

APPROVAL <i>i</i>	REQUEST FOR COUNCIL ACTION	MTG. DATE August 4, 2020
Reports & Recommendations	INSTALLATION OF LIGHTS FOR RYAN MEADOWS SUBDIVISION	ITEM NO. <i>613.</i>

BACKGROUND

Ryan Meadows Subdivison (southwest corner of W. Ryan Road and S. 112th Street) is being constructed. The Developers Agreement included an allowance for street lights and is included in the developer's letter of credit.

ANALYSIS

WE Energies needs payment and a signed request for the installation of the four lights to occur.

OPTIONS

- A. Authorize Staff to sign the attached request letter. Or,
- B. Refer back to Staff with further direction.

FISCAL NOTE

The upfront charge of \$13,213.59 will be deducted from the developer's letter of credit. These lights will add \$43.68 to the monthly electric bill for street lights.

RECOMMENDATION

(Option A) Motion to direct City Engineer to order installation of lights for Ryan Meadows Subdivision.

Engineering: GEM



We Energies
 10000 Wisconsin Ave
 Suite 1000
 Milwaukee, WI 53224
 www.weenergies.com

July 27, 2020

City of Franklin
 Ronnie Asuncion
 9229 W Loomis Road
 Franklin, WI 53132

Subject Work Request 4366260, Lighting at Ryan Meadows Subdivision - Franklin, WI

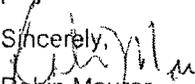
Dear Ronnie

This letter details a work request for We Energies Outdoor Lighting. The upfront charge for this work, which expires 90 days from the date of this letter, is \$13,213.59, and does not include site restoration. Net monthly charges will initially increase by \$43.68, which is subject to future rate changes as approved by the Public Service Commission of Wisconsin.

Review the following prior to providing authorization and payment:

- Luminaires are controlled to provide dusk to dawn operation.
- Customer must contact We Energies for lighting maintenance.
- Fixtures are warranted until removed.
- Non-Standard poles and conductors are warranted for 15 years.
- Customer must locate private underground facilities and grant or obtain, without expense to We Energies, access to property, necessary permissions, easements, ordinance satisfaction and permits for installation, removal and maintenance of lighting facilities.
- Termination or change requests after installation and prior to conclusion of the initial term result in customer charges. Monthly rates for fixtures on the LED rate are reduced after the initial term.
- All applicable lighting tariff terms and conditions are available at we-energies.com.
- We Energies does not guarantee this installation meets AASHTO or the Illuminating Engineering Society's minimum recommended standards for lighting.

Please sign the enclosed documents and return them, along with payment for the upfront charge (payable to We Energies) in the envelope provided. Material will be ordered upon receipt of required authorizations and payment. Work request will be scheduled when all contingencies are met. If you have any questions, please call me at 414-315-0553. We look forward to working with you on your lighting project.

Sincerely,

 Robin Maurer
 Energy Services Representative
 robin.maurer@we-energies.com

By signing this letter, you authorize us to do this work and acknowledge acceptance of the rates and conditions of the specified tariffs as approved by the Public Service Commission of Wisconsin.

Signature _____ Date _____

Print name _____ Title _____

Enclosures



1379991436260.DWG a ng,436260 SKETCH 000

BEAR DEVELOPMENT, LLC
4011 80TH ST
KENOSHA, WI
DANIEL SZCZAP
262-949-3788
DAN@BEARDEVELOPMENT.COM

PINNACLE ENGINEERING GROUP
MATT CAREY, P.E.
262-754-8888
MATT.CAREY@PINNACLE-ENGR.COM

COMPANY NAME BEAR DEVELOPMENT, LLC
ADDRESS 4011 80TH ST
CITY STATE KENOSHA, WI
CONTACT NAME DANIEL SZCZAP
PHONE 262-949-3788
FAX/DAN@BEARDEVELOPMENT.COM
ENGINEERING

COMPANY NAME PINNACLE ENGINEERING GROUP
CONTACT NAME MATT CAREY, P.E.
PHONE 262-754-8888
EMAIL MATT.CAREY@PINNACLE-ENGR.COM

TOTAL TRENCH LENGTH _____ DIMENSIONING NOTES: ALL CABLES TO BE INSTALLED 3" OFF P.A. UNLESS OTHERWISE NOTED
TOTAL BORE LENGTH _____
TOTAL NUMBER OF TRANSFORMERS: _____
TOTAL NUMBER OF PEDESTALS _____

NOTES
* WE ENERGIES WILL NOT RESTORE OF HAUL SPOIL UNLESS OTHERWISE NOTED ON SKETCH
* CUSTOMER/DEVELOPER IS RESPONSIBLE FOR LOCATING ANY/ALL PRIVATE UNDERGROUND FACILITIES
* AND/OR OBSTRUCTIONS INCLUDING THOSE THAT HAVE NOT YET BEEN TURNED OVER TO THE MUNICIPALITY
* WE ENERGIES AND/OR ITS CONTRACTORS ARE NOT RESPONSIBLE FOR DAMAGE TO UNMARKED FACILITIES
* CUSTOMER/DEVELOPER MUST PROVIDE THEIR CONTRACTORS/SUB-CONTRACTORS MUST KNOW THE LOCATION OF ALL FACILITIES AND OBSTRUCTIONS
* AREAS FREE AND CLEAR OF OBSTRUCTIONS AND ENSURE ACCESS TO EASEMENT AREAS IS PROVIDED
* INCLUDING BUT NOT LIMITED TO DUMPSTERS SPOIL BACKFILL MATERIAL ETC
* CUSTOMER/DEVELOPER AND THEIR CONTRACTORS/SUB-CONTRACTORS MUST ENSURE THAT GRADE AT TIME OF WE ENERGIES INSTALLATION IS WITHIN 4" OF FINAL GRADE INCLUDING ANY PLANS FOR FUTURE LANDSCAPING
* ANY FIELD ADJUSTMENTS TO SIGNED/APPROVED SKETCH MAY RESULT IN ADDITIONAL COSTS INCURRED BY THE DEVELOPER
* WE ENERGIES SHALL NOT BE RESPONSIBLE FOR DAMAGE TO TREES AND/OR ROCKS ENCOUNTERED ALONG TRENCH ROUTE
* WE ENERGIES AND/OR ITS CONTRACTORS WILL CLEAN ANY MUDDEBRIS THAT IS TRACKED ONTO EXISTING ROADS AS A RESULT OF THEIR CONSTRUCTION DAILY
* ANY ADDITIONAL SPECIAL NOTES OR PROVISIONS

DEVELOPER: BEAR DEVELOPMENT, LLC
COMPANY NAME: 4011 80TH ST
ADDRESS: KENOSHA, WI
CITY STATE: DANIEL SZCZAP
CONTACT NAME: 262-949-3788
PHONE: DAN@BEARDEVELOPMENT.COM
FAX/DAN@BEARDEVELOPMENT.COM
ENGINEERING

PREPARED BY ARIELA DURAN (K)
E-MAIL ARIELA.DURAN@WE-ENERGIES.COM
OFFICE # 414-944-5623 CELL # 28057
PROJECT ID: OB4366199 IO # 28057
OPERATING MAPS: 4104-7448-04
EXISTING FEEDER: Z3047 / X11253
PROPOSED FEEDER: Z3047
T-R-S: 40 ISN R21E 30NE CGS#:

TYPE OF WORK:
 SUBDIVISION-UNDERGROUND FACILITIES
 SUBDIVISION-OVERHEAD FACILITIES
 SUBDIVISION STREET LIGHT UNDERGROUND FACILITIES
 SUBDIVISION STREET LIGHT OVERHEAD FACILITIES
 SUBDIVISION RELOCATE FACILITIES
 OTHER

RESTORE PRIVATE PROPERTY
 SURVEYOR STAKED YES NO
 DESIGNER NOT NEEDED

JU COMPANY _____ JOB # _____
ENGINEERING CONTACT _____ CONSTRUCTION CONTACT _____
PHONE # _____ PHONE # _____
CONSTRUCTION EMAIL _____
EXCEPTIONS/ JU SIGNATURES _____

JU COMPANY _____ JOB # _____
ENGINEERING CONTACT _____ CONSTRUCTION CONTACT _____
PHONE # _____ PHONE # _____
CONSTRUCTION EMAIL _____
EXCEPTIONS/ JU SIGNATURES _____

CONTACT JU PARTNERS 3-5 DAYS PRIOR TO CONSTRUCTION.
JOINT USE KEY:
OH 4366260
DB 4366199
SLOB 4366249
SLOH 4366260

ROW TO OBTAIN EASEMENT / ADD EASEMENT SURVEYOR TO STAKE C/L AND MARK WIDTH OF EASEMENT ON STAKE
 ROW TO CONTACT C/D DESIGNER FOR EASEMENT REQ'S
 NO NEW EASEMENTS REQUIRED

EROSION CONTROL NOTES
 IF DISTURBANCE OCCURS IN SUMMER, FINAL STABILIZATION SHALL BE PERMANENT SEED AND PROPERLY ANCHORED MULCH, UNLESS NOTED. IF DISTURBANCE OCCURS IN WINTER, TEMPORARY STABILIZATION SHALL BE SOIL STABILIZER, TYPE A, UNLESS NOTED.
 FINAL STABILIZATION IS REQUIRED IN SPRING.
 IF DISTURBANCE OCCURS WITHIN THE SLOPE INTERCEPT, FINAL STABILIZATION SHALL BE SOIL STABILIZER, TYPE A, UNLESS NOTED.
 IF DISTURBANCE OCCURS OUTSIDE THE SLOPE INTERCEPT, FINAL STABILIZATION SHALL BE PERMANENT SEED AND PROPERLY ANCHORED MULCH, UNLESS NOTED.
 IF DISTURBANCE OCCURS IN AGRICULTURAL FIELDS, SOIL SEGREGATION WILL NEED TO TAKE PLACE TO RETURN FIELDS TO PRE-CONSTRUCTION SOIL STRATIFICATION AND TO PRE-CONSTRUCTION ELEVATIONS.
 DEPENDING ON THE TIME OF YEAR AND WEATHER CONDITIONS, CONSIDER USING PLATES/MATS IN WETLANDS OR CROSSING DITCHES. STOCKPILE MATERIALS SHALL BE PLACED UPSLOPE FROM EXCAVATION. IF STOCKPILE MATERIALS MUST BE PLACED DOWN SLOPE OF EXCAVATION, PROTECT STOCKPILES WITH 12" WATTLE.
 PROJECT SPECIFIC EROSION CONTROL NOTES:

DATE: 7/2/20
BY: AD

DESCRIPTION: DESIGN APPROVED FOR CONSTRUCTION

REV: 0

Printed: 7/2/2020 1:19:48 PM

SHEET 1 OF 3

WR 4366260

SECONDARY - 1PHASE		SECONDARY - 3PHASE	
S	6DX	S	1/0 TFX
S1	4 TX	S1	4/0 TFX
S2	2 TX	S2	3/0 TFX
S3	1/0 TXR	S3	3/0 TFX
S4	3/0 TXR	S4	3/0 TFX
S5	750 TXR	S5	350 TX
S6	750 TXR	S6	350 TX
S7	1/0 TFX	S7	1/0 OXF
S8	4/0 TFX	S8	3/0 OXF
S9	336 TXR	S9	336 TXR
S10	750 TFX	S10	750 OXR
S11	3 WIRE REMOVAL	S11	3 WIRE REMOVAL
S12	3 WIRE MAIN	S12	3 WIRE MAIN
S14	6DX CIC	S14	6DX CIC
S15	1/0TX CIC	S15	4 WIRE REMOVAL

NEUTRAL	
N	1-#2 ACSR
N1	1-#10 ACSR
N2	1-#3/0 ACSR
N3	1-#4/0 AL
N4	1-#336 ACSR
N5	REMOVAL
GLUYING	
G	1/4" ARM GLUY
G1	5/16" ARM GLUY
G2	3/8" ARM GLUY
G3	5/16" POLE GLUY
G4	3/8" POLE GLUY
G5	7/16" POLE GLUY

STANDARD WIRE KEY	
STATIC WIRE	
SW	1/0AS for W, H and J, 2/0AS for R
DIRECT BURY PRIMARY E, F, H, O, R, W, X, or Z	
Z13	1 #1 AL 25KV
Z14	3 #1 AL 25KV
Z15	3 #500 AL 28KV
Z16	1 #2 AL 15KV
Z17	3 #336 ACSR
Z18	3 #500 AL 15KV
Z19	3 #1/0 AL 35KV
Z20	3 #750 AL 35KV
Z21	3 #750 AL 28KV

OVERHEAD PRIMARY	
E, F, H, O, R, W, X, or Z	
Z1	1 #10 ACSR
Z2	1 #3/0 ACSR
Z3	3 #2 ACSR
Z4	3 #1/0 ACSR
Z5	3 #3/0 ACSR
Z6	3 #336 ACSR
Z7	1 #336 ACSR
Z8	1 WIRE REMOVAL
Z9	2 WIRE REMOVAL
Z10	1 WIRE REMOVAL
Z11	2 WIRE REMOVAL
Z12	3 WIRE REMOVAL

WE ENERGIES - ELECTRIC OPERATIONS	
UNLESS OTHERWISE NOTED IN THIS DOCUMENT, THE FOLLOWING NOTES APPLY:	
-LOCATION OF OBSTRUCTIONS ARE FROM RECORDS AND MUST BE VERIFIED IN THE FIELD	
-MAINTAIN 2' MIN CLEARANCE BETWEEN OUTSIDE FACE OF MANHOLE & BELL OF PIPE.	
-THIS APPLIES TO GAS AND WATER MAINS.	
-MAINTAIN 2' MIN. VERTICAL CLEARANCE AT CROSSINGS OF SEWER OR WATER MAINS.	
-MAINTAIN 5' MIN HORIZONTAL DIST BETWEEN CONDUIT AND SEWER.	
-MAINTAIN 3' MIN HORIZONTAL DIST BETWEEN CONDUIT AND WATER MAINS.	
NOTE - CLEARANCES SHOWN ARE MINIMUM DISTANCES - REFERENCE PERMITS FOR SPECIFIC CLEARANCE REQUIREMENTS. ADDITIONAL UNDERGROUND INFORMATION ON EXCAVATION, BACKFILLING AND CLEARANCES CAN BE FOUND IN STD. 281-02.	

EROSION CONTROL LEGEND	
	APPROXIMATE LOCATION FOR UNDERGROUND FACILITY EXCAVATION
	INLET PROTECTION TYPE

WE ENERGIES WORK REQUEST ENVIRONMENTAL NOTES (Notes 1 through 7 apply to ALL work requests)

Waterways

13. All excess spoils shall be removed from wetlands and placed in a suitable upland location

14. Trenching and pit excavations within wetlands shall include soil segregation to facilitate restoration of pre-construction soil stratification and restoration to pre-construction elevations.

15. Poles scheduled to be removed and that occur within wetland shall be cut at the ground surface

16. No work can be performed within the banks or below the ordinary high watermark of any navigable waterways/streams

17. No crossing of navigable waterways with equipment can occur. Foot traffic is allowed

18. Any disturbed soil within 75-feet of the ordinary high water mark of any navigable waterways/streams shall be stabilized within 24 hours of construction completion.

Threatened and Endangered Species

19. Threatened and endangered species are known to occur in the work area. It is illegal to harass, harm, or kill a protected species under state and federal regulations. Proper precautions shall be taken to ensure harm to individuals is avoided.

20. In order to protect the threatened or endangered species, work must be conducted between November 5 and March 15

21. Exclusion fencing must be installed at the work area prior to March 15

22. A qualified biologist must be present when conducting work at this location.

Invasive Species

23. State regulated invasive species are known to occur in the work area. Reasonable precautions are legally required to prevent the spread of these species. The Wisconsin Council on Forestry Transportation and Utility Right-of-Way Best Management Practices should be followed (<http://council.wisconsinforestry.org/invasives/transportation/>)

Cultural and Historical Resources, cont.

24. The project is within or adjacent to an area that is identified by the State of Wisconsin as potentially having Native American artifacts burial mounds or burial sites, which could be encountered during construction

25. If human bone or any artifacts are discovered during construction work must cease immediately. Contact the Environmental Department who will contact the State Burial Sites Preservation Office and determine the next steps that must be taken in order to comply with state law. Work at that site MAY NOT PROCEED until the Environmental Department authorizes it.

26. A "qualified archaeologist," as specified under Wis. Stats 157.70 (1) (f) and Wis. Admin Code HS 2.04 (6) must be present to monitor all ground disturbing activities.

Frac-out Contingency Plan

27. A frac-out contingency plan shall be on-site and implemented accordingly. The contingency plan shall incorporate the following components.

- Continuously inspect the bore paths for frac-outs in order to respond quickly and appropriately
- Containment materials (e.g. silt fence, straw bales sand bags etc.) shall be on site and available should a frac-out occur
- A vac truck shall be accessible on short notice in order to respond quickly to a frac-out.

General

1. If WDNR and/or USACE permits were obtained for the project, all permit conditions shall be met during construction of the project.

Erosion Control

2. If soil disturbance occurs on slopes or channels/ditches leading to wetlands or waterways, or within wetlands, the disturbed areas shall be stabilized and appropriate erosion control Best Management Practices (BMP's) shall be implemented.

3. Erosion Control BMP's shall meet or exceed the approved WDNR Storm Water Management Technical Standards (http://dnr.wisconsin.gov/topic/water/waterstandards/cons_standards.html) Refer to We Energies Construction Site Sediment and Erosion Control Standards.

4. Inspect installed erosion control BMP's at least one time per week and after 1/2" rain events. repair as necessary

5. When temporary stabilization is required (e.g. for winter or short-term construction) prior to final restoration, soil stabilizer shall be installed wherever possible. Erosion mat shall be used temporarily only where appropriate in accordance with state standards, and when approved by the Operations Supervisor

Contaminated Soils

6. Whenever soil exhibiting obvious signs of contamination (e.g. discoloration, petroleum or solvent odor free liquids other than water, buried containers or tanks, or other obvious signs of environmental impacts) is encountered during excavation or installation, cease work immediately take appropriate immediate precautions to ensure worker health and safety and contact the Operations Supervisor or Inspector

Spills

7. If an oil spill occurs during construction call the Environmental Incident Response Team (EIRT) at 414-430-3478:

- Any quantity of oil is spilled into surface water;
- Any oil spill greater than 50 ppm PCB into a sewer, vegetable garden, or grazing land
- Any oil spill containing greater than 500 ppm PCB,
- Five gallons or more of oil spilled to the ground
- Any oil spill involving a police department, fire department, DNR, or concerned property owner

Notes 8 through 27 apply as noted at specific points within each work request:

Dewatering

8. Dewatering of pits or trenches shall be done in accordance with state standards. Use an approved sediment bag a straw bale dewatering basin a combination of both or equivalent.

Wetlands

9. As much as practicable the majority of the work shall be staged from the public roadways and road shoulders, keeping equipment out of adjacent wetlands.

10. All work shall be conducted to minimize soil disturbance. No rutting will be allowed within the wetlands

11. If soils are not frozen or stable to be allowed rutting timber mats, mud tracks, or equivalent shall be utilized to access pole locations

12. Excavated soils cannot be stockpiled in wetlands

Appendix A

Wetlands

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APPROVAL 	REQUEST FOR COUNCIL ACTION	MTG. DATE August 4, 2020
Reports & Recommendations	AGREEMENT TO ALLOW SEWAGE GRINDER PUMP AT 10609 W. ST. MARTINS ROAD (TKN 800 9999 002)	ITEM NO. G.14.

BACKGROUND

10609 W. St. Martins Road has a failing septic system and desires to connect to the public sanitary sewer system.

ANALYSIS

This home is in a sewage basin that has not been fully developed and the nearest manhole in this sewer shed is located almost 2,000 feet to the northwest (11100 W. St. Martins Road). However, this home is at the upper reaches of the sewer shed and there is a manhole to the southwest about 150 feet from the home to the manhole in the neighbor's (10551 W. St. Martins Road) front yard. Unfortunately, 10609 cannot get to 10551 by gravity.

Staff has discussed this situation with the property owner and his plumber. Staff supports that 10551 be allowed to install a grinder sewage pump if he agrees that when a gravity sewer main is available the owner, at that time, must abandon the grinder sewage pump and connect to the gravity sewer. This agreement should indicate that the property owner is solely responsible for the maintenance, operation, and replacement of the pump.

There are a handful of places around Franklin (most recently S. Woelfel Road and W. Stone Hedge Drive in 2016) that have similar agreements.

OPTIONS

- A. Approve agreement to allow a sewage grinder pump. Or,
- B. Provide further direction to Staff.

FISCAL NOTE

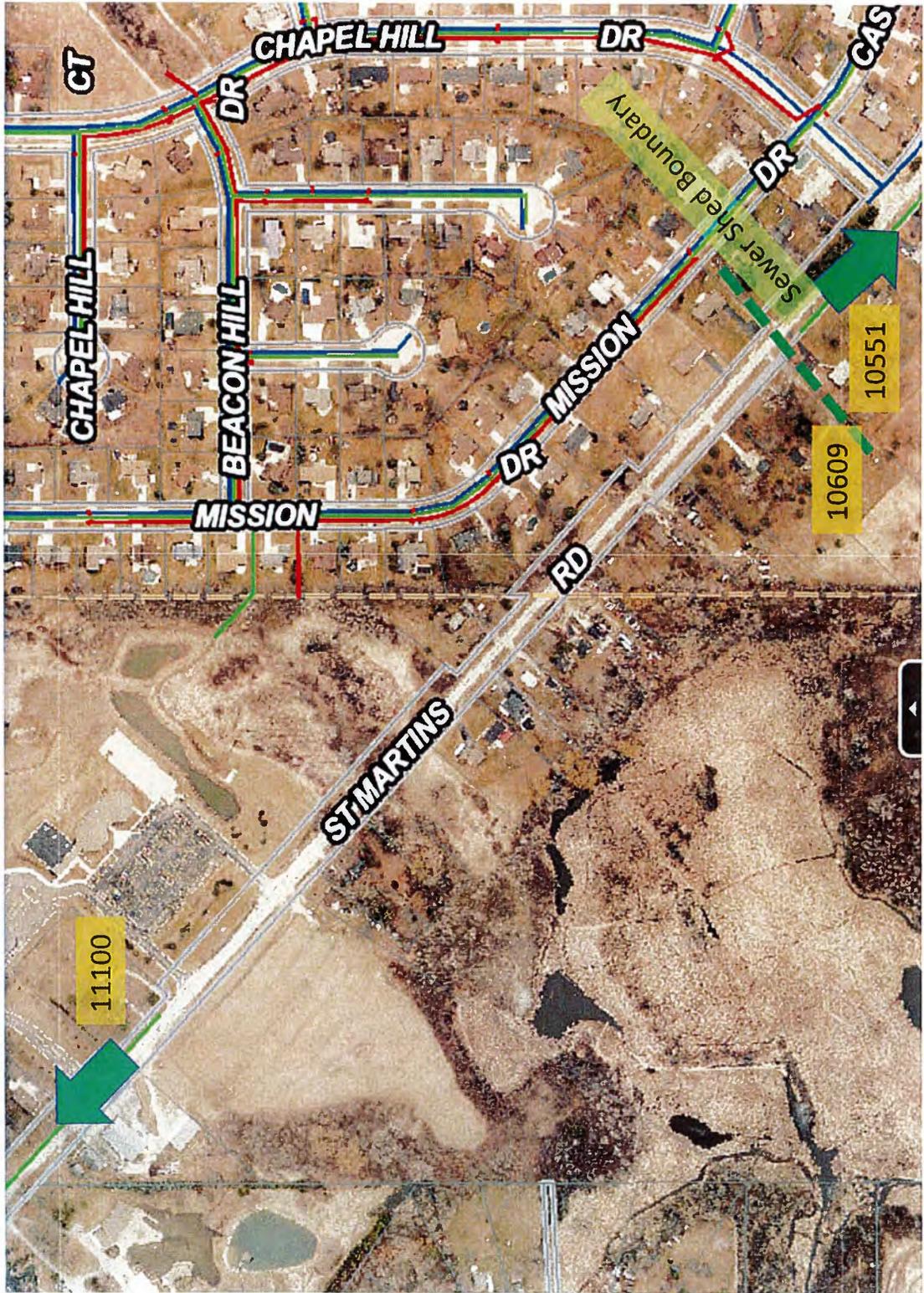
This will have no impact on the Sewer Utility budget.

RECOMMENDATION

(Option A) Motion to enter into an agreement to allow sewage grinder pump at 10609 W. St. Martins Road (TKN 800 9999 002). Also,

Direct Staff to register agreement with Milwaukee Register of Deeds.

Engineering Department: GEM



SANITARY SEWER CONNECTION AGREEMENT

WHEREAS, John J Reuteler and Terry Lea Reuteler ("Reutelers") are the owners of the property commonly known as 10609 W St Martins Road, Franklin, Wisconsin, more particularly described as:

Lot 2 of Certified Survey Map No. 8777, a part of the Northwest 1/4 of Northwest 1/4, Section 17, Township 5 North, Range 21 East, City of Franklin, County of Milwaukee, State of Wisconsin, recorded in the office of the Register of Deeds for Milwaukee County, Wisconsin on February 29, 2016.

