

APPROVAL <i>Slw</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE December 5, 2017
REPORTS AND RECOMMENDATIONS	A Resolution Authorizing Certain Officials to Execute an Agreement to Continue Professional Environmental Engineering Services to Monitor Compliance at the Metro Recycling & Disposal Facility to December 31, 2018, with JSA Environmental, Inc.	ITEM NUMBER <i>G.3.</i>

JSA Environmental, Inc. has been providing landfill monitoring services at the Metro landfill for the past 13 years. The last annual contract expires December 31, 2017. Attached is a draft contract to renew the terms of the 2017 agreement for 2018 (only change is that color letter sized "Copies" will be billed at \$0.65 per page [up from the year 2017 \$0.55 rate]; mileage charge cost is the same as for 2017; hourly rates remain the same and JSA states that those hourly rates have not changed since 2008) and a resolution authorizing same. Waste Management of Wisconsin, Inc. is obligated to provide reimbursement for the contract cost pursuant to Article IV.24.B. of the WWMI Metro Landfill Facility Greenspace Protection and Limited Landfill Expansion Agreement dated August 16, 2010. The contract price is a cost not to exceed \$20,000.00, as adjusted by the consumer price index as set forth in the Agreement.

COUNCIL ACTION REQUESTED

A motion to adopt A Resolution Authorizing Certain Officials to Execute an Agreement to Continue Professional Environmental Engineering Services to Monitor Compliance at the Metro Recycling & Disposal Facility to December 31, 2018, with JSA Environmental, Inc.

STANDARD AGREEMENT FOR SERVICES TO MONITOR COMPLIANCE AT METRO RECYCLING AND DISPOSAL FACILITY DURING OPERATIONS AND CONSTRUCTION

This Standard Agreement for Services (the "AGREEMENT") is between JSA Environmental, Inc., a Subchapter S corporation organized pursuant to Wisconsin Law (CONSULTANT), and the City of Franklin, a municipal corporation organized pursuant to Wisconsin Law (CLIENT).

ARTICLE 1. SCOPE OF SERVICES

The CONSULTANT shall provide consulting services (the "Services") as described in Attachment A. An initial draft of the Auditor's Manual shall be provided to the Metro Recycling & Disposal Facility Monitoring Committee by CONSULTANT within 7 (all days shall be calendar days) days of the date of notice and authorization to CONSULTANT to proceed. CONSULTANT shall further respond to any Committee requirements upon such Auditor's Manual within 7 days of receipt. Odor monitoring Services shall commence within 7 days of the Monitoring Committee's approval of the Auditor's Manual. Notwithstanding anything to the contrary set forth in Attachment A, all auditing reports shall additionally be provided by CONSULTANT to the Monitoring Committee; reports to the City of Franklin shall be to the City Clerk; and all reports prepared in the ordinary course of business shall be delivered electronically, except for quarterly reports, which shall be delivered in paper form to the Monitoring Committee and the City Clerk. Electronic transmissions of all reports shall be made by CONSULTANT within 24 hours of the completions of such reports. Initial odor complaint mapping shall be completed by CONSULTANT concurrent with the completion of the Auditor's Manual. Hours budgeted for operations and construction auditing within Attachment A include and are sufficient to allow for the provision of professional advice by CONSULTANT upon the request of CLIENT, as to available remedies or available remedial action, which may be necessary to cure any occurrences or conditions disclosed upon audit.

ARTICLE 2. COMPENSATION

Compensation to be paid by CLIENT to the CONSULTANT is described in Attachment A. Notwithstanding anything to the contrary set forth in Attachment A, CONSULTANT shall provide those Services and those Service hours per Task for such total compensation and expenses as shall not exceed those "TOTAL" amounts as are specifically allocated to such Tasks, respectively, in Attachment A. Such TOTAL amounts include all costs for labor, overhead, G&A, benefits, taxes, profit and all actual reasonable expenses, which shall be in such amounts and as set forth upon the "Standard Rates and Conditions" schedule contained within Attachment A. Total compensation and expenses for all landfill operations auditing Services (including odor monitoring) to be provided annually, commencing January 1, 2018, shall not exceed \$20,000.00, as adjusted by the consumer price index as set forth in the WMWI Metro Landfill Facility Greenspace Protection and Limited Landfill Expansion Agreement dated August 16, 2010, at Article IV.24.B.

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ARTICLE 3. TERMS OF PAYMENT

Payment by CLIENT to CONSULTANT shall be monthly, based on the invoicing provided by CONSULTANT.

A. INVOICING

The CONSULTANT shall submit itemized invoices to CLIENT for progress payments once each month during the progress of the Services. Such invoices will represent the value of the completed Services, and will be prepared in such form and supported by documentation as CLIENT may reasonably require.

B. PAYMENTS

CLIENT will review and approve invoices for payment. CLIENT will make payment to the CONSULTANT within thirty (30) days after receipt of the invoice. Progress payments to CONSULTANT will not constitute acceptance of the Services.

C. LIENS

CONSULTANT will promptly pay for all services, labor, material, and equipment used or employed in the Services, and will maintain all materials, equipment, structures, buildings, premises, and other subject matter hereof free and clear of mechanic's or other liens.

ARTICLE 4. OBLIGATION OF CONSULTANT

A. INDEPENDENT CONTRACTOR

CONSULTANT is an independent contractor and will maintain complete control of and responsibility for its employees, subcontractors, and agents. The CONSULTANT shall also be solely responsible for the means and methods for carrying out the Services.

B. REPORTING

CONSULTANT shall, if requested by CLIENT, submit with its monthly invoice, progress reports, in a form acceptable to CLIENT.

C. PERFORMANCE

The standard of care applicable to CONSULTANT Services will be the degree of skill and diligence normally employed by others performing the same or similar Services and that of a professional engineer in Southeastern Wisconsin. The CONSULTANT will reperform any Services not meeting this standard without additional compensation.

D. WORKING FILES

CONSULTANT will maintain files containing all work documentation including calculations, assumptions, interpretations of regulations, sources of information, and other raw data required in the performance of this AGREEMENT. CONSULTANT will provide copies of the information contained in its working files to CLIENT upon request of CLIENT and at the CLIENT'S cost. All copies of information and data given to CONSULTANT by CLIENT or generated by CONSULTANT in performance of the Services will be delivered by the CONSULTANT to CLIENT upon termination of the AGREEMENT. CONSULTANT may retain one copy of any documentation pertaining to the Services performed after the termination of this AGREEMENT.

E. HOLD HARMLESS

CONSULTANT shall and hereby agrees to indemnify, defend, hold harmless and release CLIENT

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(including its directors, officers, employees, representatives and agents) for any and all losses, demands, damages, claims, costs and expenses (including reasonable attorney's fees and costs) relating to or resulting from bodily injury or death, and for damage to property during or related to the Services under this AGREEMENT; provided, however, this release shall not be effective as to the extent that any such bodily injury or death or damage to property resulted from gross negligence or willful misconduct of CLIENT.

F. CODES, LAWS, AND REGULATIONS

CONSULTANT will comply with all applicable codes, laws, regulations, standards, and ordinances in force during the term of this AGREEMENT. CLIENT shall provide copies of local ordinances and agreements pertaining to the site to CONSULTANT.

G. PERMITS, LICENSES, AND FEES

CONSULTANT will obtain and pay for all permits and licenses required by law that are associated with the CONSULTANT'S performance of the Services and will give all necessary notices.

H. INSURANCE

CONSULTANT shall, during the term of the AGREEMENT, maintain insurance coverage with an authorized insurance carrier acceptable to CLIENT in amounts equal to the minimum limits set forth below

A. Limit of General/Commercial Liability	\$1,000,000.00
B. Automobile Liability; Bodily Injury/Property Damage	\$1,000,000.00
C. Worker's Compensation and Employer's Liability	Statutory
D. Professional Liability	\$1,000,000.00

Certificates of insurance evidencing the above shall be delivered to CLIENT on request and shall provide that such coverages may not be canceled or amended without 30 day prior notice to CLIENT and naming CLIENT as an additional insured for General Liability.

I. ACCESS TO RECORDS

The CONSULTANT will maintain accounting records, in accordance with generally accepted accounting principles and practices, to substantiate all invoiced amounts. Unless otherwise provided in a Task Order said records will be available for examination by CLIENT during CONSULTANT'S normal business hours for a period of three (3) years after CONSULTANT'S final invoice to the extent required to verify the costs incurred hereunder.

J. SUSPENSION OF WORK

The CONSULTANT will, upon written notice from CLIENT, suspend, delay or interrupt all or a part of the Services. In such event, CONSULTANT will resume the Services upon written notice from CLIENT, and an appropriate extension of time will be mutually agreed upon and added to CONSULTANT'S time of performance. CLIENT will reimburse CONSULTANT for reasonable termination and start up costs should work be suspended, interrupted or delayed unless due to the wrongful act or omission of CONSULTANT under this AGREEMENT or its duties of skill and diligence.

K. WORKING RELATIONSHIP BETWEEN WASTE MANAGEMENT OF WISCONSIN, Inc., J Spear Associates, Inc. AND THE CITY OF FRANKLIN

During the term of this AGREEMENT no CONSULTANT employee or subconsultant working under this AGREEMENT shall knowingly perform any work for Waste Management of Wisconsin, Inc. or any of its subsidiaries. No CONSULTANT employee or subconsultant who has done work for Waste Management of Wisconsin, Inc. within two years of this AGREEMENT shall be

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assigned to work under this AGREEMENT.

L. CONFLICT OF INTEREST

CONSULTANT warrants that neither it nor any of its affiliates, their officers, employees or agents, have 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, their officers, employees or agents, will acquire directly or indirectly any such interest.

CONSULTANT warrants that it will immediately notify CLIENT if any actual or potential conflict of interest arises or becomes known to CONSULTANT. Upon receipt of such notification, review and written approval is required from CLIENT for the CONSULTANT to continue to perform work under this AGREEMENT.

M. CONSULTANT'S PERSONNEL AT THE SUBJECT SITE

The presence of duties of CONSULTANT'S personnel at the subject site, whether as onsite representatives or otherwise, do not make CONSULTANT or its personnel in any way responsible for those duties that belong to the CLIENT and/or contractors, or other entities, and do not relieve the contractors or any other entity of their obligations, duties, and responsibilities, including, but not limited to, all construction/operation methods, means, techniques, sequences, and procedures necessary for coordinating and completing all portions of work in accordance with the Contract Documents and any health and safety precautions required by such activities.

CONSULTANT and its personnel have no authority to exercise control over any contractor or other entity or their employees in connection with their work or any health and safety precautions and have no duty for inspecting, noting, observing, correcting, or reporting on health and safety deficiencies of the contractor or other entity or any other persons at the site other than CONSULTANT'S own personnel.

The presence of CONSULTANT'S personnel at the subject site is for the purpose of providing CLIENT a greater degree of confidence that the complete work will confirm to the applicable siting agreements and local and state laws, rules, codes, orders, and ordinances and that the integrity of the terms as reflected in the applicable siting agreements and local and state laws, rules, codes, orders, and ordinances have been implemented and preserved by the contractors. CONSULTANT neither guarantees the performance of the contractors nor assumes responsibility for contractor's failure to perform their work in accordance with the applicable siting agreements and local and state laws, rules, codes, orders, and ordinances.

ARTICLE 5. OBLIGATIONS OF CLIENT

A. TIMELY REVIEW

CLIENT will examine the CONSULTANT'S studies, reports, proposals, and other related documents and render decisions required by CONSULTANT a timely manner.

B. PROMPT NOTICE

CLIENT will give written notice to CONSULTANT whenever CLIENT observes or becomes aware of any development that affects the scope or timing of CONSULTANT Services, or any defect in the work of the CONSULTANT.

C. CHANGES

CLIENT may, by written order only, make changes, revisions, additions, or deletions (collectively

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hereinafter called "changes") in the Services. CONSULTANT will immediately, upon knowledge of any potential changes (including actions, inactions, and written or oral communications) that do not conform to the authorized method of directing changes specified herein, notify CLIENT of such changes and will request written disposition. The CONSULTANT will not proceed with any changes unless notified to proceed in writing by CLIENT. Nothing herein will be construed as relieving the CONSULTANT of its obligations to perform, including without limitation, the failure of the parties to agree upon the CONSULTANT entitlement to, or the amount of, any adjustment in time or compensation. Any claim by the CONSULTANT for an adjustment under this paragraph must be preceded by CONSULTANT'S written notice to CLIENT prior to performing any work or changes that such work or changes will require additional payment to that contemplated by this AGREEMENT. If the Services are reduced by changes, such action will not constitute a claim for damages based on loss of anticipated profits.

D. AUTHORITY OF CLIENT

The authority and responsibility of CLIENT are limited to the provisions set forth in this AGREEMENT.

