

CITY OF FRANKLIN  
COMMON COUNCIL MEETING  
FRANKLIN CITY HALL – COMMON COUNCIL CHAMBERS  
9229 WEST LOOMIS ROAD, FRANKLIN, WISCONSIN  
AGENDA\*\*  
MONDAY, NOVEMBER 13, 2018 AT 6:30 P.M.

- A. Call to Order and Roll Call.
- B. Citizen Comment Period.
- C. Approval of Minutes of Regular Common Council Meeting of November 5, 2018.
- D. Hearings: Public Hearing – 2019 Proposed Budget.
- E. Organizational Business.
- F. Letters and Petitions.
- G. Reports and Recommendations:
  - 1. An Ordinance Adopting the 2019 Annual Budgets for the General, Civic Celebrations, St. Martin's Fair, Donations, Grant, Solid Waste Collection, Sanitary Sewer, Capital Outlay, Equipment Replacement, Street Improvement, Capital Improvement, Debt Service, Development, Utility Development, TID 3, TID 4, TID 5, and Internal Service Funds and Establishing the Tax Levy and Other Revenue for the City of Franklin and Establishing the Solid Waste Fee.
  - 2. A Resolution Authorizing Certain Officials to Accept a Conservation Easement for and as Part of the Review and Approval of a Special Use for Demolition of the Existing Halquist Stone Office/Showroom and Construction of an Approximately 4,207 Square Foot Replacement Office/Showroom and to Allow Changes to the Outdoor Landscaping Showroom and Off-Street Parking Upon Property Located at 2875 West Ryan Road (Halquist Stone Company, Inc., Applicant).
  - 3. Motion to Release Letter of Credit No. 5201401, from Spring Bank for Avian Estates Subdivision, Located North of W. Puetz Road and East of S. 76<sup>th</sup> Street, as Recommended by the Engineering Department.
  - 4. Follow-Up Pertaining to the Professional Services Agreement with Ruekert-Mielke, Inc. to Perform a Review and Update of the City's Impact Fees and Impact Fee Studies.
  - 5. Contract with Quorum Architects, Inc. for Architectural Services Related to the Design and Construction Phases of the City Hall Façade Renovation Project Including Roofing and HVAC Services.
  - 6. An Agreement to Amend the Contract Between the City of Franklin and Liechty & Associates, Inc. for Design of an HVAC System Replacement for Franklin City Hall.
  - 7. A Resolution of Inclusion Under the Wisconsin Retirement System ("WRS").
  - 8. Employment, Compensation, and Financial and Personal Histories of Specific City of Franklin Employees who are Retirees Under the Wisconsin Retirement System. The Common Council may Enter Closed Session Pursuant to Wis. Stats. §19.85(1)(c), to Consider Employment, Promotion, Compensation, or Performance Evaluation Data of

# Common Council Meeting Agenda

November 13, 2018

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a Public Employee Over Which the Common Council has Jurisdiction or Exercises Responsibility, and §19.85(1)(f), Considering Financial, Medical, Social or Personal Histories or Disciplinary Data of Specific Persons,...Which, if Discussed in Public, Would Be Likely to Have a Substantial Adverse Effect Upon the Reputation of Any Person Referred to in Such Histories or Data, and May Reenter Open Session at the Same Place Thereafter to Act on Such Matters Discussed Therein as it Deems Appropriate.

9. Tax Incremental District No. 6 Mixed-Use Industrial, Commercial, Retail, Single-Family Residential and Open Space Uses (of an Approximate 164-Acre Site Generally Located North and South of West Loomis Road, South of West Ryan Road, West of South 112th Street, East of South 124th Street and North of West Oakwood Road) Project Development Agreement (Bear Development, LLC; Loomis and Ryan, Inc. Developers). The Common Council May Enter Closed Session Pursuant to Wis. Stat. § 19.85(1)(E), to Deliberate Upon a Potential Tax Incremental District No. 6 Mixed-Use Industrial, Commercial, Retail, Single-Family Residential and Open Space Uses Project Development Agreement, the Negotiation of Agreement Terms and the Investing of Public Funds in Relation Thereto, for Competitive and Bargaining Reasons, and to Reenter Open Session at the Same Place Thereafter to Act on Such Matters Discussed Therein as it Deems Appropriate.

H. Licenses and Permits.

I. Bills.  
Request for Approval of Vouchers and Payroll.

J. Adjournment.

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

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

## REMINDERS:

November 22 & 23	Thanksgiving Holiday	City Hall Closed
December 4	Common Council Meeting	6:30 p.m.
December 6	Plan Commission Meeting	7:00 p.m.
December 18	Common Council Meeting	6:30 p.m.
December 24 & 25	City Hall Closed	
December 31 & January 1	City Hall Closed	

C.

CITY OF FRANKLIN  
COMMON COUNCIL MEETING  
NOVEMBER 5, 2018  
MINUTES

- ROLL CALL                      A.        The regular meeting of the Common Council was held on November 5, 2018 and called to order at 6:30 p.m. by Mayor Steve Olson in the Franklin City Hall Council Chambers, 9229 W. Loomis Road, Franklin, Wisconsin. On roll call, the following were in attendance: Alderman Mark Dandrea, Alderman Dan Mayer, Alderwoman Kristen Wilhelm, Alderman Steve F. Taylor, Alderman Mike Barber and Alderman John R. Nelson. Also present were City Engineer Glen Morrow, Dir. of Administration Mark Luberd, City Attorney Jesse A. Wesolowski and City Clerk Sandra Wesolowski.
- CITIZEN COMMENT              B.1.        Citizen comment period was opened at 6:31 p.m. and closed at 6:33 p.m.
- UNISON MERGER                B.2.(a)    Mayor Olson noted the merger of Milwaukee's Interfaith and SET as UNISON.
- APPRECIATION FROM FIRE DEPT.              B.2.(b)    Mayor Olson noted a letter of appreciation from the City of Franklin Fire Department to Kristin Anderson for assisting in updating and revising the City's Emergency Operations Plan.
- MINUTES  
OCTOBER 16, 2018              C.        Alderman Dandrea moved to approve the minutes of the regular Common Council meeting of October 16, 2018 as presented at this meeting. Seconded by Alderman Barber. All voted Aye; motion carried.
- RES. 2018-7430  
STORM WATER  
FACILITIES MAINT.  
AREA OF BALLPARK  
DR./W. LOOMIS RD.              G.1.        Alderman Taylor moved to adopt Resolution No. 2018-7430, A RESOLUTION AUTHORIZING CERTAIN OFFICIALS TO EXECUTE STORM WATER FACILITIES MAINTENANCE AGREEMENTS FOR A NORTH STORMWATER POND, A SOUTH STORMWATER POND, AND A BIOFILTRATION POND UPON PROPERTIES APPROXIMATELY IN THE AREA ADJOINING BALLPARK DRIVE, SOUTH BALLPARK DRIVE, AND WEST LOOMIS ROAD. Seconded by Alderman Mayer. All voted Aye; motion carried.
- RES. 2018-7431  
PILOT AGREEMENT  
WITH FRANKLIN RE,  
LLC (BALLPARK  
COMMONS)                      G.2.        Alderwoman Wilhelm moved to adopt Resolution No. 2018-7431, A RESOLUTION AUTHORIZING CERTAIN OFFICIALS TO EXECUTE A PAYMENT IN LIEU OF TAXES AGREEMENT BETWEEN FRANKLIN RE, LLC AND THE CITY OF FRANKLIN FOR THE PROPERTY LOCATED AT 7220 BALLPARK DRIVE, FRANKLIN, WISCONSIN 53132 (TAX KEY NO. 754-9007-000) (BALLPARK COMMONS). Seconded by Alderman Mayer. All voted Aye; motion carried.

- RES. 2018-7432  
FIRST AMENDMENT  
TO TID 5 DEV.  
AGREEMENT  
(BALLPARK  
COMMONS)
- G.3. Alderman Taylor moved to adopt Resolution No. 2018-7432, A RESOLUTION AUTHORIZING CERTAIN OFFICIALS TO EXECUTE A FIRST AMENDMENT TO TAX INCREMENTAL DISTRICT NO. 5 DEVELOPMENT AGREEMENT BETWEEN THE CITY OF FRANKLIN AND BPC MASTER DEVELOPER, LLC, DEVELOPER (BALLPARK COMMONS) as amended. Seconded by Alderman Mayer. All voted Aye; motion carried.
- RES. 2018-7433  
RELEASE OF  
SATISFACTION AND  
MORTGAGE  
(BALLPARK  
COMMONS)
- G.4. Alderman Dandrea moved to adopt Resolution No. 2018-7433, A RESOLUTION AUTHORIZING CERTAIN OFFICIALS TO EXECUTE A PARTIAL SATISFACTION AND RELEASE OF MORTGAGE UPON THE SENIOR HOUSING DEVELOPMENT PROPERTY (LOT 2 OF CERTIFIED SURVEY MAP NO. 9078 RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS FOR MILWAUKEE COUNTY, WISCONSIN, ON OCTOBER 16, 2018 AS DOCUMENT NO. 10820171, TAX KEY NO. 754-9007-000; SOUTH OF WEST RAWSON AVENUE AND WEST OF WEST LOOMIS ROAD) (BALLPARK COMMONS). Seconded by Alderman Barber. All voted Aye; motion carried.
- MUTUAL ASSISTANCE  
MILW. CO. FIRE  
DEPTS.
- G.5. Alderman Mayer moved to approve the Agreement for Mutual Assistance among Milwaukee County Fire Departments to provide for potentially more rapid response times within areas of adjoining communities in Milwaukee County. Seconded by Alderman Barber. All voted Aye; motion carried.
- EOP AND EMERGENCY  
MANAGER  
DESIGNATION
- G.6. Alderwoman Wilhelm moved to approve the updated Emergency Operations Plan. Seconded by Alderman Barber. All voted Aye; motion carried.
- Alderwoman Wilhelm moved to approve the Designation of the Fire Chief as Emergency Manager. Seconded by Alderman Barber. All voted Aye; motion carried.
- ORD. 2018-2343  
AMEND MUNICIPAL  
CODE TO ADD NO  
PARKING ON SCHOOL  
DAYS (S. 35TH ST.)
- G.7. Alderman Taylor moved to adopt Ordinance No. 2018-2343, AN ORDINANCE TO MODIFY THE MUNICIPAL CODE SECTION 245-5.F. TO ADD NO PARKING ON SCHOOL DAYS DURING THE TIMES 8:40-9:10 A.M. AND 3:40-4:10 P.M. 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. Seconded by Alderman Barber. All voted Aye; motion carried.

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|---|-------|---|
| SUBDIVISION DEV.<br>AGREEMENT<br>RYANWOOD MANOR   | G.8.  | Alderman Nelson moved to refer to staff a Resolution Authorizing Certain Officials to Execute a Subdivision Development Agreement with the Developer of Ryanwood Manor Subdivision Phase I. Seconded by Alderman Taylor. All voted Aye; motion carried.   |
| RAWSON HOMES<br>DRAINAGE  | G.9.  | Alderman Wilhelm staff continue to work with the Milwaukee Metropolitan Sewerage District and secure funding, and return to Council with the Rawson Homes Drainage and Water Main Relay project. Seconded by Alderman Taylor. All voted Aye; motion carried.  |
| RES. 2018-7434<br>REIMBURSEMENT TO<br>PARK CIRCLE LLC<br>FOR SANITARY<br>SEWER AND<br>OVERSIZING COSTS<br>OF WATER MAIN | G.10. | Alderman Taylor moved to adopt Resolution No. 2018-7434, A RESOLUTION TO REIMBURSE PARK CIRCLE LLC FOR INSTALLATION OF A SANITARY SEWER FROM THE CAPITAL IMPROVEMENT FUND CONTINGENCY IN THE FULL AMOUNT OF \$17,788 AND ALSO FOR THE OVERSIZING COSTS OF A WATER MAIN FROM THE WATER IMPACT FEE FUND IN THE AMOUNT OF \$80,085 IN FIVE ANNUAL PAYMENTS AT 20% PER PAYMENT. Seconded by Alderman Dandrea. On roll call, all voted Aye. Motion carried.  |
| AGREEMENT WITH<br>RUEKERT-MIELKE,<br>INC. FOR IMPACT FEE<br>REVIEW AND UPDATE   | G.11. | Alderman Barber moved to approve the Professional Services Agreement between the City of Franklin and Ruekert-Mielke, Inc. to perform a review and update of the City of Franklin's impact fees and impact fee studies and to authorize the City Attorney to approve technical or non-substantive changes prior to execution and to have staff return with any substantive changes. Seconded by Alderman Mayer. On roll call, Alderman Nelson, Alderman Barber, Alderman Wilhelm, Alderman Mayer, and Alderman Dandrea voted Aye; Alderman Taylor voted No. Motion carried. |
| RES. 2018-7435<br>AGREEMENT WITH<br>BROWN AND<br>CALDWELL<br>RE: STORMWATER   | G.12. | Alderman Taylor moved to adopt Resolution No. 2018-7435, A RESOLUTION TO EXECUTE BROWN AND CALDWELL PROFESSIONAL SERVICES AGREEMENT FOR STORMWATER REVIEWS AND OTHER ON-CALL SERVICES. Seconded by Alderman Barber. All voted Aye; motion carried.  |
| RES. 2018-7436<br>CITY'S BRANDING<br>AND MARKETING<br>THIEL BRAND DESIGN  | G.13. | Alderman Barber moved to adopt Resolution No. 2018-7436, A RESOLUTION TO ENTER INTO CONTRACT WITH THIEL BRAND DESIGN AND THE TOURISM COMMISSION TO PROVIDE BRANDING AND MARKETING SERVICES TO THE CITY OF FRANKLIN, subject to technical corrections, and further that the Tourism Commission and the Economic  |

Development Commission provide two acceptable logos to the Common Council. Seconded by Alderman Mayer. All voted Aye; motion carried.

ORD. 2018-2344  
PUBLIC CONSTR.  
PROJECT BIDS

- G.14. Alderwoman Wilhelm moved to adopt Ordinance No. 2018-2344, AN ORDINANCE TO CREATE §19.11 LETTING OF BIDS FOR PUBLIC CONSTRUCTION PROJECTS, OF THE MUNICIPAL CODE OF THE CITY OF FRANKLIN. Seconded by Alderman Nelson. All voted Aye; motion carried.

PUBLIC WORKS  
SURPLUS EQUIPMENT  
BIDS

- G.15. Alderman Taylor moved to accept the highest bids received on the Wisconsin Surplus auction website and sell the following surplus equipment: Fox brand V-box salt spreader with hydraulic chain drive to Dave Bartel Trucking, Inc. in the amount of \$872; Swenson brand V-box salt spreader to Dave Bartel Trucking, Inc. in the amount of \$615; and Fox brand V-box salt spreader with hydraulic chain drive to Dave Bartel Trucking, Inc. in the amount of \$922. Seconded by Alderman Nelson. All voted Aye; motion carried.

SEPT. 2018 FINANCIAL  
REPORT

- G.16. Alderman Taylor moved to receive and place on file the September 2018 Monthly Financial Report. Seconded by Alderman Dandrea. All voted Aye; motion carried.

LICENSES AND  
PERMITS

- H. Alderman Taylor moved to approve the following licenses:  
Grant Operator licenses with a warning letter from the City Clerk to Justin Agner, W136S7681 Fairfield Dr., Muskego and Rachel Olson, 5206 W. Oakwood Rd., Franklin;  
Hold Operator license application for appearance from Rachel Werther, 10180 W. Oakwood Rd., Franklin;  
Grant Extraordinary Entertainment & Special Event license to the Arthritis Foundation for the Jingle Bell Run (Leah Delaney) on December 1, 2018 at the Franklin High School, Drexel/Puetz Rd & Oak Leaf Trail;  
Grant People Uniting for the Betterment of Life and Investment in the Community (PUBLIC) Grant to St. Paul's Lutheran School for a Park Permit for Picnic on 5/30/2019;  
Grant People Uniting for the Betterment of Life and Investment in the Community (PUBLIC) Grant to Franklin Park Concerts for Park Permits, Band Shell Fees and Temporary Entertainment & Amusement License for free concerts on 6/23/19, 7/14/19, 7/28/19, 8/11/19, and 8/25/19.  
Seconded by Alderman Nelson. All voted Aye; motion carried.

VOUCHERS AND  
PAYROLL

- I. Alderman Dandrea moved to approve City vouchers with an ending date of November 2, 2018 in the amount of \$3,241,029.65; and

payroll dated October 26, 2018 in the amount of \$382,928.42 and payments of the various payroll deductions in the amount of \$388,862.81 plus City matching payments; and property tax payments and settlements with an ending date of November 1, 2018 in the amount of \$245.52. Seconded by Alderman Mayer. On roll call, all voted Aye. Motion carried.

CLOSED SESSION


- G.17. Alderman Nelson moved to enter closed session at 8:20 p.m. pursuant to Wis. Stat. 19.85(1)(e), for market competition and bargaining reasons, to consider the potential acquisition of properties to be used for public park purposes in the City pursuant to the May 1, 2018 Common Council action upon the Parks Commission recommendation to move forward with park land acquisition necessary steps (and which Common Council action also changed the status of the Neighborhood Park Land Acquisition project in the 2018 Capital Improvement Fund to an "approved project"), and to reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate. Seconded by Alderman Dandrea. On roll call, all voted Aye. Motion carried.

Upon reentering open session at 8:38 p.m., Alderman Nelson moved to direct the City Attorney to proceed as discussed in closed session. Seconded by Alderman Mayer. On roll call, Alderman Mayer, Alderwoman Wilhelm, Alderman Taylor, Alderman Barber, and Alderman Nelson voted Aye; Alderman Dandrea voted No. Motion carried.

ADJOURNMENT

- J. Alderman Taylor moved to adjourn the regular meeting of the Common Council at 8:39 p.m. Seconded by Alderman Barber. All voted Aye; motion carried.

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<b>APPROVAL</b>  <i>Slw</i> 	<b>REQUEST FOR COUNCIL ACTION</b>	<b>MEETING DATE</b>  <b>11/13/2018</b>
<b>PUBLIC HEARING</b>	<b>Public Hearing – 2019 Proposed Budget</b>	<b>ITEM NUMBER</b>  <i>D.</i>

The Common Council scheduled a Public Hearing on the 2019 Proposed Budget for Tuesday, November 13, 2018. The Public Hearing was duly noticed in accordance with the law. Attached is a copy of the notice that comprises the Summary of the 2019 Proposed Budget and reflects the actions as taken by the Committee of the Whole at their meeting of October 1, 2018.

The Director of Administration will present an overview of the 2019 Proposed Budget.

### **COUNCIL ACTION REQUESTED**

This item is to hold a Public Hearing on the 2019 Proposed Budget.

City of Franklin  
2019 Proposed Budget

## SUMMARY OF CITY OF FRANKLIN REVENUE AND EXPENDITURES

The Common Council of the City of Franklin, Wisconsin, will hold a public hearing on Tuesday, November 13, 2018, at 8:30 p.m., or as soon thereafter as the matter may be heard, in the Common Council Chambers, 9229 West Loomis Road, Franklin, Wisconsin, for the purpose of hearing any citizen or taxpayer on the proposed 2019 City Budget. Summary of the proposed budget is published herewith, and a copy of the complete proposed budget will be available for public inspection at the Office of the City Clerk, Franklin City Hall, Monday - Friday from 8:30 a.m. to 5:00 p.m. (holidays excepted), at the Franklin Public Library, 9151 W Loomis Road, Franklin, WI following the date of this notice, and on the City of Franklin website-www.franklinwi.gov.

Dated at Franklin, Wisconsin, this 24th day of October, 2018.  
Sandra Wesolowski, City Clerk

Operating Funds:	2016 Actual	2017 Actual	2018 Adopted Budget	2018 Amended Budget	2018 Actual (6 months)	2018 Estimate (12 months)	2019 Proposed Budget	Percent Change
<b>General Fund</b>								
Revenue								
Other Taxes	\$1,914,118	\$1,711,033	\$1,775,100	\$1,775,100	\$739,285	\$1,752,100	\$1,745,800	-1.7%
Intergovernmental Revenue	2,318,825	2,264,981	2,432,928	2,432,928	635,284	2,303,380	1,738,127	-28.6%
Licenses and Permits	659,312	789,662	1,040,990	1,040,990	557,452	1,131,232	1,038,990	-0.2%
Fines, Forfeitures, and Penalties	498,854	485,407	500,000	500,000	289,194	500,000	548,000	9.2%
Public Charges for Service	1,452,601	1,603,247	1,805,350	1,805,350	923,011	1,871,350	2,056,950	13.9%
Intergovernmental Charges	184,805	172,796	196,500	196,500	90,922	193,000	207,500	5.6%
Interest Revenue	161,281	189,275	205,000	205,000	87,602	186,000	285,000	29.3%
Miscellaneous Revenue	167,874	153,068	120,350	120,350	172,200	183,050	182,150	34.7%
Transfers from Other Funds	0	26,950	0	0	0	0	59,250	
Total non-tax levy revenue	7,357,470	7,376,399	8,076,216	8,076,216	3,494,950	8,120,112	7,817,767	-3.2%
Property Taxes	16,297,288	16,415,435	16,918,049	16,918,049	14,451,311	16,920,800	18,130,675	7.2%
Total Revenue	23,654,758	23,791,834	24,994,265	24,994,265	17,946,261	25,040,912	25,948,442	3.8%
Expenditures								
General Government	2,910,895	2,940,894	2,776,627	2,846,342	1,438,208	3,070,661	2,827,620	1.8%
Public Safety	15,787,823	16,680,958	17,296,241	17,348,342	8,514,553	17,531,467	17,784,187	2.8%
Public Works	3,745,146	3,852,472	3,437,593	3,456,493	1,400,950	3,352,100	3,571,132	3.9%
Health and Human Services	846,869	875,874	710,345	710,345	336,396	662,930	750,797	5.7%
Culture and Recreation	203,935	211,859	197,814	201,874	88,383	216,735	206,702	4.4%
Conservation and Development	523,268	520,314	595,345	615,345	227,332	570,030	640,776	7.6%
Contingency	1	0	1,405,000	1,343,000	0	0	2,067,228	47.1%
Transfers Out & Other Financing Uses	1,228,025	33,138	0	0	0	0	250,000	
Total Expenditures	\$25,043,952	\$24,895,007	\$28,419,065	\$26,521,741	\$12,004,832	\$25,403,923	\$28,098,442	6.4%
Fund Balance:								
Beginning of Year	9,046,808	7,867,584	6,584,411	6,584,411		6,584,411	6,221,400	
Net Change/Transfer from Fund Bal.	(1,359,224)	(1,103,173)	(1,424,800)	(1,527,478)		(889,011)	(2,150,000)	
End of Year	\$7,687,584	\$6,884,411	\$5,159,611	\$5,056,933		\$5,695,400	\$4,071,400	
Non-Spendable Fund Balance	\$2,294,958	\$246,548	\$-	\$-		\$75,000	\$250,000	
<b>Special Revenue Funds</b>								
Revenue								
Property Taxes - Library	\$1,287,000	\$1,296,600	\$1,303,200	\$1,303,200	\$1,303,200	\$1,303,200	\$1,312,700	0.7%
Reciprocal Borrowing - Library	93,361	88,601	75,000	75,000	458	75,000	68,000	-9.3%
Miscellaneous Revenue - Library	6,635	7,081	8,500	8,500	8,383	9,100	8,500	0.0%
Library Auxiliary	90,758	68,218	68,500	68,500	37,725	58,800	70,000	2.2%
Civic Celebrations	143,003	153,693	111,000	111,000	20,400	117,400	119,000	7.2%
St. Martin's Fair	38,605	36,735	38,050	38,050	3,580	33,750	37,700	-0.9%
Tourism Commission	0	211,793	96,800	96,800	1,508	208,100	228,000	133.5%
Donations	71,179	51,816	22,200	22,200	23,153	28,050	21,000	-5.4%
Grant	148,257	233,309	124,850	123,250	62,274	26,400	233,450	87.0%
Solid Waste Collection	1,610,208	1,638,190	1,637,950	1,637,950	1,427,164	1,647,450	1,650,700	1.4%
Total Revenue	3,469,004	3,785,636	\$3,485,400	\$3,485,800	\$2,885,845	\$3,505,250	\$3,757,050	7.8%
Expenditures								
Library	1,422,466	1,313,353	\$1,386,700	\$1,411,700	\$865,385	\$1,367,750	\$1,382,118	-0.3%
Library Auxiliary	83,491	81,727	68,500	68,500	18,314	66,300	69,920	2.1%
Civic Celebrations	142,353	136,352	86,694	86,694	24,786	78,585	103,691	7.2%
St. Martin's Fair	44,364	52,717	52,785	52,785	684	49,775	50,756	-3.8%
Tourism Commission	-	-	154,000	154,000	0	0	167,500	8.8%
Donations	27,525	78,812	140,516	157,516	24,050	37,000	88,400	-37.1%
Grant	146,690	195,462	184,750	183,150	116,238	26,400	317,186	71.7%
Solid Waste Collection	1,540,267	1,575,396	1,577,883	1,577,883	614,558	1,602,656	1,649,501	4.8%
Total Expenditures	3,407,176	3,413,809	\$3,661,628	\$3,702,028	\$1,463,995	\$3,228,446	\$3,829,070	4.6%
Net Revenue (Expenditures)	81,828	372,027	(176,228)	(218,228)	1,421,850	276,804	(72,020)	
Fund Balance								
Beginning of the Year	1,113,538	1,195,364	1,567,391	1,567,391		1,567,391	1,844,195	
End of the Year	1,195,364	1,567,391	1,391,163	1,349,163		1,844,195	1,772,175	
<b>Operating Funds:</b>								
<b>Capital Expenditure Funds</b>								
<b>Equipment Replacement Fund, Capital Outlay Fund &amp; Street Improvement Fund</b>								
Revenue								
Property Taxes-Capital Outlay	\$437,100	\$444,300	\$450,600	\$450,500	\$450,500	\$450,500	\$452,800	0.5%
Property Taxes-Equip Replacement	342,600	348,300	350,000	350,000	350,000	350,000	175,000	-50.0%
Property Taxes-Street Improvement	699,500	704,900	714,700	714,700	714,700	714,700	18,200	-97.5%
Total Prop Tax Levy - Capital	1,479,200	1,497,500	1,515,200	1,515,200	1,515,200	1,515,200	646,000	-57.4%
Intergovernmental Revenue	97,300	7,849	75,000	75,000	396	70,395	705,000	840.0%
Landfill Siting Revenue	400,000	481,000	480,000	480,000	239,400	480,000	826,700	72.2%
Miscellaneous Revenue	174,476	112,723	84,000	84,000	33,276	78,000	94,000	11.9%
Transfers from Other Funds	26,025	33,138	0	134,138	101,000	101,000	250,000	
Total Revenue	\$2,171,001	\$2,132,210	\$2,154,200	\$2,288,338	\$1,889,272	\$2,244,596	\$2,521,700	17.1%
Expenditures								
Capital Outlay-Equip Replacement	\$581,235	\$595,454	\$295,754	\$293,754	\$39,569	\$329,169	\$1,198,870	304.6%
Capital Outlay-Capital Outlay	898,726	877,677	879,214	982,722	410,792	915,431	1,077,945	58.7%
Capital Outlay-Street Improvement	940,546	815,213	920,000	920,000	21,615	869,200	975,000	6.0%
Total Expenditures	\$2,420,507	\$2,148,344	\$1,894,968	\$2,176,476	\$471,976	\$2,112,800	\$3,249,615	71.5%
Fund Balance								
Beginning of the Year	3,216,761	2,967,255	2,951,121	2,951,121		2,951,121	3,082,917	

WNAXLP

City of Franklin  
2019 Proposed Budget  
SUMMARY OF CITY OF FRANKLIN REVENUE AND EXPENDITURES