WHEREAS, the Reutelers have requested permission from the City of Franklin to connect to the extension of sanitary sewer in the vicinity of 10551 W. St. Martins Road, so as to have the benefit of the immediate availability of municipal sanitary sewer service to their property; and

WHEREAS, it is likely that sanitary sewer service will be extended on W. St. Martins Road from the opposite direction abutting the frontage of the property 11100 W. St. Martins Road and the special assessment policy of the City of Franklin would require the property at 10609 W. St Martins Road to be specially assessed and the owners thereof to pay the special assessment pursuant to Section 207-15.0 of the Municipal Code of Franklin, Wisconsin, for such sanitary sewer service installation.

NOW, THEREFORE, in consideration of the mutual promises and covenants set forth herein, it is hereby agreed as follows:

1. The City of Franklin hereby grants permission to the Reutelers, as owner of the property located at 10609 W St Martins Road, Franklin, Wisconsin, to connect to the sanitary sewer service installed near 10551 W. St Martins Road.
2. Upon connection of the property at 10609 W. St Martins Road, Franklin Wisconsin, to the sanitary sewer service installed from the northwest abutting said property, the Reutelers shall pay to the City of Franklin the sanitary sewer connection fees as required by the Municipal Code of Franklin, Wisconsin, as amended from time to time.
3. All arrangements for and costs arising from the connection of the property at 10609 W. St Martins Road, Franklin, Wisconsin, for the installation of sanitary sewer service installed to the sanitary sewer manhole at 10551 W St. Martins Road shall be the responsibility of the Reutelers.
4. The Reutelers, for their heirs, successors and assigns, notwithstanding any prior sanitary sewer service availability or connection to the property at 10609 W. St Martins Road, Franklin, Wisconsin, shall be responsible for and pay to the City of Franklin any assessment levied against the property located at 10609 W. St Martins Road, Franklin, Wisconsin, for the installation of sanitary sewer service from the northwest abutting said property and they hereby acknowledge the subject property to be specially benefited by such future installation and waive notice and hearing upon such future special assessment, pursuant to Section 66.0703 (7)(b) of the Wisconsin Statutes and Section 207-15.0 of the Municipal Code.
5. The provisions hereof shall operate as a covenant running with the land above particularly described and shall bind all parties hereto, their respective heirs, executors, administrators, successors and assigns

In witness whereof the undersigned have hereunto set forth their hands and seals upon the dates as acknowledged, effective the _____ day of _____, 2020.

_____(SEAL) _____(SEAL)
JOHN J REUTELER TERRY LEA REUTELER

STATE OF WISCONSIN)
) ss
MILWAUKEE COUNTY)

Personally came before me this _____ day of _____, 2020, the above named JOHN J REUTELER and TERRY LEA REUTELER, to me known to be the person who executed the foregoing instrument and acknowledged same.

Notary Public, State of Wisconsin

My commission expires: _____

City of Franklin

By _____(SEAL)
Stephen R Olson, Mayor

Countersigned:

By _____(SEAL)
Sandra L Wesolowski, City Clerk

STATE OF WISCONSIN)
) ss
MILWAUKEE COUNTY)

Personally came before me this _____ day of _____, 2020 Stephen R. Olson, Mayor, and Sandra L Wesolowski, City Clerk, of the above named municipal corporation, City of Franklin, to me known to be the persons who executed the foregoing instrument and to me known to be such Mayor and City Clerk of said municipal corporation by its authority and pursuant to approval granted by its Common Council on the _____ day of _____, 2020.

Notary Public, State of Wisconsin

My commission expires: _____

APPROVAL 	REQUEST FOR COUNCIL ACTION	MEETING DATE August 4, 2020
REPORTS AND RECOMMENDATIONS	DIRECTION CONCERNING W. PUETZ ROAD AND 2020 ROAD PROGRAM	ITEM NUMBER 6.15

BACKGROUND

The 2020 Road Program includes an estimated \$145,000 work on W. Puetz Road from S. 27th Street to W. Yorkshire Circle. The attached memorandum for the proposed 2021 budget discusses a proposal for funding the improvements to W Puetz Road that were denied for funding through the Surface Transportation Urban Program (STP).

Staff would like immediate direction from Common Council regarding W. Puetz Road. Contractors are ready to mobilize and some work has started

ANALYSIS

The 2020 work on W. Puetz Road is anticipated to be a full-depth pulverization project that should keep the pavement in good repair for about 30 years. All budget items for this segment including asphalt, pulverization, undercutting, and other miscellaneous costs are approximately \$145,000. Almost all agree that the road should be widened but that is not part of the 2020 Road Program.

If the Common Council is agreeable that a future self-funded project on W. Puetz Road should be scheduled, Staff would prefer to patch the W. Puetz Road segment this year, and spend the savings of approximately \$145,000 on a project(s) slated for next year

For the replacement projects, Staff recommends W. Bosch Lane from S. 92nd Street to termini- \$57,000 and W. Fitzsimmons Road from S 31st to termini- \$87,000.

If the change in street segments were to occur, Staff would educate residents on all segments concerning the change.

OPTIONS

- A. Authorize staff to replace W. Puetz Road program segments with W. Bosch Lane and W. Fitzsimmons Road. or
- B. Direct Staff to stay with current plans for W. Puetz Road in the 2020 Road Program. or
- C. Refer to Staff with additional direction.

FISCAL NOTE

A change in projects is essentially neutral to the 2020 budget.

COUNCIL ACTION REQUESTED

(Option A). Authorize Staff to replace W. Puetz Road segments in the 2020 Road Program with W. Bosch Lane and W. Fitzsimmons Road

Engineering: GEM

DATE: July 31, 2020

TO: Paul Rotzenberg, CPA. Director of Finance and Treasurer

COPY: Mayor Steve Olson
Peggy Steeno, Director of Administration

FROM: Glen E. Morrow, PE- Director of Public Works
Kevin Schlueter- Superintendent of Public Works

SUBJECT: Capital Improvement Fund 46- W. Puetz Road projects

Many previous budgets have forecasted that Puetz Road would be improved to extend the S. 42nd Street to S. 76th Street cross-section from S. 27th Street (STH 241) to St. Martins Road (STH 100). A Surface Transportation Urban Program (STP) grant was unsuccessfully sought in 2013 and 2019.

I would like to recommend that if W. Puetz Road is ever to be improved, it will require local funding.

The two sections are S. 27th Street (STH 241) to S. 42nd Street and S. 76th Street to St. Martins Road (STH 100).

The 76th Street (CTH U) to St. Martins Drive (STH 100) section is 1.3 miles long. The construction costs are estimated to be approximately \$7.4 million and the total project costs are almost \$8.7 million. Design is requested to commence in 2023 (\$200,000) and construction in 2024 (\$8.5 million).

The 27th Street (STH 241) to Hunting Park Drive (42nd Street Extended) section is 1.0 miles long. The construction costs are estimated to be approximately \$5.3 million and the total project costs are over \$6.1 million. Design is requested to commence in 2027 (\$200,000) and construction in 2028 (\$5.9 million).

All estimates are in 2020 dollars.

APPROVAL	REQUEST FOR COUNCIL ACTION	MTG. DATE August 4, 2020
Reports & Recommendations	RESOLUTION TO AWARD DESIGN OF INDUSTRIAL PARK LIFT STATION (10100 S. 60TH STREET) REPLACEMENT TO GRAEF-USA, INC. FOR \$202,100	ITEM NO. <i>G.16.</i>

BACKGROUND

On July 7, 2020, Common Council directed Staff to solicit consultants for design of a replacement for the Industrial Park lift station (10100 S. 60th Street).

Staff solicited three reputable firms for these services and received statement of qualifications and proposals. The three firms were invited because of intimate knowledge of Franklin sewer systems, past performance, and perceived knowledge of required components in this project. The three firms invited to submit were:

- Foth Infrastructure & Environment, LLC
- GRAEF-USA, Inc.
- R.A. Smith National, Inc.

ANALYSIS

Staff met with all three firms prior to submittal and completed a thorough review of the submittals. Although all three firms could provide these services, Staff recommends that GRAEF be selected because they had the best understanding of the project needs and design components.

Submittals of all three firms are available by requesting them from the City Engineer/Utility Manager.

OPTIONS

- A. Award design of lift station to GRAEF.
- B. Refer back to Staff with further direction.

FISCAL NOTE

The City had planned to abandon the lift station by spending approximately \$3.5 million but Waukesha's bidders bid this portion for approximately \$13 million.

This new lift station will have permanent features, such as an enclosed building for pump controls, a natural gas generator, and additional features to prevent clogging. A budget will be established during design but at this time is anticipated to be less than \$3.0 million.

The 2020 Sewer Fund Budget includes \$3.2 million of appropriations for this project.

RECOMMENDATION

(Option A) Motion to approve Resolution 2020-_____ a resolution to award design of Industrial Park Lift Station (10100 S. 60th Street) replacement to GRAEF-USA, Inc. for \$202,100.

Engineering: GEM

A G R E E M E N T

between
the City of Franklin
and
Graef-USA Inc
For

Professional Architectural and Engineering Services

This AGREEMENT, made and entered into this ___ day of _____, between the City of Franklin, 9229 West Loomis Road, Franklin, Wisconsin 53132 (hereinafter "CLIENT") and Graef-USA Inc (hereinafter "CONSULTANT"), whose principal place of business is 275 W. Wisconsin Avenue, Suite 300, Milwaukee, WI 53203.

W I T N E S S E T H

WHEREAS, the CONSULTANT is duly qualified and experienced as a municipal services consultant and has offered services for the purposes specified in this AGREEMENT; and

WHEREAS, in the judgment of CLIENT, it is necessary and advisable to obtain the services of the CONSULTANT to provide the **Industrial Park Lift Station**, as described in **Attachment A**;

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

- A This AGREEMENT may only be amended by written instrument signed by both CLIENT and CONSULTANT.

I. BASIC SERVICES AND AGREEMENT ADMINISTRATION

- A CONSULTANT shall provide services to CLIENT for the Industrial Park Lift Station, as described in CONSULTANT's proposal to CLIENT dated July 24, 2020, annexed hereto and incorporated herein as **Attachment A**.
- B. CONSULTANT shall serve as CLIENT's professional representative in matters to which this AGREEMENT applies. CONSULTANT may employ the services of outside consultants and subCONSULTANTS when deemed necessary by CONSULTANT to complete work under this AGREEMENT following approval by CLIENT.
- C. CONSULTANT is an independent CONSULTANT and all persons furnishing services hereunder are employees of, or independent subCONSULTANTS to, CONSULTANT and not of CLIENT. All obligations under the Federal Insurance Contribution Act (FICA), the Federal Unemployment Tax Act (FUTA), and income tax withholding are the responsibility of CONSULTANT as employer. CLIENT understands that express AGREEMENTS may exist between CONSULTANT and its employees regarding extra work, competition, and nondisclosure.
- D. During the term of this AGREEMENT and throughout the period of performance of any resultant AGREEMENT, including extensions, modifications, or additions

thereto, and for a period of one (1) year from the conclusion of such activity, the parties hereto agree that neither shall solicit for employment any technical or professional employees of the other without the prior written approval of the other party

II. FEES AND PAYMENTS

CLIENT agrees to pay CONSULTANT, for and in consideration of the performance of Basic Services further described in **Attachment A**, for a Lump Sum Fee of **\$198,100.00**, subject to the terms detailed below:

- A. CONSULTANT may bill CLIENT and be paid for all work satisfactorily completed hereunder on a monthly basis. CLIENT agrees to pay CONSULTANT's invoice within 30 days of invoice date for all approved work.
- B. Total price will not exceed budget of **\$201,100.00**. For services rendered, monthly invoices will include a report that clearly states the hours and type of work completed and the fee earned during the month being invoiced, plus reimbursable expenses.
- C. In consideration of the faithful performance of this AGREEMENT, the CONSULTANT will not exceed the fee for Basic Services and expenses without written authorization from CLIENT to perform work over and above that described in the original AGREEMENT
- D. Should CLIENT find deficiencies in work performed or reported, it will notify CONSULTANT in writing within thirty (30) days of receipt of invoice and related report and the CONSULTANT will remedy the deficiencies within thirty (30) days of receiving CLIENT's review. This subsection shall not be construed to be a limitation of any rights or remedies otherwise available to CLIENT.

III. MODIFICATION AND ADDITIONAL SERVICES

- A. CLIENT may, in writing, request changes in the Basic Services required to be performed by CONSULTANT and require a specification of incremental or decremental costs prior to change order agreement under this AGREEMENT. Upon acceptance of the request of such changes, CONSULTANT shall submit a "Change Order Request Form" to CLIENT for authorization and notice to proceed signature and return to CONSULTANT. Should any such actual changes be made, an equitable adjustment will be made to compensate CONSULTANT or reduce the fixed price, for any incremental or decremental labor or direct costs, respectively Any claim by CONSULTANT for adjustments hereunder must be made to CLIENT in writing no later than forty-five (45) days after receipt by CONSULTANT of notice of such changes from CLIENT.

IV. ASSISTANCE AND CONTROL

- A. Glen Morrow will coordinate the work of the CONSULTANT and be solely responsible for communication within the CLIENT's organization as related to all issues originating under this AGREEMENT.

- B CLIENT will timely provide CONSULTANT with all available information concerning PROJECT as deemed necessary by CONSULTANT.
- C CONSULTANT will appoint, subject to the approval of CLIENT, Paul R. Eiring, PE, CONSULTANT's Project Manager and other key providers of the Basic Services. Substitution of other staff may occur only with the consent of CLIENT.

V. TERMINATION

- A This AGREEMENT may be terminated by CLIENT, for its convenience, for any or no reason, upon written notice to CONSULTANT. This AGREEMENT may be terminated by CONSULTANT upon thirty (30) days written notice. Upon such termination by CLIENT, CONSULTANT shall be entitled to payment of such amount as shall fairly compensate CONSULTANT for all work approved 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, CONSULTANT shall deliver to CLIENT all data, reports, summaries, correspondence, and other written, printed, or tabulated material pertaining in any way to Basic Services that CONSULTANT may have accumulated. Such material is to be delivered to CLIENT whether in completed form or in process. CLIENT shall hold CONSULTANT harmless for any work that is incomplete due to early termination.
- C The rights and remedies of CLIENT and CONSULTANT 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.

VI. INSURANCE

The CONSULTANT 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. Limit of General/Commercial Liability	\$1,000,000
B. Automobile Liability: Bodily Injury/Property Damage	\$1,000,000
C. Excess Liability for General Commercial or Automobile Liability	\$10,000,000
D. Worker's Compensation and Employers' Liability	\$500,000
E. Professional Liability	\$2,000,000

Upon the execution of this AGREEMENT, CONSULTANT shall supply CLIENT with a suitable statement certifying said protection and defining the terms of the policy issued, which shall specify that such protection shall not be cancelled without thirty (30) calendar days prior notice to CLIENT, and naming CLIENT as an additional insured for General Liability.

VII. INDEMNIFICATION AND ALLOCATION OF RISK

- A To the fullest extent permitted by law, CONSULTANT shall indemnify and hold harmless CLIENT, CLIENT'S officers, directors, partners, and employees from and against costs, losses, and damages (including but not limited to reasonable fees and charges of engineers, architects, attorneys, and other professionals, and reasonable court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of CONSULTANT or CONSULTANT'S officers, directors, partners, employees, and consultants in the performance of CONSULTANT'S services under this AGREEMENT.
- B. Nothing contained within this AGREEMENT is intended to be a waiver or estoppel of the contracting municipality CLIENT or its insurer to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including those contained within Wisconsin Statutes §§ 893.80, 895.52, and 345.05. To the extent that indemnification is available and enforceable, the municipality CLIENT or its insurer shall not be liable in indemnity or contribution for an amount greater than the limits of liability for municipal claims established by Wisconsin Law.

VIII. TIME FOR COMPLETION

CONSULTANT shall commence work immediately having received a Notice to Proceed from CLIENT on or before August 5, 2020 and complete contract documents on or before February 26, 2021

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 litigation, including reasonable attorney fees.

X. RECORDS RETENTION

CONSULTANT 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 CONSULTANT to CLIENT for inspection and copying upon request.

XI. MISCELLANEOUS PROVISIONS

- A. Professionalism 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 CONSULTANT under this AGREEMENT shall be in compliance with applicable governmental laws, statutes, decisions, codes, rules, orders, and ordinances, be they Federal, State, County or Local.

- C Conflict of Interest. CONSULTANT 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. CONSULTANT warrants that it will immediately notify the CLIENT if any actual or potential conflict of interest arises or becomes known to the CONSULTANT. Upon receipt of such notification, a CLIENT review and written approval is required for the CLIENT to continue to perform work under this Agreement.
- D This AGREEMENT may only be amended by written instrument signed by both CLIENT and CONSULTANT

XII. CONTROLLING TERMS AND PROVISIONS

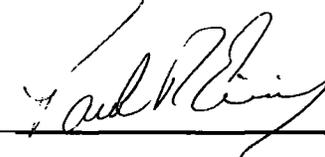
The aforesaid terms and provisions shall control over any conflicting term or provision of any CONSULTANT proposal, Attachment, Exhibit, and standard terms and provisions annexed hereto

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

CITY OF FRANKLIN, WISCONSIN

GRAEF-USA INC

BY _____
Stephen R Olson, Mayor

BY  _____

PRINT NAME. Paul R. Eiring

DATE _____

TITLE Vice President

BY. _____
Sandra L. Wesolowski, City Clerk

DATE July 24, 2020

DATE _____

BY _____
Paul Rotzenberg, Director of Finance and Treasurer

DATE _____

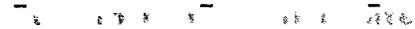
APPROVED AS TO FORM

Jesse A. Wesolowski, City Attorney

DATE _____



275 West Wisconsin Avenue Suite 300
Milwaukee, WI 53203
414 / 259 1500
414 / 259 0037 fax
www.graef-usa.com



ATTACHMENT A

July 24, 2020

Mr Glen Morrow
Director of Public Works
City of Franklin
9229 W Loomis Road
Franklin, WI 53132

Subject **City of Franklin Industrial Park Lift Station**

Dear Mr Morrow

Per your request, Graef-USA Inc. (GRAEF) is pleased to provide this proposal for services the City of Franklin (Client)

This proposal is for professional services for preparing construction documents for the replacement of an existing sanitary lift station located on the west side of the Franklin Industrial Park, on South 60th Street approximately 600 feet south of W Franklin Drive. This proposal is Attachment A of the Agreement between the City of Franklin and GRAEF that includes all Terms and Conditions

For this project, GRAEF proposes to provide the following Basic Services

Preliminary Design and Budget Development

- Participate in Kick-Off / Predesign Meeting
- Review local and state codes
- Collect data from Client with regards to existing lift station operation
- Perform site visit to review existing conditions
- Perform wetland investigation
- Prepare Conceptual Design Plans to include the following
 - Site plan
 - Lift Station
 - Prefabricated Building
- Attend meeting with Client to review concepts (2 meetings)
- Submit concept plans to Franklin Plan Commission for review and approval (1 meeting)
- Prepare opinion of probable construction cost of new lift station to be used for City budgeting. Neither GRAEF nor Client has any control over the costs of labor, materials or equipment, over contractors' methods of determining bid prices, or over competitive bidding, market or negotiation conditions. Accordingly, GRAEF cannot and does not



warrant or represent that bids or negotiated prices will not vary from any projected or established budgetary constraints

Survey, Design, Permitting

- Complete topographic survey
 - Contact Diggers Hotline service to have underground utilities marked on the ground surface for survey crew to locate. All utility markings provided by this service will be included on the survey drawing. Additional utility information will be based on mapping provided to GRAEF by the Client.
 - Complete a topographic survey based on field measurements, to include
 - Locations of existing visible features of the site (buildings, utilities, walks, pavement, etc),
 - Existing spot elevations and break lines at sufficient density to allow the generation of one-foot contour intervals,
 - Location of utility markings provided by others, and
 - As-built measurements of storm and sanitary sewer rim and invert locations and elevations.
 - Prepare a topographic map showing existing features and field verified contour lines on one-foot contour intervals
- Coordinate performance of soil borings and subsurface investigation
- Coordinate acquisitions of easement and/or property
- Prepare Construction Document drawings to generally include the following sheets:
 - Floor Plans
 - Roof Plan
 - Exterior Elevations
 - Building and Wall Sections
 - Foundation Plan
 - Process Piping Plans
 - HVAC Plans
 - Plumbing Plans
 - Site Electrical and Lighting Plans
 - Electrical Power and Instrumentation Plans
 - Electrical One-Line Diagram
 - Electrical Process & Instrumentation Diagram (P&ID)
 - Electrical Generator Plans
 - Site Plan
 - Site Erosion Control and Grading Plan
 - Site Utility Plan
 - Landscaping Plans
 - Construction details and schedules
- Prepare Project Manual including front-end contractual sections and technical specifications
- Submit final plans to Franklin Plan Commission for review and approval (1 meeting)



- Prepare plan review application and documents for permits
 - Lift Station Project Approval from WDNR
 - Water Resources Application for Projects Permit (WRAPP) to WDNR
 - Lift Station Building Approval from DSPS
- Participate in three design meetings with Client

Bidding Services

- Assist City with bidding process
- Respond to bidder's questions and issue addendum (2 addendum)
- Attend bid opening and prepare bid tabulation
- Evaluate bids and prepare letter of recommendation of award
- Prepare notice of award and issued for construction (IFC) documents

Construction Services

- Provide general construction contract administration
- Issue Notice To Proceed to contractor
- Participate in Preconstruction Meeting
- Participate in Monthly Construction Progress Meetings (8)
- Review contractor shop drawings submittals
- Respond to contractor request for information (RFI)
- Prepare construction bulletins / field change orders
- Review contractor pay applications
- Assist in change order negotiations and prepare change orders
- Conduct site visits to observe construction
- Conduct substantial completion site visit and punch list
- Conduct final inspection site visit
- Prepare record drawings

For this project, it is our understanding Client will provide the following services, items and/or information.

- Existing lift station and sanitary sewer construction plans
- Operational data for the existing lift station including flows
- Maps of sanitary sewers and service area associated with lift station
- Access to the project site
- Venue for meetings and invitation of appropriate staff

GRAEF will endeavor to perform the proposed services per the following schedule

- | | |
|--|--------------------|
| • Notice to Proceed | August 5, 2020 |
| • Conceptual Design Plans to Plan Commission | September 3, 2020 |
| • Submit Final Cost Estimate | September 18, 2020 |
| • Submit Final Plans to Engineering Department | December 11, 2020 |
| • Final Design Plans to Plan Commission | January 21, 2021 |



- Submit Final Plans and Design Report to WDNR January 26,2021
 - Submit Final Plans to DSPS January 26,2021
 - Construction Documents for bidding February 24, 2021
 - Begin Construction April 2021*
 - Construction Complete November 2021*
- *Subject to change due to GWA Construction

Per Section III of the Agreement, GRAEF will provide the following Additional Services for additional compensation as detailed below

- Additional meeting attendance
- Environmental investigations, remediation coordination or design services required
- Attendance at weekly construction coordination meetings
- Full time inspection or a resident inspector
- Review of value engineering proposals by the Contractor, and resulting changes to the project documents

For all Basic Services, Client agrees to compensate GRAEF on a lump sum basis including reimbursable expenses as noted below.

Preliminary Design and Budget Development	\$	23,500
Survey, Design, Permitting	\$	99,500
Bidding Services	\$	5,900
Construction Services	\$	61,200
Real Estate Acquisition	\$	3,500
Geotechnical Exploration	\$	4,500
TOTAL	\$	198,100

Reimbursable expenses including plan review fees, printing and mileage above the compensation are estimated at \$3,000

Graef-USA Inc looks forward to providing services to the City of Franklin

Sincerely,
Graef-USA Inc.

Michael N. Paulos, P E
Principal-In-Charge

Paul R. Eirng, P E.
Vice President, Project Manager

STATE OF WISCONSIN : CITY OF FRANKLIN : MILWAUKEE COUNTY

RESOLUTION NO. 2020 - _____

A RESOLUTION TO AWARD DESIGN OF INDUSTRIAL PARK LIFT STATION
(10100 S 60TH STREET) REPLACEMENT TO GRAEF-USA, INC. FOR \$202,100

WHEREAS, the City of Franklin desired to abandon the Industrial Park Lift Station by constructing a gravity sewer to the Ryan Creek Interceptor northwards along S. 60th Street around the year 2021; and

WHEREAS, the bids to construct a gravity sewer were excessively above budget; and

WHEREAS, the City solicited three consultants to design a replacement lift station in the vicinity of the existing lift station; and

WHEREAS, GRAEF-USA, Inc. provide the most thorough understanding of the components needed for the design of a new lift station serving this area.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Common Council of the City of Franklin, Wisconsin, to authorize a professional services contract be executed for the Industrial Park Lift Station Replacement for an amount of \$202,100.

