in Exhibit A.
- O Fund(s) not so identified by us and excluded from the attached Exhibit(s) are assumed either: (i) not subject to rebate or yield restriction, (ii) not to have non-purpose investment activity, (iii) if not provided (which includes grant monies, if any, received), inclusion of such activity would have a negligible impact on the rebate and yield reduction liability, or (iv) tax-exempt investment(s). Commingled fund(s), if any, are allocated using an appropriate allocation method to allocate gross proceeds to expenditures and revenues. The fund(s) subject to arbitrage rebate or yield restriction are those funds summarized in Exhibit A.
- The "Future Value" method of determining rebate and yield reduction liability is based upon cash flows created by the investment, sale, and maturity of, and earnings on, gross proceeds. To the extent receipts and payments, including investments and reinvestments, with respect to gross proceeds occur on the same day and in like amount, they offset each other for purposes of determining rebate and yield reduction liabilities. Consequently, under the heading "Relevant Cash Flow" on the following exhibits, only payments and receipts, which are not so offset, are reflected.
- The purchase price of each investment is at fair market value, exclusive of brokerage commissions, administrative expenses, or similar expenses, and representative of an arm's length transaction, which did not reduce the rebate amount required to be paid to the United States Treasury.
- We have assumed, as applicable, that:
  - Reimbursement of expenditures, if any, incurred during the Prior Computation Period comply with the specific reimbursement rules.
  - Withdrawals or allocations from fund(s) are spent or reasonably expected to be spent within five business days.
  - No transferred proceeds exist, with respect to the Obligation, other than those identified in the Exhibits, if any.
  - O No other replacement proceeds exist other than those fund(s) identified in the attached Exhibits or noted herein.
  - Any investment fees treated as a reduction of investment income are qualified administrative costs.
  - O To the extent receipts and expenditures with respect to gross proceeds occur on the same day and in like amounts, they offset each other for purposes of determining the yield reduction amount. This analysis includes only those receipts and expenditures which are not offset.

- O There has been no communication from regulatory agencies to the Client concerning noncompliance with, or deficiencies in, financial accounting or reporting practices that could have a material effect on the computations.
- O The scope of our procedures does not include procedures to analyze the private use limitations, if any, associated with the Obligation.

#### Exhibit A

City of Franklin, Wisconsin (Milwaukee County) \$5,320,000 General Obligation Promissory Notes, Series 2014A \$1,290,000 General Obligation Water System Bonds, Series 2014B

#### SUMMARY OF ARBITRAGE

Dated Date	12-18-14
Delivery Date	12-18-14
Computation Date	12-18-18
Obligation Yield (Yield)	1.8450607%
Materially Higher Yield (Restricted Yield)	1.9700607%
Allowable Yield Spread	0.1250000%
Rebate Amount	(\$174,984.69)
Less: Rebate Computation Date Credits	(6,856.14)
Rebate Liability	(\$181,840.83)
Yield Reduction Amount	\$0.00
Yield Reduction Liability	\$0.00

#### SUMMARY OF ARBITRAGE AMOUNT BY FUND

Exhibit	Description	Status	Rebate Amount	Yield Reduction Amount
	Debt Service Account - Premium			
D	Deposit 2014A	Active	(\$3,407.50)	3-Year Temp Per
E	Borrowed Money Fund 2014A - Fund 46	Active	(9,124.51)	3-Year Temp Per
F	Borrowed Money Fund 2014A - Fund 48	Active	(152,877.63)	Minor Portion
G	Borrowed Money Fund 2014B	Active	(9,575.05)	3-Year Temp Per
		Total	(\$174,984.69)	\$0.00

#### REBATE COMPUTATION DATE CREDITS

Value As Of 12-18-18 At Obligation Yield

Date	Credit	1.8450607%
12-18-15	\$1,650.00	\$1,743.46
12-18-16	1,650.00	1,711.73
12-18-17	1,670.00	1,700.95
12-18-18	1,700.00	1,700.00
		\$6,856.14

#### Exhibit B

City of Franklin, Wisconsin (Milwaukee County) \$5,320,000 General Obligation Promissory Notes, Series 2014A \$1,290,000 General Obligation Water System Bonds, Series 2014B

#### SOURCES AND USES OF FUNDS

	Combined	2014A	2014B
	Proceeds	Amounts	Amounts
SOURCES:			
Principal Amount Of The Obligations	\$6,610,000.00	\$5,320,000.00	\$1,290,000.00
Net Original Issue Premium	249,598.25	232,826.60	16,771.65
Estimated Interest 2014A	1,967.00	1,967.00	
Estimated Interest 2014B	78.00		78.00
,	\$6,861,643.25	\$5,554,793.60	\$1,306,849.65
USES:			
Debt Service Account - Premium Deposit 2014A	\$204,630.60	\$204,630.60	
Borrowed Money Fund 2014A	5,275,105.00	5,275,105.00	
Borrowed Money Fund 2014B	1,256,135.86		\$1,256,135.86
Costs Of Issuance	65,253.00	44,895.00	20,358.00
Underwriter's Discount	58,473.79	28,196.00	30,277.79
Estimated Interest 2014A	1,967.00	1,967.00	
Estimated Interest 2014B	78.00		78.00
	\$6,861,643.25	\$5,554,793.60	\$1,306,849.65

#### Exhibit C

City of Franklin, Wisconsin (Milwaukee County) \$5,320,000 General Obligation Promissory Notes, Series 2014A \$1,290,000 General Obligation Water System Bonds, Series 2014B

#### DEBT SERVICE PAYMENTS AND YIELD ON THE OBLIGATIONS

Yield On The Obligations

1.8450607%

					Adjusted	Present Value On 12-18-14
	Principal	Interest	Interest	Total Debt	Debt	At A Yield Of
Dates	Payments	Rate	Payments	Service	Service (1)(2)	1.8450607%
03-01-15	\$95,000	2.000%	\$28,426.91	\$123,426.91	\$123,426.91	\$122,968.10
03-01-15	55,000	2.000%	7,256.91	62,256.91	62,256.91	62,025.48
09-01-15			69,143.75	69,143.75	69,143.75	68,257.03
09-01-15			17,343.75	17,343.75	17,343.75	17,121.33
03-01-16	750,000	2.000%	69,143.75	819,143.75	819,143.75	801,247.07
03-01-16	55,000	2.000%	17,343.75	72,343.75	72,343.75	70,763.18
09-01-16			61,643.75	61,643.75	61,643.75	59,745.78
09-01-16			16,793.75	16,793.75	16,793.75	16,276.68
03-01-17	1,820,000	3.000%	61,643.75	1,881,643.75	1,881,643.75	1,807,038.77
03-01-17	55,000	2.000%	16,793.75	71,793.75	71,793.75	68,947.21
09-01-17			34,343.75	34,343.75	34,343.75	32,680.57
09-01-17			16,243.75	16,243.75	16,243.75	15,457.11
03-01-18	1,140,000	3.000%	34,343.75	1,174,343.75	1,174,343.75	1,107,258.56
03-01-18	55,000	2.000%	16,243.75	71,243.75	71,243.75	67,173.90
09-01-18			17,243.75	17,243.75	17,243.75	16,110.07
09-01-18			15,693.75	15,693.75	15,693.75	14,661.97
03-01-19	165,000	2.000%	17,243.75	182,243.75	182,243.75	168,705.87
03-01-19	55,000	2.000%	15,693.75	70,693.75	70,693.75	65,442.30
09-01-19			15,593.75	15,593.75	15,593.75	14,303.42
09-01-19			15,143.75	15,143.75	15,143.75	13,890.66
03-01-20	180,000	2.250%	15,593.75	195,593.75	195,593.75	177,769.09
03-01-20	55,000	2.000%	15,143.75	70,143.75	70,143.75	63,751.48
09-01-20			13,568.75	13,568.75	13,568.75	12,219.49
09-01-20			14,593.75	14,593.75	14,593.75	13,142.56
03-01-21	180,000	2.250%	13,568.75	193,568.75	1,183,568.75	1,056,132.76
03-01-21	60,000	3.000%	14,593.75	74,593.75	74,593.75	66,562.17
09-01-21			11,543.75	11,543.75		
09-01-21			13,693.75	13,693.75	13,693.75	12,107.63
03-01-22	335,000	2.250%	11,543.75	346,543.75		
03-01-22	60,000	3.000%	13,693.75	73,693.75	388,693.75	340,530.74
09-01-22			7,775.00	7,775.00		
09-01-22			12,793.75	12,793.75	8,068.75	7,004.33
03-01-23	330,000	2.250%	7,775.00	337,775.00		

City of Franklin, Wisconsin (Milwaukee County) \$5,320,000 General Obligation Promissory Notes, Series 2014A \$1,290,000 General Obligation Water System Bonds, Series 2014B

#### DEBT SERVICE PAYMENTS AND YIELD ON THE OBLIGATIONS

Yield On The Obligations

1.8450607%

<b>D</b> .	Principal	Interest	Interest	Total Debt Service	Adjusted Debt Service (1)(2)	Present Value On 12-18-14 At A Yield Of 1.8450607%
Dates	Payments	Rate	Payments			
03-01-23	60,000	3.000%	12,793.75	72,793.75	8,068.75	6,940.31
09-01-23			4,062.50	4,062.50	0.040.55	( 05 ( 05
09-01-23			11,893.75	11,893.75	8,068.75	6,876.87
03-01-24	325,000	2.500%	4,062.50	329,062.50		
03-01-24	60,000	3.000%	11,893.75	71,893.75	8,068.75	6,814.01
09-01-24			10,993.75	10,993.75	8,068.75	6,751.72
03-01-25	65,000	3.000%	10,993.75	75,993.75	8,068.75	6,690.00
09-01-25			10,018.75	10,018.75	8,068.75	6,628.85
03-01-26	65,000	3.000%	10,018.75	75,018.75	8,068.75	6,568.25
09-01-26			9,043.75	9,043.75	8,068.75	6,508.21
03-01-27	65,000	3.000%	9,043.75	74,043.75	8,068.75	6,448.72
09-01-27			8,068.75	8,068.75	8,068.75	6,389.78
03-01-28	70,000.00	3.000%	8,068.75	78,068.75	78,068.75	61,258.79
09-01-28			7,018.75	7,018.75	7,018.75	5,457.11
03-01-29	70,000.00	3.000%	7,018.75	77,018.75	77,018.75	59,335.06
09-01-29			5,968.75	5,968.75	5,968.75	4,556.28
03-01-30	75,000.00	3.000%	5,968.75	80,968.75	80,968.75	61,242.95
09-01-30			4,843.75	4,843.75	4,843.75	3,630.21
03-01-31	75,000.00	3.125%	4,843.75	79,843.75	79,843.75	59,292.99
09-01-31			3,671.88	3,671.88	3,671.88	2,701.86
03-01-32	75,000.00	3.125%	3,671.88	78,671.88	78,671.88	57,359.54
09-01-32	,		2,500.00	2,500.00	2,500.00	1,806.08
03-01-33	80,000.00	3.125%	2,500.00	82,500.00	82,500.00	59,055.97
09-01-33	•		1,250.00	1,250.00	1,250.00	886.61
03-01-34	80,000.00	3.125%_	1,250.00	81,250.00	81,250.00	57,102.75
	\$6,610,000	_	\$900,665.08	\$7,510,665.08	\$7,435,102.58	\$6,859,598.25

#### Exhibit C

City of Franklin, Wisconsin (Milwaukee County) \$5,320,000 General Obligation Promissory Notes, Series 2014A \$1,290,000 General Obligation Water System Bonds, Series 2014B

#### DEBT SERVICE PAYMENTS AND YIELD ON THE OBLIGATIONS

Yield On The Obligations

1.8450607%

#### ARBITRAGE TARGET VALUE

Principal Amount Of The Obligations Net Original Issue Premium Arbitrage Target Value \$6,610,000.00 249,598.25 \$6,859,598.25

- (1) Assumes that the March 1, 2021, March 1, 2022, March 1, 2023 and March 1, 2024 maturities are called on March 1, 2021 at 100 percent of par plus accrued interest.
- (2) Assumes that the March 1, 2023, March 1, 2024, March 1, 2025, March 1, 2026 and March 1, 2027 maturities are called on March 1, 2022 at 100 percent of par plus accrued interest.