The Common Council of the City of Franklin, Wisconsin, will hold a public hearing on Tuesday, November 13, 2018, at 6:30 p.m., or as soon thereafter as the matter may be heard, in the Common Council Chambers, 9229 West Loomis Road, Franklin, Wisconsin, for the purpose of hearing any citizen or taxpayer on the proposed 2019 City Budget. Summary of the proposed budget is published herewith, and a copy of the complete proposed budget will be available for public inspection at the Office of the City Clerk, Franklin City Hall, Monday - Friday from 8:30 a.m. to 5:00 p.m. (holidays excepted), at the Franklin Public Library, 9151 W Loomis Road, Franklin, WI following the date of this notice, and on the City of Franklin website-www.franklinwi.gov. Dated at Franklin, Wisconsin, this 24th day of October, 2018.  
Sandra Wasdowski, City Clerk

**Debt Service Fund**

Revenue								
Property Taxes - Debt Service	\$1,500,000	\$1,300,000	\$1,300,000	\$1,300,000	\$1,300,000	\$1,300,000	\$1,300,000	0.0%
Miscellaneous Revenue	2,495	858	-	-	2,481	-	-	-
Other Financing Sources:								
Transfer from Other Funds	170,931	113,997	153,818	153,818	51,999	333,000	203,940	32.6%
Transfer from TIF Districts	-	-	-	-	-	-	-	-
Transfer from Special Assessments	-	373	141,898	141,898	60,000	60,000	36,248	-74.5%
Total Revenue	1,673,426	1,415,228	1,595,712	1,595,712	1,414,480	1,693,000	1,540,188	-3.5%
Proceeds from Borrowing	5,924,202	51,071	-	-	-	-	-	-
Expenditure								
Debt Service *	\$7,514,380	\$1,499,736	\$1,646,783	\$1,646,783	\$1,404,642	\$1,646,783	\$1,540,188	-6.5%
Interfund Advances (Repayments)	-	-	-	-	-	-	-	-
Fund Balance								
Beginning of the Year	1,258	84,506	51,069	51,069	-	51,069	97,286	-
Interfund advances*	-	-	-	-	-	-	-	-
End of the Year	\$84,506	\$51,069	\$(2)	\$(2)	-	\$87,286	\$97,286	-
Special Assessment Fund Balance	\$566,790	\$683,951	\$542,055	\$508,026	-	\$402,315	\$735,022	-

\*Excludes TIF Districts Debt service and Internal Investment activity

**Summary of Budgeted Funds (without Capital Improvement and Development Funds):**

Total Revenue	\$31,016,169	\$31,125,108	\$32,229,577	\$32,362,115	\$24,135,856	\$32,489,758	\$33,767,380	4.8%
Total Expenditures	38,386,025	31,856,896	33,822,444	34,043,028	15,345,445	32,391,952	36,717,315	9.2%
Total Tax Levy	20,509,000	20,509,000	21,027,849	21,027,849	18,569,711	21,027,400	21,389,375	1.72%
Percent of Total Revenue	66.1%	66.1%	65.2%	65.0%	76.9%	64.7%	63.3%	
Assessed Value	3,265,477,000	3,297,064,200	3,601,192,725	3,601,192,725	-	3,332,144,360	3,332,144,360	9.2%
Tax Rate	-	-	\$5.520	\$5.520	-	\$5.434	\$5.434	-3.3%
Tax Rate - Final	\$6.260	\$5.890	-	-	-	-	-	-
Total Fund Balance - (excl non-spendable)	10,208,540	-	10,303,179	7,511,269	0	11,573,112	8,780,884	-14.8%

**Operating Funds:**

	2016 Actual	2017 Actual	2018 Adopted Budget	2018 Amended Budget	2018 Actual (6 months)	2018 Estimate (12 months)	2019 Proposed Budget	Percent Change
<b>Sanitary Sewer Fund</b>								
Revenue								
Charges for Services	\$3,331,065	\$3,315,879	\$3,700,990	\$3,444,360	\$1,833,254	\$3,581,000	\$3,776,400	2.0%
Miscellaneous Revenue	39,109	80,252	7,500	20,000	5,342	20,000	14,000	86.7%
Total Revenue	\$3,370,174	\$3,376,131	\$3,708,490	\$3,464,360	\$1,838,596	\$3,701,000	\$3,790,400	2.2%
Expenditures								
Operations and Maintenance	\$3,136,029	\$3,055,876	\$3,463,058	\$2,985,258	\$456,854	\$3,147,950	\$3,468,996	0.2%
Capital Outlay & Other	60,612	53,009	170,000	194,750	55,408	200,000	211,500	24.4%
Transfers to Other Funds	96,750	99,750	99,750	99,750	-	99,750	99,750	0.0%
Total Expenditures	\$3,293,391	\$3,208,635	\$3,732,808	\$3,279,758	\$512,262	\$3,447,700	\$3,780,246	1.3%
Net Revenue (Expenditures)	\$76,783	\$187,496	\$(24,318)	\$184,602	\$126,334	\$253,300	\$10,154	-
Retained earnings								
Beginning of the Year	1,479,018	1,222,991	1,469,256	1,469,256	-	1,469,256	1,309,756	-
Transfer to Invested in Capital	(32,810)	78,769	(427,975)	(427,975)	-	(412,800)	116,900	-
End of the Year	\$1,222,991	\$1,469,256	\$1,016,863	\$1,225,883	-	\$1,309,756	\$1,436,810	-
Interfund Advance	2,198,515	0	0	0	0	0	0	-

**Capital Improvement Fund (One time projects):**

Revenue								
Landfill Siting Revenue	\$533,843	\$370,758	\$276,000	\$276,000	\$54,450	\$276,000	\$560,000	102.9%
Miscellaneous Revenue	147,352	120,435	155,000	793,000	20,881	661,784	20,000	-87.1%
Other Financing Sources	1,474,511	661	18,082,179	18,082,179	0	314,587	1,149,511	-93.5%
Total Revenue	\$2,155,706	\$491,854	\$18,513,179	\$19,151,179	\$75,331	\$1,252,371	\$1,729,511	-90.7%
Proceeds from Borrowing	\$-	\$1,589,558	\$5,502,000	\$5,502,000	\$-	\$-	\$2,025,000	-
Expenditures								
Capital Outlay	1,128,268	1,003,190	25,754,317	27,064,037	430,206	4,171,849	4,598,109	-82.1%
Other Financing Uses	-	-	-	101,000	101,000	-	-	-
Fund Balance								
Beginning of the Year	1,689,836	2,717,274	3,795,496	3,795,496	-	3,795,496	876,018	-
End of the Year	\$2,717,274	\$3,795,496	\$2,056,356	\$1,283,536	-	\$876,018	\$32,420	-

	2016 Actual	2017 Actual	2018 Adopted Budget	2018 Amended Budget	2018 Actual (6 months)	2018 Estimate (12 months)	2019 Proposed Budget	Percent Change
<b>Development Fund (Impact Fees)</b>								
Revenue								
Park Impact	\$209,383	\$66,591	\$192,000	\$192,000	-	\$400,000	\$400,000	108.3%
Sanitary Sewer - SW Zone	-	-	122,440	122,440	-	-	35,000	-71.4%
Administrative Fee	5,060	2,695	4,125	4,125	-	12,000	7,500	81.8%
Water Impact	210,581	122,539	185,000	185,000	-	500,000	425,000	129.7%
Transportation Impact	8,738	19,218	8,400	8,400	-	25,000	25,000	197.8%
Fire Protection	31,058	17,970	32,250	32,250	-	75,000	50,000	55.0%
Law Enforcement Impact	57,694	33,017	55,930	55,930	-	112,000	75,000	34.1%
Library	59,483	19,383	43,950	43,950	-	112,000	75,000	70.9%
Total Impact Fees	\$562,597	\$281,413	\$644,035	\$644,035	\$571,446	\$1,258,000	\$1,092,500	89.9%
Interest, Investment & Other Revenue	33,343	40,848	44,587	44,587	2,010	60,000	60,000	34.9%
Total Revenue	615,940	322,261	688,622	688,622	573,456	1,298,000	1,152,500	87.4%
Expenditures								
Transfer to Debt Service	170,931	113,997	454,450	454,450	34,628	266,100	454,450	0.0%
Transfer to Capital Improvement	212,224	661	1,572,350	1,572,350	17,371	220,000	384,511	-75.5%
Other	26,878	99,665	1,010,000	1,013,321	-	10,000	1,020,000	1.0%
Total Expenditures	409,033	214,323	3,036,800	3,040,121	51,999	496,100	1,858,961	-38.8%
Fund Balance								
Beginning of the Year	3,851,853	4,058,560	4,168,498	4,166,498	-	4,166,498	4,964,398	-
End of the Year	\$4,058,560	\$4,166,498	\$1,818,360	\$1,815,039	-	\$4,964,398	\$4,257,937	-

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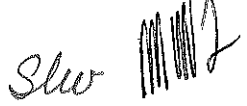

City of Franklin  
2019 Proposed Budget  
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Sandra Wesolowski, City Clerk

Operating Funds:	2016 Actual	2017 Actual	2018 Adopted Budget	2018 Amended Budget	2018 Actual (6 months)	2018 Estimate (12 months)	2019 Proposed Budget	Percent Change
<b>Utility Development Fund</b>								
Revenue								
Spec Assessment & Connection Fees	\$270,967	\$143,537	\$161,600	\$181,600	\$36,000	\$234,600	\$84,600	-47.9%
Investment & Other Revenue	46,220	45,651	34,000	34,000	10,336	51,500	27,900	-17.9%
Total Revenue	317,187	189,188	215,600	215,600	46,336	286,100	122,500	
Expenditures								
Transfer to Capital Improv - Water	-	-	500,000	500,000	-	-	500,000	0.0%
Transfer to Capital Improv - Sewer	-	-	500,000	500,000	-	-	500,000	0.0%
Other	-	-	-	-	-	-	-	
Total Expenditures	-	-	1,000,000	1,000,000	-	-	1,000,000	
Fund Balance								
Beginning of the Year	907,004	1,224,191	1,413,379	1,413,379	1,413,379	1,413,379	1,699,479	
End of the Year	\$1,224,191	\$1,413,379	\$628,979	\$628,979	\$1,459,715	\$1,899,479	\$921,979	
<b>Tax Incremental District #3</b>								
Revenue								
Taxes	\$1,730,642	\$1,253,575	\$1,384,100	\$1,384,100	\$1,381,191	\$1,381,200	\$1,180,900	-14.7%
Intergovernmental Revenue	355,552	458,196	584,400	584,400	-	464,931	479,831	-17.9%
Investment & Other	126,280	20,049	5,000	5,000	12,985	20,250	25,000	400.0%
Total Revenue	2,212,474	1,731,820	1,973,500	1,973,500	1,394,176	1,866,381	1,685,731	
Expenditures								
Capital Outlay	1,035,841	1,401,976	2,850	1,381,463	26,971	30,650	110,175	4057.5%
Other	10,520	10,220	5,010,220	5,010,220	112,845	948,783	4,582,440	-5.3%
Principal	39,900	54,675	985,000	985,000	985,000	985,000	-	
Interest	719,289	1,694,477	97,209	97,209	14,923	15,199	61,500	-36.7%
Total Expenditures	1,805,550	3,161,348	6,095,079	7,473,892	1,139,739	1,975,632	4,764,115	
Net Revenues	407,234	(1,429,528)	(4,121,579)	(5,500,392)	254,437	(113,251)	(3,078,384)	
Loan Proceeds	-	-	5,013,000	5,013,000	-	-	3,450,000	
Transfers In	(62,289)	-	-	-	-	-	-	
Transfers Out	-	-	-	-	-	-	-	
Beginning Fund Balance	998,480	1,341,405	(85,123)	(85,123)	-	(85,123)	(188,374)	
Ending Fund Balance	\$1,341,405	\$185,123	\$806,298	\$572,515	\$550,000	\$198,374	\$173,242	
Interfund Advances Due	\$550,000	\$-	\$-	\$-	\$-	\$-	\$-	
<b>Tax Incremental District #4</b>								
Revenue								
Taxes	\$1,380,915	\$1,162,065	\$1,151,600	\$1,151,600	\$1,192,285	\$1,192,200	\$1,156,400	0.4%
Intergovernmental Revenue	18,043	15,960	14,700	14,700	-	14,700	18,700	34.0%
Investment & Other	(5,035)	18,283	10,015,000	10,015,000	14,494	20,000	20,000	-99.8%
Total Revenue	1,393,923	1,196,308	11,181,300	11,181,300	1,206,779	1,226,900	1,195,100	
Expenditures								
Capital Outlay	-	-	12,000,000	12,000,000	-	1,250,000	8,000,000	-33.3%
Other	12,505	32,591	1,220,500	1,271,693	18,161	102,350	228,600	-81.3%
Interest	920	-	-	-	-	-	-	
Total Expenditures	13,425	32,591	13,220,500	13,271,693	18,161	1,352,350	8,228,600	
Net Revenues	1,380,498	1,163,717	(2,039,200)	(2,080,393)	1,187,598	(125,450)	(7,033,500)	
Loan Proceeds	-	-	-	-	-	-	5,000,000	
Beginning Fund Balance	(138,216)	1,242,282	2,405,999	2,405,999	-	2,405,999	2,280,549	
Ending Fund Balance	\$1,242,282	\$2,405,999	\$366,799	\$315,606	\$-	\$2,280,549	\$248,049	
Interfund Advances Due	\$-	\$-	\$-	\$-	\$-	\$-	\$-	
<b>Operating Funds:</b>								
<b>Tax Incremental District #5</b>								
Revenue								
Taxes	\$-	\$-	\$30,100	\$30,100	\$30,500	\$30,500	\$31,500	4.7%
Intergovernmental Revenue	-	-	300	300	-	-	300	0.0%
Investment & Other	-	-	-	-	24,012	198,724	25,000	
Total Revenue	-	-	30,400	30,400	54,512	169,224	56,800	86.6%
Expenditures								
Capital Outlay	17,351	-	17,513,382	17,513,382	2,599,571	14,875,000	-	-100.0%
Other	34,495	47,028	72,400	101,141	2,040,570	4,075,950	4,030,700	5467.3%
Principal	-	-	-	-	-	-	10,000,000	
Interest	-	-	254,813	254,813	-	227,520	775,810	204.5%
Total Expenditures	51,846	47,028	17,840,595	17,869,336	4,640,141	19,178,500	14,806,510	-17.0%
Net Revenues	(51,846)	(47,028)	(17,810,195)	(17,838,936)	(4,585,629)	(19,009,276)	(14,749,710)	-17.2%
Loan Proceeds	-	-	18,321,000	18,321,000	23,304,958	23,304,958	9,900,000	-48.0%
Transfers In	-	-	-	-	-	-	-	
Transfers Out	-	-	-	-	-	-	-	
Beginning Fund Balance	-	(51,846)	(98,874)	(98,874)	(98,874)	(98,874)	4,196,818	
Ending Fund Balance	\$(51,846)	\$(98,874)	\$411,931	\$383,190	\$18,620,465	\$4,196,818	\$(52,892)	
Interfund Advances Due	-	-	-	-	-	-	\$75,000	
<b>Internal Service Fund</b>								
<b>Self Insurance Fund</b>								
Revenues								
Medical Insurance Premiums	\$2,868,640	\$2,868,849	\$3,014,400	\$3,014,400	\$1,499,394	\$3,014,000	\$3,479,725	15.4%
Dental Insurance Premiums	166,818	186,233	181,300	181,300	84,661	171,500	172,675	-4.8%
Investment Income	31,199	29,598	18,300	18,300	153	192,000	30,000	63.9%
Total Revenues	3,066,657	3,084,670	3,214,000	3,214,000	1,584,208	3,377,500	3,682,400	
Medical Claims	2,348,503	2,476,422	2,376,800	2,376,800	978,745	2,488,000	2,833,850	19.2%
Prescription Drug Claims	310,647	299,409	0	0	170,989	335,000	0	
Stop Loss Premiums	648,325	677,598	684,000	684,000	262,339	577,500	687,200	0.5%
All other costs	305,513	273,126	251,500	251,500	88,015	236,000	323,350	28.6%
Dental Claims	189,473	197,994	183,500	183,500	110,024	215,225	192,675	5.0%
Restricted Contingency	0	0	528,000	528,000	0	0	0	
Total Expenditures	3,802,461	3,924,549	4,003,800	4,003,800	1,610,112	3,852,725	4,016,875	
Net Revenues (Expenditures)	(735,804)	(839,879)	(789,800)	(789,800)	(25,884)	(475,225)	(334,475)	
Beginning Fund Balance	3,461,882	2,745,975	1,886,196	1,886,196	-	1,886,196	1,410,971	
Ending Fund Balance	\$2,726,078	\$1,906,096	\$1,096,396	\$1,096,396	\$-	\$1,410,971	\$1,076,496	

PAJ-0004060325-01

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<b>APPROVAL</b> 	<b>REQUEST FOR COUNCIL ACTION</b>	<b>MEETING DATE</b> <b>11/13/2018</b>
<b>REPORTS &amp; RECOMMENDATIONS</b>	<b>Ordinance Adopting the 2019 Annual Budgets for the General, Civic Celebrations, St. Martin's Fair, Donations, Grant, Solid Waste Collection, Sanitary Sewer, Capital Outlay, Equipment Replacement, Street Improvement, Capital Improvement, Debt Service, Development, Utility Development, TID 3, TID 4, TID 5, and Internal Service Funds and Establishing the Tax Levy and Other Revenue for the City of Franklin and Establishing the Solid Waste Fee</b>	<b>ITEM NUMBER</b> 

**Background:** The Mayor's 2019 Recommended Budget was presented to the Common Council on September 18, 2018. The Committee of the Whole recommended changes to the Mayor's 2019 budget at their meeting of October 1, 2018. The Public Hearing Notice for the 2019 Proposed Budget was communicated to Franklin residents in the October 24, 2018 issue of the South Now. Additionally, the last City Newsletter, which included a front page story on the proposed budget, was mailed to properties in the City around October 2, 2018. A Public Hearing is being held on Tuesday, November 13, 2018, to receive feedback from residents. At that Public Hearing, the Director of Administration will present an overview of the proposed budget. The Common Council is scheduled to consider adoption of the City of Franklin 2019 Annual Budget and related property tax levy on November 13, 2018, in accordance with the Public Hearing Notice.

**Discussion on the Attached Ordinance:** The ordinance generally follows the form as approved in 2017 for the 2018 budget, although one section was dropped because there is no expectation that prior year's unused allowable levy will be available for application within the 2019 budget. Therefore, as with 2018, there will be a larger allocation of levy to debt within the levy limit calculations.

Attached are the replacement pages that show how the actions of the Committee of the Whole are reflected within the budget as presented. It includes the adjustment for tree funding in the Capital Outlay Fund and the designation of the park land purchase as an approved project, per the minutes of the Committee of the Whole, which are attached for your convenience. Also included is text for the Capital Improvement Fund that summarizes 2018 project activity.

Also attached is a corrected page 3 for the budget document. A correction has been incorporated for the Capital Improvement Fund. The detailed pages of the Capital Improvement Fund (pages 319-321) that were discussed at the Committee of the Whole remain correct. The totals brought forward to the summary appropriation page (page 3) reflected an incorrect total expenditure and, as a result, fund balance. The correction reconciling these two sections will be included in the final printed document and is attached.

**Additional Action for Consideration:** At their meeting of October 2, 2018 the Common Council directed that staff bring forward a professional services agreement with Quorum Architects for concept development and design services for an expanded City Hall roof, HVAC, and remodeling project. The discussion surrounding the motion indicated that the intent was that the funding come from General Fund fund balance. Within the Capital Improvement Fund (p. 319), the funding for the City Hall project is not carried forward and is not reflective of the expanded project. Should the Common Council intend to complete this project during 2019, an appropriation will be necessary. In such an instance, a motion should be made to amend the attached

Ordinance to incorporate the appropriation at the appropriate level. The expanded project was expected to add \$500,000 to \$600,000 to the project, so the suggested motion applies \$600,000. Additionally, it anticipates about \$45,000 of this year's appropriation will be used for HVAC and preliminary design expenditures that have already occurred. As such, the appropriation required is \$2,330,000 (\$1,775,000+\$600,000-\$45,000=\$2,330,000).

Section 14. The numbers presented herein are to be modified to reflect within the adopted budget a transfer of fund balance from the General Fund to the Capital Improvement Fund of \$600,000, a corresponding reduction in the General Fund Restricted Contingency appropriation, a corresponding revenue within the Capital Improvement Fund, and an "Approved Project" 2019 Capital Improvement Fund appropriation of \$2,330,000 for a "City Hall Roof, HVAC, and Remodeling" project.

If the Common Council wishes to take this action, **a motion to amend the ordinance to insert a new Section 14 as presented and to renumber the sections accordingly would be appropriate.**

**Comment on Action to be Taken:** If no further action is desired by the Common Council, the motion presented at the end of the Council Action Sheet is satisfactory.

If additional modifications are proposed, the Director of Administration suggests they occur in the following format:

"Move to adopt Ordinance No. 2018-\_\_\_\_\_, an "Ordinance Adopting the 2019 Annual Budgets for the General, Civic Celebrations, St. Martin's Fair, Donations, Grant, Solid Waste Collection, Sanitary Sewer, Capital Outlay, Equipment Replacement, Street Improvement, Capital Improvement, Debt Service, Development, Utility Development, TID 3, TID 4, TID 5, and Internal Service Funds and Establishing the Tax Levy and Other Revenue for the City of Franklin and establishing the Solid Waste Fee" as presented, with the following adjustments: [list the item(s) and amount(s) here], which adjustments shall be incorporated into a final form of the ordinance and the Official Budget Appropriation Units document, as determined by the Director of Administration."

Note that a similar format was recommended the last couple years and lets the Finance and Administration Directors roll any adjustments into a final, clean ordinance prior to signatures.

### **COUNCIL ACTION REQUESTED**

Motion to adopt Ordinance No. 2018-\_\_\_\_\_, "An Ordinance Adopting the 2019 Annual Budgets for the General, Civic Celebrations, St. Martin's Fair, Donations, Grant, Solid Waste Collection, Sanitary Sewer, Capital Outlay, Equipment Replacement, Street Improvement, Capital Improvement, Debt Service, Development, Utility Development, TID 3, TID 4, TID 5, and Internal Service Funds and Establishing the Tax Levy and Other Revenue for the City of Franklin and Establishing the Solid Waste Fee."

STATE OF WISCONSIN: CITY OF FRANKLIN: MILWAUKEE COUNTY

ORDINANCE NO. 2018-\_\_\_\_\_

AN ORDINANCE ADOPTING THE 2019 ANNUAL BUDGETS FOR THE GENERAL, CIVIC CELEBRATIONS, ST MARTIN'S FAIR, DONATIONS, GRANT, SOLID WASTE COLLECTION, SANITARY SEWER, CAPITAL OUTLAY, EQUIPMENT REPLACEMENT, STREET IMPROVEMENT, CAPITAL IMPROVEMENT, DEBT SERVICE, DEVELOPMENT, UTILITY DEVELOPMENT, TID 3, TID 4, TID 5 AND INTERNAL SERVICE FUNDS AND ESTABLISHING THE TAX LEVY AND OTHER REVENUE FOR THE CITY OF FRANKLIN AND ESTABLISHING THE SOLID WASTE FEE

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WHEREAS, the Committee of the Whole has reviewed and amended, where desired, the 2019 Mayor's Recommended Budgets for the General, Civic Celebrations, St Martin's Fair, Donations, Grant, Solid Waste Collection, Sanitary Sewer, Capital Outlay, Equipment Replacement, Street Improvement, Capital Improvement, Debt Service, Development, Utility Development, TID 3, TID 4, TID 5 and Internal Service Funds for the City of Franklin; and

WHEREAS, debt incurred and anticipated has 2019 required repayments for TID 3, TID4, TID 5, Debt Service and the Sanitary Sewer Funds; and

WHEREAS, the 2019 Proposed Budget recommended by the Committee of the Whole includes property taxes of \$21,389,375 that are levied to support the 2019 Annual Budget with a resulting City tax rate of approximately \$5.434 with the Common Council concurring in the need and with the final rate being the mathematical result of statutory property tax billing process, including, but not limited to, inclusion of the required state adjustment for equalization; and

WHEREAS, for the purposes, in part, of accounting detail, transparency of governmental actions and intent, efficiency of operations, and enhanced record keeping, the 2019 Proposed Budget document and format provides greater detail and categorization of anticipated expenditures than required by Wisconsin Statutes §65.90, which provides that "all proposed appropriations for each department, activity and reserve account" shall be listed in the budget; and, therefore, expenditure appropriation unit amounts are itemized and, entitled "Official Budget Appropriation Units," while the remaining pages of the document provide supplemental information for informational purposes as earlier noted; and

WHEREAS, a Public Notice of the 2019 Proposed Budget appeared in the South Now on October 24, 2018; and

WHEREAS, a Public Hearing was held by the Common Council on November 13, 2018, regarding the 2019 Proposed Budget.

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

- Section 1 That the 2019 Expenditure Budgets, summarized herein, for the General Fund as \$28,098,442, for Civic Celebrations Fund as \$103,691, for the St Martin's Fair Fund as \$50,756, for Donations Fund as \$88,400, for Grant Funds as \$317,186, for the Solid Waste Collection Fund as \$1,649,501, for the Capital Outlay Fund as

\$1,077,945, for the Equipment Replacement Fund as \$1,196,670, for the Street Improvement Fund as \$975,000, for the Debt Service Fund as \$1,540,188, for City purposes totaling \$35,097,779, for Sanitary Sewer Fund Operating Expenditure Budget as \$3,780,246, for the Capital Improvement Fund for projects having Common Council approval as \$2,258,109, for the Capital Improvement Fund for budgetary appropriation for projects awaiting Common Council approval as \$2,790,000, for the Development Fund as \$1,858,961, for the Utility Development Fund as \$1,000,000, for TID 3 Fund as \$4,764,115, for TID 4 Fund as \$8,228,600, for TID 5 Fund as \$14,806,510, and for Internal Service Fund as \$4,016,975, with expenditure appropriation unit amounts as set forth on the tables entitled "Official Budget Appropriation Units" (which is attached hereto and incorporated herein by reference) and as set forth by department, activity, and reserve account (all as maintained by the City in a multiple-fund accounting structure) are adopted as the annual expenditure budgets for the City of Franklin for fiscal year 2019.

Section 2 The Sanitary Sewer Fund includes 2019 capital additions of \$274,500 and debt service of \$1,692,163, with revenues of \$3,790,400 and operating expenditures of \$3,780,246.

Section 3 Debt payments of \$1,540,188 in the Debt Service Fund, \$61,500 in TID 3, \$113,750 in TID 4, and \$10,775,810 in TID 5, and in the Sanitary Sewer fund of \$1,692,163, are adopted as annual required payments for those respective funds for fiscal year 2019.

Section 4 That the 2019 property taxes used to support the General Fund of \$18,130,675, the Library Fund of \$1,312,700, the Capital Outlay Fund of \$452,800, the Equipment Replacement Fund of \$175,000, the Street Improvement Fund of \$18,200, and the Debt Service Fund of \$1,300,000 for City purposes, totaling \$21,389,375, are levied and adopted as the annual property tax levies for fiscal year 2019 with a resulting City tax rate of approximately \$5.434 per thousand assessed value with the final rate being the mathematical result of statutory property tax billing process, including, but not limited to, inclusion of the required state adjustment for equalization.

Section 5 That the 2019 Revenue Budgets, other than non-TID property taxes and debt proceeds, for the General Fund of \$7,817,767, for the Civic Celebrations Fund of \$119,000, for the St. Martin's Fair Fund of \$37,700, for the Donations Fund of \$21,000, for the Grant Funds of \$233,450, for the Solid Waste Collection Fund of \$1,660,700, for the Capital Outlay Fund of \$603,000, for the Equipment Replacement Fund of \$435,700, for the Street Improvement Fund of \$837,000, for the Capital Improvement Fund of \$1,964,511, for the Development Fund of \$1,152,500, for the Utility Development Fund of \$122,500, for the TID 3 Fund of \$1,685,731, for the TID 4 Fund of \$1,196,100, for TID 5 of \$56,800, and for the Internal Service Fund of \$3,682,400 for City purposes, totaling \$21,625,859, are adopted as the annual revenue budgets for other than property taxes for the City of Franklin for fiscal year 2019.