Introduced at a regular meeting of the Common Council of the City of Franklin the _____ day of _____, 2020, by Alderman _____.

PASSED AND ADOPTED by the Common Council of the City of Franklin on the _____ day of _____, 2020.

APPROVED:

Stephen R. Olson, Mayor

ATTEST

Sandra L. Wesolowski, City Clerk

AYES ____ NOES ____ ABSENT ____

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APPROVAL 	REQUEST FOR COUNCIL ACTION	MTG. DATE August 4, 2020
Reports & Recommendations	RESOLUTION TO ISSUE CHANGE ORDER NO. 1 FOR 2020 CITY HALL SIGN PROJECT TO MICHAEL'S SIGNS, INC. IN THE AMOUNT OF \$5,350	ITEM NO. <i>G.17.</i>

BACKGROUND

On July 7, 2020, Michael's Signs, Inc. was awarded the contract for the 2020 City Hall Sign. In the process of permitting, the Franklin Director of Inspection Services requested that the LED portion be enlarged.

ANALYSIS

Michael's has offered an option that enlarges the LED panels to 3'5" high x 7'3" wide. A color plan is attached.

The Tourism Commission considered this change on July 29, 2020, and are recommending to Common Council that the Change Order No. 1 be authorized.

Michael's contract was \$39,000. This change order will bring the contract to \$44,350. This represents a 13.7% increase.

The final completion date in the contract was September 30, 2020.

OPTIONS

- A. Authorize change order for a larger sign. Or,
- B. Refer back to Staff with further direction.

FISCAL NOTE

The Tourism Commission had a budget of \$150,000 to include the City Hall Sign, the Gateway Signs project, and the Banner Project. The Tourism Commission reports that an additional \$5,350 is within the budget. The Tourism Commission has its own budget for discretionary spending.

RECOMMENDATION

(Option A) Resolution 2020-____ a resolution to issue Change Order No. 1 for the 2020 City Hall Sign Project to Michael's Signs, Inc. in the amount of \$5,350.

Engineering Department: GEM

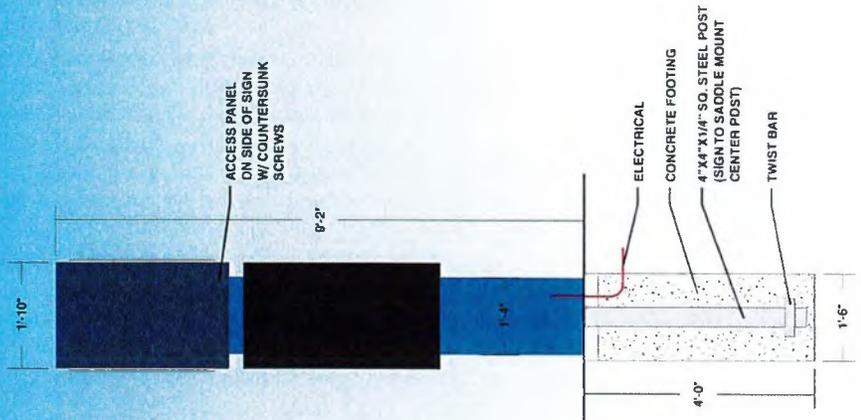
MONUMENT SIGN



FRANKLIN WISCONSIN / MONUMENT SIGN
 ONE (1) DOUBLE SIDED, INTERNALLY ILLUMINATED MONUMENT SIGN
 CUSTOM FABRICATED ALUMINUM SIGN CABINET W/ MAP PAINTED FINISH
 ROUTED 1/8" ALUMINUM FACES W/ 1/2" CLEAR PUSH THRU PLEXI (VINYL GRAPHIC OVERLAY)
 SIGN INTERNALLY ILLUMINATED W/ SLOAN PRISM WHITE LEDS 6500K
 3'5"X7'3" 10MM FULL COLOR WATCHFIRE LED DISPLAY
 POLE COVER - ALUM. ANGLE FRAME, CLAD W/ 1/8" ALUM.
 "CELEBRATING QUALITY OF LIFE" - 3M WHITE REFLECTIVE VINYL GRAPHICS



OPPOSITE SIDE



Client: FRANKLIN WISCONSIN
 Address:
 City, State: FRANKLIN, WI 53132
 Sales Rep: STEPHEN PROCHASKA

REVISION	DATE	DESIGNER
1	7-22-20	KD

Quantity: 1
 Sign Specifications:
 NOTED ABOVE

Paint Colors (as shown):
 PMS 294C
 PMS 3005C

Vinyl Film Colors (as shown):
 3M WHITE REFLECTIVE
 RAATCH PMS 294C
 RAATCH PMS 3005C
 RAATCH PMS 7000L

Client Signature: _____
 Date: _____

NOTICE: Michael's Sign, Inc. does NOT provide primary electrical to sign location - RESPONSIBILITY OF OTHERS
 The ideas and designs contained in this original and unpublished drawing are the sole property of Michael's Sign, Inc. and MAY NOT BE USED OR REPRODUCED in whole or in part without written permission.

NOTE: DUE TO THE PHYSICAL LIMITATIONS OF THE PAPER AND INK INVOLVED IN THIS PRINTING PROCESS, THIS CUSTOM ARTWORK IS NOT INTENDED TO PROVIDE AN EXACT MATCH TO THE ACTUAL FINISHED PAINTED PRODUCT

STATE OF WISCONSIN: CITY OF FRANKLIN: MILWAUKEE COUNTY

RESOLUTION NO. 2020 - _____

RESOLUTION TO ISSUE CHANGE ORDER NO. 1 FOR
2020 CITY HALL SIGN PROJECT TO MICHAEL'S SIGNS, INC.
IN THE AMOUNT OF \$5,350

WHEREAS, Michael's Signs, Inc. is constructing the 2020 City Hall Sign Project; and

WHEREAS, Franklin Director of Inspection Services requested that the LED portion be enlarged; and

WHEREAS, the Tourism Commission considered this change on July 29, 2020, and recommended to Common Council that the Change Order No. 1 be authorized; and

WHEREAS, additional materials are needed that results in an increase of \$5,350.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Franklin, that the certain officials be authorized to issue Change Order No. 1 for the 2020 City Hall Sign Project in the amount of \$5,350.

Introduced at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2020 by Alderman _____.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2020.

APPROVED:

Stephen R. Olson, Mayor

ATTEST:

Sandra L. Wesolowski, City Clerk

AYES _____ NOES _____ ABSENT _____

CHANGE ORDER
CITY OF FRANKLIN
DEPARTMENT OF ENGINEERING

Change Order No: 01

Dated: August 4, 2020

PROJECT NAME 2020 City Hall sign

PROJECT LOCATION 9229 W. Loomis Road- Franklin, WI

CONTRACTOR: Michael's Signs, Inc.

Nature of the Changes: upsized and reconfigured sign to allow for 3'5" high x 7'3" wide LED panels.

These changes result in the following adjustment of Contract Price and Contract Time: (CITY CONTRACT ONLY)

Original Contract Price \$39,000

Contract price prior to this Change Order \$39,000

Net **INCREASE** resulting from this Change Order \$ 5,350

Current contract price including this Change Order \$44,350

Net (Increase/Decrease) in time resulting from this Change Order Increase 0 calendar days

The above changes are Approved by:

Mayor

City Clerk

Contractor:

By: Stephen R. Olson

By: Sandra L. Wesolowski

By: _____

Date: _____

Date: _____

Date: _____

Director of Finance & Treasurer

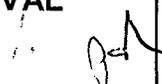
City Attorney

By: Paul Rotzenberg

By: Jesse A Wesolowski

Date: _____

Date: _____

APPROVAL 	REQUEST FOR COUNCIL ACTION	MEETING DATE Aug 4, 2020
REPORTS & RECOMMENDATIONS	Report on Expenditures related to the COVID-19 Public Health Emergency thru July 30, 2020	ITEM NUMBER <i>G.18.</i>

Background

On March 17, 2020 the Common Council authorized spending up to \$250,000 in response to the COVID-19 Public Health Emergency.

Thru July 30, 2020, the City has spent \$140,737 (up from \$134,800 two weeks earlier) of Labor funds, \$54,822 (unchanged from two weeks earlier) in operating costs (principally \$20,000 in extra postage for elections and other mailings), and \$17,183 on equipment. Details of the expenditures are:

	July 16	July 30
Elections	13,878	13,878
Info Systems	3,905	3,905
Admin – postage	10,000	10,000
Finance	128	128
Muni Buildings	7,198	7,198
Police	4,904	4,904
Fire	6,532	6,532
Highway	6,026	6,026
Parks	2,251	2,251
Total	54,822	54,822

Total expenditures and encumbrances are \$212,742 (up from \$206,805 on July 16) This amount can be reduced by \$133,879 of reimbursable Road to Recovery costs – netting a charge of \$78,863. The ‘Road to Recovery’ claim (WI’s administration of the Federal Public Health Emergency relief funding) for qualifying expenditures thru June 30 totaled \$133,879 including overtime, purchase of personal protection equipment & supplies, and equipment to address the pandemic.

In addition, the Library has expended \$7,049 on COVID related costs as well, also eligible Road to Recovery grant funding.

The State has notified the Health Department of an additional Grants for health related expenditures, \$307,000 for contact tracing, \$30,000 for Pandemic Response Planning and \$73,600 for COVID testing

The City recently accepted a \$24,400 grant from the Wisconsin Elections Commission related to increased costs stemming from the crisis.

In addition, it appears that certain city resources are going to be negatively impacted, specifically, ambulance revenues are down \$141,000 from a year ago at the end of June, hotel tax receipts were 30% (\$21,500) below Q1 2019 for Q1 2020, as the major hotels have been effectively shut down, investment income on reduced interest rates (estimated to reduce annual revenues by \$80,000), the school liaison officer – approximately \$22,000 (with the school closed – the officer was not needed), and landfill siting revenues. These amounts total \$264,500 so far. It is too early to understand the total revenue shortfalls, but clearly there will be some sizable amounts.

COUNCIL ACTION REQUESTED

Information Only – no action requested

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APPROVAL <i>slu</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE Aug 4, 2020
REPORTS & RECOMMENDATIONS	June, 2020 Monthly Financial Report	ITEM NUMBER <i>G.19.</i>

Background

The June, 2020 Financial Report is attached.

The Finance Committee reviewed this report at its July 28, 2020 meeting and recommends its acceptance.

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

COUNCIL ACTION REQUESTED

Receive and place on file.

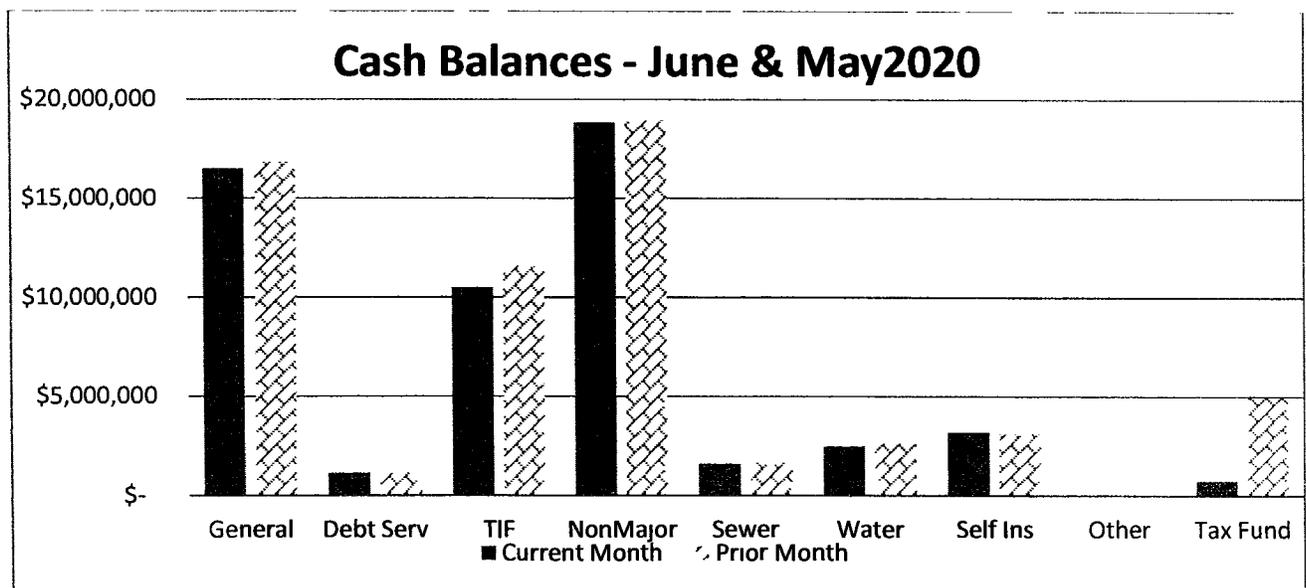


Date: July 17, 2020
 To: Mayor Olson, Common Council and Finance Committee Members
 From: Paul Rotzenberg, Director of Finance & Treasurer
 Subject: June 2020 Financial Report

The June, 2020 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 Amended Budget. Caution is advised in that spending patterns may have changed. Comments on specific and trending results are provided below to aid 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. While return potential is not ignored, investment returns are secondary in the investment decisions. Cash & Investments in the Governmental Funds totaling \$47.0 million decreased \$1.5 million since last month. General fund payroll requirements and TID Expenditures are the biggest reason for the reduction.



The Property Tax Fund decreased \$4.2 million on the June settlement.

Short term investment returns plummeted to 0.25% in June from 1.6% in January. That will cut investment returns by 87% should the new rates hold for any length of time. To help mitigate that decline, a further \$3 million in short term holdings were converted to 6-18 month CD's locking in rates from 0.5 to 1.15%.

GENERAL FUND revenues of \$19.8 million are \$0.2 million greater than budget. Tax collections were a little faster this year than prior years, and investment interest was stronger than expected in Q2.

While trends are not clear as yet, some revenue shortfalls in Fines & Forfeitures and Charges for Services are beginning to show up. It is unclear how great an impact the Public Health Crisis will have on revenue generation.

Year to Date expenditures of \$12.7 million are \$1.5 million less than budget. \$200,000 of Public Health Emergency expenditures have been incurred, primarily Public Safety. Some portion of these costs will be recovered via Federal grants administered by the State.

Clearly, the Emergency will have an adverse impact on the budget. The Common Council authorized \$250,000 of Contingency to address the Emergency, the budget has not yet been aligned with those costs.

A \$7.1 million surplus is \$1.7 million greater than budget. That surplus is primarily related to under spending, with a much smaller favorable revenue component. It is unlikely that results in Dec will reflect a surplus of this size.

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 – In general 2020 TID performance is spending down the debt resources acquired in 2019 to fund project costs. All TID fund balances have declined \$9.8 million in 2020, principally reflecting the \$4 million refunding in TID 4 and the \$4.5 million mortgage in TID7.

TID 3 – The 2020 increment was collected and the TID retired \$650,000 of debt along with a \$760,000 Municipal Revenue Obligation payment. The TID will move to a surplus in mid-summer when state shared revenues are received. TID3's expenditure period closed in June 2020.

TID 4 – The 2020 increment was collected. \$6.2 million of project contracts were signed related to the business park infrastructure work. An additional \$3 million resource will be needed to support all the recent project costs approved. The TID 4 expenditure period closed in June 2020.

TID 5 – The 2020 Increment was collected. A \$4 million portion of the 2018 NAN was refunded in March.

TID 6 – The Developer is advancing infrastructure work for the new Industrial park.

TID 7 – Mortgage advances totaling all \$4.5 million have been made and reflected as a Grant and as a Deferred Inflow. No new project costs are expected for quite some time. The \$4.7 million deficit reflects the \$4.5 million advance to fund the mortgage note.

LIBRARY FUND – Activity is occurring as planned

TOURISM COMMISSION – Very little activity has occurred so far in 2020. 2020 Room Tax receipts are expected to be very small as the pandemic has significantly adversely impacted the two large hotels in the City.

SOLID WASTE FUND – Activity is occurring as budgeted.

CAPITAL OUTLAY FUND – This fund is much more dependent upon landfill siting revenues in 2020 than prior years. Those resources arrive ratably over the year as opposed to Q1 for tax levy resources. The police have ordered the three squads authorized for 2020. While Highway has spent \$41,000 on trees and ordered the salt spreader.

EQUIPMENT REPLACEMENT FUND – Landfill siting is the primary resource here. The fund has significant fund balance to call upon in the short term for the 2020 program.

The 2020 Ambulance arrived in May. Several of the Highway equipment projects are on order.

STREET IMPROVEMENT FUND – The Q2 & Q3 General Transportation Aids will fund the 2020 program. The 2020 program has been let.

CAPITAL IMPROVEMENT FUND – A \$943,000 deferred inflow from MMSD will aid 2020 resources. Landfill siting resources are likely to fall significantly short of the 2020 budget, the Common Council re-aligned landfill siting resources with new expectations. A shortfall in landfill siting revenues is more than offset by the deferred inflow from MMSD. No changes are needed in 2020 expenditure appropriations.

The Police Shooting range project was completed, however bills are still coming in. The S 68th Street hill mitigation project has been let and has started. The Pleasant View Park Pavilion project is wrapping up. The Ryan Creek Odor control project is moving along.

DEVELOPMENT FUND – Revenues thru June are falling behind 2019 and expectations. This may signal a slow down in development activity. No large permit has been pulled so far in 2020.

The March 1 debt payments were fully funded in 2020 for the first time in several years, and those transfers out to the Debt Service fund were made. As the park projects are getting completed, park impact fees are moving out. However, without progress on more park projects, park impact fees are likely to be rebated later in 2020.

There are now \$5.1 million of park impact fees on hand and \$2.6 million water impact fees. The acceptance of the Loomis Road water main represents the \$213,000 of water impact fee usage.

UTILITY DEVELOPMENT FUND – Activity in this fund centers on balances rolling to the tax roll in December each year as well as collection of utility special assessments.

SANITARY SEWER FUND – Revenues and operating costs are on budget thru June.

WATER UTILITY FUND – revenues are very close to plan, with heavier residential use related to stay at home orders, and lighter Commercial/industrial use for the same reasons. Operating costs are less than might be expected, resulting in improved operating results.

SELF INSURANCE FUND – Revenues are approximately on plan, as participation has remained steady compared to 2019. Benefit payments declined sharply in April/May, as participants refrained from seeking health care during the Pandemic. The Public Health Emergency has delayed some elective procedures, further delaying costs. June claim costs returned to normal. The plan has an unexpected \$557,000 surplus, when a deficit was planned for 2020, raising the fund balance to over \$3 million.

RETIREE HEALTH FUND – Insurance results are on par with the prior year. The decline in the equity markets moderated in April and May, and the fixed income position shielded the portfolio some. There are still some net investment losses from the Feb/March sharp declines.

City of Franklin
Cash & Investments Summary
June 30, 2020

	Cash	American Deposit Management	Institutional Capital Management	Local Government Invest Pool	Total	Prior Month Total
General Fund	\$ 509,642	\$ 5,610,356	\$ 7,108,107	\$ 3,284,682	\$ 16,512,787	\$ 16,822,793
Debt Service Funds	17,762	569,006	551,683	-	1,138,451	1,138,247
TIF Districts	75,833	8,752,878	1,671,966	-	10,500,677	11,578,001
Nonmajor Governmental Funds	670,608	10,342,571	7,800,441	-	18,813,620	18,933,730
Total Governmental Funds	1,273,845	25,274,811	17,132,197	3,284,682	46,965,535	48,472,770
Sewer Fund	494,081	1,101,899	-	-	1,595,980	1,665,617
Water Utility	21,116	2,032,661	429,584	-	2,483,361	2,613,026
Self Insurance Fund	11,084	1,308,709	1,876,087	-	3,195,880	3,124,817
Other Designated Funds	12,227	-	-	-	12,227	14,169
Total Other Funds	538,508	4,443,269	2,305,671	-	7,287,448	7,417,628
Total Pooled Cash & Investments	1,812,353	29,718,080	19,437,868	3,284,682	54,252,983	55,890,398
Property Tax Fund	(338,690)	1,079,463	-	-	740,773	4,942,920
Total Trust Funds	(338,690)	1,079,463	-	-	740,773	4,942,920
Grand Total Cash & Investments	1,473,663	30,797,543	19,437,868	3,284,682	54,993,756	60,833,318
Average Rate of Return		0 25%	1 92%	0 14%		
Maturities:						
Demand	1,473,663	27,385,543	2,789	3,284,682	32,146,678	36,960,128
Fixed Income & Equities	-	-	-	-	-	-
2020 - Q2	-	-	-	-	-	1,000,817
2020 - Q3	-	167,000	-	-	167,000	167,000
2020 - Q4	-	500,000	4,539,387	-	5,039,387	5,045,736
2021 - Q1	-	1,245,000	2,024,219	-	3,269,219	3,022,344
2021 - Q2	-	1,000,000	2,035,136	-	3,035,136	3,038,334
2021 - Q3	-	-	2,038,994	-	2,038,994	-
2021	-	500,000	3,581,377	-	4,081,377	6,376,345
2022	-	-	4,696,062	-	4,696,062	4,702,458
2023	-	-	519,904	-	519,904	520,156
	1,473,663	30,797,543	19,437,868	3,284,682	54,993,756	60,833,318

City of Franklin
General Fund
Comparative Statement of Revenue, Expenses and Fund Balance
For the 6 months ended June 30, 2020

Revenue	2020 Original Budget	2020 Amended Budget	2020 Year-to-Date Budget	2020 Year-to-Date Actual	Var to Budget Surplus (Deficiency)
Property Taxes	\$ 19,015,200	\$ 19,015,200	\$ 16,309,737	\$ 16,484,031	\$ 174,294
Other Taxes	676,400	676,400	194,317	174,610	(19,707)
Intergovernmental Revenue	1,746,400	1,746,400	445,586	489,598	44,012
Licenses & Permits	903,200	903,200	494,859	574,428	79,569
Law and Ordinance Violations	546,000	546,000	301,700	239,214	(62,486)
Public Charges for Services	2,527,300	2,351,900 A	1,017,769	954,405	(63,364)
Intergovernmental Charges	182,000	182,000	84,070	83,786	(284)
Investment Income	343,580	343,580	178,665	245,133	66,468
Sale of Capital Assets	10,750	10,750	5,785	5,414	(371)
Miscellaneous Revenue	128,500	128,500	82,070	89,685	7,615
Transfers from Other Funds	1,050,000	1,050,000	550,218	537,600	(12,618)
Total Revenue	\$ 27,129,330	\$ 26,953,930	\$ 19,664,776	\$ 19,877,904	\$ 213,128
				101.08%	
Expenditures	2020 Original Budget	2020 Amended Budget	2020 Year-to-Date Budget	2020 Year-to-Date Actual	Var to Budget Surplus (Deficiency)
General Government	\$ 3,365,482	\$ 3,431,643 A	\$ 1,838,260	\$ 1,544,841	\$ (293,419)
Public Safety	18,446,978	18,676,439	9,375,179	8,847,914	(527,265)
Public Works	4,151,677	4,906,734	2,296,411	1,945,766	(350,645)
Health & Human Services	737,635	737,635	350,445	301,824	(48,621)
Culture & Recreation	210,448	210,448	98,934	109,214	10,280
Conservation and Development	619,400	716,294	329,406	310,249	(19,157)
Contingency & Unclassified	1,487,500	1,315,870 A	146,782	37,775	(109,007)
Anticipated Underexpenditures	(315,000)	(315,000)	(157,500)	-	157,500
Transfers to Other Funds	524,000	524,000	-	-	-
Encumbrances	-	-	-	(339,531)	(339,531)
Total Expenditures	\$ 29,228,120	\$ 30,204,063	\$ 14,277,917	\$ 12,758,052	\$ (1,519,865)
				89.36%	
Excess of revenue over (under) expenditures	(2,098,790)	(3,250,133)	<u>5,386,859</u>	7,119,852	<u>\$ 1,732,993</u>
Fund Balance, beginning of year	<u>8,633,754</u>	<u>8,633,754</u>		<u>8,633,754</u>	
Fund Balance, end of period	<u>\$ 6,534,964</u>	<u>\$ 5,383,621</u>		<u>\$ 15,753,606</u>	

