

APPROVAL <i>Slw</i>	REQUEST FOR COUNCIL ACTION	MTG. DATE December 18, 2018
Reports & Recommendations	ORDINANCE TO AMEND THE MUNICIPAL CODE SECTION 245-5 (F) EXTENDING PARKING RESTRICTIONS ON BOTH SIDES OF S. 35TH STREET FROM 25 FEET TO 100 FEET SOUTH OF W. HILLTOP LANE RIGHT OF WAY AND EXTENDING FROM 25 FEET TO 50 FEET ON THE WEST SIDE OF S. 35TH STREET NORTH OF W. HILLTOP LANE RIGHT OF WAY	ITEM NO. <i>G.7.</i>

BACKGROUND

On November 5, 2018, Common Council adopted ordinance 2018-2343 *“To modify the Municipal Code Section 245-5 (F) to add no parking on school days during the times 8:40-9:10 am and 3:40-4:10 pm on both sides of S. 35th Street 25 feet north and south of W. Hilltop Lane right of way and also on both sides of W. Hilltop Lane 25 feet west of S. 35th Street right of way.”*

The Board of Public Works recommended 50 feet dimensions but the Common Council adopted 25 feet to be more consistent with parking restrictions on the east side of the school. After Staff posted the parking restrictions, Staff received concerns that the adopted 25-foot dimensions were not achieving the desired safety. Staff visited the site during a school dismissal on November 15, 2018. Staff had an extensive conversation with the PTA president during the dismissal period, an extensive conversation with the Southwood Glen Elementary School Principal immediately after the dismissal period, and a follow up conversation with the School District’s Building and Grounds Staff the next day. The enclosed letter from Franklin Public Schools documents their desire to extend parking restrictions.

ANALYSIS

Staff observed that comparison of the east and west entrances of Southwood Glen Elementary are not appropriate since the east side has a parking lot intended for pickups while the west side does not.

It appears that a portion of the parking restriction concern was that parents should be discouraged from picking up their children on the west side and instead should enter the designated pickup lines on the east side of the school. Staff does not feel that this punitive reason was the intent of the Common Council’s direction so Staff removed that factor from this evaluation.

Staff further observed that the 25-foot dimension is appropriate for both sides of W. Hilltop Lane. Neither side of W. Hilltop Lane restricts view of children crossing S. 35th Street. For the east bound traffic, there was a concern that children cross S. 35th Street; walk in the grass and/or the curb line until they meet parked cars; then adjust their path towards the center of the street where potential vehicle/pedestrian conflict could occur. Staff acknowledges that this conflict is a concern. However, if this conflict were to occur, it is preferable to occur closer to the intersection where the vehicle is coming to a stop as opposed to the west where the vehicles would be traveling at a higher speed. Therefore, all parking restriction dimensions on W. Hilltop Lane should remain at 25 feet.

For the south leg of the intersection, the east side of S. 35th Street should be extended because it does limit the sight visibility of children approaching and crossing the road. Staff recommends an additional 75-foot extension. While this extension to 100 feet does not extend as far as the

PTA had previously coned off, it gives ample vision for seeing small children trying to cross S. 35th Street.

Staff recommends a matching 75-foot extension on the west side of the south leg on S. 35th Street but not for vision reasons. Conversations with the Principal noted that cars are often parked on the street while school buses are still arriving. When cars are parked on the west side on S. 35th Street, busses have a difficult time making a tight right-hand turn into the school entrance.

For the north leg on S. 35th Street, Staff sees no reason to extend the parking restrictions on the east side. Parking at 25-feet on the east side does not add any vision to children crossing S. 35th Street. For the west side of S. 35th Street, the turning radius of the bus plays a factor. Therefore, an additional 25-foot parking restriction would take the restriction to the driveway of the property on the northwest corner.

The enclosed exhibit summarizes Staff's proposed parking restrictions. Note that weather limitations have prevented Staff from painting the curbs.

Staff has attempted contact with the affected property owners and can update Common Council at the meeting regarding any comments, if desired.

OPTIONS

- A. Follow Staff's recommendations and restrict parking an additional 75 feet south on both sides of S. 35th Street and an additional 25 feet north on the west side of S. 35th Street, or
- B. Impose other restrictions on parking and/or traffic patterns.

FISCAL NOTE

Signs and paint for the curb may be accomplished within the existing DPW budget.

RECOMMENDATION

(Option A) Ordinance 2018-_____ an Ordinance to amend the Municipal Code Section 245-5 (F) extending parking restrictions on both sides of S. 35th Street from 25 feet to 100 feet south of W. Hilltop Lane right of way and extending from 25 feet to 50 feet on the west side of S. 35th Street north of W. Hilltop Lane right of way.

Engineering Department: GEM

STATE OF WISCONSIN : CITY OF FRANKLIN : MILWAUKEE COUNTY

ORDINANCE NO. 2018-_____

ORDINANCE TO AMEND THE MUNICIPAL CODE SECTION 245-5 (F) EXTENDING PARKING RESTRICTIONS ON BOTH SIDES OF S. 35TH STREET FROM 25 FEET TO 100 FEET SOUTH OF W. HILLTOP LANE RIGHT OF WAY AND EXTENDING FROM 25 FEET TO 50 FEET ON THE WEST SIDE OF S. 35TH STREET NORTH OF W. HILLTOP LANE RIGHT OF WAY

WHEREAS, the Common Council passed Ordinance 2018-2343 "To modify the Municipal Code Section 245-5 (F) to add no parking on school days during the times 8:40-9:10 am and 3:40-4:10 pm on both sides of S. 35th Street 25 feet north and south of W. Hilltop Lane right of way and also on both sides of W. Hilltop Lane 25 feet west of S. 35th Street right of way;" and

WHEREAS, implementation of the parking restrictions illustrated that further restrictions are needed for sight-vision and bus-turning radius reasons; and

WHEREAS, Staff has discussed needed parking restrictions with the Franklin School District.

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

SECTION I. Section 245-5 (F) of the Municipal Code of the City of Franklin is hereby amended as follows:

DELETE:

NAME OF STREET: "S. 35th Street"

SIDES: "East and West"

LOCATION: "50 feet north and south of W. Hilltop Lane right of way"

ADD:

NAME OF STREET: "S. 35th Street"

SIDES: "East and West"

LOCATION: "100 feet south of W. Hilltop Lane right of way"

NAME OF STREET: "S. 35th Street"

SIDES: "East"

LOCATION: "25 feet north of W. Hilltop Lane right of way"

NAME OF STREET: "S. 35th Street"

SIDES: "West"

LOCATION: "50 feet north of W. Hilltop Lane right of way"

INTRODUCED at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2018, by Alderman _____.

PASSED AND ADOPTED by the Common Council of the City of Franklin on the _____ day of _____, 2018.

APPROVED:

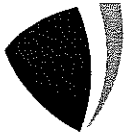
Stephen R. Olson, Mayor

ATTEST:

Sandra L. Wesolowski, City Clerk

AYES ____ NOES ____ ABSENT ____

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FRANKLIN

PUBLIC SCHOOLS

November 29, 2018

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

Dear Glen:

The Franklin Public Schools appreciates Common Council's recent action to increase visibility for our elementary students crossing S. 35th Street and W. Hilltop Lane on the western side of Southwood Glen Elementary School.

After witnessing the impacts of the 25-foot restricted parking areas as signed it is apparent that visibility for children crossing S. 35th Street is still poor. Also, our bus drivers have expressed a concern regarding the tight turns to enter school property when cars are parked on west side of S. 35th Street.

After discussing the situation with you, we are supportive that parking restrictions on both sides of S. 35th Street south of the intersection be extended from 25-feet to 100-feet. Also, the parking restriction on the west side of S. 35th Street north of the intersection be increased from 25-feet to 50-feet.

Please contact me at 414-525-7606, or my cell 414-531-4268 if you have any questions or concerns.

Sincerely,

Mark E. Cloutier
Manager of Buildings and Grounds

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APPROVAL <i>Slw</i>	REQUEST FOR COUNCIL ACTION	MTG. DATE December 18, 2018
Reports & Recommendations	A RESOLUTION AUTHORIZING APPROVAL OF THE REVISIONS TO THE CITY OF FRANKLIN DESIGN STANDARDS AND CONSTRUCTION SPECIFICATIONS, JULY 2017	ITEM NO. <i>G.8.</i>

BACKGROUND

The City of Franklin Design Standards and Construction Specifications outline requirements for development in the City of Franklin. The document covers the process from design to construction and as-built documentation. The document was last updated in 2017.

ANALYSIS

Staff desires to make the following changes to the Design Standards and Construction Specifications:

Chapter 2 – Construction Plan Requirements and Design Standards

- 2.4.1.A.20 Add Wisconsin DOT reference “All curb and gutter and sidewalk plans are to reflect WISDOT ADA ramp requirements.”

Chapter 3 – Roadways

- 3.1.7 – Regarding crown slopes, remove “2 ½ to 3%”. Replace with “2 ½%”.
- 3.5.2 – Remove entire paragraph and replace with “City streets shall be constructed of a lower layer with a No. 3 (19.0 mm) gradation. Low-volume streets shall receive an upper layer LT mix with a No. 4 (12.5 mm) gradation (4 LT 58-28 S) and high-volume or trucking streets shall receive an upper layer MT mix with a No. 4 (12.5 mm) gradation (4 MT 58-28 H). In addition to standard compaction a pneumatic rubber tire roller must be added.”
- 3.5.3 – Regarding installation of binder course, remove “two lifts of two inches each” and replace with “one lift of four inches.”
- 3.5.4 – Remove entire paragraph and replace with “Pavement density testing shall be performed the day of placement. Compaction shall be not less than 91 percent for binder course (lower) and 93 percent for surface course (upper) for traffic lanes and 91 percent for binder course and 92 percent for surface course for shoulders and drives. Density tests will not be required on leveling courses.”
- 3.5.12 – Remove entire “Pavement Density On-Site” section that discusses City providing a representative with a nuclear density machine.
- 3.7.3 – Regarding cold weather paving, add “A Cold Weather Paving Plan meeting the requirements of FDM Section 450.3.2.1.2 is required if lower level is to be placed in temperatures between 35 degrees and 40 degrees.”
- 3.10.4- Add Wisconsin DOT reference to acceptable slopes of concrete walks “... meeting WISDOT ADA requirements...”

Chapter 4 – Sanitary Sewers:

- Change Chapter Title from “Sanitary Sewers” to “Sanitary Sewer Collection System.”
- 4.2.10 – Regarding backfill, remove “aggregate slurry” and replace with “lean concrete mix.” Also remove reference “8.43.8”, replace with “8.43.9.”

Chapter 5 – Water Distribution System:

- 5.0.4 – Regarding buried metal components, insert the word “domestically produced,” before “double-wrapped with polyethylene wrap.”
- 5.4.1 – Regarding location of caution tape, remove “located in the easement areas” at the end of the first sentence to require tape everywhere.
- 5.1.6 – Replace reference of “8.43.8” with “8.43.9.”
- 10.14.1 – Replace reference of “8.43.8” with “8.43.9.”

Chapter 6- Grading and Drainage

- 6.4.6 – Regarding the curbless casting, replace type R-3227-C to “R-3227-D”
- 6.4.10- Remove the current text and replace with “The precast concrete inlet shall be sized accordingly to receive the frame.”

Chapter 10- Materials of Construction

- 10.14.1 – Replace reference of “8.43.8” with “8.43.9.”

Appendix F- Sample Subdivision Development Agreement:

Leave as-is for now. Staff is working with Legal to prepare an updated Subdivision Development Agreement to meet current state statutes.

Figures:

- Figure 2 “CROSS SECTION- 60’ STREET WITH BITUMINOUS CONCRETE PAVEMENT,” remove “2.5% to 3.0%” to only “2.5%” as the acceptable crown-slope.
- Figure 2 “CROSS SECTION- 80’ STREET WITH BITUMINOUS CONCRETE PAVEMENT,” remove “2.5% to 3.0%” to only “2.5%” as the acceptable crown-slope.
- Figure 17 “EXAMPLE OF POND OUTLET CONTROL MANHOLE” – Remove entire figure because it is an outdated detail that is no longer in use.
- Figure 16 “STORM SEWER INLET DETAIL” - Regarding the Neenah Frame and grate, replace model R-3228 H to “R-3228-BD.”
- Figure 29-A “ADA STANDARD”– Remove entire detail as it is outdated.

Once modified, the updated document will replace the previous version on the City website.

FISCAL NOTE

No fiscal impact.

RECOMMENDATION

A resolution authorizing approval of the revisions to the City of Franklin Design Standards and Construction Specifications, July 2017.

Department of Engineering GEM

STATE OF WISCONSIN: CITY OF FRANKLIN: MILWAUKEE COUNTY

RESOLUTION NO. 2018 - _____

A RESOLUTION AUTHORIZING APPROVAL OF THE REVISIONS TO THE
CITY OF FRANKLIN DESIGN STANDARDS AND CONSTRUCTION SPECIFICATIONS,
JULY 2017

WHEREAS, the City of Franklin provides requirements for development within the City in the City of Franklin Design Standards and Construction Specifications; and

WHEREAS, some updates to the 2017 standards are warranted for various reasons; and

WHEREAS, Staff will update the Design Standards and Construction Specifications as approved by Common Council.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Franklin, that revisions as presented by Staff to City of Franklin Design Standards and Construction Specifications be approved.

BE IT FURTHER RESOLVED that the Mayor and City Clerk are authorized and directed to authorize approval of the document on behalf of the City.

Introduced at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2018 by Alderman _____.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this _____ day of _____, 2018.

APPROVED:

Stephen R. Olson, Mayor

ATTEST:

Sandra L. Wesolowski, City Clerk

AYES _____ NOES _____ ABSENT _____

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APPROVAL <i>slw</i>	REQUEST FOR COMMON COUNCIL ACTION	MEETING DATE Dec. 18, 2018
REPORTS & RECOMMENDATIONS	AN ORDINANCE TO AMEND ORDINANCE 2017-2301, AN ORDINANCE ADOPTING THE 2018 ANNUAL BUDGETS FOR THE CAPITAL OUTLAY FUND FOR THE CITY OF FRANKLIN FOR FISCAL YEAR 2018 TO RECLASSIFY \$4,635 OF COMPUTER EQUIPMENT PURCHASE APPROPRIATIONS TO POLICE COMPUTER PURCHASES FROM SAVINGS IN OTHER DEPARTMENT COMPUTER EQUIPMENT PURCHASES	ITEM NUMBER <i>G.9.</i>

Background

On December 4, 2018, the Common Council authorized the purchase of six additional Police Detective computers from 2018 savings realized on other computer purchases.

Analysis

This action requires a Budget Amendment to realign appropriations from Capital Outlay Computer Equipment in other departments to Police computer equipment purchase appropriations in the Capital Outlay Fund. Without this amendment, cost would not be fully attributed to the Police Department.

Recommendation

Staff recommends adoption of the proposed Capital Outlay 2018 budget amendment.

COMMON COUNCIL ACTION REQUESTED

Motion Adopting An Ordinance to Amend Ordinance 2017-2301, An Ordinance Adopting the 2018 Annual Budgets for the Capital Outlay Fund for the City of Franklin for Fiscal Year 2018 to Reclassify \$4,635 of Computer Equipment Purchase Appropriations to Police Computer Purchases from Savings in Other Department Computer Equipment Purchases.

ROLL CALL VOTE

Finance - PAR

STATE OF WISCONSIN: CITY OF FRANKLIN: MILWAUKEE COUNTY

ORDINANCE NO. 2018 _____

AN ORDINANCE TO AMEND ORDINANCE 2017-2301, AN ORDINANCE ADOPTING THE 2018 ANNUAL BUDGETS FOR CAPITAL OUTLAY FUND FOR THE CITY OF FRANKLIN FOR FISCAL YEAR 2018, TO RECLASSIFY \$4,635 OF COMPUTER EQUIPMENT PURCHASE APPROPRIATIONS TO POLICE COMPUTER PURCHASES FROM SAVINGS IN OTHER DEPARTMENT COMPUTER EQUIPMENT PURCHASES

WHEREAS, the Common Council adopted the 2018 Budget for the City of Franklin providing resources and appropriations for 2018; and

WHEREAS, the Capital Outlay Fund provided appropriations for computer equipment which was in excess of amounts needed to fund the program; and

WHEREAS, the Police Detective squad require computers with greater capabilities than the standard machines used for City staff that require additional appropriations available from the computer equipment savings noted earlier; and

WHEREAS, the Common Council authorized the purchase of the Police Detective computers utilizing the Capital Outlay computer equipment savings without modifying the 2018 budget appropriations for computer equipments; and

WHEREAS, the Common Council of the City of Franklin believes these expenditures provide for the well being of the Community.

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

Section 1 That the 2018 Budget of the Capital Outlay Fund be adjusted as follows:

Police	Computer Equipment	Increase	\$4,635
Administration	Computer Equipment	Decrease	364
Assessor	Computer Equipment	Decrease	182
Clerk	Computer Equipment	Decrease	358
Finance	Computer Equipment	Decrease	637
Fire	Computer Equipment	Decrease	1,001
Bldg Inspection	Computer Equipment	Decrease	273
Engineering	Computer Equipment	Decrease	637
Highway	Computer Equipment	Decrease	364
Health	Computer Equipment	Decrease	637
Planning	Computer Equipment	Decrease	182

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

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this 18th day of December, 2018.

APPROVED:

Stephen R Olson, Mayor

ATTEST:

Sandra L. Wesolowski, City Clerk

AYES ____ NOES ____ ABSENT ____

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APPROVAL <i>Slew</i>	REQUEST FOR COMMON COUNCIL ACTION	MEETING DATE Dec 18, 2018
REPORTS & RECOMMENDATIONS	AN ORDINANCE TO AMEND ORDINANCE 2017-2301, AN ORDINANCE ADOPTING THE 2018 ANNUAL BUDGETS FOR THE CAPITAL OUTLAY FUND FOR THE CITY OF FRANKLIN FOR FISCAL YEAR 2018 TO RECLASSIFY \$8,000 OF APPROPRIATIONS FOR A TIRE REPLACEMENT MACHINE FROM CONTINGENCY TO HIGHWAY EQUIPMENT	ITEM NUMBER <i>G,10.</i>

Background

The Highway Dept mechanic staff provides vehicle maintenance services to the City vehicle fleet. An part of that service is tire change outs and replacements. Police vehicles each have two tire change outs per year (snow tires and regular tires) along with regular replacements. Other City vehicles also require tire change outs regularly. A tire replacement machine is thus used several times a week if not daily. The machine is ten years old and has had a few issues and needing repair of late.

The machine currently is only functional with hand assistance to turn and remove the tire from the rim and then spinning the tire to reinstall onto the rim. This is not recommended procedures from a workers compensation standpoint.

Estimated repairs are \$2,500 and would only address a small portion of the machine's components that are also ten years old.

