

The YouTube channel “City of Franklin WI” will be live streaming the Common Council meeting so that the public will be able to view and listen to the meeting.  
<https://www.youtube.com/c/CityofFranklinWIGov>

CITY OF FRANKLIN  
COMMON COUNCIL MEETING  
FRANKLIN CITY HALL – COMMON COUNCIL CHAMBERS  
9229 WEST LOOMIS ROAD, FRANKLIN, WISCONSIN  
AGENDA\*  
TUESDAY, JUNE 1, 2021 AT 6:30 P.M.

- A. Call to Order and Roll Call.
- B. Citizen Comment Period.
- C. Approval of Minutes of the Regular Common Council Meeting of May 18, 2021.
- D. Hearings.
- E. Organizational Business:

The following Mayoral appointments have been submitted for Council confirmation:

1. Robert Knackert, 9049 S. 83rd St., Ald. Dist. 1 - Civic Celebrations Commission for a 3 year term expiring 06/30/24.
2. John Bergner, 8501 S. Parkland Dr., Ald. Dist. 4 - Civic Celebrations Commission for a 3 year term expiring 06/30/24.
3. Douglas Clark, 8173 S. 100th St., Ald. Dist. 2 - Civic Celebrations Commission for a 3 year term expiring 06/30/24.
4. Mira Kresovic, 8810 S. 51st St., Ald. Dist. 4 - Civic Celebrations Commission for a 3 year term expiring 06/30/24.
5. Edward Holpfer, 8058 S. 77th St., Ald. Dist. 1 - Community Development Authority for a 4 year term expiring 08/30/25.
6. Steve Bobowski, 9012 S. Cordgrass Circle W, Ald. Dist. 6 - Economic Development Commission for a 2 year term expiring 06/30/23.
7. Barbara Wesener, 7479 Carter Circle South, Ald. Dist. 5 - Economic Development Commission for a 2 year term expiring 06/30/23
8. Janice Coenen, 7316 S. 77th St., Ald. Dist. 2 - Parks Commission for a 3 year term expiring 04/30/24.
9. Carol Brunner, 7473 S. Karth Ct., Ald. Dist. 5 - Personnel Committee for a 3 year term expiring 04/30/24.
10. Joel Pesch, 8103 S. Chapel Hill Dr., Ald. Dist. 2 - Personnel Committee for a 3 year term expiring 04/30/24.
11. Patricia Hogan, 8239 W. Drexel Ave., Ald. Dist. 1 - Plan Commission for a 3 year term expiring 04/30/24.
12. Adam Burckhardt, 7541 S. 72nd St., Ald. Dist. 5 - Plan Commission for a 1 year term expiring 04/30/22.
13. Maria Imp, 12131 W. Elmwood Drive, Ald. Dist. 6 - Library Board for a 3 year term expiring 06/30/24.

Common Council Meeting Agenda

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14. Alan Aleksandrowicz, 3927 W. Glenwood Dr., Ald. Dist. 4 - Library Board for a 3 year term expiring 06/30/24.
15. Michael Karolewicz, 8208 W. Coventry Dr., Ald. Dist. 2 - Library Board for a 3 year term expiring 06/30/24.

The following appointment has been submitted by Alderman Barber for Common Council confirmation:

16. Fred Knueppel, 5659 W. Cascade Dr., Ald. Dist. 5 - Quarry Monitoring Committee for a 3 year term expiring 05/31/24.

F. Letters and Petitions: Email from Susan Lance Regarding Additional Pickleball Court at Lions Legend II.

G. Reports and Recommendations:

1. A Resolution Authorizing Certain Officials to Accept a Temporary Grading Easement from Drexel Avenue, LLC of 7508 S. 51st Street.
2. A Resolution Authorizing Certain Officials to Accept a Temporary Grading Easement From Walter Hablewitz of 7475 S. 49th Street.
3. A Resolution Approving an Affidavit of Correction for The Glen at Park Circle Condominiums Addendum No. 4 (Document No. 10921372) to Allow for Relabeling the Unit 9 in Building 5 Basement from “Unfinished Basement” to “Finished Basement” at 7760 West Park Circle Way North (Tax Key No. 896-1019-000) (Rhonda Iwinski, Applicant).
4. Request for Authorization to Approve an Agreement for Professional Services with Houseal Lavigne Associates LLC for the Unified Development Ordinance Rewrite Project.
5. Preference of Pedestrian Improvements Along STH 100 from W. Prairie Grass Way to W. Loomis Road (STH 36).
6. Inclusion of Pedestrian Access for W. Forest Home Avenue in a Milwaukee County Department of Transportation (MCDOT) Road Reconditioning Project.
7. A Resolution Approving the Wisconsin Department of Natural Resources NR-208 Compliance Maintenance Report for Year 2020.
8. Authorization for a \$400 monthly vehicle allowance for each of the two current Assistant Fire Chiefs, as well as future Fire/Assistant Fire Chiefs, and to authorize inclusion of the allowance in the Employee Handbook, in lieu of regular use of a City-owned vehicle.
9. Authorization of a Benefit Consulting Services Agreement, with USI Insurance Services, LLC, for Employee and Retiree Health Insurance and other ancillary benefits, for the period of July 1, 2021 through June 30, 2024.
10. Authorization to purchase additional, needed storage capacity for Microsoft Exchange, the City’s Email System.
11. A Resolution to Amend the City of Franklin Investment Policy Statement for the City of Franklin Defined Benefit Retirement Plan.
12. April 2021 Monthly Financial Report.

H. Licenses and Permits.

Miscellaneous Licenses - License Committee Meeting of June 1, 2021.

Common Council Meeting Agenda

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

- J. Adjournment.

\*Supporting documentation and details of these agenda items are available in the Common Council Meeting Packet on the City of Franklin website [www.franklinwi.gov](http://www.franklinwi.gov)

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

REMINDERS:

June 3	Plan Commission Meeting	7:00 p.m.
June 14	Committee of the Whole	6:30 p.m.
June 15	Common Council Meeting	6:30 p.m.
June 17	Plan Commission Meeting	7:00 p.m.
July 5	City Hall Closed-Independence Day	
July 6	Common Council Meeting	6:30 p.m.
July 8	Plan Commission Meeting	7:00 p.m.
July 20	Common Council Meeting	6:30 p.m.
July 22	Plan Commission Meeting	7:00 p.m.

CITY OF FRANKLIN  
COMMON COUNCIL MEETING  
MAY 18, 2021  
MINUTES

- ROLL CALL                   A.           The regular meeting of the Common Council was held on May 18, 2021 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, Alderwoman Shari Hanneman, Alderman Mike Barber and Alderman John R. Nelson. Also present were Dir. of Administration Peggy Steeno, City Engineer Glen Morrow, City Attorney Jesse A. Wesolowski and City Clerk Sandra Wesolowski.
- CITIZEN COMMENT       B.1.           Citizen comment period was opened at 6:32 p.m. and closed at 6:35 p.m.
- MINUTES  
MAY 4, 2021               C.           Alderman Dandrea moved to approve the minutes of the regular Common Council Meeting of May 4, 2021 as presented at this meeting. Seconded by Alderman Mayer. All voted Aye; motion carried.
- PRIVATE PROPERTY  
INFILTRATION AND  
INFLOW  
REDUCTION  
POLICY                   G.1.           Alderman Barber moved to direct staff to submit a Statement of Intent to Milwaukee Metropolitan Sewer District allocating City of Franklin's Milwaukee Metropolitan Sewer District Private Property Infiltration Inflow funds toward drafting a Private Property Infiltration and Inflow (PPII) reduction policy and program for the City of Franklin to perform home inspections and partial reimbursement of repairs; and direct Staff to create a committee of internal stakeholders to assist with drafting, reviewing, and implementing the policy/program. Seconded by Alderman Mayer. All voted Aye; motion carried.
- RES. 2021-7731  
STORM WATER  
MILWAUKEE  
COUNTY PARKS  
PARCEL                   G.2.           Alderwoman Hanneman moved to adopt Resolution No. 2021-7731, A RESOLUTION TO AUTHORIZE AMENDMENT 3, TO TASK ORDER 5 TO RUEKERT & MIELKE, INC. FOR A FEASIBILITY ANALYSIS AND PRELIMINARY DESIGN OF ALTERNATE LOCATION OF STORM WATER MANAGEMENT FACILITIES ON A PORTION OF A MILWAUKEE COUNTY PARKS PARCEL (TKN 950-9998-001) FOR \$31,214 (with a date of May 19, 2021 as the effective date of the change order to the original Agreement dated June 5, 2018). Seconded by Alderman Barber. All voted Aye; motion carried.
- LAST MILE  
TRANSPORTATION  
SOLUTION PLAN           G.3.           Alderman Barber moved to approve a one-time payment of \$5,000 to partner with the Regional Transit Leadership Council and support the creation of a Last Mile Transportation Place for the City of Franklin and the greater Milwaukee region. Seconded by Alderwoman Hanneman. All voted Aye; motion carried.

- PEDESTRIAN IMPROVEMENT ALONG STH 100      G.4.      Alderman Dandrea moved to table the pedestrian improvements along STH 100 from W. Prairie Grass Way to W. Loomis Road (STH 36) to the June 1, 2021, Common Council meeting. Seconded by Alderman Nelson. All voted Aye; motion carried.
- ORD. NO. 2021-2467 REPLACEMENT STREET LIGHTS      G.5.      Alderman Barber moved to adopt Ordinance No. 2021-2467, AN ORDINANCE TO AMEND ORDINANCE 2020-2453, AN ORDINANCE ADOPTING THE 2021 ANNUAL BUDGETS FOR THE GENERAL FUND TO PROVIDE \$25,000 ADDITIONAL APPROPRIATIONS FOR REPLACEMENT STREET LIGHTS. Seconded by Alderman Dandrea. On roll call, all voted Aye. Motion carried.
- STREET LIGHTING INVENTORY      G.6.      Alderman Barber moved to direct staff to replenish inventory of lighting supplies as needed and within the additional budget for street lights. Seconded by Alderman Nelson. All voted Aye; motion carried.
- ANNUAL MARKET ADJUSTMENTS TO PAY RANGES FOR NON-REPRESENTED EMPLOYEES      G.7.      Alderman Barber moved to approve a 2021 Annual Market Adjustment to the Pay Ranges of the Compensation Plan and a Market Adjustment to Wage and Salary Rates, both by 2.5%, along with a Progress to Market Wage Adjustment, for non-represented employees effective with the start of the pay period with a pay date of June 4, 2021, and authorize Human Resources to incorporate the new Salary Ranges into the Employee Handbook. Seconded by Alderman Nelson. All voted Aye; motion carried.
- LICENSES AND PERMITS      H.      Alderwoman Hanneman moved to grant the Extraordinary Entertainment and Special Event license to The Rock Sports Complex, Michael Zimmerman, for a Virtual Bon Jovi Concert on May 22, 2021, maximum attendance is 2,400 people, the entire event will be contained within Franklin Field. Seconded by Alderman Nelson. All voted Aye; motion carried.