A Represents an amendment to Adopted Budget

E Represents an encumbrance for current year from prior year

**City of Franklin
General Fund
Comparative Statement of Revenue
For the 6 months ended June 30, 2020**

Revenue	2020 Original Budget	2020 Amended Budget	2020 Year-to-Date Budget	2020 Year-to-Date Actual	Var to Budget Surplus (Deficiency)
Property Taxes	\$ 19,015,200	\$ 19,015,200	\$ 16,309,737	\$ 16,484,031	\$ 174,294
Other Taxes:					
Cable television franchise fees	480,000	480,000	131,039	113,322	(17,717)
Mobile Home	21,000	21,000	10,500	10,453	(47)
Room tax	175,400	175,400	52,778	50,835	(1,943)
Total Other taxes	<u>676,400</u>	<u>676,400</u>	<u>194,317</u>	<u>174,610</u>	<u>(19,707)</u>
Intergovernmental Revenue:					
State shared revenue-per capita	405,000	405,000	-	-	-
Expenditure restraint revenue	150,000	150,000	-	-	-
State computer aid	228,000	228,000	-	-	-
State transportation aids	535,000	535,000	277,772	401,987	124,215
Fire insurance dues	165,000	165,000	99,000	-	(99,000)
Other grants & aid	263,400	263,400	68,814	87,611	18,797
Total Intergovernmental Revenue	<u>1,746,400</u>	<u>1,746,400</u>	<u>445,586</u>	<u>489,598</u>	<u>44,012</u>
Licenses & Permits:					
Licenses	162,000	162,000	140,469	127,065	(13,404)
Permits	741,200	741,200	354,390	447,363	92,973
	<u>903,200</u>	<u>903,200</u>	<u>494,859</u>	<u>574,428</u>	<u>79,569</u>
Law & Ordinance Violations:					
Fines, Forfeitures & Penalties	<u>546,000</u>	<u>546,000</u>	<u>301,700</u>	<u>239,214</u>	<u>(62,486)</u>
Public Charges for Services:					
Planning Related Fees	72,800	72,800	38,775	36,180	(2,595)
General Government	8,700	8,700	4,415	6,764	2,349
Architectural Board Review	4,500	4,500	2,033	3,130	1,097
Police & Related	6,800	56,800 ^A	22,892	998	(21,894)
Ambulance Services - ALS	1,350,000	1,350,000	661,273	302,244	(359,029)
Ambulance Services - BLS	-	-	-	218,019	218,019
Fire Safety Training	1,500	1,500	518	1,143	625
Fire Sprinkler Plan Review	40,000	40,000	19,393	2,450	(16,943)
Fire Inspections	19,500	19,500	9,692	3,197	(6,495)
Quarry Reimbursement	43,000	43,000	2,217	21,020	18,803
Weed Cutting	7,000	7,000	799	(321)	(1,120)
Engineering Fees	330,000	330,000	97,811	90,865	(6,946)
Public Works Fees	3,500	16,100	6,421	61,754	55,333
Weights & Measures	7,600	7,600	36	-	(36)
Landfill Operations - Siting	438,000	200,000	100,000	169,574	69,574
Landfill Operations - Emerald Park	80,000	80,000	26,235	31,683	5,448
Health Department	114,400	114,400	25,259	5,705	(19,554)
Total Public Charges for Services	<u>\$ 2,527,300</u>	<u>\$ 2,351,900</u>	<u>\$ 1,017,769</u>	<u>\$ 954,405</u>	<u>\$ (63,364)</u>

A Represents an amendment to Adopted Budget

E Represents an encumbrance for current year from prior year

**City of Franklin
General Fund
Comparative Statement of Revenue
For the 6 months ended June 30, 2020**

<u>Revenue</u>	<u>2020 Original Budget</u>	<u>2020 Amended Budget</u>	<u>2020 Year-to-Date Budget</u>	<u>2020 Year-to-Date Actual</u>	<u>Var to Budget Surplus (Deficiency)</u>
Intergovernmental Charges:					
Milwaukee County - Paramedics	\$ 100,000	\$ 100,000	\$ 37,976	\$ 60,070	\$ 22,094
School Liaison Officer	82,000	82,000	46,094	23,716	(22,378)
Total Intergovernmental Charges	<u>182,000</u>	<u>182,000</u>	<u>84,070</u>	<u>83,786</u>	<u>(284)</u>
Investment Income:					
Interest on Investments	240,500	240,500	127,125	97,310	(29,815)
Market Value Change on Investments	-	-	-	86,826	86,826
Interest - Tax Roll	100,000	100,000	50,000	58,823	8,823
Other Interest	3,080	3,080	1,540	2,174	634
Total Investment Income	<u>343,580</u>	<u>343,580</u>	<u>178,665</u>	<u>245,133</u>	<u>66,468</u>
Sale of Capital Assets					
	<u>10,750</u>	<u>10,750</u>	<u>5,785</u>	<u>5,414</u>	<u>(371)</u>
Miscellaneous Revenue:					
Rental of Property	50,000	50,000	25,857	18,554	(7,303)
Refunds/Reimbursements	35,000	35,000	14,766	8,459	(6,307)
Insurance Dividend	40,000	40,000	40,000	58,683	18,683
Other Revenue	3,500	3,500	1,447	3,989	2,542
Total Miscellaneous Revenue	<u>128,500</u>	<u>128,500</u>	<u>82,070</u>	<u>89,685</u>	<u>7,615</u>
Transfer from Other Funds:					
Water Utility-Tax Equivalent	1,050,000	1,050,000	550,218	537,600	(12,618)
Total Transfers from Other Funds	<u>1,050,000</u>	<u>1,050,000</u>	<u>550,218</u>	<u>537,600</u>	<u>(12,618)</u>
Total Revenue	<u>\$ 27,129,330</u>	<u>\$ 26,953,930</u>	<u>\$ 19,664,776</u>	<u>\$ 19,877,904</u>	<u>\$ 213,128</u>
				101.08%	

A Represents an amendment to Adopted Budget

E Represents an encumbrance for current year from prior year

**City of Franklin
General Fund
Comparative Statement of Expenditures
For the 6 months ended June 30, 2020**

Expenditures	2020 Original Budget	2020 Amended Budget	2020 Year-to-Date Budget	2020 Year-to-Date Actual	Var to Budget Surplus (Deficiency)
General Government:					
Mayor & Aldermen - Labor	\$ 65,891	\$ 65,891	\$ 32,945	\$ 32,946	\$ (1)
Mayor & Aldermen - Non-Personnel	33,501	34,345 A	23,321	20,619 E	2,702
Municipal Court - Labor	193,490	193,490	96,745	93,182	3,563
Municipal Court - Non-Personnel	19,625	19,625	16,017	12,485	3,532
City Clerk Labor	353,001	353,001	176,500	155,810	20,690
City Clerk - Non-Personnel	27,200	27,200	14,233	11,865	2,368
Elections - Labor	70,404	70,404	35,202	22,004	13,198
Elections - Non-Personnel	16,500	16,500	9,633	14,114	(4,481)
Information Services - Labor	131,451	236,451 A	118,226	64,500	53,726
Information Services - Non-Personnel	429,878	346,271	187,705	221,348 E	(33,643)
Administration - Labor	411,533	411,533	205,767	114,834 E	90,933
Administration - Non-Personnel	129,655	129,655	61,035	54,906	6,129
Finance - Labor	419,877	419,877	209,939	212,664	(2,725)
Finance - Non-Personnel	115,710	115,710	62,145	50,872	11,273
Independent Audit	30,050	30,050	26,770	24,950	1,820
Assessor - Non-Personnel	233,350	233,350	116,636	55,054	61,582
Legal Services	357,000	357,000	181,860	141,910	39,950
Municipal Buildings - Labor	114,001	154,001 A	77,001	50,079	26,922
Municipal Buildings - Non-Personnel	117,515	121,439 A	52,956	48,468 E	4,488
Property/liability insurance	95,850	95,850	133,624	142,231	(8,607)
Total General Government	3,365,482	3,431,643	1,838,260	1,544,841	293,419
Public Safety:					
Police Department - Labor	9,167,605	9,217,605 A	4,608,803	4,362,413	246,390
Police Department - Non-Personnel	1,226,530	1,249,060 A	653,941	530,889 E	123,052
Pandemic Emergency - Labor	-	-	-	132,369	(132,369)
Fire Department - Labor	6,286,453	6,286,453	3,143,227	2,968,044	175,183
Fire Department - Non-Personnel	566,500	566,831 A	290,108	269,830	20,278
Public Fire Protection	283,300	283,300	142,498	139,981	2,517
Building Inspection - Labor	768,655	846,955	423,478	370,766	52,712
Building Inspection - Non-Personnel	140,335	218,635	107,044	66,022	41,022
Weights and Measures	7,600	7,600	6,080	7,600	(1,520)
Total Public Safety	18,446,978	18,676,439	9,375,179	8,847,914	527,265
Public Works:					
Engineering - Labor	590,261	590,261	295,130	232,301	62,829
Engineering - Non-Personnel	342,820	342,820	169,638	173,946	(4,308)
Highway - Labor	1,974,746	2,604,746	1,302,373	878,246	424,127
Highway - Non-Personnel	890,800	975,737 A	374,690	515,431 E	(140,741)
Street Lighting	346,000	386,120 A	153,278	145,803 E	7,475
Weed Control	7,050	7,050	1,302	39	1,263
Total Public Works	\$ 4,151,677	\$ 4,906,734	\$ 2,296,411	\$ 1,945,766	\$ 350,645

A Represents an amendment to Adopted Budget

E Represents an encumbrance for current year from prior year

City of Franklin
General Fund
Comparative Statement of Revenue, Expenses and Fund Balance
For the 6 months ended June 30, 2020

Expenditures	2020 Original Budget	2020 Amended Budget	2020 Year-to-Date Budget	2020 Year-to-Date Actual	Var to Budget Surplus (Deficiency)
Health & Human Services:					
Public Health - Labor	\$ 628,585	\$ 628,585	\$ 314,293	\$ 275,233	\$ 39,060
Public Health - Non-Personnel	65,250	65,250	12,842	9,102	3,740
Animal Control	43,800	43,800	23,310	17,489	5,821
Total Health & Human Services	737,635	737,635	350,445	301,824	48,621
Culture & Recreation:					
Senior Travel & Activities	24,000	24,000	10,264	1,180	9,084
Parks - Labor	119,998	119,998	59,999	79,941	(19,942)
Parks - Non-Personnel	66,450	66,450	28,671	28,093 E	578
Total Culture & Recreation	210,448	210,448	98,934	109,214	(10,280)
Conservation & Development:					
Planning - Labor	358,680	358,680	179,340	176,159 E	3,181
Planning - Non-Personnel	74,950	133,844 A	47,703	67,616 E	(19,913)
Economic Dev - Labor	126,770	126,770	63,385	61,101	2,284
Economic Dev - Non-Personnel	59,000	97,000 A	38,978	5,373 E	33,605
Total Conservation & Development	619,400	716,294	329,406	310,249	19,157
Contingency & Unclassified:					
Restricted - other	1,335,000	1,035,000 A	-	-	-
Unrestricted	125,000	253,370 A	135,262	37,775 E	97,487
Unclassified	27,500	27,500	11,520	-	11,520
Total Contingency & Unclassified	1,487,500	1,315,870	146,782	37,775	109,007
Anticipated Underexpenditures	(315,000)	(315,000)	(157,500)	-	(315,000)
Transfers to Other Funds:					
Capital Improvement Fund	500,000	500,000	-	-	-
Other Funds	24,000	24,000	-	-	-
Total Transfers to Other Funds	524,000	524,000	-	-	-
Total Expenditures	\$ 29,228,120	\$ 30,204,063	\$ 14,277,917	\$ 13,097,583	\$ 1,022,834
Less Encumbrances				(339,531)	
Net Expenditures				\$ 12,758,052	
% of YTD Budget				89.36%	

A Represents an amendment to Adopted Budget
E Represents an encumbrance for current year from prior year

**City of Franklin
General Fund
Balance Sheet**

	6/30/2020
ASSETS	
Cash & Investments	\$ 16,504,110
Accounts & Taxes & Interest Receivable	2,977,934
Due from Other Funds & Advances	123,200
Due from Other Governments	2,822
Prepaid Expenditures & Inventories	11,562
Total Assets	<u>\$ 19,619,628</u>
LIABILITIES	
Accounts Payable	\$ 237,717
Accrued Liabilities	899,089
Due to Other Funds & Governments	121,092
Special Deposits	72,982
Unearned Revenue	<u>2,535,142</u>
Total Liabilities	<u>3,866,022</u>
FUND BALANCES	
Nonspendable - Inventories, Prepaids, Advances, Assigned	134,762
Unassigned	<u>15,618,844</u>
Total Fund Balances	<u>15,753,606</u>
Total Liabilities & Fund Balances	<u>\$ 19,619,628</u>

**City of Franklin
Debt Service Funds
Balance Sheet
June 30, 2020 and 2019**

Assets	2020	2020	2020	2019	2019	2019
	Special Assessment	Debt Service	Total	Special Assessment	Debt Service	Total
Cash and investments	\$ 787,485	\$ 350,966	\$ 1,138,451	\$ 734,270	\$ 419,391	\$ 1,153,661
Special assessment receivable	30,255	-	30,255	58,474	-	58,474
Total Assets	\$ 817,740	\$ 350,966	\$ 1,168,706	\$ 792,744	\$ 419,391	\$ 1,212,135
Liabilities and Fund Balance						
Unearned & unavailable revenue	\$ 30,255	\$ -	\$ 30,255	\$ 58,474	\$ -	\$ 58,474
Unassigned fund balance	787,485	350,966	1,138,451	734,270	419,391	1,153,661
Total Liabilities and Fund Balance	\$ 817,740	\$ 350,966	\$ 1,168,706	\$ 792,744	\$ 419,391	\$ 1,212,135

**Statement of Revenue, Expenses and Fund Balance
For the Six months ended June 30, 2020 and 2019**

Revenue	2020	2020	2020	2020	2019	2019	2019
	Special Assessment	Debt Service	Year-to-Date Actual	Original Budget	Special Assessment	Debt Service	Year-to-Date Actual
Property Taxes	\$ -	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ -	\$ 1,300,000	\$ 1,300,000
Special Assessments	6,221	-	6,221	65,000	5,729	-	5,729
Investment Income	13,634	3,246	16,880	12,000	14,207	7,643	21,850
GO Debt Issuance	-	-	-	-	-	-	-
Total Revenue	19,855	1,103,246	1,123,101	1,177,000	19,936	1,307,643	1,327,579
Expenditures:							
Debt Service							
Principal	-	1,425,000	1,425,000	1,387,500	-	1,405,000	1,405,000
Interest	-	74,961	74,961	199,132	-	74,256	74,256
Bank Fees	-	1,200	1,200	1,140	-	800	800
Total expenditures	-	1,501,161	1,501,161	1,587,772	-	1,480,056	1,480,056
Transfers in	-	397,950	397,950	453,682	-	323,419	323,419
Transfers out	-	-	-	(600,000)	-	-	-
Net change in fund balances	19,855	35	19,890	(557,090)	19,936	151,006	170,942
Fund balance, beginning of year	767,630	350,931	1,118,561	1,118,561	714,334	268,385	982,719
Fund balance, end of period	\$ 787,485	\$ 350,966	\$ 1,138,451	\$ 561,471	\$ 734,270	\$ 419,391	\$ 1,153,661

City of Franklin
Consolidating TID Funds
Balance Sheet
June 30, 2020

	Northwestern Mutual TID 3	Ascension Hospital TID 4	Ballpark Commons TID 5	Loomis & Ryan TID 6	Velo Village TID 7	Total
Assets						
Cash & investments	\$ 725,896	\$ 3,201,668	\$ 863,276	\$ 5,328,551	\$ 394,687	\$ 10,514,078
Accounts & mortgage receivable	-	-	-	-	4,500,000	4,500,000
Total Assets	\$ 725,896	\$ 3,201,668	\$ 863,276	\$ 5,328,551	\$ 4,894,687	\$ 15,014,078
Liabilities and Fund Balance						
Accounts payable	\$ -	\$ 519,032	\$ -	\$ 13,119	\$ -	\$ 532,151
Accrued liabilities	865,136	-	-	-	-	865,136
Deferred inflow	-	-	-	-	4,500,000	4,500,000
Advances from other funds	-	-	-	-	1,745,000	1,745,000
Total Liabilities	865,136	519,032	-	13,119	6,245,000	7,642,287
Assigned fund balance	(139,240)	2,682,636	863,276	5,315,432	(1,350,313)	7,371,791
Total Liabilities and Fund Balance	\$ 725,896	\$ 3,201,668	\$ 863,276	\$ 5,328,551	\$ 4,894,687	\$ 15,014,078

Statement of Revenue, Expenses and Fund Balance
For the Six months ended June 30, 2020

	Northwestern Mutual TID 3	Ascension Hospital TID 4	Ballpark Commons TID 5	Loomis & Ryan TID 6	Velo Village TID 7	Total
Revenue						
General property tax levy	\$ 1,401,748	\$ 1,138,802	\$ 721,361	\$ -	\$ -	\$ 3,261,911
Payment in lieu of taxes	-	73,889	91,560	-	-	165,449
State exempt aid	33,870	37,145	12,883	-	-	83,898
Investment & misc income	7,752	70,848	22,168	25,383	14,118	140,269
Total revenue	1,443,370	1,320,684	847,972	25,383	14,118	3,651,527
Expenditures						
Debt service principal, interest & fees	\$ 710,075	\$ -	\$ 4,427,844	\$ 109,850	\$ 33,507	\$ 5,281,276
Administrative expenses	3,690	19,476	3,690	15,428	3,690	45,974
Professional services	750	717,695	35,035	28,123	9,479	791,082
Capital outlays	-	7,249,813	-	-	166,663	7,416,476
Development incentive & obligation payments	760,005	-	-	-	4,500,000	5,260,005
Encumbrances	-	(5,280,996)	(27,160)	(1,600)	(5,900)	(5,315,656)
Total expenditures	1,474,520	2,705,988	4,439,409	151,801	4,707,439	13,479,157
Revenue over (under) expenditures	(31,150)	(1,385,304)	(3,591,437)	(126,418)	(4,693,321)	(9,827,630)
Fund balance, beginning of year	(108,090)	4,067,940	4,454,713	5,441,850	3,343,008	17,199,421
Fund balance, end of period	\$ (139,240)	\$ 2,682,636	\$ 863,276	\$ 5,315,432	\$ (1,350,313)	\$ 7,371,791

City of Franklin
Tax Increment Financing District #3 - Northwestern Mutual
Balance Sheet
June 30, 2020 and 2019

<u>Assets</u>	2020	2019
Cash & investments	\$ 725,896	\$ 3,645,511
Taxes receivable	-	-
Total Assets	<u>\$ 725,896</u>	<u>\$ 3,645,511</u>
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ -	\$ 833,343
Accrued liabilities	865,136	865,135
Unearned revenue	-	-
Total Liabilities	<u>865,136</u>	<u>1,698,478</u>
Assigned fund balance	<u>(139,240)</u>	<u>1,947,033</u>
Total Liabilities and Fund Balance	<u>\$ 725,896</u>	<u>\$ 3,645,511</u>

Statement of Revenue, Expenses and Fund Balance
For the Six months ended June 30, 2020 and 2019

	2020 Annual Budget	2020 Amended Budget	2020 Year-to-Date Budget	2020 Year-to-Date Actual	2019 Year-to-Date Actual
Revenue					
General property tax levy	\$ 1,409,000	\$ 1,409,000	\$ 1,409,000	\$ 1,401,748	\$ 1,114,683
State exempt aid	507,500	507,500	13,750	33,870	6,293
Investment income	25,000	25,000	14,271	7,752	75,717
Bond proceeds	-	-	-	-	3,001,886
Total revenue	<u>1,941,500</u>	<u>1,941,500</u>	<u>1,437,021</u>	<u>1,443,370</u>	<u>4,198,579</u>
Expenditures					
Debt service principal	665,000	665,000	665,000	665,000	-
Debt service interest & fees	80,265	80,265	42,000	45,075	16,201
Administrative expenses	7,250	7,250	3,625	3,690	95,878
Professional services	6,000	6,000	3,000	750	1,000
Capital outlays	-	-	-	-	880,082
Development incentive & obligation payments	711,005	760,005	735,505	760,005	2,791,990
Total expenditures	<u>1,469,520</u>	<u>1,518,520</u>	<u>1,449,130</u>	<u>1,474,520</u>	<u>2,905,069</u>
Revenue over (under) expenditures	471,980	422,980	<u>\$ (12,109)</u>	(31,150)	1,293,510
Fund balance, beginning of year	<u>(127,252)</u>	<u>(127,252)</u>		<u>(108,090)</u>	<u>653,523</u>
Fund balance, end of period	<u>\$ 344,728</u>	<u>\$ 295,728</u>		<u>\$ (139,240)</u>	<u>\$ 1,947,033</u>

City of Franklin
Tax Increment Financing District #4 - Ascension Hospital
Balance Sheet
June 30, 2020 and 2019

<u>Assets</u>	2020	2019
Cash & investments	\$ 3,201,668	\$ 4,249,155
Total Assets	<u>\$ 3,201,668</u>	<u>\$ 4,249,155</u>
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 519,032	\$ 4,661
Total Liabilities	519,032	4,661
Assigned fund balance	<u>2,682,636</u>	<u>4,244,494</u>
Total Liabilities and Fund Balance	<u>\$ 3,201,668</u>	<u>\$ 4,249,155</u>

Statement of Revenue, Expenses and Fund Balance
For the Six months ended June 30, 2020 and 2019

	2020 Annual Budget	2020 Amended Budget	2020 Year-to-Date Budget	2020 Year-to-Date Actual	2019 Year-to-Date Actual
Revenue					
General property tax levy	\$ 1,144,700	\$ 1,144,700	\$ 1,144,700	\$ 1,138,802	\$ 1,011,224
Payment in Lieu of Taxes	120,000	120,000	120,000	73,889	121,759
State exempt aid	48,900	48,900	16,150	37,145	4,827
Investment income	74,000	74,000	37,000	70,848	76,147
Bond proceeds	6,200,000	6,200,000	3,100,000	-	-
Total revenue	<u>7,587,600</u>	<u>7,587,600</u>	<u>4,417,850</u>	<u>1,320,684</u>	<u>1,213,957</u>
Expenditures					
Debt service interest & fees	75,000	75,000	37,500	-	-
Administrative expenses	30,290	30,290	15,145	19,476	22,167
Professional services	1,000	127,675	773,337	717,695	137,149
Capital outlay	11,000,000	11,656,606	5,118,803	7,249,813	714,802
Encumbrances	-	-	-	(5,280,996)	(813,196)
Total expenditures	<u>11,106,290</u>	<u>11,889,571</u>	<u>5,944,785</u>	<u>2,705,988</u>	<u>60,922</u>
Revenue over (under) expenditures	(3,518,690)	(4,301,971)	(1,526,935)	(1,385,304)	1,153,035
Fund balance, beginning of year	<u>4,229,419</u>	<u>4,067,940</u>		<u>4,067,940</u>	<u>3,091,459</u>
Fund balance, end of period	<u>\$ 710,729</u>	<u>\$ (234,031)</u>		<u>\$ 2,682,636</u>	<u>\$ 4,244,494</u>

City of Franklin
Tax Increment Financing District #5 - Ballpark Commons
Balance Sheet
June 30, 2020 and 2019

<u>Assets</u>	2020	2019
Cash & investments	\$ 863,276	\$ 4,339,140
Accounts receivable	-	-
Total Assets	<u>\$ 863,276</u>	<u>\$ 4,339,140</u>
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ -	\$ 9,109
Due to other funds	-	-
Interfund advance from Development Fund	-	-
Total Liabilities	-	9,109
Assigned fund balance	863,276	4,330,031
Total Liabilities and Fund Balance	<u>\$ 863,276</u>	<u>\$ 4,339,140</u>

Statement of Revenue, Expenses and Fund Balance
For the Six months ended June 30, 2020 and 2019

	2020	2020	2020	2020	2019
	Annual	Amended	Year-to-Date	Year-to-Date	Year-to-Date
	Budget	Budget	Budget	Actual	Actual
Revenue					
General property tax levy	\$ 756,000	\$ 756,000	\$ 378,000	\$ 721,361	\$ 30,951
Payment in lieu of taxes	-	-	-	91,560	-
State exempt aid	12,900	12,900	6,450	12,883	123
Investment income	1,000	1,000	500	22,168	76,865
Bond proceeds	-	-	-	-	10,600,102
Total revenue	<u>769,900</u>	<u>769,900</u>	<u>384,950</u>	<u>847,972</u>	<u>10,708,041</u>
Expenditures					
Debt service interest & fees	890,763	4,890,763	2,246,971	4,427,844	10,427,243
Administrative expenses	12,250	12,250	6,622	3,690	23,244
Professional services	16,050	48,188	10,095	35,035	100,627
Capital outlay	-	-	-	-	4,565,517
Development incentive & obligation payments	-	-	-	-	-
Encumbrances	-	-	-	(27,160)	(53,106)
Total expenditures	<u>919,063</u>	<u>4,951,201</u>	<u>2,263,688</u>	<u>4,439,409</u>	<u>15,063,525</u>
Revenue over (under) expenditures	(149,163)	(4,181,301)	<u>\$ (1,878,738)</u>	(3,591,437)	(4,355,484)
Fund balance, beginning of year	<u>376,133</u>	<u>376,133</u>		<u>4,454,713</u>	<u>8,685,515</u>
Fund balance, end of period	<u>\$ 226,970</u>	<u>\$ (3,805,168)</u>		<u>\$ 863,276</u>	<u>\$ 4,330,031</u>