Replacement quotes have been obtained from two suppliers, one for \$7,895 (Myers Tire Supply) and another for \$9,349 (NAPA Supply). This equipment was not included in the 2019 Dept requests.

Highway staff considers a full replacement of machine to be the best value for the City.

Analysis

The Capital Outlay Fund has \$21,225 of Contingency appropriations available at this time.

Recommendation

The Mayor recommends the purchase of a replacement tire machine for \$7,895. Staff recommends the reclassification of \$8,000 Contingency appropriations to Highway Equipment in the Capital Outlay Fund.

COMMON COUNCIL ACTION REQUESTED

Motion adopting An ordinance to amend Ordinance 2017-2301, an ordinance adopting the 2018 annual budgets for the Capital Outlay Fund for the City of Franklin for fiscal year 2018 to reclassify \$8,000 of appropriations for a tire replacement machine from contingency to Highway Equipment

ROLL CALL VOTE

Finance - PAR

STATE OF WISCONSIN: CITY OF FRANKLIN: MILWAUKEE COUNTY

ORDINANCE NO. 2018 _____

AN ORDINANCE TO AMEND ORDINANCE 2017-2301, AN ORDINANCE ADOPTING THE 2018 ANNUAL BUDGETS FOR CAPITAL OUTLAY FUND FOR THE CITY OF FRANKLIN FOR FISCAL YEAR 2018, TO RECLASSIFY \$8,000 OF APPROPRIATIONS FOR A TIRE REPLACEMENT MACHINE FROM CONTINGENCY TO HIGHWAY EQUIPMENT

WHEREAS, the Common Council adopted the 2018 Budget for the City of Franklin providing resources and appropriations for 2018; and

WHEREAS, that the Highway Department provides vehicle maintenance services to the City fleet; and

WHEREAS, that the Highway Department utilizes a ten year old tire replacement machine to perform regular vehicle maintenance services; and

WHEREAS, the tire replacement machine has reached the end of its useful life requiring repair estimates in excess of twenty five percent of its replacement cost with the Highway Superintendent securing two quotes for replacement and repair; and

WHEREAS, Highway Superintendent has requested the immediate replacement of the tire replacement machine to protect the safety of staff performing their duties, and

WHEREAS, the Common Council of the City of Franklin believes these expenditures provide for the well being of the Community.

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

Section 1 That the 2018 Budget of the Capital Outlay Fund be adjusted as follows:

Contingency	Decrease	8,000
Highway Equipment	Increase	8,000

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

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this ____ day of _____, 2018.

APPROVED:

Stephen R Olson, Mayor

ATTEST:

Sandra L. Wesolowski, City Clerk

AYES ___ NOES ___ ABSENT ___

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APPROVAL <i>Slw PA</i>	REQUEST FOR COUNCIL ACTION	MEETING DATE Dec 18, 2018
REPORTS & RECOMMENDATIONS	October, 2018 Monthly Financial Report	ITEM NUMBER <i>G.11.</i>

Background

The October, 2018 Financial Report is attached.

The Finance Committee has not reviewed the report.

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

October, 2018

1

Date: Dec 7, 2018

To: Mayor Olson, Common Council and Finance Committee Members

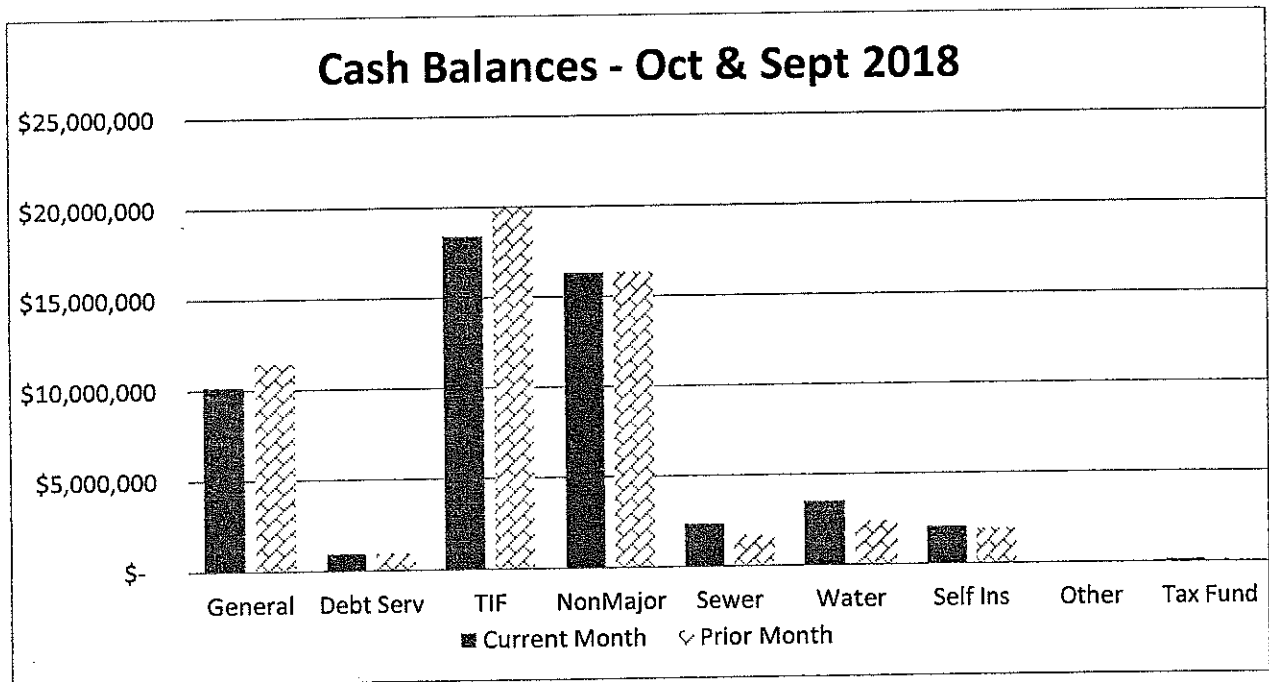
From: Paul Rotzenberg, Director of Finance & Treasurer

Subject: October, 2018 Financial Report

The Oct, 2018 financial reports for the General Fund, Debt Service Fund, TID Summary and TID Funds, Solid Waste Fund, Capital Outlay Fund, Equipment Replacement Fund, Street Improvement Fund, Capital Improvement Fund, Development Fund, Utility Development, Self Insurance Fund, and Post Employment Retirement Insurance Funds are attached.

The budget allocation is completed using an average of the last five years actual spending against the Amended Budget. Budget Amendments approved thru the October 16, 2018 Common Council meeting have been included. Caution is advised in that spending patterns may have changed. Comments on specific and trending results are provided below to aid the reader in understanding or explaining current year financial results.

Your review of these statements is an integral part of the City's internal controls on financial performance. The statements tell the story of the City of Franklin's financial performance. If parts of the story presented herein do not make sense given what you have directed or approved, then you should take appropriate steps to gain satisfaction that proper accounting of City resources has been reported.

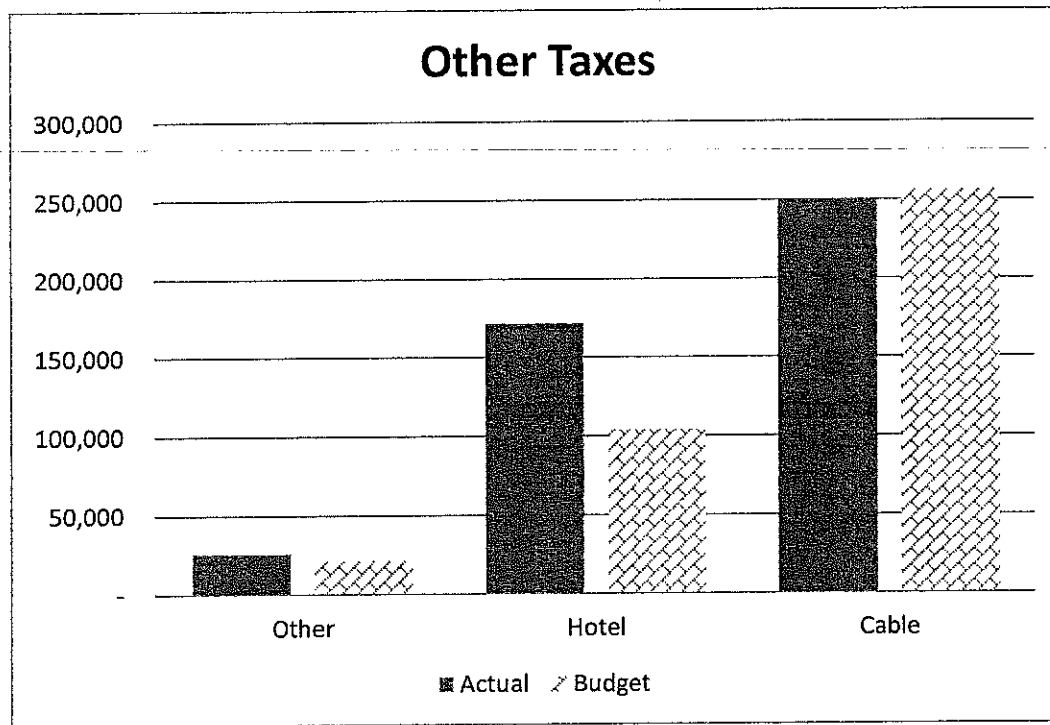


Cash & Investments Summary – is provided to aid in understanding the resources available to meet current activities. Cash & investments are positions with safety and liquidity as primary objectives as stated in the City's Investment policy. Investment returns are secondary in the

investment decisions, while return potential is not ignored. Recently increases in short term interest rates have aided short term investment returns, while generating losses on the multi year fixed income securities the City holds. Those are un-realized losses. So long as the City holds to maturity, those losses will not be realized.

Cash & Investments in the General Governmental Funds decreased \$2.9 million to \$45.9 million since last month. TIF balances declined \$1.56 million related to capital projects activity in Ballpark Commons. Utility cash balances increased on the collection of the Sept quarterly billings before payments to our Wholesale Water supplier and MMSD for treatment costs. Staff is investigating why the Tax fund continues to hold \$118,737 in cash.

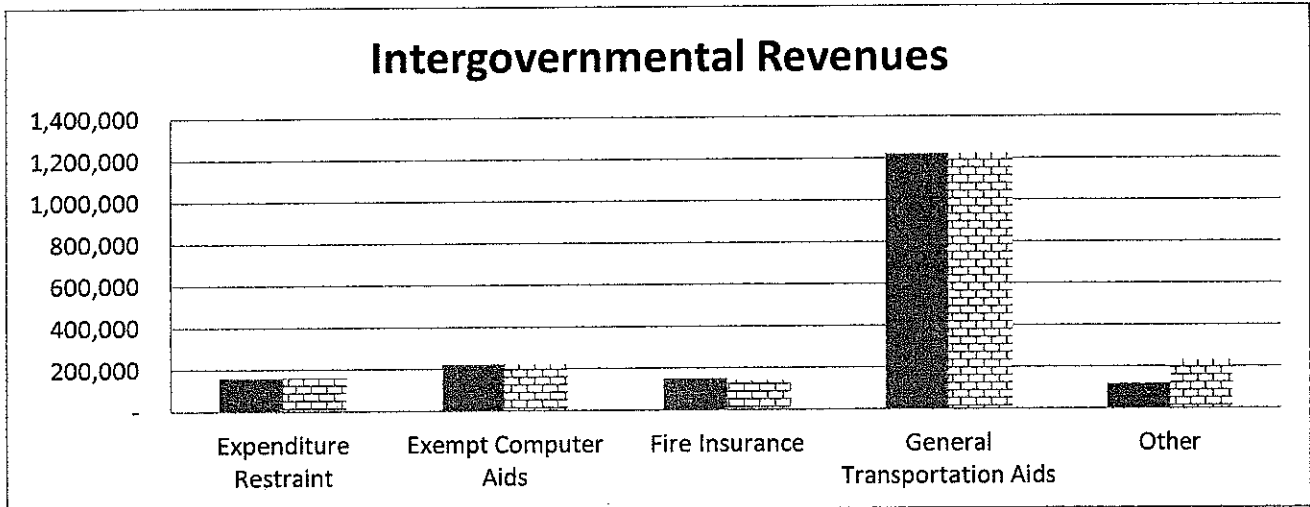
GENERAL FUND captures the major operating activities of the City. Revenues of \$23.5 million are \$160,000 more than budget.



Excess Hotel Taxes (\$100,000) were inadvertently credited to General Fund and will be moved to the Tourism Commission as required by new State limits. This drove Other Tax Revenues

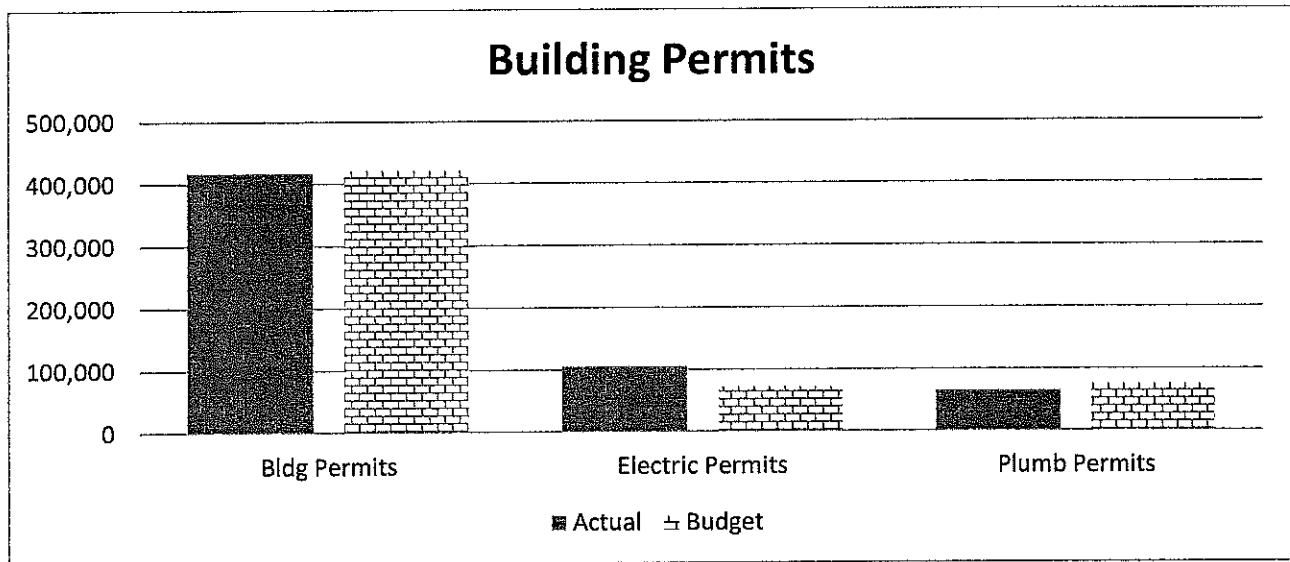
\$102,000 over budget.

A \$90,000 shortfall in Intergovernmental Revenues represents the \$150,000 COPS Grant that was not received, though budgeted. The other forms of Intergovernmental revenues are essentially on budget.



Within Licenses & Permits, planning fees are greater than budget with more developments to review. Engineering fees on new subdivisions has generated \$54,900 in un-budgeted revenues. Landfill Siting revenues are arriving slower than budgeted.

Building permit revenues are in line with a planned increased level compared to prior year.



Ambulance revenues are very close to budget, generating the budgeted increase.

Other revenues include Insurance dividends and rental income for cell towers. These revenues have exceeded budget levels.

October's General Fund expenditures of \$20.4 million are \$156,000 less than budget.

Expenditure items of note are:

- Public Safety costs of \$14.2 million are \$311,000 (2.2%) greater than budget. Additional Public Safety Personnel appropriations will be needed by year's end.

- Total Police personnel costs are \$177,000 over budget. Police Overtime is a major cause. 3-4 officers were on field training early in the year and overtime was needed to fill the vacant patrol positions. Also note that the requested Police overtime budget was \$230,000, while the adopted budget was only \$190,000. A budgeted grant funding a Police position will remain vacant when the grant did not get awarded. Police overtime thru August exceeded the annual budget.
- Total Fire personnel costs are \$310,000 (6.6%) over budget. Fire overtime costs (now \$319,000 against \$190,500 annual budget) reached the annual budget by the end of June.
- Public Works expenditures of \$2.4 million are \$272,000 (11.3%) underspent. Most of the underspending is the result of a vacant Engineering position.
- Culture and Recreation is \$49,400 (33%) overspent related to efforts in the parks.
- Most of the underspending is a result of budgeting a \$1.2 million contingency that was not expected to be spent.

A \$3.1 million surplus is \$315,000 greater than budget. The surplus is half the result of increased revenues and half the result of net under spending (related to contingency).

DEBT SERVICE – Debt payments were made timely as required.

TIF Districts – see the summary schedule of all TID activity.

TID 3 – the remaining debt balance was retired March 1. The Dept of Transportation has not yet billed the S 27th Street project costs, approximating \$1.3 million incurred in 2016. The Developer incentives are awaiting completion of the new apartment units.

TID4 – In June the Council authorized a \$1.2 million engineering contract for infrastructure in a proposed business park.

TID5 – The Developer's Agreement was signed in late February 2018. The TID sold a \$23.4 million debt issue on May 1. \$13 million of that issue is still in cash. The Developer has been making monthly draw requests on the project. Just over \$10.5 million has been expended to date.

SOLID WASTE FUND – Activity is occurring as budgeted. Waste Management raised the placement fee for materials placed in the landfill. Since the City does not pay the fee for materials originating from the City, the revenue coming back to this fund are exceeding budget. The 2017 CPI index was larger than expected which raised the contracted hauler's fees more than expected. It is possible that a budget amendment maybe needed by years end.

CAPITAL OUTLAY FUND – revenues are in line with budget. The Police have ordered three Ford Explorers, one Taurus, one F-150 and a Chevy Tahoe and nine squad tablets. The City Hall phone system replacement (\$55,000) was placed in service in July.

EQUIPMENT REPLACEMENT FUND – Revenues are in line with budget.

Both of the Highway replacement vehicles (Tandem axle dump truck and flat-bed truck) have been ordered.

STREET IMPROVEMENT FUND – Revenues are in line with budget. The State Grant was applied for in October.

The 2018 program is complete at this time.