ARTICLE 6. GENERAL LEGAL PROVISIONS

A. PROPRIETARY INFORMATION

All prices, rates, designs, reports, data, services, specifications, and other information related to the Services contain and comprise proprietary and company confidential information of CLIENT, and potentially other teaming partners. Except for the purpose hereof, CONSULTANT shall not publish or disclose to any third party or make use of such information during or at any time following the expiration or earlier termination hereof except if such disclosure is required by CLIENT, order of a court of competent jurisdiction, or otherwise required by applicable law.

B. ASSIGNMENTS

Neither party shall have the power to or will assign any of the duties or rights or any claim arising out of or related to this AGREEMENT, whether arising in tort, contract or otherwise, without the written consent of the other party. Any unauthorized assignment is void and unenforceable. These conditions and the entire AGREEMENT are binding on the heirs, successors, and assigns of the parties hereto.

C. WAIVERS

No waiver by either party of any default by the other party in the performance of any provision of this AGREEMENT will operate as, or be construed as, a waiver of any future default, whether like or different in character.

D. FORCE MAJEURE

Neither party to this AGREEMENT will be liable to the other party for delays in performing the Services, or for the direct or indirect cost resulting from such delays, that may result from labor strikes, riots, war, and acts of governmental authorities, extraordinary weather conditions or other natural catastrophe, or any cause beyond the reasonable control or contemplation of either party.

E. AUTHORIZATION TO PROCEED

Verbal authorization by CLIENT, followed by confirming letter to CONSULTANT will be authorization for CONSULTANT to proceed with the Services.

F. NO THIRD PARTY BENEFICIARIES

This AGREEMENT gives no rights or benefits to anyone other than the CONSULTANT and

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CLIENT and has no third party beneficiaries.

G. JURISDICTION

The laws of the State of Wisconsin shall govern the validity of this AGREEMENT its interpretation and performance, and any other claims related to it. The venue for any dispute shall be the Circuit Court for Milwaukee County. The prevailing party in any such litigation shall be entitled to be awarded its reasonable attorney's fees.

H. SEVERABILITY AND SURVIVAL

If any of the Provisions contained in this AGREEMENT are held invalid, illegal, or unenforceable the unenforceability of the other remaining provisions shall not be impaired thereby. Limitations of liability, indemnities, and other express representations shall survive termination of this AGREEMENT for any cause.

I. TERMINATION

(1) TERMINATION FOR CONVENIENCE

CLIENT, for its convenience, may, effective forthwith upon any notice, terminate all or part of this AGREEMENT. In such event the CONSULTANT will be entitled to compensation for the Services competently performed up to the date of termination. The CONSULTANT will not be entitled to compensation for profit on the Services not performed.

(2) TERMINATION FOR DEFAULT

CLIENT may, by written notice, terminate the whole or any part of the AGREEMENT for default in the event that the CONSULTANT fails to perform any of the provisions of this AGREEMENT, or fails to make progress as to endanger performance of the AGREEMENT in accordance with its terms, or, in the opinion of CLIENT, becomes financially or legally incapable of completing the Services and does not correct such to CLIENT'S reasonable satisfaction within a period of seven (7) working days after receipt of notice from CLIENT specifying such failure.

If after notice of termination, it is determined for any reason that the CONSULTANT was not in default or that the default was excusable, the rights and obligations of the parties will be the same as if the notice of termination had been issued pursuant to TERMINATION FOR CONVENIENCE.

In the event of termination for default, the CONSULTANT will not be entitled to termination expenses. Regardless of the cause of termination the CONSULTANT shall deliver legible copies of all completed or partially completed work products and instruments of service including, but not limited to laboratory, field or other notes log book pages, terminal data, computations and designs.

The rights and remedies of CLIENT provided in this Article will not be exclusive and are in addition to any other rights and remedies provided by law or equity or under this AGREEMENT.

J. DELAYS AND EXTENSION OF TIME

If the CONSULTANT is delayed in the progress of the Services by any act or neglect of CLIENT or by any separate teaming partner, or by strikes, lockouts, fire, unusual weather conditions, or unavoidable casualties, the CONSULTANT will, within twenty-four (24) hours of the start of the occurrence give notice to CLIENT of the cause of the potential delay and estimate the possible

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time extension involved. Due to the time sensitive nature of the Services bring provided by CONSULTANT any extension or delays in CONSULTANT'S performance must be negotiated by the parties such that CLIENT can still meet deadlines which are established by entities that are not parties to this AGREEMENT. No extension of time will be granted to the CONSULTANT for delays occurring to parts of the Services that have no measurable impact on the completion of the Services under this AGREEMENT. No extension of time will be considered for weather conditions normal to the area in which the Services are being performed. Unusual weather conditions if determined by CLIENT to be of a severity that would stop all progress may be considered as cause for an extension of completion time. Delays in delivery of equipment or material purchased by the CONSULTANT or its subcontractors will not be considered as a just cause for delay. The CONSULTANT will be fully responsible for the timely ordering, scheduling, expediting, and/or delivery of all equipment, materials, and personnel.

K. TERM OF AGREEMENT

The AGREEMENT shall extend to and expire upon December 31, 2018. This term may be extended by mutual consent of both parties.

ARTICLE 7. NOTICES

For the purposes of this agreement, notices will be by United States Mail to:

For the CLIENT:

For the CONSULTANT:

JSA Environmental, Inc.
2410 N. Palmer Street
Milwaukee, WI 53212
ATTN: Jo-Walter Spear, Jr., P.E.

ARTICLE 8. SIGNATURES AND ATTACHMENTS

A. The following attachments are made part of this AGREEMENT: Attachment A.

B. This AGREEMENT executed in duplicate original, represents the entire AGREEMENT between the parties, supersedes all prior agreements and understandings and may be changed only by a written amendment executed by both parties.

IN WITNESS WHEREOF, the parties have caused this AGREEMENT to be executed on the dates set forth below and delivered and effective the ____ day of December, 2017.

Approved for JSA Environmental, Inc.

Accepted for City of Franklin

By _____

By: _____

**STANDARD AGREEMENT FOR SERVICES TO MONITOR
COMPLIANCE AT METRO RECYCLING AND DISPOSAL
FACILITY DURING OPERATIONS AND CONSTRUCTION**

Name: Jo-Walter Spear, Jr., P.E.

Title: Project Manager

Date: _____

Name: Stephen R. Olson

Title: Mayor

Date: _____

By: _____

Name: Sandra L. Wesolowski

Title: City Clerk

Date: _____

By: _____

Name: Paul Rotzenberg

Title: Director of Finance & Treasurer

Date: _____

Approved as to form:

By _____

Name: Jesse A. Wesolowski

Title: City Attorney

Date: _____



**Standard Rates and Conditions
For Legacy Clients
2018**

<u>Title</u>	<u>Rate</u>
Principal	\$120.00
Project Manager	\$ 85.00
Administration	\$ 50.00
Engineering Technician	\$ 50.00

Mileage is billed at \$ 0.63 per mile and travel is billed at one-half the traveler's hourly rate. Copies are billed at \$ 0.10 per page for letters, memoranda, reports, etc and \$0.65 for color letter sized. Drawings are billed at \$ 0.75 per square foot of drawing for black and white and \$ 8.00 per square foot for color. All other direct expenses are itemized on our invoice. Invoicing will include any disposable supplies or special equipment, as applicable. Clients will be provided with a secure Intranet page, for the receipt and maintenance of deliverables and other documents. Our secure intranet page is also available for collaborative document development and review. A 10 % surcharge will be applied to all expenses to cover administration and management. Each client invoice is assessed a \$50.00 Administrative Services Fee to recover accounting and billing costs.

JSA Environmental charges time on the basis of the nearest ½ hour for engineers and planners and the nearest ¼ hour for graphics, CAD, and Administrative personnel. Invoicing is done at least once each month, either around the middle of the month or the end of the month, based on client preference. Invoices will be submitted within ten (10) days of the close of the billing period and are payable upon receipt. Should invoices be issued outside of this schedule, they are due and payable upon receipt. JSA reserves the right to assess late charges of 5.0% of the principal per month against all invoices not paid within 60 days of issuance. In addition, work on the project by JSA may be suspended and data, reports and/or other products withheld, should invoices not be paid within 45 days. Invoices are due and payable upon receipt. Invoices paid within fifteen (15) days of issuance are eligible for a 2.5% discount, which maybe taken by the client when making payment.



November 17, 2017

Project No: 1036.10066
Jesse Wesolowski, Esq
Attorney to the City of Franklin
11402 W. Church Street
Franklin, Wisconsin 53132

Re: 2018 JSA Environmental Professional Services for the City of Franklin

Dear Jesse;

We, JSA Environmental (JSA), would like to continue to offer our Professional Services to the City of Franklin. We consider the City of Franklin to be a Legacy Client and offer rates and terms that we have maintained since 2008. These rates and conditions are attached. Also attached, please find our "Scope of Professional Services". JSA currently audits the WMWI Metro Facility twice per month and reports directly to the Waste Facility Monitoring Committee, and its Chair; Marvin Wolff. The product of the audits, a final report, is placed on the web at <http://jsacivil.com/pages/audit/franklin.html>.

I, and my staff, greatly appreciate the experience and the continued opportunity to serve the City of Franklin. If you, or the City of Franklin, have any questions or comments regarding our current or future services, please do not hesitate to contact me.

Thank you,

Jo-Walter Spear, Jr., P.E., S.C.
JSA Civil Environmental Engineers, Project Manager and President

JSA Environmental, Inc. (JSA) Scope of Professional Engineering Services to The City of Franklin, WI

LANDFILL OPERATIONS AUDITING

The scope of services has been broken down into the following tasks:

Task 1 Auditor's Manual

The auditor's manual is reviewed and updated, annually. The budget for this task assumes one hour to review and update the manual.

Deliverables: Auditors Manual

Task 2 Operations and Construction Audit

JSA auditors will perform audits of landfill operations and any construction activities occurring during the audit. The audit of operations will include, but not be limited to, observation of waste receipt; weigh-in, placement and compaction of wastes; the application of cover materials and cover integrity; odor monitoring (on-site and off-site); leachate management, including leachate recirculation, evaporation, and disposal; landfill gas recovery system operations; flare stability and consistency; vegetation observations for signs of landfill gas or leachate stress; and other necessary operations for the facility. To maximize the efficiency of the audits, JSA has prepared an audit form that encompasses regulatory, permit, and contractual requirements, as well as other standards of practice in the solid waste industry. JSA has used this form, or one similar to it, at other facilities. JSA will provide the City of Franklin, Metro Waste Disposal and Recycling Monitoring Committee (Committee) and Metro Waste Disposal and Recycling Facility(Metro) with an audit report following each site visit. Particular attention will be paid to activities and procedures that do not conform the contract between Metro and the City of Franklin (City). We will provide our findings and recommendations to the Committee in writing.

Inspection of operations will be conducted during each site visit, as appropriate. Construction continues at a landfill after the major actions of building new cells. The addition of a new landfill gas recovery well, placement of incremental cap areas, erosion damage repairs and other construction activities will be observed if they are in process during the audit.

Our team has extensive experience in all aspects of landfill construction and operation and will draw upon our Project Manager's experience with landfill construction and operations, with the support of our Principal, who has over 30 years of landfill construction and operations experience. We will use our experience to anticipate problems and to keep the City fully informed of the project status.

Our budget for this task is based on the assumption that one team member will spend 3 to 4 hours at the site each week, with senior review of the audit reports.

During periods of intense or complex construction, the audits may consume more time than anticipated above. Our experience in other audit situations is that there are opportunities to manage the total budget to prevent budget over runs at the project level.

Deliverables: Copy of landfill operations audit report following each site visit, including a copy of the landfill construction audit report for construction activity occurring during the audit; Year End Report

Task 3 Odor Monitoring

JSA will conduct Odor Monitoring before and during every audit event at the Metro site. A course about the landfill has been defined for the limits of odor monitoring and the results of each event are recorded upon a map that is included in the Audit report. JSA also maintains an online database of all odors reported and their geographic location about the Metro site.

Deliverables: Copy of the Odor Monitoring Map with every Audit Report, provide and maintain database of odor complaints.

Task 4 Environmental Monitoring and Data Analysis

At the direction of the City or the Committee, JSA will review and evaluate groundwater quality and surface water quality data, groundwater elevation data, leachate quality data; and landfill gas data provided by Metro to the City or the Wisconsin Department of Natural Resources (WDNR). This evaluation will include both a general trend analysis and a trend analysis that relates to the background data.

If our team identifies significant changes or anomalies in the groundwater or surface water data, we will evaluate the impact of the landfill on those changes and notify the City. At the request of the City, we will identify appropriate mitigation actions and present these actions in a technical memorandum for the City's review.