City of Franklin, Wisconsin (Milwaukee County) \$5,320,000 General Obligation Promissory Notes, Series 2014A \$1,290,000 General Obligation Water System Bonds, Series 2014B

#### NET ORIGINAL ISSUE PREMIUM ON THE OBLIGATIONS

					Net Original
Maturity	Principal	Coupon	Yield	Price	Issue Premium
03-01-15	\$95,000	2.000%	0.350%	100.333%	\$316.35
03-01-15	55,000	2.000%	0.400%	100.323%	177.65
03-01-16	750,000	2.000%	0.400%	101.917%	14,377.50
03-01-16	55,000	2.000%	0.600%	101.674%	920.70
03-01-17	1,820,000	3.000%	0.670%	105.085%	92,547.00
03-01-17	55,000	2.000%	0.800%	102.614%	1,437.70
03-01-18	1,140,000	3.000%	0.800%	106.942%	79,138.80
03-01-18	55,000	2.000%	1.050%	102.983%	1,640.65
03-01-19	165,000	2.000%	1.100%	103.685%	6,080.25
03-01-19	55,000	2.000%	1.350%	102.646%	1,455.30
03-01-20	180,000	2.250%	1.300%	104.763%	8,573.40
03-01-20	55,000	2.000%	1.600%	101.988%	1,093.40
03-01-21	60,000	3.000%	1.850%	106.708%	4,024.80
03-01-22	515,000	2.250%	1.700%	103.223% (1)(3)	16,598.45
03-01-22	60,000	3.000%	2.100%	105.985% (2)(3)	3,591.00
03-01-23	330,000	2.250%	1.900%	102.037% (1)(3)	6,722.10
03-01-23	60,000	3.000%	2.250%	104.959% ( 2 )(3 )	2,975.40
03-01-24	325,000	2.500%	2.050%	102.607% (1)(3)	8,472.75
03-01-27	255,000	3.000%	2.700%	101.949% ( 2 )(3 )	4,969.95
09-01-30	215,000	3.000%	3.000%	100.000%	
03-01-34	310,000	3.125%	3.250%	98.221%	(5,514.90)
	\$6,610,000				\$249,598.25

- (1) Maturities were priced to call on March 1, 2021 at 100 percent of par.
- (2) Maturities were priced to call on March 1, 2022 at 100 percent of par.
- (3) Represents the yield-to-call Bonds included for purposes of computing yield on the Bonds.

#### Exhibit D

City of Franklin, Wisconsin (Milwaukee County) \$5,320,000 General Obligation Promissory Notes, Series 2014A \$1,290,000 General Obligation Water System Bonds, Series 2014B

#### **DEBT SERVICE ACCOUNT - PREMIUM DEPOSIT 2014A**

Rebate Amount (\$3,407.50) Status Active

			Value As Of			
			12-18-18		Total	Total IRR
		Total	At Yield	Total	Fund	12-18-14
Date	Description	Cash Flow	1.8450607%	Income	Balance	0.256923%
12-18-14	Valuation	(\$204,630.60)	(\$220,229.57)		\$204,630.60	(\$204,630.60)
03-01-15	Withdrawal	9,528.02	10,216.22		195,102.58	9,523.06
03-01-15	Withdrawal	18,898.89	20,263.94		176,203.69	18,889.05
09-01-15	Withdrawal	22,743.75	24,163.60		153,459.94	22,702.75
09-01-15	Withdrawal	46,400.00	49,296.66		107,059.94	46,316.35
12-31-15	Investment Income		0.00	\$277.00	107,336.94	0.00
03-01-16	Withdrawal	22,743.75	23,942.72		84,593.19	22,673.62
03-01-16	Withdrawal	46,400.00	48,846.04		38,193.19	46,256.93
09-01-16	Withdrawal	1,184.53	1,235.58		37,008.66	1,179.36
09-01-16	Withdrawal	37,251.99	38,857.31		(243.33)	37,089.48
09-01-16	Investment Income		0.00	243.33	0.00	0.00
12-18-18	Valuation		0.00		0.00	0.00
	Total	\$520.33	(\$3,407.50)	\$520.33		\$0.00

#### Exhibit E

City of Franklin, Wisconsin (Milwaukee County) \$5,320,000 General Obligation Promissory Notes, Series 2014A \$1,290,000 General Obligation Water System Bonds, Series 2014B

#### **BORROWED MONEY FUND 2014A - FUND 46**

Rebate Amount (\$9,124.51)
Status Active

KELEVA	VI CASII FLOW		T 1 A OC			
			Value As Of			
			12-18-18		Total	Total IRR
		Total	At Yield	Total	Fund	12-18-14
Date	Description	Cash Flow	1.8450607%	Income	Balance	0.000000%
12-18-14	Valuation	(\$1,962,659.58)	(\$2,112,272.89)		\$1,962,659.58	(\$1,962,659.58)
12-18-14	2014A Reimbursements	353,912.55	380,891.26		1,608,747.03	353,912.55
12-18-14	Preliminary Expenses	795,199.83	855,817.82		813,547.20	795,199.83
01-02-15	Withdrawal	1,569.40	1,687.83		811,977.80	1,569.40
01-02-15	Withdrawal	2,567.50	2,761.25		809,410.30	2,567.50
01-15-15	Withdrawal	4,406.45	4,735.83		805,003.85	4,406.45
01-15-15	Withdrawal	878.00	943.63		804,125.85	878.00
01-15-15	Withdrawal	2,777.06	2,984.64		801,348.79	2,777.06
02-02-15	Withdrawal	984.70	1,057.39		800,364.09	984.70
02-02-15	Withdrawal	5,980.00	6,421.42		794,384.09	5,980.00
02-12-15	Withdrawal	152.65	163.83		794,231.44	152.65
02-26-15	Withdrawal	952.39	1,021.44		793,279.05	952.39
04-02-15	Withdrawal	420.33	449.98		792,858.72	420.33
04-02-15	Withdrawal	207.36	221.99	792,651.36		207.36
04-03-15	Withdrawal	5,360.00	5,737.77	787,291.36		5,360.00
04-16-15	Withdrawal	1,064.00	1,138.24		786,227.36	1,064.00
04-17-15	Withdrawal	3,724.00	3,983.62		782,503.36	3,724.00
05-01-15	Withdrawal	3,426.00	3,662.23		779,077.36	3,426.00
05-14-15	Withdrawal	420.33	449.01		778,657.03	420.33
05-14-15	Withdrawal	35,233.19	37,637.62		743,423.84	35,233.19
05-14-15	Withdrawal	2,886.95	3,083.97		740,536.89	2,886.95
05-15-15	Withdrawal	3,707.00	3,959.78		736,829.89	3,707.00
05-21-15	Withdrawal	25,558.68	27,293.14		711,271.21	25,558.68
05-21-15	Withdrawal	50,000.00	53,393.10		661,271.21	50,000.00
05-29-15	Withdrawal	1,652.00	1,763.39		659,619.21	1,652.00
06-12-15	Withdrawal	1,371.00	1,462.47		658,248.21	1,371.00
06-18-15	Withdrawal	111,205.10	118,588.24		547,043.11	111,205.10
06-18-15	Withdrawal	6,096.63	6,501.40		540,946.48	6,096.63
06-25-15	Withdrawal	58.82	62.70		540,887.66	58.82
06-26-15	Withdrawal	2,433.00	2,593.47		538,454.66	2,433.00
06-29-15	Withdrawal	150,300.00	160,188.81		388,154.66	150,300.00
06-29-15	Withdrawal	2,280.00	2,430.01		385,874.66	2,280.00
06-29-15	Withdrawal	1,003.65	1,069.68		384,871.01	1,003.65
06-29-15	Withdrawal	1,896.16	2,020.92		382,974.85	1,896.16
06-30-15	Withdrawal	389.00	414.57		382,585.85	389.00

#### Exhibit E

City of Franklin, Wisconsin (Milwaukee County) \$5,320,000 General Obligation Promissory Notes, Series 2014A \$1,290,000 General Obligation Water System Bonds, Series 2014B

#### **BORROWED MONEY FUND 2014A - FUND 46**

Rebate Amount (\$9,124.51) Status Active

KELLET THE T	CASITICOW					
			Value As Of			
			12-18-18		Total	Total IRR
		Total	At Yield	Total	Fund	12-18-14
Date	Description	Cash Flow	1.8450607%	Income	Balance	0.000000%
07-02-15	Withdrawal	78.92	84.10		382,506.93	78.92
07-02-15	Withdrawal	463.51	493.93		382,043.42	463.51
07-09-15	Withdrawal	124.46	132.58		381,918.96	124.46
07-10-15	Withdrawal	1,211.00	1,289.95		380,707.96	1,211.00
07-16-15	Withdrawal	145.21	154.63		380,562.75	145.21
07-16-15	Withdrawal	483.82	515.21		380,078.93	483.82
07-16-15	Withdrawal	3,304.26	3,518.61		376,774.67	3,304.26
07-24-15	Withdrawal	1,346.00	1,432.73		375,428.67	1,346.00
08-03-15	Withdrawal	153.11	162.90		375,275.56	153.11
08-07-15	Withdrawal	5,359.00	5,700.53		369,916.56	5,359.00
08-11-15	Withdrawal	650.00	691.28		369,266.56	650.00
08-13-15	Withdrawal	293.71	312.33		368,972.85	293.71
08-13-15	Withdrawal	30,000.00	31,902.12		338,972.85	30,000.00
08-13-15	Withdrawal	10,137.49	10,780.25		328,835.36	10,137.49
08-21-15	Withdrawal	18,331.00	19,485.31		310,504.36	18,331.00
08-27-15	Withdrawal	49,966.90	53,097.07		260,537.46	49,966.90
08-27-15	Withdrawal	385.40	409.54		260,152.06	385.40
08-27-15	Withdrawal	61,298.00	65,138.00		198,854.06	61,298.00
09-01-15	Withdrawal	187.50	199.21		198,666.56	187.50
09-01-15	Withdrawal	3,866.35	4,107.72		194,800.21	3,866.35
09-01-15	Withdrawal	3,097.60	3,290.98		191,702.61	3,097.60
09-01-15	Withdrawal	1,663.36	1,767.20		190,039.25	1,663.36
09-01-15	Withdrawal	144.29	153.30		189,894.96	144.29
09-01-15	Withdrawal	98,959.00	105,136.81		90,935.96	98,959.00
09-01-15	Withdrawal	56,238.10	59,748.93		34,697.86	56,238.10
09-04-15	Withdrawal	20,735.00	22,026.07		13,962.86	20,735.00
09-10-15	Withdrawal	93.86	99.67		13,869.00	93.86
09-10-15	Withdrawal	5,044.28	5,356.72		8,824.72	5,044.28
09-10-15	Withdrawal	347.69	369.23		8,477.03	347.69
09-10-15	Withdrawal	810.05	860.22		7,666.98	810.05
09-10-15	Withdrawal	251.84	267.44		7,415.14	251.84
09-10-15	Withdrawal	320.00	339.82		7,095.14	320.00
09-17-15	Withdrawal	75.10	79.72		7,020.04	75.10

#### Exhibit E

City of Franklin, Wisconsin (Milwaukee County) \$5,320,000 General Obligation Promissory Notes, Series 2014A \$1,290,000 General Obligation Water System Bonds, Series 2014B

#### **BORROWED MONEY FUND 2014A - FUND 46**

Rebate Amount (\$9,124.51)
Status Active

			Value As Of 12-18-18		Total	Total IRR	
Date	Description	Total Cash Flow	At Yield 1.8450607%	Total Income	Fund Balance	12-18-14 0.000000%	_
09-18-15	Withdrawal	7,020.04	7,451.82		0.00	7,020.04	(1)
12-18-18	Valuation	·	0.00		0.00	0.00	_
	Total	\$0.00	(\$9,124.51)	\$0.00	-	(\$0.00)	<u>)</u>

<sup>(1)</sup> Final withdrawal is a portion of \$21,457 in aggregate expenditures.