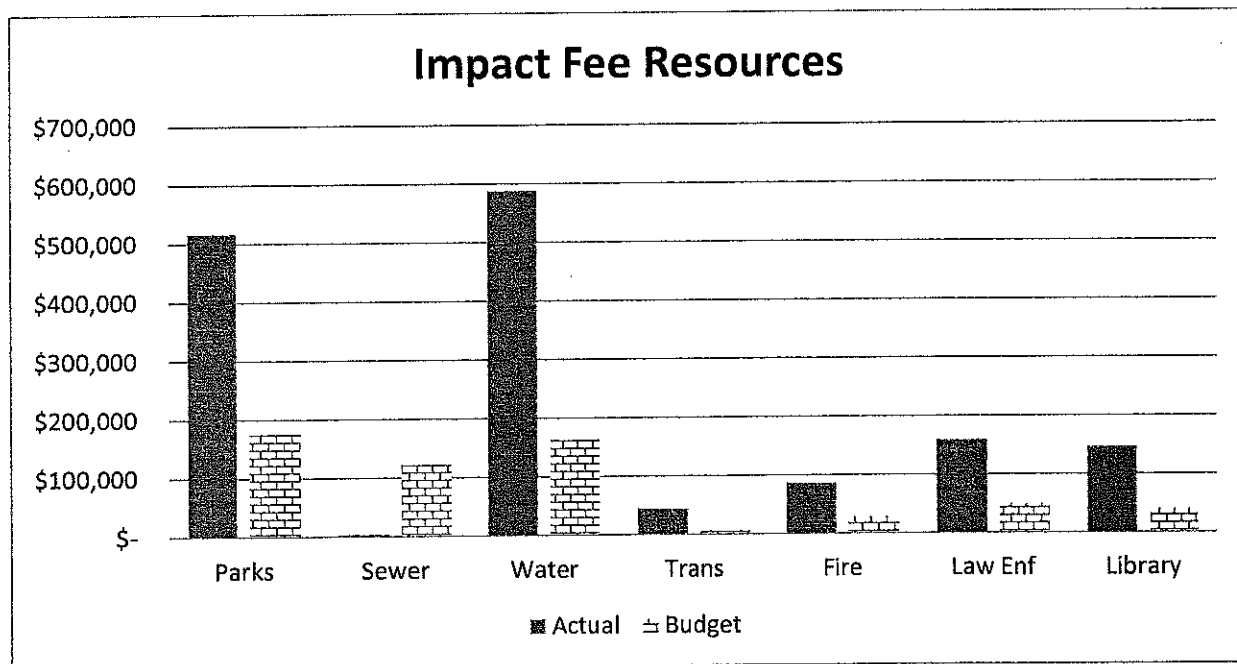
CAPITAL IMPROVEMENT FUND – \$1.6 million of Debt resources to fund the 2018 programs were received in December 2017. The Debt sale proceeds and the 2016 \$1.2 million transfer from the General Fund continue to be in the opening fund balance.

Three Public Safety projects are in process, the Squad Car, radio system dispatch console and Drug Vault ventilation system.

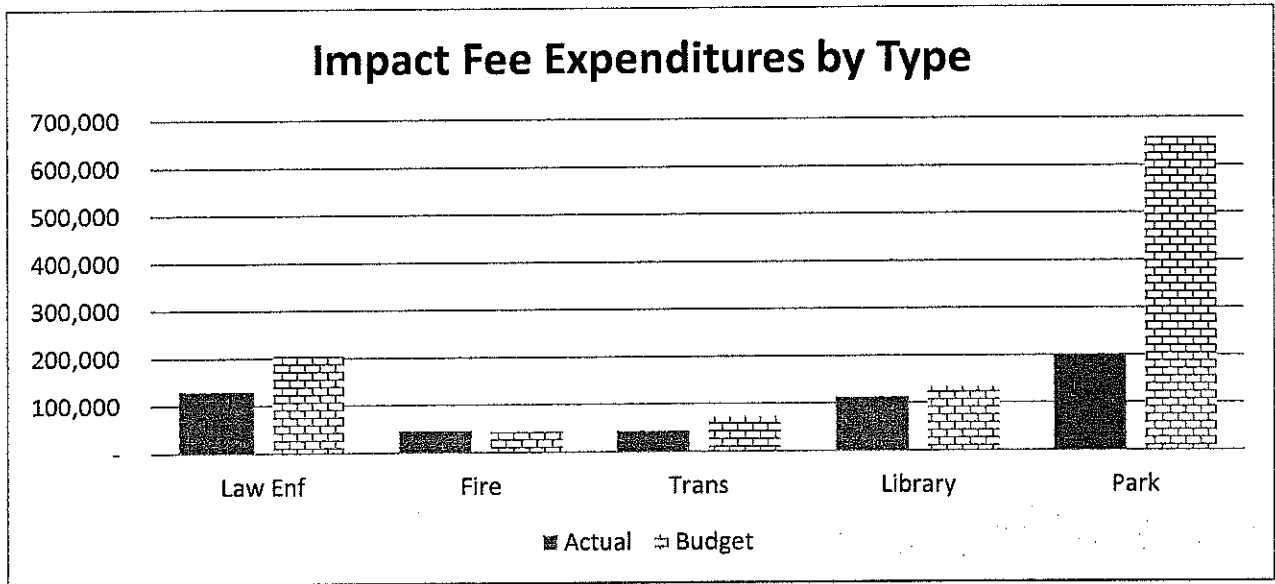
The Highway Salt storage barn is complete, and several other projects are in various states of progress.

Within Culture, the River Park trail/bridge project is complete.

DEVELOPMENT FUND – Impact fee collections are stronger than budget. A S 27th Street apartment complex project is currently driving impact fee revenues over budget.



Despite the strong collection of impact fees, transfers to the Debt Service Fund have been minimal as receipts are not sufficient to pay the 2018 debt service for these programs. Those transfers were re-examined in August and additional transfers for 2018 Debt Service were made in September.



Use of Park Impact fees continues to be an issue, as park projects are happening slower than anticipated. The City is holding \$3.9 million in Park Impact fees at Sept 30, 2018, and has earlier extended the expenditure period by three years.

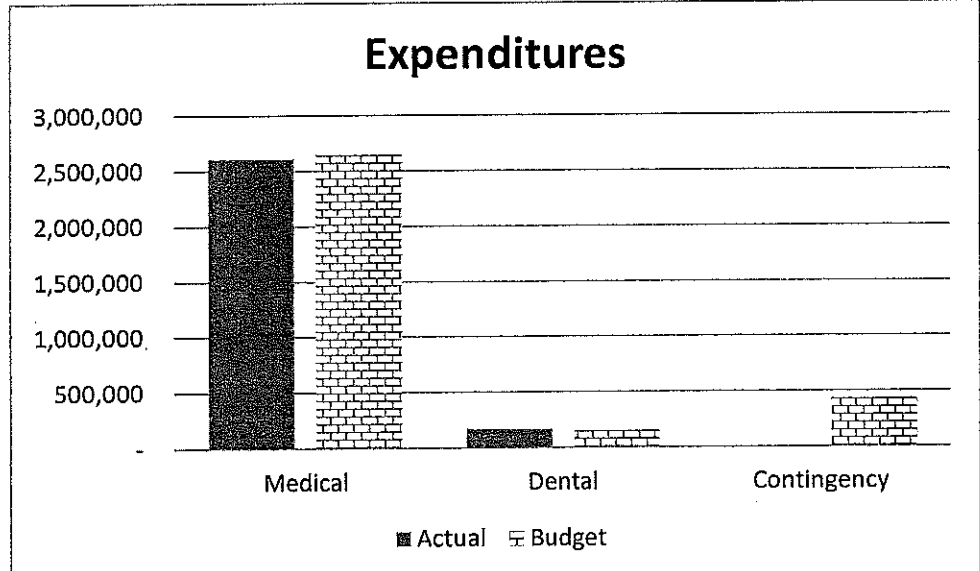
The Fund also has \$1.1 million in water impact fees for future water projects.

UTILITY DEVELOPMENT FUND – The S 27th St apartment project is driving the activity in this fund.

No expenditure projects have been approved for 2018.

SELF INSURANCE FUND – Revenues are very close to budget. A 2017 Stop Loss premium refund has pushed revenues greater than budget.

Medical expenditures slowed recently, and are slightly favorable thru Oct 31. After adjusting for



the budget contingency, the fund is performing favorably to the 2018 plan by nearly \$100,000.

RETIREE HEALTH FUND – Insurance results are much worse than 2017, with claim costs 167% of the prior

October, 2018

7

year. The fund has a \$80,338 insurance loss even factoring in the Implicit Rate Subsidy of \$134,927 for the older participants. With the small group size (25 participants), claims can be rather unpredictable.

Year to Date investment results reflect a \$37,606 net loss, approximately a (-0.7%) annualized return. The fund is invested in passive index investments and is mirroring a blended equity/fixed income market. October saw the Equity markets erase all the gains for the year, and rising interest rates have tugged at Fixed Income returns. The rather short duration position of the portfolio mitigates much of the rising interest rate impact. Still the portfolio is 66% invested in equities, arguably an overweight position.

Caution is advised, as equity market returns can be volatile.

City of Franklin
Cash & Investments Summary
October 31, 2018

	Cash	American Deposit Management	Institutional Capital Management	Local Government Invest Pool	Fidelity Investments	Total	Prior Month Total
General Fund	\$ 1,057,545	\$ 3,395,273	\$ 3,017,947	\$ 2,729,584	\$ -	\$ 10,200,349	\$ 11,486,581
Debt Service Funds	32,563	397,840	515,542	-	-	945,945	944,629
RF Districts	69,920	16,667,602	1,681,099	-	-	18,418,622	19,980,527
Nonmajor Governmental Funds	745,972	6,993,223	8,594,940	-	-	16,334,135	16,351,264
Total Governmental Funds	1,906,000	27,453,939	13,809,528	2,729,584	-	45,899,051	48,763,002
Sewer Fund	198,008	1,420,251	731,660	-	-	2,349,919	1,690,144
Water Utility	21,743	3,105,174	401,444	-	-	3,528,361	2,420,639
Self Insurance Fund	7,114	203,297	1,851,776	-	-	2,062,187	1,947,800
Other Designated Funds	8,975	-	-	-	-	8,975	10,247
Total Other Funds	235,840	4,728,722	2,984,880	-	-	7,949,442	6,068,830
Total Pooled Cash & Investments	2,141,840	32,182,661	16,794,408	2,729,584	-	53,848,493	54,831,832
Retiree Health Fund	(9,661)	-	-	-	5,583,049	5,573,388	5,861,050
Property Tax Fund	78,597	40,139	-	-	-	118,737	109,505
Total Trust Funds	68,937	40,139	-	-	5,583,049	5,692,125	5,970,554
Grand Total Cash & Investments	2,210,777	32,222,800	16,794,408	2,729,584	5,583,049	59,540,618	60,802,386
Average Rate of Return		2.09%	1.51%	2.20%			
Maturities:							
Demand	2,210,777	29,221,307	76,772	2,729,584	114,091	34,352,532	34,280,541
Fixed Income & Equities	-	-	-	-	4,057,700	4,057,700	4,385,418
2018 - Q4	-	3,001,493	1,013,605	-	-	4,015,098	5,014,155
2019 - Q1	-	-	997,495	-	150,236	1,147,731	1,146,850
2019 - Q3	-	-	986,960	-	-	986,960	986,167
2019 - Q4	-	-	1,966,840	-	-	1,966,840	1,965,128
2020	-	-	5,402,616	-	172,797	5,575,414	5,575,358
2021	-	-	3,884,714	-	173,310	4,058,024	4,060,073
2022	-	-	2,465,406	-	167,508	2,632,914	2,635,080
2023	-	-	-	-	169,505	169,505	170,311
2024	-	-	-	-	193,925	193,925	195,615
2025	-	-	-	-	194,063	194,063	195,933
2026	-	-	-	-	189,914	189,914	191,758
	2,210,777	32,222,800	16,794,408	2,729,584	5,583,049	59,540,618	60,802,386

City of Franklin
2018 Financial Report
General Fund Summary
For the Ten months ended October 31, 2018

Revenue	2018 Original Budget	2018 Amended Budget	2018 Year-to-Date Budget	2018 Year-to-Date Actual	Var to Budget Surplus (Deficiency)
Property Taxes	\$ 16,918,049	\$ 16,918,049	\$ 16,912,860	\$ 16,899,503	\$ (13,357)
Other Taxes	725,100	725,100	426,501	528,489	101,988
Intergovernmental Revenue	2,432,926	2,432,926	1,966,031	1,876,576	(89,455)
Licenses & Permits	1,040,990	1,040,990	908,265	979,748	71,483
Law and Ordinance Violations	500,000	500,000	430,724	411,548	(19,176)
Public Charges for Services	1,805,350	1,805,350	1,445,328	1,441,756	(3,572)
Intergovernmental Charges	196,500	196,500	109,975	127,921	17,946
Investment Income	205,000	205,000	170,833	165,653	(5,180)
Miscellaneous Revenue	120,350	120,350	112,364	226,695	114,331
Transfer from Other Funds	1,050,000	1,050,000	890,200	875,000	(15,200)
Total Revenue	\$ 24,994,265	\$ 24,994,265	\$ 23,373,081	\$ 23,532,889	\$ 159,808
				100.68%	

Expenditures	2018 Original Budget	2018 Amended Budget	2018 Year-to-Date Budget	2018 Year-to-Date Actual	Var to Budget Surplus (Deficiency)
General Government	\$ 3,107,447	\$ 3,153,162 A	\$ 2,668,722	\$ 2,563,967 E	\$ 104,755
Public Safety	17,296,241	17,348,342 A	13,936,819	14,247,913 E	(311,094)
Public Works	3,437,593	3,456,493 A	2,673,840	2,401,726	272,114
Health and Human Services	710,345	710,345	579,755	585,149	(5,394)
Other Culture and Recreation	173,914	201,874 A	147,863	197,313 E	(49,450)
Conservation and Development	595,345	630,045 A	494,734	430,241 E	64,493
Contingency and Unclassified	1,487,500	1,425,500 A	82,855	2,327	80,528
Anticipated underexpenditures	(413,320)	(413,320)	-	-	-
Transfers to Other Funds	24,000	24,000	24,000	24,000	-
Encumbrances	-	-	-	(72,415)	-
Total Expenditures	\$ 26,419,065	\$ 26,536,441	\$ 20,608,588	\$ 20,380,221	\$ 155,952
				98.89%	
Excess of revenue over (under) expenditures	(1,424,800)	(1,542,176)	<u>\$ 2,764,493</u>	3,152,668	<u>\$ 315,760</u>
Fund balance, beginning of year	6,587,511	6,587,511		6,587,511	
Fund balance, end of period	<u>\$ 5,162,711</u>	<u>\$ 5,045,335</u>		<u>\$ 9,740,179</u>	

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

**City of Franklin
Debt Service Funds
Balance Sheet
October 31, 2018 and 2017**

	2018 Special Assessment	2018 Debt Service	2018 Total	2017 Special Assessment	2017 Debt Service	2017 Total
Assets						
Cash and investments	\$ 678,432	\$ 267,514	\$ 945,946	\$ 637,823	\$ -	\$ 637,823
Special assessment receivable	83,018	-	83,018	130,308	-	130,308
Total Assets	<u>\$ 761,450</u>	<u>\$ 267,514</u>	<u>\$ 1,028,964</u>	<u>\$ 768,131</u>	<u>\$ -</u>	<u>\$ 768,131</u>
Liabilities and Fund Balance						
Unearned & unavailable revenue	\$ 83,018	\$ -	\$ 83,018	\$ 130,308	\$ -	\$ 130,308
Unassigned fund balance	678,432	267,514	945,946	637,823	-	637,823
Total Liabilities and Fund Balance	<u>\$ 761,450</u>	<u>\$ 267,514</u>	<u>\$ 1,028,964</u>	<u>\$ 768,131</u>	<u>\$ -</u>	<u>\$ 768,131</u>

**Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2018 and 2017**

	2018 Special Assessment	2018 Debt Service	2018 Year-to-Date Actual	2018 Amended Budget	2017 Special Assessment	2017 Debt Service	2017 Year-to-Date Actual
Revenue							
Property Taxes	\$ -	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ -	\$ 1,300,000	\$ 1,300,000
Special Assessments	51,449	-	51,449	-	65,933	-	65,933
Investment Income	3,032	3,087	6,119	-	5,473	735	6,208
Total Revenue	<u>54,481</u>	<u>1,303,087</u>	<u>1,357,568</u>	<u>1,300,000</u>	<u>71,406</u>	<u>1,300,735</u>	<u>1,372,141</u>
Expenditures:							
Debt Service:							
Principal	-	1,330,000	1,330,000	1,330,000	-	1,355,000	1,355,000
Interest	-	148,898	148,898	481,613	-	144,613	144,613
Total expenditures	<u>-</u>	<u>1,478,898</u>	<u>1,478,898</u>	<u>1,811,613</u>	<u>-</u>	<u>1,499,613</u>	<u>1,499,613</u>
Transfers in	-	392,254	392,254	328,644	-	114,370	114,370
Transfers out	(60,000)	-	(60,000)	-	(373)	-	(373)
Net change in fund balances	<u>(5,519)</u>	<u>216,443</u>	<u>210,924</u>	<u>(182,969)</u>	<u>71,033</u>	<u>(84,508)</u>	<u>(13,475)</u>
Fund balance, beginning of year	683,951	51,071	735,022	735,022	566,790	84,508	651,298
Fund balance, end of period	<u>\$ 678,432</u>	<u>\$ 267,514</u>	<u>\$ 945,946</u>	<u>\$ 552,053</u>	<u>\$ 637,823</u>	<u>\$ -</u>	<u>\$ 637,823</u>

**City of Franklin
Consolidating TID Funds
Balance Sheet
October 31, 2018**

	<u>TID 3</u>	<u>TID 4</u>	<u>TID 5</u>	<u>Total</u>
Assets				
Cash & investments	\$ 1,967,796	\$ 3,404,398	\$ 13,046,428	\$ 18,418,622
Total Assets	<u>\$ 1,967,796</u>	<u>\$ 3,404,398</u>	<u>\$ 13,046,428</u>	<u>\$ 18,418,622</u>
Liabilities and Fund Balance				
Accounts payable	\$ 36	\$ 85,722	\$ -	\$ 85,758
Accrued liabilities	1,323,600	-	-	1,323,600
Due to Other Funds	-	-	29,695	29,695
Interfund advance from Development Fund	-	-	75,000	75,000
Total Liabilities	<u>1,323,636</u>	<u>85,722</u>	<u>104,695</u>	<u>1,514,053</u>
Assigned fund balance	<u>644,160</u>	<u>3,318,676</u>	<u>12,941,733</u>	<u>16,904,569</u>
Total Liabilities and Fund Balance	<u>\$ 1,967,796</u>	<u>\$ 3,404,398</u>	<u>\$ 13,046,428</u>	<u>\$ 18,418,622</u>

**Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2018**

	<u>TID 3</u>	<u>TID 4</u>	<u>TID 5</u>	<u>Total</u>
Revenue				
General property tax levy	\$ 1,381,191	\$ 1,059,413	\$ 30,500	\$ 2,471,104
Payment in Lieu of Taxes	-	132,871	-	132,871
State exempt computer aid	464,931	16,195	-	481,126
Investment income	24,721	34,749	156,253	215,723
Bond proceeds	-	-	23,386,959	23,386,959
Total revenue	<u>1,870,843</u>	<u>1,243,228</u>	<u>23,573,712</u>	<u>26,687,783</u>
Expenditures				
Transfer to other funds	-	-	-	-
Debt service principal	985,000	-	-	985,000
Debt service interest & fees	15,010	-	337,663	352,673
Administrative expenses	31,404	4,500	40,940	76,844
Professional Services	-	215,056	64,299	279,355
Interfund interest	148	-	-	148
Capital outlays	1,354,311	1,201,850	10,063,198	12,619,359
Development incentive & obligation paymer	109,000	-	54,283	163,283
Encumbrances	<u>(1,353,313)</u>	<u>(1,090,855)</u>	<u>(27,279)</u>	<u>(2,471,447)</u>
Total expenditures	<u>1,141,560</u>	<u>330,551</u>	<u>10,533,104</u>	<u>12,005,215</u>
Revenue over (under) expenditures	729,283	912,677	13,040,608	14,682,568
Fund balance, beginning of year	<u>(85,123)</u>	<u>2,405,999</u>	<u>(98,875)</u>	<u>2,222,001</u>
Fund balance, end of period	<u>\$ 644,160</u>	<u>\$ 3,318,676</u>	<u>\$ 12,941,733</u>	<u>\$ 16,904,569</u>

City of Franklin
Tax Increment Financing District #3
Balance Sheet
October 31, 2018 and 2017

<u>Assets</u>	<u>2018</u>	<u>2017</u>
Cash & investments	\$ 1,967,796	\$ 1,840,366
Total Assets	<u>\$ 1,967,796</u>	<u>\$ 1,840,366</u>
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 36	\$ 3,245
Accrued liabilities	1,323,600	-
Interfund advance from Development Fund	-	550,000
Total Liabilities	<u>1,323,636</u>	<u>553,245</u>
Assigned fund balance	644,160	1,287,121
Total Liabilities and Fund Balance	<u>\$ 1,967,796</u>	<u>\$ 1,840,366</u>

Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2018 and 2017

	<u>2018</u> <u>Annual</u> <u>Budget</u>	<u>2018</u> <u>Amended</u> <u>Budget</u>	<u>2018</u> <u>Year-to-Date</u> <u>Budget</u>	<u>2018</u> <u>Year-to-Date</u> <u>Actual</u>	<u>2017</u> <u>Year-to-Date</u> <u>Actual</u>
Revenue					
General property tax levy	\$ 1,384,100	\$ 1,384,100	\$ 1,384,100	\$ 1,381,191	\$ 1,253,575
State exempt computer aid	584,400	584,400	584,400	464,931	458,196
Investment income	5,000	5,000	4,338	24,721	19,278
Bond proceeds	5,100,000	5,100,000	4,250,000	-	-
Transfer from other funds	-	-	-	-	-
Total revenue	<u>7,073,500</u>	<u>7,073,500</u>	<u>6,222,838</u>	<u>1,870,843</u>	<u>1,731,049</u>
Expenditures					
Transfer to other funds	-	-	-	-	-
Debt service principal	985,000	985,000	985,000	985,000	1,675,000
Debt service interest & fees	182,575	182,575	168,017	15,010	54,902
Administrative expenses	12,870	38,370	31,015	31,404	14,073
Interfund interest	1,634	1,634	1,269	148	14,398
Capital outlays	-	1,353,313	983,895	1,354,311	1,383,323
Development incentive & obligation payments	5,000,000	5,000,000	4,166,667	109,000	-
Encumbrances	-	-	-	(1,353,313)	(1,356,363)
Total expenditures	<u>6,182,079</u>	<u>7,560,892</u>	<u>6,335,863</u>	<u>1,141,560</u>	<u>1,785,333</u>
Revenue over (under) expenditures	891,421	(487,392)	<u>\$ (113,025)</u>	729,283	(54,284)
Fund balance, beginning of year	<u>(85,123)</u>	<u>(85,123)</u>		<u>(85,123)</u>	<u>1,341,405</u>
Fund balance, end of period	<u>\$ 806,298</u>	<u>\$ (572,515)</u>		<u>\$ 644,160</u>	<u>\$ 1,287,121</u>

City of Franklin
Tax Increment Financing District #4
Balance Sheet
October 31, 2018 and 2017

<u>Assets</u>	2018	2017
Cash & investments	\$ 3,404,398	\$ 2,409,228
Taxes receivable	-	-
Total Assets	<u>\$ 3,404,398</u>	<u>\$ 2,409,228</u>
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 85,722	\$ -
Unearned revenue	-	-
Total Liabilities	85,722	-
Assigned fund balance	3,318,676	2,409,228
Total Liabilities and Fund Balance	<u>\$ 3,404,398</u>	<u>\$ 2,409,228</u>

Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2018 and 2017

	2018 Annual Budget	2018 Amended Budget	2018 Year-to-Date Budget	2018 Year-to-Date Actual	2017 Year-to-Date Actual
Revenue					
General property tax levy	\$ 1,061,600	\$ 1,061,600	\$ 1,061,600	\$ 1,059,413	\$ 1,013,892
Payment in Lieu of Taxes	90,000	90,000	90,000	132,871	148,173
State exempt computer aid	14,700	14,700	14,700	16,195	15,960
Investment income	15,000	15,000	12,500	34,749	18,937
Bond proceeds	10,000,000	10,000,000	8,333,333	-	-
Total revenue	<u>11,181,300</u>	<u>11,181,300</u>	<u>9,512,133</u>	<u>1,243,228</u>	<u>1,196,962</u>
 Expenditures					
Debt service interest & fees	125,350	125,350	104,458	-	-
Administrative expenses	10,650	10,650	8,875	4,500	82,864
Professional services	104,500	155,693	87,083	215,056	-
Capital outlay	12,000,000	12,000,000	10,000,000	1,201,850	-
Development incentive/grant	980,000	980,000	816,667	-	-
Encumbrances	-	-	-	(1,090,855)	(52,848)
Total expenditures	<u>13,220,500</u>	<u>13,271,693</u>	<u>11,017,083</u>	<u>330,551</u>	<u>30,016</u>
Revenue over (under) expenditures	(2,039,200)	(2,090,393)	<u>\$ (1,504,950)</u>	912,677	1,166,946
Fund balance, beginning of year	<u>2,405,999</u>	<u>2,405,999</u>		<u>2,405,999</u>	<u>1,242,282</u>
Fund balance, end of period	<u>\$ 366,799</u>	<u>\$ 315,606</u>		<u>\$ 3,318,676</u>	<u>\$ 2,409,228</u>

City of Franklin
Tax Increment Financing District #5
Balance Sheet
October 31, 2018 and 2017

<u>Assets</u>	2018	2017
Cash & investments	\$ 13,046,428	\$ 4,099
Taxes receivable	-	-
Total Assets	\$ 13,046,428	\$ 4,099
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ -	\$ 688
Due to other funds	29,695	74,695
Advances from other funds	75,000	-
Unearned revenue	-	-
Total Liabilities	104,695	75,383
 Fund balance	 12,941,733	 (71,284)
Total Liabilities and Fund Balance	\$ 13,046,428	\$ 4,099

Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2018 and 2017

	2018	2018	2018	2018	2017
	Annual	Amended	Year-to-Date	Year-to-Date	Year-to-Date
	Budget	Budget	Budget	Actual	Actual
Revenue					
General property tax levy	\$ 30,100	\$ 30,100	\$ 25,083	\$ 30,500	\$ -
State exempt computer aid	300	300	250	-	-
Investment income	-	-	-	156,253	-
Bond proceeds	18,600,000	18,600,000	15,500,000	23,386,959	-
Transfer from other funds	-	-	-	-	-
Total revenue	18,630,400	18,630,400	15,525,333	23,573,712	-
 Expenditures					
Debt service interest & fees	534,163	534,163	232,500	337,663	-
Administrative expenses	22,050	22,050	18,375	40,940	45,899
Professional services	50,000	78,741	65,618	64,299	-
Capital outlay	9,342,875	9,342,875	7,785,729	10,063,198	-
Land improvements	3,010,000	3,010,000	2,508,333	-	-
Development incentive/grant	-	-	-	54,283	-
Contingency	5,160,507	5,160,507	4,300,423	-	-
Encumbrances	-	-	-	(27,279)	(26,461)
Total expenditures	18,119,595	18,148,336	14,910,978	10,533,104	19,438
 Revenue over (under) expenditures	 510,805	 482,064	 <u>\$ 614,355</u>	 13,040,608	 (19,438)
 Fund balance, beginning of year	 (98,875)	 (98,875)		 (98,875)	 (51,846)
 Fund balance, end of period	 \$ 411,930	 \$ 383,189		 \$ 12,941,733	 \$ (71,284)

City of Franklin
Solid Waste Collection Fund
Balance Sheet
October 31, 2018 and 2017

<u>Assets</u>	<u>2018</u>	<u>2017</u>
Cash and investments	\$ 808,322	\$ 761,330
Accrued Receivables	80	108
Total Assets	<u><u>\$ 808,402</u></u>	<u><u>\$ 761,438</u></u>
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 151,166	\$ 143,665
Accrued salaries & wages	430	-
Restricted fund balance	656,806	617,773
Total Liabilities and Fund Balance	<u><u>\$ 808,402</u></u>	<u><u>\$ 761,438</u></u>

Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2018 and 2017

<u>Revenue</u>	<u>2018</u> <u>Adopted</u> <u>Budget</u>	<u>2018</u> <u>YTD</u> <u>Budget</u>	<u>2018</u> <u>Year-to-Date</u> <u>Actual</u>	<u>2017</u> <u>Year-to-Date</u> <u>Actual</u>
Grants	\$ 68,800	68,800	\$ 68,984	\$ 68,838
User Fees	1,211,000	1,210,767	1,211,485	1,210,095
Landfill Operations-tippage	350,000	270,557	270,931	261,245
Investment Income	7,500	6,718	12,293	8,211
Sale of Recyclables	-	-	1,239	28
Total Revenue	<u><u>1,637,300</u></u>	<u><u>1,556,842</u></u>	<u><u>1,564,932</u></u>	<u><u>1,548,417</u></u>
Expenditures:				
Personal Services	14,783	11,907	12,359	12,643
Refuse Collection	679,500	576,341	577,752	562,996
Recycling Collection	362,800	307,767	320,841	307,719
Leaf & Brush Pickups	60,000	50,000	40,000	36,172
Tippage Fees	455,300	379,417	349,276	339,918
Miscellaneous	3,500	2,917	1,575	2,079
Printing	1,800	1,500	-	-
Total expenditures	<u><u>1,577,683</u></u>	<u><u>1,329,849</u></u>	<u><u>1,301,803</u></u>	<u><u>1,261,527</u></u>
 Revenue over (under) expenditures	 59,617	 <u><u>226,993</u></u>	 263,129	 286,890
 Fund balance, beginning of year	 <u><u>393,677</u></u>		 <u><u>393,677</u></u>	 <u><u>330,883</u></u>
 Fund balance, end of period	 <u><u>\$ 453,294</u></u>		 <u><u>\$ 656,806</u></u>	 <u><u>\$ 617,773</u></u>

**City of Franklin
Capital Outlay Fund
Balance Sheet
October 31, 2018 and 2017**

<u>Assets</u>	<u>2018</u>	<u>2017</u>
Cash and investments	\$ 523,388	\$ 356,726
Total Assets	<u>\$ 523,388</u>	<u>\$ 356,726</u>
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 19,237	\$ 22,391
Encumbrance	85,977	57,100
Assigned fund balance	418,174	277,235
Total Liabilities and Fund Balance	<u>\$ 523,388</u>	<u>\$ 356,726</u>

**Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2018 and 2017**

	<u>2018 Original Budget</u>	<u>2018 Amended Budget</u>	<u>2018 Year-to-Date Budget</u>	<u>2018 Year-to-Date Actual *</u>	<u>2017 Year-to-Date Actual</u>
Revenue					
Property Taxes	\$ 450,500	\$ 450,500	\$ 450,500	\$ 450,500	\$ 444,300
Grants	-	-	-	2,021	7,046
Landfill Siting	147,000	147,000	139,966	147,000	120,200
Investment Income	6,000	6,000	5,000	5,759	4,615
Miscellaneous Revenue	39,000	60,700	34,182	22,070	54,075
Transfers from Other Funds	-	134,138	134,138	101,000	-
Total Revenue	<u>642,500</u>	<u>798,338</u>	<u>763,786</u>	<u>728,350</u>	<u>630,236</u>
Expenditures:					
General Government	132,762	241,247	180,882	97,678	119,986
Public Safety	431,508	589,841	516,354	489,848	497,381
Public Works	55,062	81,752	66,460	54,376	32,535
Health and Human Services	6,582	6,582	5,485	3,563	-
Culture and Recreation	4,000	13,250	9,436	10,208	13,453
Conservation and Development	1,682	1,682	1,402	1,018	1,618
Contingency	50,000	27,750	23,125	6,525	-
Transfers to Other Funds	-	8,000	-	-	26,950
Total expenditures	<u>681,596</u>	<u>970,104</u>	<u>803,144</u>	<u>663,216</u>	<u>691,923</u>
Revenue over (under) expenditures	(39,096)	(171,766)	<u>(39,358)</u>	65,134	(61,687)
Fund balance, beginning of year	<u>353,040</u>	<u>353,040</u>		<u>353,040</u>	<u>338,922</u>
Fund balance, end of period	<u>\$ 313,944</u>	<u>\$ 181,274</u>		<u>\$ 418,174</u>	<u>\$ 277,235</u>

* Amount shown is actual expenditures plus encumbrance

**City of Franklin
Equipment Replacement Fund
Balance Sheet
October 31, 2018 and 2017**

<u>Assets</u>	<u>2018</u>	<u>2017</u>
Cash and investments	\$ 2,830,680	\$ 2,369,608
Total Assets	\$ 2,830,680	\$ 2,369,608
 <u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 112,591	\$ -
Encumbrance	134,468	88,644
Assigned fund balance	2,583,621	2,280,964
Total Liabilities and Fund Balance	\$ 2,830,680	\$ 2,369,608

**Comparative Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2018 and 2017**

	2018 Original Budget	2018 Amended Budget	2018 Year-to-Date Budget	2018 Year-to-Date Actual *	2017 Year-to-Date Actual
Revenue:					
Property Taxes	\$ 350,000	\$ 350,000	\$350,000	\$ 350,000	\$ 348,300
Landfill	200,000	200,000	189,847	200,000	163,700
Investment Income	29,000	29,000	24,167	10,500	24,679
Transfers from Other Funds	-	8,000	-	-	-
Property Sales	7,500	7,500	6,016	56,695	28,201
Total revenue	586,500	594,500	570,030	617,195	564,880
Expenditures:					
Public Safety	44,754	96,754	74,610	94,965	237,358
Public Works	251,000	251,000	228,874	250,424	417,561
Total expenditures	295,754	347,754	303,484	345,389	654,919
Revenue over (under) expenditures	290,746	246,746	266,546	271,806	(90,039)
Fund balance, beginning of year	2,311,815	2,311,815		2,311,815	2,371,003
Fund balance, end of period	\$ 2,602,561	\$ 2,558,561		\$ 2,583,621	\$ 2,280,964

* Amount shown is actual expenditures plus emcumbrance

**City of Franklin
Street Improvement Fund
Balance Sheet
October 31, 2018 and 2017**

<u>Assets</u>	<u>2018</u>	<u>2017</u>
Cash and investments	\$ 306,076	\$ 338,962
Total Assets	\$ 306,076	\$ 338,962
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 2,301	\$ 1,148
Encumbrances	75,151	-
Assigned fund balance	228,624	337,814
Total Liabilities and Fund Balance	\$ 306,076	\$ 338,962

**Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2018 and 2017**

	<u>2018 Original Budget</u>	<u>2018 Year-to-Date Totals</u>	<u>2017 Year-to-Date Totals</u>
Revenue:			
Property Taxes	\$ 714,700	\$ 714,700	\$ 704,900
Landfill Siting	133,000	124,500	109,000
Investment Income	2,500	8,503	6,685
Local Road Improvement Aids	75,000	-	-
Refunds and Reimbursements	-	-	-
Total revenue	925,200	847,703	820,585
Expenditures:			
Street Reconstruction Program - Current Year	920,000	905,345	740,099
Revenue over (under) expenditures	5,200	(57,642)	80,486
Fund balance, beginning of year	286,266	286,266	257,328
Fund balance, end of period	\$ 291,466	\$ 228,624	\$ 337,814

**City of Franklin
Capital Improvement Fund
Balance Sheet
October 31, 2018 and 2017**

<u>Assets</u>	<u>2018</u>	<u>2017</u>
Cash and investments	\$ 3,592,519	\$ 2,266,122
Accrued receivables	847	847
Total Assets	<u>\$ 3,593,366</u>	<u>\$ 2,266,969</u>
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 316,582	\$ 19,127
Escrow Balances Due	78,915	90,000
Fund Balance - Encumbrance	240,314	753,072
Assigned fund balance	2,957,555	1,404,770
Total Liabilities and Fund Balance	<u>\$ 3,593,366</u>	<u>\$ 2,266,969</u>

**Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2018 and 2017**

	<u>2018 Original Budget</u>	<u>2018 Amended Budget</u>	<u>2018 Year-to-Date Totals</u>	<u>2017 Year-to-Date Totals</u>
Revenue:				
Block Grants	\$ -	\$ -	\$ -	\$ -
Other Grants	-	638,000	-	-
Landfill Siting	276,000	276,000	116,695	169,132
Transfers from Other Funds	15,529,251	15,529,251	-	-
Transfers from Impact Fees	1,552,928	1,552,928	202,039	-
Transfers from Connection Fees	1,000,000	1,000,000	-	-
Bond Proceeds	5,600,000	5,600,000	-	-
Donations	150,000	150,000	11,085	-
Refunds & Reimbursements	-	-	-	97,480
Investment Income	5,000	5,000	26,902	27,362
Total revenue	<u>24,113,179</u>	<u>24,751,179</u>	<u>356,721</u>	<u>293,974</u>
Expenditures:				
General Government	1,925,000	1,925,000	42,310	39,123
Public Safety	291,250	429,946	112,069	274,867
Public Works	14,928,746	16,117,070	581,764	1,234,051
Culture and Recreation	1,443,445	1,443,445	354,432	55,351
Sewer & Water	4,869,500	4,869,500	-	-
Contingency	2,296,376	2,279,076	3,084	3,084
Bond/Note Issuance Cost	98,000	98,000	-	-
Transfers to Other Funds	-	101,000	101,000	-
Total expenditures	<u>25,852,317</u>	<u>27,263,037</u>	<u>1,194,659</u>	<u>1,606,476</u>
Revenue over (under) expenditures	(1,739,138)	(2,511,858)	(837,938)	(1,312,502)
Fund balance, beginning of year	3,795,493	3,795,493	3,795,493	2,717,272
Fund balance, end of period	<u>\$ 2,056,355</u>	<u>\$ 1,283,635</u>	<u>\$ 2,957,555</u>	<u>\$ 1,404,770</u>