Deliverables: Quarterly and Annual review of Metro's analysis of groundwater and surface water quality and an assessment of the numerical results; a memorandum summarizing the observation during a quarterly groundwater and surface water monitoring event; quarterly and annual review of Metro's sampling and analysis of landfill gas and an assessment of the numerical results; and a memorandum summarizing the observation during a landfill gas monitoring event.

Task 5 Facility Closure and Post-Closure Care Monitoring

At the direction of the City, JSA will make independent annual determinations of the funding level (+30% or -50%) necessary to close the landfill and to monitor and maintain it for a period of 30-years following closure. This level will be compared to the current balance of the facility closure, monitoring, and maintenance funds or current calculations of that fund, by Metro. We will provide a written

assessment to the City indicating whether sufficient funds have been set aside.

Deliverable: Annual written report assessing funding requirements for closure and post-closure monitoring.

Task 6 Attendance at Landfill Committee Meetings

JSA will attend the Committee Meetings in order to address questions from members of the committee. Typically, the Auditor and/or an engineer will attend the meeting, based on our understanding of committee concerns. We request to be placed on the agenda early in the meeting and will attend for a period of one hour at no cost to the City. If we are requested to remain after the hour, the City will be billed for the time at the regular hourly rate of our attendees. The budget for this task assumes that we will spend no more than one hour at the meetings.

Deliverable: Documentation as requested by the committee at prior meetings, if any.

Task 7 Additional Services as Requested

JSA is prepared to perform a variety of tasks for the duration of the contract period not specifically addressed in the scope of services. Our experience suggests that the flexibility offered by this arrangement will be extremely valuable to the City. Because of the variety of situations that are encountered in the course of landfill construction and operation, there are services that may be requested that can not be envisioned at the time the scope of services is written. The following list is not a proposal for additional services, but a short lists of examples of services we have been asked to provide during an audit contract that were not envisioned in the contract:

- Consultation regarding storm water and erosion control when problems occur,
- Consultation regarding alternative daily cover,
- Consultation regarding the Operator's plans to meet new regulations including air quality, gas management, and NPDES regulations,
- Consultation regarding Operator proposals to change environmental monitoring plans,
- Solid waste market assessment and consultation,
- Consultation on the effectiveness and selection of landfill deodorants,
- Consultation on and the preparation of comments regarding legislation or regulation that effects landfill operation or impacts the agreement between the community and the landfill

Deliverable: Deliverable and level-of-effort for activities under this Task will be developed on a case by case basis as requested by the City

STATE OF WISCONSIN

CITY OF FRANKLIN

MILWAUKEE COUNTY

RESOLUTION NO. 2017-____

A RESOLUTION AUTHORIZING CERTAIN OFFICIALS TO EXECUTE AN
AGREEMENT TO CONTINUE PROFESSIONAL ENVIRONMENTAL ENGINEERING
SERVICES TO MONITOR COMPLIANCE AT THE METRO RECYCLING &
DISPOSAL FACILITY TO DECEMBER 31, 2018, WITH
JSA ENVIRONMENTAL, INC.

WHEREAS, JSA Environmental, Inc. having proposed to provide continued services as previously approved by the Common Council for the monitoring of the Metro Recycling & Disposal Facility landfill operations, for compliance with applicable state and local laws, codes, rules, orders and ordinances and siting agreements, to the end of the year 2018, the cost of such services being reimbursable to the City pursuant to Article IVB. of the WMWI Metro Landfill Facility Greenspace Protection and Limited Landfill Expansion Agreement; and

WHEREAS, the Common Council having considered such proposal and the resources currently available to obtain such monitoring services, and the benefit to the Community from the provision of such services and having found such proposal to be reasonable.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Common Council of the City of Franklin, Wisconsin, that the agreement for Professional Environmental Engineering Services to Monitor Compliance at Metro Recycling & Disposal Facility landfill, with JSA Environmental, Inc., as previously extended by the Common Council to December 31, 2017, be further extended to December 31, 2018, to provide services limited to bi-monthly audits, reports thereon and government meeting attendance limited to one hour each meeting, and such prior contract terms as may be applicable thereto, at cost not to exceed \$20,000.00, as adjusted by the consumer price index as set forth in the WMWI Metro Landfill Facility Greenspace Protection and Limited Landfill Expansion Agreement dated August 16, 2010, at Article IV.24.B., and all in such form and content as annexed hereto, be and the same is hereby approved.

BE IT FURTHER RESOLVED, that the Mayor and City Clerk be and the same are hereby authorized to execute and deliver such agreement.

Introduced at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2017.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2017.

RESOLUTION NO. 2017-____

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APPROVED:

Stephen R. Olson, Mayor

ATTEST:

Sandra L. Wesolowski, City Clerk

AYES _____ NOES _____ ABSENT _____

APPROVAL <i>Steve</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE 12/04/2017
REPORTS AND RECOMMENDATIONS	RESOLUTION TO AUTHORIZE WISDOT TO TEMPORARILY UTILIZE FRANKLIN ELECTRICAL INFRASTRUCTURE	ITEM NUMBER <i>G.H.</i>

BACKGROUND

WISDOT is underway on a construction project for the interchange of I-94 and W. Ryan Road (STH 100). This construction is temporarily disrupting electric service to their lighting. To keep the lighting in operation, WISDOT wishes to access sources fed from Franklin's WE Energies meters.

ANALYSIS

WISDOT is proposing options that involve temporary access of conduit reserved for Franklin's future use and using electricity fed from Franklin's electrical services. WISDOT has supplied the attached proposal. The proposal calculates an estimated electric charge.

Staff has reviewed the attached proposal and recommends that Common Council authorize the temporary use of the empty conduit and connection to electrical sources controlled by existing Franklin electrical meters for \$2,900. Addition of 15% overhead administrative charge totals \$3,335.

OPTIONS

Authorize WISDOT to temporarily utilize existing electrical infrastructure; or
Table.

FISCAL NOTE

Finance would issue an invoice for miscellaneous DPW charges.

COUNCIL ACTION REQUESTED

Motion to sign a resolution to authorize WISDOT to temporarily utilize Franklin electrical infrastructure.

Engineering Department: GEM



Division of Transportation System Development
Southeast Regional Office
141 N.W. Barstow Street
P.O. Box 798
Waukesha, WI 53187-0798

Scott Walker, Governor
Dave Ross, P.E., Secretary
Internet: www.dot.wisconsin.gov

Telephone: (262) 548-5903
Facsimile (FAX): (262) 548-5662

E-Mail: waukesha.dtd@dot.wi.gov

November 30, 2017

Glen Morrow, PE
City of Franklin
9229 W. Loomis Road
Franklin, WI 53132

SUBJECT: Request to tie into Power Source at 27th St. / Ryan Road Intersection

Project ID: 1030-20-85 N-S FREEWAY, RYAN ROAD INTERCHANGE

Dear Mr. Morrow,

Our contractor is underway with construction for the noted Project ID above, with our contractor working on constructing traffic crossovers, temporary signals, and temporary lighting in order to begin construction on the first half of Ryan Road bridge over IH 94. During our initial stages of our project, the contractor has had challenges finding sources to power the existing lighting outside the limits of our temporary lighting. More specifically we have limited options to maintain existing lighting system for the City of Oak Creek from 22nd St. to 27th St. along the Ryan Road corridor. Currently this area will remain without lights (with City of Oak Creek's permission) for a short period of time.

Our contractor is requesting to use of City of Franklin power to maintain lighting on Ryan Road, from 27th St. to the eastern most Pick'n Save entrance until late November of next year. There are currently seven poles in the median which no longer have a viable power source due to construction of a median crossover near 22nd St.

See below for the following options the department has identified:

Option 1 – Maintain lighting on Ryan Road by using and getting permission from City of Franklin to utilize the power source at a pull box in the median of Ryan Road west of 27th St. This could be done by running wire to the east using the existing conduit. The power consumption of 14 lights, 400 Watts/light, 5.6 kWh, 12 hours/day results in a total 67.2 kWh/day. Using the average electricity rate for this area of 12 cents/kWh over the course of a year results in an estimated cost of \$2,900 plus an additional 15% overhead charge for city administrative fees results in a total of \$3,335.

Option 2 – Make a service request with WE Energies to power lights, however I've been told this may take up to (or more than) 8 weeks to address this issue. This option would include tying into existing lines on the south side of Ryan Road to power said lights. This request would be cancelled if the City of Franklin grants long term approval for use of power.

Option 3 – This would be a combination of options 1 and 2. If the City of Franklin can grant approval to utilize option 1 only for the near term future, our project can still have WE Energies complete the service request, and make a switch of power source once ready. The cost to power these lights for two months is an estimated cost of \$480 plus an additional 15% overhead charge for city administrative fees results in a total of \$552.

Thank you for your time and consideration of this request, and we look forward to hear from you regarding this request.

Sincerely,

Ken Klepczynski, PE
Project Manager

Cc
Brad Peterson – Project Leader

STATE OF WISCONSIN : CITY OF FRANKLIN : MILWAUKEE COUNTY

RESOLUTION NO. 2017-

A RESOLUTION TO AUTHORIZE WISCONSIN DEPARTMENT OF TRANSPORTATION
TO TEMPORARILY UTILIZE FRANKLIN ELECTRICAL INFRASTRUCTURE

WHEREAS, Wisconsin Department of Transportation (WISDOT) is underway with construction on the I-94 and West Ryan Road (STH 100) interchange; and

WHEREAS, existing electrical service to area lights will be disrupted and there is a desire to maintain a well lighted interchange; and

WHEREAS, Franklin has spare electrical conduit and electrical service in the proximity that would allow electrical feed to the WISDOT facilities; and

WHEREAS, the additional electrical cost plus an overhead administrative charge to the City is estimated to be \$3,335.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Common Council of the City of Franklin that it would be in the best interest of the City to allow WISDOT to temporarily utilize Franklin electrical infrastructure.

Introduced at a regular meeting of the Common Council of the City of Franklin the
_____ day of _____, 2017, by Alderman _____.

PASSED AND ADOPTED by the Common Council of the City of Franklin on the
_____ day of _____, 2017.

APPROVED:

Stephen R. Olson, Mayor

ATTEST:

Sandra L. Wesolowski, City Clerk

AYES _____ NOES _____ ABSENT _____

APPROVAL <i>Shw</i> <i>PK</i>	REPORT TO COMMON COUNCIL	MEETING DATE Dec 5, 2017
REPORTS & RECOMMENDATIONS	Report from Finance Committee related to new investment in OPEB Trust Portfolio	ITEM NUMBER <i>G.5.</i>

Background

The Director of Finance removed the Convergence Fund from the OPEB Trust portfolio in October, 2017 when it was learned that short sales were being used as a core investment strategy. That strategy is in conflict with the investment policy governing the OPEB portfolio.

The Finance Committee requested to review the investment options the Finance Director was considering for the OPEB portfolio, Emerging Markets. The portfolio has a position in the Developed International Markets, but no position in Emerging Markets.

Analysis

The Finance Director provided a list of six Emerging Markets options. They were:

- 1) Fidelity Emerging Markets Fund FEMKX,
- 2) Ivy Emerging Markets Equity Fund IPOAX,
- 3) T Rowe Price Emerging Markets Stock Fund PRMSX,
- 4) Matthews Emerging Asia Markets Fund MEASX,
- 5) Dreihause Emerging Markets Growth Fund DREGX and
- 6) JP Morgan Emerging Markets Fund JFAMX.

The Committee reviewed information related to these funds including, but not limited to, total assets managed, 3 & 5 year rank in category, manager tenure, 3 year Sharpe ratio (measure of risk adjusted performance), R2 – measurement of how closely the portfolio performance correlates with the performance of the fund's primary benchmark, expense ratio, top five country exposure, top ten holdings, 1 year and 5 year returns, investment objective and investment strategy.

The Committee concurred with the Finance Director on a \$100,000 allocation to both the Fidelity Emerging Markets Fund and the Ivy Emerging Markets Equity Fund.

Recommendation

The Committee requested that the Common Council be informed of the investment recommendation of the Finance Director and concurrence by the Finance Committee.

Fiscal Impact

A new position in the OPEB Trust portfolio in the Emerging Markets segment of the International category will be established. The total International Equity exposure after the investment will be within the Investment policy limits as established by the Common Council.

COUNCIL ACTION REQUESTED

Report only, no Action requested.

Finance Dept - Paul

APPROVAL <i>Slw</i> <i>PL</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE Dec 5, 2017
REPORTS & RECOMMENDATIONS	October, 2017 Monthly Financial Report	ITEM NUMBER <i>G.6.</i>

Background

The October, 2017 Financial Report is attached.