City of Franklin
Tax Increment Financing District #6 - Loomis & Ryan
Balance Sheet
June 30, 2020 and 2019

Assets	2020	2019
Cash & investments	\$ 5,328,551	\$ 6,537,042
Total Assets	<u>\$ 5,328,551</u>	<u>\$ 6,537,042</u>
Liabilities and Fund Balance		
Accounts payable	\$ 13,119	\$ 670
Advances from other funds	-	13,000
Total Liabilities	<u>13,119</u>	<u>13,670</u>
Assigned fund balance	<u>5,315,432</u>	<u>6,523,372</u>
Total Liabilities and Fund Balance	<u>\$ 5,328,551</u>	<u>\$ 6,537,042</u>

Statement of Revenue, Expenses and Fund Balance
For the Six months ended June 30, 2020 and 2019

	2020 Annual Budget	2020 Amended Budget	2020 Year-to-Date Budget	2020 Year-to-Date Actual	2019 Year-to-Date Actual
Revenue					
Investment income	\$ 32,500	\$ 32,500	\$ 16,250	\$ 25,383	\$ 12,995
Bond proceeds	<u>3,250,000</u>	<u>3,250,000</u>	<u>1,625,000</u>	<u>-</u>	<u>6,638,320</u>
Total revenue	<u>3,282,500</u>	<u>3,282,500</u>	<u>1,641,250</u>	<u>25,383</u>	<u>6,651,315</u>
Expenditures					
Debt service interest & fees	\$ 326,940	\$ 326,940	\$ 155,225	\$ 109,850	\$ 109,100
Administrative expenses	30,290	30,290	15,070	15,428	2,983
Professional services	8,750	9,906	4,953	28,123	3,672
Capital outlay	3,000,000	9,000,000	4,500,000	-	-
Encumbrances	-	-	-	(1,600)	(1,156)
Total expenditures	<u>3,365,980</u>	<u>9,367,136</u>	<u>4,675,248</u>	<u>151,801</u>	<u>114,599</u>
Revenue over (under) expenditures	(83,480)	(6,084,636)	<u>\$ (3,033,998)</u>	(126,418)	6,536,716
Fund balance, beginning of year	<u>626,563</u>	<u>626,563</u>		<u>5,441,850</u>	<u>(13,344)</u>
Fund balance, end of period	<u>\$ 543,083</u>	<u>\$ (5,458,073)</u>		<u>\$ 5,315,432</u>	<u>\$ 6,523,372</u>

City of Franklin
Tax Increment Financing District #7 - Velo Village
Balance Sheet
June 30, 2020 and 2019

<u>Assets</u>	2020	2019
Cash & investments	\$ 394,687	\$ (7,020)
Mortgage receivable	4,500,000	
Total Assets	<u>\$ 4,894,687</u>	<u>\$ (7,020)</u>
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ -	\$ 861
Advances from other funds	1,745,000	-
Deferred inflow	4,500,000	-
Total Liabilities	<u>6,245,000</u>	<u>861</u>
Assigned fund balance	<u>(1,350,313)</u>	<u>(7,881)</u>
Total Liabilities and Fund Balance	<u>\$ 4,894,687</u>	<u>\$ (7,020)</u>

Statement of Revenue, Expenses and Fund Balance
For the Six months ended June 30, 2020 and 2019

	2020 Annual Budget	2020 Amended Budget	2020 Year-to-Date Actual	2019 Year-to-Date Actual
Revenue				
Investment & misc income	\$ 270,000	\$ 270,000	\$ 14,118	\$ -
Bond proceeds	-	-	-	-
Total revenue	<u>270,000</u>	<u>270,000</u>	<u>14,118</u>	<u>-</u>
Expenditures				
Debt service interest, fees, bond issuance	\$ 268,549	\$ 268,549	\$ 33,507	\$ -
Administrative expenses	7,250	7,250	3,690	114
Professional services	6,750	30,850	9,479	16,867
Capital outlay	-	-	166,663	-
Development incentive & obligation payments	-	-	4,500,000	-
Encumbrances	-	-	(5,900)	(9,100)
Total expenditures	<u>282,549</u>	<u>306,649</u>	<u>4,707,439</u>	<u>7,881</u>
Revenue over (under) expenditures	(12,549)	(36,649)	(4,693,321)	(7,881)
Fund balance, beginning of year	<u>2,970,100</u>	<u>2,970,100</u>	<u>3,343,008</u>	<u>-</u>
Fund balance, end of period	<u>\$ 2,957,551</u>	<u>\$ 2,933,451</u>	<u>\$ (1,350,313)</u>	<u>\$ (7,881)</u>

**City of Franklin
Library Fund
Balance Sheet
June 30, 2020 and 2019**

<u>Assets</u>	<u>Operating</u>		<u>Restricted</u>	
	<u>2020</u>	<u>2019</u>	<u>2020</u>	<u>2019</u>
Cash and investments	\$ 1,297,580	\$ 1,206,112	\$ 138,513	\$ 154,472
Total Assets	<u>\$ 1,297,580</u>	<u>\$ 1,206,112</u>	<u>\$ 138,513</u>	<u>\$ 154,472</u>
<u>Liabilities and Fund Balance</u>				
Accounts payable	\$ 14,284	\$ 17,251	\$ 2,989	\$ 2,533
Accrued salaries & wages	29,330	26,067	-	-
Assigned fund balance	1,253,966	1,162,794	135,524	151,939
Total Liabilities and Fund Balance	<u>\$ 1,297,580</u>	<u>\$ 1,206,112</u>	<u>\$ 138,513</u>	<u>\$ 154,472</u>

**Statement of Revenue, Expenses and Fund Balance - Operating Fund
For the Six months ended June 30, 2020 and 2019**

	<u>2020 Annual Budget</u>	<u>2020 Amended Budget</u>	<u>2020 Year-to-Date Budget</u>	<u>2020 Year-to-Date Actual</u>	<u>2019 Year-to-Date Actual</u>
Revenue					
Property taxes	\$ 1,340,500	\$ 1,340,500	\$ 1,340,500	\$ 1,340,500	\$ 1,312,700
Reciprocal borrowing (restricted)	40,000	40,000	163	-	671
Landfill Siting	20,000	20,000	10,000	8,311	-
Investment income	15,000	15,000	7,500	12,287	18,037
Transfers in	-	-	-	-	8,100
Total Revenue	<u>1,415,500</u>	<u>1,415,500</u>	<u>1,358,163</u>	<u>1,361,098</u>	<u>1,339,508</u>
Expenditures:					
Salaries and benefits	998,134	998,134	499,067	466,678	444,397
Contractual services	10,250	10,250	8,404	7,637	9,593
Supplies	23,100	23,100	9,358	10,055	19,715
Services and charges	85,717	85,717	44,569	63,830	48,085
Contingency	-	-	-	-	6,240
Facility charges	195,418	195,418	86,185	83,543	98,255
Capital outlay	154,000	154,000	48,010	38,816	46,338
Encumbrances	-	-	-	-	(6,240)
Total Library Costs	<u>1,466,619</u>	<u>1,466,619</u>	<u>695,593</u>	<u>670,559</u>	<u>666,383</u>
Total expenditures	<u>1,466,619</u>	<u>1,466,619</u>	<u>695,593</u>	<u>670,559</u>	<u>666,383</u>
Revenue over (under) expenditures	(51,119)	(51,119)	<u>662,570</u>	690,539	673,125
Fund balance, beginning of year	<u>452,085</u>	<u>563,427</u>		<u>563,427</u>	<u>489,669</u>
Fund balance, end of period	<u>\$ 400,966</u>	<u>\$ 512,308</u>		<u>\$ 1,253,966</u>	<u>\$ 1,162,794</u>

**City of Franklin
Tourism Commission
Balance Sheet
June 30, 2020 and 2019**

<u>Assets</u>	<u>2020</u>	<u>2019</u>
Cash and investments	\$ 469,319	\$ 345,567
Total Assets	\$ 469,319	\$ 345,567
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 331	\$ 1,000
Assigned fund balance	468,988	344,567
Total Liabilities and Fund Balance	\$ 469,319	\$ 345,567

**Comparative Statement of Revenue, Expenses and Fund Balance
For the Six months ended June 30, 2020 and 2019**

	<u>2020 Original Budget</u>	<u>2020 Amended Budget</u>	<u>2020 Year-to-Date Budget</u>	<u>2020 Year-to-Date Actual</u>	<u>2019 Year-to-Date Actual</u>
Revenue:					
Room Taxes	\$ 210,179	\$ 210,179	\$ 25,378	\$ (961)	\$ 437
Investment Income	-	-	-	2,098	3,744
Total revenue	210,179	210,179	25,378	1,137	4,181
Expenditures:					
Personal Services	35,000	35,000	17,500	-	-
Supplies & Printing	15,000	15,000	5,000	25	-
Training & Memberships	10,000	10,000	7,069	1,000	439
Tourism Events	10,000	10,000	413	-	154
Marketing	60,000	61,371	14,983	2,446	37,938
Advertising	309,000	309,000	154,500	-	-
Encumbrances	-	-	-	(1,371)	(3,848)
Total expenditures	439,000	440,371	199,465	2,100	34,683
Revenue over (under) expenditures	(228,821)	(230,192)	(174,087)	(963)	(30,502)
Fund balance, beginning of year	234,658	469,951	-	469,951	376,069
Fund balance, end of period	\$ 5,837	\$ 239,759	-	\$ 468,988	\$ 345,567

**City of Franklin
Solid Waste Collection Fund
Balance Sheet
June 30, 2020 and 2019**

<u>Assets</u>	2020	2019
Cash and investments	\$ 1,452,726	\$ 1,252,276
Accrued Receivables	356	242
Total Assets	<u><u>\$ 1,453,082</u></u>	<u><u>\$ 1,252,518</u></u>
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 162,466	\$ 139,867
Accrued salaries & wages	460	458
Restricted fund balance	1,290,156	1,112,193
Total Liabilities and Fund Balance	<u><u>\$ 1,453,082</u></u>	<u><u>\$ 1,252,518</u></u>

**Statement of Revenue, Expenses and Fund Balance
For the Six months ended June 30, 2020 and 2019**

<u>Revenue</u>	2020 Original Budget	2020 YTD Budget	2020 Year-to-Date Actual	2019 Year-to-Date Actual
Grants	\$ 69,000	69,000	\$ 68,834	\$ 68,858
User Fees	1,534,349	1,533,034	1,535,055	1,214,694
Landfill Operations-tippage	365,000	140,068	149,355	143,091
Investment Income	20,000	11,346	15,081	19,621
Sale of Recyclables	1,500	750	1,168	-
Total Revenue	<u>1,989,849</u>	<u>1,754,198</u>	<u>1,769,493</u>	<u>1,446,264</u>
Expenditures:				
Personal Services	17,638	8,819	7,766	6,573
Refuse Collection	722,300	348,512	357,680	355,552
Recycling Collection	697,149	336,295	356,408	197,078
Leaf & Brush Pickups	60,000	19,995	20,000	20,000
Tippage Fees	469,200	171,925	192,073	184,620
Miscellaneous	5,000	2,543	535	995
Total expenditures	<u>1,971,287</u>	<u>888,089</u>	<u>934,462</u>	<u>764,818</u>
 Revenue over (under) expenditures	 18,562	 <u>866,109</u>	 835,031	 681,446
 Fund balance, beginning of year	 <u>501,072</u>		 <u>455,125</u>	 <u>430,747</u>
 Fund balance, end of period	 <u><u>\$ 519,634</u></u>		 <u><u>\$ 1,290,156</u></u>	 <u><u>\$ 1,112,193</u></u>

**City of Franklin
Capital Outlay Fund
Balance Sheet
June 30, 2020 and 2019**

<u>Assets</u>	<u>2020</u>	<u>2019</u>
Cash and investments	\$ 712,327	\$ 695,007
Accrued Receivables	2,727	1,818
Total Assets	<u>\$ 715,054</u>	<u>\$ 696,825</u>
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 44,569	\$ 29,607
Assigned fund balance	670,485	667,218
Total Liabilities and Fund Balance	<u>\$ 715,054</u>	<u>\$ 696,825</u>

**Statement of Revenue, Expenses and Fund Balance
For the Six months ended June 30, 2020 and 2019**

<u>Revenue</u>	<u>2020 Original Budget</u>	<u>2020 Amended Budget</u>	<u>2020 Year-to-Date Budget</u>	<u>2020 Year-to-Date Actual</u>	<u>2019 Year-to-Date Actual</u>
Property Taxes	\$ 295,700	\$ 295,700	\$ 295,700	\$ 295,700	\$ 452,800
Grants	6,000	29,800	14,900	16,128	1,606
Landfill Siting	483,900	475,000	287,931	199,262	199,550
Investment Income	7,800	7,800	3,900	9,763	11,470
Miscellaneous Revenue	25,000	43,125	18,919	22,707	4,839
Total Revenue	<u>818,400</u>	<u>851,425</u>	<u>621,350</u>	<u>543,560</u>	<u>670,265</u>
Expenditures:					
General Government	232,050	232,050	40,474	109,792	64,776
Public Safety	447,600	557,766	409,482	374,464	382,589
Public Works	162,800	194,382	128,501	68,647	27,117
Health and Human Services	900	900	16	900	54
Culture and Recreation	76,000	76,000	36,627	-	2,866
Conservation and Development	10,000	10,000	5,404	1,467	503
Contingency	60,000	43,800	9,908	-	-
Encumbrances	-	-	-	(190,484)	(49,815)
Total expenditures	<u>989,350</u>	<u>1,114,898</u>	<u>630,412</u>	<u>364,786</u>	<u>428,090</u>
Revenue over (under) expenditures	<u>(170,950)</u>	<u>(263,473)</u>	<u>(9,062)</u>	178,774	242,175
Fund balance, beginning of year	<u>239,473</u>	<u>491,711</u>		<u>491,711</u>	<u>425,043</u>
Fund balance, end of period	<u>\$ 68,523</u>	<u>\$ 228,238</u>		<u>\$ 670,485</u>	<u>\$ 667,218</u>

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

City of Franklin
Equipment Replacement Fund
Balance Sheet
June 30, 2020 and 2019

<u>Assets</u>	<u>2020</u>	<u>2019</u>
Cash and investments	\$ 2,535,836	\$ 3,089,451
Total Assets	<u>\$ 2,535,836</u>	<u>\$ 3,089,451</u>
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 474	\$ -
Assigned fund balance	2,535,362	3,089,451
Total Liabilities and Fund Balance	<u>\$ 2,535,836</u>	<u>\$ 3,089,451</u>

Comparative Statement of Revenue, Expenses and Fund Balance
For the Six months ended June 30, 2020 and 2019

	<u>2020</u> <u>Original</u> <u>Budget</u>	<u>2020</u> <u>Amended</u> <u>Budget</u>	<u>2020</u> <u>Year-to-Date</u> <u>Budget</u>	<u>2020</u> <u>Year-to-Date</u> <u>Actual</u>	<u>2019</u> <u>Year-to-Date</u> <u>Actual</u>
Revenue:					
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ 175,000
Landfill	677,600	400,000	221,586	221,700	228,060
Investment Income	37,400	37,400	18,700	57,108	60,400
Grants	-	-	-	178,624	-
Property Sales	56,500	56,500	19,087	-	727
Total revenue	<u>771,500</u>	<u>493,900</u>	<u>259,373</u>	<u>457,432</u>	<u>464,187</u>
Expenditures:					
Public Safety	241,000	257,974	241,429	247,993	633,395
Public Works	609,000	799,000	399,524	798,334	20,431
Encumbrances	-	-	-	(596,195)	(633,395)
Total expenditures	<u>850,000</u>	<u>1,056,974</u>	<u>640,953</u>	<u>450,132</u>	<u>20,431</u>
Revenue over (under) expenditures	(78,500)	(563,074)	<u>(381,580)</u>	7,300	443,756
Fund balance, beginning of year	<u>2,266,695</u>	<u>2,528,062</u>		<u>2,528,062</u>	<u>2,645,695</u>
Fund balance, end of period	<u>\$ 2,188,195</u>	<u>\$ 1,964,988</u>		<u>\$ 2,535,362</u>	<u>\$ 3,089,451</u>

**City of Franklin
Street Improvement Fund
Balance Sheet
June 30, 2020 and 2019**

<u>Assets</u>	<u>2020</u>	<u>2019</u>
Cash and investments	\$ 933,850	\$ 774,520
Total Assets	<u>\$ 933,850</u>	<u>\$ 774,520</u>
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 948	\$ 13,068
Assigned fund balance	932,902	761,452
Total Liabilities and Fund Balance	<u>\$ 933,850</u>	<u>\$ 774,520</u>

**Statement of Revenue, Expenses and Fund Balance
For the Six months ended June 30, 2020 and 2019**

	<u>2020 Original Budget</u>	<u>2020 Amended Budget</u>	<u>2020 Year-to-Date Totals</u>	<u>2019 Year-to-Date Totals</u>
Revenue:				
Property Taxes	\$ -	\$ -	\$ -	\$ 18,200
Landfill Siting	368,500	350,000	149,216	85,530
Investment Income	4,800	4,800	6,868	8,707
Local Road Improvement Aids	845,000	845,000	300,000	300,000
Total revenue	<u>1,218,300</u>	<u>1,199,800</u>	<u>456,084</u>	<u>412,437</u>
Expenditures:				
Street Reconstruction Program - Current Year	1,300,000	1,487,936	753,088	954,503
Encumbrances	-	-	(723,699)	(904,130)
Total expenditures	<u>1,300,000</u>	<u>1,487,936</u>	<u>29,389</u>	<u>50,373</u>
Revenue over (under) expenditures	(81,700)	(288,136)	426,695	362,064
Fund balance, beginning of year	<u>350,588</u>	<u>506,207</u>	<u>506,207</u>	<u>399,388</u>
Fund balance, end of period	<u>\$ 268,888</u>	<u>\$ 218,071</u>	<u>\$ 932,902</u>	<u>\$ 761,452</u>

**City of Franklin
Capital Improvement Fund
Balance Sheet
June 30, 2020 and 2019**

<u>Assets</u>	<u>2020</u>	<u>2019</u>
Cash and investments	\$ 1,364,660	\$ 3,473,365
Accrued receivables	951,949	8,949
Total Assets	\$ 2,316,609	\$ 3,482,314
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 20,932	\$ 37,411
Contracts Payable	380,470	-
Deferred Inflow	943,000	-
Assigned fund balance	972,207	3,444,903
Total Liabilities and Fund Balance	\$ 2,316,609	\$ 3,482,314

**Statement of Revenue, Expenses and Fund Balance
For the Six months ended June 30, 2020 and 2019**

	<u>2020 Original Budget</u>	<u>2020 Amended Budget</u>	<u>2020 Year-to-Date Totals</u>	<u>2019 Year-to-Date Totals</u>
Revenue:				
Other Grants	\$ 500,000	\$ 1,443,000	\$ 173,365	\$ -
Landfill Siting	722,000	180,000	85,490	350,192
Transfers from Other Funds	600,000	600,000	-	-
Transfers from General Funds	500,000	500,000	-	-
Transfers from Impact Fees	621,500	692,900	49,079	-
Transfers from Connection Fees	1,120,000	1,120,000	-	-
Investment Income	25,000	25,000	14,005	60,599
Total revenue	4,088,500	4,560,900	321,939	410,791
Expenditures:				
General Government	500,000	551,505	109,270	174,537
Public Safety	225,000	1,506,601	1,202,398	81,725
Public Works	1,150,000	1,343,809	392,219	1,057,572
Culture and Recreation	1,300,000	1,467,704	225,420	3,693
Sewer & Water	1,570,000	1,570,000	200,289	-
Contingency	175,000	171,070	27,170	10,183
Encumbrances	-	-	(794,558)	(1,038,450)
Total expenditures	4,920,000	6,610,689	1,362,208	289,260
Revenue over (under) expenditures	(831,500)	(2,049,789)	(1,040,269)	121,531
Fund balance, beginning of year	1,012,833	2,012,476	2,012,476	3,323,372
Fund balance, end of period	\$ 181,333	\$ (37,313)	\$ 972,207	\$ 3,444,903

**City of Franklin
Development Fund
Balance Sheet
June 30, 2020 and 2019**

<u>Assets</u>	<u>2020</u>	<u>2019</u>
Cash and investments	\$ 7,180,731	\$ 6,619,854
Impact fees receivable	232,640	-
Due From TID 7	1,745,000	-
Total Assets	\$ 9,158,371	\$ 6,619,854
 <u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 11,673	\$ 877
Payable to Developers- Oversizing	221,759	103,934
Unearned Revenue - Other	232,640	-
Assigned fund balance	8,692,299	6,515,043
Total Liabilities and Fund Balance	\$ 9,158,371	\$ 6,619,854

**Comparative Statement of Revenue, Expenses and Fund Balance
For the Six months ended June 30, 2020 and 2019**

	2020 Original Budget	2020 Amended Budget	2020 Year-to-Date Actual	2019 Year-to-Date Actual
Revenue:				
Impact Fee Parks	\$ 804,000	\$ 804,000	\$ 143,284	\$ 169,737
Southwest Sewer Service Area	48,000	48,000	60,435	16,230
Administration	15,000	15,000	2,200	3,740
Water	679,000	679,000	151,050	249,013
Transportation	22,000	22,000	5,299	18,656
Fire Protection	133,500	133,500	20,456	30,360
Law Enforcement	207,700	207,700	37,715	56,167
Library	224,000	224,000	40,358	47,511
Total Impact Fees	2,133,200	2,133,200	460,797	591,414
Investment Income	120,000	120,000	105,878	111,700
Interfund Interest Income	-	-	2,686	-
Total revenue	2,253,200	2,253,200	569,361	703,114
Expenditures:				
Other Professional Services	25,000	33,552	29,184	15,253
Transfer to Debt Service				
Law Enforcement	205,082	205,082	199,855	133,800
Fire	42,937	42,937	39,863	39,333
Transportation	71,923	71,923	64,249	18,000
Library	134,000	134,000	93,982	132,286
Total Transfers to Debt Service	453,942	453,942	397,949	323,419
Transfer to Capital Improvement Fund				
Transfer(s) Out	-	71,400	-	-
Park	621,500	646,785	74,364	25,285
Total Transfers to Capital Improve	621,500	718,185	74,364	25,285
Sewer Fees	250,000	250,000	-	-
Water Fees	1,025,000	1,368,130	554,760	226,590
Encumbrances	-	-	(345,736)	(262,280)
Total expenditures	2,375,442	2,823,809	710,521	328,267
Revenue over (under) expenditures	(122,242)	(570,609)	(141,160)	374,847
Fund balance, beginning of year	8,663,277	8,833,459	8,833,459	6,140,196
Fund balance, end of period	\$ 8,541,035	\$ 8,262,850	\$ 8,692,299	\$ 6,515,043

City of Franklin

Development Fund

Summary of Impact Fee Activity
For the six months ended June 30, 2020
Preliminary

	4293	4294	4295	4296	4297	4299	27 1100 1111
	Admin	Water	Transportation	Fire	Law	Library	Net
	Fee			Protection	Enforcement		Cash
							Balance
Cash Acct							27 1100 1111
Revenue Acct							-27 2000 2117
Expenditure Acct							
Beginning Bal, 01/01/20	108,103.32	2,733,341.10	119,988.90	232,306.86	320,898.03	273,668.29	8,833,459.40
1st Quarter							
Impact Fees	1,430.00	87,690.00	3,335.00	13,212.00	24,556.00	26,131.00	287,828.00
Expenditures	(5,153.18)	(213,710.18)	(64,248.93)	(39,862.75)	(199,855.90)	(93,982.09)	(640,297.03)
subtotal	104,380.14	2,607,320.92	59,074.97	205,656.11	145,598.13	205,817.20	8,480,990.37
Transfers							0.00
Investment Income	1,163.96	29,255.73	980.90	2,399.13	2,555.43	2,626.58	94,847.19
Ending balance 3/31/2020	105,544.10	2,636,576.65	60,055.87	208,055.24	148,153.56	208,443.78	8,575,837.56
2nd Quarter							
Impact Fees	770.00	63,360.00	1,964.00	7,244.00	13,159.00	14,227.00	172,969.00
Expenditures	(20,710.24)	(23,919.50)					(70,224.74)
subtotal	85,603.86	2,676,017.15	62,019.87	215,299.24	161,312.56	222,670.78	8,678,581.82
Transfers							0.00
Investment Income	135.30	4,229.58	98.03	340.29	254.96	351.94	13,716.92
Ending balance 6/30/2020	85,739.16	2,680,246.73	62,117.90	215,639.53	161,567.52	223,022.72	8,692,298.74
Number of Months	176.48	136.62	14.49	53.76	21.92	51.64	
2020 Impact Fees	2,200.00	151,050.00	5,299.00	20,456.00	37,715.00	40,358.00	460,797.00
2019 Impact Fees	21,684.00	1,158,186.00	113,102.00	174,135.00	322,218.00	262,058.00	3,048,725.00
2018 Impact Fees	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	2,695.00	122,539.00	19,218.00	17,970.00	33,017.00	19,383.00	281,413.00
2016 Impact Fees	4,950.00	210,581.00	8,570.00	30,198.00	56,096.00	57,725.00	578,103.00
2015 Impact Fees	3,630.00	133,352.00	20,533.00	27,116.00	50,222.00	38,526.00	413,977.00
2014 Impact Fees	5,830.00	235,415.00	51,436.00	48,134.00	88,431.00	51,821.00	683,227.00
2013 Impact Fees	6,160.00	427,429.00	31,829.00	45,110.00	82,280.00	66,179.00	987,905.00
* Funded by an Administrative Fee not an impact fee							
	Scheduled		73,499	42,996	205,004	134,039	455,538
1 Debt service payments	Unpaid Balance @ 12/31/2019		624,550	225,400	466,100	92,230	1,408,280
2 Oversizing payments made	Deferred principal & interest		270,444	0	1,449,632	896,953	2,617,029
	103,934.00						
			Oversizing payments due in future periods				