**City of Franklin
Development Fund
Balance Sheet
October 31, 2018 and 2017**

<u>Assets</u>	<u>2018</u>	<u>2017</u>
Cash and investments	\$ 5,277,590	\$ 3,953,466
Due From TID 3	-	275,000
Total Assets	\$ 5,277,590	\$ 4,228,466
 <u>Liabilities and Fund Balance</u>		
Accounts payable	\$ -	\$ -
Payable to Developers- Oversizing	59,799	79,732
Non-Spendable Fund Balance - Advances	-	275,000
Encumbrance	3,321	3,321
Assigned fund balance	5,214,470	3,870,413
Total Fund Balance	5,214,470	4,145,413
Total Liabilities and Fund Balance	\$ 5,277,590	\$ 4,228,466

**Comparative Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2018 and 2017**

	<u>2018 Original Budget</u>	<u>2018 Year-to-Date Budget</u>	<u>2018 Year-to-Date Actual</u>	<u>2017 Year-to-Date Actual</u>
Revenue:				
Impact Fee: Parks	\$ 192,000	\$ 175,520	\$ 516,897	\$ 57,078
Southwest Sewer Service Area	122,440	122,440	4,689	-
Administration	4,125	3,775	12,540	2,530
Water	185,000	163,009	587,517	115,696
Transportation	8,400	7,007	44,912	18,954
Fire Protection	32,250	28,256	86,899	16,614
Law Enforcement	55,930	48,978	159,260	30,497
Library	43,950	40,087	147,272	16,614
Total Impact Fees	644,095	589,072	1,559,986	257,983
Investment Income	43,750	36,458	25,524	38,652
Interfund Interest Income	817	681	74	7,199
Total revenue	688,662	626,211	1,585,584	303,834
Expenditures:				
Other Professional Services	10,000	13,321	3,321	3,321
Transfer to Debt Service:				
Law Enforcement	205,000	205,000	130,220	34,654
Fire	43,100	43,100	45,226	43,006
Transportation	73,250	73,250	43,541	11,024
Library	133,100	133,100	113,267	25,313
Total Transfers to Debt Service	454,450	454,450	332,254	113,997
Transfer to Capital Improvement Fund:				
Park	1,572,350	658,387	202,038	-
Total Transfers to Capital Improve	1,572,350	658,387	202,038	-
Sewer Fees	500,000	-	-	-
Water Fees	500,000	-	-	99,665
Total expenditures	3,036,800	1,126,158	537,613	216,983
Revenue over (under) expenditures	(2,348,138)	(499,947)	1,047,971	86,851
Fund balance, beginning of year	4,166,499		4,166,499	4,058,562
Fund balance, end of period	<u>\$ 1,818,361</u>		<u>\$ 5,214,470</u>	<u>\$ 4,145,413</u>

**City of Franklin
Utility Development Fund
Balance Sheet
October 31, 2018 and 2017**

<u>Assets</u>	<u>2018</u>	<u>2017</u>
Cash and investments - Water	\$ 641,675	\$ 541,740
Cash and investments - Sewer	905,132	714,866
Special Assessment - Water Current	140,867	212,416
Special Assessment - Water Deferred	314,587	332,962
Special Assessment - Sewer Current	241,026	297,705
Special Assessment - Sewer Deferred	70,898	76,728
Reserve for Uncollectible	(16,776)	(40,982)
Total Assets	<u>\$ 2,297,409</u>	<u>\$ 2,135,435</u>
 <u>Liabilities and Fund Balance</u>		
Accounts payable	\$ -	\$ -
Unearned Revenue	750,602	878,829
Total Fund Balance	1,546,807	1,256,606
Total Liabilities and Fund Balance	<u>\$ 2,297,409</u>	<u>\$ 2,135,435</u>

**Comparative Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2018 and 2017**

	<u>2018 Original Budget</u>	<u>2018 Year-to-Date Budget</u>	<u>2018 Year-to-Date Actual</u>	<u>2017 Year-to-Date Actual</u>
Revenue:				
Special Assessments				
Water	\$ 81,600	\$ 21,034	\$ 23,695	\$ 468
Sewer	82,000	20,828	5,830	-
Connection Fees				
Water	-	-	-	2,281
Sewer	18,000	16,628	83,220	17,280
Total Assessments & Connection Fees	181,600	58,490	112,745	20,029
Special Assessment Interest	34,000	759	213	17
Investment Income	-	-	20,471	12,370
Total revenue	<u>215,600</u>	<u>59,249</u>	<u>133,429</u>	<u>32,416</u>
 Transfer to Capital Improvement Fund:				
Water	500,000	-	-	-
Sewer	500,000	-	-	-
Total Transfers to Capital Improven	1,000,000	-	-	-
 Revenue over (under) expenditures	 (784,400)	 59,249	 133,429	 32,416
 Fund balance, beginning of year			 <u>1,413,378</u>	 <u>1,224,190</u>
 Fund balance, end of period			 <u>\$ 1,546,807</u>	 <u>\$ 1,256,606</u>

**City of Franklin
Self Insurance Fund - Actives
Balance Sheet
October 31, 2018 and 2017**

<u>Assets</u>	<u>2018</u>	<u>2017</u>
Cash and investments	\$ 2,149,987	\$ 2,219,021
Accounts receivable	600	594
Interfund advance receivable	-	275,000
Prepaid expenses	-	13,500
Total Assets	\$ 2,150,587	\$ 2,508,115
 <u>Liabilities and Net Assets</u>		
Accounts payable	\$ 6,225	\$ 6,043
Claims payable	290,700	270,500
Unrestricted net assets	1,853,662	2,231,572
Total Liabilities and Fund Balance	\$ 2,150,587	\$ 2,508,115

**City of Franklin Self Insurance Fund - Actives
Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2018 and 2017**

<u>Revenue</u>	<u>2018 Budget</u>	<u>2018 Year-to-Date Budget</u>	<u>2018 Year-to-Date Actual</u>	<u>2017 Year-to-Date Actual</u>
Medical Premiums-City	\$ 2,585,500	2,157,861	\$ 2,056,015	\$ 2,025,078
Medical Premiums-Employee	428,900	355,907	381,280	352,414
Other - Invest Income, Rebates	18,300	15,250	169,509	46,190
Medical Revenue	<u>3,032,700</u>	<u>2,529,018</u>	<u>2,606,804</u>	<u>2,423,682</u>
Dental Premiums-City	118,300	82,963	90,293	90,186
Dental Premiums-Retirees	6,000	6,000	3,600	3,492
Dental Premiums-Employee	57,000	47,535	46,367	45,825
Dental Revenue	<u>181,300</u>	<u>136,498</u>	<u>140,260</u>	<u>139,503</u>
Total Revenue	3,214,000	2,665,516	2,747,064	2,563,185
 Expenditures:				
Active Employees-Medical				
Medical claims - Current Year	2,376,800	1,858,843	1,526,334	1,699,268
Medical claims - Prior Year	-	-	240,374	268,382
Prescription drug claims	-	-	281,590	241,584
Refunds-Stop Loss Coverage	-	-	(54,271)	(4,349)
Total Claims-Actives	<u>2,376,800</u>	<u>1,858,843</u>	<u>1,994,027</u>	<u>2,204,885</u>
Medical Claim Fees	145,000	129,643	123,266	158,779
Memberships	-	-	3,075	3,180
Miscellaneous Wellness	77,000	48,500	15,423	20,368
Section 125 administration Fee	4,500	3,275	3,325	2,610
Stop Loss Premiums	664,000	587,871	469,818	521,559
ACA Fees	25,000	21,884	1,348	1,309
Total Medical Costs-Actives	<u>3,292,300</u>	<u>2,650,016</u>	<u>2,610,282</u>	<u>2,912,690</u>
Active Employees-Dental				
Dental Claims	165,300	134,836	152,424	143,162
Dental Claim Fees	12,000	10,658	11,859	16,365
Total Dental Costs-Actives	<u>177,300</u>	<u>145,494</u>	<u>164,283</u>	<u>159,527</u>
Retirees-Dental				
Dental Claims	6,000	5,268	4,848	5,218
Dental Claim Fees	200	180	185	253
Total Dental Costs-Retirees	<u>6,200</u>	<u>5,448</u>	<u>5,033</u>	<u>5,471</u>
Total Dental Costs	<u>183,500</u>	<u>150,942</u>	<u>169,316</u>	<u>164,998</u>
Claims contingency	528,000	440,000	-	-
Total Expenditures	4,003,800	3,240,958	2,779,598	3,077,688
Revenue over (under) expenditures	(789,800)	<u>\$ (575,442)</u>	(32,534)	(514,503)
Net assets, beginning of year	<u>1,886,196</u>	<u>1,886,196</u>	<u>1,886,196</u>	<u>2,746,075</u>
Net assets, end of period	\$ 1,096,396	\$ 1,853,662	\$ 1,853,662	\$ 2,231,572

City of Franklin
City of Franklin Post Employment Benefits Trust
Balance Sheet
October 31, 2018 and 2017

<u>Assets</u>	<u>2018</u>	<u>2017</u>
Cash and investments	\$ -	\$ -
Investments held in trust - Fixed Inc	2,003,968	2,447,431
Investments held in trust - Equities	3,579,081	3,075,908
Accounts receivable	13,972	9,479
Total Assets	<u>\$ 5,597,021</u>	<u>\$ 5,532,818</u>
<u>Liabilities and Net Assets</u>		
Accounts payable	\$ 441	\$ 353
Claims payable	131,100	45,000
Due to City	9,661	8,035
Net assets held in trust for post emp	5,455,819	5,479,430
Total Liabilities and Fund Balance	<u>\$ 5,597,021</u>	<u>\$ 5,532,818</u>

City of Franklin Post Employment Benefits Trust
Statement of Revenue, Expenses and Fund Balance
For the Ten months ended October 31, 2018 and 2017

<u>Revenue</u>	<u>2018</u> <u>Year-to-Date</u> <u>Actual</u>	<u>2017</u> <u>Year-to-Date</u> <u>Actual</u>
ARC Medical Charges - City	\$ 235,383	\$ 192,680
Medical Charges - Retirees	128,294	90,851
Implicit Rate Subsidy	134,927	61,594
Medical Revenue	<u>498,604</u>	<u>345,125</u>
Expenditures:		
Retirees-Medical		
Medical claims - Current Year	269,204	155,356
Medical claims - Prior Year	110,974	19,245
Prescription drug claims	109,879	86,575
Refunds-Stop Loss Coverage	(642)	-
Total Claims-Retirees	<u>489,415</u>	<u>261,176</u>
Medical Claim Fees	16,062	17,525
Stop Loss Premiums	72,975	65,993
Miscellaneous Expense	330	300
ACA Fees	160	131
Total Medical Costs-Retirees	<u>578,942</u>	<u>345,125</u>
Revenue over (under) expenditures	(80,338)	-
Annual Required Contribution-Net	-	37,890
Other - Investment Income, etc.	(37,606)	555,704
Total Revenues	<u>(37,606)</u>	<u>593,594</u>
Net Revenues (Expenditures)	(117,944)	593,594
Net assets, beginning of year	<u>5,573,763</u>	<u>4,885,836</u>
Net assets, end of period	<u>\$ 5,455,819</u>	<u>\$ 5,479,430</u>

APPROVAL <i>Slw</i>	REQUEST FOR COUNCIL ACTION	MTG. DATE December 18, 2018
Reports & Recommendations	RESOLUTION TO AMEND PROFESSIONAL SERVICES CONTRACT WITH GREELEY AND HANSEN FOR THE DESIGN OF INDUSTRIAL PARK LIFT STATION ABANDONMENT AND SEWER EXTENSION FOR AN ADDITIONAL \$95,510.	ITEM NO. <i>G,12.</i>

BACKGROUND

At the August 21, 2018, Common Council meeting, an Intergovernmental Cooperation Agreement with City of Waukesha, Water Utility was signed to share expenses of abandoning the Industrial Park (S. 60th Street) lift station with a gravity sewer to the Ryan Creek Interceptor (RCI) in W. Ryan Road as the RCI was envisioned and designed. A cursory evaluation concluded that sharing expenses with Waukesha could save at least \$700,000 and potentially \$1.7 million. Also at that meeting, Greeley and Hansen was authorized a fee of \$4,425 to perform an evaluation of utilizing Waukesha's Great Water Alliance (GWA) project verses rehabilitating/replacing the 37-year old lift station to ensure that abandoning the lift station is cost effective.

This item was tabled at the December 4, 2018, Common Council meeting to allow Finance sufficient time to study the impacts.

ANALYSIS

Waukesha signed the same Intergovernmental Cooperation Agreement on September 20, 2018. Greeley and Hansen has completed the requested evaluation (enclosed in December 4, 2018, Common Council packet) and has demonstrated that abandoning the lift station will save approximately \$1 million in present costs and eliminates the need to perform a major replacement/rehabilitation in 20-30 years. Given these facts, Staff recommends that it is appropriate to proceed with the design of the abandonment of the lift station and replacement with a gravity sewer to the RCI within the GWA project.

Greeley and Hansen's contract split the work into two phases and the second phase was intended to be spread over two years. However, there was a delay in signing the contract so the remainder of the anticipated 2018 work will actually be done in 2019 (Phase 2A). The remainder of the work (Phase 2B) will also be completed in 2019 in preparation for bidding in late 2019 and construction beginning in 2020. The tasks allocated per year are as follows:

	Phase 1 (Done)	Phase 2A (2018/2019)	Phase 2B (2019)
<u>Phase 1</u>			
Task 1 Project Management (15%)	\$1,425		
Task 2 Evaluation	\$3,000		
<u>Phase 2</u>			
Task 1 Project Management (60%)		\$5,700	
Task 1 Project Management (25%)			\$2,375
Task 3 Preliminary Design		\$33,750	
Task 4 90% Design		\$50,560	
Task 4 Final Design			\$12,640
Task 5 GWA Coordination	\$0	\$0	\$0
Task 6 Bidding Services			\$2,100
Other Direct Costs		\$500	
Geotechnical Subconsultant		\$5,000	
TOTALS:	\$4,425	\$95,510	\$17,115

The 2018 Sewer Improvement Fund includes a \$100,000 appropriation for design of this project. \$4,425 + \$95,510 = \$99,935 to be awarded in calendar year 2018 and encumbered for work to continue in 2019. Later in 2019, an amendment to the contract for \$17,115 for phase 2B will allow Greeley and Hansen to complete the design and include in GWA's project expected to be advertised for bid in November 2019.

OPTIONS

- A. Authorize Greeley and Hansen to complete design work identified in Phase 2A. Or,
- B. Refer back to Staff with further direction.

FISCAL NOTE

The Director of Finance & Treasurer concurs with the recommendation of Greeley and Hanson in their report that installing a gravity flow sanitary sewer is the best option to address the Industrial Park lift station retirement.

In September 2018, the Finance Committee provided the Common Council a report detailing that spending significant sums on infrastructure will cause sanitary sewer rate increases of approximately 11% (see G13 of the September 4, 2018, Common Council Agenda). While the contemplated project is somewhat smaller than that envisioned in the September 4, 2018, Financial Report, rising rates continues to be a likely result, albeit at a lower level with the reduced cost. Interestingly, replacing the Industrial Park lift station is MORE expensive than the joint project with Waukesha, and would raise sanitary sewer rates by a larger amount.

Proceeding with this engineering project and the resulting construction project is embarking upon the required borrowing/construction project and the resulting rate impact.

RECOMMENDATION

(Option A) Resolution 2018-_____ a resolution to amend professional services contract with Greeley and Hansen for the design of Industrial Park lift station abandonment and sewer extension for an additional \$95,510.

Engineering Department: GEM

STATE OF WISCONSIN : CITY OF FRANKLIN : MILWAUKEE COUNTY

RESOLUTION NO. 2018 - _____

A RESOLUTION TO AMEND PROFESSIONAL SERVICES CONTRACT WITH GREELEY
AND HANSEN FOR THE DESIGN OF INDUSTRIAL PARK LIFT STATION
ABANDONMENT AND SEWER EXTENSION FOR AN ADDITIONAL \$95,510

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

WHEREAS, the City of Waukesha Water Utility desires to construct a water return line for the Great Lakes Water Alliance (GWA) project in the S. 60th Street corridor around the year 2021; and

WHEREAS, GWA will incorporate Franklin's project into their project; and

WHEREAS, Greeley and Hansen has demonstrated that there is a significant savings to proceed with the abandonment of the lift station instead of: rehabilitating the existing lift station; replacing the existing lift station; or installing a new gravity sewer with trenchless technology (micro tunneling); and

WHEREAS, GWA plans to advertise for bids the construction in November 2019; and

WHEREAS, Greeley and Hansen is uniquely qualified to design the desired improvements for the City of Franklin and coordinate with GWA.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Common Council of the City of Franklin, Wisconsin, that an amendment of a professional services contract be executed for the industrial park lift station abandonment and sewer extension and furthermore that Greeley and Hansen be authorized a notice to proceed for Phase 2A services for a not to exceed amount of \$95,510.

Introduced at a regular meeting of the Common Council of the City of Franklin the
_____ day of _____, 2018, by Alderman _____.

PASSED AND ADOPTED by the Common Council of the City of Franklin on the
_____ day of _____, 2018.

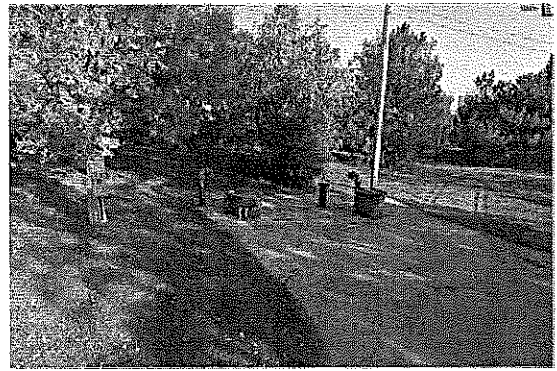
APPROVED:

Stephen R. Olson, Mayor

ATTEST:

Sandra L. Wesolowski, City Clerk

AYES _____ NOES _____ ABSENT _____



60th Street Lift Station Abandonment and New Gravity Sewer

Conveyance Alternatives Evaluation

City of Franklin

November 2018



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Conveyance Alternatives Evaluation**Executive Summary**

Executive Summary

The City of Franklin (City), located in Milwaukee County, WI, provides sewer services to approximately 26,000 City residents as well as local industries. The City Sanitary Sewer Division owns, operates and maintains five sanitary sewer lift stations. One of those lift stations is the 60th Street Industrial Park Lift Station (lift station), which is located on the east side of S. 60th Street, midblock, between W. Franklin Drive and W. Oakwood Drive. This lift station pumps sanitary sewage about 4,000 feet north to the Ryan Creek Interceptor. The lift station is approximately 37 years old and, in spite of regular maintenance, is beyond its anticipated useful working life. The City is looking to address the aging infrastructure.