The Finance Committee has reviewed the report at its Nov 28, 2017 meeting and unanimously recommends acceptance.

Highlights of the report are contained in the transmittal memo.

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

COUNCIL ACTION REQUESTED

Motion to Receive and place on file



City of Franklin

Date: Nov 22, 2017
To: Mayor Olson, Common Council and Finance Committee Members
From: Paul Rotzenberg, Director of Finance & Treasurer *Paul*
Subject: Ten months ended Oct. 2017 Financial Report

The October, 2017 financial reports for the General Fund, Debt Service Fund, TID3, TID4, TID5, Solid Waste Fund, Capital Outlay Fund, Equipment Replacement Fund, Street Improvement Fund, Capital Improvement Fund, Development Fund, Utility Development, Self Insurance Fund, and Employee Retirement Insurance Fund are attached.

The budget allocation is completed using an average of the last five years actual spending. Caution is advised in that spending patterns may have changed. Comments on specific and trending results are provided below to aid in understanding or explaining current year financial results. Budget allocations are based upon the amended budget.

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

Cash & Investments in the General Governmental Funds total \$27,046,453 and decreased \$2,995,934 in the last month. With the last of the tax settlements in August, the bulk of the resources are now recorded, and payroll and operating costs use those resources. The October payment of the Street Improvement program also decreased Capital Fund Balances.

The Other Funds increased \$1,805,396 reflecting the collection of billings in the utility funds.

GENERAL FUND revenues of \$22,280,603 are \$503,663 (2.2%) less than budget, principally due to the lack of Building Permit revenues.

Comments on specific types of revenues follow:

- Building permit revenues of \$409,050 are \$349,225 behind budget (54% of budget). A \$44,000 permit was pulled in May for a new development in the business park. The slow level of new development impacts several funds, as noted later.
- \$116,610 of Landfill Siting Revenues have been credited to the General Fund, representing 78% of budget. Total Landfill siting revenues across all funds are \$678,672 representing 83% of budget, which is behind pace for the year. It would appear that

landfill siting revenues will be short of budget for 2017. The General Fund will receive the last of the landfill siting funds so as to preserve resources in the Capital funds.

- Ambulance revenues of \$904,860 are \$66,763 behind budget (7%).
- All of the permitted 2017 Room taxes have been collected in the General Fund. The Tourism Commission is now receiving the remaining revenues.

Total Expenditures of \$20,760,258 are \$418,114 under spent. General Government has underspent by \$174,025. Public Works is also underspent by \$183,673 on reduced Labor costs due to vacancies. Several of the other Activities are overspent, primarily due to extra payrolls in March & September. As the fourth quarter moves along, this unfavorable payroll budget performance will move back to budget.

- General Government expenditures of \$2,474,260 are \$174,025 under spent. Court prisoner boarding costs are currently over budget, having exceeded the annual budget. A budget amendment in November will solve this issue. Information Systems is spending slower than budget by \$66,037, delayed Assessing service billings accounts for \$44,602. These costs are expected to occur by year's end. Administration is underspent by \$51,281, with postage, other professional services and labor attorney having the greatest underspending.
- Public Safety costs of \$13,944,340, is \$11,282 under spent (0.08%). Three payrolls in Sept has pushed labor costs over budget, but will mostly even out as Q4 moves along. Police overtime may become an issue with current spending patterns. Overtime in the Fire Dept continues to plague spending (\$292,938 - 175% of budget). There have been vacancies in Dispatch (\$45,758). Fire plan reviews revenues of \$19,543 are only 40% of budget.
- Public Works expenditures of \$3,259,306 are \$183,673 underspent. The biggest savings are on fuel and vehicle maintenance. Q4 can change this picture with unfavorable weather conditions.
- Summer work is temporarily pushing Parks labor costs over budget (\$10,360)

A \$1,520,345 surplus is \$85,549 greater than budget. The majority of revenues have been received for the year, while 17% of the expenditures are yet to occur. This will eliminate the current surplus and generate a deficit by year's end.

A \$1.492 million deficit was budgeted (consisting primarily of a \$500,000 contingency, a one-time \$680,000 contribution to the Defined Benefit Retirement plan, \$103,000 of expected retirement costs, and \$80,000 of tax refunds). The deficit will be smaller than the budgeted deficit to the extent that Building Permit revenues meet the budget and the \$500,000 Restricted Contingency is not required.

DEBT SERVICE – Debt payments were made March 1 and Sept 1 as required with no budget issues.

TID Funds – TID 3 has unpaid commitments on the S 27th Street reconstruction project, but otherwise is on budget. The Dept. of Transportation implemented a new billing system, which is delaying billings on projects, with the S 27th Street project impacting Franklin.

TID 3 will have a \$5 million borrowing in Dec 2017 to fund an expected developer's agreement.

The TID 4 budget was amended to provide for a developer's incentive. That program is awaiting a finalized developer's agreement.

TID 5 is substantially inactive until the Ball Park Commons developer's agreement is concluded.

SOLID WASTE FUND – Activity is occurring as budgeted.

CAPITAL OUTLAY FUND – revenues are in line with budget, with landfill siting revenues running slower than the budget anticipated.

General Government expenditures relate to the Information Technology programs. Public Safety purchases relate to the 2017 patrol cars, (2) K-9 units, Tasers, safety equipment, (11) Police desktop PC's and the Fire Dept. defibrillator unit and four turnout gear sets. Public Works has purchased \$24,223 of trees.

The \$26,950 transfer out is the reclassification of an IT expenditure that was originally budgeted as a software purchase but re-characterized as professional services in the General Fund.

EQUIPMENT REPLACEMENT FUND – Revenues are in line with budget.

The 2017 ambulance and two Jeep vehicles in Inspection are the Public Safety expenditures. In Public Works, the snow blower has arrived, the snow plow and self-propelled paver are nearly complete.

STREET IMPROVEMENT FUND – Revenues are in line with budget.

The 2017 street improvement program contract is nearly complete. The portion of the program related to W St Martin's Road and the bridge replacement are yet to be completed.

CAPITAL IMPROVEMENT FUND – Few resources to this fund have been received as yet. The Common Council adopted a \$42.7 million debt offering for Q4. The expected sale will likely be lower as information on several issues crystalizes in November. Refund revenues relate to insurance proceeds on the HVAC equipment struck by lightning at the Police Station.

Expenditure wise, projects are in various state of completion:

The General Government project is the Health Wing remodeling - \$39,123 spent to date. The major portion of the project, roof replacement and HVAC equipment replacement has been delayed to 2018.

Public Safety is completing the 2016 Communications Center project. The Emergency Vehicle Pre-emption system 2016 project is also in the completion stage. Lightning struck the Police HVAC equipment, which was replaced.

Within Public Works \$75,714 has been spent on the 2016 Emergency Vehicle Pre-emption system related to traffic signals, part of the St. Martin's Road/Tess Corners bridge project

(\$592,245), and the City's share of the St Martin's Road reconstruction County project (\$139,155), which is now complete.

Very little has been spent on 2017 Park projects. An \$18,210 engineering purchase order is outstanding on the River Park trail project.

None of the Ball Park Commons projects have been approved as yet.

DEVELOPMENT FUND – Impact fee collections are smaller than expected on reduced development activity. Impact fee collections are less than half (36%) of what was expected to this point in the year.

Most of the \$4 million fund balance relates to Park Impact fees - \$3.3 million and Water Impact fees of \$635,000. The Park Impact fee holding period is on extension until 2019. Significant park expenditures are needed to utilize the Park Impact fees collected, or they must be rebated to property owners.

Transfers to the Debt Service Fund totaled \$113,997 thru Sept. This represents only 31% of budget. Future Debt Service tax levy will have to further supplement the lack of impact fee collections. Receipts are not sufficient to pay debt service for these programs.

UTILITY DEVELOPMENT FUND – Activity is infrequent in this fund. No projects have materialized in 2017.

SELF INSURANCE FUND – Revenues are 95% of budget. The 2017 revenue budget was not adjusted when the Council reduced health premium cost in the General Fund. As a result, revenues are 5% below budget.

Claims costs are rather strong so far in 2017, not unlike 2016. The budget includes a \$591,500 contingency for excess claims before Aggregate insurance coverage becomes available. 2017 looks to require some of that contingency. Monitoring of the Stop Loss coverage is more difficult now that the Stop Loss carrier is separated from the claims processor. Currently, there are no expected recoveries from the Stop Loss policy.

Results thru October reflect a \$514,503 deficit. This deficit is double the expected deficit (excluding the Contingency). The deficit is slightly smaller than 2016 at this time. Current fund performance is eating up more of the \$2.7 million beginning of the year fund balance.

RETIREE HEALTH FUND – Plan resources are keeping up with plan costs. The 2017 Actuarial report increased the annual contribution from what was budgeted. That will provide additional resources to the Trust for future benefits. The fund is incurring an implicit rate subsidy (the amount that retiree health costs exceed active employee health costs) totaling \$61,594.

Positive investment results are healthy following market returns so far in 2017 (\$555,704 favorable, compared to \$296,603 in 2016). The fund is invested in passive index investments and will mirror market returns for the mix of investment classes used in the fund. The Finance committee is provided regular portfolio performance updates.

City of Franklin
Cash & Investments Summary
October 31, 2017

	Cash	American Deposit Management	Institutional Capital Management	Local Government Invest Pool	Fidelity Investments	Total	September Total
General Fund	\$ 166,242	\$ 5,099,508	\$ 2,754,876	\$ 1,612,660	\$ -	\$ 9,633,286	\$ 11,285,544
Debt Service Funds	8,950	113,204	515,669	-	-	637,823	638,030
TIF Districts	35,408	2,988,512	1,229,772	-	-	4,253,692	4,265,060
Nonmajor Governmental Funds	734,397	2,777,438	9,009,818	-	-	12,521,653	13,853,753
Total Governmental Funds	944,996	10,978,662	13,510,135	1,612,660	-	27,046,453	30,042,388
Sewer Fund	22,442	1,030,157	731,840	-	-	1,784,439	1,487,839
Water Utility	1,547,532	1,549,557	-	-	-	3,097,089	1,620,942
Self Insurance Fund	7,119	250,570	1,876,332	-	-	2,134,021	2,191,392
Retiree Health Fund	(8,035)	-	-	-	5,523,339	5,515,304	5,432,944
Property Tax Fund	39,504	545	-	-	-	40,049	34,576
Other Trust Funds	14,656	-	-	-	-	14,656	12,470
Total Other Funds	1,623,218	2,830,828	2,608,172	-	5,523,339	12,585,558	10,780,162
Grand Total Cash & Investments	2,568,215	13,809,490	16,118,307	1,612,660	5,523,339	39,632,011	40,822,549
Average Rate of Return		1.04%	1.38%	1.04%			
Maturities:							
Demand	2,568,215	12,809,490	2,100	1,612,660	113,179	17,105,643	15,290,889
Fixed Income & Equities	-	-	-	-	3,978,944	3,978,944	3,960,257
2017 - Q4	-	-	-	-	-	-	3,000,035
2018 - Q1	-	-	1,089,665	-	-	1,089,665	1,089,619
2018 - Q2	-	-	-	-	-	-	-
2018 - Q3	-	1,000,000	1,007,780	-	-	2,007,780	2,009,698
2018 - Q4	-	-	2,023,276	-	171,347	2,194,623	2,196,623
2019	-	-	3,968,420	-	150,378	4,118,798	4,121,596
2020	-	-	5,498,110	-	174,192	5,672,302	5,683,818
2021	-	-	978,757	-	177,185	1,155,942	1,157,748
2022	-	-	1,550,198	-	172,935	1,723,133	1,726,507
2023	-	-	-	-	176,400	176,400	176,819
2024	-	-	-	-	203,823	203,823	204,229
2025	-	-	-	-	204,957	204,957	204,713
	2,568,215	13,809,490	16,118,307	1,612,660	5,523,339	39,632,011	40,822,549

City of Franklin
2017 Financial Report
General Fund Summary
For the Ten months ended October 31, 2017

Revenue	2017 Original Budget	2017 Amended Budget	2017 Year-to-Date Budget	2017 Year-to-Date Actual	Var to Budget Surplus (Deficiency)
Property Taxes	\$ 16,423,500	\$ 16,423,500	\$ 16,418,421	\$ 16,415,435	\$ (2,986)
Other Taxes	726,958	726,958	439,996	434,023	(5,973)
Intergovernmental Revenue	2,237,400	2,237,400	1,807,054	1,813,444	6,390
Licenses & Permits	1,049,365	1,049,365	940,164	604,823	(335,341)
Law and Ordinance Violations	500,000	500,000	435,064	419,256	(15,808)
Public Charges for Services	1,753,250	1,753,250	1,410,890	1,284,103	(126,787)
Intergovernmental Charges	203,200	203,200	110,482	104,729	(5,753)
Investment Income	220,000	220,000	183,333	163,860	(19,473)
Sale of Capital Assets	-	-	-	572	572
Miscellaneous Revenue	128,150	128,150	118,929	138,408	19,479
Transfer from Other Funds	1,050,000	1,076,950	919,933	901,950	(17,983)
Total Revenue	\$ 24,291,823	\$ 24,318,773	\$ 22,784,266	\$ 22,280,603	\$ (503,663)
				97.79%	