**City of Franklin
Utility Development Fund
Balance Sheet
June 30, 2020 and 2019**

<u>Assets</u>	<u>2020</u>	<u>2019</u>
Cash and investments - Water	\$ 1,010,543	\$ 766,959
Cash and investments - Sewer	1,280,460	1,124,775
Special Assessment - Water Current	60,216	101,293
Special Assessment - Water Deferred	136,365	251,036
Special Assessment - Sewer Current	143,426	191,587
Reserve for Uncollectible	(16,776)	(16,776)
Total Assets	<u>\$ 2,614,234</u>	<u>\$ 2,418,874</u>
 <u>Liabilities and Fund Balance</u>		
Accounts payable	\$ -	\$ -
Unearned Revenue	323,231	527,140
Total Fund Balance	2,291,003	1,891,734
Total Liabilities and Fund Balance	<u>\$ 2,614,234</u>	<u>\$ 2,418,874</u>

**Comparative Statement of Revenue, Expenses and Fund Balance
For the Six months ended June 30, 2020 and 2019**

	<u>2020 Original Budget</u>	<u>2020 Year-to-Date Budget</u>	<u>2020 Year-to-Date Actual</u>	<u>2019 Year-to-Date Actual</u>
Revenue:				
Special Assessments				
Water	\$ 50,000	\$ 6,846	\$ 48,906	\$ 63,551
Sewer	25,000	3,917	19,488	70,898
Connection Fees				
Water	-	-	-	-
Sewer	-	-	16,402	23,700
 Total Assessments & Connection Fees	 75,000	 10,763	 84,796	 158,149
Special Assessment Interest	-	-	634	-
Investment Income	18,000	9,000	10,776	21,047
Total revenue	<u>93,000</u>	<u>19,763</u>	<u>96,206</u>	<u>179,196</u>
 Transfer to Capital Improvement Fund				
Water	620,000	-	-	-
Sewer	500,000	-	-	-
Total Transfers to Capital Improven	<u>1,120,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
 Revenue over (under) expenditures	 (1,027,000)	 19,763	 96,206	 179,196
 Fund balance, beginning of year	 <u>2,030,838</u>	 <u>2,194,797</u>	 <u>2,194,797</u>	 <u>1,712,538</u>
 Fund balance, end of period	 <u>\$ 1,003,838</u>	 <u>\$ 2,214,560</u>	 <u>\$ 2,291,003</u>	 <u>\$ 1,891,734</u>

City of Franklin
Sanitary Sewer Fund
Statement of Revenue, Expenditures,
and Changes in Net Assets
For the Six months ended June 30, 2020 and 2019

	<u>2020</u> <u>Amended</u> <u>Budget</u>	<u>2020</u> <u>Year-to-Date</u> <u>Budget</u>	<u>Current</u> <u>Year-to-Date</u> <u>Totals</u>	<u>Prior</u> <u>Year-to-Date</u> <u>Totals</u>
Operating Revenue				
Residential	\$ 2,099,400	\$ 1,048,576	\$ 1,078,890	\$ 1,031,577
Commercial	588,000	281,048	289,344	281,992
Industrial	429,000	215,555	235,409	212,253
Public Authority	172,000	83,430	81,492	82,992
Penalties/Other	37,000	11,346	5,744	10,535
Multi Family	511,200	255,600	267,234	248,078
Miscellaneous Revenue	-	-	-	5,250
Total Operating Revenue	<u>3,836,600</u>	<u>1,895,555</u>	<u>1,958,113</u>	<u>1,872,677</u>
Operating Expenditures				
Salaries and benefits	\$ 713,362	\$ 269,181	\$ 283,693	\$ 264,906
Contractual services	148,175	95,831	110,758	112,061
Supplies	84,150	42,075	23,837	26,726
Facility charges	63,100	32,790	23,845	21,897
Shared meter costs	7,000	3,500	-	-
Sewer service - MMSD	2,497,000	1,248,500	1,266,937	1,199,625
Other operating costs	27,500	14,767	8,814	9,505
Allocated expenses	126,050	63,025	66,930	64,427
Sewer improvements	195,367	90,000	90,301	76,931
Depreciation	151,600	75,800	75,600	90,000
Encumbrances	-	-	(3,684)	(4,205)
Total operating expenditures	<u>4,013,304</u>	<u>1,935,469</u>	<u>1,947,031</u>	<u>1,861,873</u>
Operating Income (Loss)	(176,704)	(39,914)	11,082	10,804
Non-Operating Revenue (Expenditures)				
Miscellaneous income	(3,500)	(1,750)	795	1,080
Property sale	2,500	-	-	-
Investment income	425,800	212,900	224,028	251,316
Interest expense	(400,800)	(200,400)	(216,106)	(231,428)
Capital expenditures	(87,424)	(10,525)	(49,238)	(27,538)
Encumbrances	-	-	49,238	27,538
Total non-operating revenue (expenditures)	<u>(63,424)</u>	<u>225</u>	<u>8,717</u>	<u>20,968</u>
Income (Loss) before Capital Contributions	<u>(240,128)</u>	<u>(39,689)</u>	<u>19,799</u>	<u>31,772</u>
Retained Earnings- Beginning	1,725,771	1,725,771	1,725,771	1,578,345
Transfer (to) from Invested in Capital Assets	116,900	58,450	60,962	(24,945)
Retained Earnings- Ending	<u>1,602,543</u>	<u>1,744,532</u>	<u>1,806,532</u>	<u>1,585,172</u>
Capital Contributions	1,000,000	500,000	-	-
Depreciation - CIAC	(2,039,000)	(1,019,500)	(1,019,520)	(1,009,050)
Transfer (to) from Retained Earnings	(116,900)	(58,450)	(60,962)	24,945
Change in Net Investment in Capital Assets	(1,155,900)	(577,950)	(1,080,482)	(984,105)
Net Investment in Capital Assets-Beginning	62,463,346	62,463,346	62,463,346	61,590,890
Net Investment in Capital Assets-Ending	<u>61,307,446</u>	<u>61,885,396</u>	<u>61,382,864</u>	<u>60,606,785</u>
Total net assets	<u>\$ 62,909,989</u>	<u>\$ 63,629,928</u>	<u>\$ 63,189,396</u>	<u>\$ 62,191,957</u>

**City of Franklin
Sanitary Sewer Fund
Statement of Cash Flows
For the Six months ended June 30, 2020 and 2019**

	<u>2020</u>	<u>2019</u>
Cash Flows from Operating Activities		
Operating income (loss)	\$ 11,082	\$ 10,804
Adjustments to reconcile operating income to net cash provided by operating activities		
Depreciation	75,600	90,000
allocated from water utility	-	-
(Increase) decrease in assets:		
Accounts receivable	(109,258)	(97,401)
Taxes receivable	118,953	108,886
Prepaid expenses	-	2,291
Increase (decrease) in liabilities		
Accounts payable	(24,357)	29,904
Total Adjustments	<u>60,938</u>	<u>133,680</u>
Net Cash Provided by Operating Activities	<u>\$ 72,020</u>	<u>\$ 144,484</u>
Cash Flows From Capital & Related Financing Activities		
Due from MMSD & Other Governments	1,275,272	1,244,629
Due to general fund	-	-
Notes payable	(1,275,272)	(1,244,629)
Acquisition of capital assets	(14,638)	(114,945)
Investment in deferred assets/liabilities	-	-
Net Cash Provided (Used) in Capital and Financing Activities	<u>(14,638)</u>	<u>(114,945)</u>
Cash Flows from Investing Activities		
Interest and other income	224,823	252,396
Interest expense	<u>(216,106)</u>	<u>(231,428)</u>
Net Change in Cash and Cash Equivalents	66,099	50,507
Cash and Cash Equivalents, beginning of period	1,529,881	1,383,225
Cash and Cash Equivalents, end of period	<u>\$ 1,595,980</u>	<u>\$ 1,433,732</u>

**City of Franklin
Sanitary Sewer Fund
Comparative Balance Sheet
June 30, 2020 and 2019**

	<u>2020</u>	<u>2019</u>
<u>Assets</u>		
Current assets		
Cash and investments	\$ 1,595,980	\$ 1,433,732
Accounts receivable	1,088,638	1,047,180
Miscellaneous receivable	12,139	6,980
Total current assets	<u>2,696,757</u>	<u>2,487,892</u>
Non current assets:		
Due from MMSD	16,280,068	17,555,340
Sanitary Sewer plant in service		
Land	725,594	725,594
Buildings and improvements	3,308,050	3,308,050
Improvements other than buildings	81,653,509	78,754,451
Machinery and equipment	1,223,803	1,204,359
Construction in progress	95,510	95,510
	<u>87,006,466</u>	<u>84,087,964</u>
Less accumulated depreciation	<u>(25,623,602)</u>	<u>(23,481,179)</u>
Net sanitary sewer plant in service	<u>61,382,864</u>	<u>60,606,785</u>
Deferred assets		
Pension assets	<u>373,360</u>	<u>89,558</u>
Total Assets	<u><u>\$ 80,733,049</u></u>	<u><u>\$ 80,739,575</u></u>
<u>Liabilities and Net Assets</u>		
Current liabilities:		
Accounts payable	\$ 637,708	\$ 650,480
Accrued liabilities	37,255	29,109
Due to General Fund - non-interest bearing	72,035	77,143
Total current liabilities	<u>746,998</u>	<u>756,732</u>
Non current liabilities		
Accrued compensated absences	75,900	75,360
Pension liability (GASB 68)	328,016	57,415
General Obligation Notes payable - CWF	16,280,069	17,555,341
Total liabilities	<u>17,430,983</u>	<u>18,444,848</u>
Deferred inflows		
Pension liabilities	112,670	102,770
Net Assets		
Invested in capital assets, net of related debt	45,102,796	43,051,445
Restricted balances - LT receivable	16,280,068	17,555,340
Retained earnings	1,806,532	1,585,172
Total net assets	<u>63,189,396</u>	<u>62,191,957</u>
Total Liabilities and Net Assets	<u><u>\$ 80,733,049</u></u>	<u><u>\$ 80,739,575</u></u>

Franklin Municipal Water Utility
Notes to the Financial Statements
For the six months ending June 30, 2020 and 2019

Water Connection Fee

Prior to May 31, 2002, the City collected a water connection fee on new construction and connections to existing properties, to be used to fund water main construction projects. The water connection fees on hand on June 30, 2020 total \$ 1,010,544.

Water Impact Fee

Since May 31, 2002 a water impact fee on residential and commercial construction replaced the water connection fee. Water Impact Fees collected in 2020 total \$151,050. Water Impact fees on hand at June 30, 2020 total \$ 2,680,247.

Franklin Municipal Water Utility
Statement of Revenue, Expenditures
and Changes in Net Assets
For the six months ending June 30, 2020 and 2019

<u>Account Description</u>	<u>Amended Budget</u>	<u>Year to Date Budget</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>
Operating Revenue				
Metered Sales-Residential	\$ 3,064,300	1,388,428	\$ 1,467,105	\$ 1,331,953
Metered Sales-Commercial	704,900	322,568	300,875	309,748
Metered Sales-Industrial	491,900	240,982	226,847	221,716
Other Sales to Public Authority	263,600	127,664	121,234	130,450
Metered Sales-Multifamily	766,700	383,350	375,422	365,157
Metered Sales-Irrigation	150,500	75,250	33,595	25,991
Total Metered Sales	5,441,900	2,538,242	2,525,078	2,385,015
Unmetered Sales	7,500	1,529	25,131	4,794
Private Fire Protection	125,000	62,304	63,528	54,059
Public Fire Protection	541,000	273,987	273,817	271,830
Forfeited Discount	54,000	16,178	8,207	15,251
Total Operating Revenue ¹	\$ 6,169,400	\$ 2,892,240	\$ 2,895,761	\$ 2,730,949
Operating Expenditures				
Operation and maintenance expense				
Source of Supply	3,044,120	1,513,801	1,516,237	1,353,026
Pumping	156,250	75,445	76,179	80,617
Water Treatment	18,300	8,114	2,881	5,290
Transmission & Distribution	443,200	192,424	139,681	132,272
Customer Accounts	52,400	25,275	30,921	28,547
Administrative and general	727,273	358,792	189,648	181,377
Total Operation and Maintenance Expenditures	4,441,543	2,173,851	1,955,547	1,781,129
Depreciation	421,900	197,888	210,900	264,600
Taxes-Property Tax Equivalent Amortization	1,075,000	565,131	537,600	525,000
Amortization	-	-	-	21,030
GASB Employee Benefit Costs	15,000	7,500	-	-
Loss on Abandoned Property	100,000	-	-	-
Taxes-FICA	29,082	14,541	12,694	11,392
Total Operating Expenditures ²	6,082,525	2,958,911	2,716,741	2,603,151
Operating Income	\$ 86,875	\$ (66,671)	\$ 179,020	\$ 127,798
Non-Operating Revenue (Expenditures)				
Interest Income	35,000	17,500	21,133	42,547
Misc Revenue	2,000	690	-	-
Interest on LTD	(31,088)	(15,544)	(15,544)	(16,094)
Bond/Note Issuance Cost	-	-	-	-
Water Property Rent	55,000	28,442	33,482	24,993
Other Water Revenue	2,000	886	8,690	9,025
Interest on LTD	-	-	-	-
Interest-Debt to Municipality	(3,080)	(1,221)	(1,540)	(1,746)
Total non-operating revenue	59,832	30,753	46,221	58,725
Income before capital contributions	\$ 146,707	\$ (35,918)	\$ 225,241	\$ 186,523
Retained earnings - beginning	2,805,630	2,805,630	2,805,630	3,294,662
Transfer (to) from invested in capital assets	278,100	139,050	186,619	(445,840)
Retained earnings - ending	\$ 3,230,437	\$ 2,908,762	\$ 3,217,490	\$ 3,035,345
Capital contributions	1,600,000	-	-	-
Depreciation - CIAC	(849,000)	(424,500)	(424,500)	(420,750)
Transfer (to) from retained earnings	(278,100)	(139,050)	(186,619)	445,840
Change in net investment	6,933,773	5,393,024	(611,119)	25,090
Net investment in capital assets - beginning	47,409,195	47,409,195	47,409,195	42,367,393
Net investment in capital assets - ending	\$ 54,342,968	\$ 52,802,219	\$ 46,798,076	\$ 42,392,483
Total net assets	\$ 57,573,405	\$ 55,710,981	\$ 50,015,566	\$ 45,427,828

Franklin Municipal Water Utility
Comparative Balance Sheet
June 30, 2020 & 2019

Assets	2020	2019
Current Assets:		
Cash and investments	\$ 2,483,432	\$ 2,606,876
Accounts receivable	1,655,998	1,501,417
Total current assets	<u>4,139,430</u>	<u>4,108,293</u>
Utility plant in service:		
Land	162,885	162,885
Buildings and improvements	3,394,166	3,394,166
Construction in Progress	1,066,083	597,702
Improvements other than buildings	60,725,142	55,613,608
Machinery and equipment	4,623,438	4,588,062
	<u>69,971,714</u>	<u>64,356,423</u>
Less accumulated depreciation	<u>22,059,026</u>	<u>20,924,322</u>
Net utility plant in service	<u>47,912,688</u>	<u>43,432,101</u>
Deferred Assets:		
Pension Assets	430,264	102,915
Deferred Costs	-	21,029
Total deferred assets	<u>430,264</u>	<u>123,944</u>
Total Assets	<u><u>\$ 52,482,382</u></u>	<u><u>\$ 47,664,338</u></u>
Liabilities and Net Assets		
Liabilities:		
Accounts payable	\$ 16,584	\$ 156,438
Accrued liabilities	792,252	677,585
Due to City of Franklin	-	139
Advance from municipality	123,200	139,700
Pension liability	385,222	66,480
Compensated absences reserve	75,900	75,360
Bond Payable	951,682	1,005,647
	<u>2,344,840</u>	<u>2,121,349</u>
Deferred Liabilities:		
Pension & OPEB Liabilities	121,976	115,161
Total liabilities	<u>2,466,816</u>	<u>2,236,510</u>
Net Assets		
Invested in capital assets, net of related debt	46,798,076	42,392,483
Retained earnings	3,217,490	3,035,345
Total net assets	<u>50,015,566</u>	<u>45,427,828</u>
Total Liabilities and Net Assets	<u><u>\$ 52,482,382</u></u>	<u><u>\$ 47,664,338</u></u>

Franklin Municipal Water Utility
Comparative Statement of Cash Flows
For the six months ending June 30, 2020 and 2019

	2020	2019
Cash Flows from Operating Activities		
Operating income (loss)	\$ 179,020	\$ 127,798
Adjustments to reconcile operating income to net cash provided by operating activities:		
Depreciation & Amortization	210,900	285,630
(Increase) decrease in assets:		
Accounts receivable	(260,537)	(101,565)
Taxes receivable	161,985	173,499
Prepaid expenses	-	2,291
Increase (decrease) in liabilities:		
Accounts payable	(926,794)	(604,221)
Accrued expenses	780,000	665,700
Due to other funds	-	139
 Total Adjustments	(34,446)	421,473
Net Cash Provided (Used) by Operating Activities	144,574	549,271
 Cash Flows From Capital & Related Financing Activities		
Acquisition of capital assets	(79,786)	(679,288)
Interest paid on long term debt	(15,544)	(16,094)
Principal on long term debt	(55,000)	(55,000)
Net Cash Provided (Used) in Capital and Financing Activities	(150,330)	(750,382)
 Cash Flows from Investing Activities		
Interest, property rental & other income	63,305	76,565
 Net Change in Cash and Cash Equivalents	57,549	(124,546)
Cash and Cash Equivalents, beginning of period	2,425,883	2,731,422
Cash and Cash Equivalents, end of period	\$ 2,483,432	\$ 2,606,876

City of Franklin
Self Insurance Fund - Actives
Balance Sheet
June 30, 2020 and 2019

<u>Assets</u>	<u>2020</u>	<u>2019</u>
Cash and investments	\$ 3,295,754	\$ 2,200,412
Accounts receivable	324	309
Total Assets	<u>\$ 3,296,078</u>	<u>\$ 2,200,721</u>
<u>Liabilities and Net Assets</u>		
Accounts payable	\$ 74,907	\$ 14,384
Claims payable	175,000	290,700
Unrestricted net assets	3,046,171	1,895,637
Total Liabilities and Fund Balance	<u>\$ 3,296,078</u>	<u>\$ 2,200,721</u>

City of Franklin Self Insurance Fund - Actives
Statement of Revenue, Expenses and Fund Balance
For the Six months ended June 30, 2020 and 2019

	<u>2020</u>	<u>2020</u>	<u>2020</u>	<u>2019</u>
<u>Revenue</u>	<u>Original</u>	<u>Year-to-Date</u>	<u>Year-to-Date</u>	<u>Year-to-Date</u>
	<u>Budget</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>
Medical Premiums-City	\$ 2,648,046	\$ 1,327,835	\$ 1,224,028	\$ 1,217,154
Medical Premiums-Employee	538,440	269,439	250,093	260,853
Other - Invest Income, Rebates	165,000	82,500	130,719	69,653
Medical Revenue	<u>3,351,486</u>	<u>1,679,774</u>	<u>1,604,840</u>	<u>1,547,660</u>
Dental Premiums-City	112,000	56,233	59,811	56,018
Dental Premiums-Retirees	-	-	1,944	1,854
Dental Premiums-Employee	60,000	30,097	29,135	28,518
Dental Revenue	<u>172,000</u>	<u>86,330</u>	<u>90,890</u>	<u>86,390</u>
Total Revenue	<u>3,523,486</u>	<u>1,766,104</u>	<u>1,695,730</u>	<u>1,634,050</u>
Expenditures:				
Medical				
Medical claims	2,414,478	1,089,122	453,362	842,389
Prescription drug claims	-	-	86,891	104,654
Refunds-Stop Loss Coverage	-	-	(5,394)	22
Total Claims	<u>2,414,478</u>	<u>1,089,122</u>	<u>534,859</u>	<u>947,065</u>
Medical Claim Fees	105,677	55,454	76,849	91,863
Stop Loss Premiums	666,331	338,184	259,245	275,614
Other - Miscellaneous	112,477	35,548	11,681	4,634
HSA Contributions	237,000	118,500	180,281	-
Vitality Rewards	500,000	250,000	-	-
Transfer to Other Funds	-	-	-	94,375
Total Medical Costs	<u>4,035,963</u>	<u>1,886,808</u>	<u>1,062,915</u>	<u>1,413,551</u>
Dental				
Active Employees & COBRA	193,000	93,789	72,811	82,771
Retiree	4,900	2,907	2,354	2,259
Total Dental Costs	<u>197,900</u>	<u>96,696</u>	<u>75,165</u>	<u>85,030</u>
Claims contingency			-	-
Total Expenditures	<u>4,233,863</u>	<u>1,983,504</u>	<u>1,138,080</u>	<u>1,498,581</u>
Revenue over (under) expenditures	(710,377)	<u>\$ (217,400)</u>	557,650	135,469
Net assets, beginning of year	<u>2,325,068</u>		<u>2,488,521</u>	<u>1,760,168</u>
Net assets, end of period	<u>\$ 1,614,691</u>		<u>\$ 3,046,171</u>	<u>\$ 1,895,637</u>

City of Franklin
City of Franklin Post Employment Benefits Trust
Balance Sheet
June 30, 2020 and 2019

<u>Assets</u>	<u>2020</u>	<u>2019</u>
Cash and investments	\$ 152,524	\$ 127,026
Investments held in trust - Fixed Inc	2,571,504	2,168,756
Investments held in trust - Equities	3,674,373	3,866,724
Accounts receivable	23,907	32,442
Total Assets	\$ 6,422,308	\$ 6,194,948
<u>Liabilities and Net Assets</u>		
Accounts payable	\$ 15,277	\$ 2,227
Claims payable	10,000	131,100
Net assets held in trust for post emp	6,397,031	6,061,621
Total Liabilities and Fund Balance	\$ 6,422,308	\$ 6,194,948

City of Franklin Post Employment Benefits Trust
Statement of Revenue, Expenses and Fund Balance
For the Six months ended June 30, 2020 and 2019

<u>Revenue</u>	<u>2020</u> <u>Year-to-Date</u> <u>Actual</u>	<u>2019</u> <u>Year-to-Date</u> <u>Actual</u>
ARC Medical Charges - City	\$ 132,227	\$ 139,764
Medical Charges - Retirees	102,448	115,116
Implicit Rate Subsidy	-	-
Medical Revenue	234,675	254,880
Expenditures:		
Retirees-Medical		
Medical claims	67,788	67,659
Prescription drug claims	51,626	60,911
Refunds-Stop Loss Coverage	-	(1,393)
Total Claims-Retirees	119,414	127,177
Medical Claim Fees	11,249	31,471
Stop Loss Premiums	35,063	40,193
Miscellaneous Expense	(195)	345
ACA Fees	127	172
Total Medical Costs-Retirees	165,658	199,358
 Revenue over (under) expenditures	 69,017	 55,522
 Annual Required Contribution-Net	 65,161	 80,346
Other - Investment Income, etc.	(275,907)	696,349
Total Revenues	(210,746)	776,695
 Net Revenues (Expenditures)	 (141,729)	 832,217
 Net assets, beginning of year	 6,538,760	 5,229,404
 Net assets, end of period	 \$ 6,397,031	 \$ 6,061,621