- Section 6 That additional revenue of \$20,600,000 in the form of new debt is required with \$2,100,000 in the Capital Improvement Fund, \$3,500,000 in TID 3, \$5,000,000 in TID 4, and \$10,000,000 in TID 5 less debt issuance costs totaling \$300,000 required to fund expenditures.
- Section 7 That transfers into the Civic Celebrations Fund of \$13,000, the St. Martin's Fair Fund of \$11,000, the Debt Service Fund of \$240,188, the Capital Improvement Fund of \$1,384,511, for a total of \$1,648,699, are adopted as the annual transfers in as contained in the budget for the City of Franklin for fiscal year 2019.
- Section 8 That the 2019 Solid Waste Collection Fund fee is \$106.95 for each property eligible to receive the solid waste collection service.
- Section 9 That the Capital Improvement Fund expenditure appropriation, excluding the Contingency allocation, shall be administered as if adopted on a "per project" basis, and unless otherwise requiring a statutorily executed budget modification, a modification of the appropriation's administrative allocation between or to projects is subject to authorization by at least a two-thirds majority of the Common Council in the form of a budget modification, which, as an internal administrative process, does not initiate publication requirements.
- Section 10 That the single expenditure appropriation for "Contingency" within the General Fund shall be administered for City purposes as if adopted as distinct appropriations for \$1,900,000 "Restricted" and \$125,000 "Unrestricted" contingency budgets as shown within the "Unclassified, Contingency, and Anticipated Under Spending" budget detail, with "Restricted" contingency appropriations not authorized for direct expenditure and requiring a budget modification approved by two-thirds of the Common Council, interpreted consistent with statutes, moving the appropriation to "Unrestricted" contingency or another valid appropriation unit prior to or in conjunction with any spending authorization.
- Section 11 That the single expenditure appropriation for "Contingency" within the Capital Outlay Fund shall be administered as if adopted as distinct appropriations for \$250,000 "Restricted" and \$150,000 "Unrestricted" contingency budgets as shown within the "Unclassified, Contingency, and Anticipated Under Spending" budget detail, and Unrestricted Contingency Appropriations of \$75,000 in Municipal Buildings, \$79,000 in Police, \$11,000 in Highway and \$2,000 in Parks. The "Restricted" contingency appropriations are not authorized for direct expenditure and require a budget modification approved by two-thirds of the Common Council, interpreted consistent with statutes, moving the appropriation to "Unrestricted" contingency or another valid appropriation unit prior to or in conjunction with any spending authorization.
- Section 12 That the Capital Outlay Fund expenditure appropriation shall be administered as if adopted on the department/division basis, (except the Information Services Department shall also include all planned computer and computer-related expenditures distributed and assigned, in whole or in part and for accounting

purposes, to various other departments), and unless otherwise requiring a statutorily executed budget modification, a modification of the appropriation's administrative allocation between departments and changes, valued in excess of \$5,000, in the departmental list of capital items or quantity of items to be purchased are subject to authorization by the Common Council.

Section 13 That the Grant Funds appropriation units shall be segregated into Health (Health Department) and Other (all other Departments), with each having a single appropriation unit comprising their respective Personnel Services; Other Services, Supplies, etc.; and Capital Outlay expenditures.

Section 14 That the Finance Department and Director of Administration shall cause to be published and made available a "City of Franklin 2019 Annual Budget" document that 1) incorporates the proposed budget as presented in the public hearing notice, including any additional changes as provided for herein, 2) incorporates the necessary and corresponding changes to the budget document text and tables as initially set forth in the Mayor's Recommended Budget document, 3) removes supplemental pages from the preliminary document that were incorporated for review, and 4) incorporates the 2019 Annual Budgets of the Library Fund, the Auxiliary Library Fund, the Tourism Commission Fund, and the Water Utility Fund as adopted by their respective boards.

Section 15 The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of competent jurisdiction, or otherwise be legally invalid or fail under the applicable rules of law to take effect and be in force, the remaining terms and provisions shall remain in full force and effect.

Introduced at a special meeting of the Common Council of the City of Franklin this 13th day of November, 2018 by Alderman \_\_\_\_\_.

Passed and adopted at a special meeting of the Common Council of the City of Franklin this 13th day of November, 2018.

APPROVED:

\_\_\_\_\_  
Stephen R Olson, Mayor

ATTEST:

\_\_\_\_\_  
Sandra L. Wesolowski, City Clerk

AYES \_\_\_\_ NOES \_\_\_\_ ABSENT \_\_\_\_

City of Franklin  
Official Budget Appropriation Units  
Summary - 2019 Proposed Budgets

	2016 Actual	2017 Actual	2018 Adopted Budget	2018 Amended Budget	6/30/2018 To Date	2018 Estimate	2019 Proposed	Change to Pr Yr Adopted
<b>General Fund</b>								
<b>Revenue:</b>								
Property taxes	\$16,286,597	\$16,404,723	\$16,909,449	\$16,909,449	\$14,451,311	\$16,909,000	\$18,130,675	7.2%
Other taxes	361,376	206,069	223,700	223,700	87,240	226,900	215,800	-3.5%
Cable TV Franchise Fee	513,031	482,833	510,000	510,000	127,045	487,000	480,000	-5.9%
Utility tax equivalent	1,050,382	1,032,843	1,050,000	1,050,000	525,000	1,050,000	1,050,000	0.0%
<b>Total tax revenue</b>	<b>18,211,386</b>	<b>18,126,468</b>	<b>18,693,149</b>	<b>18,693,149</b>	<b>15,190,596</b>	<b>18,672,900</b>	<b>19,876,475</b>	<b>6.3%</b>
Intergovernmental	2,318,825	2,264,961	2,432,926	2,432,926	635,284	2,303,380	1,736,127	-28.6%
Licenses and permits	659,312	769,662	1,040,990	1,040,990	557,452	1,131,232	1,038,990	-0.2%
Penalties and forfeitures	498,654	485,407	500,000	500,000	289,194	500,000	546,000	9.2%
Charges for services	1,452,601	1,603,247	1,805,350	1,805,350	923,011	1,871,350	2,056,950	13.9%
Intergovernmental charges	194,805	172,796	196,500	196,500	90,922	193,000	207,500	5.6%
Interest revenue	161,281	189,275	205,000	205,000	87,602	186,000	265,000	29.3%
Miscellaneous revenue	187,874	153,068	120,350	120,350	172,200	183,050	162,150	34.7%
Transfers from other funds	0	26,950	0	0	0	0	59,250	0.0%
<b>Total non-tax revenue</b>	<b>5,473,352</b>	<b>5,665,366</b>	<b>6,301,116</b>	<b>6,301,116</b>	<b>2,755,665</b>	<b>6,368,012</b>	<b>6,071,967</b>	<b>-3.6%</b>
<b>Total revenue</b>	<b>23,684,738</b>	<b>23,791,834</b>	<b>24,994,265</b>	<b>24,994,265</b>	<b>17,946,261</b>	<b>25,040,912</b>	<b>25,948,442</b>	<b>3.8%</b>
Transfer from fund balance	0	0	0	0	0	0	0	0.0%
<b>Total revenue &amp; fb transfer</b>	<b>23,684,738</b>	<b>23,791,834</b>	<b>24,994,265</b>	<b>24,994,265</b>	<b>17,946,261</b>	<b>25,040,912</b>	<b>25,948,442</b>	<b>3.8%</b>
<b>Expenditures:</b>								
Mayor - Personnel Services	18,500	18,500	18,482	18,482	11,644	18,482	18,482	0.0%
Other Services, Supplies, etc	5,273	5,206	6,350	6,350	2,400	5,300	6,350	0.0%
Aldermen - Personnel Services	47,445	47,439	47,409	47,409	23,702	47,409	47,409	0.0%
Other Services, Supplies, Etc	22,793	22,231	24,891	24,891	16,518	22,190	25,191	1.2%
Municipal Court - Personnel Services	184,729	183,914	193,929	193,929	90,157	193,887	186,933	-3.6%
Other Services, Supplies, Etc	55,794	69,968	56,900	56,900	34,014	57,870	58,450	2.7%
Clerk - Personnel Services	288,673	299,862	320,183	320,183	148,292	318,699	319,569	-0.2%
Other Services, Supplies, Etc	22,916	26,550	27,200	27,200	11,892	25,650	27,200	0.0%
Elections - Personnel Services	72,277	19,166	58,480	58,480	21,501	50,890	32,525	-44.4%
Other Services, Supplies, Etc	13,094	6,940	10,700	10,700	5,830	13,900	10,100	-5.6%
Information Services - Personnel	106,475	119,792	122,397	122,397	61,628	122,392	127,381	4.1%
Other Services, Supplies, Etc	334,809	331,482	361,489	388,439	155,379	386,400	392,468	8.6%
Administration - Personnel Services	282,607	288,416	297,298	297,298	146,801	296,119	311,278	4.7%
Other Services, Supplies, Etc	104,768	85,575	137,415	179,415	49,539	124,745	133,475	-2.9%
Finance - Personnel Services	409,536	416,961	432,136	432,136	213,086	431,005	464,090	7.4%
Other Services, Supplies, Etc	86,734	95,866	102,285	102,285	45,614	93,400	122,870	20.1%
Independent Audit	29,545	37,955	30,000	30,000	23,750	23,750	37,025	23.4%
Assessor - Personnel Services	7,735	0	0	0	0	0	0	0.0%
Other Services, Supplies, Etc	223,795	219,593	226,150	226,150	46,111	223,900	229,550	1.5%
Legal Services	310,308	324,065	342,450	342,450	151,576	323,150	348,650	1.8%
Municipal Buildings - Personnel Services	94,319	125,157	90,543	90,543	48,702	90,323	97,479	7.7%
Other Services, Supplies, Etc	115,935	110,663	119,015	119,780	47,043	115,800	117,015	-1.7%
Insurance	61,743	65,454	81,745	81,745	85,324	84,400	86,950	6.4%
Unclassified	1,104	20,139	82,500	82,500	105	1,200	2,500	-97.0%
<b>Sub total General Government Person</b>	<b>2,900,907</b>	<b>2,940,894</b>	<b>3,189,947</b>	<b>3,259,662</b>	<b>1,440,608</b>	<b>3,070,661</b>	<b>3,202,940</b>	<b>0.4%</b>
Contingency	9,988	0	125,000	63,000	0	0	125,000	0.0%
Contingency - Personnel Services			1,280,000	1,280,000			1,942,228	
Anticipated Un-spent appropriations	0	0	-413,320	-413,320	0	0	-375,320	-9.2%
<b>Total General Government</b>	<b>2,910,895</b>	<b>2,940,894</b>	<b>4,181,627</b>	<b>4,189,342</b>	<b>1,440,608</b>	<b>3,070,661</b>	<b>4,894,848</b>	<b>17.1%</b>
Police Department - Personnel Services	7,891,774	8,376,738	8,729,467	8,729,467	4,237,442	8,846,600	8,887,426	1.8%
Other Services, Supplies, Etc	963,615	1,015,551	1,145,420	1,197,497	580,509	1,179,717	1,197,800	4.6%
Fire Department - Personnel Services	5,498,363	5,818,793	5,808,682	5,808,682	2,921,958	5,927,300	6,009,935	3.5%
Other Services, Supplies, Etc	402,073	404,553	461,560	461,560	215,197	476,600	505,860	9.6%
Public Fire Protection	274,635	280,266	283,300	283,300	139,877	280,300	283,300	0.0%
Building Inspection - Personnel Services	727,130	734,076	830,662	830,662	410,445	786,000	860,216	3.6%
Other Services, Supplies, Etc	22,633	22,779	29,550	29,574	9,125	27,350	32,050	8.5%
Weights and Measures	7,600	7,600	7,600	7,600	0	7,600	7,600	0.0%
<b>Total Public Safety</b>	<b>15,787,823</b>	<b>16,660,356</b>	<b>17,296,241</b>	<b>17,348,342</b>	<b>8,514,553</b>	<b>17,531,467</b>	<b>17,784,187</b>	<b>2.8%</b>

City of Franklin  
Official Budget Appropriation Units  
Summary - 2019 Proposed Budgets

	2016 Actual	2017 Actual	2018 Adopted Budget	2018 Amended Budget	6/30/2018 To Date	2018 Estimate	2019 Proposed	Change to Pr Yr Adopted
Engineering - Personnel Services	553,393	519,893	533,967	533,967	235,443	515,250	612,306	14.7%
Other Services, Supplies, Etc	20,389	18,610	28,700	28,700	9,443	23,850	30,860	7.5%
Highway - Personnel Services	1,718,530	2,261,670	1,732,456	1,732,456	823,531	1,725,850	1,736,098	0.2%
Other Services, Supplies, Etc	717,689	719,915	788,620	807,520	234,047	777,450	833,318	5.7%
Solid Waste Collection	390,000	0	0	0	0	0	0	0.0%
Street Lighting	341,766	327,411	344,800	344,800	98,496	301,700	349,500	1.4%
Weed Control	3,379	4,973	9,050	9,050	0	8,000	9,050	0.0%
<b>Total Public Works</b>	<b>3,745,146</b>	<b>3,852,472</b>	<b>3,437,593</b>	<b>3,456,493</b>	<b>1,400,960</b>	<b>3,352,100</b>	<b>3,571,132</b>	<b>3.9%</b>
Health Department - Personnel Services	553,595	576,488	596,495	596,495	309,688	549,900	634,447	6.4%
Other Services, Supplies, Etc	61,324	65,643	73,250	73,250	11,109	71,430	73,250	0.0%
Animal Control	31,950	33,743	40,600	40,600	14,599	41,600	43,100	6.2%
<b>Total Health &amp; Human Services</b>	<b>646,869</b>	<b>675,874</b>	<b>710,345</b>	<b>710,345</b>	<b>335,396</b>	<b>662,930</b>	<b>750,797</b>	<b>5.7%</b>
Recreation	42,314	44,277	46,000	46,000	5,134	44,500	46,000	0.0%
Parks - Personnel Services	134,492	126,946	108,989	108,989	65,260	129,120	112,477	3.2%
Other Services, Supplies, Etc	27,129	40,736	42,925	46,885	17,989	43,115	48,225	12.3%
<b>Total Culture and Recreation</b>	<b>203,935</b>	<b>211,959</b>	<b>197,914</b>	<b>201,874</b>	<b>88,383</b>	<b>216,735</b>	<b>206,702</b>	<b>4.4%</b>
Planning - Personnel Services	324,304	335,317	345,230	345,230	164,606	345,930	375,395	8.7%
Other Services, Supplies, Etc	54,187	56,525	60,550	80,550	8,349	75,400	74,450	23.0%
Econ Dev - Personnel Services	120,785	100,390	105,365	105,365	39,677	102,550	103,431	-1.8%
Other Services, Supplies, Etc	23,992	28,082	84,200	84,200	14,700	46,150	87,500	3.9%
<b>Total Conservation/development</b>	<b>523,268</b>	<b>520,314</b>	<b>595,345</b>	<b>615,345</b>	<b>227,332</b>	<b>570,030</b>	<b>640,776</b>	<b>7.6%</b>
Transfers to other funds	1,226,025	33,138	0	0	0	0	250,000	0.0%
<b>Total expenditures</b>	<b>25,043,961</b>	<b>24,895,007</b>	<b>26,419,065</b>	<b>26,521,741</b>	<b>12,007,232</b>	<b>25,403,923</b>	<b>28,098,442</b>	<b>6.4%</b>
<b>Net Change</b>	<b>(1,359,223)</b>	<b>(1,103,173)</b>	<b>(1,424,800)</b>	<b>(1,527,476)</b>		<b>(363,011)</b>	<b>(2,150,000)</b>	<b>50.9%</b>
<b>Beginning General Fund balance</b>	<b>9,046,808</b>	<b>7,687,585</b>	<b>6,584,412</b>	<b>6,584,412</b>		<b>6,584,412</b>	<b>6,221,401</b>	
<b>Ending General Fund balance</b>	<b>7,687,585</b>	<b>6,584,412</b>	<b>5,159,612</b>	<b>5,056,936</b>		<b>6,221,401</b>	<b>4,071,401</b>	
Fund Balance as a percent of total expenditures	30.70%		19.53%	19.07%		24.49%	14.49%	
<b>Special Revenue Funds</b>								
<b>Revenues</b>								
Library Fund - Tax Levy	1,287,000	1,296,600	1,303,200	1,303,200	1,303,200	1,303,200	1,312,700	0.7%
Reciprocal Borrowing - Library	93,361	88,601	75,000	75,000	458	75,000	68,000	-9.3%
Misc Revenue - Library	6,635	7,081	8,500	8,500	6,383	9,100	8,500	0.0%
Auxiliary Library	90,758	68,218	68,500	68,500	37,725	58,800	70,000	2.2%
Tourism	-	211,793	96,800	96,800	1,508	206,100	226,000	133.5%
Solid Waste Collection - Fees	1,199,836	1,210,567	1,211,000	1,211,000	1,211,200	1,227,450	1,220,400	0.8%
Misc Revenue - Solid Waste	410,370	427,620	426,300	426,300	215,961	420,000	440,300	3.3%
St Martin's Fair	38,605	36,735	38,050	38,050	3,580	33,750	37,700	-0.9%
Donations	71,179	51,616	22,200	22,200	23,153	28,050	21,000	-5.4%
Civic Celebrations	143,003	153,693	111,000	111,000	20,400	117,400	119,000	7.2%
Grants	148,167	233,309	124,850	123,250	62,274	26,400	233,450	87.0%
<b>Total Revenues</b>	<b>3,488,914</b>	<b>3,785,833</b>	<b>3,485,400</b>	<b>3,483,800</b>	<b>2,885,842</b>	<b>3,505,250</b>	<b>3,757,050</b>	<b>7.8%</b>
<b>Expenditures</b>								
Library - Personnel Services	942,566	863,441	933,295	933,295	433,260	913,350	955,268	2.4%
Other Services, Supplies, Etc	479,920	449,912	453,405	478,405	232,125	454,400	426,848	-5.9%
Auxiliary Library	83,491	61,727	68,500	68,500	18,314	66,300	69,920	2.1%
Tourism	-	-	154,000	154,000	-	-	167,500	8.8%
Solid Waste - Personnel Services	17,328	14,949	14,783	14,783	6,755	13,727	16,931	14.5%
Other Services, Supplies, Etc	1,522,939	1,560,447	1,562,900	1,562,900	607,803	1,588,929	1,632,570	4.5%
St Martin's Fair	44,364	52,717	52,785	52,785	684	49,775	50,756	-3.8%
Donations	27,525	78,812	140,516	157,516	24,050	37,000	88,400	-37.1%
Civic Celebrations	142,353	136,352	96,694	96,694	24,766	78,565	103,691	7.2%
Grants	146,690	195,452	184,750	183,150	116,238	26,400	317,186	71.7%
<b>Total Expenditures</b>	<b>3,407,176</b>	<b>3,413,809</b>	<b>3,661,628</b>	<b>3,702,028</b>	<b>1,463,995</b>	<b>3,228,446</b>	<b>3,829,070</b>	<b>4.6%</b>
<b>Net Revenues (Expenditures)</b>	<b>81,738</b>	<b>372,024</b>	<b>(176,228)</b>	<b>(218,228)</b>	<b>1,421,847</b>	<b>276,804</b>	<b>(72,020)</b>	<b>-59.1%</b>
<b>Fund Balance</b>								
Beginning of the Year	1,113,629	1,195,367	1,567,391	1,567,391	1,567,391	1,567,391	1,844,195	
End of the Year	1,195,367	1,567,391	1,391,163	1,349,163	2,989,238	1,844,195	1,772,175	

City of Franklin  
Official Budget Appropriation Units  
Summary - 2019 Proposed Budgets

	2016 Actual	2017 Actual	2018 Adopted Budget	2018 Amended Budget	6/30/2018 To Date	2018 Estimate	2019 Proposed	Change to Pr Yr Adopted
<b>Sanitary Sewer Fund</b>								
Revenues								
Metered Sales	3,292,166	3,282,353	3,663,990	3,412,360	1,577,404	3,644,000	3,739,400	2.1%
Other Revenue	78,008	93,778	44,500	35,500	16,133	57,000	51,000	14.6%
Total Revenues	3,370,174	3,376,131	3,708,490	3,447,860	1,593,537	3,701,000	3,790,400	2.2%
Expenditures								
Personnel Services	473,854	527,153	462,283	462,283	232,200	468,300	522,996	13.1%
Other Services, Supplies, Etc	2,723,278	2,686,347	3,270,525	3,295,275	1,617,263	2,979,400	3,257,250	-0.4%
Total Expenditures	3,197,132	3,213,500	3,732,808	3,757,558	1,749,463	3,447,700	3,780,246	1.3%
Net Revenue (Expenditures)	173,042	162,631	(24,318)	(309,698)	(155,926)	253,300	10,154	-141.8%
Net Interest Income (Expense)	(96,259)	4,865	-	-	-	-	-	
Invested in Capital Assets	(332,810)	78,769	(427,975)	(427,975)	-	(412,800)	116,900	-127.3%
Net Change in Retained Earnings	(256,027)	246,265	(452,293)	(737,673)	(155,926)	(159,500)	127,054	
Beginning Retained Earnings	1,479,018	1,222,991	1,469,256	1,469,256	2,620,430	1,469,256	1,309,756	
Ending Retained Earnings	1,222,991	1,469,256	1,016,963	731,583	2,464,504	1,309,756	1,436,810	
<b>Capital Expenditure Funds - Capital Outlay, Equipment Replacement, Street Improvement</b>								
Revenue								
Property Taxes-Capital Outlay	437,100	444,300	450,500	450,500	450,500	450,500	452,800	0.5%
Property Taxes-Equip Replacement	342,600	348,300	350,000	350,000	350,000	350,000	175,000	-50.0%
Property Taxes-Street Improvement	693,500	704,900	714,700	714,700	714,700	714,700	18,200	-97.5%
Intergovernmental Revenue	97,300	7,849	75,000	75,000	396	70,396	705,000	840.0%
Landfill Siting Revenue	400,000	481,000	480,000	480,000	239,400	480,000	826,700	72.2%
Miscellaneous Revenue	174,476	112,723	84,000	84,000	32,953	78,000	94,000	11.9%
Transfers In from Other Funds	26,025	33,138	-	134,138	101,000	101,000	250,000	#DIV/0!
Total Revenue	2,171,001	2,132,210	2,154,200	2,288,338	1,888,949	2,244,596	2,521,700	17.1%
Expenditures								
Capital Outlay-Equip Replacement	581,235	655,454	295,754	299,754	39,569	329,169	1,196,670	304.6%
Capital Outlay-Capital Outlay	898,726	877,677	679,214	952,722	410,792	915,431	1,077,945	58.7%
Capital Outlay-Street Improvement	940,546	815,213	920,000	920,000	21,615	868,200	975,000	6.0%
Total Expenditures	2,420,507	2,148,344	1,894,968	2,172,476	471,976	2,112,800	3,249,615	71.5%
Net Capital Revenues (Expenditures)	-249,506	-16,134	259,232	115,862	1,416,973	131,796	-727,915	
Beginning Fund Balance	3,216,761	2,967,255	2,951,121	2,951,121	2,472,183	2,951,121	3,082,917	
Ending Fund Balance	2,967,255	2,951,121	3,210,353	3,066,983	3,889,156	3,082,917	2,355,002	
<b>DEBT SERVICE FUND</b>								
Revenue								
Property Taxes	1,500,000	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	0.0%
Miscellaneous Revenue	2,495	858	0	0	2,481	0	0	
Other Financing Source:								
Transfer from Other Funds	170,931	113,997	153,816	153,816	51,999	333,000	203,940	32.6%
Transfer from Special Assessmen	0	373	141,896	141,896	60,000	60,000	36,248	
Total Revenue	1,673,426	1,415,228	1,595,712	1,595,712	1,414,480	1,693,000	1,540,188	-3.5%
Proceeds from Borrowing	5,924,202	51,071	0	0	0	0	0	
Debt Service *	7,514,380	1,499,737	1,646,783	1,646,783	1,404,642	1,646,783	1,540,188	-6.5%
Refunded Debt						0		
Interfund Loan Payments			0	0	0	0	-	
Beginning of the Year	1,258	84,506	51,068	51,068		51,068	97,285	
End of the Year	84,506	51,068	(3)	(3)	9,838	97,285	97,285	
<b>CAPITAL IMPROVEMENT FUND</b>								
Revenue								
Landfill Siting	533,843	370,758	276,000	276,000	54,450	276,000	560,000	102.9%
Miscellaneous	-7,945	22,427	2,105,000	2,105,000	-1,655	-81,000	1,020,000	-51.5%
Other (Grants, Impact Fees, etc)	1,629,808	98,669	1,702,928	1,702,928	11,085	887,571	384,511	-77.4%
Total Revenues	2,155,706	491,854	4,083,928	4,083,928	63,880	1,082,571	1,964,511	
Expenditures								
Capital Outlay	1,128,268	1,003,190	25,754,317	27,064,037	430,206	3,801,849	5,048,109	-80.4%
Net Revenues (Expenditures)	1,027,438	-511,336	-21,670,389	-22,980,109	-366,326	-2,719,278	-3,083,598	
Debt Proceeds	0	1,589,558	5,502,000	5,502,000	0	0	2,025,000	
Beginning Fund Balance	1,689,836	2,717,274	3,795,496	3,795,496	318,928	3,795,496	1,076,218	
Ending Fund Balance	2,717,274	3,795,496	(12,372,893)	(13,682,613)	(47,398)	1,076,218	17,620	

City of Franklin  
Official Budget Appropriation Units  
Summary - 2019 Proposed Budgets