#### Exhibit F

City of Franklin, Wisconsin (Milwaukee County) \$5,320,000 General Obligation Promissory Notes, Series 2014A \$1,290,000 General Obligation Water System Bonds, Series 2014B

#### **BORROWED MONEY FUND 2014A - FUND 48**

Rebate Amount (\$152,877.63) Status Active

			Value As Of			
			12-18-18		Total	Total IRR
		Total	At Yield	Total	Fund	12-18-14
Date	Description	Cash Flow	1.8450607%	Income	Balance	0.287066%
12-18-14	Valuation	(\$3,312,445.42)	(\$3,564,952.74)		\$3,312,445.42	(\$3,312,445.42)
12-18-14	Preliminary Expense	12,445.42	13,394.13		3,300,000.00	12,445.42
12-31-14	Investment Income		0.00	(\$47.91)	3,299,952.09	0.00
01-31-15	Withdrawal	850,000.00	912,837.36		2,449,952.09	849,715.58
01-31-15	Investment Income		0.00	(90.00)	2,449,862.09	0.00
02-28-15	Investment Income		0.00	900.00	2,450,762.09	0.00
03-31-15	Investment Income	25,000.00	26,766.10		2,425,762.09	24,979.69
03-31-15	Investment Income			312.00	2,426,074.09	0.00
04-02-15	Investment Income		0.00	12.00	2,426,086.09	0.00
04-30-15	Investment Income		0.00	684.00	2,426,770.09	0.00
05-01-15	Withdrawal	50,000.00			2,376,770.09	49,947.04
05-31-15	Investment Income		0.00	618.00	2,377,388.09	0.00
06-30-15	Investment Income		0.00	842.00	2,378,230.09	0.00
07-31-15	Investment Income		0.00	368.00	2,378,598.09	0.00
08-31-15	Withdrawal	25,000.00			2,353,598.09	24,949.85
08-31-15	Investment Income		0.00	701.00	2,354,299.09	0.00
09-30-15	Investment Income		0.00	491.00	2,354,790.09	0.00
10-30-15	Withdrawal	13,099.00			2,341,691.09	13,066.47
10-31-15	Investment Income		0.00	629.00	2,342,320.09	0.00
11-30-15	Investment Income		0.00	479.00	2,342,799.09	0.00
12-31-15	Investment Income		0.00	(35.00)	2,342,764.09	0.00
01-31-16	Withdrawal	450,000.00	474,472.16		1,892,764.09	448,560.83
01-31-16	Investment Income		0.00	719.00	1,893,483.09	0.00
02-29-16	Investment Income		0.00	543.00	1,894,026.09	0.00
03-31-16	Withdrawal	675,000.00	709,533.03		1,219,026.09	672,519.64
03-31-16	Investment Income		0.00	557.00	1,219,583.09	0.00
04-30-16	Investment Income		0.00	634.00	1,220,217.09	0.00
05-31-16	Investment Income		0.00	463.00	1,220,680.09	0.00
06-30-16	Withdrawal	550,000.00	575,489.58		670,680.09	547,586.12
06-30-16	Investment Income		0.00	486.00	671,166.09	0.00
07-31-16	Investment Income		0.00	209.00	671,375.09	0.00
08-31-16	Withdrawal	525,000.00	547,652.03		146,375.09	522,446.00
08-31-16	Investment Income		0.00	198.00	146,573.09	0.00
09-30-16	Withdrawal	75,000.00	78,116.36		71,573.09	74,617.30
09-30-16	Investment Income		0.00	54.00	71,627.09	0.00

#### Exhibit F

City of Franklin, Wisconsin (Milwaukee County) \$5,320,000 General Obligation Promissory Notes, Series 2014A \$1,290,000 General Obligation Water System Bonds, Series 2014B

#### **BORROWED MONEY FUND 2014A - FUND 48**

Rebate Amount (\$152,877.63) Status Active

			Value As Of			
			12-18-18		Total	Total IRR
		Total	At Yield	Total	Fund	12-18-14
Date	Description	Cash Flow	1.8450607%	Income	Balance	0.287066%
10-31-16	Investment Income		0.00	20.00	71,647.09	0.00
11-30-16	Investment Income		0.00	33.00	71,680.09	0.00
12-31-16	Investment Income		0.00	60.00	71,740.09	0.00
01-31-17	Investment Income		0.00	182.00	71,922.09	0.00
02-28-17	Investment Income		0.00	51.00	71,973.09	0.00
03-31-17	Investment Income		0.00	28.00	72,001.09	0.00
04-30-17	Investment Income		0.00	17.00	72,018.09	0.00
05-31-17	Investment Income		0.00	41.00	72,059.09	0.00
06-30-17	Withdrawal	25,000.00	25,682.57		47,059.09	24,818.98
06-30-17	Investment Income		0.00	22.00	47,081.09	0.00
07-31-17	Investment Income		0.00	24.00	47,105.09	0.00
08-31-17	Withdrawal	25,000.00	25,604.08		22,105.09	24,807.12
08-31-17	Investment Income		0.00	32.00	22,137.09	0.00
09-30-17	Investment Income		0.00	9.00	22,146.09	0.00
10-31-17	Investment Income		0.00	12.00	22,158.09	0.00
11-30-17	Investment Income		0.00	10.00	22,168.09	0.00
12-28-17	Withdrawal	10,000.00	10,180.16		12,168.09	9,913.52
12-31-17	Investment Income	,	0.00	13.00	12,181.09	0.00
01-31-18	Investment Income		0.00	1.00	12,182.09	0.00
02-28-18	Investment Income		0.00	2.00	12,184.09	0.00
03-31-18	Withdrawal	12,186.09	12,347.55		(2.00)	12,071.85
03-31-18	Investment Income	,	0.00	2.00	0.00	0.00
12-18-18	Valuation	0.00	0.00		0.00	0.00
12 10 10	Total	\$10,285.09		\$10,285.09	_	\$0.00

#### Exhibit G

City of Franklin, Wisconsin (Milwaukee County) \$5,320,000 General Obligation Promissory Notes, Series 2014A \$1,290,000 General Obligation Water System Bonds, Series 2014B

#### **BORROWED MONEY FUND 2014B**

Rebate Amount (\$9,575.05) Status Active

			Value As Of			
			12-18-18		Total	Total IRR
		Total	At Yield	Total	Fund	12-18-14
Date	Description	Cash Flow	1.8450607%	Income	Balance	0.000000%
12-18-14	Valuation	(\$1,256,135.86)	(\$1,351,890.95)		\$1,256,135.86	(\$1,256,135.86)
01-01-15	Withdrawal	183,551.76	197,412.92		1,072,584.10	183,551.76
01-01-15	Withdrawal	168,058.24	180,749.38		904,525.86	168,058.24
01-30-15	Withdrawal	39.91	42.86		904,485.95	39.91
02-27-15	Withdrawal	3,180.69	3,411.12		901,305.26	3,180.69
03-01-15	Withdrawal	3,577.64	3,836.05		897,727.62	3,577.64
03-26-15	Withdrawal	3,353.60	3,591.24		894,374.02	3,353.60
03-31-15	Withdrawal	1,904.83	2,039.39		892,469.19	1,904.83
03-31-15	Withdrawal	1,904.84	2,039.41		890,564.35	1,904.84
04-23-15	Withdrawal	10,037.57	10,734.06		880,526.78	10,037.57
05-07-15	Withdrawal	3,131.07	3,345.94		877,395.71	3,131.07
05-07-15	Withdrawal	4,839.30	5,171.40		872,556.41	4,839.30
05-07-15	Withdrawal	4,839.31	5,171.41		867,717.10	4,839.31
05-27-15	Withdrawal	25,864.65	27,611.42		841,852.45	25,864.65
05-27-15	Withdrawal	455,485.08	486,246.35		386,367.37	455,485.08
05-29-15	Withdrawal	39,940.65	42,633.70		346,426.72	39,940.65
05-31-15	Withdrawal	15.00	16.01		346,411.72	15.00
06-15-15	Receipt	(39,940.65)	(42,598.91)		386,352.37	(39,940.65)
06-22-15	Withdrawal	13,255.06	14,132.21		373,097.31	13,255.06
06-24-15	Withdrawal	7,005.79	7,468.63		366,091.52	7,005.79
06-24-15	Withdrawal	7,005.80	7,468.64		359,085.72	7,005.80
07-10-15	Withdrawal	10,617.86	11,310.10		348,467.86	10,617.86
07-28-15	Withdrawal	235,439.00	250,558.46		113,028.86	235,439.00
08-03-15	Receipt	(235,439.00)	(250,494.55)		348,467.86	(235,439.00)
08-03-15	Withdrawal	612.10	651.24		347,855.76	612.10
08-03-15	Withdrawal	2,721.01	2,895.01		345,134.75	2,721.01
08-03-15	Withdrawal	612.09	651.23		344,522.66	612.09
08-10-15	Withdrawal	1,277.77	1,358.99		343,244.89	1,277.77
08-10-15	Withdrawal	2,243.74	2,386.37		341,001.15	2,243.74
08-18-15	Withdrawal	8,691.55	9,240.27		332,309.60	8,691.55
08-18-15	Withdrawal	628.92	668.63		331,680.68	628.92
08-20-15	Withdrawal	2,306.52	2,451.89		329,374.16	2,306.52
08-20-15	Withdrawal	2,306.51	2,451.88		327,067.65	2,306.51
08-21-15	Withdrawal	148,908.98	158,285.80		178,158.67	148,908.98

#### Exhibit G

City of Franklin, Wisconsin (Milwaukee County) \$5,320,000 General Obligation Promissory Notes, Series 2014A \$1,290,000 General Obligation Water System Bonds, Series 2014B

#### **BORROWED MONEY FUND 2014B**

Rebate Amount (\$9,575.05) Status Active

Date	Description	Total Cash Flow	Value As Of 12-18-18 At Yield 1,8450607%	Total Income	Total Fund Balance	Total IRR 12-18-14 0.000000%	
08-21-15	Withdrawal	178,158.67	189,377.35		0.00	178,158.67	(1)
12-18-18	Valuation	,	0.00		0.00	0.00	_
	Total	\$0.00	(\$9,575.05)	\$0.00		(\$0.00)	

<sup>(1)</sup> Final withdrawal is a portion of \$210,556.92 expenditure.

APPROVAL	REQUEST FOR	MEETING DATE
Slur	COUNCIL ACTION	July 2, 2019
REPORTS & RECOMMENDATIONS	May, 2019 Monthly Financial Report	ITEM NUMBER

# **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

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

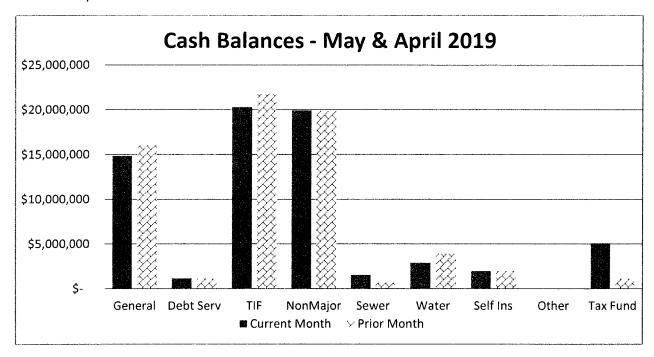
The May, 2019 financial reports for the General Fund, Debt Service Fund, TID Funds, Solid Waste Fund, Capital Outlay Fund, Equipment Replacement Fund, Street Improvement Fund, Capital Improvement Fund, Development Fund, Utility Development, Self Insurance Fund, and Post Employment Insurance Fund are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

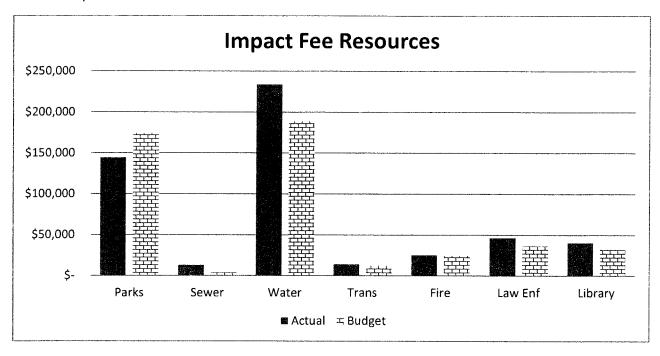
**EQUIPMENT REPLACEMENT FUND** – Revenues are in line with budget. The last of the 2018 projects were completed. The Fire Dept has placed the \$633,000 Purchase Order for the fire engine replacement.

**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.

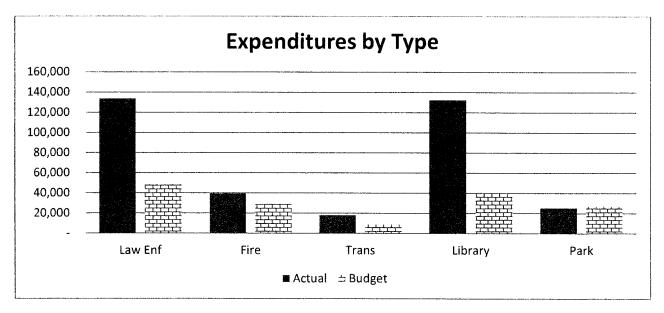
**CAPITAL IMPROVEMENT FUND** – Landfill siting revenue is being allocated differently than in prior years, which accounts for the reduced revenue in 2019 compared to budget. The \$1,057,000 of Public Works expenditures represent the commitments made on the Rawson Homes storm sewer project. Some purchase 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.