**City of Franklin
Park Commission
Statement of Revenue and Expenses
For the Six months ended June 30, 2020**

	2020 Amended Budget	2020 Year-to-Date Budget	Current Year-to-Date Totals	2019 Year-to-Date Totals
General Fund Operating Revenue:				
Park & Field Reservation	\$ 18,000	\$ 13,426	\$ 5,329	\$ 15,017
General Fund Operating Expenses:				
Personal Services	\$ 119,998	\$ 59,999	\$ 79,941	\$ 53,256
Park Maintenance	50,000	21,565	23,874	10,609
Uniforms	350	6	-	-
Allocated insurance	-	-	-	2,450
Mileage	1,500	394	74	234
Utilities	14,600	6,707	4,145	3,784
Building maintenance	-	-	-	-
Total Operating Fund Expenses	\$ 186,448	\$ 88,671	\$ 108,034	\$ 70,333
Capital Outlay Fund Expenses:				
Landscaping-Park/Tree Maint	\$ -	\$ -	\$ -	\$ 2,866
Building Improvements	65,000	32,500	-	-
Park Equipment & Supplies	11,000	4,127	-	-
Total Capital Outlay Expenditures	\$ 76,000	\$ 36,627	\$ -	\$ 2,866
Development Fund Revenue:				
Impact Fee-Parks & Recreation	\$ 804,000	\$ 367,001	\$ 143,284	\$ 169,737
Development Fund Expenses:				
Reimb to Developers & Others	\$ 25,285	\$ 12,643	\$ 25,285	\$ -
Transfer to Capital Improvement Fund	621,500	64,826	49,079	-
Total Capital Improvement Expenditures	646,785	77,469	74,364	-
Capital Improvement Fund Expenses:				
General Park Development	\$ 828,000	\$ 414,000	\$ 32,439	\$ -
Kayla's Playground - Franklin Woods	250,000	125,000	-	-
Improvements - Ken Windl Park	22,618	11,309	12,666	-
Pleasant View Park - Pavilion	132,097	66,049	140,426	3,693
Pleasant View Park - Park Equipment	19,989	9,994	19,989	-
Pleasant View Park - Master Plan Update	150,000	75,000	19,900	-
Cascade Park Trail Extension	65,000	32,500	-	-
Total Capital Improvement Expenditures	1,467,704	733,852	225,420	3,693
Less Impact Fees Transfer	621,500	64,826	49,079	-
Net Expenditures (after Impact Fee contribution)	\$ 846,204	\$ 669,026	\$ 176,341	\$ 3,693

**COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
NONMAJOR GOVERNMENTAL FUNDS FOR CITY OF FRANKLIN
Period Ending 06/30/2020**

GL Number	LIBRARY RESTRICTED FUND	TOURISM COMMISSION FUND	FIRE DEPT GRANT FUND	ST MARTINS FAIR FUND	HEALTH DEPT GRANT FUND	OTHER GRANTS	DONATIONS FUND	CIVIC CELEBRATIONS FUND	TOTAL
REVENUES									
REAL ESTATE TAXES	-	-	-	-	-	-	-	-	-
TAXES	-	(961)	-	-	-	-	-	-	(961)
INTERGOVERNMENTAL	-	-	-	-	65,509	-	-	-	65,509
SPECIAL ASSESSMENTS	-	-	-	-	-	-	-	-	-
CHARGES FOR SERVICES	2,426	-	-	-	-	-	-	-	2,426
MISCELLANEOUS REVENUE	20,031	-	-	-	690	-	9,240	-	29,961
INVESTMENT EARNINGS	910	2,098	-	-	-	-	-	-	3,008
Total Revenues	23,367	1,137	-	-	66,199	-	9,240	-	99,942
EXPENDITURES									
PERSONAL SERVICES	-	-	-	-	26,334	-	-	-	26,334
EMPLOYEE BENEFITS	-	-	-	-	4,375	-	-	-	4,375
CONTRACTUAL SERVICES	5,902	-	-	-	15,150	-	-	3,400	24,452
SUPPLIES	17,058	25	-	-	13,336	-	3,242	1,512	35,172
SERVICES & CHARGES	3,503	2,076	-	-	11,733	-	-	2,640	19,952
FACILITY CHARGES	416	-	-	-	-	-	-	-	416
CLAIMS CONTRIB AND AWARDS	401	-	-	-	-	-	-	-	401
DEBT SERVICE	-	-	-	-	-	-	-	-	-
INTEREST	-	-	-	-	-	-	-	-	-
CONTINGENCY	-	-	-	-	-	-	-	-	-
Total Expenditures	27,281	2,100	-	-	70,928	-	3,242	7,552	111,103
Excess (deficiency) of Revenues vs Expenditures	(3,914)	(963)	-	-	(4,729)	-	5,998	(7,552)	(11,160)
OTHER FINANCING SOURCES									
FUND TRANSFERS	-	-	-	-	-	-	-	-	-
OTHER FINANCING USES									
CAPITAL OUTLAY	8,007	-	-	-	-	-	149	-	8,156
Net Change in Fund Balance	(11,921)	(963)	-	-	(4,729)	-	5,849	(7,552)	(19,316)
Fund Balance - Beginning	147,445	469,951	21,621	3,636	171,625	5,315	161,342	77,316	1,058,251
Fund Balance - Ending	135,524	468,988	21,621	3,636	166,896	5,315	167,191	69,764	1,038,935

APPROVAL	COMMON COUNCIL	MTG. DATE August 4, 2020
Reports & Recommendations	DEVELOPMENT OF A FRANKLIN POLICY TO ELIMINATE PRIVATE PROPERTY INFLOW AND INFILTRATION (PPII) FROM THE SANITARY SEWER	ITEM NO. G.20.

BACKGROUND

Franklin annually accumulates \$200,000 - \$250,000 with Milwaukee Metropolitan Sewerage District (MMSD) to spend on private property inflow and infiltration (PPII) issues. The current balance is over \$1.1 million. This fund has paid for 4 projects in the Rawson Homes area and a current investigation project in the tributary area of St. Martins Lift Station.

ANALYSIS

Under previous employment, Staff developed a PPII policy for Greencastle, Indiana that was highly effective, inexpensive to implement, and accommodating to residents. Recently, MMSD has revised policies for use of this fund that could enable Franklin to implement a policy similar to Greencastle.

Implementing a Greencastle-type policy would take special MMSD permission. Staff would like to explain the Greencastle policy to Common Council and how it could be adapted to Franklin. Common Council can provide comments that Staff can incorporate in a request to MMSD, if negotiations with MMSD are to continue.

OPTIONS

Not applicable at this time.

FISCAL NOTE

Not applicable at this time.

RECOMMENDATION

Direct Staff to work with MMSD to develop a Franklin policy to eliminate Private Property Inflow and Infiltration (PPII) from the sanitary sewer.

Engineering Department: GEM

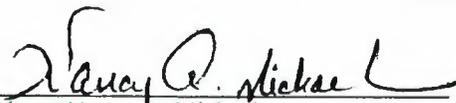


City of Greencastle Board of Public Works and Safety

Policy Document to Reduce Inflow and Infiltration (I/I) from the Sanitary Sewage Collection and Treatment Systems

In Accordance with the Greencastle City Code, Chapter 9 "Utilities"

Adopted March 19, 2003
Effective July 1, 2003


Mayor Nancy A. Michael


Michael Neese, Sewage Superintendent


George T. Murphrey, Board of Public Works


Glen E. Morrow, PE City Engineer


Susan V. Murray, Board of Public Works

City of Greencastle

City Hall
One North Locust Street
P.O. Box 607
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March 19, 2003

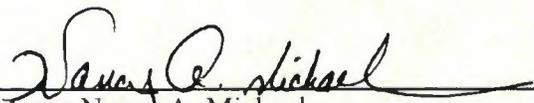
As many of you know, Greencastle has experienced many problems with our old, broken, and undersized sanitary sewer system. To comply with State and Federal mandates, our sewage utility customers had to fund a major construction project that was painful for everybody. We don't like to raise sewer rates, and we want to do everything possible to avoid more rate increases like we have experienced the past few years.

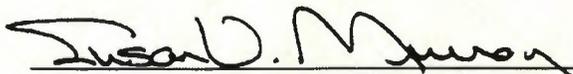
Now that we have a new treatment plant, we want to guard its capacity and push off any expansion for at least 20 to 30 years. Every gallon of clear water that we can eliminate from the collection system means we will have one more gallon for new residents and business that Greencastle needs in order to stay a special place to live and work.

We hope this policy book is helpful to the homeowner as well as the experienced plumber. Not only do we outline the procedures of this policy, we made an effort to educate the reader as to why these issues are serious problems and need to be fixed.

This is our first year to implement this program, please be patient as we work out the details. If you have any suggestions for improving this program, please let us know! We will revisit this policy within a year and revise, if necessary. Doing nothing is not an option. Our sewage customers insist that we are good stewards of our facilities.

Sincerely,


Mayor Nancy A. Michael


Susan V. Murray, Board of Public Works Member

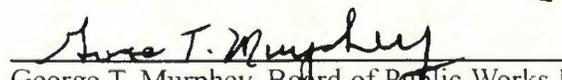

George T. Murphy, Board of Public Works Member

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INTRODUCTION

The City of Greencastle is committed to reducing the amount of clear water that enters the sanitary sewer collection system. The Greencastle Board of Public Works and Safety has written this **Policy Document** to describe the programs and policies of the City to educate the property owners of their role and responsibility in eliminating clear water inflow and infiltration (I/I).



INFLOW is rainwater that may enter the sanitary sewer system directly. Inflow may also be clear water from mechanical and air conditioning units such as condensation and cooling water. Evidence of inflow sources exhibit increased sewage flow rates immediately during a storm event and ending quickly after the storm event. General examples of inflow sources are roof drains, street storm systems, and sump pumps that pump floor drains directly to the sanitary sewer collection system.

INFILTRATION is rainwater, groundwater, or springs that may enter the sanitary sewer collection system after filtering through the ground. Evidence of groundwater infiltration sources exhibit a gradual increase of sewage flow rates during a storm event and continuing several days after a storm event, if it ever stops. General examples of infiltration sources are defects in sewage pipes, sewage manhole defects, building foundation drains, and sump pumps that allow groundwater to enter the sanitary sewer collection system.



Like most municipalities, Greencastle has a combination of clear water **INFLOW AND INFILTRATION (I/I)** problems. Evidence of combined I/I is noticed at the Greencastle wastewater treatment plant (WWTP) where the sewage flow rate increases immediately during a storm event and continues at elevated conditions for several days. When flow conditions return to normal after a storm event, much of the sewage is from infiltration sources.



Elevated flows in the collection system can exceed the sewer main's capacity to get the sewage to the WWTP. When the sewer pipe capacities are exceeded, sewage may overflow at locations such as manholes, lift stations, and basements. These **overflows** and **bypasses** allow untreated sewage to bypass treatment, pollute the environment, and have the potential of human contact.

During **dry weather** conditions, a large percentage of the sewage is groundwater infiltration. That "clean" sewage must still be transported and treated at the WWTP. Even if all of the

sewage with I/I can reach the WWTP, treating the increased volumes of sewage is an operational problem. Once clear water is mixed with domestic sewage, it must all be treated.

Over the years, the City and the sewage customers have spent a lot of money to increase capacity in the collection and treatment systems. Many of these expenditures were required by federal and state agencies because of the excessive I/I problems.



It costs the City of Greencastle utility customers approximately **\$3.47** to treat 1,000 gallons of sewage at the WWTP.

To comply with regulations, \$12.3 million was spent on construction projects to build a large sewer main, pumping station, and new treatment facility. These facilities were designed to handle the current sewage flows with some community growth.

Removing I/I...

- Will help eliminate pollution to the environment.
- Will help eliminate human contact with raw sewage.
- Will help the City comply with State and Federal regulations.
- Will add capacity to the sanitary sewage collection and treatment systems.
- Will save sewage utility customers money.

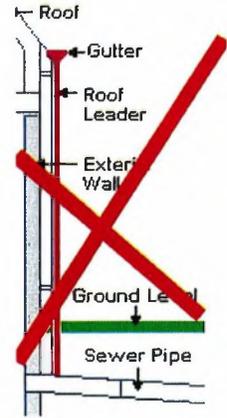
Many municipalities across Indiana and the United States have been forced to eliminate I/I problems with drastic measures that are burdensome and expensive for the cities and for the sewage customers. To avoid future situations that are burdensome and expensive to the Greencastle sewage customers, The City of Greencastle is committed to reduce I/I as outlined in this Policy Document.

The Board of Public Works and Safety will occasionally update this Policy Document, as needed. To obtain a current version of this document, contact the Greencastle Utility Department at City Hall, or visit the website www.gogreencastle.com/City/sanitary.



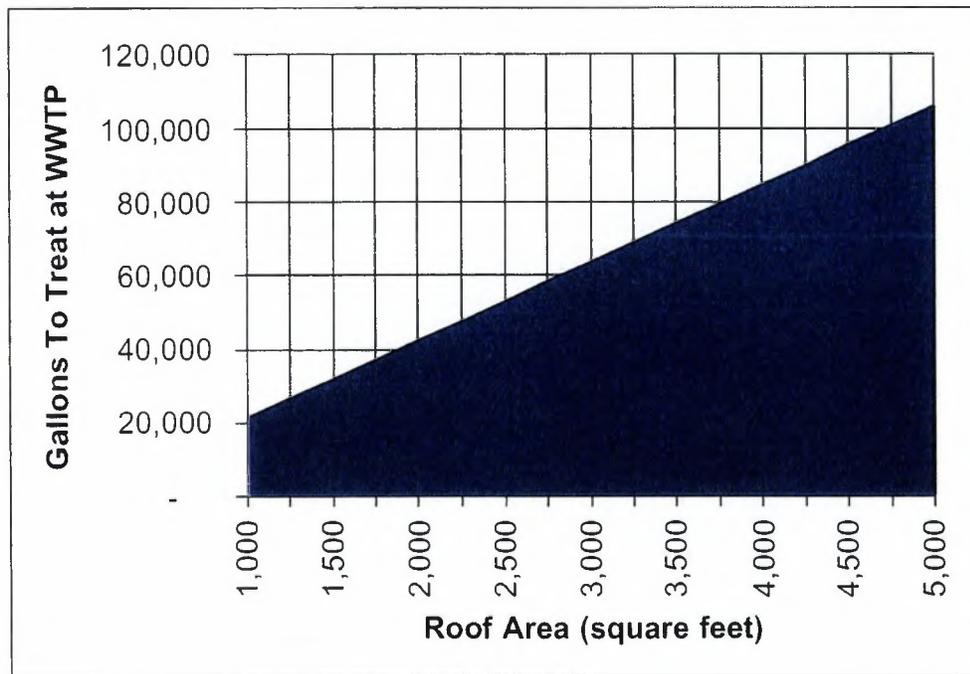
DOWNSPOUTS & CLEANOUTS

A common, inexpensive construction practice in the past was to connect downspouts to the sanitary sewer system. Also, open cleanouts have eliminated many backyard puddles. In locations where storm sewers were unavailable, this was an easy way to dispose of rainwater without having to construct a storm sewer. Often offending downspouts are not physically connected to the sanitary sewer system but are discharged to a location that is drained by a missing or defective cleanout cap.



Downspouts, or roof leaders, connected to the sanitary sewer system can be a huge source of clear water inflow. Roofs do not absorb water like soils and turfs; therefore almost 100% of rainwater that falls on a rooftop will leave the rooftop.

Since Greencastle receives an average yearly rainfall of 34-inches, a residential house with 2,000 square feet of rooftop can annually contribute over 42,000 gallons of clear water to the sewage systems each year. This equates to a yearly cost of approximately \$150 to treat rain water.



Cleanouts are locations that provide access to the sewer lateral so that plugged lines may be located and serviced without having to dig up the yard or make a mess indoors. Cleanouts are highly recommended, and are required for new construction. Unfortunately, the caps that cover the cleanouts are sometimes missing or are damaged so that rainwater may still directly enter the lateral and the sanitary sewer system.

HOW CAN THEY BE FIXED?

Fortunately, offending downspouts and cleanouts are one of the **easiest and least expensive Inflow sources to eliminate**. This is usually accomplished by capping the opening to the sanitary sewer system.

If the opening to the sewer system is a needed lateral cleanout, there are inexpensive manufactured **PVC fittings** available for this purpose. These fittings allow access to the lateral for inspection or maintenance purposes. When not needed for inspection or maintenance purposes, the cleanout cap shall be closed in a watertight position. Typically, the cap uses a screw method to achieve this watertight connection.



Often, there may be a PVC cleanout that was installed properly but **removed or damaged** at some time. The cleanout caps should be inspected to see that there are no cracks or defects that could allow surface water to enter into the lateral.

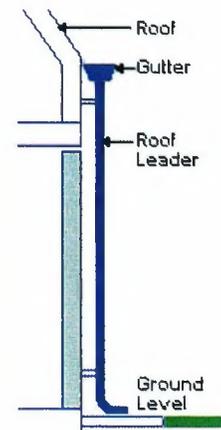
If the opening to the sewer system is not needed as a future access to the building lateral, the connection is typically closed with glue-on PVC fittings for PVC pipe openings. For non-PVC materials, other permanent methods may be used such as filling the hole with concrete, or digging around the opening and filling with concrete. Moveable and biodegradable materials such as wood and bricks are not acceptable.

CAUTIONS

If a missing or damaged cleanout cap is replaced on an open connection to the lateral, a **ponding or flooding** condition may occur. Some re-grading of the ground may be required to redirect water away from the cleanout location.

In extreme cases, a **new storm drain** may need to be installed to transport the ponding water to an acceptable location. Any storm water discharge shall not cause adverse damages to a neighboring property.

There are **laws** that address drainage disputes between private properties. To deter lawsuits and avoid liability, the property owner should redirect drainage to a natural drainage location or defined storm sewer system. If a property owner needs assistance in locating an available storm sewer system, he should contact the City Engineer. If a property owner needs assistance in designing an adequate storm sewer system, he should hire a licensed professional engineer.



HOW CAN THEY BE INSPECTED?

The City may use a variety of methods to locate offending downspouts and cleanouts. The most common methods are **smoke testing** and **dye testing**. City personnel have the right to enter private yards to verify that there are no illegal stormwater connections to the sanitary sewer system.

CERTIFICATION

Residential roof drains and cleanouts are two items required to be certified as “N/A” or “Sufficient” prior to **issuance of a water account.**

Commercial roof drains and cleanouts must be certified as “N/A” or “Sufficient” prior to **July 2005.**



A certification of “N/A” indicates that there are no roof drains or cleanouts on the property.

“Sufficient” indicates that there are roof drains and/or cleanouts on the property and that there is no potential for clear water discharges to the sanitary sewer system.

WAIVERS?

No waivers shall be granted by the City to allow any I/I to enter the sanitary sewer system from downspouts, open cleanouts, or defective cleanouts. These items can be fixed for as little as the cost of a PVC cleanout cap.

BOARD OF PUBLIC WORKS AND SAFETY POSITION

All downspouts **shall be disconnected** from the sanitary sewer system. All cleanouts or other openings **shall be closed** to prevent I/I from entering the sanitary sewer system.

CITY ORDINANCES

The **City Ordinances** specify procedures for fines and penalties if a property owner is discovered to have a roof drain, defective cleanout cap, missing cleanout cap, or other open connection to the sanitary sewer system.

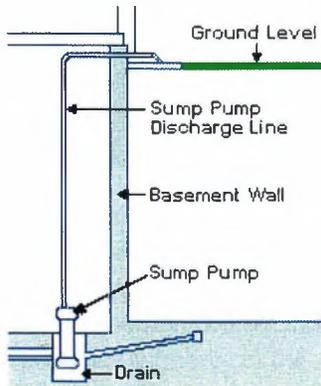


SUMP PUMPS & GRINDER PUMPS

Many homes have sump pumps located in crawl spaces and basement areas. Greencastle is blessed with an abundance of natural springs and a high groundwater table that require the installation of sump pumps for certain locations. If it weren't for **sump pumps** to pump clear water from various locations, many locations would experience damage to furnaces, water heaters, electrical panels, etc. and some locations would develop health concerns such as mold, fungus, and mildew.



Sump pumps are different than grinder pumps. **Grinder pumps**, or **Ejector Pumps**, are intended for the discharge of domestic sewage from low spots to higher sewage pipes. Grinder pumps chop or shred solids so that the sewage may pump through small diameter pipes. Unfortunately, some grinder pumps pump domestic sewage, as well as clear water I/I to the sanitary sewer system.



The City does not intend to eliminate the use of sump pumps or grinder pumps. We only wish to prevent the sump pump discharges from entering the sanitary sewer system. In the past, many builders and homeowners found the sanitary sewer a convenient location to discharge the sump pump clear water.

Many sump pumps can easily discharge 20 gallons per minute. During wet conditions, those same sump pumps may operate almost continuously and could potentially discharge **28,800 gallons per day** of clear water I/I into the sanitary sewer system. This equates to a **daily cost of \$99.94** to treat the groundwater.

During moderately-damp conditions when sump pumps do not run continuously, it still does not take very many sump pumps to **overload the capacity** of the sanitary sewer mains.

HOW CAN SUMP PUMPS BE FIXED?

Fixing the offending Sump Pumps can be **difficult**. The reason why the sump pumps were connected the way they were is probably because other alternatives were more costly when they were installed.

#1

The first question the property owner needs to answer is "Is the sump pump **necessary**?" Some sump pumps were installed as a precaution against a fear that was nonexistent. Some sump pumps are protecting areas against flooding that would not be damaged or impaired if the area were to flood.

If the sump pump is not necessary and the property owner decides to disconnect it, then the sump pump and corresponding piping, valves, electrical outlets, etc. needs to be removed such that reconnection is difficult.

#2

If it is necessary to keep the sump pump for various reasons, then new valves, pipes, fittings, etc, may need to be installed to **redirect the sump pump discharge** to a location where it will not enter into the sanitary sewer system. These permissible locations may be a natural drainage location or defined storm sewer system. Also, you might discuss with the City Engineer or Street Commissioner if the curb and gutter portion of the street is an acceptable discharge location.

If the sump pump discharge is redirected, then all of the new valves, pipes, fittings, etc, need to be installed so that **reversal** of the discharge back to the sanitary sewer is **difficult**.

??

Often it is difficult to tell if a sump pump discharges to the sanitary or to the storm sewer systems. In those cases, **liquid dye** should be used to mix with water and have the sump pump operate. All of the adjacent storm and sanitary sewers should be inspected to discover where the dyed water appears. No dye from sump pumps should be found in the sanitary sewer system.



CAUTION

Again, the property owner needs to be cautioned that there are **laws** that address drainage disputes between private properties. To deter lawsuits and avoid liability, the property owner should redirect drainage to a natural drainage location or defined storm sewer system. If a property owner needs assistance in locating an available storm sewer system, he should contact the City Engineer. If a property owner needs assistance in designing an adequate storm sewer system, he should hire a licensed professional engineer.

HOW CAN GRINDER PUMPS BE FIXED?

Fixing the offending Grinder Pumps is often **more difficult** than fixing sump pumps.

#1

Similar to the sump pump issue, the first question the property owner needs to answer is “Does the grinder pump need to accept flows from the clear water sources?” Bringing a grinder pump into compliance may be as **easy as permanently plugging or redirecting** an outside floor drain. If all clear water sources can be eliminated from draining to the grinder pump, the grinder pump may continue to discharge domestic waste into the sanitary sewer system.

#2

If clear water cannot be easily eliminated from the grinder pump, extensive **indoor plumbing may be necessary**. The only option may be that a sump pump is needed for the clear water sources.



Like the sump pumps, it may be necessary to **pump liquid dye** through the grinder pump to see where it discharges. Pumping domestic waste to a storm sewer system is direct pollution of the environment and the domestic sewage must be redirected to the sanitary sewer.

CAUTIONS

When working with pumping systems (both sump and grinder), one should examine the **pumping characteristics** of the pump. As a discharge pipe increases in length, decreases in diameter, or increases in vertical lift, the pump will not pump as quickly and may not operate at all. This problem may result in a situation that will cause flooding. Only a person familiar with the pump characteristics should make a calculated decision about altering pump discharge.

It is highly recommended, and sometimes necessary for pumps to be installed with a **check valve**. Check valves prevent water from draining to the pump from the discharge line.

Also remember that pumps are electrical machines that may require the involvement of a **qualified electrician**.



INSPECTIONS

The only accurate way to inspect sump pump and grinder pump conformance is by using **liquid dye**. Smoke testing is ineffective because of check valves or other pipes that have trapped water.

DO NOT ATTEMPT TO REMOVE MANHOLE LIDS OR ENTER A SEWER MANHOLE WITHOUT CITY ASSISTANCE. Manholes are confined spaces with **deadly gasses**. Please contact the Sewer Department for assistance when working around the sanitary sewer collection system.



CERTIFICATIONS

Sump Pumps and Grinder Pumps may be **certified as "N/A"** on the Certification Form if there are no sump pumps or grinder pumps present.

They may be **certified as "Sufficient"** if the pumps exist and do not contribute clear water to the sanitary sewer system, and do not discharge domestic sewage to places other than the sanitary sewer system. Also, all "dirty" water from clothes washers, dish sinks, etc, must be discharged to a sanitary sewer.

WAIVERS

If a sump or grinder pump does exist, and it is not practical to bring the pump system(s) into compliance, then it should be **certified as “Needs Waiver”** and **written documentation** must be supplied for a City consideration of a waiver.

The City will consider a **waiver** if there is not an appropriate place to discharge clear water. Any waiver will stipulate that the property owner will connect to an appropriate storm sewer system, when such a system is constructed. This waiver will also be signed by the property owner, notarized, and recorded at the Putnam County Courthouse.

No waivers will be considered for **new construction**.