	2016 Actual	2017 Actual	2018 Adopted Budget	2018 Amended Budget	6/30/2018 To Date	2018 Estimate	2019 Proposed	Change to Pr Yr Adopted
<b>DEVELOPMENT FUND</b>								
Impact Fees	582,597	281,413	644,095	644,095	571,446	1,236,000	1,092,500	69.6%
Other Income	33,343	40,848	44,567	44,567	2,010	60,000	60,000	34.6%
<b>Total Revenues</b>	<b>615,940</b>	<b>322,261</b>	<b>688,662</b>	<b>688,662</b>	<b>573,456</b>	<b>1,296,000</b>	<b>1,152,500</b>	
Transfer to Debt Service	170,931	113,997	454,450	454,450	34,628	268,100	454,450	0.0%
Transfer to Capital Improvement	212,224	661	1,572,350	1,572,350	17,371	220,000	384,511	-75.5%
Other	25,878	99,665	1,010,000	513,321	0	10,000	1,020,000	1.0%
Underexpenditure	0	0	10,000	13,321	0	0	0	
<b>Total Expenditures</b>	<b>409,033</b>	<b>214,323</b>	<b>3,046,800</b>	<b>2,553,442</b>	<b>51,999</b>	<b>498,100</b>	<b>1,858,961</b>	
<b>Net Revenues (Expenditures)</b>	<b>206,907</b>	<b>107,938</b>	<b>-2,358,138</b>	<b>-1,864,780</b>	<b>521,457</b>	<b>797,900</b>	<b>-706,461</b>	
Beginning Fund Balance	3,851,653	4,058,560	4,166,498	4,166,498	5,052,168	4,166,498	4,964,398	
Ending Fund Balance	4,058,560	4,166,498	1,808,360	2,301,718	5,573,625	4,964,398	4,257,937	
<b>UTILITY DEVELOPMENT FUND</b>								
Water Revenues	\$ 133,982	\$ 68,978	\$ 81,600	\$ 81,600	\$ -	\$ 82,600	\$ 30,400	-62.7%
Sewer Revenues	136,985	74,559	100,000	100,000	36,000	152,000	64,200	-35.8%
Other Revenues	46,220	45,651	34,000	34,000	10,336	51,500	27,900	-17.9%
<b>Total Revenues</b>	<b>317,187</b>	<b>189,188</b>	<b>215,600</b>	<b>215,600</b>	<b>46,336</b>	<b>286,100</b>	<b>122,500</b>	<b>-43.2%</b>
Water Transfers Out	0	0	500,000	500,000	0	0	500,000	0.0%
Sewer Transfers Out	0	0	500,000	500,000	0	0	500,000	0.0%
Other Expenditures	0	0	0	0	0	0	0	
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>	<b>0.0%</b>
<b>Net Revenue (Expenditures)</b>	<b>317,187</b>	<b>189,188</b>	<b>-784,400</b>	<b>-784,400</b>	<b>46,336</b>	<b>286,100</b>	<b>-877,500</b>	
Beginning Fund Balance	907,004	1,224,191	1,413,379	1,325,332	1,325,332	1,325,332	1,611,432	
Ending Fund Balance	\$ 1,224,191	\$ 1,413,379	\$ 628,979	\$ 540,932	\$ 1,371,668	\$ 1,611,432	\$ 733,932	
<b>TID #3</b>								
<b>Revenues</b>								
Taxes	\$ 1,730,642	\$ 1,253,575	\$ 1,384,100	\$ 1,384,100	\$ 1,381,191	\$ 1,381,200	\$ 1,180,900	-14.7%
Intergovernmental Revenue	355,862	458,196	584,400	584,400	0	464,931	479,831	-17.9%
Investment & Other	126,280	23,049	5,000	5,000	12,985	20,250	25,000	400.0%
<b>Total Revenue</b>	<b>2,212,784</b>	<b>1,734,820</b>	<b>1,973,500</b>	<b>1,973,500</b>	<b>1,394,176</b>	<b>1,866,381</b>	<b>1,685,731</b>	<b>-14.6%</b>
<b>Expenditures</b>								
Capital Outlay	1,035,841	1,401,976	2,650	1,381,463	26,971	30,650	110,175	
Other	10,520	10,220	5,010,220	5,010,220	112,845	948,783	4,592,440	-8.3%
Principal	0	1,675,000	985,000	985,000	985,000	985,000	0	
Interest	62,789	74,152	97,209	97,209	14,923	15,199	61,500	-36.7%
<b>Total Expenditures</b>	<b>1,109,150</b>	<b>3,161,348</b>	<b>6,095,079</b>	<b>7,473,892</b>	<b>1,139,739</b>	<b>1,979,632</b>	<b>4,764,115</b>	<b>-21.8%</b>
<b>Net Revenues</b>	<b>1,103,634</b>	<b>(1,426,528)</b>	<b>(4,121,579)</b>	<b>(5,500,392)</b>	<b>254,437</b>	<b>(113,251)</b>	<b>(3,078,384)</b>	
Loan Proceeds	-	-	5,013,000	5,013,000	-	-	3,450,000	
Beginning Fund Balance	996,460	1,341,405	(85,123)	(85,123)		(85,123)	(198,374)	
Ending Fund Balance	\$ 2,037,805	\$ (85,123)	\$ 806,298	\$ (572,515)		\$ (198,374)	\$ 173,242	
Interfund Advances Due	550,000		50,000	50,000		0	0	
<b>TID #4</b>								
<b>Revenues</b>								
Taxes	\$ 1,380,915	\$ 1,162,065	\$ 1,151,600	\$ 1,151,600	\$ 1,192,285	\$ 1,192,200	1,156,400	0.4%
Intergovernmental Revenue	18,043	15,960	14,700	14,700	0	14,700	19,700	34.0%
Investment & Other	-5,035	18,283	10,015,000	10,015,000	14,494	20,000	20,000	-99.8%
<b>Total Revenue</b>	<b>1,393,923</b>	<b>1,196,308</b>	<b>11,181,300</b>	<b>11,181,300</b>	<b>1,206,779</b>	<b>1,226,900</b>	<b>1,196,100</b>	<b>-89.3%</b>
<b>Expenditures</b>								
Capital Outlay	0	0	12,000,000	12,000,000	0	1,250,000	8,000,000	
Other	12,505	32,591	1,220,500	1,271,693	19,181	102,350	228,600	-81.3%
Interest	920	0	0	0	0	0	0	
<b>Total Expenditures</b>	<b>13,425</b>	<b>32,591</b>	<b>13,220,500</b>	<b>13,271,693</b>	<b>19,181</b>	<b>1,352,350</b>	<b>8,228,600</b>	<b>-37.8%</b>
<b>Net Revenues</b>	<b>1,380,498</b>	<b>1,163,717</b>	<b>-2,039,200</b>	<b>-2,090,393</b>	<b>1,187,598</b>	<b>-125,450</b>	<b>-7,032,500</b>	
Loan Proceeds		0	0	0	0	0	5,000,000	
Beginning Fund Balance	(138,216)	1,242,282	2,405,999	2,405,999	2,405,999	2,405,999	2,280,549	
Ending Fund Balance	\$ 1,242,282	\$ 2,405,999	\$ 366,799	\$ 315,606	\$ 3,593,597	\$ 2,280,549	\$ 248,049	

City of Franklin  
Official Budget Appropriation Units  
Summary - 2019 Proposed Budgets

	2016 Actual	2017 Actual	2018 Adopted Budget	2018 Amended Budget	6/30/2018 To Date	2018 Estimate	2019 Proposed	Change to Pr Yr Adopted
<b>TID #5</b>								
<b>Revenues</b>								
Taxes	\$0	\$0	\$30,100	\$30,100	\$30,500	\$30,500	\$31,500	
Intergovernmental Revenue	0	0	300	300	0	0	400	
Investment & Other	0	0	0	0	24,012	138,724	25,000	
<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>30,400</b>	<b>30,400</b>	<b>54,512</b>	<b>169,224</b>	<b>56,900</b>	
<b>Expenditures</b>								
Capital Outlay	17,351	0	17,513,382	17,513,382	2,599,571	14,875,000	0	
Other	34,495	47,028	72,400	101,141	2,040,570	4,075,980	4,030,700	
Principal	0	0	0	0	0	0	10,000,000	
Interest	0	0	254,813	254,813	0	227,520	775,810	
<b>Total Expenditures</b>	<b>51,846</b>	<b>47,028</b>	<b>17,840,595</b>	<b>17,869,336</b>	<b>4,640,141</b>	<b>19,178,500</b>	<b>14,806,510</b>	
<b>Net Revenues</b>	<b>-51,846</b>	<b>-47,028</b>	<b>-17,810,195</b>	<b>-17,838,936</b>	<b>-4,585,629</b>	<b>-19,009,276</b>	<b>-14,749,610</b>	
Loan Proceeds	0	0	18,321,000	18,321,000	23,304,968	23,304,968	9,900,000	
Transfers In								
Transfers Out								
<b>Beginning Fund Balance</b>		(51,846)	(98,874)	(98,874)	(98,874)	(98,874)	4,196,818	
<b>Ending Fund Balance</b>	<b>\$ (51,846)</b>	<b>\$ (98,874)</b>	<b>\$ 411,931</b>	<b>\$ 383,190</b>	<b>\$ 18,620,465</b>	<b>\$ 4,196,818</b>	<b>\$ (652,792)</b>	
<b>INTERNAL SERVICE FUND (75)</b>								
<b>Self Insurance</b>								
Medical Premium	\$ 2,888,640	\$ 2,868,849	\$ 3,014,400	\$ 3,014,400	\$ 1,499,394	\$ 3,014,000	\$ 2,671,944	-11.4%
Dental Premiums	166,818	166,233	181,300	181,300	84,681	171,500	172,675	-4.8%
Investment Income	31,196	29,588	18,300	18,300	153	192,000	30,000	63.9%
<b>Total Revenue</b>	<b>3,086,654</b>	<b>3,064,670</b>	<b>3,214,000</b>	<b>3,214,000</b>	<b>1,584,228</b>	<b>3,377,500</b>	<b>2,874,619</b>	<b>-10.6%</b>
Medical Claims	2,348,503	2,476,422	2,376,800	2,376,800	978,745	2,489,000	2,833,650	19.2%
Prescription Drug Claims	310,647	299,409	0	0	170,989	335,000	0	#DIV/0!
Stop Loss Premiums	648,325	677,598	664,000	664,000	262,339	577,500	667,300	0.5%
All other costs	305,513	273,126	251,500	251,500	88,015	236,000	257,600	2.4%
Dental Claims	189,473	197,994	183,500	183,500	110,024	215,225	192,675	5.0%
Restricted Contingency	0	0	528,000	528,000	0	0	0	-100.0%
<b>Total Expenditures</b>	<b>3,802,461</b>	<b>3,924,549</b>	<b>4,003,800</b>	<b>4,003,800</b>	<b>1,610,112</b>	<b>3,852,725</b>	<b>3,951,225</b>	<b>-1.3%</b>
<b>Net Revenue (Expenditures)</b>	<b>-715,807</b>	<b>-859,879</b>	<b>-789,800</b>	<b>-789,800</b>	<b>-25,884</b>	<b>-475,225</b>	<b>-1,076,606</b>	
<b>Beginning Fund Balance</b>	<b>3,461,882</b>	<b>2,746,075</b>	<b>1,886,196</b>	<b>1,886,196</b>	<b>1,886,196</b>	<b>1,886,196</b>	<b>1,410,971</b>	
<b>Ending Fund Balance</b>	<b>\$ 2,746,075</b>	<b>\$ 1,886,196</b>	<b>\$ 1,096,396</b>	<b>\$ 1,096,396</b>	<b>\$ 1,860,312</b>	<b>\$ 1,410,971</b>	<b>\$ 334,365</b>	

City of Franklin  
2019 Proposed Budget

**SUMMARY OF CITY OF FRANKLIN REVENUE AND EXPENDITURES**

The Common Council of the City of Franklin, Wisconsin, will hold a public hearing on Tuesday, November 13, 2018, at 6:30 p.m., or as soon thereafter as the matter may be heard, in the Common Council Chambers, 9229 West Loomis Road, Franklin, Wisconsin, for the purpose of hearing any citizen or taxpayer on the proposed 2019 City Budget. Summary of the proposed budget is published herewith, and a copy of the complete proposed budget will be available for public inspection at the Office of the City Clerk, Franklin City Hall, Monday - Friday from 8:30 a.m. to 5:00 p.m. (holidays excepted), at the Franklin Public Library, 9151 W Loomis Road, Franklin, WI following the date of this notice, and on the City of Franklin website-www.franklinwi.gov.  
Dated at Franklin, Wisconsin, this 24th day of October, 2018.

Sandra Wesolowski, City Clerk

	2016 Actual	2017 Actual	2018 Adopted Budget	2018 Amended Budget	2018 Actual (6 months)	2018 Estimate (12 months)	2019 Proposed Budget	Percent Change
<b>Operating Funds:</b>								
<b>Sanitary Sewer Fund</b>								
Revenue								
Charges for Services	\$ 3,331,065	\$ 3,315,879	\$ 3,700,990	\$ 3,444,360	\$ 1,833,254	\$ 3,681,000	\$ 3,776,400	2.0%
Miscellaneous Revenue	39,109	60,252	7,500	20,000	5,342	20,000	14,000	86.7%
<b>Total Revenue</b>	<b>\$ 3,370,174</b>	<b>\$ 3,376,131</b>	<b>\$ 3,708,490</b>	<b>\$ 3,464,360</b>	<b>\$ 1,838,596</b>	<b>\$ 3,701,000</b>	<b>\$ 3,790,400</b>	<b>2.2%</b>
Expenditures								
Operations and Maintenance	\$ 3,136,029	\$ 3,055,876	\$ 3,463,058	\$ 2,985,258	\$ 456,854	\$ 3,147,950	\$ 3,468,996	0.2%
Capital Outlay & Other	60,612	53,009	170,000	194,750	55,408	200,000	211,500	24.4%
Transfers to Other Funds	96,750	99,750	96,750	99,750	-	99,750	99,750	0.0%
<b>Total Expenditures</b>	<b>\$ 3,293,391</b>	<b>\$ 3,208,635</b>	<b>\$ 3,732,808</b>	<b>\$ 3,279,758</b>	<b>\$ 512,262</b>	<b>\$ 3,447,700</b>	<b>\$ 3,780,246</b>	<b>1.3%</b>
<b>Net Revenue (Expenditures)</b>	<b>\$ 76,783</b>	<b>\$ 167,496</b>	<b>\$ (24,318)</b>	<b>\$ 184,602</b>	<b>\$ 1,326,334</b>	<b>\$ 253,300</b>	<b>\$ 10,154</b>	
Retained earnings								
Beginning of the Year	1,479,018	1,222,991	1,469,256	1,469,256		1,469,256	1,309,756	
Transfer to Invested in Capital	(332,810)	78,769	(427,975)	(427,975)		(412,800)	116,900	
<b>End of the Year</b>	<b>\$ 1,222,991</b>	<b>\$ 1,469,256</b>	<b>\$ 1,016,963</b>	<b>\$ 1,225,883</b>		<b>\$ 1,309,756</b>	<b>\$ 1,436,810</b>	
Interfund Advance	2,198,516	0	0	0	0	0	0	
<b>Capital Improvement Fund (One time projects):</b>								
Revenue								
Landfill Siting Revenue	\$ 533,843	\$ 370,768	\$ 276,000	\$ 276,000	\$ 54,450	\$ 276,000	\$ 560,000	102.9%
Miscellaneous Revenue	147,352	120,435	155,000	793,000	20,881	861,784	20,000	-87.1%
Other Financing Sources	1,474,511	661	18,082,179	18,082,179	0	144,787	1,384,511	-92.3%
<b>Total Revenue</b>	<b>\$ 2,155,706</b>	<b>\$ 491,864</b>	<b>\$ 18,513,179</b>	<b>\$ 19,151,179</b>	<b>\$ 75,331</b>	<b>\$ 1,082,571</b>	<b>\$ 1,964,511</b>	<b>-89.4%</b>
Proceeds from Borrowing	\$ -	\$ 1,589,558	\$ 5,502,000	\$ 5,502,000	\$ -	\$ -	\$ 2,025,000	
Expenditures								
Capital Outlay	\$ 1,128,268	\$ 1,003,190	\$ 25,754,317	\$ 27,064,037	\$ 430,208	\$ 3,801,849	\$ 5,048,109	-80.4%
Other Financing Uses	-	-	-	101,000	101,000	-	-	
<b>Fund Balance</b>								
Beginning of the Year	1,689,836	2,717,274	3,795,496	3,795,496		3,795,496	1,076,218	
<b>End of the Year</b>	<b>\$ 2,717,274</b>	<b>\$ 3,795,496</b>	<b>\$ 2,056,358</b>	<b>\$ 1,283,638</b>		<b>\$ 1,076,218</b>	<b>\$ 17,620</b>	
	2016 Actual		2018 Adopted Budget	2018 Amended Budget	2018 Actual (6 months)	2018 Estimate (12 months)	2019 Proposed Budget	Percent Change
<b>Development Fund (Impact Fees)</b>								
Revenue								
Park Impact	\$ 209,983	\$ 66,591	\$ 192,000	\$ 192,000		\$ 400,000	\$ 400,000	108.3%
Sanitary Sewer - SW Zone	-	-	122,440	122,440		-	35,000	-71.4%
Administrative Fee	5,050	2,695	4,125	4,125		12,000	7,500	81.8%
Water Impact	210,581	122,539	185,000	185,000		500,000	425,000	129.7%
Transportation Impact	8,738	19,218	8,400	8,400		25,000	25,000	197.6%
Fire Protection	31,058	17,970	32,250	32,250		75,000	50,000	55.0%
Law Enforcement Impact	57,694	33,017	55,930	55,930		112,000	75,000	34.1%
Library	59,483	19,383	43,950	43,950		112,000	75,000	70.6%
<b>Total Impact Fees</b>	<b>\$ 582,597</b>	<b>\$ 281,413</b>	<b>\$ 644,095</b>	<b>\$ 644,095</b>	<b>\$ 571,446</b>	<b>\$ 1,236,000</b>	<b>\$ 1,092,500</b>	<b>69.6%</b>
Interest, Investment & Other Revenue	33,343	40,848	44,567	44,567	2,010	60,000	60,000	34.6%
<b>Total Revenue</b>	<b>615,940</b>	<b>322,261</b>	<b>688,662</b>	<b>688,662</b>	<b>573,456</b>	<b>1,296,000</b>	<b>1,152,500</b>	<b>67.4%</b>
Expenditures								
Transfer to Debt Service	170,931	113,997	454,450	454,450	34,628	268,100	454,450	0.0%
Transfer to Capital Improvement	212,224	661	1,572,350	1,572,350	17,371	220,000	384,511	-75.5%
Other	25,878	99,665	1,010,000	1,013,321	-	10,000	1,020,000	1.0%
<b>Total Expenditures</b>	<b>409,033</b>	<b>214,323</b>	<b>3,036,800</b>	<b>3,040,121</b>	<b>51,999</b>	<b>498,100</b>	<b>1,858,961</b>	<b>-38.8%</b>
<b>Fund Balance</b>								
Beginning of the Year	3,851,653	4,058,560	4,166,498	4,166,498		4,166,498	4,964,398	
<b>Total End of the Year</b>	<b>\$ 4,058,560</b>	<b>\$ 4,166,498</b>	<b>\$ 1,818,360</b>	<b>\$ 1,815,039</b>		<b>\$ 4,964,398</b>	<b>\$ 4,257,937</b>	

**City Of Franklin WI  
Capital Outlay Request by Dept  
2019 by Dept**

Where no priorities are listed, none provided by requester

\*\* - Reduced Funding

&& - contingent on funding

%% - \$5,000 is direct appropriations

Dept - Prior Year Adopted Budget	Acct	Priority	Requested	Mayor's Recommended	Proposed
<b>Engineering</b>					
Office equipment	5813		4,000	-	-
Robotic locator - replacement	5819		36,500		
(2) PC replacements as part of IT Upgrade	5841		1,020	1,020	1,020
<b>Total Engineering Dept - 321 -</b>			<b>41,520</b>	<b>1,020</b>	<b>1,020</b>
<b>Highway Dept</b>					
Router - replacement - 1	5819	1	17,000	17,000	17,000
Trees - replacement ** && %%	5821	2	32,000	16,000	16,000
Snowblower attachment (2) - new	5814	3	12,000		
Furnace & Aid Conditioning unit	5814	4	20,000		
Gas powered saws (2) - hand held	5811	5	1,200		
<b>Total Highway Dept - 331 -</b>			<b>82,200</b>	<b>33,000</b>	<b>33,000</b>
<b>Street Lighting - 351</b>					
<b>Total Public Works</b>			<b>123,720</b>	<b>34,020</b>	<b>34,020</b>
<b>Health &amp; Human Services</b>					
(2) PC replacements as part of IT Upgrade	5841		1,020	1,020	1,020
<b>Public Health Dept - 411 -</b>			<b>1,020</b>	<b>1,020</b>	<b>1,020</b>
<b>Total Health &amp; Human Services</b>			<b>1,020</b>	<b>1,020</b>	<b>1,020</b>
<b>Culture &amp; Recreation</b>					
<b>Parks Dept</b>					
Park Equipment - benches, dog waste stations, trash recepticals	5821	1	7,000	7,000	7,000
Trees &&	5821		2,000	2,000	2,000
<b>Total Parks Dept - 551</b>			<b>9,000</b>	<b>9,000</b>	<b>9,000</b>
<b>Total Culture &amp; Recreation</b>			<b>9,000</b>	<b>9,000</b>	<b>9,000</b>
<b>Conservation &amp; Development</b>					
<b>Planning Dept</b>					
Large format file cabinets (2) - new	5813		1,500	1,500	1,500
(1) PC replacements as part of IT Upgrade	5841		510		
<b>Total Planning Dept- 621 -</b>			<b>2,010</b>	<b>1,500</b>	<b>1,500</b>
<b>Total Conservation &amp; Development</b>			<b>2,010</b>	<b>1,500</b>	<b>1,500</b>
Contingency - General			50,000	50,000	50,000
Planned Spending pending additional consideration				100,000	100,000
Restricted Contingency				250,000	250,000
<b>Total Capital Outlay - General Government</b>			<b>1,091,875</b>	<b>1,077,945</b>	<b>1,077,945</b>
<b>Resources</b>			<b>550,800</b>	<b>1,050,800</b>	<b>1,055,800</b>
<b>Net Rev (expenditures)</b>			<b>(541,075)</b>	<b>(27,145)</b>	<b>(22,145)</b>
<b>Forecasted Beginning Fund Balance</b>			<b>172,505</b>	<b>172,505</b>	<b>172,505</b>
<b>Ending Fund Balance</b>			<b>(368,570)</b>	<b>145,360</b>	<b>150,360</b>

\*\* - Reduced Funding

&& Contingent on Funding

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BUDGET REPORT FOR CITY OF FRANKLIN  
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## Fund 41 - CAPITAL OUTLAY FUND

GL NUMBER	DESCRIPTION	2019 PROPOSED BUDGET	2019 MAYOR'S RECOM BUDGET	2018 PROJECTED ACTIVITY	2018 AMENDED BUDGET	2018 ORIGINAL BUDGET	2018 ACTIVITY THRU 08/31/18	2017 ACTIVITY	2016 ACTIVITY
Dept 0000 - GENERAL									
REAL ESTATE TAXES									
41-0000-4011	GENERAL PROPERTY TAX	452,800	452,800	450,500	450,500	450,500	450,500	444,300	437,100
	Total Taxes	452,800	452,800	450,500	450,500	450,500	450,500	444,300	437,100
INTERGOVERNMENTAL									
41-0000-4143	BLOCK GRANTS	5,000		396			2,021	7,849	4,425
41-0000-4157	OTHER POLICE GRANTS						2,021	7,849	4,425
	Total Intergovernmental	5,000		396			2,021	7,849	4,425
CHARGES FOR SERVICES									
41-0000-4493	LANDFILL SITING REVENUE	317,000	317,000	147,000	147,000	147,000	116,800	148,000	67,000
	Total Charges for Services	317,000	317,000	147,000	147,000	147,000	116,800	148,000	67,000
INTEREST & INV INCOME									
41-0000-4711	INTEREST ON INVESTMENTS	6,000	6,000	6,000	6,000	6,000	6,445	5,043	8,501
41-0000-4713	INVESTMENT GAINS/LOSSES						(1,750)	(611)	(2,561)
	Total Interest & Inv Income	6,000	6,000	6,000	6,000	6,000	4,695	4,432	5,940
MISCELLANEOUS									
41-0000-4751	PROPERTY SALE	25,000	25,000	30,000	39,000	39,000	21,748	53,674	30,960
41-0000-4799	MISCELLANEOUS REVENUE							401	
	Total Miscellaneous	25,000	25,000	30,000	39,000	39,000	21,748	54,075	30,960
OTHER									
41-0000-4781	REFUNDS/REIMBURSEMENTS						323	39	39
	Total Other						323	39	39
TRANSFERS - IN									
41-0000-4830	TRANSFERS FROM OTHER FUNDS	250,000	250,000	101,000	134,138		101,000	33,138	26,025
	Total Transfers In	250,000	250,000	101,000	134,138		101,000	33,138	26,025
INTEREST EXP									
41-0000-5621	INTEREST - KANSAS ST BANK							353	688
	Total Interest Expense							(353)	(688)
	<b>Total Revenues</b>	<b>1,055,800</b>	<b>1,050,800</b>	<b>734,896</b>	<b>776,638</b>	<b>642,500</b>	<b>697,087</b>	<b>691,441</b>	<b>570,801</b>

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BUDGET REPORT FOR CITY OF FRANKLIN  
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## Fund 41 - CAPITAL OUTLAY FUND

GL NUMBER	DESCRIPTION	2019 PROPOSED BUDGET	2019 MAYOR'S RECOM BUDGET	2018 PROJECTED ACTIVITY	2018 AMENDED BUDGET	2018 ORIGINAL BUDGET	2018 ACTIVITY THRU 08/31/18	2017 ACTIVITY	2016 ACTIVITY
<b>Dept 0121 - MUNICIPAL COURT</b>									
CAPITAL EXPENDITURES									
41-0121-5843	SOFTWARE								1,056
NET OF REVENUES/APPROPRIATIONS - CAPITAL EXPENDITURES									(1,056)

## Dept 0141 - CITY CLERK

CAPITAL EXPENDITURES									
41-0141-5813	OFFICE EQUIPMENT		225	225	225	225	225	479	
41-0141-5841	COMPUTER EQUIPMENT		3,000	3,000	3,000	3,000	2,643	252	
41-0141-5843	SOFTWARE		1,205	1,205	1,205	1,205			
NET OF REVENUES/APPROPRIATIONS - CAPITAL EXPENDITURES									(731)

## Dept 0142 - ELECTIONS

CAPITAL EXPENDITURES									
41-0142-5841	COMPUTER EQUIPMENT		24,500	24,500	24,500	24,500			
NET OF REVENUES/APPROPRIATIONS - CAPITAL EXPENDITURES									(24,500)

## Dept 0144 - INFORMATION SERVICES

CAPITAL EXPENDITURES									
41-0144-5819	OTHER CAPITAL EQUIPMENT	79,530	79,530	15,300	15,300	35,901	11,000	16,073	9,412
41-0144-5841	COMPUTER EQUIPMENT			35,900	35,901	28,023	10,846	77,657	72,900
41-0144-5843	SOFTWARE			30,980	30,983	8,493	8,493		71,564
NET OF REVENUES/APPROPRIATIONS - CAPITAL EXPENDIT									(153,876)

## Dept 0147 - ADMINISTRATION

CAPITAL EXPENDITURES									
41-0147-5841	COMPUTER EQUIPMENT	1,020	1,020	2,400	2,400	2,400	2,036		625
41-0147-5843	SOFTWARE			964	964	964			
NET OF REVENUES/APPROPRIATIONS - CAPITAL EXPENDIT									(625)

## Dept 0151 - FINANCE

CAPITAL EXPENDITURES									
41-0151-5812	FURNITURE/FIXTURES							670	1,236
41-0151-5813	OFFICE EQUIPMENT							3,256	
41-0151-5841	COMPUTER EQUIPMENT	1,530	1,530	4,200	4,200	4,200	3,563	21,630	2,569
41-0151-5843	SOFTWARE					5,187	5,187		5,350
NET OF REVENUES/APPROPRIATIONS - CAPITAL EXPENDIT									(9,155)

## Dept 0154 - CITY ASSESSORS

CAPITAL EXPENDITURES									
41-0154-5813	OFFICE EQUIPMENT								210
41-0154-5841	COMPUTER EQUIPMENT	1,020	1,020	1,200	1,200	1,200	1,018		
41-0154-5843	SOFTWARE			482	482	482			
NET OF REVENUES/APPROPRIATIONS - CAPITAL EXPENDIT									(210)

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## Fund 41 - CAPITAL OUTLAY FUND

GL NUMBER	DESCRIPTION	2019 PROPOSED BUDGET	2019 MAYOR'S RECOM BUDGET	2018 PROJECTED ACTIVITY	2018 AMENDED BUDGET	2018 ORIGINAL BUDGET	2018 ACTIVITY THRU 08/31/18	2017 ACTIVITY	2016 ACTIVITY
<b>Dept 0181 - MUNICIPAL BUILDINGS</b>									
CAPITAL EXPENDITURES									
41-0181-5812	FURNITURE/FIXTURES				700	700			210
41-0181-5815	SHOP EQUIPMENT				90,000		700		
41-0181-5819	OTHER CAPITAL EQUIPMENT			90,000	90,000		55,000		
41-0181-5822	BUILDING IMPROVEMENTS			25,000	25,000	25,000		18,965	8,372
41-0181-5841	COMPUTER EQUIPMENT	510	510						
	NET OF REVENUES/APPROPRIATIONS - CAPITAL EXPENDIT	(510)	(510)	(115,700)	(115,700)	(25,700)	(55,700)	(18,965)	(8,582)
NON PERSONNEL SERVICES									
41-0181-5499	UNRESTRICTED	75,000	75,000						
	NET OF REVENUES/APPROPRIATIONS - NON PERSONNEL S	(75,000)	(75,000)						
	NET OF REVENUES/APPROPRIATIONS - 0181 - MUNICIPAL BL	(75,510)	(75,510)	(115,700)	(115,700)	(25,700)	(55,700)	(18,965)	(8,582)
<b>Dept 0199 - CONTINGENCY</b>									
NON PERSONNEL SERVICES									
41-0199-5110	RESTRICTED CONTINGENCY	250,000	250,000						
41-0199-5499	CONTINGENCY	150,000	150,000		27,750	50,000	6,525		41,850
	NET OF REVENUES/APPROPRIATIONS - NON PERSONNEL S	(400,000)	(400,000)		(27,750)	(50,000)	(6,525)		(41,850)
<b>Dept 0211 - POLICE DEPT</b>									
CAPITAL EXPENDITURES									
41-0211-5811	AUTO EQUIPMENT	249,000	249,000	290,000	293,782	247,782	227,549	240,585	219,614
41-0211-5818	SAFETY EQUIPMENT			33,130	33,138				
41-0211-5819	OTHER CAPITAL EQUIPMENT	29,625	29,625	71,150	71,149	37,774	39,918	56,155	59,183
41-0211-5841	COMPUTER EQUIPMENT	24,000	24,000	68,530	68,537	68,537	60,302	51,122	115,150
41-0211-5843	SOFTWARE			2,165	2,169		2,169		
	NET OF REVENUES/APPROPRIATIONS - CAPITAL EXPENDIT	(302,625)	(302,625)	(464,975)	(468,775)	(356,262)	(327,769)	(347,862)	(393,947)
NON PERSONNEL SERVICES									
41-0211-5499	UNRESTRICTED	79,000	79,000						
	NET OF REVENUES/APPROPRIATIONS - NON PERSONNEL S	(79,000)	(79,000)						
	NET OF REVENUES/APPROPRIATIONS - 0211 - POLICE DEPT	(381,625)	(381,625)	(464,975)	(468,775)	(356,262)	(327,769)	(347,862)	(393,947)