Expenditures	2017 Original Budget	2017 Amended Budget	2017 Year-to-Date Budget	2017 Year-to-Date Actual	Var to Budget Surplus (Deficiency)
General Government	\$ 3,063,257	\$ 3,090,207 A	\$ 2,648,285	\$ 2,474,260 E	\$ 174,025
Public Safety	16,768,325	16,773,897 A	13,955,622	13,944,340 E	11,282
Public Works	4,196,359	4,239,523 A	3,442,979	3,259,306 E	183,673
Health and Human Services	684,797	684,797	580,074	579,809	265
Other Culture and Recreation	172,218	179,454 A	148,261	158,621 E	(10,360)
Conservation and Development	623,677	631,177 A	508,256	457,781 E	50,475
Contingency and Unclassified	707,500	707,750 A	61,875	53,121	8,754
Anticipated underexpenditures	(455,820)	(455,820)	-	-	-
Transfers to Other Funds	24,000	24,000	24,000	24,000	-
Encumbrances	-	-	-	(190,980)	-
Total Expenditures	\$ 25,784,313	\$ 25,874,985	\$ 21,369,352	\$ 20,760,258	\$ 418,114
				97.15%	
Excess of revenue over (under) expenditures	(1,492,490)	(1,556,212)	\$ 1,414,914	1,520,345	\$ (85,549)
Fund balance, beginning of year	7,690,684	7,690,684		7,690,684	
Fund balance, end of period	\$ 6,198,194	\$ 6,134,472		\$ 9,211,029	

A Represents an amendment to Adopted Budget

E Represents an encumbrance for current year from prior year

City of Franklin
Debt Service Funds
Balance Sheet
October 31, 2017 and 2016

	2017 Special Assessment	2017 Debt Service	2017 Total	2016 Special Assessment	2016 Debt Service	2016 Total
Assets						
Cash and investments	\$ 637,823	\$ -	\$ 637,823	\$ 516,148	\$ 84,395	\$ 600,543
Special assessment receivable	130,308	-	130,308	111,456	-	111,456
Total Assets	<u>\$ 768,131</u>	<u>\$ -</u>	<u>\$ 768,131</u>	<u>\$ 627,604</u>	<u>\$ 84,395</u>	<u>\$ 711,999</u>
Liabilities and Fund Balance						
Unearned & unavailable revenue	\$ 130,308	\$ -	\$ 130,308	\$ 111,456	\$ -	\$ 111,456
Unassigned fund balance	637,823	-	637,823	516,148	84,395	600,543
Total Liabilities and Fund Balance	<u>\$ 768,131</u>	<u>\$ -</u>	<u>\$ 768,131</u>	<u>\$ 627,604</u>	<u>\$ 84,395</u>	<u>\$ 711,999</u>

Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2017 and 2016

	2017 Special Assessment	2017 Debt Service	2017 Year-to-Date Actual	2017 Amended Budget	2016 Special Assessment	2016 Debt Service	2016 Year-to-Date Actual
Revenue							
Property Taxes	\$ -	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ -	\$ 1,500,000	\$ 1,500,000
Special Assessments	65,933	-	65,933	-	4,052	-	4,052
Investment Income	5,473	735	6,208	-	6,070	2,382	8,452
Total Revenue	<u>71,406</u>	<u>1,300,735</u>	<u>1,372,141</u>	<u>1,300,000</u>	<u>10,122</u>	<u>1,502,382</u>	<u>1,512,504</u>
Expenditures:							
Debt Service:							
Principal	-	1,355,000	1,355,000	1,355,000	-	1,300,000	1,300,000
Interest	-	144,613	144,613	272,463	-	265,588	265,588
Bond Issuance Cost	-	-	-	-	-	53,789	53,789
Total expenditures	<u>-</u>	<u>1,499,613</u>	<u>1,499,613</u>	<u>1,627,463</u>	<u>-</u>	<u>1,619,377</u>	<u>1,619,377</u>
Transfers in	-	114,370	114,370	327,113	-	170,931	170,931
Transfers out	(373)	-	(373)	-	-	-	-
Refunding Bond Issuance	-	-	-	-	-	5,770,000	5,770,000
Premium (Discount) on Refunding Bonds	-	-	-	-	-	154,202	154,202
Repayment of Refunded bonds	-	-	-	-	-	(5,895,000)	(5,895,000)
Net change in fund balances	<u>71,033</u>	<u>(84,508)</u>	<u>(13,475)</u>	<u>(350)</u>	<u>10,122</u>	<u>83,138</u>	<u>93,260</u>
Fund balance, beginning of year	<u>566,790</u>	<u>84,508</u>	<u>651,298</u>	<u>651,298</u>	<u>506,026</u>	<u>1,257</u>	<u>507,283</u>
Fund balance, end of period	<u>\$ 637,823</u>	<u>\$ -</u>	<u>\$ 637,823</u>	<u>\$ 650,948</u>	<u>\$ 516,148</u>	<u>\$ 84,395</u>	<u>\$ 600,543</u>

City of Franklin
Tax Increment Financing District #3
Balance Sheet
October 31, 2017 and 2016

<u>Assets</u>	2017	2016
Cash & investments	\$ 1,840,366	\$ 1,775,879
Total Assets	<u>\$ 1,840,366</u>	<u>\$ 1,775,879</u>
 <u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 3,245	\$ -
Interfund advance from Development Fund	550,000	550,000
Total Liabilities	553,245	550,000
Assigned fund balance	1,287,121	1,225,879
Total Liabilities and Fund Balance	<u>\$ 1,840,366</u>	<u>\$ 1,775,879</u>

Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2017 and 2016

	2017 Annual Budget	2017 Amended Budget	2017 Year-to-Date Budget	2017 Year-to-Date Actual	2016 Year-to-Date Actual
Revenue					
General property tax levy	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,253,575	\$ 1,730,642
State exempt computer aid	464,300	464,300	464,300	458,196	355,862
Investment income	3,000	3,000	2,752	19,278	10,038
Transfer from other funds	-	-	-	-	-
Total revenue	<u>1,767,300</u>	<u>1,767,300</u>	<u>1,767,052</u>	<u>1,731,049</u>	<u>2,096,542</u>
Expenditures					
Transfer to other funds	-	-	-	-	62,289
Debt service principal	1,675,000	1,675,000	1,675,000	1,675,000	650,000
Debt service interest & fees	55,325	55,325	55,325	54,902	86,519
Administrative expenses	12,720	12,720	9,379	14,073	35,530
Interfund interest	19,250	19,250	19,250	14,398	17,818
Capital outlays	-	1,531,608	1,045,669	1,383,323	2,359,317
Encumbrances	-	-	-	(1,356,363)	(1,344,350)
Total expenditures	<u>1,762,295</u>	<u>3,293,903</u>	<u>2,804,623</u>	<u>1,785,333</u>	<u>1,867,123</u>
Revenue over (under) expenditures	5,005	(1,526,603)	<u>\$ (1,037,571)</u>	(54,284)	229,419
Fund balance, beginning of year	<u>1,341,405</u>	<u>1,341,405</u>		<u>1,341,405</u>	<u>996,460</u>
Fund balance, end of period	<u>\$ 1,346,410</u>	<u>\$ (185,198)</u>		<u>\$ 1,287,121</u>	<u>\$ 1,225,879</u>

City of Franklin
Tax Increment Financing District #4
Balance Sheet
October 31, 2017 and 2016

<u>Assets</u>	2017	2016
Cash & investments	\$ 2,409,228	\$ 1,252,010
Total Assets	<u>\$ 2,409,228</u>	<u>\$ 1,252,010</u>
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ -	\$ -
Total Liabilities	-	-
Assigned fund balance	2,409,228	1,252,010
Total Liabilities and Fund Balance	<u>\$ 2,409,228</u>	<u>\$ 1,252,010</u>

Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2017 and 2016

	2017 Annual Budget	2017 Amended Budget	2017 Year-to-Date Budget	2017 Year-to-Date Actual	2016 Year-to-Date Actual
Revenue					
General property tax levy	\$ 994,000	\$ 994,000	\$ 994,000	\$ 1,013,892	\$ 1,289,709
Payment in Lieu of Taxes	85,000	85,000	85,000	148,173	91,206
State exempt computer aid	16,200	16,200	16,200	15,960	18,043
Investment income	19,200	19,200	16,000	18,937	2,429
Total revenue	<u>1,114,400</u>	<u>1,114,400</u>	<u>1,111,200</u>	<u>1,196,962</u>	<u>1,401,387</u>
Expenditures					
Debt service/interfund interest	-	-	-	-	920
Administrative expenses	9,075	89,075	7,562	82,864	22,341
Development incentive/grant	-	980,000	816,667	-	-
Encumbrances	-	-	-	(52,848)	(12,100)
Total expenditures	<u>9,075</u>	<u>1,069,075</u>	<u>824,229</u>	<u>30,016</u>	<u>11,161</u>
Revenue over (under) expenditures	1,105,325	45,325	<u>\$ 286,971</u>	1,166,946	1,390,226
Fund balance, beginning of year	<u>1,242,282</u>	<u>1,242,282</u>		<u>1,242,282</u>	<u>(138,216)</u>
Fund balance, end of period	<u>\$ 2,347,607</u>	<u>\$ 1,287,607</u>		<u>\$ 2,409,228</u>	<u>\$ 1,252,010</u>

City of Franklin
Tax Increment Financing District #5
Balance Sheet
October 31, 2017 and 2016

	2017	2016
<u>Assets</u>		
Cash & investments	\$ 4,099	\$ (8,300)
Total Assets	<u>\$ 4,099</u>	<u>\$ (8,300)</u>
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 688	\$ 14,439
Interfund advance from General Fund	74,695	24,695
Total Liabilities	<u>75,383</u>	<u>39,134</u>
Unassigned fund balance	(71,284)	(47,434)
Total Liabilities and Fund Balance	<u>\$ 4,099</u>	<u>\$ (8,300)</u>

Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2017 and 2016

	2017 Annual Budget	2017 Amended Budget	2017 Year-to-Date Budget	2017 Year-to-Date Actual	2016 Year-to-Date Actual
Revenue					
Bond proceeds	\$ 11,430,312	\$ 11,430,312	\$ 11,430,312	\$ -	\$ -
Transfer from other funds	-	-	-	-	-
Total revenue	<u>11,430,312</u>	<u>11,430,312</u>	<u>11,430,312</u>	<u>-</u>	<u>-</u>
Expenditures					
Transfer to other funds	10,949,250	10,949,250	5,000,000	-	-
Debt service interest & fees	206,700	206,700	206,700	-	-
Administrative expenses	61,270	91,418	79,754	45,899	65,745
Encumbrances	-	-	-	(26,461)	(18,311)
Total expenditures	<u>11,217,220</u>	<u>11,247,368</u>	<u>5,286,454</u>	<u>19,438</u>	<u>47,434</u>
Revenue over (under) expenditures	213,092	182,944	<u>\$ 6,143,858</u>	(19,438)	(47,434)
Fund balance, beginning of year	<u>(51,846)</u>	<u>(51,846)</u>		<u>(51,846)</u>	<u>-</u>
Fund balance, end of period	<u>\$ 161,246</u>	<u>\$ 131,098</u>		<u>\$ (71,284)</u>	<u>\$ (47,434)</u>

City of Franklin
Solid Waste Collection Fund
Balance Sheet
October 31, 2017 and 2016

<u>Assets</u>	2017	2016
Cash and investments	\$ 761,330	\$ 694,755
Accrued Receivables	108	2,094
Total Assets	\$ 761,438	\$ 696,849
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 143,665	\$ 142,577
Accrued salaries & wages	-	292
Restricted fund balance	617,773	553,980
Total Liabilities and Fund Balance	\$ 761,438	\$ 696,849

Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2017 and 2016

	2017	2017	2016
	Adopted	Year-to-Date	Year-to-Date
<u>Revenue</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual</u>
Grants	\$ 69,200	\$ 68,838	\$ 65,995
User Fees	1,203,200	1,210,095	1,200,255
Landfill Operations-tippage	346,000	261,245	253,324
Investment Income	2,500	8,211	9,148
Sale of Recyclables	500	28	905
Total Revenue	1,621,400	1,548,417	1,529,627
Expenditures:			
Personal Services	13,215	12,643	15,072
Refuse Collection	666,751	562,996	549,058
Recycling Collection	355,650	307,719	303,187
Leaf & Brush Pickups	54,300	36,172	35,573
Tippage Fees	455,000	339,918	330,362
Miscellaneous	3,500	2,079	3,224
Printing	1,800	-	115
Total expenditures	1,550,216	1,261,527	1,236,591
 Revenue over (under) expenditures	 71,184	 286,890	 293,036
 Fund balance, beginning of year	 330,883	 330,883	 260,944
 Fund balance, end of period	 \$ 402,067	 \$ 617,773	 \$ 553,980

**City of Franklin
Capital Outlay Fund
Balance Sheet
October 31, 2017 and 2016**

<u>Assets</u>	2017	2016
Cash and investments	\$ 356,726	\$ 603,848
Total Assets	\$ 356,726	\$ 603,848
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 22,391	\$ 6,057
Miscellaneous claims payable	-	6,422
Encumbrance	57,100	68,280
Assigned fund balance	277,235	523,089
Total Liabilities and Fund Balance	\$ 356,726	\$ 603,848

**Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2017 and 2016**

Revenue	2017 Original Budget	2017 Amended Budget	2017 Year-to-Date Budget	2017 Year-to-Date Actual *	2016 Year-to-Date Actual
Property Taxes	\$ 444,300	\$ 444,300	\$ 444,300	\$ 444,300	\$ 437,100
Grants	-	-	-	7,046	4,425
Landfill Siting	148,000	148,000	148,000	120,200	67,000
Investment Income	6,000	6,000	5,000	4,615	9,483
Miscellaneous Revenue	25,000	58,470	21,064	54,075	30,999
Transfers from Other Funds	3,500	3,500	3,500	-	-
Total Revenue	626,800	660,270	621,864	630,236	549,007
Expenditures:					
General Government	217,379	294,918	155,988	119,986	90,888
Public Safety	389,589	525,012	413,046	497,381	491,935
Public Works	51,000	51,000	42,196	32,535	94,830
Health and Human Services	-	-	-	-	902
Culture and Recreation	7,000	17,776	12,982	13,453	12,690
Conservation and Development	1,900	1,900	1,583	1,618	833
Contingency	30,000	20,470	25,000	-	-
Transfers to Other Funds	-	26,950	-	26,950	-
Total expenditures	696,868	938,026	650,795	691,923	692,078
Revenue over (under) expenditures	(70,068)	(277,756)	(28,931)	(61,687)	(143,071)
Fund balance, beginning of year	338,922	338,922		338,922	666,160
Fund balance, end of period	\$ 268,854	\$ 61,166		\$ 277,235	\$ 523,089

* Amount shown is actual expenditures plus encumbrance

City of Franklin
Equipment Replacement Fund
Comparative Balance Sheet
October 31, 2017 and 2016

<u>Assets</u>	2017	2016
Cash and investments	\$ 2,369,608	\$ 2,421,167
Total Assets	\$ 2,369,608	\$ 2,421,167
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ -	\$ -
Encumbrance	88,644	83,262
Assigned fund balance	2,280,964	2,337,905
Total Liabilities and Fund Balance	\$ 2,369,608	\$ 2,421,167

Comparative Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2017 and 2016

	2017 Original Budget	2017 Amended Budget	2017 Year-to-Date Budget	2017 Year-to-Date Actual *	2016 Year-to-Date Actual
Revenue:					
Property Taxes	\$ 348,300	\$ 348,300	\$348,300	\$ 348,300	\$ 342,600
Landfill	200,000	200,000	200,000	163,700	200,000
Investment Income	25,000	25,000	20,833	24,679	24,023
Property Sales	15,000	15,000	9,483	28,201	81,279
Total revenue	588,300	588,300	578,616	564,880	647,902
Expenditures:					
Public Safety	250,000	250,000	238,365	237,358	-
Public Works	400,000	436,891	410,748	417,561	614,640
Total expenditures	650,000	686,891	649,113	654,919	614,640
Revenue over (under) expenditures	(61,700)	(98,591)	(70,497)	(90,039)	33,262
Fund balance, beginning of year	2,371,003	2,371,003		2,371,003	2,304,643
Fund balance, end of period	\$ 2,309,303	\$ 2,272,412		\$ 2,280,964	\$ 2,337,905

* Amount shown is actual expenditures plus emcumbrance

**City of Franklin
Street Improvement Fund
Balance Sheet
October 31, 2017 and 2016**

<u>Assets</u>	2017	2016
Cash and investments	\$ 338,962	\$ 166,707
Accrued receivables	-	-
Total Assets	\$ 338,962	\$ 166,707
 <u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 1,148	\$ -
Assigned fund balance	337,814	166,707
Total Liabilities and Fund Balance	\$ 338,962	\$ 166,707

**Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2017 and 2016**

	2017 Original Budget	2017 Year-to-Date Totals	2016 Year-to-Date Totals
Revenue:			
Property Taxes	\$ 704,900	\$ 704,900	\$ 693,500
Landfill Siting	133,000	109,000	133,000
Investment Income	5,500	6,685	4,649
Refunds and Reimbursements	-	-	28,855
Total revenue	843,400	820,585	860,004
 Expenditures:			
Street Reconstruction Program - Current Year	940,000	740,099	939,252
 Revenue over (under) expenditures	 (96,600)	 80,486	 (79,248)
Fund balance, beginning of year	257,328	257,328	245,955
Fund balance, end of period	\$ 160,728	\$ 337,814	\$ 166,707

City of Franklin
Capital Improvement Fund
Balance Sheet
October 31, 2017 and 2016

<u>Assets</u>	<u>2017</u>	<u>2016</u>
Cash and investments	\$ 2,266,122	\$ 2,699,598
Accrued receivables	847	847
Total Assets	\$ 2,266,969	\$ 2,700,445
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 19,127	\$ 246,762
Contracts Payable	-	-
Accrued payables	90,000	52,000
Fund Balance - Encumbrance	753,072	410,281
Assigned fund balance	1,404,770	1,991,402
Total Liabilities and Fund Balance	\$ 2,266,969	\$ 2,700,445

Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2017 and 2016

	<u>2017</u>	<u>2017</u>	<u>2017</u>	<u>2016</u>
	<u>Original</u>	<u>Amended</u>	<u>Year-to-Date</u>	<u>Year-to-Date</u>
	<u>Budget</u>	<u>Budget</u>	<u>Totals</u>	<u>Totals</u>
Revenue:				
Block Grants	\$ -	\$ -	\$ -	\$ -
Other Grants	-	638,000	-	-
Landfill Siting	389,500	389,500	169,132	296,717
Transfers from Other Funds	390,000	390,000	-	62,289
Transfers from General Funds	10,949,250	10,949,250	-	1,000,000
Transfers from Impact Fees	2,779,725	2,779,725	-	140,103
Transfers from Connection Fees	900,000	900,000	-	-
Bond Proceeds	8,500,000	8,500,000	-	-
Refunds & Reimbursements	-	207,480	97,480	87,355
Investment Income	5,000	5,000	27,362	6,759
Total revenue	23,913,475	24,758,955	293,974	1,593,223
Expenditures:				
General Government	1,800,000	1,800,000	39,123	4,343
Public Safety	102,800	396,857	274,867	383,582
Public Works	11,653,000	13,253,494	1,234,051	249,740
Culture and Recreation	4,824,326	4,978,801	55,351	537,815
Sewer & Water	4,059,500	4,059,500	-	116,177
Contingency	2,196,375	2,157,855	3,084	-
Bond/Note Issuance Cost	170,000	170,000	-	-
Total expenditures	24,806,001	26,816,507	1,606,476	1,291,657
Revenue over (under) expenditures	(892,526)	(2,057,552)	(1,312,502)	301,566
Fund balance, beginning of year	2,717,272	2,717,272	2,717,272	1,689,836
Fund balance, end of period	\$ 1,824,746	\$ 659,720	\$ 1,404,770	\$ 1,991,402

**City of Franklin
Development Fund
Comparative Balance Sheet
October 31, 2017 and 2016**

<u>Assets</u>	2017	2016
Cash and investments	\$ 3,953,466	\$ 3,847,599
Due From TID 3	275,000	275,000
Total Assets	\$ 4,228,466	\$ 4,122,599
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ -	\$ -
Payable to Developers- Oversizing	79,732	20,702
Non-Spendable Fund Balance - Advances	275,000	275,000
Encumbrance	3,321	3,321
Assigned fund balance	3,870,413	3,823,576
Total Fund Balance	4,145,413	4,098,576
Total Liabilities and Fund Balance	\$ 4,228,466	\$ 4,122,599

**Comparative Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2017 and 2016**

	2017 Original Budget	2017 Year-to-Date Budget	2017 Year-to-Date Actual	2016 Year-to-Date Actual
Revenue:				
Impact Fee: Parks	\$ 300,000	\$ 277,853	\$ 57,078	\$ 191,893
Impact Fee: Southwest Sewer Serv	-	-	-	-
Impact Fee: Administration	6,000	5,502	2,530	4,730
Impact Fee: Water	275,000	242,373	115,696	195,377
Impact Fee: Transportation	37,000	30,967	18,954	8,234
Impact Fee: Fire Protection	40,000	35,353	16,614	28,478
Impact Fee: Law Enforcement	73,000	64,494	30,497	52,900
Impact Fee: Library	60,000	55,210	16,614	54,209
Total Impact Fees	791,000	711,752	257,983	535,821
Investment Income	35,000	29,167	38,652	42,426
Interfund Interest Income	1,618	1,348	7,199	8,909
Total revenue	827,618	742,267	303,834	587,156
Expenditures:				
Other Professional Services	5,000	5,000	3,321	3,321
Transfer to Debt Service:				
Law Enforcement	205,000	164,000	34,654	63,044
Fire	43,100	34,480	43,006	42,957
Transportation	73,250	58,600	11,024	10,000
Library	133,100	106,480	25,313	54,930
Total Transfers to Debt Service	454,450	363,560	113,997	170,931
Transfer to Capital Improvement Fund:				
Park	2,891,185	1,428,599	-	140,103
Total Transfers to Capital Improve	2,891,185	1,428,599	-	140,103
Water Fees	500,000	375,000	99,665	25,878
Total expenditures	3,850,635	2,172,159	216,983	340,233
Revenue over (under) expenditures	(3,023,017)	(1,429,892)	86,851	246,923
Fund balance, beginning of year	4,058,562		4,058,562	3,851,653
Fund balance, end of period	\$ 1,035,545		\$ 4,145,413	\$ 4,098,576

City of Franklin
Utility Development Fund
Comparative Balance Sheet
October 31, 2017 and 2016

<u>Assets</u>	2017	2016
Cash and investments - Water	\$ 541,740	\$ 406,599
Cash and investments - Sewer	714,866	591,189
Special Assessment - Water Current	212,416	290,434
Special Assessment - Water Deferred	332,962	349,060
Special Assessment - Sewer Current	297,705	99,831
Special Assessment - Sewer Deferred	76,728	363,553
Reserve for Uncollectible	(40,982)	(80,182)
Total Assets	\$ 2,135,435	\$ 2,020,484
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ -	\$ -
Unearned Revenue	878,829	1,022,696
Total Fund Balance	1,256,606	997,788
Total Liabilities and Fund Balance	\$ 2,135,435	\$ 2,020,484

Comparative Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2017 and 2016

	2017 Original Budget	2017 Year-to-Date Budget	2017 Year-to-Date Actual	2016 Year-to-Date Actual
Revenue:				
Special Assessments				
Water	\$ 73,000	\$ 37,887	\$ 468	\$ 40,243
Sewer	50,000	23,851	-	29,816
Connection Fees				
Water	4,100	4,100	2,281	-
Sewer	35,000	32,075	17,280	15,300
Total Impact Fees	162,100	97,913	20,029	85,359
Special Assessment Interest	44,400	12,706	17	2,384
Investment Income	-	-	12,370	3,042
Total revenue	206,500	110,619	32,416	90,785
 Transfer to Capital Improvement Fund:				
Water	450,000	-	-	-
Sewer	450,000	197,957	-	-
Total Transfers to Capital Improven	900,000	197,957	-	-
Revenue over (under) expenditures	(693,500)	(87,338)	32,416	90,785
Fund balance, beginning of year			1,224,190	907,003
Fund balance, end of period			<u>\$ 1,256,606</u>	<u>\$ 997,788</u>

City of Franklin
Self Insurance Fund - Actives
Balance Sheet
October 31, 2017 and 2016