The Great Water Alliance (GWA) project is planning to install a 30-inch pipeline from Waukesha to the Root River, south of Oakdale Road in Franklin. The proposed alignment of this pipeline is south on 60th Street from Ryan Road to Oakdale Road and will run directly past the current lift station. Understanding that there may be an opportunity for significant cost savings through the coordination of construction projects, the City has requested an evaluation of alternative sewage conveyance methods. The evaluation includes a conceptual cost comparison for the alternatives, taking into account any potential cost savings through coordination with the GWA project. The alternatives are:

- Alternative 1: Refurbish and upgrade the existing lift station.
- Alternative 2: Design and construct a new lift station to replace the existing lift station.
- Alternative 3: Design and construct a new gravity sewer to convey sanitary sewage to the Ryan Creek Interceptor via open cut construction.
- Alternative 4: Design and construct a new gravity sewer to convey sanitary sewage to the Ryan Creek Interceptor via microtunneling.

The GWA project is a pipeline, installed via open cut construction, and does not require contractors that specialize in microtunneling or lift station repair / installation. As such, the opportunities for construction coordination and cost savings are generally only available for Alternative 3. It is anticipated that Alternative 3 could realize a cost savings of approximately \$750,000 if coordinated with the GWA project.

Alternative 1 was deemed not feasible. Alternative 3 is anticipated to be in excess of \$1.0 million (present day cost) less expensive than Alternative 2 and in excess of \$1.8 million less expensive than Alternative 4. This is generally due to a lower base conceptual cost, cost savings through coordination with the GWA project, a lower engineering cost, and a lower future cost of operation and maintenance. As such, Greeley and Hansen recommends that the City of Franklin proceed with Alternative 3: The Design and Construct a New Gravity Sewer.



Section 1 Introduction

1.1 Background and Purpose

The 60th Street Industrial Park Lift Station (lift station), which is located on the east side of S. 60th Street, midblock, between W. Franklin Drive and W. Oakwood Drive receives sanitary sewage from adjacent areas and pumps it to the Ryan Creek Interceptor (RCI). The tie in location to the RCI is approximately 4,000 feet north of the lift station in the intersection of S. 60th Street and Ryan Road. During the conceptual design of the RCI, it was identified that the final grade of the RCI would be low enough to accommodate a gravity sewer from the lift station location. Installing a gravity sewer to convey the sanitary sewage to the RCI would allow elimination of the lift station.

The lift station is approximately 37 years old and, in spite of regular maintenance, is beyond its anticipated useful working life. The City of Franklin (City) has identified four alternatives to maintain a reliable sewage collection and conveyance system and has requested an evaluation for the following alternatives:

- Alternative 1: Refurbish and upgrade the existing lift station.
- Alternative 2: Design and construct a new lift station to replace the existing lift station.
- Alternative 3: Design and construct a new gravity sewer to convey sanitary sewage to the Ryan Creek Interceptor.
- Alternative 4: Design and construct a new gravity sewer to convey sanitary sewage to the Ryan Creek Interceptor via microtunneling.

The Great Water Alliance (GWA) project is planning to install a 30-inch pipeline from Waukesha to the Root River, south of Oakdale Road in Franklin. The proposed alignment of this pipeline is south on 60th Street from Ryan Road to Oakdale Road and will run directly past the current lift station. Understanding that there may be an opportunity for significant cost savings through the coordination of construction projects, the City has requested the evaluations of the above alternatives incorporate any cost saving opportunities provided by coordinating work with the GWA project.

Previously, a conceptual cost comparison was done to compare the cost of constructing a new gravity sewer using (1) an open-cut construction method and (2) a microtunneling construction method. Microtunneling is typically more expensive than an open-cut construction method at similar trench depths and sewer lengths as anticipated for this project. The conceptual cost for microtunneling is between \$4.0 and \$4.5 million, which is \$1.3 to \$1.8 million more than Alternative 3. There are no opportunities for cost savings through construction coordination with the GWA project using Alternative 4. As such, construction of a new gravity sewer using microtunneling as a construction method will not be evaluated further.

Section 2 Existing Conditions

2.1 Existing Conditions

The existing lift station is constructed in a wet well / dry well type configuration. The wet well has two inlets (one 18-inch inlet from the east originating from the adjacent industrial park and one 8-inch inlet from the west that collects sanitary flow from the adjacent residential area). The City has indicated that over 90% of the sanitary sewage flow comes from the industrial park.

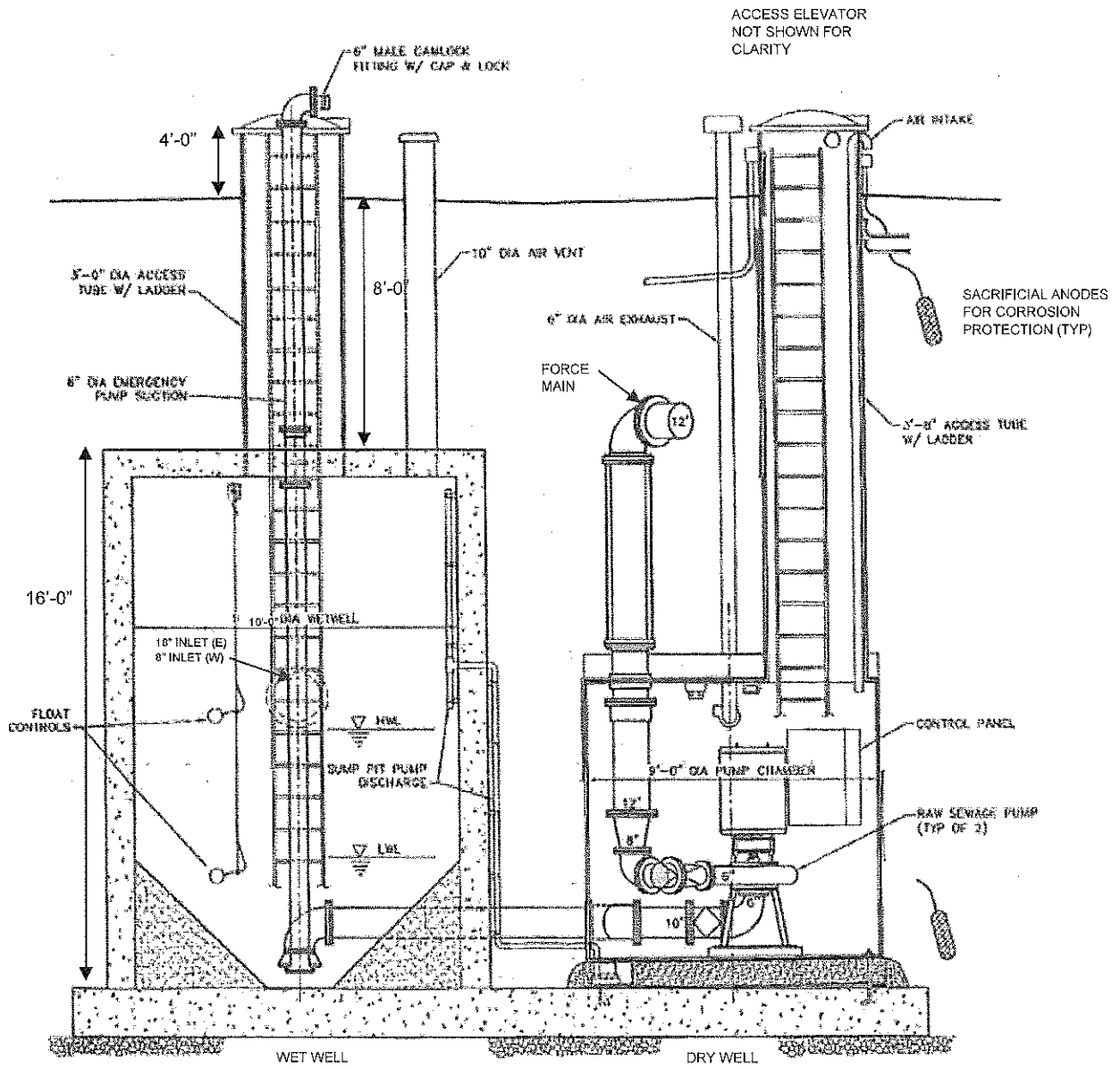
The wet well is constructed of a 16-foot tall by 10-foot diameter concrete manhole with a flat concrete cover. The concrete cover is located approximately eight feet below grade. A steel access riser extends from the concrete cover to approximately four feet above grade where it is capped with an access hatch. The steel access riser is centered on the concrete cover. The metal access hatch and the interior of the steel access riser are visibly corroded. The interior walls of the concrete manhole are not visible from the surface and therefore, it is not feasible to ascertain the condition of the concrete. A condition assessment of the steel access riser and the interior concrete of the manhole would require a full system shutdown, bypass pumping, and specialty inspectors.

The current size of the wet well does not provide a sufficient surge capacity during high flow events. This means that the lift station can transition from a low level (pump off) to a high level (pump on) in a short duration of time. This creates pump control issues as the pumps are starting and stopping several times per minute. Also, the low surge capacity does not provide sufficient time to react to a loss of power at the lift station before sanitary sewage back-ups occur.

The dry well is a packaged lift station. A steel canister houses the pumps, isolation valves, check valves, fittings and controls. Access to the dry well is through a steel access riser that extends approximately 4 feet above grade where it is capped with an access hatch. An elevator is used to access the pumps at the bottom of the steel dry well. In order to have adequate work space at the bottom of the dry well, the elevator must be raised. The dry well was not entered during the initial site visit due to confined space entry requirements; however, the steel access riser was visible and appeared to be in good condition.

Both the wet well and the dry well have a cathodic protection system that is maintained biannually.



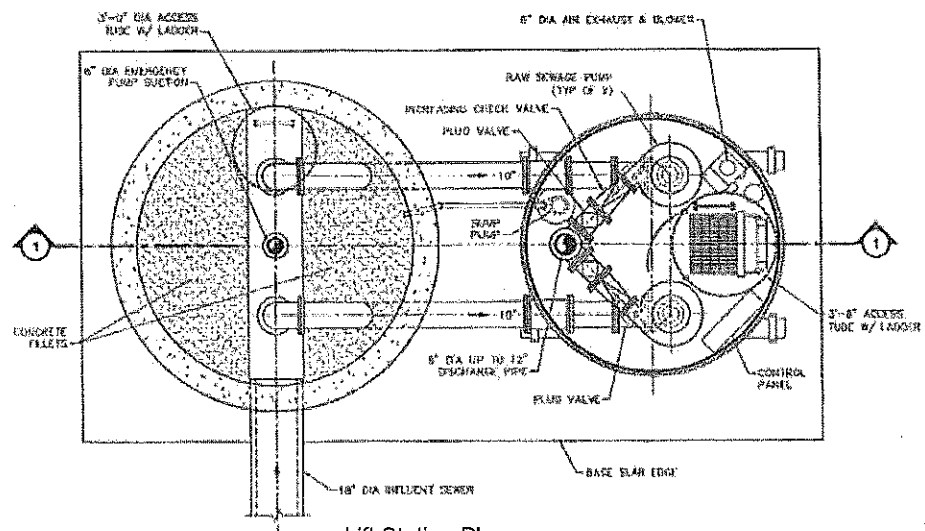


Lift Station Section

Conveyance Alternatives Evaluation**Section 2**

Two centrifugal pumps, located in the dry well adjacent to the wet well, are used for pumping sanitary sewage from the wet well, into a 12-inch force main and eventually to the Ryan Creek Interceptor. Each pump is rated at 20 horsepower (HP) with a rated capacity of 1,250 gpm and an actual pumping capacity of approximately 1,150 gpm. The pumps were manufactured by Smith and Loveless. They operate as either "ON" or "OFF" and rotate through a lead / lag sequence. Although these pumps have never been fully replaced, the pumps have had routine maintenance and have had impellers, motors, and seals replaced over the years.

The pumps are currently undersized for high flow occurrences. Under high flow conditions (rain events), the pumps operate nearly continuously, and, in several instances, both pumps operate concurrently. Therefore, the lift station does not currently meet the Wisconsin Department of Natural Resources (WDNR) specification section NR 110.14.3-11f, which states that sanitary lift stations shall be designed with an installed redundant pump such that if the largest pump was out of service, the remaining pump(s) can maintain the peak flow.



Lift Station Plan

The pumps are controlled via a submerged, analog, level sensor. Float switches are installed as back-up level indicators.

Under normal flow conditions, the majority of the sanitary sewage comes from the adjacent industrial park and, in addition to sanitary waste, there is also a unique blend of chemicals from the industrial processes. These chemicals include surfactants that causes foaming. This foaming precludes the use of customary ultrasonic and/or radar type level sensors. Erroneous level readings from a previously installed ultrasonic level sensor were attributed to foaming. In addition, the unique blend of chemicals appears to have a corrosive effect on aluminum. Aluminum elements such as the access ladder have completely corroded away. Finally, there is also a type of hard scale that forms on the wetted parts of equipment including valves, pumps, and check valves. This hard scale can cause operational issues with pump capacity, check valve seating, and flow isolation.

There is no back-up, emergency generator installed at this lift station to provide power to the pumps and controls during power outages. This can cause sanitary sewage backups during power outages. During storm events with high wind and rain, operators proactively mobilize the portable generator to power the lift station pumps should a

power outage occur. This operational procedure is done only for the 60th Street Lift Station as all other lift stations owned by the City are equipped with a permanent, back-up, emergency generator and automatic transfer switch. Even with the portable generator proactively mobilized, power outages that occur during the night require immediate operator attention (45 minutes or less) in order to avoid the risk of sanitary sewage backup. These power outages generally occur during storms with high wind and rain, which are also generally high flow events. In addition, once the generator has been set up, an operator must remain on site, through the night, rain, and storm, to monitor the generator. Two times in the previous several years, the City was financially responsible for basement replacements in an adjacent residential property related to sewage backups due to power outages.

The electrical equipment, including the control panel and generator transfer switch, is located outside, in a cabinet, and fully exposed to the elements. This can be a safety hazard when operating the lift station or hooking up the portable generator, especially during night and rain events when power outages are likely to occur. Other lift stations owned by the City include a building for all lift station electrical equipment, including the generators.

The SCADA system only allows monitoring of the lift station and does not allow remote operation of the lift station pumps.

Section 3 Conveyance Alternatives Evaluation

This section evaluates the design considerations for the three alternatives identified in Section 1 and defines the assumptions made for developing an American Association of Cost Engineers (AACE) Class 5 Opinion of Probable Construction Cost (OPCC).

3.1 Alternative 1: Refurbish and Upgrade the Existing Lift Station

The existing lift station would need significant modifications to the base infrastructure to provide a safe and reliable lift station. These modifications include:

1. Enlarging the existing dry well canister to allow for installation of a redundant pump and to provide sufficient work space without the need to raise the elevator.
2. Enlarging the existing wet well to provide additional surge capacity for high flow events.

The magnitude of the necessary improvements due to the age of the system and structure, and the large number of upgrades required to bring the lift station to the current standards of the City, this alternative is not feasible and will not be evaluated further.

3.2 Alternative 2: Design and Construct a New Lift Station

The new lift station design will consider current City of Franklin lift station design approaches and Section NR 110.14.2 of the WDNR code related to pump station design. The following assumptions have been made in determining the base cost of Alternative 2:

1. **Location:**
 - a. Adjacent to existing lift station
 - b. Will require additional easement / land acquisition (anticipated 0.25 acres)
 - i. The range of costs for land acquisition for the GWA project has been between \$20,000 and \$60,000 per acre. The cost evaluation assumes a cost of \$40,000 per acre.
2. **Lift Station & Mechanical:**
 - a. Wet well / dry well design (concrete base with steel access riser)
 - i. Special lining on steel and concrete to prevent corrosion
 - ii. Cathodic protection system for lift station structural steel
 - b. Larger wet well (sized for minimum pump cycle time greater than 5 minutes)
 - c. Larger dry well (sized to accommodate necessary pumps and provide work space)
 - d. Elevator access to dry well / access ladder to wet well
 - e. Sump pump in dry well
 - f. Mechanical ventilation system in dry well (30 complete air changes per hour)
 - g. Electric heater and dehumidifier



Conveyance Alternatives Evaluation**Section 3****3. Lift Station Pumps:**

- a. Three identical centrifugal (flooded suction) pumps:
 - i. One pump for low flow
 - ii. Two pumps for high flow
 - iii. Third pump will be installed redundant per WDNR Section NR 110.14.3-11f
- b. Pumps will rotate through a lead / lag sequence

4. Mechanical Piping and Valves:

- a. Independent suction line for each pump
- b. Isolation valve upstream and downstream of each pump
- c. One check valve in the discharge piping for each pump
- d. Emergency pump suction piping (piped to surface)

5. Force Main:

- a. 12-inch ductile iron pipe (to replace existing force main)
- b. Designed for maximum pumping rate of 7 fps and minimum velocity of 2 fps
- c. Has the potential to be installed in conjunction with GWA Project

6. Electrical equipment:

- a. New electrical distribution equipment
- b. New motor starters
- c. Located in new above grade structure (not within dry well)
- d. Explosion proof electrical connections and pump motors (when within the dry well)

7. Controls:

- a. Submerged pressure transducer level sensor
- b. Float switches (Low Low, Low, High, High High)
- c. New SCADA system for remote control and monitoring
- d. Local HMI screen for operation

8. Backup Generator:

- a. New natural gas powered backup generator
 - i. Includes new natural gas service line
- b. Automatic transfer switch
- c. Remote access, monitoring, and control
- d. Sound and weather enclosure
 - i. Installed outside for cost savings, unlike other City lift station backup generators

9. Above Grade Structure / Enclosure:

- a. Prefabricated building
- b. Enclosure for electrical and control equipment
- c. Does not include separate room for backup generator, unlike other City lift station structures



Table 3-1 Alternative 2 – Design and Construct a New Lift Station

Item	Capital Cost
Property Acquisition	\$ 10,000
Excavation and Site Work	\$ 100,000
New Lift Station (Packaged Facility)	\$ 750,000
Lift Station Concrete Holding Tank w/ Special Lining	\$ 450,000
New Controls and SCADA System	\$ 65,000
Emergency Standby Generator and Automatic Transfer Switch	\$ 180,000
Above Grade Enclosure	\$ 240,000
New 12" DIP Force Main ⁽¹⁾	\$ 115,000
Existing System Tie-In	\$ 55,000
Lift Station Abandonment	\$ 80,000
Alternative 2 Total Base Capital Cost	\$ 2,045,000

Notes: (1) Cost assumes 12" force main can be installed in conjunction with the GWA project for shared cost savings

The following items have been included in Table 4.1 – Total Overall Conceptual Costs for Alternatives 2 and 3.