May, 2019 Financial report



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 Total Governmental Funds	705,241	10,053,671	9,162,515	-	-	19,921,427	19,842,662
Turius	392,477	34,755,954	17,953,765	3,141,103		56,243,300	58,827,963
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
Total Other Funds	45,907	4,143,727	2,220,589	-	-	6,410,223	6,569,302
Total Pooled							
Cash & Investments	438,384	38,899,681	20,174,354	3,141,103	-	62,653,523	65,397,265
Retiree Health Fund	105,807	-	ú	-	5,765,966	5,871,774	6,117,691
Property Tax Fund	651,438	4,439,497	-	-	-	5,090,935	1,160,930
Total Trust Funds	757,245	4,439,497	-	-	5,765,966	10,962,709	7,278,621
Grand Total							
Cash & Investments	1,195,629	43,339,178	20,174,354	3,141,103	5,765,966	73,616,231	72,675,886
Average Rate of Return		2.39%	1.68%	2.45%			•
Maturities: Demand Fixed Income & Equities 2019 - Q2 2019 - Q3 2019 - Q4 2020 - Q1 2020 - Q2 2020 2021 2022 2023 2024 2025 2026	1,195,629 - - - - - - - - - - - - - -	43,339,178 - - - - - - 43,339,178	94,983 	3,141,103	474,324 3,938,340 - - - 173,043 225,834 170,667 175,210 202,538 204,307 201,703	48,245,218 3,938,340 996,525 1,989,218 1,035,212 990,169 4,671,092 8,242,395 2,724,305 175,210 202,538 204,307 201,703	34,120,083 4,397,155 2,984,485 10,173,096 1,986,014 1,201,532 988,383 5,161,888 8,186,590 2,699,046 174,230 201,009 202,518 199,858
	1,133,623	43,333,178	40,174,354	3,141,103	5,765,966	73,616,231	72,675,886

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

Revenue	2019 Annual Budget		2019 Amended Budget		Y	2019 ear-to-Date Budget	Υ	2019 ear-to-Date Actual		r to Budget Surplus eficiency)
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
Miscellanous 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
Total Revenue	\$ 25,948,442	_\$_	25,979,067		\$	16,748,736	\$	17,653,145 105.40%	\$	904,409

Expenditures	2019 Annual Budget	 2019 Amended Budget		Υ	2019 ear-to-Date Budget	Υ	2019 ear-to-Date Actual		to Budget Surplus eficiency)
General Government Public Safety Public Works Health and Human Services Other Culture and Recreation Conservation and Development Contingency and Unclassified Anticipated underexpenditures Transfers to Other Funds Encumbrances	\$ 3,200,440 17,784,187 3,571,132 750,797 182,702 640,776 2,069,728 (375,320) 274,000	\$ (317,444)	A A A A	\$	1,496,285 7,175,911 1,372,856 280,546 58,841 270,310 451	\$	1,345,206 7,322,648 1,511,318 242,622 58,651 274,194 27,396	E E E	\$ 151,079 (146,737) (138,462) 37,924 190 (3,884) (26,945)
Total Expenditures  Excess of revenue over	\$ 28,098,442	\$ 28,167,730	<u>.</u> .	\$	10,658,575	\$	(158,666) 10,631,469 99.75%		\$ 158,666 27,106
(under) expenditures  Fund balance, beginning of year  Fund balance, end of period	 (2,150,000) 7,336,277 5,186,277	\$ (2,188,663) 7,336,277 5,147,614		\$	6,090,161	\$	7,021,676 7,336,277 14,357,953	:	\$ 931,515

A Represents an amendment to Adopted Budget

E Represents an ecumbrance for current year from prior year

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

<u>Assets</u>	2019 Special Assessment	2019 Debt Service	2019 Total	2018 Special Assessment	2018 Debt Service	2018 Total
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
Total Assets	\$ 790,181	\$ 418,666	\$ 1,208,847	\$ 720,024	\$ 60,823	\$ 780,847
Liabilities and Fund Balance						
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
Total Liabilities and Fund Balance	\$ 790,181	\$ 418,666	\$ 1,208,847	\$ 720,024	\$ 60,823	\$ 780,847

Revenue	2019 Special Assessment	2019 Debt Service	2019 Year-to-Date Actual	2019 Amended Budget	2018 Special Assessment	2018 Debt Service	2018 Year-to-Date Actual
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				<u>-</u>	_		•
Total Revenue	17,373	1,306,918	1,324,291	1,300,000	6,610	1,302,395	1,309,005
Expenditures:							
Debt Service:							
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		-	
Total expenditures	-	1,480,056	1,480,056	1,540,188		1,404,642	1,404,642
Transfers in	<u>.</u>	323,419	323,419	240,188	_	111,999	111,999
Transfers out	-	-	-	-	(60,000)	· -	(60,000)
Net change in fund balances	17,373	150,281	167,654	-	(53,390)	9,752	(43,638)
Fund balance, beginning of year	714,334	268,385	982,719	982,719	683,951	51,071	735,022
Fund balance, end of period	\$ 731,707	\$ 418,666	\$ 1,150,373	\$ 982,719	\$ 630,561	\$ 60,823	\$ 691,384

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

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

_	TID 3		TID 4	TID 5		TID 6		Total
Revenue								
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	3,001,886		,	10,600,102		6,638,320		20,240,308
Total revenue	4,168,416		1,200,201	 10,700,477		6,648,388		22,717,482
Expenditures								
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	 		(817,443)	(60,606)		(1,156)		(879,205)
Total expenditures	2,071,196		49,100	14,386,292		113,929		16,620,517
Revenue over (under) expenditures	2,097,220		1,151,101	(3,685,815)		6,534,459		6,096,965
Fund balance, beginning of year	 653,523	<del>.,</del>	3,091,459	 8,685,515		(13,344)		12,417,153
Fund balance, end of period	\$ 2,750,743	\$	4,242,560	\$ 4,999,700	\$	6,521,115	\$	18,514,118

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

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

	2019 Annual Budget	A	2019 Amended Budget	Y	2019 ear-to-Date Budget	Ye	2019 ear-to-Date Actual	Υє	2018 ear-to-Date Actual
Revenue									
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	 5,185,731		5,185,731		4,697,106		4,168,416		1,391,652
Expenditures									
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	, <u>-</u>		-				-		74
Capital outlays	<del></del>		984,323		-		_		, ,
Development incentive & obligation payments	4,589,265		4,589,265		1,912,194		1,958,657		109,000
Total expenditures	 4,814,115		5,798,438		2,035,142		2,071,196		1,138,306
Revenue over (under) expenditures	371,616		(612,707)	\$	2,661,964		2,097,220		253,346
Fund balance, beginning of year	 653,523		653,523				653,523		(85,123)
Fund balance, end of period	\$ 1,025,139	\$	40,816			\$	2,750,743	\$	168,223

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

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

	2019 Annual Budget	2019 Amended Budget	2019 Year-to-Date Budget	2019 Year-to-Date Actual	2018 Year-to-Date Actual
Revenue			·		
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	, ,,,,
State exempt aid	19,700	19,700	2.000	4,827	132,871
Investment income	20,000	20,000	8,333	62,391	0.040
Bond proceeds	5,000,000	5,000,000	0,555	02,391	9,842
Total revenue	6,196,100	6,196,100	1,160,093	1,200,201	1,202,126
Expenditures					
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	00,400
Encumbrances	-,000,000	5,717,002	3,333,333		(54.050)
Total expenditures	8,228,600	9,075,626	3,397,333	(817,443) 49,100	(51,653) 18,066
Revenue over (under) expenditures	(2,032,500)	(2,879,526)	\$ (2,237,240)	1,151,101	1,184,060
Fund balance, beginning of year	3,091,459	3,091,459	679,466	3,091,459	2,405,999
Fund balance, end of period	\$ 1,058,959	\$ 211,933		\$ 4,242,560	\$ 3,590,059

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

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

	 2019 Annual Budget		2019 nended Budget		2019 ir-to-Date Budget		2019 ar-to-Date Actual	Ye	2018 ar-to-Date Actual
Revenue	24.500								
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	1	0,000,000	4	4,166,667	1	0,600,102	2	23,415,111
Total revenue	 10,056,900	10	0,056,900		4,190,375	1	0,700,477		23,445,635
Expenditures									
Debt service interest & fees	10,875,810	10	0,875,810	1(	0,382,638	1	0,428,009		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		5,504,752		4,020,000
Encumbrances	-	-	+,000,000		1,000,007		(60,606)		(27,279)
Total expenditures	 14,906,510	19	9,120,789	13	3,818,046	1	4,386,292		4,780,737
Revenue over (under) expenditures	(4,849,610)	(!	9,063,889)	\$ (9	9,627,671)	(	3,685,815)		18,664,898
Fund balance, beginning of year	 8,685,515		8,685,515				8,685,515		(98,874)
Fund balance, end of period	 3,835,905	\$	(378,374)			\$	4,999,700	\$	18,566,024

City of Franklin Ballpark Commons Thru Apail 2019 Draw

	Streets	Storm Sewer Parking Lot	Parking Lot	County Methane	MMSD Main Movement	Topsoil Replacement	Berms	Water	Sanitary Sewer	Trail	Sound & Light	Contingency	Total
Dev Agreement Budget Date Paid Draw # 8	id 5,157,399	9 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
Change Change Draw # 10 Draw # 13 Draw #14 Draw #15 Draw #16 Draw #16	(699,400) (165,453) (451,929)	897,491 457,818 693,517 00) 391,199 16,263 19) 164,110 269,519	(530,323)			152,516 8,481 203,912 6,299		428,197 86,337 48,680 57,377 254,505	25,973 136,960 259,521 140,710 26,531			(897,491) (911,988) (1,069,330)	1 1 1 1 1 1 1
Revised Budget	3,840,617	5,4	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
Draw 1 Draw 2 Draw 3 Draw 4	398,407 64,474 39,611 266,915	7 99,753 4 22,941 1 2,524 5 131,445	123,528 64,474 1,311 17,455	314,334 310,577 369,089 124,910	48,090 4,566 2,967 41,411	501,681 13,856 5,197 124,306	36,865	79,928 15,098 1,311 15,224	79,928 15,098 1,311 118,532	19,518	45,565	750	1,747,597 511,082 424,072 848 997
)r # 4 - Qualite Ret Draw 5 Draw 6 Draw 7	99,896 195,997 161,449	6 947,338 7 1,327,576 9 133,499	10,830 46,840 45,791	183,741 212,579 301,564	2,326	161,860 222,094 477,714	84,935 59,218	1,840 10,564 61 736	16,532	1,105 2,185	3,673	750	3,673 1,510,403 2,214,639
Draw 8 Draw 9 Draw 9 Draw 10 Draw 10			196,505 72,698 29,135	113,302 508,079 207,355	9,855 3,398 49,224	198,197 663,555 197,741	59,931 6,492	264,294 864,146 83,579	93,528 100,156 129,391			1,075 460 250	1,370,385 1,443,197 2,761,273 1,495,452 80,000
2018 Total Draw 11	1,617,607	4	608,567	2,645,529	164,865 3,554	2,566,201	35,055	1,397,720	876,912 384,347	31,610	49,238	3,285	14,410,769
Draw 12 Draw 13 Draw 14 4/19/2019 Draw 15 5/14/2019	60,185 118,699 9 115,240 9 53,198	5 428,176 9 356,931 0 16,263 8 148,929	55,904 15,990 2,765 4,729	12,215 31,758 42,544 39,535	10,831 6,325 5,581	191,508 44,435 8,481 187,633	26,465 -	161,125 (85,877) 38,226 100,991	111,320 236,790 128,712 24,886	•	ı		1,046,899 729,556 358,556 565,482
Fotal	2,032,870	0 5,299,700	817,099	2,887,134	191,156	3,024,717	308,961	1,906,579	1,762,968	31,610	49,238	3,285	18,315,316
Remaining Budget	1,807,747	7 175,743	582,774	1,000,166	266,844	(51,010)	611,039	(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	\$	6,534,578	\$	-
Liabilities and Fund Balance				
Accounts payable	\$	463	\$	
Advances from other funds	Ψ	13,000	Ψ	_
Total Liabilities	<del>(**********</del>	13,463		
Assigned fund balance		6,521,115		
Total Liabilities and Fund Balance	\$	6,534,578	\$	-

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

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

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

	2019 Adopted	2019 YTD	2019 Year-to-Date	2018 Year-to-Date
Revenue	Budget	Budget	Actual	Actual
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
Total Revenue	1,660,700	1,359,004	1,405,727	1,392,619
Expenditures:				
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	· <u>-</u>	20,000
Tippage Fees	469,000	195,417	102,818	138,739
Miscellaneous	3,500	1,458	725	705
Printing	1,800	750	-	-
Total expenditures	1,649,501	685,952	477,083	613,444
Revenue over (under) expenditures	11,199	673,052	928,644	779,175
Fund balance, beginning of year	430,747		430,747	393,677
Fund balance, end of period	\$ 441,946		\$ 1,359,391	\$ 1,172,852