Alderwoman Hanneman moved to approve the following:

Grant 2020-2021 and 2021-2022 Operator licenses to: Dakotah D Balistreri, 107 Michaels Ct #6, Mukwonago, with a warning letter from the City Clerk; Michelle L. Banaszak, 8160 N 100th St., Milwaukee; Eric K. Jacobs, 11304 W Upham Ave., Hales Corners, with a warning letter from the City Clerk; Owen T. Hren, 10330 S Nicholson Rd., Oak Creek; Laurie A. Jasinski, 3118 W American Dr., Greenfield; Michael D. Levicar, 6143 W Howard Ave. #21, Greenfield; Corey A. Robinson, 4365 W Central Ave.; Nicholas W Trucks, 5712 Clover Ln., Greendale;

Hold the 2020-2021 Operator License application for Dragan Vasiljevic, 7033 W Forest Home Ave., Milwaukee, for the 6/01/2021 meeting;

Grant 2021-2022 Operator License to: Lorese C. Banks, 901 W Winnebago St. Apt 311, Milwaukee; Sarita A. Fischer, 10558 W Cortez Circle Apt. #15; Joseph J. Osvatic, W157 S7233 Quietwood Dr., Muskego; Andrew M. Wojtanowski, 11208 W Drake Ln.; Nicole E. Baker, 7554 S 75th St.; Leesa R. Bearder, 9644 S 31st St.; Tanya J. Bielinski, 30376 W Whitnall Edge Ct #202; Jefferson M. Calimlim, 9125 W Sura Lane #222, Greenfield; Lakshmi Cherukuru, 10524 W Cortez Circle Apt #18; Susan M. De George, 2456 S 88th St., West Allis; Ava Dresdow, 2868 S 68th St., Milwaukee; Richard G. Elliott, 9461 S 27th St. Apt. #3; Katelynn M. Flowers, 3454 S 77th St., Milwaukee; Patricia A. Greer, 1702 E Eden Pl., St. Francis; Jacob S. Heller, 8145 S 35th St.; Marie E. Idzikowski, 5348 S 8th St., Milwaukee; Amber M. Ishaque, 9031 W Lisbon Ave., Milwaukee; Harpreet Kaur, 6590 S Carroll Circle, Franklin; Dawn M. Klinko, 6830 W Kathleen Ct. #4; Miranda F. Krasinski, 3147 S 38th St., Milwaukee; Scott A. Kruszka, 726 Marquette Ave. #1, South Milwaukee; Kelly K. Kuglitsch, 4358 S Louisiana Ave., Milwaukee; Kimberly D. Leannais, 8080 S Chapel Hill Dr.; Lee Ann Meier, 7499 S North Cape Rd.; Susan M. Mlynczak, 16513 50th Rd., Franksville; Melissa A. Murphy, 6157 S 42nd St., Greenfield; Jessica L. Neu, 2217 W Hilltop Ln., Oak Creek; Camille M. Nicolai, 7935 W Park Circle Way S.; Andrew M. Page, 4642 W Crawford Ave., Greenfield; Denise K. Popp, W182 S7715 Valley Dr., Muskego; Jean M. Risacher Cavros, 7542 S 75th St.; Jasmina Ristic, 7209 S Hillendale Dr.; Amie L. Schneider, 7127 W National Ave. Upper, West Allis; Julie A. Wiltzius, 4889 S 72nd St., Greenfield; Veronica M. Wist, 8322 W Forest Hill Ave.; Sandra M Zimmer, 2620 S 108th St., Franksville;

Grant 2021-2022 Amusement Device Operator license to: Reggie's Amusements, 4918 S Packard Ave., Cudahy, Reginald Zeniecki, Owner;

Grant the following 2021-2022 Class A Combination Licenses, subject to compliance with State and City regulations: Dairyland Retail Group, LLC, Agent Elizabeth Evans, 7610 W Rawson Ave.; Jujhar, LLC, Agent Hardip Bhatti, 11123 W Forest Home Ave.; Kwik Trip, Inc., Agent Jill Le Claire, 5040 W Rawson Ave.; Kwik Trip, Inc., Agent Andrew P Wichmann, 10750 W Speedway Dr.; New Liquor & Food, Inc., Agent Gurjeet Singh, 8305 S 27th St.; Ryan Fuel LLC, Agent Kavita Khullar, 5120 W Ryan Rd.; Sendik's Franklin LLC,

Agent Theodore Balistreri, 5200 W Rawson Ave.; Spirit Dreams LLC, Agent Scott Haese, 6507A S 27th St.; Target Corporation, Agent Daniel Olsen, 7800 S Lovers Lane Rd.; Wal-Mart Stores East, LP, Agent Veronica Wright, 6701 S 27th St.; Walgreen Co., Agent Jessica Nerby, 7130 S 76th St.; Walgreen Co., Agent Brian Hilber, 9527 S 27th St.; Walgreen Co., Agent Melissa Maynard, 9909 W Loomis Rd.; Wisconsin CVS Pharmacy LLC, Agent Samantha Jo Klaphake, 5220 W Rawson Ave.;

Hold the 2021-2022 Class A Combination License application of Sam's East, Inc., Agent Michelle L Peterson, 6705 S 27th St., pending clarification of premises description;

Grant the following 2021-2022 Class B Combination Licenses, subject to compliance with State and City regulations: The Bowery, LLC, Agent Roger Hein, 3023 W Ryan Rd.; Brinker Restaurant Corporation, Agent Justin Pischke, 6439 S 27th St.; Enthusiast Approved LLC, Agent Apostolos Evreniadis, 9405 S 27th St.; M&W Lueng, LLC, Agent May Lueng, 7236 S 76th St.; Kriton & Ermira LLC, Agent Ermira Lazaj, 8405 S 27th St.; RLGIDI, Inc., Agent Rex Idrizi, 3137 W Rawson Ave.; Robley Tech Inc, Agent Dennis Rau, 8330 W Puetz Rd.; Romey's Place LLC, Agent Nathan Fabry, 7508 S North Cape Rd.; St Martins Inn, LLC, Agent Dennis Wagner, 11318 W St Martins Rd.;

Grant the following 2021-2022 Class B Combination and Entertainment and Amusement licenses, subject to compliance with State and City regulations: BST, LLC, Agent Brian Francis, 8933 S 27th St.; Franklin Food & Beverage, LLC, Agent Frank J Orcholski, 9643 S 76th St.; HB&H, LLC, Agent Gerald Hay, 10741 S 27th St.; Jax on 27th LLC, Agent William Rushman, 6357 S 27th St.; The Landmark of Franklin LLC, Agent Lorie Beth Knaack-Helm, 11401 W Swiss St.; Polish Heritage Alliance Inc., Agent Jeffrey Kuderski, 6941 S 68th St.; The Rock Sports Complex, LLC, Agent Thomas Johns, 7044 S Ballpark Drive;

Grant 2021-2022 Class B Combination, Entertainment & Amusement and Bowling license, subject to compliance with State and City regulations to Country Lanes Bowling LLC, Agent Kevin Meier, 11231 W Forest Home Ave.; and Root Group LLC, Agent David Church, 7220 W Rawson Ave.;

Grant 2021-2022 Reserve Class B Combination license, subject to compliance with State and City regulations, to Hudson Burger, LLC, Agent Nick Dillon, 6421 S 27th St.;

Grant 2021-2022 Reserve Class B Combination and Entertainment & Amusement license, subject to compliance with State and City regulations, to Federation of Croatian Societies, Inc., Agent Josip Veber, 9100 S 76th St.; and Franklin Hotel Company LLC, Agent Vicki Jesson, 9575 S 27th St.;

Grant 2021-2022 Class B Beer and Class C Wine license, subject to compliance with State and City regulations, to Dhiman LLC, Agent Deepak Dhiman, 7107 S 76th St.;

Grant 2021-2022 Class B Beer license, subject to State and City regulations, to M-Squared, Inc., Agent Michael Falk, 11357 W St. Martins Rd.;

Grant Class B Combination Request for Change in Premise to Brinker Restaurant Corporation, Justin Pischke Agent, 6439 S 27th St.;

Grant Temporary Entertainment and Amusement license to Rainbow Valley Rides, Inc for Fourth of July Festivities, person in charge Ronald Kedrowicz, 7/2-7/4/2021, 9229 W Loomis Rd.; Civic Celebration for Fourth of July Festivities, person in charge John Bergner, 7/2-7/4/2021, 9229 W Loomis Rd., pending submittal to the Fire Department and approval of a Fireworks Application; and

Grant Temporary Class B Beer License to Civic Celebration for Fourth of July Festivities, person in charge John Bergner, 7/2-7/4/2021, 9229 W Loomis Rd.

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

VOUCHERS AND  
PAYROLL

- I. Alderman Barber moved to approve the following: City vouchers with an ending date of May 14, 2021 in the amount of \$2,993,395.35; Payroll dated May 7, 2021 in the amount of \$401,838.03 and payments of the various payroll deductions in the amount of \$224,676.66 plus City matching payments; Estimated payroll dated May 21, 2021 in the amount of \$410,000 and payments of the various payroll deductions in the amount of \$456,000, plus City matching payments; Property Tax disbursements with an ending date of April 29, 2021 in the amount of \$3,623,947.17. Seconded by Alderman Dandrea. On roll call, all voted Aye. Motion carried.

EMPLOYEE  
MATTER CLOSED  
SESSION

- G.8. Alderwoman Wilhelm moved to enter closed session at 7:51 p.m. pursuant to Wis. Stat. § 19.85(1)(c), considering employment, promotion, compensation or performance evaluation data of any public



employee over which the governing body has jurisdiction or exercises responsibility, and Wis. Stat. § 19.85(1)(e) deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, to strategize on how to address an employment matter and discuss an agreement between the City, the Franklin Police Officers Association of the Wisconsin Professional Police Association, and a specific employee represented by the Association, 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 8:08 p.m., Alderman Barber moved to approve an Agreement between the City, the Franklin Police Officers Association of the WPPA, and a specific employee represented by the Association as discussed in closed session. All voted Aye; motion carried.

ADJOURNMENT

J.

Alderman Mayer moved to adjourn the meeting at 8:10 p.m. Seconded by Alderman Dandrea. All voted Aye; motion carried.

<p><b>APPROVAL</b></p> <p><i>slw</i></p>	<p><b>REQUEST FOR COMMON COUNCIL ACTION</b></p>	<p><b>MEETING DATE</b></p> <p><b>06-01-21</b></p>
<p><b>ORGANIZATIONAL BUSINESS</b></p>	<p><b>Mayoral and Aldermanic Board and Commission Appointments</b></p>	<p><b>ITEM NUMBER</b></p> <p><b>E.</b></p>

The following Mayoral appointments have been submitted for Council confirmation:

1. Robert Knackert, 9049 S. 83rd St., Ald. Dist. 1 - Civic Celebrations Commission for a 3 year term expiring 06/30/24.
2. John Bergner, 8501 S. Parkland Dr., Ald. Dist. 4 - Civic Celebrations Commission for a 3 year term expiring 06/30/24.
3. Douglas Clark, 8173 S. 100th St., Ald. Dist. 2 - Civic Celebrations Commission for a 3 year term expiring 06/30/24.
4. Mira Kresovic, 8810 S. 51st St., Ald. Dist. 4 - Civic Celebrations Commission for a 3 year term expiring 06/30/24.
5. Edward Holpfer, 8058 S. 77th St., Ald. Dist. 1 - Community Development Authority for a 4 year term expiring 08/30/25.
6. Steve Bobowski, 9012 S. Cordgrass Circle W, Ald. Dist. 6 - Economic Development Commission for a 2 year term expiring 06/30/23.
7. Barbara Wesener, 7479 Carter Circle South, Ald. Dist. 5 - Economic Development Commission for a 2 year term expiring 06/30/23
8. Janice Coenen, 7316 S. 77th St., Ald. Dist. 2 - Parks Commission for a 3 year term expiring 04/30/24.
9. Carol Brunner, 7473 S. Karth Ct., Ald. Dist. 5 - Personnel Committee for a 3 year term expiring 04/30/24.
10. Joel Pesch, 8103 S. Chapel Hill Dr., Ald. Dist. 2 - Personnel Committee for a 3 year term expiring 04/30/24.
11. Patricia Hogan, 8239 W. Drexel Ave., Ald. Dist. 1 - Plan Commission for a 3 year term expiring 04/30/24.
12. Adam Burckhardt, 7541 S. 72nd St., Ald. Dist. 5 - Plan Commission for a 1 year term expiring 04/30/22.
13. Maria Imp, 12131 W. Elmwood Drive, Ald. Dist. 6 - Library Board for a 3 year term expiring 06/30/24.
14. Alan Aleksandrowicz, 3927 W. Glenwood Dr., Ald. Dist. 4 - Library Board for a 3 year term expiring 06/30/24.
15. Michael Karolewicz, 8208 W. Coventry Dr., Ald. Dist. 2 - Library Board for a 3 year term expiring 06/30/24.

The following appointment has been submitted by Alderman Barber for Common Council confirmation:

16. Fred Knueppel, 5659 W. Cascade Dr., Ald. Dist. 5 - Quarry Monitoring Committee for a 3 year term expiring 05/31/24.

### **COUNCIL ACTION REQUESTED**

Motion to confirm the following Mayoral appointments:

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Motion to confirm Alderman Barber appointment:

16. Fred Knueppel, 5659 W. Cascade Dr., Ald. Dist. 5 - Quarry Monitoring Committee for a 3 year term expiring 05/31/24.

**Sandi Wesolowski**

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**From:** Susan Lance <momjigga@hotmail.com>  
**Sent:** Friday, May 21, 2021 8:07 AM  
**To:** Sandi Wesolowski  
**Subject:** Fwd: Pickleball

Hi Sandy

I was advised to send this to you to be added to the common council meeting under letters and petitions.

Please respond to me that you have received and what date it will be discussed.

Thank you

Sue Lance

Sent from my iPhone

Begin forwarded message:

**From:** Susan Lance <momjigga@hotmail.com>  
**Date:** May 20, 2021 at 2:29:31 PM CDT  
**To:** solson@franklinwi.gov, mdandrea@franklinwi.gov, dmayer@franklinwi.gov, Kristen Wilhelm <kwilhelm@franklinwi.gov>, shanneman@franklinwi.gov, mbarber@franklinwi.gov, jnelson@franklinwi.gov  
**Cc:** Susan Lance <momjigga@hotmail.com>  
**Subject:** Fwd: Pickleball

Please see below regarding request for special exception.