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BUDGET REPORT FOR CITY OF FRANKLIN  
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## Fund 41 - CAPITAL OUTLAY FUND

2019

GL NUMBER	DESCRIPTION	2019 PROPOSED BUDGET	MAYOR'S RECOM BUDGET	2018 PROJECTED ACTIVITY	2018 AMENDED BUDGET	2018 ORIGINAL BUDGET	2018 ACTIVITY THRU 08/31/18	2017 ACTIVITY	2016 ACTIVITY
Dept 0221 - FIRE DEPT									
CAPITAL EXPENDITURES									
41-0221-5812	FURNITURE/FIXTURES	3,000	3,000	3,500	3,500	3,500	2,237	1,936	1,707
41-0221-5815	SHOP EQUIPMENT	6,100	6,100	23,000	23,000	12,000	12,000	11,252	18,959
41-0221-5818	SAFETY EQUIPMENT	53,000	53,000	44,900	44,900	31,600	23,243	49,245	115,226
41-0221-5822	BUILDING IMPROVEMENTS	26,500	26,500					21,040	21,816
41-0221-5841	COMPUTER EQUIPMENT	2,040	2,040	22,970	22,972	22,972	16,194	13,438	15,867
41-0221-5843	SOFTWARE			2,650	2,651	2,651			
NET OF REVENUES/APPROPRIATIONS - CAPITAL EXPENDIT		(90,640)	(90,640)	(97,020)	(97,023)	(72,723)	(53,674)	(96,911)	(173,575)
Dept 0231 - BUILDING INSPECTION									
CAPITAL EXPENDITURES									
41-0231-5813	OFFICE EQUIPMENT		1,530	1,800	1,800	1,800	1,527	619	2,245
41-0231-5841	COMPUTER EQUIPMENT	1,530		15,240	15,243	723		990	1,684
41-0231-5843	SOFTWARE			(17,040)	(17,043)	(2,523)	(1,527)	(1,609)	784
NET OF REVENUES/APPROPRIATIONS - CAPITAL EXPENDIT		(1,530)	(1,530)	(17,040)	(17,043)	(2,523)	(1,527)	(1,609)	(4,713)
Dept 0321 - ENGINEERING									
CAPITAL EXPENDITURES									
41-0321-5812	FURNITURE/FIXTURES			4,200	6,200			495	
41-0321-5813	OFFICE EQUIPMENT			6,200	4,700	4,700	9,763		
41-0321-5841	COMPUTER EQUIPMENT	1,020	1,020	9,180	9,187	9,187			
41-0321-5843	SOFTWARE			(19,580)	(20,087)	(13,887)	(9,763)	(495)	
NET OF REVENUES/APPROPRIATIONS - CAPITAL EXPENDIT		(1,020)	(1,020)	(19,580)	(20,087)	(13,887)	(9,763)	(495)	
Dept 0331 - HIGHWAY									
CAPITAL EXPENDITURES									
41-0331-5811	AUTO EQUIPMENT			33,490	33,490	13,000	20,160	10,040	46,832
41-0331-5814	NONMOTORIZED EQUIPMENT			15,000	15,000	15,000			9,274
41-0331-5815	SHOP EQUIPMENT							162	5,177
41-0331-5819	OTHER CAPITAL EQUIPMENT	17,000	17,000	5,000	5,000	5,000	3,118	32,000	25,636
41-0331-5821	TREES & LANDSCAPING	5,000		7,200	7,211	7,211	1,950	599	
41-0331-5841	COMPUTER EQUIPMENT			960	964	964	4,747		
41-0331-5843	SOFTWARE								
NET OF REVENUES/APPROPRIATIONS - CAPITAL EXPENDIT		(22,000)	(17,000)	(61,650)	(61,665)	(41,175)	(29,975)	(42,801)	(86,919)
NON PERSONNEL SERVICES									
41-0331-5499	UNRESTRICTED CONTINGENCY	11,000	16,000						
NET OF REVENUES/APPROPRIATIONS - NON PERSONNEL S		(11,000)	(16,000)						
NET OF REVENUES/APPROPRIATIONS - 0331 - HIGHWAY									
		(33,000)	(33,000)	(61,650)	(61,665)	(41,175)	(29,975)	(42,801)	(86,919)

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**Fund 41 - CAPITAL OUTLAY FUND**

GL NUMBER	DESCRIPTION	2019 PROPOSED BUDGET	2019 MAYOR'S RECOM BUDGET	2018 PROJECTED ACTIVITY	2018 AMENDED BUDGET	2018 ORIGINAL BUDGET	2018 ACTIVITY THRU 08/31/18	2017 ACTIVITY	2016 ACTIVITY
<b>Dept 0411 - PUBLIC HEALTH</b>									
<b>CAPITAL EXPENDITURES</b>									
41-0411-5841	COMPUTER EQUIPMENT	1,020	1,020	4,200	4,200	4,200	3,563		2,556
41-0411-5843	SOFTWARE				2,382	2,382			
	NET OF REVENUES/APPROPRIATIONS - CAPITAL EXPENDIT	(1,020)	(1,020)	(4,200)	(6,582)	(6,582)	(3,563)		(2,556)
<b>Dept 0551 - PARKS</b>									
<b>CAPITAL EXPENDITURES</b>									
41-0551-5821	TREES & LANDSCAPING	7,000	7,000	4,000	4,000	4,000	600	968	1,110
41-0551-5832	PARK IMPROVEMENTS-DEVELOPMENT								2,169
41-0551-5835	PARK EQUIPMENT & SUPPLIES			9,230	9,250		9,228	19,128	16,763
	NET OF REVENUES/APPROPRIATIONS - CAPITAL EXPENDIT	(7,000)	(7,000)	(13,230)	(13,250)	(4,000)	(9,828)	(20,096)	(20,042)
<b>NON PERSONNEL SERVICES</b>									
41-0551-5499	UNRESTRICTED CONTINGENCY	2,000	2,000						
	NET OF REVENUES/APPROPRIATIONS - NON PERSONNEL S	(2,000)	(2,000)						
	NET OF REVENUES/APPROPRIATIONS - 0551 - PARKS	(9,000)	(9,000)	(13,230)	(13,250)	(4,000)	(9,828)	(20,096)	(20,042)
<b>Dept 0621 - PLANNING</b>									
<b>CAPITAL EXPENDITURES</b>									
41-0621-5813	OFFICE EQUIPMENT	1,500	1,500					1,019	161
41-0621-5841	COMPUTER EQUIPMENT			1,200	1,200	1,200	1,018	599	672
41-0621-5843	SOFTWARE			480	482	482			
	NET OF REVENUES/APPROPRIATIONS - CAPITAL EXPENDIT	(1,500)	(1,500)	(1,680)	(1,682)	(1,682)	(1,018)	(1,618)	(833)
<b>Dept 0998 - OTHER FINANCING USES/TRSFRS</b>									
<b>TRANSFERS - OUT</b>									
41-0998-5589	TRANSFER TO OTHER FUNDS							26,950	
	NET OF REVENUES/APPROPRIATIONS - TRANSFERS - OUT							(26,950)	
<b>ESTIMATED REVENUES - FUND 41</b>									
	APPROPRIATIONS - FUND 41	1,055,800	1,050,800	734,896	776,638	642,500	697,087	691,794	571,489
		1,077,945	1,077,945	915,431	955,104	681,596	539,166	677,677	898,727
	<b>Total Net Rev (Expenditures) Fd 41</b>	(22,145)	(27,145)	(180,535)	(178,466)	(39,096)	157,921	14,117	(327,238)
<b>BEGINNING FUND BALANCE</b>									
		172,505	172,505	353,040	353,040	353,040	353,040	338,922	666,160
	<b>ENDING FUND BALANCE</b>	150,360	145,360	172,505	174,574	313,944	510,961	353,039	338,922

Revised

City of Franklin  
Capital Improvement Fund  
Budget 2019

Project/Name	Activity	RECOMMENDED		Proposed	
		Total	Funding Source	Amount	Net City Funds
Landfill Siting Revenue		560,000			\$ 560,000
Investment Income		20,000			20,000
Total Revenue		580,000			580,000
Expenditures					

<b>Approved Projects</b>					
<b>Highway</b>					
Drexel & S 51st St roundabout	DPW	1,000,000			1,000,000
S 68th St - vertical sight curve	DPW	300,000			300,000
S 50th St - Marquette to Minnesota	DPW	100,000			100,000
<b>PARK DEVELOPMENT</b>					
Pleasant View Neighborhood Park - equipment provisions	Park	20,000	Park Impact Fees	9,400	10,600
Pleasant View Park Pavilion	Park	500,000	Park Impact Fees	235,000	265,000
'Neighborhood Park' land acquisition	Park				
Historic Site closeout and Restoration	Muni Bldg	40,000	donation		40,000
Public Safety					
Parking lot repavement	Police				
Total Approved Projects		1,960,000		244,400	1,715,600
				384,511	1,873,598

**Projects Pending Approval**

Water Projects	Utility	500,000	Water Connection Fees	500,000	
Water Tower Design costs	Utility				
Design costs for change in municipal water suppliers	Utility				
Sewer Projects	Utility	500,000	Sewer Connection Fees	500,000	
<b>PARK DEVELOPMENT</b>					
Hillcrest Park land acquisition	Park		Park Impact Fees		
'Neighborhood Park' land acquisition	Park	298,109	Park Impact Fees	140,111	157,998
Ken Windl Pavilion repairs	Park	25,000	Park Impact Fees		25,000
Recreational Trail - 76th & Oakwood	Park				
Public Safety					
Repave Police Station parking lot	Police				
Indoor Shooting range at Police Dept	Police	1,400,000			1,400,000
Station specific alerting system	Fire	265,000			265,000
Contingency		100,000			100,000
Total Projects Pending Approval		3,088,109		1,140,111	1,947,998
Total Projects		5,048,109		1,384,511	3,663,598

Net Revenue (Expenditures)					
Loan Proceeds					(3,083,598)
Transaction fees					2,100,000
Net Rev (Expenditures)					(75,000)
Projected Beginning Fund balance					(1,058,598)
Projected Ending Fund Balance					1,076,218
					17,620
					384,511
					1,000,000
					1,384,511
					1,384,511

REVISED

## **CAPITAL IMPROVEMENT FUND (46)** **(Revised)**

### **CITY OF FRANKLIN, WI** **2019 BUDGET AND CAPITAL IMPROVEMENT PLAN**

Maintaining a capital improvement plan (CIP) is an important financial planning tool to structure the review and funding of capital improvement projects competing for limited resources. A CIP helps to schedule the availability of resources to meet needs when they occur. Annually the Council adopts a capital budget which details the projects to be accomplished in the coming year. Changes to project amounts or additions to the budget need to be approved by the Council, similar to other funds with adopted budgets.

As a general guideline, capital improvement expenditures are those amounts expended for infrastructure with long useful lives that would require significant amounts of funds. Resurfacing the City streets is funded through the Street Improvement Fund. Rolling stock and similar equipment replacements are funded via the City's Equipment Replacement Fund. Replacement of equipment used in department operations costing less than \$20,000 and new types of equipment are funded as part of each department's Capital Outlay Fund budget.

Capital Improvement Fund resources include long-term debt, landfill siting, one-time revenue, grants, transfers from other funds, and investment earnings. Typically the City has used long-term debt to fund its capital expenditures. Another indirect source of funding for infrastructure improvements is special assessments. When the City makes improvements such as sewer, water, or other infrastructure, the abutting property owners are assessed their pro-rata share of the cost. The construction costs for assessment projects are paid with borrowed funds, and assessment collections are then used to apply to a portion of the debt service on the borrowed monies.

In 2016, a \$1.2 million transfer from the General Fund to the Capital Improvement Fund was made to fund City Hall improvement projects and reduce Unrestricted General Fund Balance. That Unrestricted Balance increased in January, 2017 when a \$2.3 million account receivable with Milwaukee Metro Sewer District was repaid.

In December 2017, the City issued \$1.63 million in General Obligation Promissory Notes to fund 2018 Capital Improvement Fund projects. This protected the City's ability to manage levy levels for 2018.

The City's CIP is refined annually to include approved and pending projects as a result of planning efforts from the Council and other boards or commissions.

Status of 2018 projects:

Roof Repairs at City Hall - \$1,775,000 – a contract for architectural services is expected to be awarded for this project by Dec 31, 2018. The project consists of three components, roof replacement, HVAC replacement and City Hall entrance remodeling. Any portion of this project not having a contract award by the end of 2018 will need an appropriation or a carryforward budget amendment brought forward in 2019 for consideration.

Ballpark Common's projects. The 2018 budget anticipated that a portion of the project would include Special Assessments (which would be a City project). The Special Assessment issue was resolved by illuminating them as the entire property is to be owned by the Developer. The project was the handled in TID5.

Rawson Homes Water Main relay project. This project had all bids rejected earlier in 2018. It is expected to be rebid later in 2018 with contracts awarded. The project activity will be wholly reflected within the Water Utility Fund.

Rawson Homes Storm Sewer project: bids earlier in 2018 were rejected as too high. The project is expected to be rebid later in 2018. Should the contract award be delayed beyond 2018, a carryforward budget amendment will be brought forward in 2019 for consideration.

Industrial Park Lift Station removal project engineering. An engineering contract was awarded earlier in 2018.

River Park trail bridge – a construction contract was awarded in 2018, which was completed by Sept 16, 2018.

Ernie Lake Special Park Boardwalk – competed in 2018.

Pleasant View Park pavilion – design was completed in 2018, with construction delayed to 2019.

Historical Society barn – this project was not completed in 2018. The City has agreed to allow this project to be a donated project by the Historical Society.

W Drexel & S 51st Street intersection reconstruction. Design of the project was begun in 2018, with construction now scheduled for 2019.

S 68th Street reconstruction engineering. This project was completed in 2018, with elements of the engineering used in planning the 2019 street program.

Police Indoor Shooting range: This project became more involved as planning progressed. The project was carried into the 2019 Capital Improvement program.

Station Specific Alerting system – this program was carried forward into the 2019 Capital Improvement program.

Neighborhood Park land acquisition – this program is expected to be completed by the end of 2018.

Mini Park land acquisition – this program was not advanced in 2018 and was not included in the 2019 budget.

The Sewer & Water pending approval projects are funded by the Utility Development fund. No projects came forward in 2018 requiring these funds. A similar appropriation will be included in the 2019 program.

The following 2019 projects are contemplated:

Water & Sanitary Sewer Projects – These projects are processed through the fund for operational control. To be included a water or sanitary sewer project must have a source of funding outside of this fund. In this way the contract processing is centralized and the funding is determined before a project is approved. For 2019, \$500,000 is appropriated for each of the water and sewer projects. Reduced development over the last few years has depleted the Utility Development fund, the primary resource for these projects. Should projects exceeding this appropriation surface, an interfund advance or debt financing would be needed to the Utility Development fund to provide the resources.

### **Approved Projects**

Reconstruction of the Drexel and S 51<sup>st</sup> Street intersection to improve traffic flows. This project carries a \$1,000,000 price tag.

S 68<sup>th</sup> St vertical sight curve improvements - \$300,000

Construction of S 50<sup>th</sup> Street from Marquette to Minnesota - \$100,000

Park Development projects:

- Equipment at Pleasant View Neighborhood Park - \$20,000
- Pleasant View Park Pavilion construction \$500,000
- Restoration of Historical site \$40,000.

### **Projects Pending Council Approval**

#### **Parks - Land Acquisition & Development**

The City is committed to the future improvement of its park system. The use of impact fees collected and City funds, as available will assist the City to continue park acquisition and development. List of possible projects and estimated costs are:

- . Land purchase for a 'Neighborhood Park' – 19.84 acres - \$298,109
- . Ken Windl Pavalion repairs - \$25,000

Indoor Shooting range at the municipal Police station – replacing the existing facility, which was constructed in 2001. \$1,400,000

Fire Department station specific alerting system - \$265,000. The system would alert only the station dispatched to the call for service.

### **Future Projects (expected year of completion)**

Future capital projects are included in the capital improvement plan after a policy decision of the Council. Presently a number of potential future road projects are awaiting policy decisions. In addition to those road projects that have not been authorized, scheduled or approved, other known projects have been included. Borrowing or other funding will be needed to fund these projects.

### **Road Projects – (timing is yet to be determined)**

When a road project is committed (i.e. contract or an agreement with another jurisdiction) it is considered appropriated and tax levy support equal to the anticipated future annual debt service needs to be included in the next City tax levy computation.

W Puetz Road (TBD)– 76<sup>th</sup> Street to St Martins Road. Resurface this two lane rural street into a two lane rural roadway with pedestrian path in the future. This project is eligible for State Surface Transportation funding (80%) (estimated \$2 million)

Extension of W Marquette Road (TBD) S 51<sup>st</sup> Street to Pleasant View School. (2019) - \$750,000

W Oakwood Rd bridge and drainage (2021) – engineering to alleviate drainage issues along W Oakwood Rd (estimated \$1 million)

S 76<sup>th</sup> Street Road Improvements (TBD) – Puetz Road south to Ryan Road and then to County Line Road include the City's share of a future County project to improve 76<sup>th</sup> Street.

Ryan Road reconstruction 60<sup>th</sup> St to Loomis Road (To Be Determined) – City portion of reconstruction costs on a State project on a portion of Ryan Road. (\$500,000)

27<sup>th</sup> Street from Drexel Ave to County Line Road – multiple projects to bury above ground utilities and street scaping. (TBD)

Highway 100 from W College Ave to W Loomis Rd reconstruction (TBD) – a state project which will require City funds for water and sanitary sewer main maintenance.

### **Parks Projects**

Purchase 19.8 acres of land for a Neighborhood Park (TBD) - \$298,106

Land for two Mini Parks – \$90,336

Community Recreation Center building – (TBD)

### **Utility Projects**

Sanitary Sewer main extension at S 76<sup>th</sup> & W Ryan Road (TBD) - \$2.5 million

Hawthorn Heights Sanitary Sewer and Water main extensions (TBD) - \$3 million

Water Utility infrastructure projects include water tower, master meter and distribution mains possibly in connection with new wholesale supplier - (2021-23) - \$12 million

Remove the industrial park sanitary sewer lift station and replace with gravity flow sanitary sewer mains in connection with Waukesha's wastewater project – (2020) - \$4 million

Puetz Road water tower refurbishing (TBD) - \$1 million

CITY OF FRANKLIN  
COMMITTEE OF THE WHOLE MEETING  
OCTOBER 1, 2018  
MINUTES

ROLL CALL

1. The regular meeting of the Committee of the Whole was held on October 1, 2018 and called to order at 6:30 p.m. by Mayor Steve Olson in the Franklin City Hall Council Chambers, 9229 W. Loomis Road, Franklin, Wisconsin. On roll call, the following were in attendance: Alderman Mark Dandrea, Alderman Dan Mayer, Alderwoman Kristen Wilhelm, Alderman Mike Barber and Alderman John R. Nelson. Excused was Alderman Steve F. Taylor. Also present were Dir. of Administration Mark Luberd, Dir. of Finance and Treasurer Paul Rotzenberg, and City Clerk Sandra Wesolowski.

Mayor Olson vacated his seat at 6:35 p.m. and passed the gavel to Council President Dandrea, who then chaired the meeting. Acting Mayor Dandrea stated he will vote as Mayor.

MAYOR'S  
RECOMMENDED  
2019 BUDGET

2. Alderwoman Wilhelm moved to tentatively amend the Mayor's Recommended 2019 Budget by moving the Neighborhood Park Land Acquisition into an Approved Project, and to add appropriations for 2019 for the Rawson Homes Project in a manner that reflects no change in Fund Balance. Seconded by Alderman Nelson. All voted Aye; motion carried.

Alderwoman Wilhelm moved to tentatively amend the Mayor's Recommended 2019 Budget by adding \$5,000 (Tree Grant Revenue) to the Capital Outlay Budget Grant Revenue (Highway Department Budget) and to modify the appropriation from \$16,000 Contingency tree appropriation to \$11,000 Contingency tree appropriation and \$5,000 direct tree appropriation (removing \$5,000 from Contingency for trees). Seconded by Alderman Nelson. All voted Aye; motion carried.

ADJOURNMENT

3. Alderman Barber moved to adjourn the regular meeting of the Committee of the Whole at 8:37 p.m. Seconded by Alderman Mayer. All voted Aye; motion carried.

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<b>APPROVAL</b>  <i>Slw</i>	<b>REQUEST FOR COUNCIL ACTION</b>	<b>MEETING DATE</b>  11/13/18
<b>REPORTS &amp; RECOMMENDATIONS</b>	<b>RESOLUTION AUTHORIZING CERTAIN OFFICIALS TO ACCEPT A CONSERVATION EASEMENT FOR AND AS PART OF THE REVIEW AND APPROVAL OF A SPECIAL USE FOR DEMOLITION OF THE EXISTING HALQUIST STONE OFFICE/SHOWROOM AND CONSTRUCTION OF AN APPROXIMATELY 4,207 SQUARE FOOT REPLACEMENT OFFICE/SHOWROOM AND TO ALLOW CHANGES TO THE OUTDOOR LANDSCAPING SHOWROOM AND OFF-STREET PARKING UPON PROPERTY LOCATED AT 2875 WEST RYAN ROAD (HALQUIST STONE COMPANY, INC., APPLICANT)</b>	<b>ITEM NUMBER</b>  <i>G.2.</i>

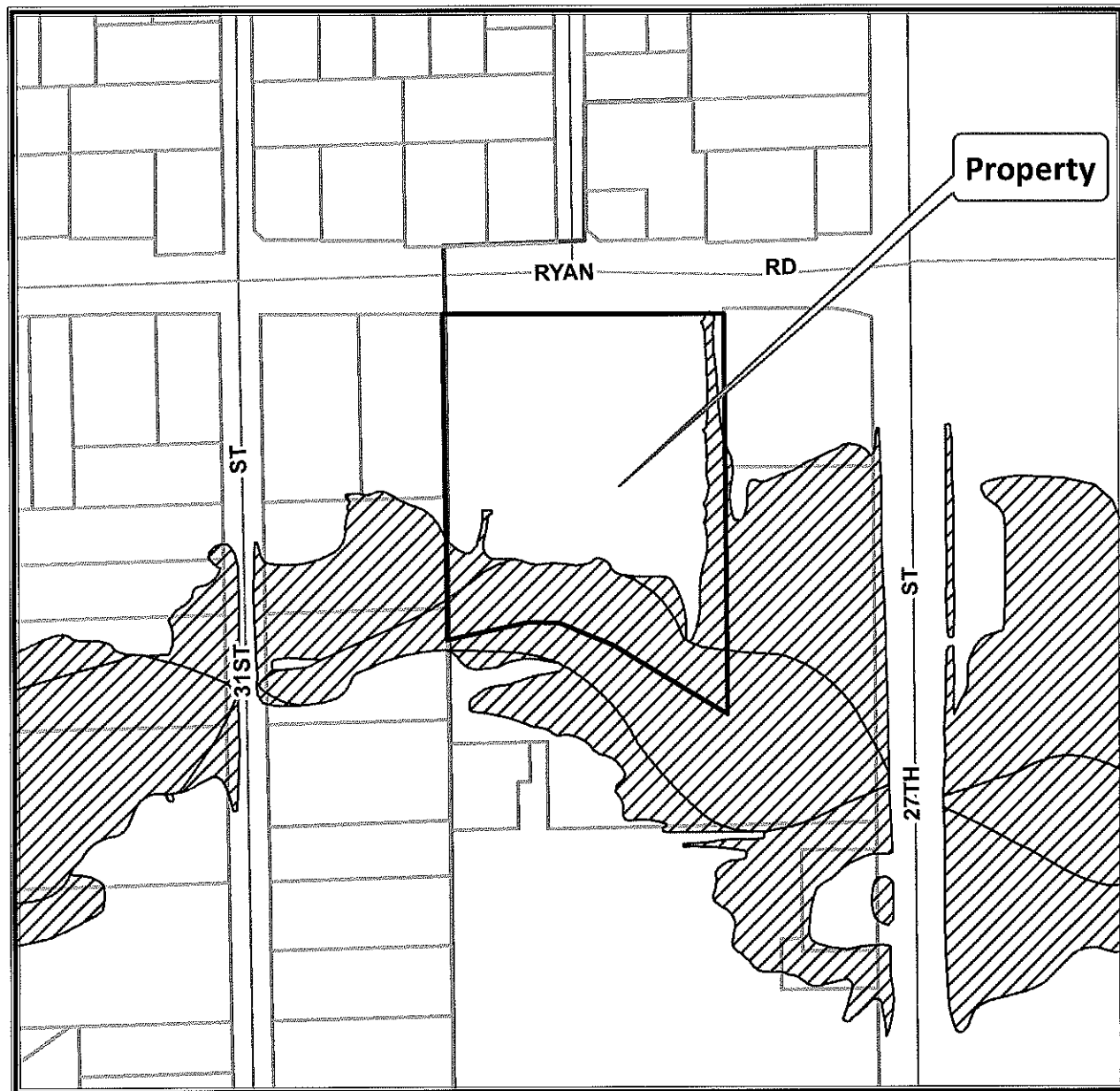
City Development staff recommends approval of a resolution authorizing certain officials to accept a Conservation Easement for and as part of the review and approval of a Special Use for demolition of the existing Halquist Stone office/showroom and construction of an approximately 4,207 square foot replacement office/showroom and to allow changes to the outdoor landscaping showroom and off-street parking upon property located at 2875 West Ryan Road (Halquist Stone Company, Inc., Applicant), subject to technical corrections by the City Attorney.

#### **COUNCIL ACTION REQUESTED**

A motion to adopt Resolution No. 2018-\_\_\_\_\_, authorizing certain officials to accept a Conservation Easement for and as part of the review and approval of a Special Use for demolition of the existing Halquist Stone office/showroom and construction of an approximately 4,207 square foot replacement office/showroom and to allow changes to the outdoor landscaping showroom and off-street parking upon property located at 2875 West Ryan Road (Halquist Stone Company, Inc., Applicant), subject to technical corrections by the City Attorney.