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

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

Revenue	2019 Original Budget	2019 Amended Budget	2019 Year-to-Date Budget	2019 Year-to-Date Actual	2018 Year-to-Date Actual
Property Taxes	\$ 452,800	\$ 452,800	\$ 452,800	\$ 452,800	\$ 450,500
Grants	5,000	5,000	2,083	1,606	
Landfill Siting	317,000	317,000	162,034	146,050	396
Investment Income	6,000	6,000	2,500	9,405	58,200
Miscellanous Revenue	25,000	25,000	5,788	•	2,021
Transfers from Other Funds	250,000	250,000	125,000	4,515 -	323 101,000
Total Revenue	1,055,800	1,055,800	750,205	614,376	612,440
Expenditures:					
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	•
Health and Human Services	1,020	1,020	425	21,111	31,428
Culture and Recreation	9,000	11,866	3,750	2,866	9,828
Conservation and Development	1,500	2,010	625	2,000	9,020
Contingency	50,000	34,190	55,912	_	_
Contingency - Pending Additional		r	,		_
Consideration	100,000	100,000	-	_	_
Contingency - Restricted	250,000	250,000	-	_	_
Encumbrances	-	_	-	(39,942)	(97,842)
Transfers to Other Funds	-	-	-	(**************************************	(07,042)
Total expenditures	1,077,945	1,251,989	389,860	354,260	377,975
Revenue over (under) expenditures	(22,145)	(196,189)	360,345	260,116	234,465
Fund balance, beginning of year	425,043	425,043		425,043	353,040
Fund balance, end of period	\$ 402,898	\$ 228,854		\$ 685,159	\$ 587,505

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

Assets	2019	2018
Cash and investments	\$ 3,017,160	\$ 2,706,885
Total Assets	\$ 3,017,160	\$ 2,706,885
Liabilities and Fund Balance		
Accounts payable Assigned fund balance	\$ -	\$ -
_	3,017,160	2,706,885
Total Liabilities and Fund Balance	\$ 3,017,160	\$ 2,706,885

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

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

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

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

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

<u>Assets</u>	2019	2018
Cash and investments	\$ 3,429,825	\$ 3,381,858
Accrued receivables	8,949	847
Total Assets	\$ 3,438,774	\$ 3,382,705
Liabilities and Fund Balance		
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	\$ 3,438,774	\$ 3,382,705

Revenue:	2019 Original Budget	2019 Amended Budget	2019 Year-to-Date Totals	2018 Year-to-Date Totals
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	5,214,511	5,864,511	308,360	55,370
Expenditures:				
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	8,048,109	8,892,619	213,879	553,411
Revenue over (under) expenditures	(2,833,598)	(3,028,108)	94,481	(498,041)
Fund balance, beginning of year	3,323,372	3,323,372	3,323,372	3,795,493
Fund balance, end of period	\$ 489,774	\$ 295,264	\$ 3,417,853	\$ 3,297,452

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

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

	2019	2019	2019	2018	
	Amended	Year-to-Date	Year-to-Date	Year-to-Date	
Revenue:	Budget	Budget	Actual	Actual	
Impact Fee: Parks	\$ 400,000	\$ 174,256	\$ 144,572	\$ 111,402	
Southwest Sewer Service Area	,	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, <b>4</b> 79	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	1,092,500	476,739	520,840	327,781	
Investment Income Interfund Interest Income	60,000	25,000	96,237	(1,545)	
Total revenue	1,152,500	F04 720		74	
	1,152,500	501,739	617,077	326,310	
Expenditures:					
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	454,450	126,710	323,419	51,999	
Transfer to Capital Improvement Fund	d:				
Park	384,511	27,187	25,285	-	
Total Transfers to Capital Improveme	384,511	27,187	25,285	-	
Sewer Fees	500,000	-	-	-	
Water Fees	500,000	166,667	226,590	_	
Encumbrances		-	(263,157)	(3,321)	
Total expenditures	1,874,214	328,897	327,390	51,999	
Revenue over (under) expenditures	(721,714)	172,842	289,687	274,311	
Fund balance, beginning of year	4,058,562		6,140,196	4,166,499	
Fund balance, end of period	\$ 3,336,848		\$ 6,429,883	\$ 4,440,810	

Oversizing payments due in future periods

59,799.00

City of Franklin

**Development Fund** 

			Sumn	Summary of Impact Fee Activity	Fee Activity				
			For the six	the six months ended June 30, 2019	d June 30, 201	ത			
Cash Acct Revenue Acct	Į	4292	4293	4294	4295	4296	4297	4299	27.1100.1111 -27.2000.2117
Expenditure Acct	Parks Recreation	SW Sewer	Admin Fee	Water	Transportation	Fire Protection	Law Enforcement	Library	Cash Balance
Beginning Bal, 01/01/19	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
ist Quarter Impact Fees Expenditures	56,316.00	8,415.00	990.00 (2,745.50)	155,958.00	5,721.00	9,831.00	18,182.00 (133,800.00)	15,945.00 (132,286.26) <sup>1</sup>	271,358.00 (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 Investment Income Ending balance 3/31/2019	35,883.44 <b>4,190,770.42</b>	378.11 <b>48,070.23</b>	779.57	13,920.09 <b>1,692,760.64</b>	152.98 <b>11,606.18</b>	693.18 <b>65,660.15</b>	624.15 <b>14,595.22</b>	721.49	0.00 53,153.01 <b>6,138,542.19</b>
2nd Quarter Impact Fees Expenditures	88,256.00	4,689.00	1,925.00 (1,225.00)	77,965.00	8,626.00	15,282.00	28,299.00	24,440.00	249,482.00
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 Investment Income	8,687.63	107.12	183.24	3,595.07	41.08	164.34	87.09	101.44	0.00 12,967.01
Ending balance 6/30/2019	4,287,714.05	52,866.35	90,437.33	1,774,320.71	20,273.26	81,106.49	42,981.31	50,066.70	6,399,766.20
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	00'0	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	00:00	4,950.00	206,237.00	8,570.00	30,198.00	26,096.00	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	e Fee not an impac	ot fee							
			Scheduled		73,499	42,996	205,004	134,039	455,538
<sup>1</sup> Debt service payments			Unpaid Balan	Unpaid Balance @ 12/31/2018	624,550	225,400	466,100	92,230	1,408,280
<sup>2</sup> Oversizing payments made			Deferred prin	Deferred principal & interest	270,444	270,444 0	1,449,632	896,953	2,617,029

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

	s	pent	Current Imp	pact Fees	
2019		By Impact Fee	Interest	Expenditures	Total
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	CC F04 00	22.422.42	224.22	00.050.40
2016	2017	66,591.00	33,123.42	661.26	99,053.16
2015	Total	209,983.00	28,120.12	212,221.99	25,881.13
2014	Total	137,670.00	55,558.15	607,299.51	(414,071.36)
	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				020,007.20	,
	1st Qtr	216,825.00	26,798.63	-	243,623.63
	2nd Qtr 3rd Qtr	189,847.00 112,461.00	32,334.72 47,200.50	-	222,181.72
	4th Qtr	127,774.00	38,616.60	392,618.08	159,661.50 (226,227.48)
2005	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
Balance	Spent	6,417,452.00 3,498,621.00	1,187,143.55	3,506,024.57	4,098,570.98

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

Assets	2019	2018
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)
Total Assets	\$ 2,413,762	\$ 2,197,312
Liabilities and Fund Balance		
Accounts payable	\$ -	\$ -
Unearned Revenue	527,140	755,921
Total Fund Balance	1,886,622	1,441,391
Total Liabilities and Fund Balance	\$ 2,413,762	\$ 2,197,312

Revenue: Special Assessments		Original Year-to-		2019 r-to-Date udget	2019 e Year-to-Date Actual			2018 Year-to-Date Actual	
Water	\$	29.400	Φ.	0.404	•	00 == /	_		
Sewer	Ф	28,400 29,200	\$	3,481	\$	63,551	\$	-	
Connection Fees		29,200		2,422		70,898		-	
Water		2,000		1,511					
Sewer		35,000		•		-		-	
Gewei		33,000		15,283		21,900		20,100	
Total Assessments &	<del></del>					<del></del>	·		
Connection Fees		94,600		22,697		156 240		20.400	
		·		,		156,349		20,100	
Special Assessment Interest		17,900		51		-		-	
Investment Income		10,000		4,166		17,735		7,913	
Total revenue		122,500		26,914		174,084		28,013	
Transfer to Capital Improvement Fu Water	nd:	500,000		-		-		-	
Sewer		500,000		-		-		-	
Total Transfers to Capital Improven	1	,000,000	<u></u>	-		-		_	
Revenue over (under) expenditures		(877,500)		26,914		174,084		28,013	
Fund balance, beginning of year					<del></del>	1,712,538		1,413,378	
Fund balance, end of period					\$	1,886,622	\$	1,441,391	

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

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

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

Revenue	2019 Original Budget	2019 Amended Budget	2019 Year-to-Date Budget	2019 Year-to-Date Actual	2018 Year-to-Date Actual
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	3,509,725	3,509,725	1,468,141	1,294,258	1,256,961
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	172,675	172,675	64,957	71,825	70,117
Total Revenue	3,682,400	3,682,400	1,533,098	1,366,083	1,327,078
Expenditures: Medical					
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	2,833,650	2,833,650	908,519	878,963	983,581
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	4 270 400
Total Medical Costs	3,824,300	3,863,175	1,299,512	1,286,831	1,270,199
Dental					
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	192,675	192,675	77,067	71,791	93,366
Claims contingency	-	-	-	-	-
Total Expenditures	4,016,975	4,055,850	1,376,579	1,358,622	1,363,565
Revenue over (under) expenditures	(334,575)	(373,450)	\$ 156,519	7,461	(36,487)
Net assets, beginning of year	1,760,168	1,760,168		1,760,168	1,886,196
Net assets, end of period	\$ 1,425,593	\$ 1,386,718		\$ 1,767,629	\$ 1,849,709

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

<u>Assets</u>	2019		2018
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
Total Assets	\$ 5,878,053	\$	5,709,259
Liabilities and Net Assets			
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
Total Liabilities and Fund Balance	\$ 5,878,053	\$	5,709,259

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

Revenue	2019 Year-to-Date Actual	2018 Year-to-Date Actual
ARC Medical Charges - City	\$ 67,874	\$ 74,103
Medical Charges - Retirees	76,218	61,864
Implicit Rate Subsidy	25,699	111,052
Medical Revenue	169,791	247,019
Expenditures:		
Retirees-Medical		
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	169,791	321,519
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	5,229,404	5,573,763
Net assets, end of period	\$ 5,746,090	\$ 5,557,918

# APPROVAL

#### REQUEST FOR COUNCIL ACTION

MEETING DATE 7/2/2019

REPORTS & RECOMMENDATIONS

Parkland Acquisition Professional Services Agreement with Vandewalle & Associates

ITEM NUMBER

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.

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.

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 notentially Park Commission, (in closed session if determined).
  - 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:

- 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.

#### AGREEMENT

between
the City of Franklin
and
Vandewalle & Associates Inc.
for
Parkland Acquisition Services

DRAFT DOCUMENT TO BE AMENDED PER THE COUNCIL ACTION SHEET.

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.

#### WITNESSETH

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.

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#### IV. ASSISTANCE AND CONTROL

- A. Joel Dietl, Planning Manager, and Mark Luberda, 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
-----------------------------------------------------------------

	\$2,000,000 per annual or general
	aggregate, and
	\$2,000,000 products/completed operations
	aggregate
	CITY shall be named as an additional
	insured on a primary, non-contributory basis.
B. Automobile Liability	\$1,000,000 combined single limit (together
	with excess or umbrella coverage with a
	combined minimum limit of \$5,000,000)
	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.
C. Umbrella or Excess Liability Coverage for	\$2,000,000 or in the event the
General/Commercial and Automobile Liability	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.
	CITY shall be named as an additional
	insured on a primary, non-contributory basis.
D. Worker's Compensation and Employers'	CONTRACTOR shall maintain at levels
Liability	as required by the State of Wisconsin,
	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.
E. Errors and Omissions (Professional Liability)	\$1,000,000 per claim
	\$1,000,000 annual aggregate

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 CONTRACOTR and subcontractors have the required insurance coverage.

Acceptability of Insurers: Insurance shall be places 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 CONTACTOR.
- 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.