Sent from my iPhone

Begin forwarded message:

**From:** Susan Lance <momjigga@hotmail.com>  
**Date:** May 18, 2021 at 10:53:33 AM CDT  
**To:** Marion Ecks <MEcks@franklinwi.gov>  
**Subject:** Re: Pickleball

Hi Marion - just confirming you received my email and will add to agenda.

Sent from my iPhone

On May 16, 2021, at 6:01 PM, Susan Lance <momjigga@hotmail.com> wrote:

Hi Marion

I ask that this be discussed at the next common council meeting in Franklin.

To the Members of the Common Council

I am writing to ask for a special exception by the City of Franklin, to stripe the 2nd tennis court at Lions Legend II to accommodate the pickleball players in Franklin.

The recommendation made about a year ago, by the Parks department, was for 8 courts to built at Pleasantview Park.

Once this was taken to the planning commission the recommendation was decreased to build only 6 courts.

The common council voted to only build 4 courts. It is my understanding that the cost was over budget and the plans have stalled at this point.

There are 4 pickleball courts at Lions II. There are groups of players that play M-W-F mornings, Monday-Tuesday-Wednesday and Thursday evenings and Saturday mornings.

At times there are 35 - 40 players at the courts. The courts can only accommodate 16 players at a time.

As I have brought to the attention of the parks and council in the past pickleball players like and want to 'play together'.

They do not want to be spread out across the city.

The 2nd tennis court at Lions Legend 2 is very often empty of players. And, as you are aware there are 3 additional tennis courts right around the corner at Lions Legend I. Those courts are very often empty as well.

If the tennis court at Lions Legend II could be striped for 4 pickleball courts or made into 4 permanent courts further pickleball courts would not needed in the City. This alternative could save the city thousands of dollars.

I respectfully request the striping or transformation to permanent pickleball courts at Lions Legend II be taken into consideration for the pickleball community in Franklin.

Pickleball continues to grow and get more popular.

Respectfully,

Sue Lance  
4141 W. Maplecrest Dr  
414-708-2533

<b>APPROVAL</b> <i>slw</i>	<b>REQUEST FOR COUNCIL ACTION</b>	<b>MTG. DATE</b> 6/1/2021
<b>Reports &amp; Recommendations</b>	<b>SUBJECT: A RESOLUTION AUTHORIZING CERTAIN OFFICIALS TO ACCEPT A TEMPORARY GRADING EASEMENT FROM DREXEL AVENUE, LLC OF 7508 S. 51ST STREET</b>	<b>ITEM NO.</b> <b>G.1.</b>

**BACKGROUND**

In order to facilitate the City of Franklin's desire to perform temporary grading 20 feet south of the north right of way line of 7508 S. 51st Street this Temporary Grading Easement is necessary.

**ANALYSIS**

The easement will be used only for grading purposes and the length of term of this easement shall expire 12/1/2021.

**OPTIONS**

Approve or deny.

**FISCAL NOTE**

No cost.

**RECOMMENDATION**

Motion to adopt Resolution 2021-\_\_\_\_\_, a resolution authorizing certain officials to accept a temporary grading easement from Drexel Avenue, LLC of 7508 S. 51st Street.

GEM/db

STATE OF WISCONSIN : CITY OF FRANKLIN : MILWAUKEE COUNTY

RESOLUTION NO. 2021 - \_\_\_\_\_

A RESOLUTION AUTHORIZING CERTAIN OFFICIALS  
TO ACCEPT A TEMPORARY GRADING EASEMENT  
FROM DREXEL AVENUE, LLC OF 7508 S. 51<sup>ST</sup> STREET

---

WHEREAS, a temporary grading easement is required for grading purposes only, the 20 feet south of the north right of way line of 7508 S. 51st Street and;

NOW, THEREFORE BE IT RESOLVED by the Mayor and Common Council of the City of Franklin that it would be in the best interest of the City to accept such easement and therefore the Mayor and City Clerk are hereby authorized and directed to execute this temporary grading easement accepting it on behalf of the City.

BE IT FURTHER RESOLVED, that the City Clerk is directed to record said easement with the Register of Deeds for Milwaukee County.

Introduced at a regular meeting of the Common Council of the City of Franklin the \_\_\_\_\_ day of \_\_\_\_\_, 2021, by Alderman \_\_\_\_\_.

PASSED AND ADOPTED by the Common Council of the City of Franklin on the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED:

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

ATTEST:

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

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

GEM/db

**TEMPORARY GRADING EASEMENT**

(MARQUETTE AVENUE EXTENSION)

7508 S. 51<sup>st</sup> Street

Tax Key: 788-9982-000

THIS EASEMENT is made by and between the CITY OF FRANKLIN, a municipal corporation of the State of Wisconsin, hereinafter referred to as "City", and Drexel Avenue, LLC as Owner (including successors and assigns of above Owners as may be or may become applicable), hereinafter called "Grantor", (if more than one Grantor is listed above, said language herein referring thereto shall be interpreted in the plural and refer jointly and severally to such as Grantors).

**WITNESSETH**

WHEREAS, Grantor is the owner and holder of record Title to certain real property particularly described on Exhibit "A" which is attached hereto and incorporated herein (the property); and

WHEREAS, City of Franklin desires the right to perform temporary grading per the approved plan as shown on the plan attached hereto as Exhibit "A".

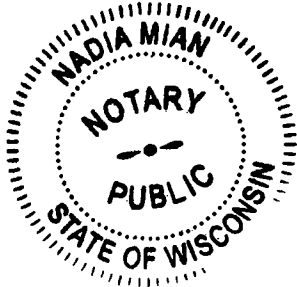
NOW THEREFORE, in consideration of the grant of the easement hereinafter described, the grading within the described easement, and the payment of One Dollar (\$1.00) and other valuable consideration to the Grantor the receipt whereof is hereby acknowledged, said Grantor, being the owner and person interested in the land hereinafter described, does hereby grant unto the City a 20 foot temporary grading easement, more particularly described on Exhibit "A" attached hereto (the "Easement area").

1. That said easement used only for grading purposes.
2. Removal of trees and debris as marked.
3. That the length of term of this easement shall expire 12/1/2021.
4. That no structures shall be placed within the limits of this easement.
5. That City of Franklin shall be responsible for landscaping within the easement area. Landscaping shall consist of establishing and maintaining a residential quality grass cover through the term of this easement.



IN WITNESS WHEREOF, the Grantor has hereunto set its hands and seal

ON THIS DATE OF: 5/17, 2021.



Drexel Avenue, LLC  
Company Name

By: *Diane Lemanczyk*  
Diane Lemanczyk, ~~Owner~~

Title: Managing Member

STATE OF WISCONSIN)  
SS  
COUNTY OF MILWAUKEE)

Before me personally appeared on the 17<sup>th</sup> day of May, A.D. 2021, the

above named *Diane Lemanczyk* \_\_\_\_\_  
President or Name printed Secretary or Name printed

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

*Nadia Mian*  
Notary Public  
My commission expires 4/26/2025

CITY OF FRANKLIN

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

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

STATE OF WISCONSIN )  
SS  
COUNTY OF MILWAUKEE)

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me personally appeared Stephen R. Olson and Sandra L. Wesolowski, who being by me duly sworn, did say that they are respectively the Mayor and City Clerk of the City of Franklin, and that the seal affixed to said instrument is the corporate seal of said municipal corporation, and acknowledged that they executed the foregoing assignment as such officers as the deed of said municipal corporation by its authority, and pursuant to Resolution File No. \_\_\_\_\_, adopted by its Common Council on \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public, Milwaukee County, Wisconsin  
My commission expires \_\_\_\_\_



<b>APPROVAL</b> <i>slw</i>	<b>REQUEST FOR COUNCIL ACTION</b>	<b>MTG. DATE</b> 6/1/2021
Reports & Recommendations	<b>SUBJECT: A RESOLUTION AUTHORIZING CERTAIN OFFICIALS TO ACCEPT A TEMPORARY GRADING EASEMENT FROM WALTER HABLEWITZ OF 7475 S. 49<sup>TH</sup> STREET</b>	<b>ITEM NO.</b> <b>G.2.</b>

**BACKGROUND**

In order to facilitate the City of Franklin's desire to perform temporary grading 15 feet north of the south right of way line of 7475 S. 49<sup>th</sup> Street this Temporary Grading Easement is necessary.

**ANALYSIS**

The easement will be used only for grading purposes and the length of term of this easement shall expire 12/1/2021.

**OPTIONS**

Approve or deny.

**FISCAL NOTE**

No cost.

**RECOMMENDATION**

Motion to adopt Resolution 2021-\_\_\_\_\_, a resolution authorizing certain officials to accept a temporary grading easement from Walter Hablewitz of 7475 S. 49<sup>th</sup> Street.

GEM/db

STATE OF WISCONSIN · CITY OF FRANKLIN : MILWAUKEE COUNTY

RESOLUTION NO. 2021 - \_\_\_\_\_

A RESOLUTION AUTHORIZING CERTAIN OFFICIALS  
TO ACCEPT A TEMPORARY GRADING EASEMENT  
FROM WALTER HABLEWITZ OF 7475 S. 49<sup>TH</sup> STREET

---

WHEREAS, a temporary grading easement is required for grading purposes only, the 15 feet north of the south right of way line of 7475 S. 49<sup>th</sup> Street.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Common Council of the City of Franklin that it would be in the best interest of the City to accept such easement and therefore the Mayor and City Clerk are hereby authorized and directed to execute this temporary grading easement accepting it on behalf of the City.

BE IT FURTHER RESOLVED, that the City Clerk is directed to record said easement with the Register of Deeds for Milwaukee County.

Introduced at a regular meeting of the Common Council of the City of Franklin the \_\_\_\_\_ day of \_\_\_\_\_, 2021, by Alderman \_\_\_\_\_.

PASSED AND ADOPTED by the Common Council of the City of Franklin on the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED:

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

ATTEST:

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

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

**TEMPORARY GRADING EASEMENT**

(MARQUETTE AVENUE EXTENSION)  
7475 S. 49<sup>th</sup> Street  
Tax Key: 759-9981-010

THIS EASEMENT is made by and between the CITY OF FRANKLIN, a municipal corporation of the State of Wisconsin, hereinafter referred to as "City", and Walter Hablewitz as Owner (including successors and assigns of above Owners as may be or may become applicable), hereinafter called "Grantor", (if more than one Grantor is listed above, said language herein referring thereto shall be interpreted in the plural and refer jointly and severally to such as Grantors).

**WITNESSETH**

WHEREAS, Grantor is the owner and holder of record Title to certain real property particularly described on Exhibit "A" which is attached hereto and incorporated herein (the property); and

WHEREAS, City of Franklin desires the right to perform temporary grading per the approved plan as shown on the plan attached hereto as Exhibit "A".

NOW THEREFORE, in consideration of the grant of the easement hereinafter described, the grading within the described easement, and the payment of One Dollar (\$1.00) and other valuable consideration to the Grantor the receipt whereof is hereby acknowledged, said Grantor, being the owner and person interested in the land hereinafter described, does hereby grant unto the City a 15 foot temporary grading easement, more particularly described on Exhibit "A" attached hereto (the "Easement area").

1. That said easement used only for grading purposes.
2. Removal of shed and fence as marked.
3. That the length of term of this easement shall expire 12/1/2021.
4. That no structures shall be placed within the limits of this easement.
5. That City of Franklin shall be responsible for landscaping within the easement area. Landscaping shall consist of establishing and maintaining a residential quality grass cover through the term of this easement.

IN WITNESS WHEREOF, the Grantor has hereunto set its hands and seal

ON THIS DATE OF: 5/11, 2021

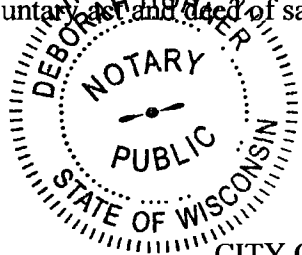
By: Walter Hablewitz  
Walter Hablewitz, Owner

STATE OF WISCONSIN)  
SS  
COUNTY OF MILWAUKEE)

Before me personally appeared on the 11 day of MAY, A.D. 2021, the

above named Walter Hablewitz

~~President or Name printed~~ Owner ~~Secretary or Name printed~~  
to me known to be the person(s) who executed the foregoing Easement and acknowledged the same as the voluntary grantor and deed of said corporation.