2875 W. Ryan Road  
TKN: 902 9965 009



Planning Department  
(414) 425-4024

0 190 380 760 Feet

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



2018 Aerial Photo

STATE OF WISCONSIN

CITY OF FRANKLIN

MILWAUKEE COUNTY

RESOLUTION NO. 2018-\_\_\_\_\_

A RESOLUTION AUTHORIZING CERTAIN OFFICIALS TO  
ACCEPT A CONSERVATION EASEMENT FOR AND AS PART  
OF THE REVIEW AND APPROVAL OF A SPECIAL USE FOR DEMOLITION OF THE  
EXISTING HALQUIST STONE OFFICE/SHOWROOM AND CONSTRUCTION OF AN  
APPROXIMATELY 4,207 SQUARE FOOT REPLACEMENT OFFICE/SHOWROOM  
AND TO ALLOW CHANGES TO THE OUTDOOR LANDSCAPING SHOWROOM AND  
OFF-STREET PARKING UPON PROPERTY LOCATED AT 2875 WEST RYAN ROAD  
(HALQUIST STONE COMPANY, INC., APPLICANT)

---

WHEREAS, the Plan Commission having approved a Special Use application of Halquist Stone Company, Inc., on July 19, 2018, and the Plan Commission having conditioned approval thereof in part upon Common Council approval of a Conservation Easement to protect the floodplain, mature woodlands, shore buffer, wetlands, wetland buffers, and wetland setbacks on the site; and

WHEREAS, §15-7.0103Q. and §15-7.0702Q. of the Unified Development Ordinance requires the submission of a Natural Resource Protection Plan in the Special Use review process and the Unified Development Ordinance requires conservation easements to be imposed for natural resource features identified within such Plan to protect such features, all as part of the approval process for a Planned Development District Amendment; and

WHEREAS, the City Engineering Department, Department of City Development and the Office of the City Attorney having reviewed the proposed Conservation Easement and having recommended approval thereof to the Common Council.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Common Council of the City of Franklin, Wisconsin, that the Conservation Easement submitted by Halquist Stone Company, Inc., in the form and content as annexed hereto, be and the same is hereby approved; and the Mayor and City Clerk are hereby authorized to execute such Easement as evidence of the consent to and acceptance of such easement by the City of Franklin.

BE IT FURTHER RESOLVED, that the City Clerk be and the same is hereby directed to obtain the recording of the Conservation Easement in the Office of the Register of Deeds for Milwaukee County, Wisconsin.

Introduced at a regular meeting of the Common Council of the City of Franklin this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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

A RESOLUTION AUTHORIZING CERTAIN OFFICIALS  
TO ACCEPT A CONSERVATION EASEMENT  
HALQUIST STONE COMPANY, INC.  
RESOLUTION NO. 2018-\_\_\_\_\_

Page 2

APPROVED:

\_\_\_\_\_  
Stephen R. Olson, Mayor

ATTEST:

\_\_\_\_\_  
Sandra L. Wesolowski, City Clerk

AYES \_\_\_\_\_ NOES \_\_\_\_\_ ABSENT \_\_\_\_\_

## CONSERVATION EASEMENT

Halquist Stone Company, Inc. – Franklin Remodel

This Conservation easement is made by and between the CITY OF FRANKLIN, a municipal corporation of the State of Wisconsin, hereinafter referred to as "Grantee," and Halquist Stone Company, Inc., a Wisconsin Corporation, hereinafter referred to as "Grantor," and shall become effective upon the recording of this Grant of Conservation Easement, together with the Acceptance following, with the Office of the Register of Deeds for Milwaukee County, pursuant to §700.40(2)(b) of the Wisconsin Statutes.

### WITNESSETH

WHEREAS, Grantor is the owner in fee simple of certain real property, located within the City of Franklin, Milwaukee County, Wisconsin, in the Northeast ¼ of the Northeast ¼ of Section 25, Township 5 North, Range 21 East, described in Exhibit A attached hereto and hereby made a part hereof (protected property); and

WHEREAS, the Grantor desires and intends that the natural elements and the ecological and aesthetic values of the protected property including, without limitation, mature woodlands, streams, floodplain, shore buffer, wetland buffers, wetland setbacks, and wetlands, and refer to Natural Resource Investigation by NRPP by Stantec dated September 27, 2017, which is located in the office of the Department of City Development, be preserved and maintained by the continuation of land use that will not interfere with or substantially disrupt the natural elements or the workings of natural systems; and

WHEREAS, Grantee is a "holder", as contemplated by §700.40(1)(b)1. of the Wisconsin Statutes, whose purposes include, while exercising regulatory authority granted to it, *inter alia*, under §62.23 and §236.45 of the Wisconsin Statutes, the conservation of land, natural areas, open space, and water areas; and

WHEREAS, the Grantor and Grantee, by the conveyance to the Grantee of the conservation easement on, over, and across the protected property, desire to conserve the natural values thereof and prevent the use or development of the protected property for any purpose or in any manner inconsistent with the terms of this conservation easement; and

WHEREAS, the Grantee is willing to accept this conservation easement subject to the reservations and to the covenants, terms, conditions, and restrictions set out herein and imposed hereby;

NOW, THEREFORE, the Grantor, for and in consideration of the foregoing recitations and of the mutual covenants, terms, conditions, and restrictions subsequently contained, and as an absolute and unconditional dedication, does hereby grant and convey unto the Grantee a conservation easement in perpetuity on, over, and across the protected property.

Grantee's rights hereunder shall consist solely of the following:

1. To view the protected property in its natural, scenic, and open condition;
2. To enforce by proceeding at law or in equity the covenants subsequently set forth, including, and in addition to all other enforcement proceedings, proceedings to obtain all penalties and remedies set forth under Division 15-9.0500 of the Unified Development Ordinance of the City of Franklin, as amended from time to time, any violation of the covenants subsequently set forth being and constituting a violation of such Unified Development Ordinance, as amended from time to time, or such local applicable ordinance as may be later adopted or in effect to enforce such covenants or the purposes for which they are made, it being agreed that there shall be no waiver or forfeiture of the Grantee's right to insure compliance with the covenants and conditions of this grant by reason of any prior failure to act; and
3. To enter the protected property at all reasonable times for the purpose of inspecting the protected property to determine if the Grantor is complying with the covenants and conditions of this grant.

And in furtherance of the foregoing affirmative rights of the Grantee, the Grantor makes the following covenants which shall run with and bind the protected property in perpetuity, namely, that, on, over, or across the protected property, the Grantor, without the prior consent of the Grantee, shall not:

1. Construct or place buildings or any structure;

2. Construct or make any improvements, unless, notwithstanding Covenant 1 above, the improvement is specifically and previously approved by the Common Council of the City of Franklin, upon the advice of such other persons, entities, and agencies as it may elect; such improvements as may be so approved being intended to enhance the resource value of the protected property to the environment or the public and including, but not limited to animal and bird feeding stations, park benches, the removal of animal blockage of natural drainage or other occurring blockage of natural drainage, and the like;
3. Excavate, dredge, grade, mine, drill, or change the topography of the land or its natural condition in any manner, including any cutting or removal of vegetation, except for the removal of dead or diseased trees;
4. Conduct any filling, dumping, or depositing of any material whatsoever, including, but not limited to soil, yard waste, or other landscape materials, ashes, garbage, or debris;
5. Plant any vegetation not native to the protected property or not typical wetland vegetation;
6. Operate snowmobiles, dune buggies, motorcycles, all-terrain vehicles or any other types of motorized vehicles.

To have and to hold this conservation easement unto the Grantee forever. Except as expressly limited herein, the Grantor reserves all rights as owner of the protected property, including, but not limited to, the right to use the protected property for all purposes not inconsistent with this grant. Grantor shall be responsible for the payment of all general property taxes levied, assessed, or accruing against the protected property pursuant to law.

The covenants, terms, conditions, and restrictions set forth in this grant shall be binding upon the Grantor and the Grantee and their respective agents, personal representatives, heirs, successors, and assigns, and shall constitute servitudes running with the protected property in perpetuity. This grant may not be amended, except by a writing executed and delivered by Grantor and Grantee or their respective personal representatives, heirs, successors, and assigns. Notices to the parties shall be personally delivered or mailed by U.S. Mail registered mail, return receipt requested, as follows:

To Grantor:  
Halquist Stone Company, Inc.  
Attn: Wade Balson, CFO  
PO Box 308  
Sussex, WI 53089

To Grantee:  
City of Franklin  
Office of the City Clerk  
9229 W. Loomis Road  
Franklin, Wisconsin 53132

In witness whereof, the grantor has set its hand and seals this on this date of \_\_\_\_\_, 2018.

Halquist Stone Company, Inc.

By: \_\_\_\_\_  
William Halquist, President

STATE OF WISCONSIN       )  
  ) ss  
COUNTY OF MILWAUKEE    )

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2018 by William Halquist, President Halquist Stone Company, Inc.

To me known to be the person who executed the foregoing Easement and acknowledged the same as the voluntary act and deed of said corporation.

\_\_\_\_\_  
Notary Public

My commission expires \_\_\_\_\_

My commission expires \_\_\_\_\_

**Acceptance**

The undersigned does hereby consent to and accepts the Conservation Easement granted and conveyed to it under and pursuant to the foregoing Grant of Conservation Easement. In consideration of the making of such Grant Of Conservation Easement, the undersigned agrees that this acceptance shall be binding upon the undersigned and its successors and assigns and that the restrictions imposed upon the protected property may only be released or waived in writing by the Common Council of the City of Franklin, as contemplated by §236.293 of the Wisconsin Statutes.

In witness whereof, the undersigned has executed and delivered this acceptance on the \_\_\_\_ day of \_\_\_\_\_, A.D.20\_\_.

**CITY OF FRANKLIN**

By: \_\_\_\_\_  
Stephen R. Olson, Mayor

By: \_\_\_\_\_  
Sandra L. Wesolowski, City Clerk

STATE OF WISCONSIN       )  
  ) ss  
COUNTY OF MILWAUKEE    )

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_, the above named Stephen R. Olson, Mayor and Sandra L. Wesolowski, City Clerk, of the above named municipal corporation, City of Franklin, to me known to be such Mayor and City Clerk of said municipal corporation, and acknowledged that they executed the foregoing instrument as such officers as the Deed of said municipal corporation by its authority and pursuant to Resolution No. \_\_\_\_\_, adopted by its Common Council on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public

My commission expires \_\_\_\_\_

This instrument was drafted by the City of Franklin.

Approved as to contents:

\_\_\_\_\_  
Joel Dietl, Planning Manager  
Department of City Development

\_\_\_\_\_  
Date

Approved as to form only:

\_\_\_\_\_  
Jesse A. Wesolowski  
City Attorney

\_\_\_\_\_  
Date

## MORTGAGE HOLDER CONSENT

The undersigned, (name of mortgagee), a Wisconsin banking corporation ("Mortgagee"), as Mortgagee under that certain Mortgage encumbering the Property and recorded in the Office of the Register of Deeds for Milwaukee County, Wisconsin, on \_\_\_\_\_, 20\_\_\_\_, as Document No. \_\_\_\_\_, hereby consents to the execution of the foregoing easement and its addition as an encumbrance title to the Property.

IN WITNESS WHEREOF, Mortgagee has caused these presents to be signed by its duly authorized officers, and its corporate seal to be hereunto affixed, as of the day and year first above written.

Name of Mortgagee

a Wisconsin Banking Corporation

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

STATE OF WISCONSIN )

)ss

COUNTY OF MILWAUKEE )

On this, the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me the undersigned, personally appeared name of officer of mortgagee, the (title of office, i.e.: VP) of \_\_\_\_\_ of mortgagee), a Wisconsin banking corporation, and acknowledged that (s)he executed the foregoing instrument on behalf of said corporation, by its authority and for the purposes therein contained.

\_\_\_\_\_  
Notary Public, State of Wisconsin

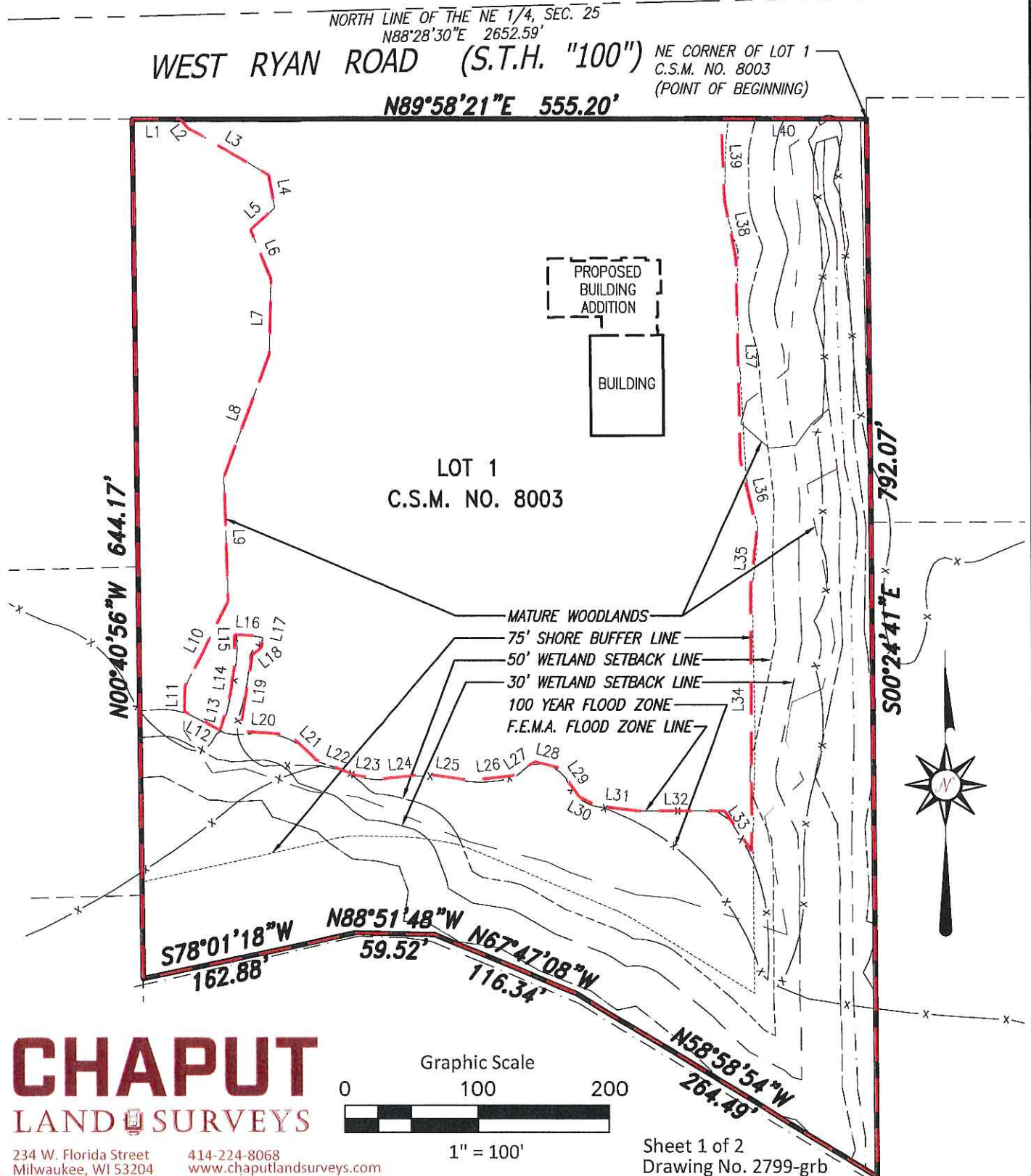
My commission expires \_\_\_\_\_

EXHIBIT "A"

## SITE ADDRESS

2875 West Ryan Road, City of Franklin, Milwaukee County, Wisconsin.

— — — Indicates proposed Conservation Easement.



# CHAPUT LAND SURVEYS

234 W. Florida Street  
Milwaukee, WI 53204

414-224-8068  
www.chaputlandsurveys.com

Sheet 1 of 2  
Drawing No. 2799-grb

# EXHIBIT "A"

## SITE ADDRESS

2875 West Ryan Road, City of Franklin, Milwaukee County, Wisconsin.

## LEGAL DESCRIPTION

Part of Lot 1 of Certified Survey Map No. 8003 in the Northeast 1/4 of the Northeast 1/4 of Section 25, Township 5 North, Range 21 East, in the City of Franklin, Milwaukee County, Wisconsin bounded and described as follows: Beginning at the Northeast corner of said Lot 1; thence South 00°24'40" East along the East line of said Lot 792.07 feet to the Southeast corner of said Lot; thence North 58°58'54" West along the South line of said Lot 264.49 feet to a point; thence North 67°47'08" West along the South line of said Lot 116.34 feet to a point; thence North 88°51'48" West along the South line of said Lot 59.52 feet to a point; thence South 78°01'18" West along the South line of said Lot 162.88 feet to the Southwest corner of said Lot; thence North 00°40'56" West along the West line of said Lot 644.17 feet to the Northwest corner of said Lot and the South line of West Ryan Road; thence North 89°58'21" East along said South line 36.39 feet to a point; thence South 38°59'34" East 8.25 feet to a point; thence South 59°33'04" East 69.95 feet to a point; thence South 10°09'12" East 25.16 feet to a point; thence South 48°04'15" West 24.35 feet to a point; thence South 22°15'59" East 40.41 feet to a point; thence South 01°26'40" West 56.28 feet to a point; thence South 20°19'39" West 98.50 feet to a point; thence South 01°53'37" East 93.15 feet to a point; thence South 26°28'52" West 71.82 feet to a point; thence South 01°29'08" West 18.43 feet to a point; thence South 62°00'00" East 29.78 feet to a point; thence North 16°00'00" East 29.00 feet to a point; thence North 08°00'00" East 24.00 feet to a point; thence North 01°00'00" West 20.00 feet to a point; thence South 86°00'00" East 22.00 feet to a point; thence South 15°00'00" West 9.00 feet to a point; thence South 53°00'00" West 8.00 feet to a point; thence South 09°00'00" West 58.00 feet to a point; thence South 86°00'00" East 37.00 feet to a point; thence South 47°00'00" East 28.00 feet to a point; thence South 69°00'00" East 32.00 feet to a point; thence South 82°00'00" East 20.00 feet to a point; thence North 84°00'00" East 34.00 feet to a point; thence South 82°00'00" East 33.00 feet to a point; thence North 84°00'00" East 32.46 feet to a point; thence North 58°00'00" East 20.00 feet to a point; thence South 76°00'00" East 19.00 feet to a point; thence South 35°00'00" East 26.00 feet to a point; thence South 62°00'00" East 15.00 feet to a point; thence South 83°00'00" East 32.00 feet to a point; thence East 64.76 feet to a point; thence South 34°00'00" East 36.19 feet to a point; thence North 200.00 feet to a point; thence North 07°00'00" East 40.00 feet to a point; thence North 13°00'00" West 55.00 feet to a point; thence North 01°00'00" West 151.00 feet to a point; thence North 11°00'00" West 45.00 feet to a point; thence North 02°00'00" West 61.00 feet to a point on the South line of West Ryan Road; thence North 89°58'21" East along said South line 110.00 feet to the point of beginning.

Containing 179,835 square feet or 4.1284 acres of land.

## LINE TABLE

LINE	BEARING	DISTANCE
L1	N89°58'21"E	36.39'
L2	S38°59'34"E	8.25'
L3	S59°33'04"E	69.95'
L4	S10°09'12"E	25.16'
L5	S48°04'15"W	24.35'
L6	S22°15'59"E	40.41'
L7	S01°26'40"W	56.28'
L8	S20°19'39"W	98.50'
L9	S01°53'37"E	93.15'
L10	S26°28'52"W	71.82'
L11	S01°29'08"W	18.43'
L12	S62°00'00"E	29.78'
L13	N16°00'00"E	29.00'
L14	N08°00'00"E	24.00'
L15	N01°00'00"W	20.00'
L16	S86°00'00"E	22.00'
L17	S15°00'00"W	9.00'
L18	S53°00'00"W	8.00'
L19	S09°00'00"W	58.00'
L20	S86°00'00"E	37.00'

LINE	BEARING	DISTANCE
L21	S47°00'00"E	28.00'
L22	S69°00'00"E	32.00'
L23	S82°00'00"E	20.00'
L24	N84°00'00"E	34.00'
L25	S82°00'00"E	33.00'
L26	N84°00'00"E	32.46'
L27	N58°00'00"E	20.00'
L28	S76°00'00"E	19.00'
L29	S35°00'00"E	26.00'
L30	S62°00'00"E	15.00'
L31	S83°00'00"E	32.00'
L32	N90°00'00"E	64.76'
L33	S34°00'00"E	36.19'
L34	N00°00'00"W	200.00'
L35	N07°00'00"E	40.00'
L36	N13°00'00"W	55.00'
L37	N01°00'00"W	151.00'
L38	N11°00'00"W	45.00'
L39	N02°00'00"W	61.00'
L40	N89°58'21"E	110.00'

**CHAPUT**  
LAND SURVEYS

234 W. Florida Street  
Milwaukee, WI 53204

414-224-8068  
www.chaputlandsurveys.com

Sheet 2 of 2  
Drawing No. 2799-grb

APPROVAL <i>slw</i>	REQUEST FOR COUNCIL ACTION	MTG. DATE November 13, 2018
Reports & Recommendations	MOTION TO RELEASE LETTER OF CREDIT NO. 5201401, FROM SPRING BANK FOR AVIAN ESTATES SUBDIVISION, LOCATED NORTH OF W. PUETZ ROAD AND EAST OF S. 76 <sup>TH</sup> STREET, AS RECOMMENDED BY THE ENGINEERING DEPARTMENT	ITEM NO. <i>G. 3.</i>

### **BACKGROUND**

Pursuant to the development of Avian Estates Subdivision located north of W. Puetz Road and east of S. 76<sup>th</sup> Street, please be advised that the development has completed all the public improvements contained in the development agreement and the one year warrantee of the final lift of asphalt has expired.

### **ANALYSIS**

Staff recommends the release of Letter of Credit No. 5201401 from Spring Bank dated March 14, 2014 provided by Avian Estates LLC.

### **OPTIONS**

Approve release  
or  
Table

### **FISCAL NOTE**


None

### **RECOMMENDATION**

Motion to release Letter of Credit No. 5201401, from Spring Bank for Avian Estates Subdivision, located north of W. Puetz Road and east of S. 76<sup>th</sup> Street, as recommended by the Engineering Department.

Engineering: GEM

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<b>APPROVAL</b> 	<b>REQUEST FOR COUNCIL ACTION</b>	<b>MEETING DATE</b>  <b>11/13/2018</b>
<b>REPORTS &amp; RECOMMENDATIONS</b>	<b>Follow-Up Pertaining to the Professional Services Agreement with Ruekert-Mielke, Inc. to Perform a Review and Update of the City's Impact Fees and Impact Fee Studies</b>	<b>ITEM NUMBER</b> <i>G.4.</i>

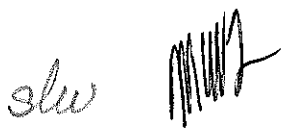
At their meeting of November 5, 2018, the Common Council moved to approve the Professional Services Agreement between the City of Franklin and Ruekert-Mielke, Inc. to perform a review and update of the City of Franklin's impact fees and impact fee studies and to authorize the City Attorney to approve technical or non-substantive changes prior to execution and to have staff return with any substantive changes.

The Director of Administration is pleased to report that Ruekert-Mielke, Inc. did inform him that after their review of the contract no modifications were needed and that they were ready to execute the agreement. Thus, the agreement as approved by the Council on November 5, 2018 is the exact agreement being executed by the City and Ruekert-Mielke, Inc. for the review and update of the City's impact fees and impact fees studies.

### **COUNCIL ACTION REQUESTED**

Informational item only – no further action required.

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<b>APPROVAL</b> 	<b>REQUEST FOR COUNCIL ACTION</b>	<b>MEETING DATE</b>  <b>11/13/2018</b>
<b>REPORTS &amp; RECOMMENDATIONS</b>	<b>Contract with Quorum Architects, Inc. for Architectural Services Related to the Design and Construction Phases of the City Hall Façade Renovation Project, Including Roofing and HVAC Services</b>	<b>ITEM NUMBER</b>  <b>G.5.</b>

Attached, per prior direction of the Common Council, is a contract proposal from Quorum Architects, Inc. for the architectural services related to the design and construction phases of the City Hall Façade Renovation Project. The base for the contract is the City's boilerplate, adjusted for some specifics to this project, with the proposal from Quorum Architects incorporated as an attachment.

In summary, the project provides three planned meetings with staff or City representatives for development of the final design and a design report and two presentations to the Common Council. Aldermen that wish to attend the design development working group meetings will be invited to attend (at least one meeting is scheduled to be at Quorum's office). That design report will then be incorporated into a final design report, with updated cost estimates, and presented to the Council for approval and authorization to proceed to Phase 2—development of construction documents, bidding, and construction administration.

Phase 2 covers final construction plan design, creation of bid documents, and construction administration. The construction administration component of the HVAC contract previously authorized with Liechty & Associates, Inc. is incorporated into this contract. A change order to that contract is a separate item on this agenda to remove Mr. Liechty's construction administration component. Mr. Liechty will continue to complete construction documents under his existing contract with the City, which should not require any added cost provided the final remodeling design is generally consistent with the initial concept initially selected.

The cost of the Quorum Architect proposal is \$41,820, lump sum, for Phase 1, which entails the final design development and report and an hourly, not to exceed number of \$154,830 for Phase II which includes creation of all construction documents and bidding and construction administration. Additional owner-requested meetings are available as additional services at \$500 per meeting or \$800 per meeting once construction administration has begun or for additional Phase 1 presentations at the Common Council. Phase 2 is set as an hourly, not to exceed because with the Phase 1 scope not yet set, some of the sub-contractors have provided cost estimates that she believes could ultimately work out to be slightly high depending on the final scope. Quorum is passing through the sub-contractor estimates with no additional markup. The contract does provide for some additional meetings in the development phase (Phase 1) and the Director of Administration required an extra project cost estimate at the 90% completion stage of design. That will provide a double check that we have scoped a project within the budget. This seems important given the more volatile nature of the construction industry right now. Ultimately the contract amount is about 8.4% of the budget or 9.2% excluding the cost of this contract from the total budget.

Also attached to the item for background information and discussion as determined necessary are two memos prepared by the Director of Administration. One addresses the history and development of the roof, HVAC, and remodeling projects. The second provides additional detail on the status of the roof and HVAC systems, including the history and development of these systems. It also includes some information, available online, as to the construction cost other SE Wisconsin communities have invested in new or significantly remodeled city/village halls.

## **COUNCIL ACTION REQUESTED**

Motion to approve the Professional Services Agreement Between the City of Franklin and Quorum Architects, Inc. for Architectural Services Related to the Design and Construction Phases of the City Hall Façade Renovation Project, Including Roofing and HVAC Services, and to authorize the City Attorney to approve technical or non-substantive changes prior to execution.

DOA-MWL

## A G R E E M E N T

This AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_, between the City of Franklin, 9229 West Loomis Road, Franklin, Wisconsin 53132 (hereinafter "CLIENT") and Quorum Architects, Inc. (hereinafter "CONTRACTOR"), whose principal place of business is 3112 West Highland Blvd, Milwaukee, WI 53208.

## W I T N E S S E T H

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

WHEREAS, in the judgment of CLIENT, it is necessary and advisable to obtain the services of the CONTRACTOR to provide architectural design, construction document, bidding, and construction administration services;

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

### **I. BASIC SERVICES AND AGREEMENT ADMINISTRATION**

- A. CONTRACTOR shall provide services to CLIENT for architectural design, construction document preparation, bidding review, and construction administration, as described in CONTRACTOR's proposal to CLIENT dated 9 November 2018, annexed hereto and incorporated herein as Attachment A.
- B. CONTRACTOR shall serve as CLIENT's professional representative in matters to which this AGREEMENT applies. CONTRACTOR is not guaranteed to be the CLIENT's sole representative in such matters, and the CLIENT is not restricted from engaging other professional service consultants to address such matters as the CLIENT shall determine is appropriate.
- C. CONTRACTOR may employ the services of outside consultants and subcontractors when deemed necessary by CONTRACTOR to complete work under this AGREEMENT following approval by CLIENT.
- D. CONTRACTOR is an independent contractor and all persons furnishing services hereunder are employees of, or independent subcontractors to, CONTRACTOR and not of CLIENT. All obligations under the Federal Insurance Contribution Act (FICA), the Federal Unemployment Tax Act (FUTA), and income tax withholding are the responsibility of CONTRACTOR as employer. CLIENT understands that express AGREEMENTS may exist between CONTRACTOR and its employees regarding extra work, competition, and nondisclosure.
- E. During the term of this AGREEMENT and throughout the period of performance of any resultant AGREEMENT, including extensions, modifications, or additions thereto, and for a period of one (1) year from the conclusion of such activity, the parties hereto agree that neither shall solicit for employment any technical or

professional employees of the other without the prior written approval of the other party. Such limitation, however, shall not prohibit any individual from applying for or being awarded a position advertised as part of the CLIENT's Civil Service System, as provided for by Wisconsin Statutes and incorporated into the Municipal Code of the City of Franklin.