Assets	2017	2016
Cash and investments	\$ 2,219,021	\$ 2,904,260
Accounts receivable	594	288
Interfund advance receivable	275,000	275,000
Prepaid expenses	13,500	57,500
Total Assets	\$ 2,508,115	\$ 3,237,048
Liabilities and Net Assets		
Accounts payable	\$ 6,043	\$ 44,501
Claims payable	270,500	270,500
Unrestricted net assets	2,231,572	2,922,047
Total Liabilities and Fund Balance	\$ 2,508,115	\$ 3,237,048

City of Franklin Self Insurance Fund - Actives
Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2017 and 2016

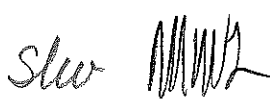
	2017	2017	2017	2016
	Budget	Year-to-Date	Year-to-Date	Year-to-Date
Revenue		Budget	Actual	Actual
Medical Premiums-City	\$ 2,573,850	2,185,222	\$ 2,025,078	\$ 2,062,039
Medical Premiums-Employee	426,800	360,757	352,414	348,699
Other - Investment Income, etc.	35,000	29,167	46,190	46,355
Medical Revenue	3,035,650	2,575,146	2,423,682	2,457,093
Dental Premiums-City	115,400	82,528	90,186	89,178
Dental Premiums-Retirees	5,850	5,850	3,492	3,456
Dental Premiums-Employee	56,100	47,685	45,825	47,112
Dental Revenue	177,350	136,063	139,503	139,746
Total Revenue	3,213,000	2,711,209	2,563,185	2,596,839
Expenditures:				
Active Employees-Medical				
Medical claims - Current Year	2,119,200	1,698,595	1,699,268	1,889,803
Medical claims - Prior Year	-	-	268,382	264,043
Prescription drug claims	335,000	270,970	241,584	250,880
Refunds-Stop Loss Coverage	-	-	(4,349)	(238,999)
Total Claims-Actives	2,454,200	1,969,565	2,204,885	2,165,727
Medical Claim Fees	224,300	200,560	158,779	161,019
Memberships	-	-	3,180	3,120
Miscellaneous Wellness	75,000	59,277	20,368	17,585
Section 125 administration Fee	6,200	5,003	2,610	2,117
Stop Loss Premiums	635,900	562,730	521,559	594,048
ACA Fees	25,000	25,000	1,309	27,143
Total Medical Costs-Actives	3,420,600	2,822,135	2,912,690	2,970,759
Active Employees-Dental				
Dental Claims	152,000	126,749	143,162	146,669
Dental Claim Fees	12,000	10,566	16,365	11,198
Total Dental Costs-Actives	164,000	137,315	159,527	157,867
Retirees-Dental				
Dental Claims	6,100	5,431	5,218	7,877
Dental Claim Fees	200	179	253	171
Total Dental Costs-Retirees	6,300	5,610	5,471	8,048
Total Dental Costs	170,300	142,925	164,998	165,915
Claims contingency	591,500	492,917	-	-
Total Expenditures	4,182,400	3,457,977	3,077,688	3,136,674
Revenue over (under) expenditures	(969,400)	\$ (746,768)	(514,503)	(539,835)
Net assets, beginning of year	2,746,075		2,746,075	3,461,882
Net assets, end of period	\$ 1,776,675		\$ 2,231,572	\$ 2,922,047

City of Franklin
City of Franklin Post Employment Benefits Trust
Balance Sheet
October 31, 2017 and 2016

<u>Assets</u>	<u>2017</u>	<u>2016</u>
Cash and investments	\$ -	\$ -
Investments held in trust - Fixed Inc	2,447,431	1,470,866
Investments held in trust - Equities	3,075,908	3,534,624
Accounts receivable	9,479	3,520
Due from Water Utility	-	178
Total Assets	<u>\$ 5,532,818</u>	<u>\$ 5,009,188</u>
<u>Liabilities and Net Assets</u>		
Accounts payable	\$ 353	\$ 5,847
Claims payable	45,000	45,000
Due to City	8,035	203,466
Net assets held in trust for post emp	5,479,430	4,754,875
Total Liabilities and Fund Balance	<u>\$ 5,532,818</u>	<u>\$ 5,009,188</u>

City of Franklin Post Employment Benefits Trust
Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2017 and 2016

	<u>2017</u>	<u>2016</u>
<u>Revenue</u>	<u>Year-to-Date</u>	<u>Year-to-Date</u>
	<u>Actual</u>	<u>Actual</u>
ARC Medical Charges - City	\$ 192,680	\$ 174,680
Medical Charges - Retirees	90,851	83,392
Implicit Rate Subsidy	61,594	53,228
Medical Revenue	<u>345,125</u>	<u>311,300</u>
Expenditures:		
Retirees-Medical		
Medical claims - Current Year	155,356	110,463
Medical claims - Prior Year	19,245	33,093
Prescription drug claims	86,575	78,476
Refunds-Stop Loss Coverage	-	3,239
Total Claims-Retirees	<u>261,176</u>	<u>225,271</u>
Medical Claim Fees	17,525	15,365
Stop Loss Premiums	65,993	68,191
Miscellaneous Expense	300	255
ACA Fees	131	2,218
Total Medical Costs-Retirees	<u>345,125</u>	<u>311,300</u>
Revenue over (under) expenditures	-	-
Annual Required Contribution-Net	37,890	(59,713)
Other - Investment Income, etc.	555,704	296,603
Total Revenues	<u>593,594</u>	<u>236,890</u>
Net Revenues (Expenditures)	593,594	236,890
Net assets, beginning of year	<u>4,885,836</u>	<u>4,517,985</u>
Net assets, end of period	<u>\$ 5,479,430</u>	<u>\$ 4,754,875</u>

APPROVAL 	REQUEST FOR COUNCIL ACTION	MEETING DATE 12/05/2017
REPORTS & RECOMMENDATIONS	2018 Property and Casualty Insurance Coverage	ITEM NUMBER G. 7.

For 2017, the City of Franklin continued its liability insurance plans with the League of Wisconsin Municipalities Mutual Insurance Plan (LWMMI), agent being R&R Insurance, and continued its property insurance plans with Chubb. LWMMI has served the City very well since 2004 and continues to be very responsive to municipal needs and flexible in policy language and application. The transition of moving the City's property insurance policies from LGPIF to Chubb in 2016 was seamless and the reporting and subsequent reimbursement for both the Police Department chiller unit claim and Ryan Creek Interceptor Sewer damage claim through Chubb was very smooth and unproblematic.

Liability

The City's current liability insurance policies that it has with LWMMI/R&R Insurance were quoted for 2018 at nominal increases from 2017 due to some rate changes and a slight increase in the number of vehicles and, thus, an increase in vehicle values. Overall, the LWMMI liability package premium quote for 2018 increased approximately 2.7% over 2017 premiums and, as an added note, the LWMMI liability policies include terrorism coverage at no additional cost. LWMMI's 2018 quotes maintain the same \$5,000 deductible that was incorporated in 2015. For the 2018 Workers Compensation, however, the City's preliminary premium will decrease by \$105,080 from the 2017 premium, subject to reconciliation of final salaries and wages. This decrease was anticipated in the budget process. Workers Compensation is based on the State-calculated modification ratio for the last 3 years of claims history, which for 2018 the City's modification ratio decreased from 1.10 to .94 (16 points), due to the fall off of a significantly higher claims year. LWMMI continues to use United Heartland as its administrator for its Workers Compensation policy. As LWMMI will not write a policy without workers compensation, other quotes were not sought or necessary since the rates are statutorily set and since our full amount of LWMMI premiums are subject to potential annual dividends. Last year's policy dividend was \$45,097.

In addition to the City's base \$6,000,000 limit of liability, the City also carries an additional \$4,000,000 Umbrella policy with American Alternative at a renewing cost of \$15,500 (down \$20) and a Storage Tank liability policy with ACE American Insurance Company (\$1,000,000 per incident/\$2,000,000 total policy aggregate limit) at a renewing cost of \$3,735 (up \$144).

For Crime coverage, the City was provided three separate quotes for 2018 as listed on the following page. All three quotes establish the same coverage as our current policy which includes Computer Fraud and Funds Transfer Fraud (see attached R&R Crime Coverages sheet for descriptions of each); however, the Hanover Option 2 quote expands the coverage even further to also include "False Pretenses" coverage. Hanover's definition of "False Pretenses" states "the fraudulent misrepresentation of a material fact, including but not limited to social engineering, pretexting, phishing, spear phishing, or any other confidence trick by a person purporting to be an "Employee", "Vendor", or "Client", to an "Employee" who is authorized by you to transfer "Funds" or instruct another "Employee" to transfer "Funds"." Even with the new False Pretense coverage, the quote is still lower than the quote provided by the City's current carrier, C.N.A. Insurance. The Director of Administration recommends binding the City's 2018 Crime policy per the Hanover Option 2 quote for \$2,450 which includes the additional "False Pretenses" coverage.

C.N.A. Insurance (City's current carrier): Total Annual Premium = \$2,912

Coverage	Limit	Deductible
Employee Theft - Per Loss	\$500,000	\$2,500
Inside the Premises-Theft of Money & Securities	\$500,000	\$2,500
Outside the Premises	\$500,000	\$2,500
Computer Fraud	\$500,000	\$2,500
Funds Transfer Fraud	\$500,000	\$2,500

Hanover Option 1: Total Annual Premium = \$2,370

Coverage	Limit	Deductible
Employee Theft - Per Loss	\$500,000	\$2,500
Inside the Premises-Theft of Money & Securities	\$500,000	\$2,500
Outside the Premises	\$500,000	\$2,500
Computer Fraud	\$500,000	\$2,500
Funds Transfer Fraud	\$500,000	\$2,500

Hanover Option 2: Total Annual Premium = \$2,450 (Recommended Option)

Coverage	Limit	Deductible
Employee Theft - Per Loss	\$500,000	\$2,500
Inside the Premises-Theft of Money & Securities	\$500,000	\$2,500
Outside the Premises	\$500,000	\$2,500
Computer Fraud	\$500,000	\$2,500
Funds Transfer Fraud	\$500,000	\$2,500
False Pretenses Coverage (NEW)	\$75,000	\$7,500

Property

Chubb, the City's current property policy provider, and Municipal Property Insurance Company (MPIC) provided 2018 property quotes to the City for its buildings, property in the open, and contractor's equipment. Both quotes are based on a \$5,000 deductible for buildings and property in the open and a \$1,000 deductible for contractor's equipment. Chubb is a private, A++ rated insurance company that has been around since 1882. MPIC was given authority to write property insurance in July 2015 and is jointly owned by Cities & Villages Mutual Insurance Company (CVMIC), the League of Wisconsin Municipalities Mutual Insurance Company (LWMMI), and Wisconsin Municipal Mutual Insurance Company (WMMIC). Chubb's 2018 property renewal quote is \$66,187, which includes Terrorism (quote eliminating Terrorism would be \$62,929 – a savings of \$3,258). This quote is \$693 **lower** than this year's property policy premium, which includes \$315,500 more in Buildings/Buildings Personal property value and \$104,046 more in Mobile Equipment value. MPIC's property quote came in at \$96,222. Chubb's policy also includes the following:

- Equipment breakdown coverage as part of their total policy limit (an additional policy for equipment breakdown is needed with MPIC).
- A \$250,000 automatic blanket limit of insurance that applies to items such as fine arts; outdoor trees, shrubs, plants, or lawns; personal property of employees; accounts receivable; electronic data processing property, etc.
- A \$250,000 added value to the Mobile Equipment (contractor's equipment) coverage for Fire and Police equipment that is not permanently mounted to the vehicles. Meaning if a Fire or PD vehicle was in an accident, the Auto Physical Damage policy would apply/cover the damage to the vehicle only, not any equipment in/on the vehicle that was damaged. This \$250,000 added value would then cover any equipment in/on the vehicle that was also damaged in the accident.
- \$2,000,000 worth of Business Income/Extra Expense coverage (i.e., if a natural disaster occurred that took City Hall or any of its other buildings out, costs up to \$2,000,000 would be covered for setting up at a different location with computers, phones, everything necessary in order to do day-to-day business).
- Flood water coverage limits above the norm (includes inundation, back-up, and mud flow) based on the location of the buildings and if they reside in a floodplain zone.

Summary

Since the City's current liability and property insurance policies with LWMMI/R&R Insurance and Chubb are pretty much status quo for 2018, the Director of Administration recommends keeping these policies all the same for 2018 per their respective quotes. For the Crime policy, it is recommended to move to Hanover Insurance, Option 2, to include the additional "False Pretenses" coverage.

The following table shows a summary of the 2017 premium costs and 2018 estimated premiums through R&R Insurance/LWMMI and Chubb for the City's liability and property insurance policies. The 2018 total estimated cost for both liability and property is \$743,566, a decrease of \$99,120 from 2017 mainly due to the decrease in Worker's Compensation.