#### X. RECORDS RETENTION

Unless other required herein, the CONTRACTOR shall maintain all records pertaining to this AGREEMENT during the term of this AGREEMENT and for a period of 3 years following its completion. Such records shall be made available by the CONTRACTOR to the CITY for inspection and copying upon request.

#### XI. MISCELLANEOUS PROVISIONS

- A. Professionalism: The CONTRACTOR stipulates that the same degree of care, skill, and diligence shall be exercised in the performance of the services as is possessed and exercised by a member of the same profession, currently practicing, under similar circumstances, and all persons providing such services under this AGREEMENT shall have such active certifications, licenses and permissions as may be required by law.
- B. Pursuant to Law: Notwithstanding anything to the contrary anywhere else set forth within this AGREEMENT, all services and any and all materials and/or products provided by the CONTRACTOR under this AGREEMENT shall be in compliance with all applicable governmental laws, statutes, decisions, codes, rules, orders, and ordinances, be they Federal, State, County or Local.
- C. Conflict of Interest: The CONTRACTOR warrants that neither it nor any of its affiliates has any financial or other personal interest that would conflict in any manner with the performance of the services under this AGREEMENT and that neither it nor any of its affiliates will acquire directly or indirectly any such interest. The CONTRACTOR warrants that it will immediately notify the CITY if any actual or potential conflict of interest arises or becomes known to the CONTRACTOR. Upon receipt of such notification, a CITY review and written approval is required for the CONTRACTOR to continue to perform work under this AGREEMENT. Additionally, the CONTRACTOR shall not take an action or provide to an individual any item that confers a personal benefit upon an employee or officer of the CITY.

#### XII. CONTROLLING TERMS AND PROVISIONS

The aforesaid terms and provisions shall control over any conflicting term or provision of any CONTRACTOR proposal, Attachment, Exhibit, and standard terms and provisions annexed hereto.

IN WITNESS WHEREOF, the parties have caused this AGREEMENT to be executed on the day and year first above written.

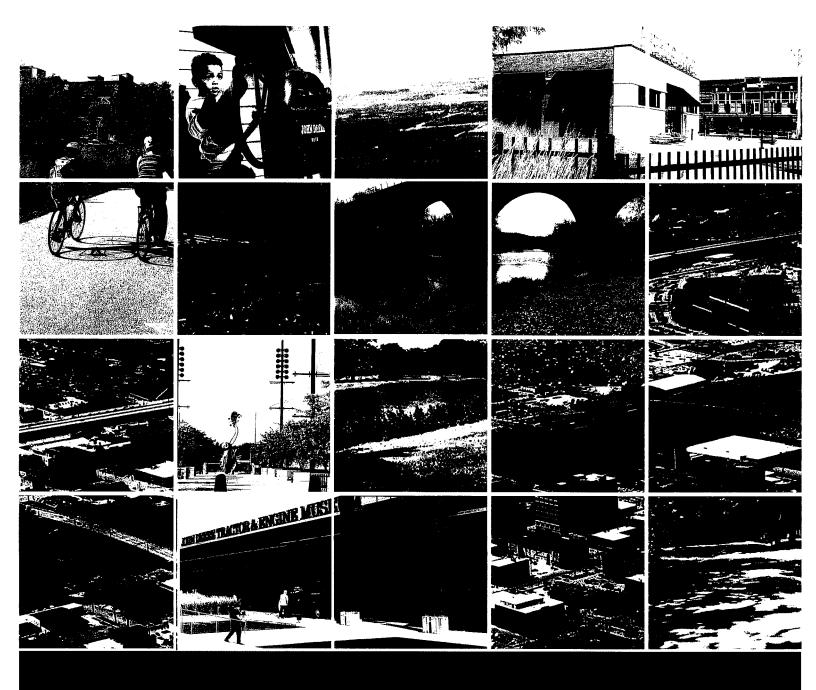
CITY OF FRANKLIN, WISCONSIN		VANDEWALLE & ASSOCIATES, INC.	
		BY:	
Stephen R. Olson, Mayor	Dated		Dated
		PRINT NAME:	
	· · · · · · · · · · · · · · · · · · ·		

Sandra L. Wesolowski, City Clerk	Dated	TITLE:	
Paul Rotzenberg, Director of Finance And Treasurer	Dated	BY:	Dated
APPROVED AS TO FORM:		PRINT NAME:	
ATTROVED AS TO FORM.		TITLE:	
Jesse A. Wesolowski, City Attorney And Treasurer	Dated	BY:	Dated
		PRINT NAME:	
		TITI E.	

#### Attachment A

#### **Insert Hourly Rate Table**

(	ADD A	LIST OF 1	NAMES/POSITIO	N TITLES	AND APPLIC	ABLE HOURL	Y 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 Milwaukee: 247 Freshwater Way, Suite 530 / Milwaukee, WI 53204 Contact: Jolena Presti / (414) 988-8631 / 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 programing, 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.

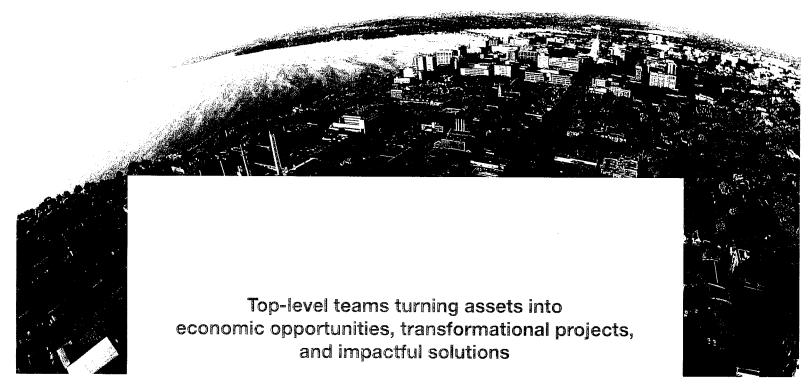
Jolena Presti, Principal Planner, will serve as the project manager with assistance from Meredith Perks (planning, research, coordination) and Dan Johns (real estate). Mike Slavney, Principal Planner is on-board to advise on zoning related issues; yet if appropriate Jackie Mich (also currently working 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.
- 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.



User rewalle is a spoot ates is a collection of cassionato processionals with expensional or engage and make places who can be engaged in according.

- 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 1976, V&A has been a Mowest easem, sits secrets as ever ally its enough to deeme to go its ring and molecule to go the molecule to an exercitive or income the control of an exercitive or its enough of the analysis and the state of the control of of the control





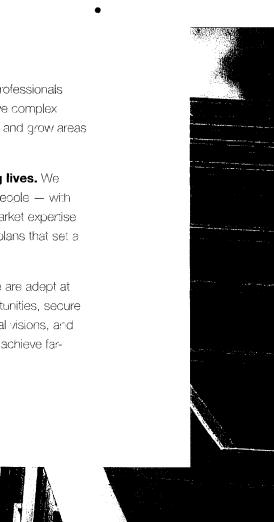
#### KEY WAYS V&A HELPS CREATE IMPACT

We live and breathe the Midwest. We have worked to assess, dosition, and transform some of the Midwest's largest metropolitaning one 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 oeople — 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 farreaching impact.



## **KEY PERSONNEL**

## Decades of experience

rram siteam of 26 in-hause experts, ittandervalia & Associates has assembled an excernenced ordieut geem of Groyn dianners and designers, edunom o development and obsitioning, and tidensed real estate expense. Tie prige burserves on our actify to provide cost-effective just instine solutions tratiare responsive to constantly evolving project needs and deadines, which may arise on a moment's notice

Jolena Prestitiviti serve as the principal in charge from the 18A team and will provide blanning and implementation lexpertise and nero quide scrutions to specific prantitio issues i uprena reads vi&Ars i vir waukee office and has been advancing redevelopment dianning and strategic project imblementation for dominunctes and blents with come exredevelopment challenges with 1874 since 2004, understanding the bynamics between revitalization, land use and real estate dos toning, upena works with ond term dients to advance redevelophient strategy and must layered ubillaboration in particular irelated to muctifaceted barmership and funding strategies to gonielie dijent altais

Brian Vandewalle had deen a lead ha strated di urban blanner, redi estate and epondmip bevelophien i gay son and development dansurant to Jobber Midwest communities and developers for over 40 years, indiciding long-term work with blents throughout Wisdonsin, Wundle, indianal Mothe Alfridist and Waterboland Davenbort, ibual Withinks finder or the pulse of the region's emerging terninologies and economic sectors. Bran orings proad experience to his overts, helping urdan benters praft new Tolace-cased eponomies, mat bos ton them for a new economic future. Highly, histrumental in mbementation. Bran is an expertin generating consensus, forging partnerships, making key government and business Inkages, determining finanding sources, and recruiting end-users for urban development and redelibblement

Redevelopment i spert



JOLENA PRESTI, AICP



Vanagement, Communication

Planning and Zoning Export.

JEFF MALONEY



Industrial Market Advisor XDOM, Commorpial &

ROLE: Comprehensive MIKE SLAVNEY, FAICP

## **JOLENA PRESTI, AICP**

### **Principal Planner**

udlena Presti, a Principal Planner, leads the Vandevvalle & Associates Milwaukee office, in her work, udlena focuses on redevelopment planning and implementation loroject management, and economic development and positioning initiatives for bubble and private sector blients in the greater Milwaukee region. Wisdonsin land Great Lakes posstal opmmunities.

ublena diversees day-to-day blient and ponsultant team communication and blient project management team advancement to ensure well-opprovinated and successful plan and implementation strategy development, ublena specializes in the preparation of land use blians, tax incremental finance district project plans, statutory redevelopment plans; project teasibility analyses, grant strategy, project management, and application development, developer and pusiness reprutment, 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, uclena has worked on projects to reposition and revitalize communities in Wisconsin. Whols, Wissour, Indiana, and Onic. Since 2009, uclena has focused her work or "Misconsin's Coastal Ottes, expanding vandewalle & Associates

viork in Great Lakes communities. Jolena has developed plans and advanced redevelopment in recent years for communities including Pacine. Sheboygan, Mantowoo, Lefferson, Sturgeon Bay, Hales Comers, Fox Point, Mauwatosa. Hartford, Masnington Obunty, Oudany, and Sister Bay.

Firer to joining vancewalle & Associates, ucienal worked as the special projects manager for The New Hope Project in Wilwaukee, focused on program evaluation and services designed to increase income, financial security, and access to full-time employment in the inner bity, uplenal also was previously the special projects manager for a country economic development commission in California's Central Valley focused on USEPA Brownfield RLF program management and implementation and country-wide economic development in tatives. Pror to this, uplenal worked for the University of Washington on Seattle-based projects focused on economic and community development, transportation, and housing.

#### **EDUCATION**

- M.U.R. College of Architecture and Urban Planning University of Washington - Seattle Washington
- MRA, Evans School of Public Affairs
   University of Washington Seattle Washington
- B.A. Business Administration and Marketing (Minor in Economics) (Cumillaude) Lakeland College, Wisconsin

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

- Vernoer, Whyaukee Water Council
- Merricer NAIOP, Wisconsin Chapter
- Meniber Root River Council, Radine
- Board Vember, Great Lakes Observing Systems
- Board Vember, Fox Point Bayside School District Parent Teacher Organization
- HPA-M Planning Excellence Avvards (Mashington Ocunty Site Redevelopment Program, Radine Root/Morks, Revitalizing Radine's Urban Root Piller Comport and Sturgeon Bay's Mest (Materront Area Redevelopment Plan)

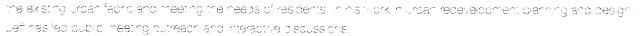
## JEFF MALONEY

### **Principal Designer**

Leff Valoney is a Ennotpal Urban Designer specializing in urban redevelopment, mixed use neighborhood design, and streetspape/rivervalk design, lieff has liver a departe of experience leading design and public processes for redevelopment projects by envisioning site reinvestment opportunities through paper-cased assets, preparing site plans, and recommending and designing associated public improvements —e also has experience guiding private projects through the entitlement propess, focusing on site besign landscape aronitecture, and site rezoning

As the lead designer, project manager, and implementation specialist for communities of various obculations throughout the Miowest, uefficiable to promite community needs to preate a revitalization strategy and associated cubic improvement program.

Defils work in Rapine's Roof Vorks and Dotown areas include detailed urbanicles on strategies for outpic and private space development, within areas frought with disrivestment and higher than average unemployment and powerty rates as well as a disproportionate level of province distes. Plans and implementation focus on creating a sense of place that complements clanned new investment, while also honoring.



Leffinas worked in recent years with budio and private sector clients throughout the Midwest, induding Middleton. Radine, Hartford, Sussex, Mauwatosa, Miwaukee Regional Medical Center, and the Wiwaukee County Research Park.