## **II. FEES AND PAYMENTS**

CLIENT agrees to pay CONTRACTOR, for and in consideration of the performance of Basic Services further described in Attachment A, at our standard billing rates with a fixed fee of \$41,820 for Phase One Services, a hourly, not-to-exceed budget of \$154,830 for Phase Two Services, subject to the terms detailed below:

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

## **III. MODIFICATION AND ADDITIONAL SERVICES**

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

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

- A. Mark Luberda, Director of Administration, acting on behalf of the CLIENT, will coordinate the work of the CONTRACTOR, and be solely responsible for communication within the CLIENT's organization as related to all issues originating under this AGREEMENT. Meetings, whether in person or on the phone, solely between Mr. Luberda and representatives of CONTRACTOR shall not constitute a "meeting" or "Additional Service" as described in the proposal.
- B. CLIENT will timely provide CONTRACTOR with information in its possession related to the PROJECT as mutually deemed necessary and pertinent.
- C. CONTRACTOR will appoint Chris Hau, Associate AIA/Principal, CONTRACTOR's Project Manager and other key providers of the Basic Services. Substitution of other staff may occur only with the consent of CLIENT.

#### **V. TERMINATION**

- A. This AGREEMENT may be terminated by CLIENT, for its convenience, for any or no reason, upon written notice to CONTRACTOR. Upon such termination by CLIENT, CONTRACTOR shall be entitled to payment of such amount as shall fairly compensate CONTRACTOR for all approved and performed work up to the date of termination, except that no amount shall be payable for any losses of revenue or profit from any source outside the scope of this AGREEMENT, including but not limited to, other actual or potential agreements for services with other parties. Additionally, the CLIENT shall not be entitled for payment for any amount or portion of the cost identified in the proposal as a component of Phase 2 until the CLIENT has provided the CONTRACTOR with notice of a) acceptance of the Design Development report and b) authorization to proceed to Phase 2.
- B. In the event that this AGREEMENT is terminated for any reason, CONTRACTOR shall deliver to CLIENT all data, reports, summaries, correspondence, and other written, printed, or tabulated material pertaining in any way to Basic Services that CONTRACTOR may have accumulated. Such material is to be delivered to CLIENT whether in completed form or in process. CLIENT shall hold CONTRACTOR harmless for any work that is incomplete due to early termination.
- C. The rights and remedies of CLIENT and CONTRACTOR under this section are not exclusive and are in addition to any other rights and remedies provided by law or appearing in any other article of this AGREEMENT.

#### **VI. INSURANCE**

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

A. Limit of General/Commercial Liability	\$3,000,000
B. Automobile Liability: Bodily Injury/Property Damage	\$1,000,000
C. Excess Liability or Umbrella Policy for General/Commercial and Automobile Liability	\$4,000,000
D. Worker's Compensation and Employers' Liability	\$500,000
E. Professional Liability	\$2,000,000

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

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

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

## **VIII. TIME FOR COMPLETION**

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

CONTRACTOR shall complete the work in a timeframe as set forth within the proposal.

## **IX. DISPUTES**

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

## **X. RECORDS RETENTION**

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

## **XI MISCELLANEOUS PROVISIONS**

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

## **XII. CONTROLLING TERMS AND PROVISIONS**

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

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

CITY OF FRANKLIN, WISCONSIN

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

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

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

DATE: \_\_\_\_\_

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

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

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

DATE: \_\_\_\_\_

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

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

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

DATE: \_\_\_\_\_

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

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

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

DATE: \_\_\_\_\_

October 24, 2018  
REVISED November 9, 2018



**City of Franklin**

Attn: Mark Luberda, Director of Administration  
9229 West Loomis Road  
Franklin, WI 53132  
Via email: [mluberda@franklinwi.gov](mailto:mluberda@franklinwi.gov)

Re: **Architectural Design, Landscape Architectural Design, Engineering Design, Roof Consultant and Cost Estimation Services for the Design Report and Construction Phases of City of Franklin City Hall Façade Renovation**  
Quorum Architects, Inc. Project Number 18042-02P

Mark:

Quorum Architects, Inc. appreciates the opportunity to continue working with you and City of Franklin on the City of Franklin City Hall Façade Renovation. We are pleased to present the following proposal. We look forward to working collaboratively with you and your team.

**PROJECT UNDERSTANDING**

Quorum Architects, Inc. developed and presented three conceptual options for the City Hall Façade Renovation to the City of Franklin. The Common Council selected Scheme C for the project. The City of Franklin is requesting Quorum Architects, Inc to provide services to further develop the project, developing in more detail a final design for the main entry, for the Building Inspection door, and replacement of all of the existing wood cladding with a new material around the entire building. The Quorum Architects, Inc Team consists of the following:

- **Quorum Architects, Inc:** Architectural Design, Interior Design, Landscape Architectural Design and Project Management
- **One Source Consulting, LLC:** Civil Engineering
- **Pierce Engineers, LLC:** Structural Engineering
- **Liechty & Associates, Inc.:** Mechanical Engineering
- **Leedy & Petzold, Associates:** Electrical Engineering
- **IRS Roofing:** Roofing Consultant
- **Selzer Ornst:** Cost Estimation

The Quorum Architects, Inc. team will develop the project further in two proposed phases: **Phase One** will carry the design scheme through Design Development by the preparation of a **Design Report** for approval for the project to proceed with construction. We will work with the City of Franklin staff or representatives to finalize the Schematic Design of the project and on the Design Report. We will further detail the project through Design Development to provide an updated cost estimates for the project. **Phase Two**, when Phase One is approved by the Common Council, will include **Construction Documents** necessary for competitive bidding and **Construction Phase Services**. The following describes our scope of services:

**SCOPE OF SERVICES – PHASE ONE (DESIGN REPORT)**

**Code Review**

- Review City of Franklin and State of Wisconsin codes as it relates to the project.



### **Schematic Design**

- Meet with the City of Franklin to review the selected Option C and overall project in more detail, receiving initial design feedback from the staff and City representatives (public meeting notice to be prepared by City if necessary by law).
- Update the concept into schematic design documents based on the meeting.
- Prepare 2-3 schematic design options with material samples based on the feedback received.
- Review the updated plans and elevations with the City of Franklin staff at our offices.
- Revise Schematic Design Options as necessary for Schematic Design Presentation to Common Council.
- Schematic Design Presentation to the City of Franklin for final approval.
- We include the three (3) meetings described herein; additional meetings or presentations would be billed as an additional service.

### **Design Development Report**

- The approved schematic design documents will be developed into more detailed drawings, sections and interior/exterior elevations.
- We will coordinate all engineering services and roofing consultant to develop the infrastructure systems with the overall design intent.
- Our designers will select interior and exterior finishes and materials for the project for consideration.
- Review the updated plans, elevations, colors and materials with the City of Franklin staff at our offices.
- Our team will develop a Design Development Report consisting of the following:
  - Overview of Project
  - Basis of Design (Written scope narrative for all disciplines)
  - Design Development Site and Floor Plans, Elevations and Sections, as applicable.
  - Preliminary Cost Estimates
  - Preliminary Schedule
- We will present the Design Report to City of Franklin to review the revised Design Development report for final approval.
- We include the two (2) meetings described herein; additional meetings or presentations would be billed as an additional service.

### **Civil Engineering Services**

- Limited Topographic & Utility Survey
- Grading, Drainage & Erosion Control Plans
- Construction Administration

### **Structural Engineering Services**

- Provide preliminary structural recommendations for new main vestibule addition, along with new storefront to east of this addition,
- Provide preliminary structural recommendations for new community center entry,
- Provide preliminary review of existing roof members for addition and removal of mechanical roof top units,
- Provide preliminary comments on infill of existing roof at removed roof top units,
- Perform (1) site visit to the buildings for preliminary observations,
- Review of existing building drawings to aid in understanding of existing building as it applies to proposed modifications,
- Provide preliminary structural recommendations, in the form of written narrative and/or pdf markup of architectural drawings. With this proposal, we do not intend to provide any structural drawings. It is understood that the primary purpose of this preliminary review is to provide guidance to aid in preliminary pricing and costing.



Quorum Architects, Inc.

- No other involvement or analysis is included within the scope of this proposal.

#### **Mechanical Engineering Services**

- Incorporate hot water radiant floor heating into the proposed new Lobby Entry.
- Incorporate a VRF unit to provide some cooling and dehumidification to the new space.
- Extension of the hot water piping from the boiler system serving the east half of the building to the existing west half of the building and existing main vestibule.
- Added capacity into sizing for the new Lobby Entry heating.
- Provide a "future" branch for a VRF unit to serve the new space.

#### **Electrical Engineering Services**

- Review available existing electrical documents for the project.
- Review the existing interior and exterior lighting, security devices, façade/signage lighting, door openers, cameras, and fire alarm system associated with the selected option.
- Design for installation of conduit underneath or through the parking lot for future digital message board/monument sign to replace current monument sign at the street.
- Provide opinions for electrical service which would be addressed for the design and included in the report.
- No changes to the generator are anticipated.

#### **Roofing System Analysis and Selection**

- Existing Roof Analysis: Perform a complete analysis of the property's three (3) roof areas to determine the required scope of work. This will include roof core cuts to determine existing construction, analysis of existing drainage and façade systems and the gathering of information to create accurate details. This pre-design survey may include moisture surveys, additional core cuts, environmental analysis, etc.
- Establish Roof System Scope of Work: Develop potential roof system options and assist in the review in order to determine the scope of work that best reflects the needs of the project and available funding, including any additional work deemed necessary. Accurate budget figures will then be established to reflect the agreed upon scope of work.

#### **Cost Estimating Services**

- (1) Budgetary Estimate at a Design Development level for the project which includes
  - Site Visit
  - Full Division Breakdown including Mechanical, Electrical, Plumbing, General Construction

#### **SCOPE OF SERVICES – PHASE TWO (CONSTRUCTION DOCUMENTS, BIDDING AND CONSTRUCTION ADMINISTRATION)**

##### **Construction Document Services**

If the Design Report prepared by Quorum Architects Inc. is chosen to proceed into construction, we will proceed with construction documents based on the approved Design Development Documents and any further adjustments in the scope or quality of the project or construction budget. Construction Documents will consist of drawings and material specifications setting forth in detail the requirements for the construction of the project. Services and deliverables will include:

- Architectural and Engineering Construction Plans, Elevations and Details
- Provide full Construction Specifications Institute -based specifications.
- Submit contract documents to appropriate governing authority for plan review and bidding from subcontractors.

##### **Structural Engineering Scope**

- New main vestibule addition, along with new storefront to east of this addition,



- New community center entry and canopy,
- Review of existing roof members for addition and removal of mechanical roof top units,
- Provide detailing for infill of existing roof at removed roof top units,
- Perform up to (2) site visits during the CD/construction phase,
- No other involvement or analysis is included within this proposal.
- Perform structural design of framing and foundation systems (proposal assumes shallow foundations).
- Full construction document preparation and calculations as required,
- Construction administration (RFI response, shop drawing review)

#### **Cost Estimating Services**

- (1) Budgetary Estimate at 90% Construction Document Completion

#### **Bidding/Negotiations**

- Furnish original set of contract documents to Owner for reproduction and distribution to bidding Contractors.
- Answer General Contractor and Subcontractor questions.
- Prepare and furnish addenda as required.
- Quorum will meet with the City/State Plan Reviewer to discuss the project and apply for a building permit.

#### **Construction Administration**

- Attend a pre-construction meeting to be available to answer questions.
- Quorum will visit the jobsite at key intervals in the construction process to ascertain that the construction is proceeding in accordance with the plans and specifications.
- Quorum will conduct bi-weekly progress meetings and issue meeting minutes. Includes one bi-weekly site visit over 3 to 6 months maximum duration of construction.
- Review shop drawings and submittals: Includes one initial review and one re-submittal review maximum per component.
- Architect/Landscape Architect/Interior Designer will make additional site visits if deemed necessary to interpret the intent of the construction documents, or to address site issues.
- Issue Construction Bulletins as necessary.
- Field verify that construction is consistent with Construction Documents in final on-site walk-through punchlist and one punchlist verification site visit.
- At the completion of the project, submit appropriate occupancy compliance forms.

#### **ARCHITECTURAL DESIGN, LANDSCAPE ARCHITECTURAL DESIGN, ENGINEERING DESIGN, ROOF CONSULTANT AND COST ESTIMATION SERVICES FEES:**

The Quorum Architects, Inc. Team proposes to complete the above Phase One scope of work on lump sum basis of **\$41,820**, plus in-house reimbursable expenses as enumerated below.

#### **PHASE ONE (DESIGN REPORT)**

▪ <b>Quorum Architects, Inc:</b>	<b>\$19,860</b>
Architectural Design, Interior Design, Landscape Design and Project Management	
▪ <b>One Source Consulting, LLC:</b> Civil Engineering	\$ 2,500
▪ <b>Pierce Engineers, LLC:</b> Structural Engineering	\$ 4,000
▪ <b>Liechty &amp; Associates, Inc.:</b> Mechanical Engineering	Included in current contract with owner
▪ <b>Leedy &amp; Petzold, Associates:</b> Electrical Engineering	\$ 5,960
▪ <b>IRS Roofing:</b> Roofing Consultant	\$ 7,000
▪ <b>Selzer Ornst:</b> Cost Estimation	\$ 2,500

**Total Phase One Fee: \$41,820**



## **PHASE TWO (CONSTRUCTION DOCUMENTS, BIDDING AND CONSTRUCTION ADMINISTRATION)**

The Quorum Architects, Inc. Team proposes to complete the above Phase Two scope of work on hourly not to exceed basis of **\$154,830**, plus in-house reimbursable expenses as enumerated below. These fees are in addition to services for Phase One itemized above.

▪ <b>Quorum Architects, Inc:</b>	<b>\$84,860</b>
Architectural Design, Interior Design, Landscape Design and Project Management	
▪ <b>One Source Consulting, LLC:</b> Civil Engineering	<b>\$ 5,000</b>
▪ <b>Pierce Engineers, LLC:</b> Structural Engineering	<b>\$ 5,000</b>
▪ <b>Liechty &amp; Associates, Inc.:</b> Mechanical Construction	<b>\$ 3,900</b>
▪ <b>Leedy &amp; Petzold, Associates:</b> Electrical Engineering	<b>\$26,570</b>
▪ <b>IRS Roofing:</b> Roofing Consultant	<b>\$28,000</b>
▪ <b>Selzer Ornst:</b> Cost Estimation	<b>\$ 1,500</b>
<b>Total Phase Two Fee: \$154,830</b>	

### **Reimbursable Expenses:**

Reimbursable expenses include expenses such as parking fees, document printing and reproduction, delivery charges, building permits, and plan exam fees. These reimbursable expenses will be provided on an as-needed basis and will be billed monthly with a 5% administration charge.

### **SCHEDULE**

Quorum Architects proposes commencing work upon approval, estimated by 11/16/2018. Based on this date to be authorized to proceed, we would deliver preliminary schemes for Owner's review developed by the end of November. Assuming minimal revisions/clarifications, Final Design Report would be provided to the City of Franklin by 12:00 pm CST, 1/21/2019. Allowing four weeks for preparation of Construction Documents, we would anticipate bid documents to the Owner by the end of February 2019. Commitment to this schedule will require timely review and decisions by the Owner and the Owner's Consultants. Quorum Architects, Inc. makes no implied warranty of schedule with regard to changes in scope or design required by Local or State Governmental reviews and changes requested by Owner.

### **ADDITIONAL SERVICES**

Should you request additional services due to a change in the above Scope of Services, we will proceed with said services upon your approval, and invoice on an hourly basis, based on our standard hourly rates. Standard hourly rates for 2018 are attached and are revised each calendar year. Owner requested additional Meetings during the Design Report phase and during the preparation of Construction Documents would be billed at \$500 per meeting. Owner requested additional Presentations during Phase One, or Site Meetings during Construction Administration would be billed at \$800 per occurrence.

### **PREPARATION AND DISTRIBUTION OF ELECTRONIC MEDIA (DRAWINGS / SPECIFICATIONS)**

Electronic Media including CADD files are deemed as tools of preparation and instruments of the Architect. Upon request for transfer of the files by the Owner / Client, an additional service billed on an hourly basis plus any reimbursable expenses incurred to create electronic or magnetic media. In the event that files are supplied to the Owner / Client for alteration or expansion of the project, we will assume no responsibility for reuse or alternations of the files by anyone other than Quorum Architects, Inc. and shall be held without liability.

**EXCLUSIONS:**

Please note that the above scope of services and fee do not include the following:

- Furniture Selection and Specification
- Plan Exam and Permit Fees (reimbursable expense as necessary)
- Security System Design and Documentation
- Fire Alarm expansion beyond new entry vestibule
- Door entry/access system
- Generator upgrade or replacement

**MISCELLANEOUS PROVISIONS:**

This proposal is based on the terms and conditions of the City of Franklin Standard Form of Agreement Between Owner (City of Franklin) and Architect. Terms of the Agreement, if in conflict with this proposal, supersede the terms and conditions of this proposal.

Invoices will be sent monthly with payment due within 30 days of receipt. Should the production effort be interrupted due to late receipt of payments, it will be necessary to adjust the schedule. Interest will be billed at the rate of 2.0 percent per month on the balance outstanding, 30 days after the date of the invoice, and will be added and compounded monthly. We reserve the right to withhold plans and documents from the review, signature, or distribution process, if account is not currently paid.

As required by the Wisconsin Constitution Lien Law, Quorum Architects, Inc. hereby notifies Owner that persons or companies furnishing labor or materials for the construction on Owner's land may have lien rights on Owner's land and buildings if not paid. Those entitled to lien rights, in addition to the undersigned, are those who contract directly with the Owner or those who give the Owner notice within 60 days after they first furnish labor or materials for the construction.

Accordingly, Owner probably will receive notices from those who furnish labor or materials for the construction, and should give a copy of each notice received to his mortgage lender, if any. Quorum Architects, Inc. agrees to cooperate with the Owner and his lender, if any, to see that all potential lien claimants are duly paid. This proposal remains in effect for a period of one year from the date of acceptance. At that time, we reserve the right to revise our rates in accordance with changes in our operating costs. Written notification will be given 30 days prior to the effective date of any change in rates.

Please advise as soon as possible the acceptance of our proposal, so we may schedule our work accordingly. We look forward to working with you and being a part of your team.

Sincerely,

Allyson Nemec, AIA, Principal  
Quorum Architects, Inc.

## ACCEPTANCE

Architectural Design, Landscape Architectural Design, Engineering Design, Roof Consultant and  
Cost Estimation Services for the  
Design Report and Construction Phases  
of City of Franklin City Hall Façade Renovation  
Quorum Architects, Inc. Project Number 18042-02P



### Acceptance of Terms:

The undersigned contracts with Quorum Architects, Inc. for the Scope of Work described in the proposal dated October 24, 2018, REVISED November 9<sup>th</sup>, 2018. Authorization to proceed with the Work is granted.

The terms of this proposal shall be invalid if not accepted within 30 days.

Accepted by:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name, Company

\_\_\_\_\_  
Name of Legal Entity of Contract

\_\_\_\_\_  
Address of Legal Entity of Contract

Date: \_\_\_\_\_

**QUORUM ARCHITECTS, INC. HOURLY RATES - Effective January 1, 2018**



<b>Name</b>	<b>Title</b>	<b>Hourly Rate</b>
Allyson Nemec, AIA	Principal Designer	\$144.00/hour
John Curran, AIA	Senior Project Architect	\$144.00/hour
Brian Scotty	Principal Project Manager	\$141.00/hour
Chris Hau	Principal Project Manager	\$141.00/hour
Mark Knapp, AIA	Principal Architect	\$130.00/hour
Matthew Edwards, AIA	Project Architect	\$125.00/hour
Jennifer Current, RLA	Landscape Architect	\$105.00/hour
Brian Kobasick, AIA	Project Architect	\$104.00/hour
Natalie Strohm	Project Manager	\$104.00/hour
Kate Edwards, AIA	Project Architect	\$101.00/hour
Cory Romenesko	Project Manager	\$100.00/hour
Teresa Olson, ASID	Interior Designer	\$90.00/hour
Jessica Breitbach, AIA	Project Architect	\$90.00/hour
Mary Claire Cannestra	Interior Designer	\$87.00/hour
Rose Piwonski	Accountant	\$72.00/hour
Melissa Muller	Graphic Designer	\$64.00/hour
Emily Neal	Intern Architect	\$63.00/hour
Emily Larson, ASID	Interior Designer	\$61.00/hour
Tessa Begay	Intern Architect	\$60.00/hour
Kaitlin Furbush	Graphic Designer	\$58.00/hour
Emma Rudd	Intern Architect	\$58.00/hour
Jude Mariutto	Intern Architect	\$43.00/hour



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City of Franklin

## MEMORANDUM

Date: October 30, 2018  
To: Mayor Olson  
Aldermen  
From: Mark W. Lubberda   
Director of Administration  
RE: History of City Hall Roof, HVAC, and Façade Remodeling Project

Multiple individuals have asked about the history of the City Hall project. The project has been ongoing and evolving for a number of years. Although the budget documents tell part of the story, the individual related actions and reports that occurred throughout the recent years helps to fill out the story of how the City reached its current point. Following is that historical summary. Except where information on the broader project was included, the following outline does not address other City Hall projects that occurred during this same time period and consumed considerable effort such as, but not limited to, the Health Department remodeling, carpeting projects, and telephone system project. [Similarly this memo does not address historical projects such as the remodeling of the former library and Police Department to the Inspection Department and, later, the Community Room, remodeling of the old post office to become the Health wing and Health Department, the remodeling of the Finance Department, and other such older projects.]

**2010 Budget:** The 2010 Capital Outlay budget for Municipal Buildings included \$4,600 for a comprehensive Roof Management Survey for 8 different City buildings. The Common Council awarded a contract for \$4,340 to Building Resource Group, which report was received and is dated October 27, 2010. It arrived late in the 2011 Budget process and recommended the portion of roof over the Community Room and Building Inspection (Section A) be done as soon as possible and estimated the remaining portion of the roof would require replacement as soon as 2016.

**2012 Budget:** Approved \$145,000 Request for "Replacement of roof section "A" at City Hall. It was ultimately put in the budget under "Roof Replacements – City Hall & Fire Station #1" for \$177,000 as a "Project Pending Approval." The City Hall project was combined with a request for \$32,000 for "Station #1 Roof Repairs."

**9/4/12:** The Common Council approved (Skowronski/Taylor, All Aye) a proposal from IRS (Industrial Roofing Services) for "roof system analysis, design (preparation of a bid document components, contractor selection, bid analysis), and project administration (contract award, pre-construction meetings, final project approval, etc.)". The fee would be 7% of the final contract. It appears the contract also included the same work for a portion of the Fire Station #1, Roof Area A.

**2013 Budget:** Retained in 2012 the City Hall Roof appropriation of \$145,000 but "deferred" the Fire Station #1 project to 2013, broke it out to a separate line, and increased the appropriation to \$67,000.

**4/16/13:** The Common Council approved (Taylor/Schmidt, All Aye) amending the contract with IRS to include Roof Area B of Fire Station #1, in order to "allow the entire Fire Station No. 1 roof to be bid and completed all at once."

9/3/13: On staff recommendation the Common Council effectively concurred with delay of the City Hall roof project (Wilhelm/Dandrea, All Aye). Specifically, the Common Council approved a budget modification because "Based upon the results of the specifications reviewed by Industrial Roofing Services, Inc., staff recommends a change in the approach and schedule to the roofing projects as previously anticipated." That Council Action sheet noted that the City Hall project had been carried over to 2013, but identified that the brown board cladding surrounding City Hall was a significant problem for completing the project. As such, the Council determined to delay the City Hall project to 2014 and anticipated a new project cost would be \$200,000 to \$225,000. The budget modification, however, was for the Fire Station No. 1 project, due to problems found, and include the remaining sections of that roof at a total appropriation of \$105,000.

2014 Budget: Reflected the "Roof Repairs – City Hall" project as anticipating spending \$15,000 in 2013 (the IRS contract previously approved) and included a request for \$225,000 for area A, that was approved as \$210,000, and listed an additional \$250,000 anticipated for 2015 to do the remaining portion of the City Hall roof. The 2014 appropriation, therefore, only covered the roof and fascia area around Area A only, not all of City Hall.

6/17/14: IRS's contract was amended to include work on the DPW salt shed roof project. The Council was advised that the City Hall Area A and Fire Station #1 projects were anticipated to be done in 2014.

8/19/14: Common Council approved a recommendation to effectively combine the City Hall projects into one project and delay it so the 2015-planned section could be incorporated (Wilhelm/D. Mayer, all but Evans Aye). The Fire Station No. 1 project was separated into its own project. This lengthy Council Action Sheet went into detail on the City Hall siding material options and color options. For the first time "structural changes to the Building" were referenced when it noted that an Architectural Review Board member noted that "if there was a desire to really enhance the building aesthetics, an entirely new entrance structure could be designed as a low-cost, but dramatic, enhancement to an otherwise generally flat profile." Two motions were offered. The suggested motion to proceed with the combined project for a 2015 early spring construction was passed over, and an "Additional Alternative Motion" to "direct staff to contract with an architect at a cost not to exceed \$15,000 to provide some concepts for alternative entryway designs to enhance the overall character of City Hall, and work with Alderman D. Mayer and Alderwoman Wilhelm and return to the Common Council with a limited selection" was approved.

2015 Budget: In the 2015 Budget, there were three projects appropriated (page 57 of budget book):

1. City Hall Roof – Phase 1 - \$225,000 (approved project),
2. City Hall Roof – Phase 2 - \$250,000 (approved project), and
3. "City Hall Entrance Remodel" for \$500,000 (pending approval).

The project was described as "remodel City Hall entrances to enhance building aesthetics."

2016 Budget: Appropriations for the roofing project were continued and were combined into one project at \$475,000. Funding for the remodel project was not appropriated. Absent any continued appropriation, the action of 8/19/14 was effectively vacated. At the same time, the budget hearing presentation noted that it anticipated a 2017 transfer of MMSD payback through the General Fund to the Capital Improvement Fund. This resulting expectation was explained in a 12/1/2015 Council Action Sheet to re-appropriate funding for City Hall security improvements towards carpeting, which noted the following: "During the 2016 budget process, however, indication was made that the Common Council might consider a 2017 City Hall upgrade project from cash refunds from MMSD."

2017 Budget: As anticipated, the Mayor's Recommended Budget and 2017 Adopted Budget both included a \$1,800,000 for a City Hall Remodeling project. Although it was under the title "City Hall Roof Repairs – phase 1," the description was for a "City Hall improvement project including HVAC, roof replacement and façade improvement." A detailed, proposed project description was included as page

362 of the Mayor's Recommended Budget. Facility needs planning and potential awarding of contracts was proposed for 2017 with the bulk of the expenditures to occur in 2018.

12/05/16: The Common Council had a "Preliminary Discussion on the City Hall Remodeling Project" on the December 5, 2016 Committee of the Whole agenda and spent over an hour discussing the project. No motions were made, but the conclusion of the discussion indicated that the pre-design of HVAC needed to occur to get a better conclusion of remaining funds available for other components of the project.

1/17/17: The Common Council approved a \$7,900 professional engineering services contract with Liechty & Associates for a preliminary HVAC Engineering Study related to the City Hall Remodeling Project (Taylor/Barber, All Aye).

3/7/17: The Common Council authorized a contract for an asbestos inspection as a component of the project (Dandrea/Barber, All Aye except S. Mayer), which project remains pending.