Coverage	2017 Cost	2018 Cost	Carrier
Property Insurance			
Buildings/BPP/PITO/Mobile Equipment/Boiler & Machinery	\$66,880 w/Terrorism	\$66,187 w/Terrorism	Chubb
Liability Insurance			
General Liability	90,550	91,637	R&R Ins./LWMMI
Police Professional	38,013	39,751	R&R Ins./LWMMI
Public Officials	47,771	48,344	R&R Ins./LWMMI
Auto Liability	27,201	27,975	R&R Ins./LWMMI
Auto Physical Damage	47,254	49,755	R&R Ins./LWMMI
Umbrella	15,520	15,500	R&R Ins./ American Alt.
Crime & Monies/Securities	2,594	2,450	R&R Ins./Hanover
Storage Tank	3,591	3,735	R&R-ACE
Workers Compensation	503,312	398,232	R&R Ins./United Heartland
Subtotal-Liability Insurance	\$775,806	\$677,379	R&R Ins./LWMMI
Total - Property & Liability	\$842,686	\$743,566	R&R/LWMMI & Chubb

The 2018 Insurance budget includes a total amount of \$761,775. Again, note that the City received a dividend check this year from the League of Wisconsin Municipalities in the amount of \$45,097 for the 2016 policy year. As such, there are sufficient appropriations to fund the proposed policies as noted in the above table. Please note that final costs for the year will vary as, for example, new vehicles and equipment are added for coverage during the year.

COUNCIL ACTION REQUESTED

Motion to authorize the Director of Administration to renew and execute the City's casualty insurance plans with R&R Insurance/League of Wisconsin Municipalities Mutual Insurance (LWMMI), Chubb, American Alternative, Hanover (Option 2), and ACE American Insurance Company for the upcoming 2018 year, as noted above; and including continuing the \$5,000 liability deductible with LWMMI; and to further authorize release of premium payments in accordance with or as required by said policy documents.

Crime Coverages



Computer Fraud

Pays for loss of or damage to money, securities and other property resulting from the use of any computer to fraudulently cause a transfer of that property from inside the premises or bank to:

- A person outside the premises
- A place outside the premises

A business owner's website was hacked into by an employee of a customer, who changed his employer's bank routing code on the website to his own. When the business owner paid for materials, the money went directly into his account instead.

Funds Transfer Fraud

Pays for loss of funds resulting from fraudulent instruction directing a financial institution to transfer, pay or deliver funds from your account.

A business owner's employee opened an email with an attached zip file containing a virus. The virus obtained the user ID and password to the business owner's bank account. Immediately following this event, a fraudulent electronic wire transfer initiated by an unknown person caused \$150,000 to be wired from the business owner's bank account to an unknown bank account in another state. The funds were withdrawn before they could be recovered.

Fraudulent Impersonation or Social Engineering

Provides coverage for loss that is a direct result from an employee being deceived into transferring money or financial instruments (and other property, depending on carrier) based on the fraudulent instruction by someone impersonating another employee, customer or vendor of the insured.

A payment, which was supposed to be sent to a contractor doing work at a local park, was sent to scammers posing as the contractor. The phishers somehow learned the identity of the contractor, called the business posing as them, and stated their bank account had changed. The money was then sent to the fraudulent account. (See example below.)

FUNDS TRANSFER – FALSE PRETENSES COVERAGE

This endorsement modifies insurance provided under the following:

GOVERNMENT CRIME POLICY DECLARATIONS
GOVERNMENT CRIME POLICY

1. **INSURANCE AGREEMENT 8**, Funds Transfer Fraud, of the **Government Crime Policy Declarations** is amended to include:

	Limit of Insurance Per Occurrence	Deductible Amount Per Occurrence
a. Funds Transfer Fraud -- False Pretenses	\$<<LIMITLIABILITY>>	\$<<RETENTION>>

2. **SECTION A – INSURING AGREEMENTS**, Paragraph 8. of the **Government Crime Policy** is amended to include:

a. **Funds Transfer Fraud--False Pretenses**

We will pay you for loss of "Funds" directly caused by "False Pretenses" directing an "Employee" to transfer, pay or deliver "Funds".

3. **SECTION F – DEFINITIONS**, of the **Government Crime Policy** is amended to include:

"Client" means an entity for which you perform services for a fee or under written contract while that contract is in effect.

"False Pretenses" means the fraudulent misrepresentation of a material fact, including but not limited to social engineering, pretexting, phishing, spear phishing or any other confidence trick by a person purporting to be an "Employee", "Vendor" or "Client", to an "Employee" who is authorized by you to transfer "Funds" or instruct another "Employee" to transfer "Funds".

"Vendor" means a natural person or entity that has provided goods or services to you pursuant to a written agreement or other arrangement. "Vendor" does not mean a financial institution, bank, credit union, asset manager, broker-dealer, or any other financial institution, an armored motor vehicle company or any similar entity.

All other terms and conditions remain unchanged.

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APPROVAL <i>Slw</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE 12/5/17
LICENSES AND PERMITS	MISCELLANEOUS LICENSES	ITEM NUMBER H.1.
<p>See attached list from meeting of December 5, 2017.</p> <p>COUNCIL ACTION REQUESTED</p>		



**License Committee
Agenda*
Aldermen's Room
December 05, 2017 – 5:45 pm**

1.	Call to Order & Roll Call	Time:		
2.	Applicant Interviews & Decisions			
License Applications Reviewed		Recommendations		
Type/ Time	Applicant Information	Approve	Hold	Deny
Operator 2017-18 5:50 p.m.	Sierra L Kisting S63W18485 Martin Dr Franklin, WI 53132 Hideaway Pub & Eatery			
Operator 2017-18	Whitney A Baker 508 Clark Ave South Milwaukee, WI 53172 Walgreen #15020			
Operator 2017-18	Donna M Hanson W190 S7899 Overlook Bay Rd #1B Muskego, WI 53150 Romey's Place			
Operator 2017-18	Amy J Rendall 8104 W High St Franklin, WI 53132 Michaelangelo's Pizza			
Operator 2017-18	Brian A Swier 4243 S 3 rd St Milwaukee, WI 53207 Rock Snow Park			
Change of Agent 2017-18	Dino D Curi 3607 S Austin St Milwaukee, WI 53207 Agent-Pick N Save #6360			
People Uniting for the Betterment of Life and Investment in the Community (PUBLIC) Grant	Federation of Croatian Societies, Inc. Fee Waivers: Extraordinary Event License Date of Event(s): 05/12/18-05/13/18 (Mother's Day Soccer Tournament); 6/17/18 (Father's Day Picnic); Summer/Fall 2018 (Music Festival); 7/20/18-7/22/18 (Croatian Fest); 09/15/2018 (GAB Country Fest). Location: 9100-9400 S. 76 th Street			
People Uniting for the Betterment of Life and Investment in the Community (PUBLIC) Grant	Fleet Reserve Association Branch 14 – St Martins Fair Fee Waivers: St. Martins Fair Permit Date of the Event(s): Sept 2-3, 2018 Location: St. Martins Labor Day Fair			
People Uniting for the Betterment of Life and Investment in the Community (PUBLIC) Grant	Franklin Health Dept - Bike Rodeo, Family Movie Night, Volition Volleyball Tournament Fee Waivers: Park Permits Date of the Event(s): June 2 or 9, 2018 (Bike Rodeo); June 15, 2018 (Movie Night); and October 13, 2018 (Volleyball Tournament) Location: Lions Legend Park 1			
People Uniting for the Betterment of Life and Investment in the Community (PUBLIC) Grant	Franklin Lions Club – Meetings & Fund Raisers Fee Waivers: St Martins Fair Permit, Park Permits, Temporary Class B Beer, and Operator's License Date of Events: 3/31/18, 7/24/18, 8/14/18, 9/2-9/3/18 Locations: St Martins Fair, Lions Legend Park 1			

Type/ Time	Applicant Information	Approve	Hold	Deny
People Uniting for the Betterment of Life and Investment in the Community (PUBLIC) Grant	Franklin Park Concerts – Free Concerts Fee Waivers: Park Permits, Band Shell Fees, Temporary Entertainment and Amusement License Date of Events: 6/24/18, 7/8/18, 7/22/18, 8/5/18, and 8/19/18 Location: Lions Legend Park 1			
People Uniting for the Betterment of Life and Investment in the Community (PUBLIC) Grant	Franklin Police Citizens Academy Alumni Fee Waiver: St. Martins Fair Labor Day Permit Date: 9/2/2018 to 9/3/2018 Location: St. Martins Road			
People Uniting for the Betterment of Life and Investment in the Community (PUBLIC) Grant	Franklin Police Department – National Night Out Fee Waivers: Temporary Entertainment & Amusement, Food License Date of Event: 8/6/18 Location: Franklin Public Library, 9151 W Loomis Rd			
People Uniting for the Betterment of Life and Investment in the Community (PUBLIC) Grant	Knights of Columbus - Arts & Crafts Fair Fee Waivers: Extraordinary Entertainment & Special Event License, Temporary Class B License Date of the Event: 9/2/18 Location: Sacred Heart Seminary School of Theology			
People Uniting for the Betterment of Life and Investment in the Community (PUBLIC) Grant	Root River Church – St Martins Fair Fee Waiver: St. Martins Labor Day Permit Date: 9/2/18 to 9/3/18 Location: St. Martins Labor Day Fair			
People Uniting for the Betterment of Life and Investment in the Community (PUBLIC) Grant	St Martin Of Tours Church – Fundraisers & Fair Fee Waivers: Labor Day Fair Permit, Temporary Class B Beer & Wine, Temporary Entertainment & Amusement, and Operator's Licenses Date of Event(s): 01/20/18, 03/17/18, 04/14/18 and 09/02 – 09/03/18. Location: St Martins Fair and St Martin of Tours Church or School, 7963 S 116 th St			
People Uniting for the Betterment of Life and Investment in the Community (PUBLIC) Grant	St Paul's Lutheran School – School Picnic Fee Waiver: Park Permit Date of Event: 5/31/18 noon-4pm Location: Vernon Barg Pavilion – Lions Legend II			
People Uniting for the Betterment of Life and Investment in the Community (PUBLIC) Grant	VFW Post 10394 (Franklin/Hales Corners) – St Martins Fair Fee Waivers: Temporary Entertainment & Amusement, Temporary Class B Beer, St Martin's Fair Permit Date of Event: 9/2-9/3/18 Location: Post Property, 11300 W Church St			
People Uniting for the Betterment of Life and Investment in the Community (PUBLIC) Grant	Xaverian Missionaries – Annual Mission Festival Fee waivers: Extraordinary Event License, Temporary Class B Beer and Wine License, Operator Licenses, Temporary Food Licenses, and Sign Permits. Date of Event: 6/23-6/24/18 Location: Xaverian Missionaries, 4500 Xavier Dr			
3.	Adjournment			
		Time		

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

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APPROVAL <i>JB Slw</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE 12/5/17
Bills	Vouchers and Payroll Approval	ITEM NUMBER I. 1

Attached are vouchers dated November 17, 2017 through December 1, 2017 Nos. 166967 through Nos. 167122 in the amount of \$ 680,206.20. Included in this listing are EFT's Nos. 3636 through Nos. 3645 and Library vouchers totaling \$ 17,221.71. Voided checks in the amount of \$ (2,966.11) are separately listed.

Early release disbursements dated November 17, 2017 through November 30, 2017 in the amount of \$ 492,790.07 are provided on a separate listing and are also included in the complete disbursement listing. These payments have been released as authorized under Resolution 2013-6920.

The net payroll dated November 24, 2017 is \$ 370,759.11, previously estimated at \$ 374,000.00. Payroll deductions dated November 24, 2017 are \$ 397,844.34 previously estimated at \$ 419,000.00.

The estimated payroll for December 8, 2017 is \$ 398,000.00 with estimated deductions and matching payments of \$ 220,000.00.

Attached is a list of property tax payments dated November 17 , 2017 through November 30, 2017 EFT Nos. 175 in the amount of \$ 144.20. These payments have been released as authorized under Resolution 2013-6920. Voided checks in the amount of \$ (982.64) are separately listed.

COUNCIL ACTION REQUESTED

Motion approving the following:

- City vouchers with an ending date of December 1, 2017 in the amount of \$ 680,206.20 and
- Payroll dated November 24, 2017 in the amount of \$ 370,759.11 and payments of the various payroll deductions in the amount of \$ 397,844.34 plus City matching payments and
- Estimated payroll dated December 8, 2017 in the amount of \$ 398,000.00 and payments of the various payroll deductions in the amount of \$ 220,000.00, plus City matching payments and
- Property tax payments with an ending date of November 30, 2017 in the amount of \$ 144.20.

ROLL CALL VOTE NEEDED