BOARD OF PUBLIC WORKS AND SAFETY POSITION

Property Owners who want to **appeal** the City’s initial denial of a waiver must appear before the Board of Public Works and Safety. The Board will consider the discharge locations and other considerations that would be considered detrimental to the neighborhood.

CITY ORDINANCES

The **City Ordinances** specify procedures for fines and penalties if a property owner is discovered to have a sump pump or grinder pump discharging clear water into the sanitary sewer system.

LATERALS

Laterals are typically 4 or 6-inch diameter sewer pipes that transport the domestic sewage from the building to the sewer main. In Greencastle, the Property Owner is responsible for the lateral to the point of, and including the connection to the sewer main.

In most circumstances, these laterals were installed in an acceptable manner, with state of the art materials. Over time, the lateral pipe often cracks, disintegrates, or separates at joints to allow groundwater to infiltrate into the sanitary sewer system. If the lateral is in the vicinity of a spring, the lateral may contribute a significant amount of I/I.

Defective laterals may also be a significant concern for the property owner. When water can infiltrate into the sanitary sewer system, soil particles can also migrate into the pipe and leave a subsurface void. These voids can cause sidewalks and patios to collapse. These voids also create “**sink holes**” that are tripping hazards. Some residents have a “perpetual sinkhole” where they continually add fill dirt, when in fact they have a defective lateral.

Even if the defective lateral is not creating visible voids, the defects are often a way for **tree roots** to enter and clog the pipe. Tree roots thrive in the nutrient rich sewage environment and are often the cause of sewage backups into buildings.

HOW CAN THEY BE FIXED?

Typically, the only **economical way to fix a defective lateral** is to dig up and replace the old lateral. The new lateral should be constructed with new PVC pipe meeting the City of Greencastle’s specifications. The pipe should have stone bedding to protect the new pipe from surface loading.

A PVC capped **cleanout** should be installed within 3-feet of the building, at all sharp bends, and again at the City ROW line. Cleanouts are helpful in 1) locating the lateral and 2) allowing access to the lateral for cleaning purposes.

The Greencastle Sewage Department inspects all lateral construction to verify proper construction and to document the location of the laterals so that future property owners may have a record of the lateral location. In many locations (not all), the Sewage department has **records of the existing lateral** location. This information is often helpful for property owners looking for their lateral. This information might explain why the corner of a concrete patio has collapsed.



CAUTIONS

Before digging up the old lateral, persons are strongly encouraged to contact Indiana's **Holey Moley** utility location service (telephone 1-800-382-5544). If this service is not utilized, the person digging the ditch is automatically **responsible for any damages** to the gas, electric, telephone, cable, etc. utility. In addition to the Holey Moley member utilities, there are local utilities that should be contacted for locations, such as the City Water and Sewer Departments.

Most of the sewer mains are located within the public right-of-way (ROW). The City does require a **permit** to dig or perform construction within the ROW.

INSPECTIONS

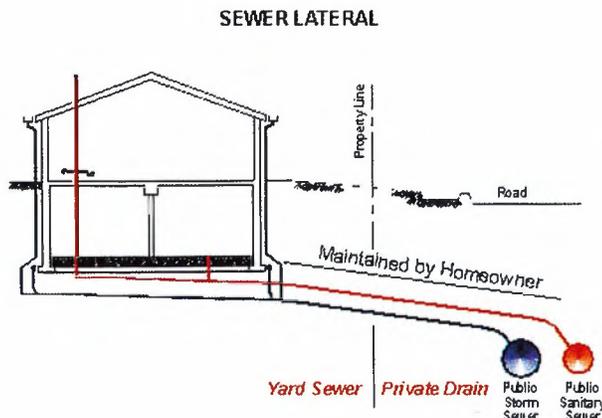
The most obvious ways to identify a defective lateral are by looking for the effects of a defective lateral. When **walking the area** over the lateral, one should look for voids, sunken sidewalks, or other settlement problems.

Sewage backups caused by roots are an indication that there are significant defects within the sewer system. The sewage department can verify with closed circuit television (CCTV) cameras that the sewer system is clear of roots in the public sewer main.

It is also possible to locate some lateral defects by **smoke testing**. This is best done during dry ground conditions. By blowing smoke into the sewer system with high capacity blowers, smoke can go through the cracks and up through the ground. This procedure is not recommended for inexperienced persons and without the assistance from the City. When smoke testing is performed, the City makes several precautions and notifications to prevent the smoke from causing damage and unnecessary alarm.

CERTIFICATIONS

Laterals may be **certified as "Sufficient"** if all apparent evidence indicates that the lateral pipe is in good shape and not a significant contributor of I/I.



Call At Least
2 Full Working
Days Before You
Dig



PLANT PROTECTION SERVICE

If there are known problems, or if there is evidence that indicates that the lateral is in poor shape, the lateral should be **certified as "Needs Waiver."** For a lateral that needs a waiver, written documentation should be provided that indicates the extent and knowledge that the lateral is in poor shape.

WAIVERS

For existing buildings with no construction activity, the City will **grant waivers** if there are no visible sinkholes that collect and dispose of surface water. However, if there is any building construction involving excavation occurring on the site, the City will require that the lateral be replaced. This waiver will also be signed by the property owner, notarized, and recorded at the Putnam County Courthouse.

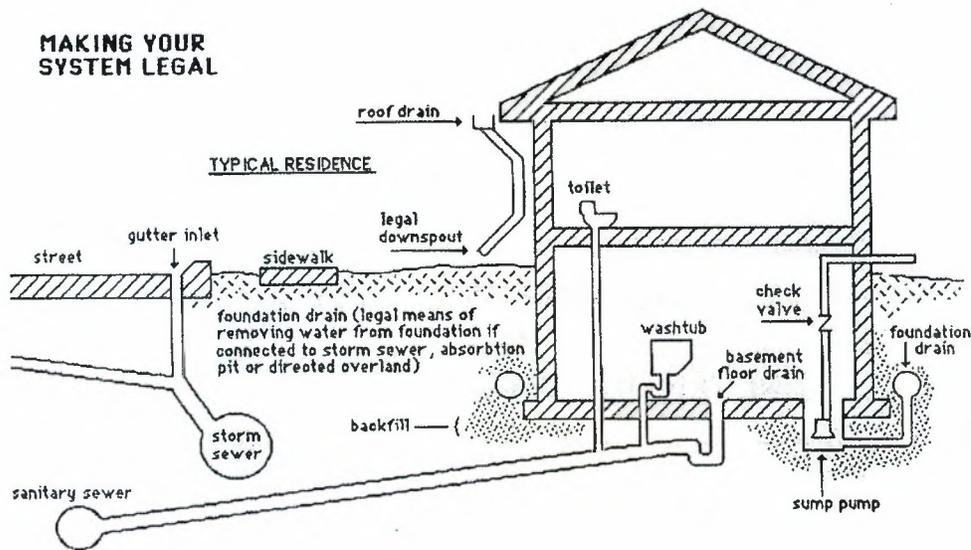
No waivers **will be considered for** new construction.

BOARD OF PUBLIC WORKS AND SAFETY POSITION

Property Owners who want to **appeal** the City's initial denial of a waiver must appear before the Board of Public Works and Safety. The Board will consider extreme economic hardships and other considerations that make the efforts to rehabilitate the lateral unreasonable.

CITY ORDINANCES

The **City Ordinances** specify procedures for fines and penalties if a property owner does not properly address defective laterals.



PROGRAM PROCEDURES

The **goal** of this program is to ultimately reduce the amount of I/I as much as practical. Some Cities have been required to achieve this goal by strict regulations with defined deadlines for compliance. Indiana Department of Environmental Management has allowed the City of Greencastle to achieve this goal with some flexibility.

The Greencastle **Board of Public Works and Safety** has decided to implement this program in such a way that the City will be the least intrusive to private property owners, but will still be **effective**.

The City does not charge the property owner any fees for this program. The private Certified I/I Inspectors may charge for their I/I inspection services.

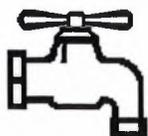
It is up to each property owner to **locate a Certified I/I Inspector**. The City keeps a list of current Certified I/I Inspectors. The City will not recommend any inspector more or less than any of the other inspectors. We do recommend that the property owner interview inspectors and ask for references.



If there are deficiencies that need to be fixed, then the property owner should determine how to fix them. For the public benefit, the City will keep a current **list of contractors** who wish to be considered for private I/I removal projects. THERE IS NO CERTIFICATION OR OTHER REQUIREMENT TO BE PLACED ON THIS LIST. ANY contractor that asks the City to be on this list will be added to the list. It is

the responsibility of the property owner to solicit and interview appropriate contractors. The City recommends that the property Owner meet with and obtain at least two different quotes from contractors.

This list will not limit the Property Owner's choices, but is intended to provide a list of contractors who think that they can help. The list will designate which contractors are Certified I/I inspectors and may have a better insight on the goals and policies of this program.



For all **residential properties** (see definitions), the certification of compliance shall occur before a new water account is established at the Greencastle Water Utility Office, located at City Hall, 1 North Locust Street.

For all **commercial or industrial properties** (see definitions), the certification of compliance shall occur within two (2) years, or by July 2005. The City Ordinances specify penalties for not complying within the specified time.



For **new construction, no waivers** will be granted.

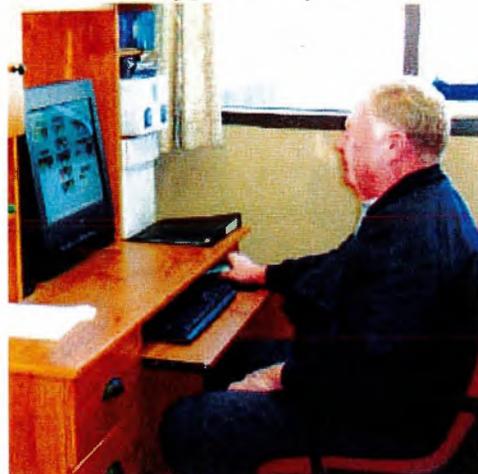
For any construction project requiring a building permit, the **City Building Commissioner** has the authority to act as a Certified I/I inspector and can perform this inspection for no additional fees.

When a property is given a certification with all **“N/A”** or **“Sufficient”** designations, and no **“Needs Waiver”** designations, then the certification shall be kept on file at the Utility Office and be valid for five (5) years. If during that five year period of time, the property is sold, rented, or leased to another person that needs to have the name on the water account transferred, then the property does not need another certification. If such a transaction occurs after that five year period, then a new certification is required.

On behalf of the City, the Sanitary Sewer Superintendent must **approve any waivers**.

If the City grants a waiver, then the property owner must sign the waiver and a copy will be recorded with the deed at the Putnam County Courthouse. If the property is sold, a title search will indicate that the waiver was granted.

If the Sanitary Sewer Superintendent **denies a waiver**, then the property owner may appeal the decision at a regularly scheduled Board of Public Works and Safety meeting. The property Owner must contact the City Clerk Treasurer to be placed on the agenda.



CERTIFIED I/I INSPECTOR

The **purpose** of this independent certification program is to facilitate the removal of I/I from the sanitary sewer collection system. The City does not have an adequate staff to oversee removal projects in every household and place of business. This Certified I/I



Inspector Program allows experienced plumbers and home inspectors to discuss realistic options given the site-specific conditions.

The net result will give the property owners the **best advice** while ensuring the City that the property is complying with the I/I reduction program.

The City of Greencastle **cannot and will not assume liability** from any private property damage as a result of efforts to comply with the I/I reduction program. The City highly recommends that the Certified I/I Inspectors have adequate **liability insurance** to protect themselves from lawsuits resulting from their advice and recommendations.

The **REQUIREMENTS** to be a Greencastle Certified I/I Inspector are as follows:

- **Attend annual certification / re-certification seminars.** The City will conduct annual seminars to certify and re-certify I/I Inspectors. This gives the City the opportunity to fully explain the program and any new changes that need to be emphasized. If needed, the City will conduct additional seminars.
- **Stay in good standing with the City.** There is a level of trust between the City and the Certified I/I Inspector. There is also an expectation level between a property owner and the Certified I/I Inspector. To remain independent of property, Certified I/I Inspectors shall have no direct nor indirect interest in the property or buildings. This includes relation to, or employee of the property owner or tenant. We need to protect the integrity of this program and prevent the temptation to give a sufficient certification in order to avoid expense.
- **Do this as part of your normal business operation.** The City does not require that you be a licensed plumber, licensed home inspector, or other certified professional.

- **Pay all fees.** To implement this program, each Certification or Re-certification will cost \$50 for the year 2003, and \$100.00 for each year thereafter. Checks shall be made out to the City of Greencastle Sewage Department. This fee will allow the city to recoup the costs of the program such as printing of this Policy Document and conducting the Certification / Re-Certification seminars. There are no fees for the property owners. All fees are to be paid by the Certified I/I Inspector and are non-refundable.

Penalties: If the City discovers that a Certified I/I Inspector is certifying false information, or not implementing the program in the accordance with this Policy and City Ordinances, the City will revoke the Certification up to two (2) years. Depending on the circumstances, the City also reserves the right to reverse any and all certifications issued by that person. The City also reserves the right to extend penalties to other individuals within the same company, and to pursue all legal remedies available.



Fines: In addition to the described penalties, the City Ordinance addresses fines that may be imposed on the Certified I/I Inspector and the property owners.

CITY SERVICES

As a service to the property owners, the City pledges to do the following:

- **Administer the Board of Public Works and Safety I/I Reduction Policy** to help achieve the goal of reducing I/I from private sources.
- **Keep a current list of Certified I/I Inspectors** available for review by the public. This list may be obtained at the Utility Office- City Hall One North Locust Street, or may be viewed on the Sewage Department's website www.gogreencastle.com/city/sanitary.
- **Keep a current list of contractors** who wish to be considered for private I/I removal projects. THERE IS NO CERTIFICATION OR OTHER REQUIREMENT TO BE PLACED ON THIS LIST. ANY contractor that asks the City to be on this list will be added to the list. The list will designate which contractors have current I/I inspection certifications. It is the responsibility of the property owner to solicit and interview appropriate contractors. This list will not limit the Property Owner's choices, but is intended to provide a list of contractors who think that they can help.
- **Keep Archives of plans and Sewer Tap Permits.** Information on all existing sewer mains and laterals do not exist. However, the City is making efforts to find all information that does exist, and keep the information in such a format that will be available to the public, as needed.
- **Building Commissioner.** The City Building Commissioner will maintain status as a Certified I/I Inspector and have the ability to fill out the necessary forms. There is no cost to this certification if it is in conjunction with a building permit inspection.
- **Advisory Assistance.** The City is available for assistance to help interpret the Policy and discuss if waivers are applicable. Because of the large number of properties that are affected, the City cannot commit a large number of hours to advisory assistance.
- **Manhole Inspection.** If there is a need to look in the sanitary sewer system, please do not do so without the assistance of the Sewer Department. The sewer system has many gasses and odors that may be deadly. Our experienced



personnel will help you remove manhole lids and look for dyed water, or anything else as needed.

- **CCTV Inspection.** If there is a valid concern about the condition of the sewer main, the Sewer Department will use a closed circuit television (CCTV) camera and truck to inspect the sewer main from the inside. If any problems such as roots or collapsed pipes are discovered, the City will properly address the situation.



- **Maintain the Collection System.** The City has programs in operation to identify and eliminate excessive I/I within the City's sanitary sewer collection system. Just like the property owners, the City makes every effort to fix problems when they are discovered.
- **Track Waivers.** The City will track waivers to help determine which sections of the City might benefit from new storm sewers or other public works projects.
- **Educate Realtors, Lenders, Plumbers, and Home Inspectors.** The City will make efforts to contact the relevant professions and inform them of this policy. A large part of this service is to conduct Certified I/I Inspector seminars.



ACCEPTING EXISTING SEWER SYSTEMS

Design and Construction of new sanitary sewer systems shall conform to the Greencastle Standard Specifications and Construction Details. Those standards were established and developed to protect the integrity of the sewer system and eliminate I/I sources.

There are private systems that contribute sewage flows to the City's public sewer system. It has been the policy of the Board of Public Works and Safety to periodically inspect those private systems and see if any excess I/I is present. If excessive I/I is found, the City reserves the right to do any or all of the following:

- Require that the property owner fix the problem location(s)
- Restrict the ability of the property owners to obtain building permits.
- Fix the problem area(s) and file a lien against the property(s) to recoup the expenses.
- Fix the problem area(s) and charge the affected property(s) a surcharge on the sewer utility bills to recoup the expenses.
- File a lawsuit against the property owner(s) to fix the problem
- Pursue any fines and other legal remedies available due to the property owner's non-compliance.

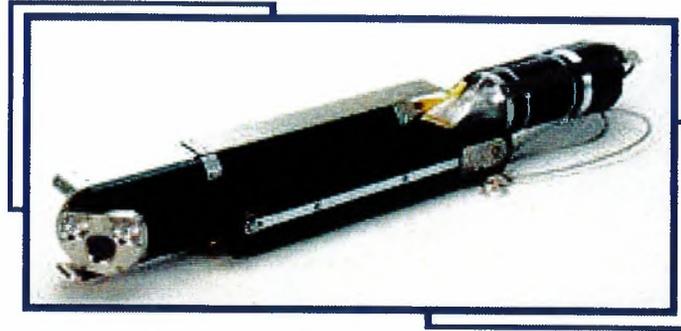
Sometimes, the City is requested to adopt existing sewer systems. This adoption may be a result of annexation, or other dedications. Because the systems are in use, it is not practical to air test, mandrel test, or vacuum test the system. The city must require that excessive I/I sources be eliminated before all of the utility customers are requested to adopt expensive construction projects.

The Board of Public Works and Safety decision to adopt an existing sewer system will consider some or all of the following actions:

- CCTV inspect the entire system and identify any visible defects.
- Perform flow monitoring to identify clear water
- Smoke testing
- Dye Testing
- Visual observation



- Lift station evaluation
- Manhole(s) inspection
- Other actions as deemed necessary by Sewer Superintendent and City Engineer.



DEFINITIONS

- Cleanout and Cleanout Caps:** locations that provide access to the sewer lateral. These locations shall have water tight, manufactured cleanout caps that may be removed for inspection and maintenance purposes, but shall normally remain closed.
- Collection system:** a system of sewer pipes designed to collect sewage from many properties and transported to the WWTP. The pipes are typically larger than 8-inch diameter and are owned and operated by the City.
- Commercial:** a place of business, industry or all other properties that do not conform to the “residential” definition in this Policy.
- Domestic Sewage:** wastewater generated by households, businesses, or industries before it is mixed with I/I. Also known as raw sewage.
- Downspouts:** a method that allows water from a building rooftop to discharge to the ground, storm sewer, or sanitary sewer. Sanitary sewer connections shall be eliminated. Also commonly known as roof drains, house gutters, and roof leaders.
- Dye testing:** Liquid dye is added to water, flushed, drained and/or pumped to verify where the water is normally flushed, drained and/or pumped.
- Grinder Pumps:** a pump within a structure intended to pump domestic sewage from a low point to a high point. These shall be discharged to the sanitary sewer and not to a storm sewer system.
- House Gutters:** see “Downspouts” definition
- Industrial:** a place of business, industry or all other properties that do not conform to the “residential” definition in this Policy.
- Inflow and Infiltration:** see “Introduction” section of this policy.
- I/I:** pronounced “eye and eye,” an abbreviation for Inflow and Infiltration.
- Lateral:** a pipe that connects a building sewer system to a sanitary sewer main. Also known as a service line.
- Lift Station:** a large manhole in the sanitary sewer collection system with large pumps installed to pump the sanitary sewer to another location closer to the WWTP
- Manholes:** large structures within the collection system where sewer pipes typically change directions. Manholes have manhole castings, or “lids” that may provide an overflow point when the sewage system surcharges.
- Poly vinyl chloride (PVC):** a rigid plastic-type material used to make modern plumbing pipes and fittings. PVC is preferable over older materials because of watertight joint connections and long-lasting dependable characteristics.
- Rental:** a rental property may be considered as a residential or commercial property depending on how/if the residential units are required to set up a water utility account.
- Residential:** any property with living units where each unit is responsible for a separate City of Greencastle water utility account.
- Right-of-way (ROW):** this land is typically the street, sidewalk, and other property that the City has authority and rights for public use.
- Roof Drains:** see “Downspouts” definition
- Roof Leaders:** see “Downspouts” definition

Sanitary Sewer: a general term to refer to the sewer system intended to transport domestic sewage from individual properties to the WWTP. The sanitary sewer may include laterals, collection system, manholes, lift stations, and the WWTP.

Service Line: see "Lateral" definition

Sewer Mains: sanitary sewer pipes that transport sewage from multiple homes to the treatment plant.

Smoke testing: a method to test if different locations, structures, and/or pipes are physically connected. See "Smoke Testing" section of this Policy.

Storm Sewer: a system intended to convey clear water to a natural drainage way. These systems may include street curb and gutters, storm pipes, sump pump discharge lines, ditches, swales, and creeks. The storm sewers shall not be connected to a sanitary sewer system.



Sump Pump: a pump within a structure intended to pump clear water from a low point to a high point. These shall not be discharged to the sanitary sewer.

Sewage: a general term for domestic sewage, or combination of domestic sewage and I/I.

Wastewater Treatment Plant WWTP: also known as sewage plant, and wastewater treatment facility (WWTF).

CERTIFICATION FORM FOR I/I COMPLIANCE

(This form is to be filled out only by a Greencastle Certified I/I Inspector. This form may be photocopied as needed)

Property Address: _____

Property Owner: _____

- Residential. Residential Properties must be certified before a permanent water account is established or transferred.
- Commercial. Commercial Properties must be certified prior to July 31, 2005.

“N/A” indicates that the property does not have any item within that category to inspect.

“Sufficient” indicates that the property does have items within that category and are found to be in accordance with the Greencastle I/I Policy.

“Needs Waiver” indicates that the property does have items within that category that do not comply with the intent to remove I/I from the sanitary sewer system. Supporting written documentation must be attached to this certification to justify why the City should consider granting a waiver.

Category	N/A ✓	Sufficient ✓	Needs A Waiver ✓
Downspouts			
Cleanouts			
Sump Pumps			
Grinder Pumps			
Laterals			

I/I Inspector Certification:

With the exception of the items indicated in need of a waiver, I hereby certify that the referenced property fully complies with the rules, regulations, and intent of the City of Greencastle Board of Public Works and Safety Policy Document to Reduce Inflow and Infiltration (I/I) from the Sanitary Sewage Collection and Treatment Systems. Any item indicated in need of a waiver has supporting written documentation attached for City’s consideration. I also certify that I am not affiliated with the owners of the said property.

Signature _____

Printed Name _____

Certified I/I Inspector Number _____

Company _____

Date of Certification _____

Concerns in the area that the City should investigate:

REQUEST FOR WAIVER

(This form is to only be filled out by a Greencastle Certified I/I Inspector and attached to the Certification of I/I compliance. This form may be photocopied as needed)

Property Address: _____

Property Owner: _____

This waiver is intended for the following category.

Sump Pumps

Grinder Pumps

Laterals

Reasons for waiver:

(Check one)

Waiver Approved:

Waiver Denied:

Sewer Superintendent Signature _____

Date of Waiver Review _____

Superintendent Comments:

USEFUL TELEPHONE NUMBERS

If there are any questions concerning this policy, please do not hesitate to call any of the following persons:

Sewer Superintendent, Mike Neese(765) 653-3394

Mike is responsible to oversee the program and grant waivers. He also has old lateral records that are often useful in locating existing laterals.

Sewage Utility Office Chief Clerk, Madonna Gose(765) 653-6830

Madonna is responsible for distributing the I/I Reduction Policy books. She may also be contacted for obtaining lists of current Certified I/I Inspectors and I/I contractors.

Street Commissioner, Thomas Miles.....(765) 653-3391

Thomas is responsible for all construction activity within the public right-of-way.

City Engineer, Glen Morrow, PE.....(765) 653-0445

Glen can help make a determination as to acceptable storm sewer systems.

Clerk Treasurer, Pamm Jones(765) 653-9211

Pamm is responsible for placing persons or items on the Board of Public Works and Safety Agenda.

Mayor Nancy Michael.....(765) 653-3100

The Mayor is responsible for overseeing the general business of the City.

Acknowledgements

The City of Greencastle would like to thank, acknowledge, and credit the following entities for contributing material to this document:

- Boston (Massachusetts) Water and Sewer Commission: www.bwsc.org
- Hamilton (Ontario) Water and Wastewater Division:
www.city.hamilton.on.ca/CityDepartments/toe/waste_water/collection.htm
- Indiana Underground Plant Protection Service www.iupps.org
- Sheboygan (Wisconsin) Department of Public Works
<http://ci.sheboygan.wi.us/MSB/sewer.html>
- Sump Pump Information: www.sump-pump-info.com
- Wichita (Kansas) Water and Sewer Department: [www.wichita.gov/Water Sewer](http://www.wichita.gov/Water_Sewer)
- WinCan America Inc: www.wincanamerica.com

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