DHoyer  
Notary Public  
My commission expires 3-22-24

CITY OF FRANKLIN

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

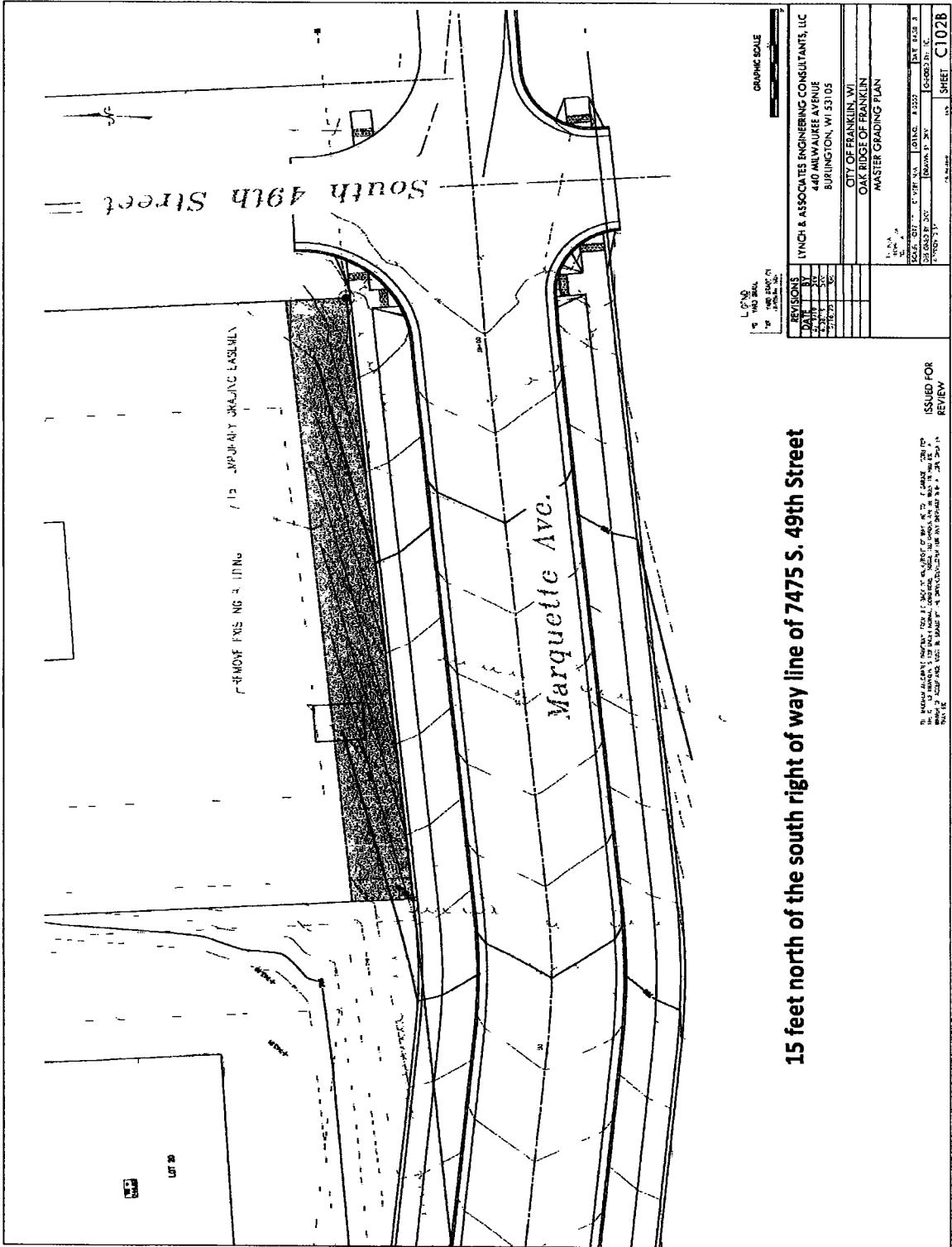
By: \_\_\_\_\_  
Sandra L. Wesolowski, City Clerk

STATE OF WISCONSIN )  
SS  
COUNTY OF MILWAUKEE)

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me personally appeared Stephen R. Olson and Sandra L. Wesolowski, who being by me duly sworn, did say that they are respectively the Mayor and City Clerk of the City of Franklin, and that the seal affixed to said instrument is the corporate seal of said municipal corporation, and acknowledged that they executed the foregoing assignment as such officers as the deed of said municipal corporation by its authority, and pursuant to Resolution File No. \_\_\_\_\_, adopted by its Common Council on \_\_\_\_\_, 20\_\_\_\_.

Notary Public, Milwaukee County, Wisconsin  
My commission expires \_\_\_\_\_

Exhibit A



15 feet north of the south right of way line of 7475 S. 49th Street

<p>APPROVAL</p> <p><i>slur</i></p>	<p>REQUEST FOR COUNCIL ACTION</p>	<p>MEETING DATE</p> <p>06/01/21</p>
<p>REPORTS &amp; RECOMMENDATIONS</p>	<p>A RESOLUTION APPROVING AN AFFIDAVIT OF CORRECTION FOR THE GLEN AT PARK CIRCLE CONDOMINIUMS ADDENDUM NO. 4 (DOCUMENT NO. 10921372) TO ALLOW FOR RELABELING THE UNIT 9 IN BUILDING 5 BASEMENT FROM “UNFINISHED BASEMENT” TO “FINISHED BASEMENT” AT 7760 WEST PARK CIRCLE WAY NORTH (TAX KEY NO. 896-1019-000) (RHONDA IWINSKI, APPLICANT)</p>	<p>ITEM NUMBER</p> <p><b>G.3.</b></p>

At its May 20, 2021, regular meeting, the Plan Commission carried a motion to recommend approval of a resolution approving an affidavit of correction for The Glen at Park Circle Condominiums addendum no 4 (document no 10921372) to allow for relabeling the unit 9 in building 5 basement from “unfinished basement” to “finished basement” at 7760 West Park Circle Way North (tax key no 896-1019-000)

**COUNCIL ACTION REQUESTED**

A motion to adopt Resolution 2021-\_\_\_\_\_, approving an affidavit of correction for The Glen at Park Circle Condominiums addendum no. 4 (document no. 10921372) to allow for relabeling the unit 9 in building 5 basement from “unfinished basement” to “finished basement” at 7760 West Park Circle Way North (tax key no. 896-1019-000) (Rhonda Iwinski, applicant).



RESOLUTION NO. 2021-\_\_\_\_\_

A RESOLUTION APPROVING AN AFFIDAVIT OF CORRECTION FOR THE GLEN AT PARK CIRCLE CONDOMINIUMS ADDENDUM NO. 4 (DOCUMENT NO. 10921372) TO ALLOW FOR RELABELING THE UNIT 9 IN BUILDING 5 BASEMENT FROM “UNFINISHED BASEMENT” TO “FINISHED BASEMENT” AT 7760 WEST PARK CIRCLE WAY NORTH (TAX KEY NO. 896-1019-000) (RHONDA IWINSKI, APPLICANT)

WHEREAS, the City of Franklin, Wisconsin, having received an application for approval of a proposed Affidavit of Correction for The Glen at Park Circle Condominiums Addendum No. 4 (Document No. 10921372) to allow for relabeling the Unit 9 basement from “unfinished basement” to “finished basement” (Unit 9 is one of two units located in Building 5), which will include an entertainment room, sitting room, game room, bathroom and unfinished laundry room, property located at 7760 West Park Circle Way North, bearing Tax Key No. 896-1019-000, more particularly described as follows:

Being part of the Southeast 1/4 of the Northeast 1/4 of Section 28, Township 5 North, Range 21 East, City of Franklin, Milwaukee County, Wisconsin, bounded and described as follows: Commencing at the northeast corner of the Northeast 1/4 of said Section 28; thence South 00°15'12" East along the east line of said Northeast 1/4, 1554.02 feet to the Point of Beginning; Thence continuing South 00°15'12" East along said east line, 157.59 feet; thence South 88°30'36" West, 60.01 feet to the west right of way line of South 76th Street- County Trunk Highway "U"; thence South 00°15'12" East along said west right of way line, 285.15 feet to the north line of Parcel of Certified Survey Map No. 7040; thence South 88°30'36" West along said north line, 1264.54 feet to the west line of the East 1/2 of said Northeast 1/4; thence North 00°22'22" West along said west line, 670.96 feet to the south line of Parcel of Certified Survey Map No. 6114; thence North 88°31'50" East along said south line, 933.85 feet to the west line of Parcel of Certified Survey Map No. 4504; thence South 00°15'12" East along said west line, 219.45 feet to the south line of said Parcel; thence North 89°44'48" East along said south line, 392.00 feet to the Point of Beginning; and

WHEREAS, Rhonda Iwinski having applied for such approval in order to relabel the Unit 9 basement from “unfinished basement” to “finished basement”, within The Glen at Park Circle Condominiums, located at 7760 West Park Circle Way North, property zoned R-8 Multiple-Family Residence District; and

RHONDA IWINSKI – RELABELING BASEMENT UNIT FOR THE GLEN AT PARK  
CIRCLE CONDOMINIUMS ADDENDUM NO. 4 (UNIT 9 IN BUILDING 5)  
RESOLUTION NO. 2021- \_\_\_\_\_

Page 2

WHEREAS, Wis. Stats. § 236.293 provides in part that any restriction placed on platted land by covenant, grant of easement or in any other manner, which was required by a public body vests in the public body the right to enforce the restriction at law or in equity and that the restriction may be released or waived in writing by the public body having the right of enforcement; and Wis. Stat. § 236.295(2)(a) provides in part that an affidavit correcting a plat "that changes areas dedicated to the public or restrictions for the public benefit must be approved prior to recording by the governing body of the municipality ...in which the subdivision is located; and

WHEREAS, the Plan Commission having reviewed such application and recommended approval thereof and the Common Council having reviewed such application and Plan Commission recommendation and the Common Council having determined that such proposed The Glen at Park Circle Condominiums Addendum No. 4 (Document No. 10921372) basement relabeling is appropriate for approval pursuant to law upon certain conditions, all pursuant to Wis. Stats. § 236.293 and § 236.295 (and both the Plan Commission and the Common Council having recognized that the subject labelling may not specifically and categorically be a restriction for the public benefit pursuant to Wis. Stat. § 236.295), respectively.

WHEREAS, the Plan Commission having considered such application and having determined that approval of such The Glen at Park Circle Condominiums Addendum No. 4 (Document No. 10921372) basement relabeling will serve the health, safety and welfare of the community.

NOW, THEREFORE, BE IT RESOLVED, by the Plan Commission of the City of Franklin, Wisconsin, that the Affidavit of Correction application for The Glen at Park Circle Condominiums Addendum No. 4 (Document No. 10921372) basement relabeling, for the property as described above, be and the same is hereby approved, subject to the following conditions:

1. The Glen at Park Circle Condominiums Addendum No. 4 (Document No. 10921372) basement relabeling project shall be developed in substantial compliance with the Affidavit of Correction City file-stamped April 20, 2021.
2. Rhonda Iwinski, successors and assigns, shall pay to the City of Franklin the amount of all development compliance, inspection and review fees incurred by the City of Franklin, including fees of consults to the City of Franklin, for The Glen at Park Circle Condominiums Addendum No. 4 (Document No. 10921372) basement relabeling project, within 30 days of invoice for same. Any violation of this provision shall be a violation of the Unified Development Ordinance, and subject to §15-9.0502

RHONDA IWINSKI – RELABELING BASEMENT UNIT FOR THE GLEN AT PARK  
CIRCLE CONDOMINIUMS ADDENDUM NO. 4 (UNIT 9 IN BUILDING 5)  
RESOLUTION NO. 2021-\_\_\_\_\_

Page 3

thereof and §1-19 of the Municipal Code, the general penalties and remedies provisions, as amended from time to time.

3. The approval granted hereunder is conditional upon Rhonda Iwinski and The Glen at Park Circle Condominiums Addendum No. 4 (Document No. 10921372) basement relabeling project for the property located at 7760 West Park Circle Way North: (i) being in compliance with all applicable governmental laws, statutes, rules, codes, orders and ordinances; and (ii) obtaining all other governmental approvals, permits, licenses and the like, required for and applicable to the project to be developed and as presented for this approval.
4. The applicant shall obtain all necessary signatures and approvals from the Condominium Association prior to recording of this Affidavit of Correction.

BE IT FURTHER RESOLVED, that the City Clerk be and the same is hereby directed to obtain the recording of this Resolution, and the Affidavit of Correction for The Glen at Park Circle Condominiums Addendum No. 4 (Document No. 10921372) basement relabeling, in such form and content as annexed hereto with such changes as may be approved by the City Engineer and the City Attorney, in the Office of the Register of Deeds for Milwaukee County, Wisconsin.