In addition to both design work and redevelopment projects, Left holds a keen awareness of visual communication. He cossesses the addity to visually exclain complex planning condebts and continuously develops new methods in graphic communication, Left also diversees design team workflow and daily graphic production.



 B.S. Landspape Architecture university of Wisconsin - Madison, Wisconsin



 Associate: American Society of Landscace Architects National and State Chapters



**EDUCATION** 

## **BRIAN VANDEWALLE**

#### President/CEO and Founder

Bran Vande wate has been a leading strategic urban dianner leconomic development adviser, and development consultant to the upper Midwest's conmunities, dordorations, institutions, and developers for over forty years, the is a respected master in the areas of urban blanning, urban redevelopment, and urban besign

Educated at Ball State University in the College of Architecture & Planning. Brain amassed a wide range of clanning experience working in the cucko sector defore estaclishing the team of vancevialle & Essociates—now a well-respected urbain clanning, edonomic redevelopment, and design consulting firm known for producing some of the most visionary and impactful and use clans in the country. Brain was the read Master Planner for American Family's Madison headquarters and dampus, and for the redevelopment of the Caterollar dampus in downtown East Reprai —e has served as master planner to the Quad Oities, for John Deere and Deere communities for over 26 years, and for the Miwaukee County Ordunds Research Park/Miwaukee Regional Medical Center for over 20 years.



While barefully duilding a guidelike imulti-displainary 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 skilfully leveraging the area's and, pultural, and numan assets, the cursues a purpose of creatively requireng and retooking cost-industration central dities and economies, nelloing them emerge stronger through the tides of change, the is a nighty sought-after except at using redevelopment tooks to build tax case, eliminate olight, and create new urban housing and employment poportunities. 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 culse of the region's emerging technologies and economic sectors, Bran synthesizes market dynamics with deep knowledge of communities and a croad experience working with urban centers to craft new clade-based economies that are future-ready. Beyond blanning, Bran provides expertise oringing projects to implementation and fruition by generating consensus, forging partnerships, making key government and cusiness linkages, betermining financing sources, and recruiting end-users for urban development and redevelopment. Bran 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 cuyers helps him combine a sense of planning with a very realistic derespective on project feasibility.

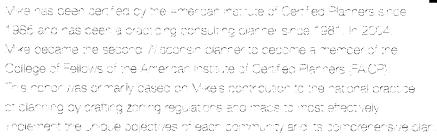
Bran was awarded the 'Best of Madison Business' in 2005 for his wisionary work on the Madison. Wisdonsin Mayor's "Healthy Dity" endnowed development in tative, in recent years, Bran has grown into a serial envisorency, numessing robal assets and turning them into a series of small entrepreheural species nesses including a notel, poffee nouse, restaurant and pulnary school, and sointo and distributionary. He continues to nurture and guide new talent as vandewale as he advises on economic development, redevelopment, retoping, and repositioning projects for companies, oftes, and regions touching virtually every project that moves through both the Madison and Withaukee offices of Vandewale & Associates.

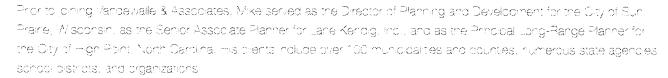
## MIKE SLAVNEY, FAICP

### **Principal Planner**

Mike Slavney is the Director of Planning Services for Vanderwalle & Associates, in this role he opportunates the firm's activities in providing blanning services to municipalities, state agencies, and organizations mensionally redognized leader in zoning, growth management, development review and negotiation, farmland and open space preservation, intermunicipal planning, participatory techniques, and plan implementation

Mike's blanning practice includes comprehensive, transportation in eighborhood, and park and recreation planning, development regulation (zoning, supply sion, and related promandes), intergovernmental relations and agreements, public participation, and municipal planning services. Whe also provides strong expert testimony services on a proad range of planning and development topics.





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

#### **EDUCATION**

- M.S. Oity and Regional Planning, concentrations in Land Use and Transcoration University of North Carolina - Chapel Hill
- B.S. Economic Geography and Urban Sociology University of Misconsin - Madison, Misconsin

- Fellow, American Institute of Certified Planners
  (FAICP)
- Member Ainercan Planning Association (AP4) & Misconsin Chapter (MAP4).
- Past President, Natural Hertage Land Trust

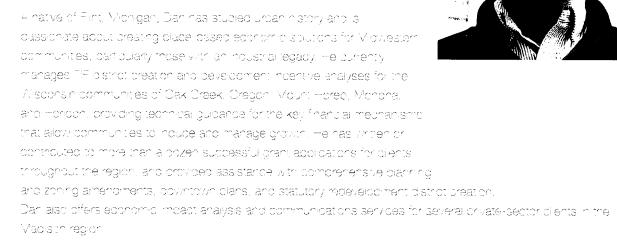
- Award Minner: 2017 APA-WI Excellence in Planning Award, "Allage of Oregon Sign Code"
- Award Winner: 2017 APA-WI Excellence in Planning Hward: "Vadison Metropolitan School District Enrollment Projections: 2017-2087"
- 4-ward Winner: 2004 APARM Recognition for Dustanding Controutions to the Planning Profession
- Award Winner 2004 APAVM Project of the Year, North Mendota Parkway Study
- Award Winner (2002) WEPA Project of the Year Octy of Muskego Conservation Plan



## DAN JOHNS, AICP

#### **Associate Planner**

Dan Johns is an Associate Planner at Jandewalle & Associates and over the past five years has contributed to a diverse analy of economic development and redevelopment planning projects in communities inroughout the Mislaukee and Madison metrolareas, Door County. A sconsin, and other more zero oftes including Rapine, Wislauhin. Mundle, Indiana, and Materiot, rowal Dan is a skilled real estate market analyst with professional expertise in data management and quantitative analysis, oro forma development, tax increment financing, technical writing, developer recruitment, and other indicator orgadities are also notes a real estate sales ficense in the state of Wisconsin.



Prior to oring vancewalle & Associates. Dan served as a Graduate Student instructor at the University of Michigan-Ann Ardor for an urban blanning oburse condentrating on data analysis and applied statistics using the open source 19" software backage, the also worked at the Grandmont Rosedale Development Corporation as a Community Engagement Coordinator and the Assistant Market Master of the Northwest Detroit Farmers. Market Invinere he took an active role in marketing, volunteer recruitment, appointing, and grant management.

#### **EDUCATION**

- ViluiP, Urdan and Regional Planning Economic Development Concentration University of Michigan - Anniwroom Michigan
- Graduate Centroate, Real Estate Development, university of Michigan - Anni-Iroon, Michigan
- BiAL History University of Monigan - Anni-Proof, Monigan

- Member, American Institute of Certified Planners
- Member, American Planning Association (National and Wisponsin Chapter)
- Wisconsin Peal Estate Sales Libense #80876-94
- APATM sponsin Excellence in Planning Award (2017) "Madison Tetropolitan Sphool District Student Enrollment Projections, 2017-2037"

## MEREDITH PERKS

#### **Assistant Planner**

Meredith Perks is an Assistant Planner at Vande walle & Associates, Inc. As part of our Minwaukee ream, she orings a unique compination of ordress phalescenede along with an awar interest in planning, bucklo service, local community and economic development, bowntown redevelopment, and active transportation blans, and a deep love of her bits.

Since joining Vandetvalle and Associates, Meredithinas been working with the Village of Cross Plains Comprehensive Plain and Park and Open Space. Vaster Plans as well as the implementation of the City of Lefferson's Downtown and Economic Recovery Plans. Meredith is also actively engaged on densition vandetwalle and Associates. With emerging planning trends and grant and financing resources, in order to better serve blents and connect them with new opportunities.

Thereof to the cast as Regional Director for Senator Loe Distinctly.

Wered to traveled to communities across indians and learned accust their unique assets and character as well as the innovative approaches they where taking to face their challenges. These interactions provided valuable derspective on the constraints that cities of all sizes experience. At vande walle.

& Associates. Wered this mas to assist Widwest communities like these in overcoming such pamers. Mered this excited by the opportunities Midwest communities have to grow and reinvent themselves using the tools of effective clanning that car idrepare their economies, residents, and institutions for the future. Active transportation clans are a particular cassion for Meredith, she has worked on Complete Streets projects in Chicago and with the Chicago Department of Transportation Rike Program.

Acciving her excerence with community outreach and cubic speaking. Meredith is skilled at effectively facilitating an inclusive clanning crosses that is meaningful to a wide range of stakeholders and clients, including elected officials, non-croft advocacy groups, and community residents. She has proven herself to be an active and engaged listener who can consider diverse viewboints while developing targeted afternatives to address interrelated economic development, and use, and transportation prorties.



- M.U.P. Urdan Planning and Policy University of Illinois at Ondago - Ondago Illinois
- B.A. Portical Science
   The mesourgh Program of Pucko Service university of Notre Dame. Notre Dame inclina analysis.

- Menider American Planning Association, National, Misconsin, and Chicago Chapters
- Member of Moment in Planning and Development Onloggo
- Phi Kappa Phillenor Sopiety
- Leadership South Bend Mishawaka Emerging Leaders Program
- Neighborhood Resource Corporation Neighborhood Leadership & Apademy

## MARA REDDING

### **Assistant Designer**

Mara Redding is involved in preating multi-layered storytelling maps and graphics that new papture complex shallysis findings, illuminate poportunities and communicate unique ordiget visions, Her work encompasses detailed at enventory, analysis and research as well as pondectual design nout throughout the design and planning process. A few of the diverse projects are has deen involved with notice Park Master Plans for Phoenx Park, "ower Park, and Congdon Park in Delakan, Wisconsin, Elmore Comdon Vaster Plan in Davendon, rowal McDaniel Park Design and Dispovery Park Design in McGarland, Wisconsin, downtown parking design in Mundie, indiana, and student housing design and parhous planning for Sputnivest Technical College in Fernimore, Wisconsin, as well as many other liverdian residental neighborhood designs.

Growing up in Miwaukee 1/1. Mara's carents taught her to value and draw inspiration from the natural environment around her. This numbed her coassions for garbening librawing and the outpoors, which in turn led her to the field of Landscape Architecture many years later. At JUM-Madison as an undergraduate student. Mara, worked as a garden intern for a year at the Ailen Centennial Garden, which helped developing experience with and passion for working with plants and garden design. She also worked for the JUM-Madison

department of cambus blanning and landscape arontecture for over a year, where she gained valuable field, work and clarining experence. Both of these jobs have helped prepare her for the challenging and expliting variety of work and projects that she has been involved with so far at variety alle & Associates.

#### **EDUCATION**

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

#### **PROFESSIONAL LICENSES & MEMBERSHIPS**

 Member, American Society of Landscape Architects National and State Chapters

## **V&A FEE SCHEDULE**

2019 Billing Rates			
Principal	\$170 to \$220		harges to the client consist of ered at current billing rates,
Associate	\$110 to \$120	(2) Reimbursable expense	ered at corrent billing rates, es billed at cost multiplied by 1.1, charges and travel, and.
Assistant	\$80 to \$85		expenses billed at \$50/month.
GIS Technician/Specialist	\$85 to \$95	Expense	Cost
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 Principal Planner	\$195
Bnar Vandewalle President/OEO	\$220
Mike Slavney. FAICP Principal Planner	\$185
Dan Johns Associate Planner	\$110
Meredith Perks Assistant Planner	\$85
Mara Redoing Assistant Designer	980



APPROVAL		MTG. DATE
346		July 2, 2019
Reports &	REQUEST MILWAUKEE METROPOLITAN SEWERAGE DISTRICT	ITEM NO.
Recommendations	TO FINALIZE TASK ORDER NO. 17 WITH	
	BROWN AND CALDWELL FOR \$147,000 AND	6.11.
	INCORPORATE IN A PRIVATE PROPERTY INFLOW AND	
	INFILTRATION FUNDING AGREEMENT	

#### 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.

Engineering: GEM

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

To: Glen Morrow, City of Franklin

Jerome Flogel, 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

## 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 Ruekert 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



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
TOTALS		955	\$24,099	\$122,506	\$146,605

## Staffing

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

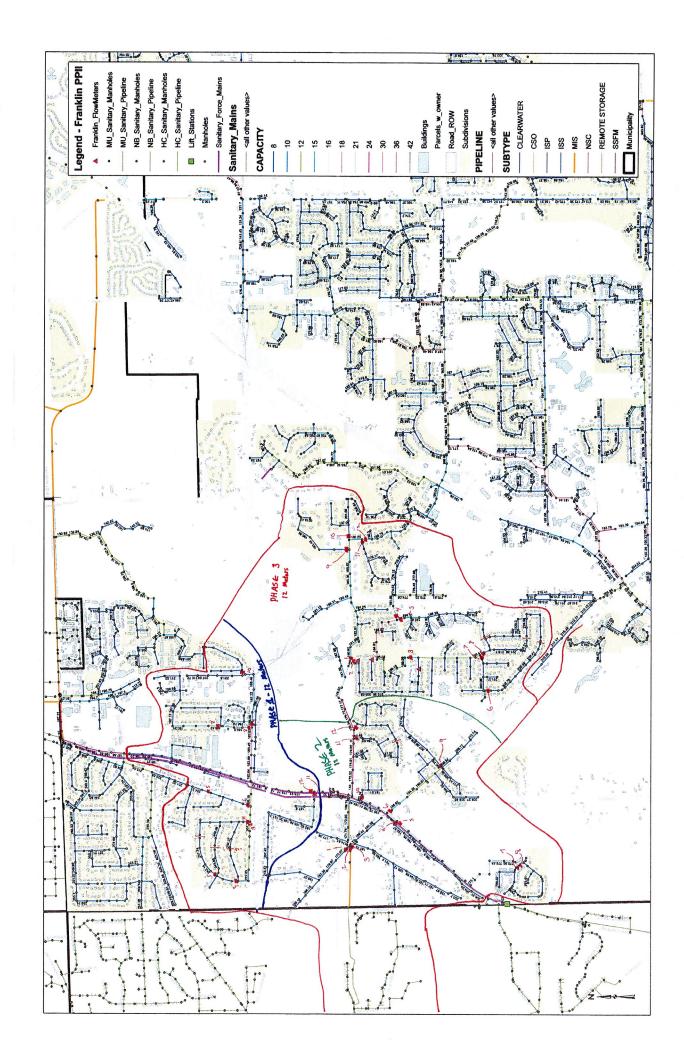
As summarized in Table 2, the anticipated participation by small, women, and minority-based enterprises is about 14%.