6/20/17: An "Update on City Hall Remodeling Project" was on the Common Council Agenda and the result of the Preliminary HVAC Study was provided to the Common Council. That Council Action Sheet indicated the following:

"Absent any further direction from the Common Council, an architect will be proposed to provide design alternatives for the remodeling of the City Hall façade and entrance. The Common Council had previously provided guidance that they did not wish to participate directly in the selection of the architect, but the method of selection, pricing, and contract will be brought back to the Common Council following development of staff's recommendation.... That study indicates an HVAC component between \$580,000 and \$640,000. Anticipating the roof replacement at less than \$500,000 means there will be sufficient funding for a modest exterior/façade remodeling. As such, staff will move forward with selection of an architect to recommend to the Common Council, while the roof project will remain on hold, poised to move forward pending completion of the exterior façade design."

Motion to receive and file (Wilhelm/D. Mayer, All Aye).

11/7/17: The Common Council authorized a Contract with Liechty & Associates for \$29,700 for design of an HVAC system replacement for the central and southern portions of Franklin City Hall (Taylor/D. Mayer, All Aye). This allows for the further development (final design and bid documents) of the previous preliminary designs.

11/7/17: The Common Council authorized that when the Clerk's Office carpeting is completed that asbestos abatement should occur and that the additional costs, estimated at \$10,000 to \$15,000, would be charged to the City Hall Project. (Barber/D. Mayer, All Aye)

2018 Budget: Anticipating the above HVAC contract the 2018 budget retained only \$1,775,000 in appropriations for the roof replacement, HVAC replacement, and façade improvements.

6/19/18: The Council authorized up to \$5,500 for stairwell wall repairs (scheduled to begin in mid-November) and \$1,330 for inspection of the City Hall roof-top antennae tower to come from the City Hall Project. (Taylor/D. Mayer, All Aye)

7/17/18: The Common Council addressed and approved (Taylor/Barber, All Aye) a recommendation to contract with both Quorum Architects and Continuum Architects + Planners for preliminary architectural designs for an amount not to exceed \$24,000.

9/18/18: The Common Council addressed a recommendation to select a design concept and architect for the City Hall Remodeling Project. The item was tabled to allow more time for concept reviews by the Aldermen. (Nelson/Taylor, All Aye)

10/2/18: The selection of an architect and design concept was placed on the agenda again. Architect Quorum and Design Option C Scheme 1 was approved (Taylor/Dandrea; Dandrea, Taylor, Nelson voted Aye and D. Mayer, Wilhelm, Barber voted No. Mayor Olson broke the tie by voting in the Affirmative.)

Brief Discussion of the Project's Status and Funding: Per the Council's recent action, the next step is to have a professional services contract finalized with the architect. Absent any problems with that process, the contract should be at one of the next two Common Council meetings for consideration. The contract is currently under negotiation and may not be ready for the November 2nd packet deadline. Due to the significant amount of overlap between the architectural design contract and the HVAC and roofing components, staff and all of the contractors have recommended creating one contract with the HVAC and roofing agents as sub-contractors under the architect. From the City's perspective, this makes sense as the City retains one primary point of contact and any conflicts between the design components are the problem of the architect (the principal). This will also avoid problems if each was separately and independently designed, such as, but not limited to, added cost to the City and time to the project if the City later had to use change orders to mesh together each of the project components. The HVAC design sits at about the 80% completion point, so it can still easily be adapted to accommodate any building modifications.

The first step of the contract after it is executed will be to complete the Schematic Design, thereby finalizing the concept details including consideration of roofing and structural, mechanical, electrical, and civil engineering components. This creates more detailed work that can then be moved forward through to construction document development. The contract will identify the steps and levels of input and iterations of design that are included in the Schematic Design process.

Funding for the project as currently set forth is the \$1,775,000 itemized in the Capital Improvement Fund (CIF). All of that funding is available from the MMSD funds previously transferred to the CIF and from 2017 and 2018 landfill siting fees in the CIF. This has been confirmed by the Finance Director who indicates that the borrowing that occurred in late 2017 was slated for other capital expenditures in the 2018 CIF. That also means that the roof and HVAC components (the bulk of the original project) are also now slated to be covered entirely by these sources. The enhanced project approved on October 2, 2018, for incorporation into an architect's contract is estimated to require an additional \$500,000 to \$600,000, depending upon the final results of the Schematic Design and, of course, on public bidding results. The discussion on the motion recommended resources would be from a contingency fund (fund balance), which action should be incorporated into the final adopted 2019 budget since construction would not occur until 2019.



## MEMORANDUM

Date: November 5, 2018

To: Alderman Steve Taylor

From: Mark W. Lubarda *MW/L*  
Director of Administration

RE: Additional Information Regarding City Hall HVAC and Roof and Construction of a City Hall

Following is some added information for which you have asked to help understand the status of the current City Hall and its roof and HVAC system. Please note that any reference to "fixed asset records" related to project costs should be considered an estimate. Accounting rule changes in the late 1990's required, in short, that the value of assets be tracked and all existing assets be estimated as to their original construction costs. As such, costs from the 1990's and before are estimates following the accepted accounting practices established at that time.

City Hall: Following are the substantial additions and remodeling of City Hall.

- City Hall was built in 1969/70 and comprised the area between the Health Department and the Common Council Chambers. Fixed asset records indicate a construction cost of \$466,000 (According to the website DollarTimes, applying an annual inflation of 3.99%, based on CPI, the 2018 value is approximately \$3,047,000).
- The City Hall addition for the Police Department and Library, which currently comprises the current areas of the Community Room and Building Inspection and the ground floor underneath, was built in 1980/81 and is listed in the fixed asset records as \$986,159 (or \$2,817,055 today).
- A "1993 Remodeling" project is then listed in the fixed asset system for \$386,801 (or \$672,000 today).
- After the new Police Station was built in 2001, the City Hall had a remodel project in 2004 that is in the fixed asset system at \$276,976 (\$370,000 today).
- Excluding the items discussed below relative to HVAC and roof, the fixed assets list identifies 29 other values over the 48 year period at a combined initial purchase cost of \$574,579.

### City Hall Roof

Roof Area 1: This is the portion over the 1980 Addition to City Hall, which covers the Community Room and Building Inspection. This is the original 1980 roof. The roof inspection report in 2010 (referred to it as Area A) recommended replacement in 2011 for \$145,000. This was first budgeted in 2012 at \$145,000. A contract was let in 2013 for an initial structural analysis and options letter (phase 1), system design, and project (construction) administration. The project itself was eventually expanded to cover the remainder of the roof and the brown boards circling the upper portion of City Hall, since they would interact with the roof's flashing around the parapet. The budget was advanced to \$225,000 to accommodate this added component and some inflationary increases. Since only the phase 1 analysis was performed, only \$1,044 was ever paid on the professional services

contract, which covered the roof system analysis and 3 preliminary design options with budget estimates.

**Roof Area 2:** This is the original portion of the City Hall Built in 1969-70. The roof was replaced in 1993/94. It is difficult to determine the cost allocation accurately since \$94,366 is listed as the cost of the "Roof & HVAC." The 2010 study estimated this section of roof would need to be replaced in 2016. The interior duct work was replaced at this same time, which is either part of this cost or the \$386,000 1993 Remodeling project. We have experienced a number of leaks in the last couple of years. It is also the portion that contains the three large roof top HVAC units and perimeter fencing that would be eliminated as part of the needed HVAC project. There will, therefore, be significant benefits to coordinating the roof and HVAC projects. The estimated cost is \$250,000, which includes addressing the brown cladding around the building.

**General:** Both roof areas have exceeded their expected life. Although they can continue to be repaired as leaks occur, that is a potentially risky strategy. Risk occurs from the damage that can occur when a roof failure floods out internal offices, records, and equipment. Additional risk, however, is for leaks that are not seen. Even pinhole-sized leaks can introduce substantial water to the insulation (including gypsum board) and steel decking that sits above the ceiling. A roof project can become substantially more expensive if one needs to replace any damaged insulation, fiber board, steel decking or steel structural components that comprise the unseen components of the roof. In this way, roofs are very much like roadways: if one does not adequately maintain and overlay the surface, they may be forced to dig up and entirely reconstruct the road.

#### HVAC:

**1970's City Hall Area:** Three new large roof top units (RTUs) were installed on the roof in 1993/4. These units contain controllers, blowers, heating and cooling coils, compressors, and around 25 damper motors. The parts are routinely failing, and many are hard to find or not available. For example, the damper motors are not available and a motor not really designed for the system is used that reduces the efficiency of the system further. Dampers are \$200 to \$350 each (for the wrong piece). Each compressor will cost \$15,000 when they fail. This construction style of unit is no longer manufactured as it is an inefficient system. (The manner in which the heating and cooling coils coordinate leaves gaps in the service where it is difficult to properly regulate temperature during certain seasons.) Very importantly, the unit still operates on R22 refrigerant, which is being phased out per federal law. The system has 200 pounds of refrigerant between the 4 compressors which is now up to \$100 per pound. As such, a leak in the system of a single compressor can cost \$5,000 to replace the refrigerant after performing the repair.

The report received from Liechty and Associates indicated the current system had an 18-20 year life which has long since expired. He also noted that, "Energy Codes and changes in control technology have rendered multi-zone control out-of-date and obsolete. His report explains why the system is inefficient and concludes that "control and monitoring of the HVAC systems and interior building conditions is not possible with the existing controls serving this area. The new Variable Refrigerant Flow System approved for design by the Common Council will be much more energy


efficient, provide greater individual control, and will reduce critical failure points that we currently have. This was all part of the 11/7/17 Common Council packet (Item G. 20).

**1980 City Hall Addition:** This section had new boilers added in 2006 as part of a \$386,801 expenditure with Johnson Controls that is listed in the fixed asset system as 2003. Those boilers should last through 2026 to 2031. The air conditioning and air handling components were replaced in 2012 and will also be good for many years. The only other substantial component is the control system. This system still has the original 1980 pneumatic controls that are out of date. This system, which will include new dampers at each zone, will need to be replaced very soon but not probably any longer than about 5 years out. Depending when replaced the control system will be a \$75,000 to \$100,000 project. Although separate from our current HVAC system project, the replacement for this end can be made to be controlled by the same mechanism being installed as part of our current project.

**New City Hall:** The current-value price noted above for the two sections of City Hall totals over \$5,860,000. It is arguably difficult to conclude that that is a fair estimate of the cost to build a new City Hall. It is difficult to estimate the cost of a new City Hall because it all depends on what is incorporated into the building. The following examples, pulled from on-line sources, illustrate that point.

- The new Mt Pleasant Village Hall cost \$13.5 million. Included Village Administration, the Police Department (including Joint Dispatch, Municipal Court, the EOC, and a firing range), and a Community Meeting Room.
- The new Oak Creek City Hall and Public Library cost \$24 million and includes exterior plazas, community rooms, and a small parking garage.
- The 2017 addition to and renovation of the Deforest Village Hall cost \$7,500,000 and incorporated a Public Safety Building. Their "solution includes extensive renovation and additions to the existing facilities to build a 'like-new' civic campus.(per Bray Architects)
- The new St. Francis' Civic Center building that includes the Police and Fire Departments cost \$9,750,000.
- The new Caledonia Village Hall was constructed for \$3.5 million, and
- The new Village of Sussex Civic Campus with a Village Hall, youth hall, and Community Center was \$5.9 million.

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<b>APPROVAL</b> 	<b>REQUEST FOR COUNCIL ACTION</b>	<b>MEETING DATE</b>  <b>11/13/2018</b>
<b>REPORTS &amp; RECOMMENDATIONS</b>	<b>An Agreement to Amend the Contract Between the City of Franklin and Liechty &amp; Associates, Inc. for Design of an HVAC System Replacement for Franklin City Hall</b>	<b>ITEM NUMBER</b>  <i>G.6.</i>

The Common Council previously authorized a Contract with Liechty & Associates, Inc. for design and construction administration services for a new HVAC system serving the portion of City Hall between and including the Council Chambers and the Health Department. With the Council having approved moving forward with a broader remodeling component, the Architect and Randy Liechty believe that consolidating the construction services component under one contract is most efficient and most appropriate. Staff concurs.

Mr. Liechty proposes to remove construction administration, originally estimated at \$3,860, from his contract, which amount is incorporated into the pricing presented as per the architectural contract with Quorum Architects. The attached agreement amendment does this.

### **COUNCIL ACTION REQUESTED**

Motion to authorize the Director of Administration to execute the attached Agreement to Amend the Contract Between the City of Franklin and Liechty & Associates, Inc. for Design of an HVAC System Replacement for Franklin City Hall.

**An Agreement to Amend the Contract  
Between the City of Franklin and Liechty & Associates, Inc.  
for Design of an HVAC System Replacement for Franklin City Hall**

Whereas the City of Franklin, a municipal corporation, 9229 W. Loomis Road, Franklin, Wisconsin 53132 and Liechty & Associates, Inc., a Wisconsin corporation, 15220 Gebhardt Road, Elm Grove, Wisconsin 53122 previously entered into a Professional Services Agreement for design of an HVAC system replacement for the central and southern portions of Franklin City Hall on August 20, 2018; and

Whereas that agreement allows for amendment to the agreement per Article III.A.; and

Whereas this amendment is being executed for the sole purposes of accommodating the transfer of construction administration duties and services to Quorum Architects, Inc. who will separately enlist the services of Liechty & Associates, Inc. as a subcontractor on the City Hall remodeling project;

Now, therefore, the agreement dated August 20, 2018 between the City of Franklin and Liechty & Associates, Inc. for HVAC design and construction services for a portion of City Hall is hereby amended as follows:

1. The price as set forth in Article II. FEES AND PAYMENTS and II.B. of \$29,700 is reduced by \$3,860 to \$25,840.
2. The Construction Administration services, as identified in the proposal dated June 5, 2017 (which is attached to the Agreement), are hereby eliminated from the scope of services. Those services are summarized therein as the following:
  - Review of work phasing and scheduling with the Contractor.
  - Review of shop drawings and submittals.
  - Four (4) site visits, (2) observations during construction, (1) following demolition of existing ducts and RTU equipment removal, and (1) final on-site observation at completion.
  - Review of start-up reports and balancing data.
  - Prepare a final observation report at the completion of construction.

In witness whereof, the said parties have hereunto set their hands this \_\_\_\_ day of \_\_\_\_\_, 2018.

**LIECHTY & ASSOCIATES, INC.**

**CITY OF FRANKLIN**

**BY:**

**BY:**

\_\_\_\_\_  
Randall Liechty, President

\_\_\_\_\_  
Mark W. Luberd  
Director of Administration

## AGREEMENT

This AGREEMENT, made and entered into this <sup>AUGUST</sup> 20<sup>TH</sup> day of July, between the City of Franklin, 9229 West Loomis Road, Franklin, Wisconsin 53132 (hereinafter "CLIENT") and Liechty & Associates, Inc. (hereinafter "ENGINEER"), whose principal place of business is 15220 Gebhardt Road, Elm Grove, WI 53122.

## WITNESSETH

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

WHEREAS, in the judgment of CLIENT, it is necessary and advisable to obtain the services of the ENGINEER to prepare and provide plans and specifications and bid documents for a variable refrigerant flow (VRF) building retrofit;

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

### I. BASIC SERVICES AND AGREEMENT ADMINISTRATION

- A. ENGINEER shall provide services to CLIENT for plans and specifications and bid documents for a variable refrigerant flow (VRF) building retrofit, as described in ENGINEER's proposal to CLIENT dated June 5, 2017, annexed hereto and incorporated herein as Attachment A.
- B. ENGINEER shall serve as CLIENT's professional representative in matters to which this AGREEMENT applies. ENGINEER is not guaranteed to be the CLIENT's sole representative in such matters, and the CLIENT is not restricted from engaging other professional service consultants to address such matters as the CLIENT shall determine is appropriate.
- C. ENGINEER may employ the services of outside consultants and subcontractors when deemed necessary by ENGINEER to complete work under this AGREEMENT following approval by CLIENT.
- D. ENGINEER is an independent ENGINEER and all persons furnishing services hereunder are employees of, or independent subcontractors to, ENGINEER and not of CLIENT. All obligations under the Federal Insurance Contribution Act (FICA), the Federal Unemployment Tax Act (FUTA), and income tax withholding are the responsibility of ENGINEER as employer. CLIENT understands that express AGREEMENTS may exist between ENGINEER and its employees regarding extra work, competition, and nondisclosure.
- E. During the term of this AGREEMENT and throughout the period of performance of any resultant AGREEMENT, including extensions, modifications, or additions thereto, and for a period of one (1) year from the conclusion of such activity, the parties hereto agree that neither shall solicit for employment any technical or

professional employees of the other without the prior written approval of the other party. Such limitation, however, shall not prohibit any individual from applying for or being awarded a position advertised as part of the CLIENT's Civil Service System, as provided for by Wisconsin Statutes and incorporated into the Municipal Code of the City of Franklin.

## **II. FEES AND PAYMENTS**

CLIENT agrees to pay ENGINEER, for and in consideration of the performance of Basic Services further described in Attachment A, a fixed fee of \$29,700, subject to the terms detailed below and within the "Short Form of Agreement Between Owner and Engineer for Professional Services," (hereafter EJCDC Short Form Agreement) which is attached hereto and incorporated herein by reference:

- A. ENGINEER may bill CLIENT and be paid for all work satisfactorily completed hereunder upon on a monthly basis following submission of an invoice and appropriate supporting documentation to substantiate the invoice. CLIENT agrees to pay ENGINEER's invoice, if undisputed, within 30 days of invoice date for all approved work.
- B. Total price will not exceed budget of \$29,700. For services rendered, monthly invoices will include a report that clearly states the hours and type of work completed and the fee earned during the month being invoiced.
- C. In consideration of the faithful performance of this AGREEMENT, the ENGINEER will not exceed the fee for Basic Services, which is inclusive of all expenses, without written authorization from CLIENT to perform work over and above that described in the original AGREEMENT.
- D. Should CLIENT find deficiencies in work performed or reported, it will notify ENGINEER in writing within thirty (30) days of receipt of invoice and related report and the ENGINEER will remedy the deficiencies within thirty (30) days of receiving CLIENT's review. This subsection shall not be construed to be a limitation of any rights or remedies otherwise available to CLIENT.

## **III. MODIFICATION AND ADDITIONAL SERVICES**

- A. This AGREEMENT, including attachments (documents incorporated herein) may only be amended by written instrument signed by both CLIENT and ENGINEER.
- B. CLIENT may, in writing, request changes in the Basic Services required to be performed by ENGINEER and require a specification of incremental or decremental costs prior to change order agreement under this AGREEMENT. Upon acceptance of the request of such changes, ENGINEER shall submit a "Change Order Request Form" to CLIENT for authorization and notice to proceed signature and return to ENGINEER. Should any such actual changes be made, an equitable adjustment will be made to compensate ENGINEER or reduce the fixed price, for any incremental or decremental labor or direct costs, respectively. Any claim by ENGINEER for adjustments hereunder must be made

to CLIENT in writing no later than forty-five (45) days after receipt by ENGINEER of notice of such changes from CLIENT.

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

- A. Mark Lubberda, Director of Administration, acting on behalf of the CLIENT, will coordinate the work of the ENGINEER, and be solely responsible for communication within the CLIENT's organization as related to all issues originating under this AGREEMENT.
- B. CLIENT will timely provide ENGINEER with information in its possession related to the PROJECT as mutually deemed necessary and pertinent.
- C. ENGINEER will appoint, Randall L. Liechty, P.E., LEED AP, President, ENGINEER's Project Manager and other key providers of the Basic Services. Substitution of other staff may occur only with the consent of CLIENT.

#### **V. TERMINATION**

- A. In accordance with the EJCDC Short Form Agreement attached hereto.
- B. The rights and remedies of CLIENT and ENGINEER under this section are not exclusive and are in addition to any other rights and remedies provided by law or appearing in any other article of this AGREEMENT.

#### **VI. INSURANCE**

- A. In accordance with the June 5, 2017 Proposal attached hereto.
- B. Upon the execution of this AGREEMENT, ENGINEER shall supply CLIENT with a suitable statement certifying said protection and defining the terms of the policy issued, which shall specify that such protection shall not be cancelled without thirty (30) calendar days prior notice to CLIENT, and naming CLIENT as an additional insured for General Liability.

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

- A. In accordance with the EJCDC Short Form Agreement attached hereto, except as specified in B below.
- B. Nothing contained within this AGREEMENT or the attachments is intended to be a waiver or estoppel of the contracting municipality CLIENT or its insurer to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including those contained within Wisconsin Statutes §§ 893.80, 895.52, and 345.05. To the extent that indemnification is available and enforceable, the municipality CLIENT or its insurer shall not be liable in indemnity or contribution for an amount greater than the limits of liability for municipal claims established by Wisconsin Law. The provisions of this subsection shall supersede any such contradicting language that may exist herein, including any attachments hereto.

## VIII. TIME FOR COMPLETION

ENGINEER shall commence work during August 2018 and shall complete draft construction documents released for Bidding on or before OCTOBER 26, 2018, which date may be amended by the mutual consent of the signatories hereto and which date modifies the date set forth in the proposal attached hereto and not addressed in the ~~EJCDC~~ Short Form Agreement at paragraph 1.01 B..  
EJCDC

## IX. DISPUTES

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

## X. RECORDS RETENTION

ENGINEER shall maintain all records pertaining to this AGREEMENT during the term of this AGREEMENT and for a period of 3 years following its completion. Such records shall be made available by the ENGINEER to CLIENT for inspection and copying upon request.

## XI MISCELLANEOUS PROVISIONS

- A. Pursuant to Law: Notwithstanding anything to the contrary anywhere else set forth within this Agreement, all services and any and all materials and/or products provided by ENGINEER under this Agreement shall be in compliance with all applicable governmental laws, statutes, decisions, codes, rules, orders, and ordinances, be they Federal, State, County or Local.
- B. Conflict of Interest: ENGINEER warrants that neither it nor any of its affiliates has any financial or other personal interest that would conflict in any manner with the performance of the services under this Agreement and that neither it nor any of its affiliates will acquire directly or indirectly any such interest. CONTRACTOR warrants that it will immediately notify the CLIENT if any actual or potential conflict of interest arises or becomes known to the ENGINEER. Upon receipt of such notification, a CLIENT review and written approval is required for the ENGINEER to continue to perform work under this Agreement. Additionally, ENGINEER shall not take an action or provide to an individual any item that confers a personal benefit upon an employee or officer of the CLIENT.

## XII. CONTROLLING TERMS AND PROVISIONS

Except as otherwise specified herein, the terms and conditions of the EJCDC Short Form Agreement attached hereto shall control over any conflicting term or provision herein. Where the EJCDC Short Form Agreement is not in specific conflict with this AGREEMENT, the terms of this AGREEMENT shall work in conjunction with the EJCDC Short Form Agreement and shall serve to help interpret said Agreement and shall prevail where there is no conflict.

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

CITY OF FRANKLIN, WISCONSIN

BY: [Signature]

PRINT NAME: MARK W. Liburdy

TITLE: Director of Administration

DATE: 8-20-18

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

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

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

DATE: \_\_\_\_\_

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

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

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

DATE: \_\_\_\_\_

LIECHTY & ASSOCIATES INC.

BY: [Signature]

PRINT NAME: RANDALL LIECHTY

TITLE: PRESIDENT

DATE: 08/20/2018

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

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

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

DATE: \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
08/20/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Holmes Murphy & Assoc - WI  10 E. Doty Street, Suite 800  Madison, WI 53703	1-800-527-9049	CONTACT NAME: Paula Dixon PHONE (A/C, No. Ext): 800-527-9049 E-MAIL ADDRESS: FAX (A/C, No):
INSURED Liechty & Associates, Inc.  15220 Gebhardt Road  Elm Grove, WI 53122	INSURER(S) AFFORDING COVERAGE INSURER A: HARTFORD CAS INS CO NAIC # 29424 INSURER B: XL SPECIALTY INS CO 37885 INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES CERTIFICATE NUMBER: 53678029 REVISION NUMBER:

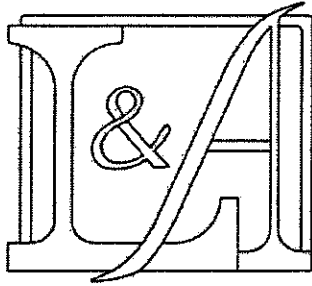
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			83SBWBP2929	03/31/18	03/31/19	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 OTHER: \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			83SBWBP2929	03/31/18	03/31/19	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER: \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ OTHER: \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Professional Liability Claims Made			DPS9911682	03/10/17	03/10/20	Each Claim 1,000,000 Aggregate 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER  City of Franklin	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  Paula Dixon
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## LIECHTY & ASSOCIATES INC. CONSULTING ENGINEERS

15220 GEBHARDT ROAD, ELM GROVE, WI 53122

PHONE: 262-366-3676 email: [rliechtype@msn.com](mailto:rliechtype@msn.com)

June 5, 2017

City of Franklin  
9229 W. Loomis Road  
Franklin, WI 53132

Attention: Mr. Mark W. Luberda - Director of Administration

RE: VRF - HVAC systems replacement - Franklin City Hall

Dear Mark,

I am pleased to propose HVAC Engineering services to prepare plans and specifications for a variable refrigerant flow (VRF) building retrofit. The HVAC design will address the west council chambers and offices currently served by (3) Mammoth rooftop multi-zone heating / cooling units.

In summary, I've established the following HVAC design parameters:

1. The west main and lower level will be heated and air conditioned throughout with a VRF system with supplemental heat provided by the existing hot water boiler system.
2. Dehumidification will be provided through the air conditioning system (s).
3. Fresh air will be introduced through air-to-air heat exchangers, and exhaust air will be removed from toilet rooms, utility and work room areas.
4. Temperature control will be integrated with a DDC automation system, with an interface to a desktop computer or laptop.
5. Local temperature sensors will be used with set point adjustment and over-ride control.
6. Remote monitoring will be accessible via an internet interface.

I am pleased to propose HVAC Engineering and Design services that will include the following:

HVAC Design for competitive bidding utilizing:

DX heating and cooling with a combination of fully ducted and ductless air distribution systems, with centralized equipment and supplemental hydronic heat.

Design of a fully ducted ventilation system.

Calculations and worksheets for local review.

Sizing and selection of all new equipment.

Meeting time to discuss and present HVAC concepts.

Preparation of HVAC plans using AutoCad on background files provided by our office.

Preparation of specifications for competitive bidding.

Answer questions during bidding.

Review of work phasing and scheduling with the Contractor

Review of shop drawings and submittals.

Four (4) site visits, (2) observations during construction, (1) following demolition of existing ducts and RTU equipment removal, and (1) final on-site observation at completion.

Review of start-up reports and balancing data.

Prepare a final observation report at the completion of construction.

**HVAC System Replacement  
June 5, 2017**

For HVAC engineering services including estimated mechanical construction and replacement costs, I am proposing a fixed fee of \$29,700.

Scheduling: HVAC Engineering would be completed, and documents released for Bidding the end of August, 2017.

**Insurance**

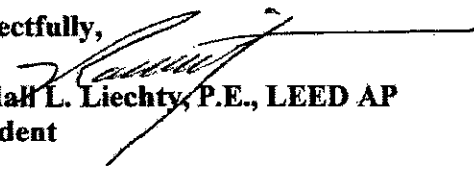
The following insurance coverage will be maintained with an authorized insurance carrier during the life of this agreement:

A.	General/Commercial Liability	\$1,000,000
B.	Auto Liability: Bodily injury/ Property Damage	\$1,000,000
C.	Workers Compensation and Employee Liability	\$ 500,000
D.	Professional Liability	\$1,000,000

If higher limits or additional coverage is required, the above proposed fee will be adjusted to cover policy expenses.

If you would elect to retain our services, please indicate by signing below and return a copy of this proposal to our office. If you should have any questions, please do not hesitate to call. Thank you for allowing me to propose the services of Liechty & Associates Inc.

Respectfully,

  
Randall L. Liechty, P.E., LEED AP  
President  
rl

Accepted By: \_\_\_\_\_ Date: \_\_\_\_\_