Introduced at a regular meeting of the Plan Commission of the City of Franklin this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Passed and adopted at a regular meeting of the Plan Commission of the City of Franklin this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED:

\_\_\_\_\_  
Stephen R. Olson, Chairman

ATTEST:

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

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



REPORT TO THE PLAN COMMISSION

Meeting of May 20, 2021

Affidavit of Correction

**RECOMMENDATION:** Department of City Development staff recommends approval of the subject Affidavit of Correction.

**Project Name:** Rhonda Iwinski, Affidavit of Correction

**General Project Location:** 7760 W Park Circle Way N  
The Glen at Park Circle Condominium, Unit #9, Bldg #5

**Property Owner:** Rhonda Iwinski

**Applicant:** Richard Adkins

**Current Zoning:** R-8 – Multiple-Family Residence District

**2025 Comprehensive Plan:** Residential – Multi-Family

**Use of Surrounding Properties:** City of Franklin Public Works facility (zoned I-1), vacant land (zoned M-1) and single-family residential (zoned M-1 and R-8) to the north, single-family residential (zoned R-8) to the south, vacant land and single-family residential (zoned R-8) to the east and vacant land owned by the Archdiocese of Milwaukee to the west

**Applicant’s Action Requested:** Approval of Affidavit of Correction

**Staff:** Principal Planner Régulo Martínez-Montilva

**PROJECT DESCRIPTION/ANALYSIS:**

Affidavit of Correction to The Glen at Park Circle Condominium Addendum No 4 (Document No 10921372), for the purpose of relabeling the Unit 9 basement from “unfinished basement” to “finished basement” Unit 9 is one of the two units located in Building 5 The finished basement would have an entertainment room, sitting room, game room with window well, bathroom and unfinished laundry Separate building permits are required for this basement alteration

The Glen at Park Circle Condominium Plat was approved by the Common Council on March 19, 2019, per Resolution No. 2019-7474, and recorded with the Milwaukee County Register of Deeds on August 14, 2018 (Document No. 10803255). There are eight (8) addendums to this condominium plat as of writing of this staff report, being Addendum No 4 subject to this Affidavit of Correction application

It is worth noting that the “game room” depicted in the correction instrument (sheet 2 of 5) should be considered a bedroom per Unified Development Ordinance (UDO) definition below

*BEDROOM Any room other than a living room, dining room, family room, kitchen, bathroom, or utility room, for the purpose of this Ordinance, shall be considered a*

*bedroom Dens, studies, etc and similar areas which may be used as bedrooms shall be counted as bedrooms for the purposes of this Ordinance*

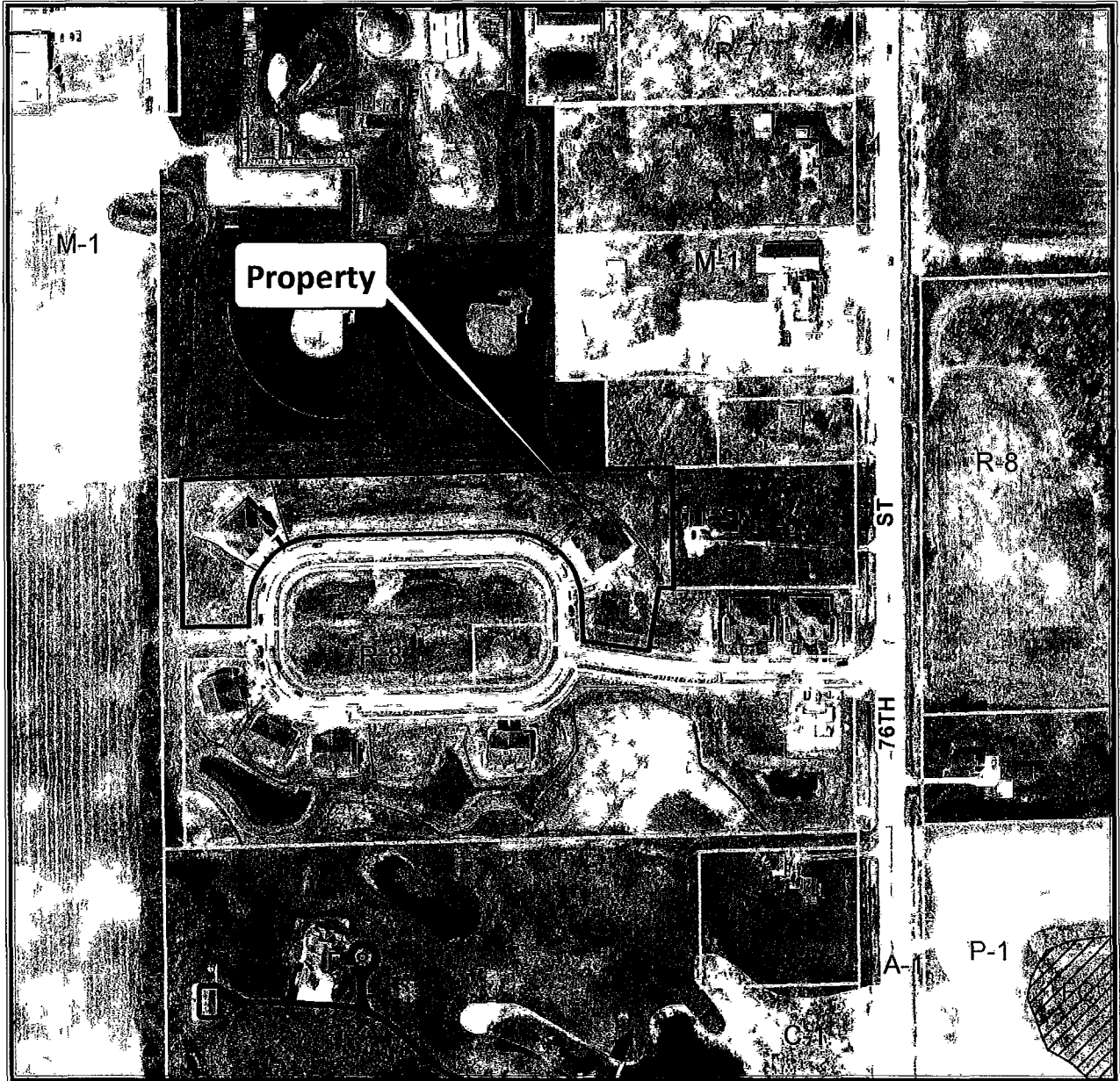
Unit No 9 currently has two (2) bedrooms, and it would have three (3) bedrooms if this correction is approved. The District Standards table for the R-8 zoning district require additional floor area for each bedroom in excess of three (3), so this requirement is not applicable to this project.

No additional parking is required for the third room because the minimum parking for two-family dwelling structures is 2 spaces per D U (dwelling unit), regardless of the quantity of bedrooms.

**STAFF RECOMMENDATION:**

City Development staff recommends approval of this Affidavit of Correction, subject to the conditions outlined in the attached resolution.

7760 W. Park Circle Way North  
TKN 896 1019 000



**Planning Department**  
**(414) 425-4024**

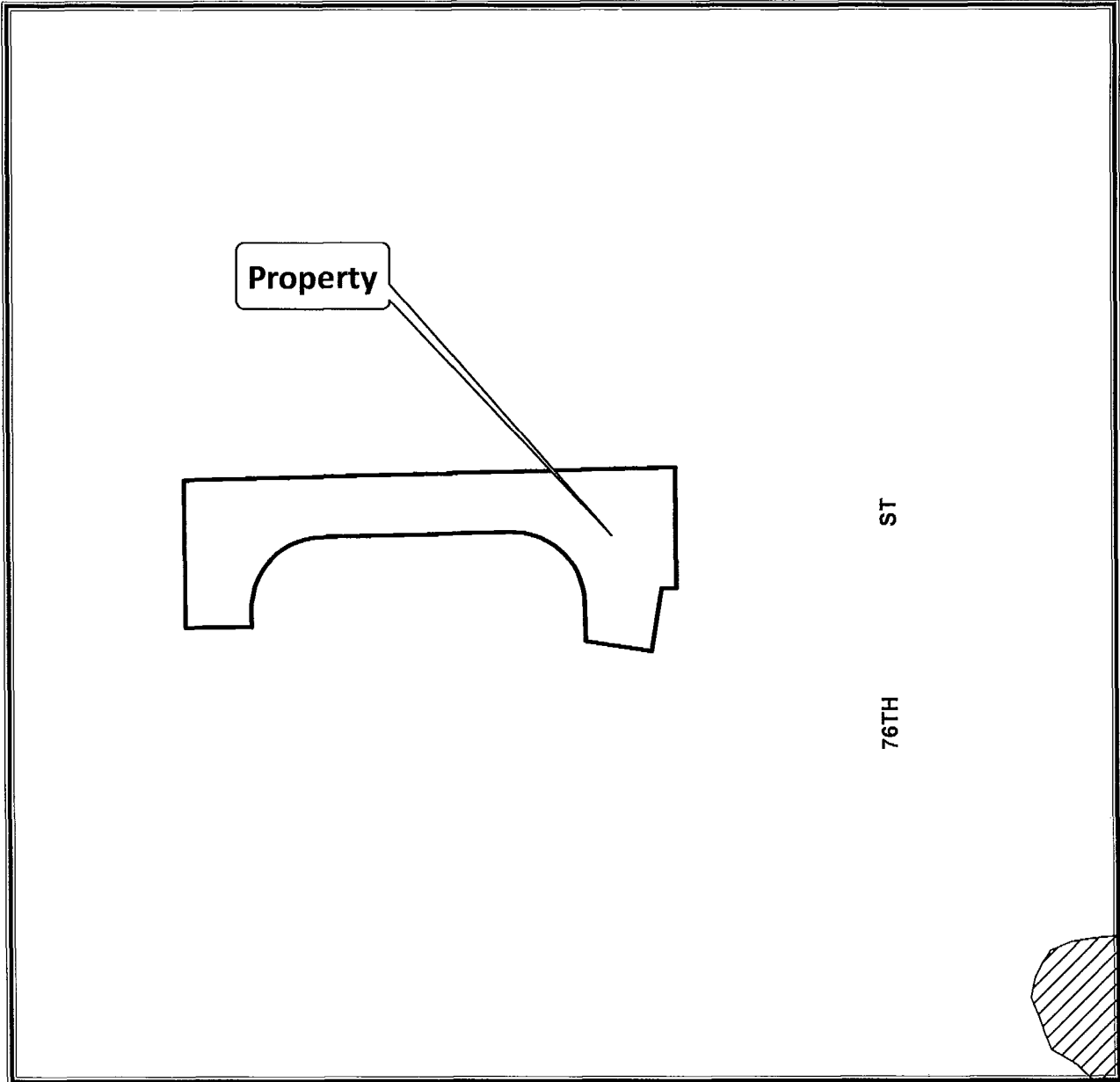
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2021 Aerial Photo

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

7760 W. Park Circle Way North  
TKN 896 1019 000



Planning Department  
(414) 425-4024

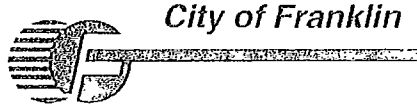
0 175 350 700 Feet



2021 Aerial Photo

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

Planning Department  
 9229 West Loomis Road  
 Franklin, Wisconsin 53132  
 Email :



Phone. (414) 425-4024  
 Fax (414) 427-7691  
 Web Site

Date of Application: April 19 2021

## AFFIDAVIT OF CORRECTION (PLAT) APPLICATION

*Complete, accurate and specific information must be entered. Please Print.*

<p><b>Applicant (Full Legal Name[s]):</b>          Name <u>Rhonda Iwinski</u>          Company _____          Mailing Address <u>7760 West Park Circle Way North</u>          City / State <u>Franklin, WI</u> Zip <u>53132</u>          Phone <u>414-333-6924</u>          Email Address <u>scoobydog4223@aol.com</u></p> <p><b>Project Property Information:</b>          Property Address <u>7760 West Park Circle Way North</u>          Property Owner(s) <u>Rhonda Iwinski</u>          _____          Mailing Address <u>7760 West Park Circle Way North</u>          City / State <u>Franklin, WI</u> Zip <u>53132</u>          Email Address <u>scoobydog4223@aol.com</u></p>	<p><b>Applicant is Represented by (contact person) (Full Legal Name[s]):</b>          Name <u>Richard Adkins</u>          Company <u>JR Holdings LLC</u>          Mailing Address: <u>P O Box 86</u>          City / State <u>414-702-4932</u> Zip <u>53154</u>          Phone <u>414 702-4932</u>          Email Address: <u>adkinstoy@aol.com</u></p> <p>Tax Key Nos <u>896-1019-000</u>  <u>NE 1/4 SEC 28-5-21, BLDG 5, UNIT 9</u>          Existing Zoning <u>R-8 Multiple-Family Residence</u>          Existing Use <u>Residential Multi-Family</u>          Proposed Use: <u>Residential Multi-Family</u>          Future Land Use Identification <u>Residential Multi-Family</u></p>
--	--

\*The 2025 Comprehensive Master Plan Future Land Use Map is available at \_\_\_\_\_

Application submittals FOR AFFIDAVIT OF CORRECTION for review must include and be accompanied by the following:

- This Application form accurately completed with original signature(s) Facsimiles and copies will not be accepted
- Application Filing Fee, payable to City of Franklin  \$125
- Legal Description for the subject property (WORD doc or compatible format)
- Seven (7) complete collated sets of Application materials to include
  - One (1) original and six (6) copies of a written Project Narrative.
  - Seven (7) folded full size, drawn to scale copies of the Plat Affidavit of Correction (See Section 59 43(2)(m) of the Wisconsin Statutes for information that must be included on the correction instrument.
- Email (or CD ROM) with all plans/submittal materials *Plans must be submitted in both Adobe PDF and AutoCAD compatible format (where applicable)*

- Upon receipt of a complete submittal, staff review will be conducted within ten business days
- Most requests require Plan Commission and/or Common Council review and approval
- All Plat Affidavit of Correction requests shall comply with Section 236 295 of the Wisconsin Statutes

The applicant and property owner(s) hereby certify that (1) all statements and other information submitted as part of this application are true and correct to the best of applicant's and property owner(s)' knowledge, (2) the applicant and property owner(s) has/have read and understand all information in this application, and (3) the applicant and property owner(s) agree that any approvals based on representations made by them in this Application and its submittal, and any subsequently issued building permits or other type of permits, may be revoked without notice if there is a breach of such representation(s) or any condition(s) of approval. By execution of this application, the property owner(s) authorize the City of Franklin and/or its agents to enter upon the subject property(ies) between the hours of 7:00 a.m. and 7:00 p.m. daily for the purpose of inspection while the application is under review. The property owner(s) grant this authorization even if the property has been posted against trespassing pursuant to Wis Stat §943.13

*(The applicant's signature must be from a Managing Member if the business is an LLC, or from the President or Vice President if the business is a corporation. A signed applicant's authorization letter may be provided in lieu of the applicant's signature below, and a signed property owner's authorization letter may be provided in lieu of the property owner's signature[s] below. If more than one, all of the owners of the property must sign this Application).*

Rhonda Iwinski  
 Signature Property Owner  
Rhonda Iwinski Owner  
 Name & Title (PRINT)  
 Date 4-19-21

\_\_\_\_\_  
 Signature Property Owner  
 Name & Title (PRINT)  
 Date \_\_\_\_\_

Rhonda Iwinski  
 Signature Applicant  
Rhonda Iwinski Owner  
 Name & Title (PRINT)  
 Date 4-19-21

Richard E Adkins  
 Signature Applicant's Representative  
Richard E Adkins  
 Name & Title (PRINT)  
 Date 4-19-2021



April 19<sup>th</sup> 2021

## Written Project Narrative

WHEREAS, Rhonda Iwinski is petitioning the City of Franklin for the approval of a Special Use in an R-8 Multiple-Family Residence District, to amend the plat from an "unfinished basement" to a "finished" basement for the purpose of finished personal use of the basement area as additional usable personal space upon property located at 7760 West Park Circle Way North, bearing Tax Key No. 896-1019-000, Building 5, Unit 9

more particularly described as follows:

Being part of the Southeast 1/4 of the Northeast 1/4 of Section 28, Township 5 North, Range 21 East, City of Franklin, Milwaukee County, Wisconsin, bounded and described as follows: Commencing at the northeast corner of the Northeast 1/4 of said Section 28; thence South 00°15'12" East along the east line of said Northeast 1/4, 1554.02 feet to the Point of Beginning; Thence continuing South 00°15'12" East along said east line, 157.59 feet; thence South 88°30'36" West, 60.01 feet to the west right of way line of South 76th Street - County Trunk Highway "U"; thence South 00°15'12" East along said west right of way line, 285.15 feet to the north line of Parcel 1 of Certified Survey Map No. 7040; thence South 88°30'36" West along said north line, 1264.54 feet to the west line of the East 1/2 of said Northeast 1/4, thence North 00°22'22" West along said west line, 670.96 feet to the south line of Parcel 1 of Certified Survey Map No. 6114; thence North 88°31'50" East along said south line, 933.85 feet to the west line of Parcel 1 of Certified Survey Map No. 4504; thence South 00°15'12" East along said west line, 219.45 feet to the south line of said Parcel 1; thence North 89°44'48" East along said south line, 392.00 feet to the Point of Beginning;

Signature of Property Owner:  Date: 4/19/2021

Name & Title: Rhonda Iwinski Home Owner

Document No

**AFFIDAVIT OF CORRECTION**

AFFIANT, hereby swears or affirms that the attached document recorded on the 29th day of October, 2019, as document no 10921372 and was recorded in the Register of Deeds of Milwaukee County, State of WI, contained the following error

The foundation plan for Unit 9 as graphically shown on Sheet 2 of 5 of aforesaid document, incorrectly states the basement area as "UNFINISHED BASEMENT"

**The Correction is as follows:**


The basement area shall be labeled "FINISHED BASEMENT" and shall be graphically shown per the attached sheet.

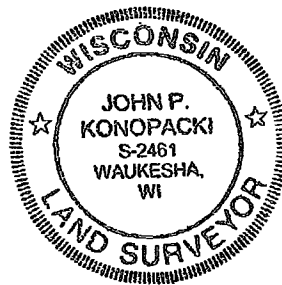
NAME AND ADDRESS RETURN  
PINNACLE ENGINEERING GROUP, LLC  
20725 WATERTOWN RD., STE 100  
BROOKFIELD, WI 53186

Pin: 896-1019-000  
(Parcel Identification number)

A complete original or copy of the original should be attached.

Dated this 22nd day of January, 2021

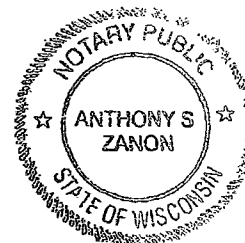
  
\_\_\_\_\_  
Affiant's Signature (print name below)  
John Konopacki



STATE OF WISCONSIN  
COUNTY OF Waukesha ) SS

Subscribed and sworn to (or affirmed) before me this 22nd  
day of JANUARY, 2021  
Anthony S Zanon (type name below)

Anthony S Zanon  
Notary Public, State of Wisconsin  
My Commission (expires) (is) 7/25/2021



Franklin  
APR 20 2021

Drafted by John Konopacki

City Development

# THE GLEN AT PARK CIRCLE CONDOMINIUM ADDENDUM NO. 4

City of Franklin, Milwaukee County,  
Wisconsin

## LEGAL DESCRIPTION:

That part of EXPANSION LAND "E" of The Glen at Park Circle Condominium Addendum No. 2, as recorded in the Register of Deeds office for Milwaukee County as Document No. 10960234 AND a part of EXPANSION LAND "H" of The Glen at Park Circle Condominium Addendum No. 3, as recorded in the Register of Deeds office for Milwaukee County as Document No. 10917811, being a part of Lot 1 and Lot 3 of Certified Survey Map No. 8027, recorded in the Register of Deeds office for Milwaukee County as Document No. 10767555, all being a part of the Southeast 1/4 of the Northeast 1/4 of Section 25, Township 5 North, Range 21 East, City of Franklin, Milwaukee County, Wisconsin, bounded and described as follows.

Commencing at the northwest corner of Lot 1 of said Certified Survey Map No. 8027, thence North 88°31'50" East along the north line of said Lot 1 613.44 feet to the Point of Beginning 1"

Thence continuing North 88°31'50" East along said north line, 280.40 feet to an east line of said Lot 1 thence South 00°15'12" East along said east line, 177.02 feet, thence South 79°38'21" West, 175.00 feet to the northerly right of way line of West Park Circle Way, North and a point on a curve, thence northeasterly, 766.63 feet along the arc of said curve to the left and said north right of way line, whose radius is 130.00 feet and whose chord bears North 49°40'24" West, 153.85 feet, thence North 03°19'16" East, 110.88 feet to the Point of Beginning 1"

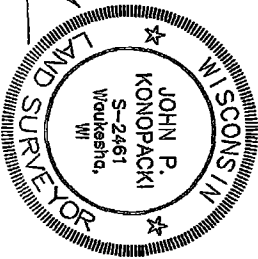
## ALSO

Commencing at the northwest corner of said Lot 3 of Certified Survey Map No. 8027, thence South 00°22'22" East along the west line of said Lot 3, 128.14 feet, thence South 60°58'54" East, 205.83 feet, thence North 88°31'50" East, 15.87 feet to the Point of Beginning 2"

Thence North 10°06'10" East, 117.41 feet to the south right of way line of West Park Circle Way South and a point on a curve, thence easterly, 26.27 feet along the arc of said curve and said south right of way line, whose radius is 130.00 feet and whose chord bears South 83°28'39" East, 35.15 feet, thence North 88°31'50" East along said south right of way line, 83.82 feet, thence South 01°28'10" East, 110.00 feet, thence South 88°31'50" West, 142.87 feet to the Point of Beginning 2"

Said land containing 63,883 square feet (1.4620 acres).

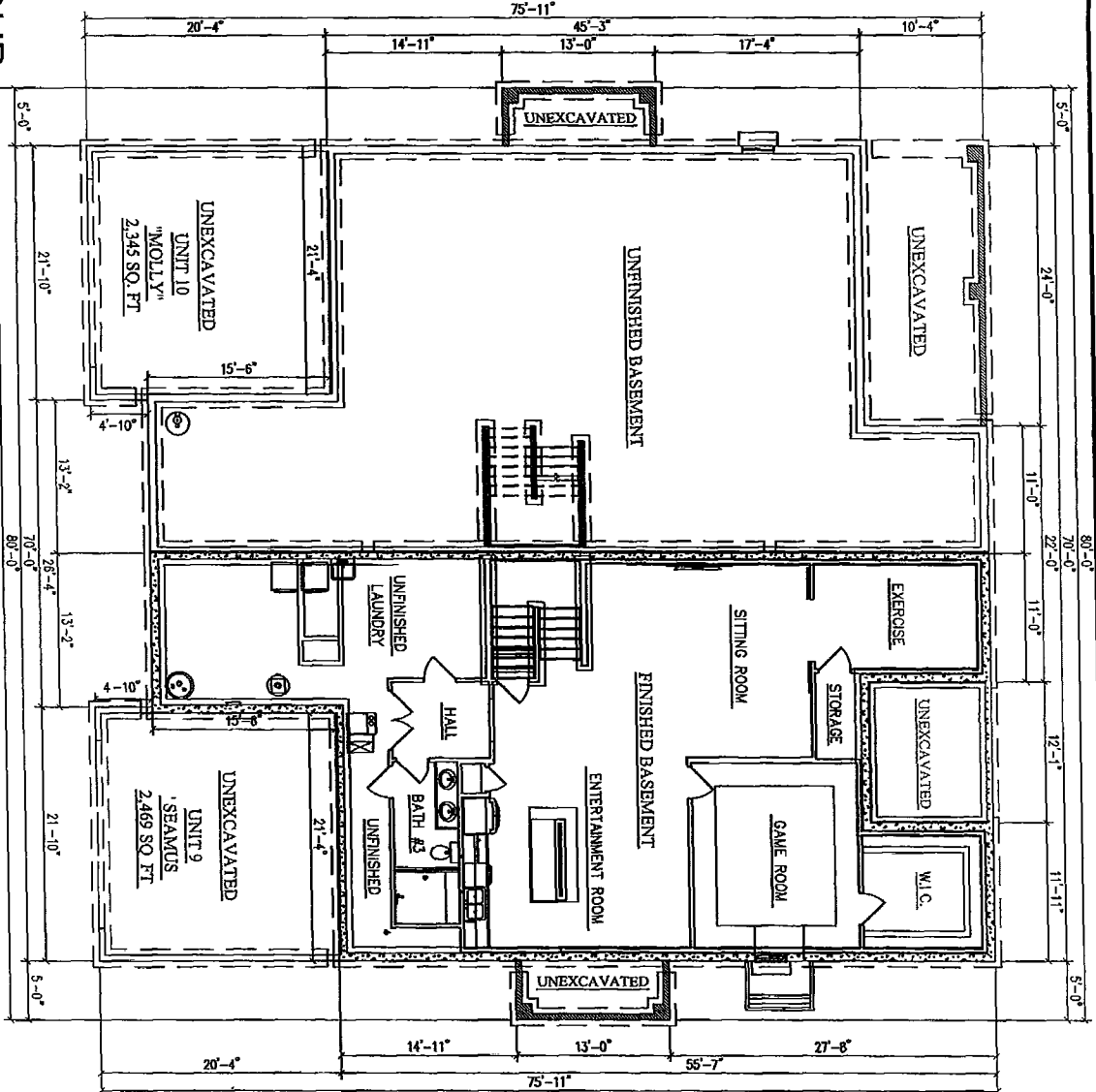
**NOTE:**  
These Plans may be amended in conformance with Section 100.01 of the Wisconsin Statutes. Buildings and improvements shown represent proposed construction. Square foot areas are approximate, taken from architectural plans of record, not measured as-built and do not include possible changes requested by purchaser.