	Table 2. Summary of S/W/MB	E Participation	
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%
TOTAL		\$20,292.00	13.8%



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

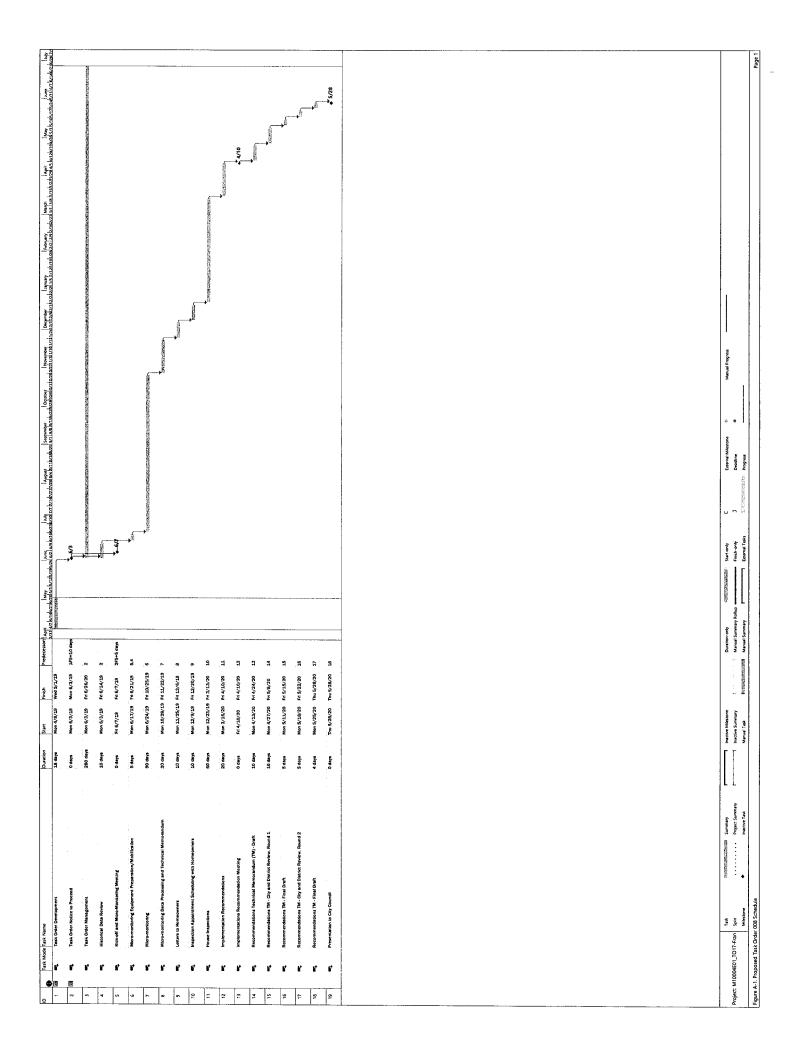






## Attachment B: Detailed Schedule







## **Attachment C: Detailed Budget**



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# APPROVAL Slw MMX

# REQUEST FOR COUNCIL ACTION

MEETING DATE 7/2/2019

REPORTS & RECOMMENDATIONS

Telecommunications and Technology Carrier Services Review

ITEM NUMBER  $G_1/2$ .

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.



Phone: 262-432-1205

Email: 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



## **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
<ul> <li>Discovery and Planning Services</li> <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 negations 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; H20). PM pricing may change depending on final Discovery.</li> </ul>	\$99.00	18	\$1,782.00
	S	ubtotal:	\$1,782.00

Discount-Whole Project Acceptance	(\$99.00)	3 ubtotal:	(\$297.00)
Discount	Price	Qty	Ext. Price

Quote #001868 v2 Page: 2 of 9



\* Optional

Option 1 SIP AND Fiber	Price	Qty	Ext. Price
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	\$139.00	1	\$139.00
100 DID's	\$75.00	1	\$75.00
e911 Additional Location	\$2.50	5	\$12.50
Business Class Voice Analog Phone Line w/ Unlimited Local and Long Distance	\$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

Current Carrier Spend per Month = \$1,889.18

ATTPRIs=\$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 = \$523.82

Cost Savings Over 12 Months = \$6,285.84

Cost Savings Over 36 Months = \$18,857.52 Cost Savings Over 60 Months = \$31,429.20

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

\* Optional Subtotal: \$1,365.36

Customer: Accept Decline

Quote #001868 v2 Page: 3 of 9

<sup>\*</sup> 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
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	\$139.00	1	\$139.00
100 DID's	\$75.00	1	\$75.00
e911 Additional Location	\$2.50	5	\$12.50
Business Class Voice Analog Phone Line w/ Unlimited Local and Long Distance	\$29.99	11	\$329.89
200 X 20 MB High Speed Data Internet Bundle with BCP MTM	\$119.99	4	\$479.96
Installation \$99.00 HSD AND BCP per Site	\$0.00	1	\$0.00

Current Carrier Spend per Month = \$1,889.18

ATTPRIs=\$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\_\_\_\_

Quote #001868 v2 Page: 4 of 9

<sup>\*</sup> 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)
Total:	\$1,485.00

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

	5. 5 7117	3	д д д с с с
Synergy		City of Fra	nklin
Signature:		Signature:	
Name:	Karmen Juckem	Name:	Mark Luberda
Title:		Date:	
Date:	06/26/2019		

Quote #001868 v2 Page: 5 of 9



## 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

Quote #001868 v2 Page: 6 of 9



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

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#### **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.

Quote #001868 v2 Page: 8 of 9



Phone: 262-432-1205 Email: kjuckem@synergy-ta.com

Quote #001868 v2 Page: 9 of 9



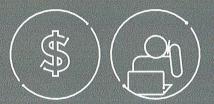
# SYNERGY

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



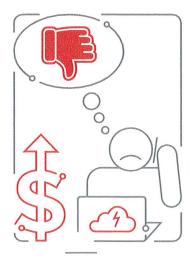
#### **TECHNOLOGY VENDOR ASSESSMENTS**

- 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**

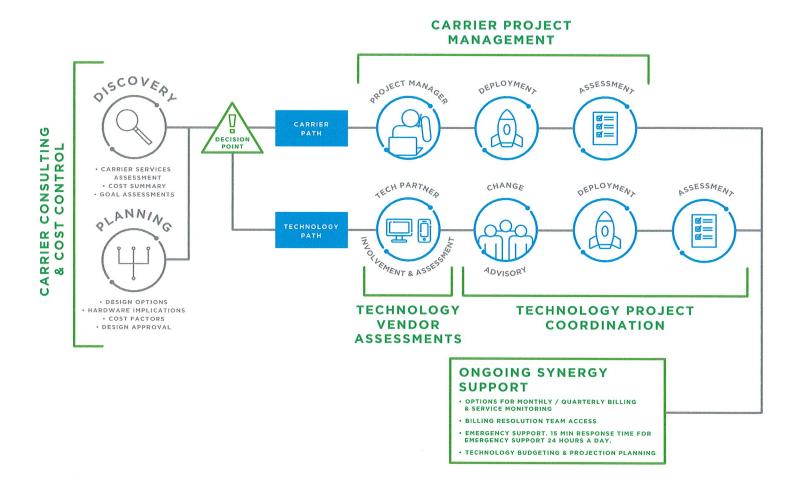
#### ASK YOURSELF THE FOLLOWING:

- 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



APPROVAL Slw	REQUEST FOR COUNCIL ACTION	MEETING DATE 7/02/2019
REPORTS AND RECOMMENDATIONS	Reschedule Common Council Meeting July 23 from July 16, 2019	ITEM NUMBER G,/3.

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

July 2019						
Sunday	Monday		Wednesday		Friday	Saturday
	1	2	3	4 Independence	5	6
7	8	9	10	Day 11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
-			 		5	,

## COUNCIL ACTION REQUESTED

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

OR

As directed.



APPROVAL  B Slw	REQUEST FOR COUNCIL ACTION	<b>MEETING DATE</b> 7/02/19
Bills	Vouchers and Payroll Approval	ITEM NUMBER

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**



APPROVAL	REQUEST FOR	MEETING DATE
Slw	COUNCIL ACTION	07/02/19
LICENSES AND PERMITS	MISCELLANEOUS LICENSES	ITEM NUMBER I.1.

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.

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

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

0:		 	· · · · · · · · · · · · · · · · · · ·	
Operator 2019-2020	Karow, Jenel M			
New	7382 S 39 <sup>th</sup> Ct			
	Franklin, WI 53132			
	The Rock Sports Complex		_	_
Operator 2019-2020	Matranga, Grace M			
2019-2020 New	4034 W Anthony Dr			
11011	Franklin, WI 53132			
	Kwik Trip #287			
Operator	Martin Cadena, Jocelyn D C			
2019-2020 New	2459 S 15 <sup>th</sup> St	İ		
IACAA	Milwaukee, WI 53215		i	
	Sam's Club #8167			
Operator	Martinez, Jennifer L		<del> </del>	
2019-2020	8725 Wood Creek Dr #8			
New	Oak Creek, WI 53154			
	Swiss Street Pub & Grill			
Operator	Palivoda, Julie M			-
2019-2020	4551 S 51 <sup>st</sup> St			
New	Greenfield, WI 53220			
	Kwik Trip #857			
Operator	Palmersheim, Rosemarie		<del> </del>	
2019-2020	653 92 <sup>nd</sup> St			
New	Franksville, WI 53126			
	Kwik Trip #857			
Operator		 -		
2019-2020	Peterson, Michelle L			
New	3983 W Heatheridge Dr			
	Franklin, WI 53132			
Operator	Sam's Club #8167	 		
2019-2020	Pflueger, Amber			
New	743A S 25 <sup>th</sup> St			
	Milwaukee, WI 53204			
Operator	Kwik Trip #857	 		
2019-2020	Roberts, Breanna L			
New	7517 Riverview Rd			
	Franklin, WI 53132			
0	Kwik Trip #857	 		
Operator 2019-2020	Ruyle, Toni M			
New	1835 Ellis Ave			
	Racine, WI 53402			
	Swiss Street Pub & Grill			
Operator 2019-2020	Seehausen, James A			
2019-2020 New	612 Marquette Ave			
	South Milwaukee, WI 53172			
	Kwik Trip #857			
Operator	Teal, Alexis			
2019-2020 New	8502 W Oakwood Rd			
14644	Franklin, WI 53132			
	Root River Center			
Operator	Unruh, Ryan M	 		
2019-2020	5420 Laura Lane			
New	Greendale, WI 53129			
	The Rock Sports Complex			
<u> </u>	1 THE ROCK OPERS COMPLEX	 		

Operator 2019-2020 New	Willing, Tyler D 2700 Sussex Ln Waukesha, WI 53188 Kwik Trip #287		
3.	Adjournment		
		Time	

<sup>\*</sup>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.