1. Contractor Mobilization (10% of Total Base Capital Cost)
2. Bonds and Insurance (3% of Total Base Capital Cost)
3. Contingency (30% of Total Base Capital Cost)
4. Contractor Overhead and Profit (15% of the sum of Total Base Capital Cost, Mobilization, Bonds and Insurance, and Contingency)
5. Engineering fee for planning approval, design and permitting
6. 20 year net present value electric power costs
7. 20 year net present value for major equipment replacement
8. 20 year net present value for maintenance costs

3.3 Alternative 3: Design and Construct a New Gravity Sewer

The new gravity sewer will be designed in accordance with Section NR 110.14.2 of the WDNR code related to gravity sewer design. The following assumptions have been made:

1. **Gravity Sewer Design:**
 - a. 24-inch, SDR 35 PVC Pipe
 - i. Requires less slope by code and therefore shallower excavation
 - ii. Provides additional future capacity
2. **Alignment:**
 - a. North on 60th Street from the existing lift station to the intersection of 60th Street and Ryan Road
 - b. Approximately 4,000 linear feet
 - c. Depth of bury in excess of 34-feet in some areas
 - d. May require one or two alignment deflections to avoid utilities
3. **Separation:**
 - a. Maintain minimum separation of 8-feet (outside wall to outside wall) between sanitary sewers and potable water force mains
4. **Manholes:**
 - a. One manhole to capture existing 18-inch inlet from the east
 - b. One manhole to capture existing 8-inch inlet from the west
 - c. Intermediate manholes (every 400-feet) per WDNR code
 - d. Intermediate manholes where horizontal alignment changes
 - e. No manhole at Ryan Creek Interceptor tie-in (assume external drop pipe)
5. **Operation and Maintenance:**
 - a. It is anticipated that the operation and maintenance cost of a gravity sewer is minimal.
6. **GWA Program Coordination:**

The Great Water Alliance (GWA), which was commissioned by the City of Waukesha, will be installing a 30-inch force main that runs south along S. 60th Street, from Ryan Road to W. Oakwood Road. As the City's gravity sewer and the GWA pipeline share a similar alignment along S. 60th Street, the City is coordinating with the City of Waukesha and the GWA Program to consolidate construction activities in an effort to reduce overall construction cost and minimize the duration of public disturbance.

- a. Gravity sewer to be installed in conjunction with GWA project
 - i. To be included in GWA bid and installed by GWA contractor
 - ii. New gravity sewer to be installed via open cut construction methods
- b. GWA to assume costs associated with:
 - i. Mobilization
 - ii. GWA Pipeline including excavation and backfilling



Conveyance Alternatives Evaluation**Section 3**

- iii. Pavement removal
- iv. Pavement and landscape restoration
- v. Traffic Control
- c. City to assume the costs associated with:
 - i. Excavation and backfill beneath the GWA pipeline
 - ii. Manholes
 - iii. Sewer pipe and bedding
 - iv. Excavation for external drop pipe at Ryan Creek Interceptor
 - v. Temporary pumping, if necessary, for pipe transition
 - vi. Abandonment (in place) of existing lift station

Table 3-2 Alternative 3 – Design and Construct New Gravity Sewer

Item	Capital Cost
Pavement Removal / Demolition ⁽¹⁾	\$ -
Traffic Control ⁽¹⁾	\$ -
Additional Excavation	\$ 650,000
Trench Dewatering	\$ 15,000
Spoils Handling (for Gravity Sewer excavation only)	\$ 140,000
24" Gravity Sewer	\$ 390,000
Manholes	\$ 215,000
Additional Backfill and Compaction	\$ 95,000
Existing Interceptor Sewer Tie-In	\$ 75,000
Existing System Tie-In	\$ 55,000
Lift Station Abandonment	\$ 80,000
Pavement Restoration ⁽¹⁾	\$ -
Landscape Restoration ⁽¹⁾	\$ -
Alternative 3 Total Base Capital Cost	\$ 1,715,000

Notes: (1) Costs to be covered by the GWA Project

The following items have been included in Table 4.1 – Total Overall Conceptual Costs for Alternatives 2 and 3.

1. Contractor Mobilization (covered by GWA project)
2. Bonds and Insurance (3% of Total Base Capital Cost)
3. Contingency (30% of Total Base Capital Cost)
4. Contractor Overhead and Profit (15% of the sum of Total Base Capital Cost, Mobilization, Bonds and Insurance, and Contingency)
5. Engineering fee for design and permitting
6. 20 year net present value for maintenance costs

Section 4 Conceptual Cost Comparison

The below table provides the Total Overall Conceptual Cost of Alternatives 2 and 3:

Table 4-1 Total Overall Conceptual Cost of Alternatives 2 and 3

Item	Alternative 2 Conceptual Cost	Alternative 3 Conceptual Cost
Base Capital Cost ⁽¹⁾	\$ 2,045,000	\$ 1,715,000
Mobilization (10% of Base Capital Cost) ⁽²⁾	\$ 204,500	\$ -
Bonds and Insurance (3% of Base Capital Cost)	\$ 61,350	\$ 51,450
Contingency (30% of Base Capital Cost)	\$ 613,500	\$ 514,550
Contractor Overhead and Profit ⁽³⁾	<u>\$ 438,650</u>	<u>\$ 342,143</u>
Total Construction Cost	\$ 3,363,000	\$ 2,623,093
Total Engineering Cost ⁽⁴⁾	\$ 168,150	\$ 113,125
20 Year Net Present Value Electric Power Costs ^{(5) (4)}	\$ 68,800	\$ -
20 Year Net Present Value Replacement Costs ⁽⁵⁾	\$ 27,700	\$ -
20 Year Net Present Value Maintenance Costs ⁽⁵⁾	<u>\$ 157,000</u>	<u>\$ 5,500</u>
Total Present Worth Cost	\$ 253,500	\$ 5,500
Total Overall Conceptual Cost	\$ 3,784,650	\$ 2,741,718
Difference	\$ 1,042,932	\$ -

- Notes:
- (1) Base Capital Cost from Table 1 for Alternative 2 and Table 2 for Alternative 3
 - (2) Mobilization cost for Alternative 3 to be covered by the GWA project
 - (3) Contractor overhead and profit is 15% of the sum of the Base Cost, Mobilization, Bonds and Insurance, and Contingency
 - (4) Total Engineering Cost is based on 5% of the Base Cost for Alternative 2 and the remainder of the currently unauthorized engineering fee for Alternative 3
 - (5) Net present value: Gradient Series, 8% Discount Rate, 3% Inflation factor based on WDNR guidance on monetary analysis which includes specifying a 20 year planning period.
 - (6) Estimated electrical cost: \$0.08 kW/h


Section 5 Recommendation

The savings realized from lower total overall conceptual cost, lower engineering cost, lower future costs of operation and maintenance, and the cost savings that can be realized by coordinating with the Great Water Alliance project is in excess of \$1.0 million (present day costs). Due to this cost savings, Greeley and Hansen recommends that the City of Franklin proceed with Alternative 3: Design and Construct a New Gravity Sewer.

Greeley and Hansen LLC
741 N. Grand Avenue, Suite 308
Waukesha, WI 53186
(800) 837-9779
www.greeley-hansen.com



GREELEY AND HANSEN

<p>APPROVAL</p> <p><i>Slw</i> </p>	<p>REQUEST FOR COUNCIL ACTION</p>	<p>MEETING DATE</p> <p>12/18/2018</p>
<p>REPORTS & RECOMMENDATIONS</p>	<p>Purchase and Installation/Setup of New Server for VMWare Upgrade Project for Water & Sewer Department (2018 Budgeted Project)</p>	<p>ITEM NUMBER</p> <p><i>G.13.</i></p>

Both the Sanitary Sewer 2018 budget (61.0731.5841) and the Water Utility 2018 budget (65.0771.5843) both have a total of \$10,000 appropriated for upgrading the Sewer & Water Department's existing Dell Hyper-V server over to a VMWare server and platform (each have \$7,500 for VMWare Changeover and \$2,500 for SCADA System Server Upgrade, Switches, and Related Components, for a total of \$20,000).

Per the IT Director, the plan is to integrate the Water Department's server in the existing City Hall vCenter farm as a standalone server. \$5,000 of the funds will be needed for licensing and SCADA vendor assistance moving the software over to a new platform. The goal is to build a new server with internal storage, and set the server up as a new VMWare vSphere server. With this migration, all major servers will have been migrated over to VMWare, with Microsoft Hyper-V being formally retired. All servers will be on the same hosted management platform.

The first quote attached from Paragon Development Systems, Inc. (PDS) for \$12,875.07 is for the purchase of the server hardware, vSphere license, and HP support. The second PDS quote attached for \$2,800 is for the installation and setup of the new server by the same PDS engineer who built the City Hall VMWare farm. The PDS engineer would add the Water Department's new server to the existing City Hall VMWare farm.

The IT Director is requesting that the Director of Administration be authorized to execute the attached two quotes with PDS for the purchase and installation/upgrade of the Water Department's server to a VMWare server and platform. The funds will most likely have to be encumbered for a January implementation date, based on the hardware being ordered and the availability of the engineer's schedule.

COUNCIL ACTION REQUESTED

Motion to authorize the Director of Administration to execute the attached two quotes with Paragon Development Systems, Inc. (PDS) for \$12,875.07 and \$2,800 for the purchase and installation/upgrade of the Water Department's server to a VMWare server and platform.



Paragon Development Systems, Inc.
 13400 Bishops Lane
 Suite 190
 Brookfield, Wisconsin 53005
 United States
 (P) 262-569-5300

Quote (Open)	
Date Dec 07, 2018 11:31 AM CST	Expiration Date 2019-01-01 Quote
Modified Date Dec 07, 2018 12:04 PM CST	
Doc # 2016170 - rev 1 of 1	
Description DL380	
SalesRep Berners, Dana (P) 262-569-5366	
Customer Contact Matelski, James (P) 414-858-1100	

Customer
 City of Franklin (003235)
 Matelski, James
 9229 W Loomis Rd.
 Franklin, WI 53132
 United States
 (P) 4148581100

Bill To
 City of Franklin
 Payable, Accounts
 9229 W Loomis Rd.
 Franklin, WI 53132
 United States
 (P) 4148581100

Ship To
 City of Franklin
 Receiving, Shipping
 9229 W Loomis Rd.
 Franklin, WI 53132
 United States

Payment Method
 Terms: Net 30

Customer PO:

Terms:
 Net 30

Ship Via:
 FedEx Ground

Special Instructions:

Carrier Account #:

	Description	Part #	Qty	Unit Price	Total
1	DL380 Gen10 8SFF CTO Server Hewlett Packard Enterprise - pds #: 356369	868703-B21	1	\$2,242.50	\$2,242.50
2	U.S. - English Localization Hewlett Packard Enterprise - pds #: 356372	868703-B21#ABA	1	\$0.00	\$0.00
3	DL380 Gen10 4110 Xeon-S FIO Kit Hewlett Packard Enterprise - pds #: 357541	826846-L21	1	\$864.11	\$864.11
4	DL380 Gen10 4110 Xeon-S FIO Kit Hewlett Packard Enterprise - pds #: 336130	826846-B21	1	\$589.23	\$589.23
5	Factory Integrated Hewlett Packard Enterprise - pds #: 357545	826846-B21#0D1	1	\$0.00	\$0.00
6	16GB 1RX4 PC4-2666V-R SMART Kit Hewlett Packard Enterprise - pds #: 356378	815098-B21	8	\$286.41	\$2,291.28
7	Factory Integrated Hewlett Packard Enterprise - pds #: 356380	815098-B21#0D1	8	\$0.00	\$0.00
8	SSD 480 GB - SATA 6Gb/s Hewlett Packard Enterprise - pds #: 703037	P07922-B21	4	\$550.34	\$2,201.36
9	Factory Integrated HP, Inc. - pds #: 703038	P07922-B21#0D1	4	\$0.00	\$0.00
10	96W Smart Storage Battery,145mm Cable Hewlett Packard Enterprise - pds #: 419845	P01366-B21	1	\$64.17	\$64.17
11	Factory Integrated Hewlett Packard Enterprise - pds #: 419846	P01366-B21#0D1	1	\$0.00	\$0.00
12	Smart Array P408i-a SR Gen10 Controller Hewlett Packard Enterprise - pds #: 336190	804331-B21	1	\$388.28	\$388.28

	PDS/Partion	Part #	Qty	Unit Price	Total
13	Factory Integrated Hewlett Packard Enterprise - pds #: 356384	804331-B21#0D1	1	\$0.00	\$0.00
14	500W Flex Slot Platinum Hot Plug LH Power Supply Hewlett Packard Enterprise - pds #: 336162	865408-B21	2	\$200.30	\$400.60
15	Factory Integrated Hewlett Packard Enterprise - pds #: 356386	865408-B21#0D1	2	\$0.00	\$0.00
16	Rdnt 2M,10A,C13-C14 Jumper Cord Hewlett Packard Enterprise - pds #: 230241	AF573A	2	\$16.88	\$33.76
17	Factory Integrated Hewlett Packard Enterprise - pds #: 230242	AF573A#0D1	2	\$0.00	\$0.00
18	Integrated Lights-Out Advanced License Hewlett Packard Enterprise - pds #: 448656	BD505A	1	\$305.13	\$305.13
19	Factory Integrated Hewlett Packard Enterprise - pds #: 552870	BD505A#0D1	1	\$0.00	\$0.00
20	VMware Lic. vSphere STND (1 x CPU) w/3 Year 24x7 Hewlett Packard Enterprise - pds #: 439280	BD711A	2	\$1,258.16	\$2,516.32
21	Factory Integrated HP, Inc. - pds #: 703036	BD711A#0D1	2	\$0.00	\$0.00
22	Dual 8GB microSD Enterprise Midline USB Kit Hewlett Packard Enterprise - pds #: 623676	741279-B21	1	\$122.52	\$122.52
23	Factory Integrated Hewlett Packard Enterprise - pds #: 539808	741279-B21#0D1	1	\$0.00	\$0.00
24	2U SFF Easy Install Rail Kit Hewlett Packard Enterprise - pds #: 523451	733660-B21	1	\$64.82	\$64.82
25	Factory Integrated Hewlett Packard Enterprise - pds #: 525488	733660-B21#0D1	1	\$0.00	\$0.00
26	3YR Foundation Care NBD Service Hewlett Packard Enterprise - pds #: 543512	H7J32A3	1	\$0.00	\$0.00
27	DL38x Gen10 Support Hewlett Packard Enterprise - pds #: 369786	H7J32A3#WAH	1	\$790.99	\$790.99

Subtotal: \$12,875.07
Tax (0.000%): \$0.00
Shipping: \$0.00
Total: \$12,875.07

Terms and Conditions

This quote is subject to PDS's Terms & Conditions which can be viewed at <http://www.shoppps.com/termsforsale.aspx>.

Shipping and tax amounts are estimated.

Purchases made by credit card may be subject to a 3% Convenience Fee at the time of invoicing.

PDS has been notified by numerous technology manufacturers that pricing is subject to rapid change due to the recent tariffs imposed on China.

While we will make every effort to update you with any changes as they arise, we are unable to guarantee pricing. This situation is not unique to PDS and likely has impact across most technology manufacturers.

Please contact your sales team with additional questions.



Paragon Development Systems, Inc.
 13400 Bishops Lane
 Suite 190
 Brookfield, Wisconsin 53005
 United States
 (P) 262-569-5300

Quote (Open)	
Date Dec 03, 2018 09:57 AM CST	Expiration Date 2019-01-02 Quote
Modified Date Dec 03, 2018 10:41 AM CST	
Doc # 2015398 - rev 1 of 1	
Description PDS Services - Server Install/VMWare upgrade	
SalesRep Berner, Dana (P) 262-569-5366	
Customer Contact Matelski, James (P) 414-858-1100	

Customer
 City of Franklin (003235)
 Matelski, James
 9229 W Loomis Rd.
 Franklin, WI 53132
 United States
 (P) 4148581100

Bill To
 City of Franklin
 Payable, Accounts
 9229 W Loomis Rd.
 Franklin, WI 53132
 United States
 (P) 4148581100

Ship To
 City of Franklin
 Receiving, Shipping
 9229 W Loomis Rd.
 Franklin, WI 53132
 United States

Payment Method
 Terms: Net 30

Customer PO:	Terms: Net 30	Ship Via: FedEx Ground
Special Instructions:		Carrier Account #:

Description	Part #	Qty	Unit Price	Total
1 PDS Inc - PDS DW Architect 706203	PDS1725324	16	\$175.00	\$2,800.00

Note: Estimating 16 hours for installation of DL380 for Water Dept and upgrade of the existing environment to 6.7 U1 - includes firmware updates for each server, plus there is some planning

Subtotal:	\$2,800.00
Tax (0.000%):	\$0.00
Shipping:	\$0.00
Total:	\$2,800.00

Terms and Conditions

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Please contact your sales team with additional questions.

<p>APPROVAL</p> 	<p>REQUEST FOR COUNCIL ACTION</p>	<p>MEETING DATE</p> <p>12/18/2018</p>
<p>REPORTS & RECOMMENDATIONS</p>	<p>Contract with Northwoods Software to Update the City's Website Software and for an Initial Migration of Website Content</p>	<p>ITEM NUMBER</p> <p><i>G. 14.</i></p>

The software behind the City's website has served the City well but has not been upgraded since its initial installation in 2009/2010 as part of the entire re-working of the City's website. The software has served the City well but without updates the website is showing significant limitations. The Technology Commission worked on this issue last year and considered a new business case prepared by Jim Matelski, Information Services Director, and recommended approval of a new website project as part of the 2019 budget. Unfortunately, funding was not available.

Since that time, however, the City has partnered with the Tourism Commission to engage in a new branding project. The Director of Administration fully expects that part of any branding effort will be a reworking of the City's website. Unfortunately, starting from zero at that time will make any website upgrade significantly delayed if existing content is to be migrated. So as not to delay the branding efforts, it is proposed that the City update the software to the newest version and migrate information over at this time. Once positioned in that manner, addressing the format and presentation – the skin – of the website will be much easier and much quicker.

The current version is TitanCMSv4.8 and is no longer supported on modern hosting platforms, is not scalable to current devices, and will no longer be serviced after April of 2019. Northwoods is confident that the upgraded website software, Version 6.9.5, can ultimately meet all of the requirements addressed by the business case presented to the Technology Commission by applying its responsive template theme and moving to their Azure hosting environment. Pages 2 and 3 of the proposal specifically address the expectations of the Technology Commission and how the new software addresses those concerns.