OCTOBER 10, 2019

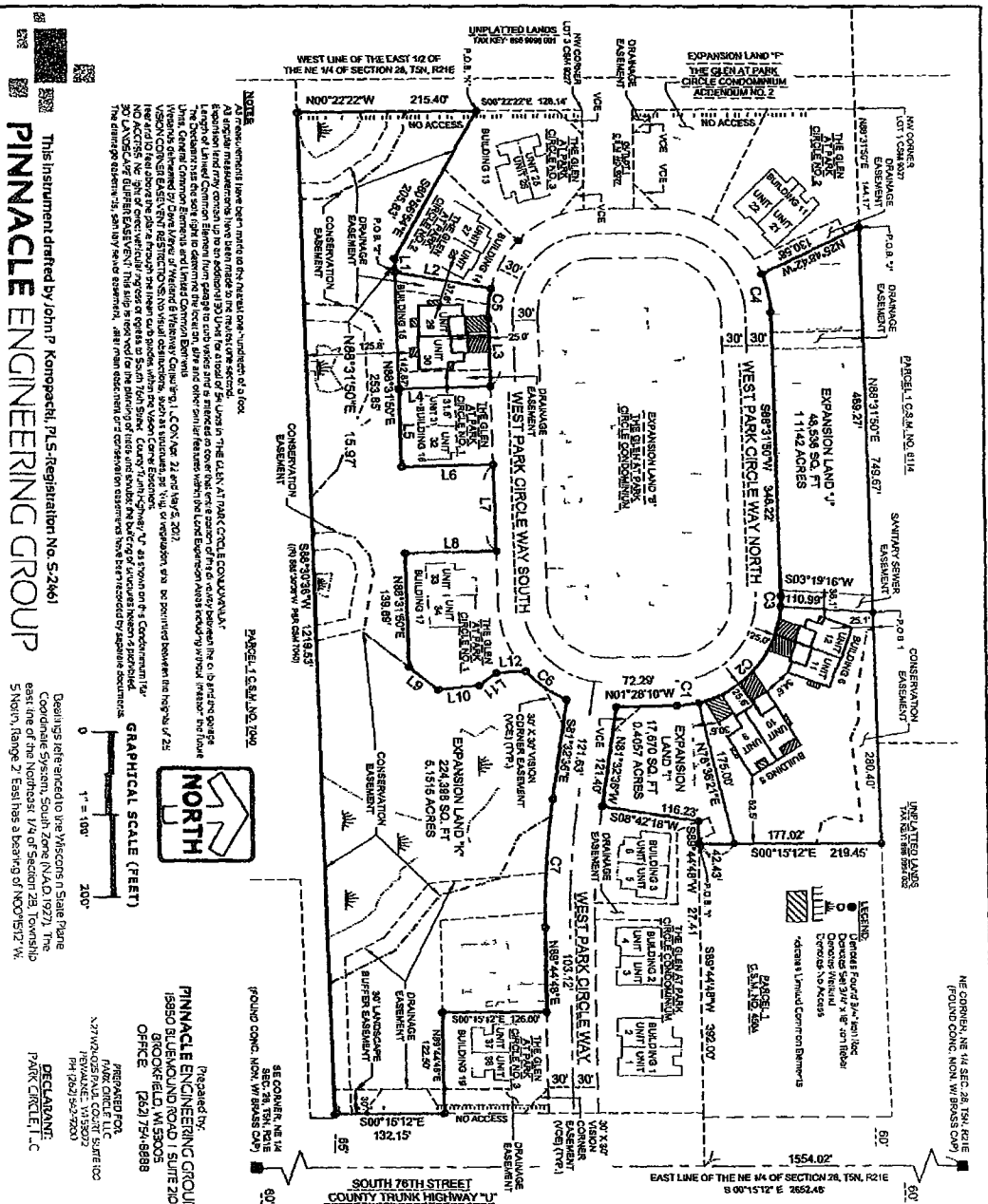
This Instrument drafted by John P. Konopacki, P.L.S. Registration No. S-2461

# PINNACLE ENGINEERING GROUP



FOUNDATION PLAN  
NOT TO SCALE

\$50.00



**THE GLEN AT PARK CIRCLE CONDOMINIUM ADDENDUM NO. 4**

City of Franklin Milwaukee County Wisconsin  
 SURVEYOR'S CERTIFICATE  
 STATE OF WISCONSIN  
 VANUKESHVILAK COUNTY, WIS.

I, John P. Komopacki, Professional Land Surveyor, do hereby certify that I have surveyed and mapped the lands shown and described in the attached plat and that the same are in accordance with the laws of the State of Wisconsin and the rules and regulations of the Board of Professional Land Surveyors. I have also caused to be filed in the office of the Register of Deeds for the County of Milwaukee, Wisconsin, a true and correct copy of this certificate and plat and the common elements may be determined from the plat.

BOND: OCTOBER 10, 2019  
 JOHN P. KOMOPACKI, PROFESSIONAL LAND SURVEYOR S-2361  
 LICENSE # 52-028262

DOC # 10921372  
 RECORDED: 10/29/2019 02:23 PM  
 ISRAEL SAMON  
 MILWAUKEE COUNTY REGISTER OF DEEDS  
 MILWAUKEE, WISCONSIN 53201

**ADDRESS:**  
 UNIT 8: 7780 West Park Circle Way North, Franklin, Wisconsin  
 UNIT 10: 7782 West Park Circle Way North, Franklin, Wisconsin  
 UNIT 11: 7784 West Park Circle Way North, Franklin, Wisconsin  
 UNIT 12: 7786 West Park Circle Way North, Franklin, Wisconsin  
 UNIT 28: 7888 West Park Circle Way South, Franklin, Wisconsin  
 UNIT 30: 7887 West Park Circle Way South, Franklin, Wisconsin  
 VICINITY SKETCH  
 SCALE: 1"=100'

WEST RYAN ROAD  
 STATE TRUNK HIGHWAY "100"  
 SOUTH 80TH STREET  
 NE 1/4 SEC. 28 T5N R21E  
 SOUTH 76TH STREET COUNTY TRUNK HIGHWAY "U"  
 WEST PARK CIRCLE WAY

Prepared by:  
 PINNACLE ENGINEERING GROUP  
 1850 BLUEMOUND ROAD, SUITE 210  
 GRIFFINFIELD, WI 53005  
 OFFICE (262) 754-8888

REGISTERED PROFESSIONAL LAND SURVEYOR  
 PINNACLE ENGINEERING GROUP  
 2770 W. GOLF COURSE ROAD, SUITE 100  
 FISH KILL, WISCONSIN 53022  
 PH: (262) 562-2033

DECLAAN: PARK CIRCLE T, LC

REG-108490100  
 SHEET 1 OF 5

www.pinnacle-engr.com

This instrument drafted by John P. Komopacki, PLS-Registration No. S-2461  
**PINNACLE ENGINEERING GROUP**

Dealing as referenced to the Wisconsin State Plane  
 Coordinate System, South Zone (NAD 1983), the  
 east line of the Northeast 1/4 of Section 28, Township  
 5 North, Range 2 East has a bearing of N00°15'12" W.

**GRAPHICAL SCALE (FEET)**  
 1" = 100'

**NOTES:**  
 1. All measurements were taken from the original data furnished as of a date to be determined.  
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# THE GLEN AT PARK CIRCLE CONDOMINIUM ADDENDUM NO. 4

City of Franklin, Milwaukee County Wisconsin

**LEGAL DESCRIPTION:**

That part of EXPANSION LAND "E" of The Glen at Park Circle Condominium Addition No. 3, as recorded in the Register of Deeds office for Milwaukee County, Wisconsin, as Document No. 10917211, and the EXPANSION D and E Lots, as recorded in the Register of Deeds office for Milwaukee County, Wisconsin, as Document No. 10917211, being a part of Lot 1 and Lot 3 of Certified Survey Map No. 9027, recorded in the Register of Deeds office for Milwaukee County, Wisconsin, as Document No. 1097855, all being a part of the Southeast 1/4 of the Northeast 1/4 of Section 25, Township 5 North, Range 21 East, City of Franklin, Milwaukee County, Wisconsin, bounded and described as follows:

Commencing at the northwest corner of Lot 1 of said Certified Survey Map No. 9027; thence North 88°31'50" East along the north line of said Lot 1 613.44 feet to the Point of Beginning 1'

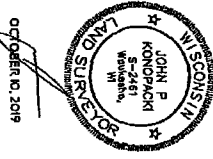
Thence continuing North 88°31'50" East along said north line, 280.40 feet to an east line of said Lot 1 thence South 07°15'12" East along said east line, 177.02 feet; thence South 73°59'21" West, 175.80 feet to the northern limit of way line of West Park Circle Way; thence North 17°30'00" West, 163.83 feet along the arc of West Park Circle Way; thence North 17°30'00" West, 130.00 feet to the northern limit of way line of West Park Circle Way; thence North 17°30'00" West, 163.83 feet along the arc of West Park Circle Way; thence North 17°30'00" West, 130.00 feet to the northern limit of way line of West Park Circle Way; thence North 07°15'12" East, 110.99 feet to the Point of Beginning 1'

ALSO

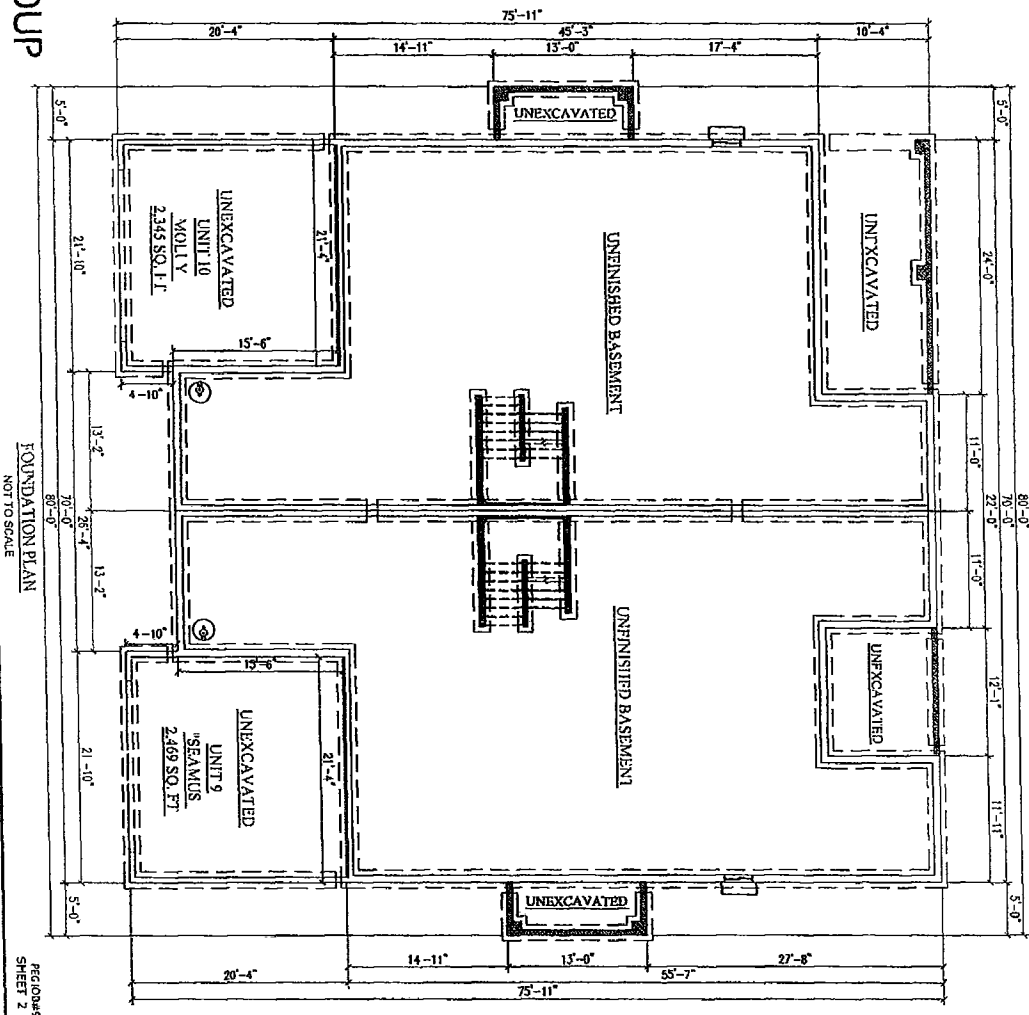
Commencing at the northwest corner of said Lot 3 of Certified Survey Map No. 9027; thence South 00°22'22" East along the west line of said Lot 3, 126.14 feet; thence South 60°56'54" East 205.83 feet; thence North 88°31'50" East, 15.87 feet to the Point of Beginning 2'

Thence North 10°08'10" East, 117.41 feet to the south right of way line of West Park Circle Way; thence South and a point on a curve, thence easterly, 55.27 feet along the arc of said curve and said south right of way line, whose radius is 130.00 feet and whose chord bears South 88°26'39" East, 38.15 feet; thence North 88°31'50" East along said south right of way line, 83.52 feet; thence South 07°29'10" East, 110.99 feet; thence South 88°31'50" West, 142.87 feet to the Point of Beginning 2'

Said land containing 83,583 square feet (1.4820 acres).