At the same time that the Director of Administration was initiating discussions with Northwoods for proposals to upgrade the software, Alderman Mayer requested that an action sheet be brought forward to upgrade the website using General Fund Contingency appropriations from in the 2018 budget. The attached proposal is the most recent, but the Director of Administration is attempting to get one additional revision in advance of the meeting and will bring it to the Council meeting.

In short, a proposal from last March for an upgrade to TitanCMS v6.8 was priced at \$16,500. It represented an upgrade to the software but not significant upgrade to the implemented features. The revised proposal, attached, is for \$26,120 which more aggressively addressed the issues raised by the Technology Commission. It, however, also required considerable resources, \$8,000, for design and theme creation. Given the branding effort under way, as much effort toward design and theme creation should be held back until the branding strategy and theme is decided. As such, Northwoods is completing a third proposal, to be available at the meeting, which will be more limited in initial implementation but will ensure the backbone and software of the website is ready to go. Migration and design will only be completed to the extent necessary to maintain a similarly functioning website in expectation for a Phase 2 after the branding project is completed. This next proposal should be somewhere between the two discussed above. To be clear, this project will not significantly improve the look and feel of the current website, but it will position the City with updated software and update feature capabilities that can then be implemented after the branding project.

The second phase of the project would then likely be in the \$6,000 to \$10,000 range, depending upon the extent of modifications employed following the completion of the branding project. Wholesale changes could push a second phase higher than indicated. This second phase would be brought to the Council after completion of the first phase and completion of the branding project.

It is important to note that the new proposal will move to a monthly \$350 "Total Care" fee that includes Shared Azure Environment hosting, an annual upgrade including all available releases, and access to the Titan CMS helpdesk. This will better position the City in the future to remain up-to-date with internet and device protocols and expectations. The current maintenance plan, which will be ending, has an annual fee of \$2,400 and hosting charges by a different provider.

Summary: The attached proposal is being scaled back and an update should be available at the meeting. The goal of the project is to update the software supporting the City's current website. Completing that significant upgrade and information migration ahead of time will enable the City to more quickly implement the visual changes and feature implementation that might derive from the branding project.

COUNCIL ACTION REQUESTED

Motion to authorize the Director of Administration to execute a proposal from Northwoods Software, at a cost of \$_____, for an upgrade to the Titan CMS software driving the City's Website and for an initial migration of website content and for the project to be funded by General Fund Contingency appropriations.

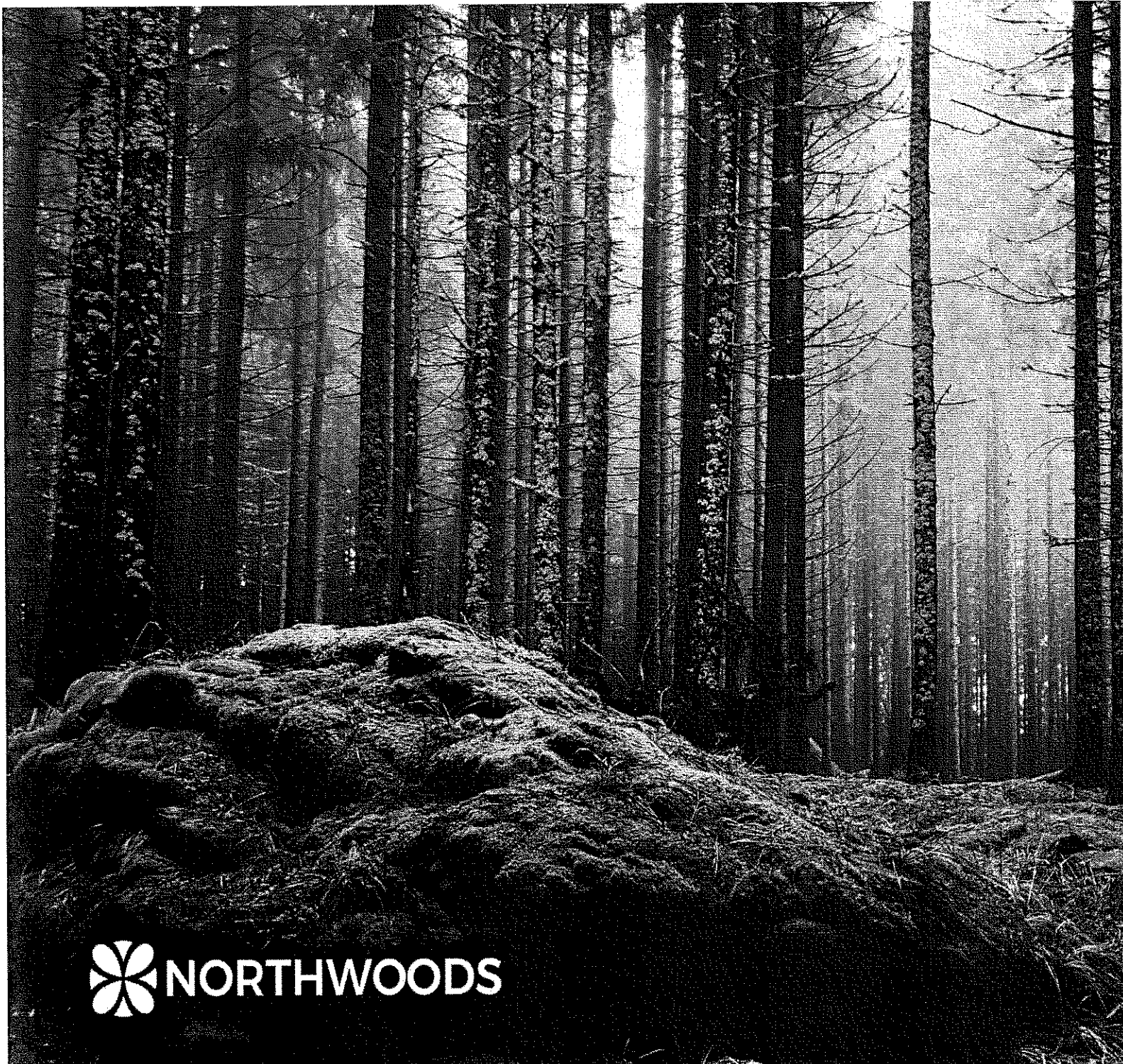


City of Franklin

A Thriving Community in Southeastern Wisconsin

CITY OF FRANKLIN

Website Redesign on Titan CMS 6.9.5



 **NORTHWOODS**



November 19th, 2018

James Matelski
Directory of Information
Technology
9229 West Loomis Road
Franklin, WI 53132

Dear James,

Thank you for taking time to meet with me a few weeks ago to discuss the need for a redesign of your website in conjunction with a Titan CMS and hosting upgrade.

Your current website is on Titan CMS v4.8 and is no longer supported on modern hosting platforms. Furthermore, the City would like to upgrade the user experience which is outlined in the business case developed by your Technology Committee in July of 2018. We have reviewed that business case and believe the following proposal addresses the majority of the listed requirements.

In order to address the requirements associated with your Business Case, we recommend an upgrade to our most recent version of Titan CMS, an implementation of the current design in our responsive template theme and a move to our Azure hosting environment. Assuming you are in general agreement to this approach, the next step will be an online meeting to show you our standard responsive template.

Sincerely,

Rick Fessenbecker
Managing Director
(414) 914-9102
rick@northwoodsoft.com

Matthew Karge
Business Development Manager
(414) 914-9149
matthew.karge@northwoodsoft.com

DESIRED FEATURES/TECHNICAL OBJECTIVES

The City of Franklin has identified the following requirements as part of this project. Our project will address your requirements as follows.

The web site will utilize a responsive design, so it can dynamically scale upon different size screens or mobile devices. The site must be fully readable from either a smart phone or tablet.

Northwoods will deliver a website using the standard Titan Reflex Template. This template is responsive and will scale to different size screens and mobile devices.

The web site should be web browser agnostic. CMS content should easily be displayed using Internet Explorer, Microsoft Edge, Google Chrome, Mozilla Firefox, or Apple Safari.

The Reflex template is responsive and supports the current release of the major browsers listed above.

SEO (Search Engine Optimization) tagging should be configured so major search engines place the City of Franklin website within ranking #1 or #2 search results, while optimized for queries looking for Franklin WI or municipalities within Milwaukee County.

Many factors go into attaining good Search Engine Optimization. And while we cannot guarantee results, Titan CMS does support best practices for attaining organic search indexing. Titan CMS v6.9.5 includes the ability to identify problems in your website content so that your team can address them. Here is more information on this feature

<https://documentation.titancms.com/Titan-CMS-Documentation/Version-Enhancements/Version-6.8.htm>

Site navigation can be quickly performed using category navigation controls, or by typing common navigation text within the main Search bar.

Titan CMS includes native text search on the website. Titan CMS also provides supplemental features, like SmartSearch, that allow your team to manage the search results on your own website. Here is more information on the Titan CMS SmartSearch module.

<https://documentation.titancms.com/Titan-Modules/Smart-Search/New-Smart-Search.htm>

Newly posted PDF content to the website will utilize OCR for any digitally scanned content.

Titan CMS supports PDFs that utilize OCR. The City remains responsible for the creation of the OCR PDFs that are migrated or loaded into the website.

All downloadable PDF forms are constructed to allow the user to be able edit, interact with controls, and type data within the fields of the form. All user edited data can be saved with the PDF form

Titan CMS supports PDFs that can be edited and saved. The City remains responsible for the creation of the PDFs that are migrated or loaded into the website.

Global page footers will indicate the timestamp of all editing changes, where the copyright data is always up to date and accurate.

Titan CMS supports copyright and other manually entered content to display on website pages in the global footer. An automated time stamp is not included as part of this project but could be added for an additional fee.

Multimedia content, frequently posted as audio files, should have the ability of being either streamed or downloaded. Users should be able to play multimedia files without having to fully download the file.

Titan CMS supports streaming videos as long as the City of Franklin provides streaming services. Our assumption is that the City of Franklin will follow standard online best practices and stream via YouTube or Vimeo.

A print control should be available to quickly print specific documents without the inclusion of other layout options.

The website template will provide a print page option on the desktop layout and will work the same as the one currently available on your website.

The revised website should allow for eCheck payments and integration with payment providers.

The website can support eCheck and payment options. We assume that the City of Franklin will consult with Northwoods as payment options are reviewed and selected so that a quote for the integration with Titan CMS can be included. This quote assumes that eCheck payments will be presented as a simple link taking website visitors to a 3rd party payment system.

The site will have hyperlinks to a "read only" version of the website that is posted to Facebook or other prevalent social media sites. Updates to the main website are automatically posted to the social media site.

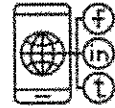
Titan CMS does support social media sharing to make the manual process as easy as possible. Effective Social Media promotion requires a strategic communication strategy with nuanced and careful execution. We do not advocate automatic Social Media posts.

Web site analytics and statistics are able to be collected, such as pages hits and click through streams.

Northwoods will implement Google Analytics (GA) as part of the project. It is assumed that the City of Franklin will provision a GA account and provide Northwoods access to the account and appropriate tracking codes. Once the site goes live Northwoods will consult with the City of Franklin to confirm that tracking codes are working properly. The agreement does not include GA training or consulting.

NORTHWOODS METHODOLOGY

Northwoods follows a methodology that divides each project into phases that build upon one another. Each phase consists of tasks that include some or all of the following:



Discover

- SEO/Keywords
- Analytics
- Content Inventory
- Heatmaps
- Usability Testing
- Competitors
- Personas

Design

- Content Strategy
- IA/Sitemap
- Wireframes
- Composite Designs
- Databases
- Catalogs

Develop

- Content
- Front End
- Back End
- HTML & CSS
- Mobile Apps
- Hosting
- CMS

Convert

- Keyword Tracking
- Analytics Review
- A/B Testing
- Usability Testing
- Conversion Optimization
- Landing Page

Grow

- Marketing Automation
- Blogs & Dynamic Content
- Social Media
- SEM
- Microsites

PHASE	DESCRIPTION	TIMELINE	CLIENT EFFORT
DISCOVER	Dives into your existing website and to deliver a content inventory and migration plan.	20 to 30 days	Limited to Meetings
DESIGN	Leverages the digital strategy to create an improved user experience on a modern responsive website. Adds branding to generate the 'feel' of the new website.	Varies based on approach	Limited to Several Meetings
DEVELOP	Builds out the website using the platforms and tools that best match your functionality needs. It is during this phase when content is migrated.	3 to 6 weeks	Medium
CONVERT & GROW	Once the new site is live, the City of Franklin can engage Northwoods for additional content and marketing services.	Ongoing	High

DISCOVER PHASE

The Discover Phase will include a Content Inventory as well as a Migration Plan which includes:

CONTENT INVENTORY

The goal of a Content Inventory is to build a practical document to serve as a checklist for the design and implementation teams, and identify obsolete content that will not be migrated to the new site. The inventory will also take into account forms and listings so that a more modern approach to maintaining website content can be implemented.

Northwoods prepares a spreadsheet of all of the pages and files on your website and indicate:

- A) What will not be migrated
- B) What content will be migrated and where on the site map the content will reside.
- C) What new content will need to be created by the City of Franklin.

MIGRATION PLAN

Our Content Inventory will identify what content will need to be migrated to the new site. The migration plan will provide a strategy to re-implement portions of the site on Titan CMS v6.9.5 and how our team will migrate the content. The plan will indicate how much of the website content can be moved by Northwoods while staying within the allocated budget.

DESIGN/DEVLOP PHASE

The Design Phase will focus on how best to implement the website using the Titan CMS Reflex Template.

DESIGN MEETINGS

The Design phase consists of the following meetings:

- 1) Initial Design meeting to determine
 - a. Site navigation
 - b. Design elements and website preferences
 - c. Implementation plan based on Titan CMS base features
- 2) Show Working Template
 - a. Demonstrate modified Reflex Theme with City of Franklin Branding
 - b. Demonstrate planned navigation
 - c. Note tweaks to Theme and page templates
 - d. Any additional functionality or requests that cannot be done in base will be estimated separately

- 3) Revisions Meeting
 - a. Demonstrate final version of Reflex Theme for City of Franklin
 - b. Demonstrate wider array of content approaches
 - c. Finalize website plan for migration

CONTENT MIGRATION

Northwoods will begin page migration based upon the migration plan and website design. The migration will include the creation of web pages as well as Titan CMS forms and Data Sites. The quote assumes that much of the legacy content will not come over and that the City of Franklin will be responsible for loading any new content that is created.

TITAN CMS TRAINING

One of the advantages of upgrading Titan CMS is that the City of Franklin staff is already familiar with the content management system we will implement. Our training will include one (1) working session as well eight (8) additional hours of consulting time to show new Titan CMS features and implementations to assist in a smooth transition and completion of the new website.

DEPLOYMENT PHASE

As part of the project Northwoods will perform the following services for go live:

- A) IIS changes to support the website going live
- B) Insertion of Google Analytics tracking codes in page templates as well as two (2) hours of assistance on the Google Analytics dashboard
- C) Browser testing
- D) URL redirects
- E) Titan CMS deployment check list
- F) SSL Certificate procured and installed

ASSUMPTIONS

The project assumes the following

- Hosting of the new website and Titan CMS will be with Northwoods on the Azure environment.
- Content Migration is limited to 50 hours. Northwoods will be able to provide a good assessment of how much of the current content will be migrated as part of this project at the end of Discovery.
- Northwoods will implement a responsive design with three breakpoints (desktop, tablet and phone)

- The new website will continue to have the employee extranet – it will reside in the same Instance and have the same Theme as the Cities website.
<https://www.franklinwi.gov/Login/Login.aspx?returnurl=%2fHome%2fEmployeeExtranet%2fWelcome.htm>
- City of Franklin will provide all photography, logos and digital assets as needed.
- We will make design and style suggestions as necessary to ensure we are working within best practices for the web.
- In the process of developing the website if any differing expectations are revealed that affect the budget an estimate and change order will be mutually executed.
- All current links out to third party applications or sites (Notification System Registration, Franklin’s Property Tax Web Portal, etc.) will continue to function the same way.
- The many resources and documents will be combined into a Resources Data Site for easier management and flexibility.
- The Calendar will also be a new Data Site and all items will need to be migrated over by City of Franklin.
- All items in /DefaultFilePile will be available in a Directory where you can delete what is not needed and use multi-file upload to port into the new Titan CMS instance.
- The Northwoods team for the overall project will consist of:
 - Business Development Manager
 - Account Director / Project Manager
 - Senior Digital Marketing Strategist
 - Front-end Developer
 - Back-end Developer
 - Network Administrator

LICENSE/HOSTING

The City of Franklin already owns a Titan CMS license so no additional fee will be required.

Managed Hosting means that your team will have help desk support as well as an annual upgrade to Titan CMS. The City of Franklin currently pays a \$2,400 annual Maintenance & Support fee. The legacy Titan CMS M & S plan will cease to be available as of April 31st, 2019.

Starting on April 31st, 2019, the annual fee will be converted to a \$350 a month Total Care fee, which will include an annual upgrade **including all available point releases**, hosting on a Shared Azure Environment and access to the Titan CMS helpdesk.

	NORTHWOODS Managed Hosting
Type	Shared Cloud
One Time License Cost	No Charge
Hosting per Month	\$350
Hosting Usage	
Number of Websites	1
Authors/Editors	Unlimited
Page views per month	Under 5,000
Bandwidth Per Month (outgoing)	10 GB
Database Storage	2 GB
File Storage	10 GB
Titan CMS Support	Yes
Titan CMS M & S	Yes
Annual Upgrade	Yes
Host Provider	Microsoft Azure

COSTS

Northwoods is prepared to deliver the services as outline in this proposal.

SCOPE	HOURS	COST
Discovery	12	\$1,920
Design/Theme Creation	50	\$8,000
Develop/Calendar & Resources Data Sites	55	\$8,800
Deploy/Launch Day Activities	15	\$2,400
Content Migration @ \$100 per hour	50	\$5,000
Total		\$26,120

TERMS AND TIMELINE

This proposal is good until January 15th, 2019.

The website project is anticipated to take three (3) months to complete. This timeline is contingent upon receiving timely responses from the client.

Northwoods will invoice the City of Franklin as follows:

Discovery of project and cost quote confirmed -	\$1,920
Start of Design -	\$8,000
Delivery of Titan CMS workstation with working template*	\$10,000
Content migrated and go live	\$6,200

***Monthly hosting/maintenance of \$350 begins on March 1, 2019 or upon delivery of the Titan CMS workstation, whichever is first.**

We are prepared to begin this project within two weeks of approval.

AUTHORIZATION – CITY OF FRANKLIN

We authorize Northwoods to proceed with the proposed services as defined in this document.

Our signature acknowledges our understanding and acceptance of the scope, payment terms, and contract timeline.

Signature

Date

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