**NOTES:**  
 1. All field measurements were made in compliance with the Wisconsin Surveying Code, Chapter SPS 11.00.  
 2. Building and improvement's shown represent proposed construction.  
 3. Quarter acre areas are approximate, taken from acreage calculations of the subject property.  
 4. This instrument drafted by John P. Komopacki, P.L.S. Registration No. S-2461  
**PINNACLE ENGINEERING GROUP**



# THE GLEN AT PARK CIRCLE CONDOMINIUM ADDENDUM NO. 4

City of Franklin, Milwaukee County, Wisconsin

## EXPANSION LAND 1<sup>st</sup> LEGAL DESCRIPTION:

That part of EXPANSION LAND "E" of The Glen at Park Circle Condominium Addendum No. 2, as recorded in the Register of Deeds office for Milwaukee County as Document No. 10890234, being a part of Lot 1 of Certified Survey Map No. 8027, recorded in the Register of Deeds office for Milwaukee County as Document No. 10787950, all being a part of the Southeast 1/4 of the Northwest 1/4 of Section 28, Township 5 North, Range 21 East, City of Franklin, Milwaukee County, Wisconsin, bounded and described as follows:

Commencing at the northeast corner of the Northeast 1/4 of said Section 28, thence South 00°15'12" East along the east line of said Northeast 1/4 of said Section 28, thence South 87°44'48" West and then along a north line of said Lot 1 of Certified Survey Map No. 8027, 282.00 feet to the Point of Beginning;

Thence continuing South 89°44'48" West, 27.41 feet, thence South 08°42'19" West, 116.23 feet to the north right of way line of West Park Circle Way; thence North 81°32'25" West along said north right of way, 121.40 feet to the east right of way line of West Park Circle North, thence North 01°22'10" West along said east right of way, 72.28 feet to a point of curvature, thence northwesterly 27.06 feet along the arc of said curve to the left, whose radius is 130.00 feet and whose chord bears North 07°25'55" West, 27.01 feet; thence North 75°38'21" East to an end line of said Lot 1, 175.00 feet; thence South 00°15'12" East along said east line, 42.83 feet to the Point of Beginning "E"

## EXPANSION LAND 2<sup>nd</sup> LEGAL DESCRIPTION:

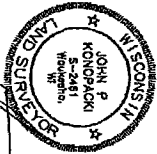
That part of EXPANSION LAND "E" of The Glen at Park Circle Condominium Addendum No. 2, as recorded in the Register of Deeds office for Milwaukee County as Document No. 10890234, being a part of Lot 1 of Certified Survey Map No. 8027, recorded in the Register of Deeds office for Milwaukee County as Document No. 10787950, all being a part of the Southeast 1/4 of the Northwest 1/4 of Section 28, Township 5 North, Range 21 East, City of Franklin, Milwaukee County, Wisconsin, bounded and described as follows:

Commencing at the northwest corner of Lot 1 of said Certified Survey Map No. 8027, thence North 88°31'50" East along the north line of said Lot 1, 144.17 feet to the Point of Beginning "E"

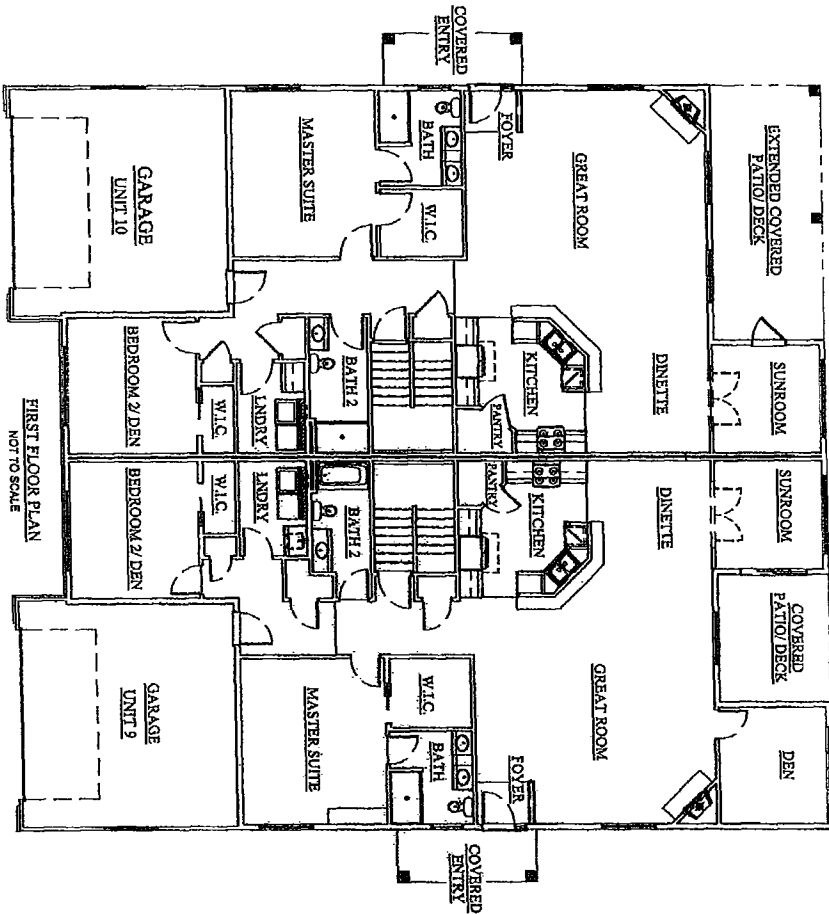
Thence continuing North 88°31'50" East along said north line, 485.27 feet; thence South 03°19'19" West, 110.89 feet to the north right of way line of West Park Circle Way and a point on a curve, thence North 70°01'00" West and whose chord bears North 68°42'28" West, thence northwesterly 27.06 feet along the arc of a curve to the left, whose radius is 130.00 feet and whose chord bears North 07°25'55" West, 27.01 feet; thence North 75°38'21" East to an end line of said Lot 1, 175.00 feet; thence South 00°15'12" East along said east line, 42.83 feet to the Point of Beginning "E"

NOTES:  
1. All measurements are in feet and inches.  
2. All bearings are true bearings.  
3. All distances are in feet and inches.  
4. All areas are in square feet and inches.

OCTOBER 20, 2019



This instrument drafted by John P. Knapacki, P.E., Registration No. S-2461  
**PINNACLE ENGINEERING GROUP**



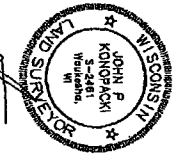
FIRST FLOOR PLAN  
NOT TO SCALE

# THE GLEN AT PARK CIRCLE CONDOMINIUM ADDENDUM NO. 4

City of Franklin, Winnebago County, Wisconsin

CURVE TABLE				
CURVE NO.	LENGTH	RADIUS	CHORD BEARING	CHORD LENGTH
C1	27.06'	130.00'	N07°29'56"W	27.01'
C2	194.83'	130.00'	N48°40'24"W	193.85'
C3	12.52'	130.00'	N88°42'39"W	12.51'
C4	48.56'	130.00'	S77°48'34"W	48.29'
C5	36.27'	130.00'	S83°28'39"E	36.15'
C6	60.47'	130.00'	N85°07'39"E	60.39'
C7	156.85'	1030.00'	S68°55'54"E	156.43'

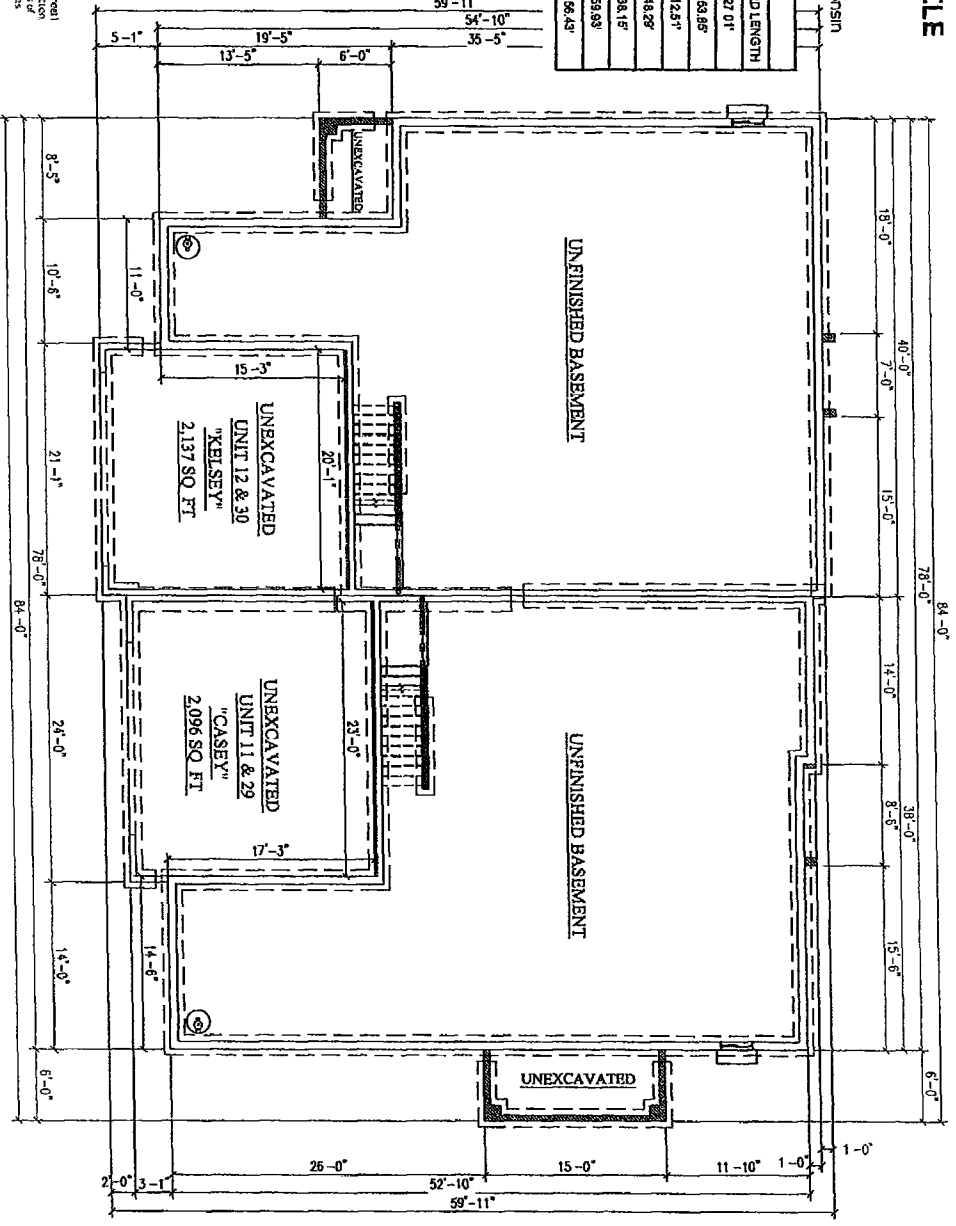
LINE TABLE	
LINE NO.	BEARING DISTANCE
L1	N88°31'0"E 154.07'
L2	N10°08'10"E 117.41'
L3	S80°01'59"W 83.82'
L4	S01°38'10"E 10.00'
L5	N88°31'0"E 85.00'
L6	N01°21'10"W 110.00'
L7	S88°31'59"W 106.00'
L8	S01°38'10"E 10.00'
L9	S80°01'59"W 44.12'
L10	S05°52'37"E 48.82'
L11	S83°52'37"E 38.02'
L12	S10°43'0"E 35.86'



OFFER NO. 2019

NOTE: This instrument shall not be recorded in compliance with the provisions of the Wisconsin Statutes, Chapter 89, unless the provisions of the Wisconsin Statutes, Chapter 89, are complied with. The instrument shall not be recorded in compliance with the provisions of the Wisconsin Statutes, Chapter 89, unless the provisions of the Wisconsin Statutes, Chapter 89, are complied with. The instrument shall not be recorded in compliance with the provisions of the Wisconsin Statutes, Chapter 89, unless the provisions of the Wisconsin Statutes, Chapter 89, are complied with.

This instrument drafted by John P. Konoпадcki, PLS-Registration No. S-2461  
**PINNACLE ENGINEERING GROUP**



FOUNDATION PLAN  
NOT TO SCALE

REVISIONS  
SHEET 4 OF 5

# THE GLEN AT PARK CIRCLE CONDOMINIUM ADDENDUM NO. 4

City of Franklin, Milwaukee County, Wisconsin

## EXPANSION LAND "K" LEGAL DESCRIPTION:

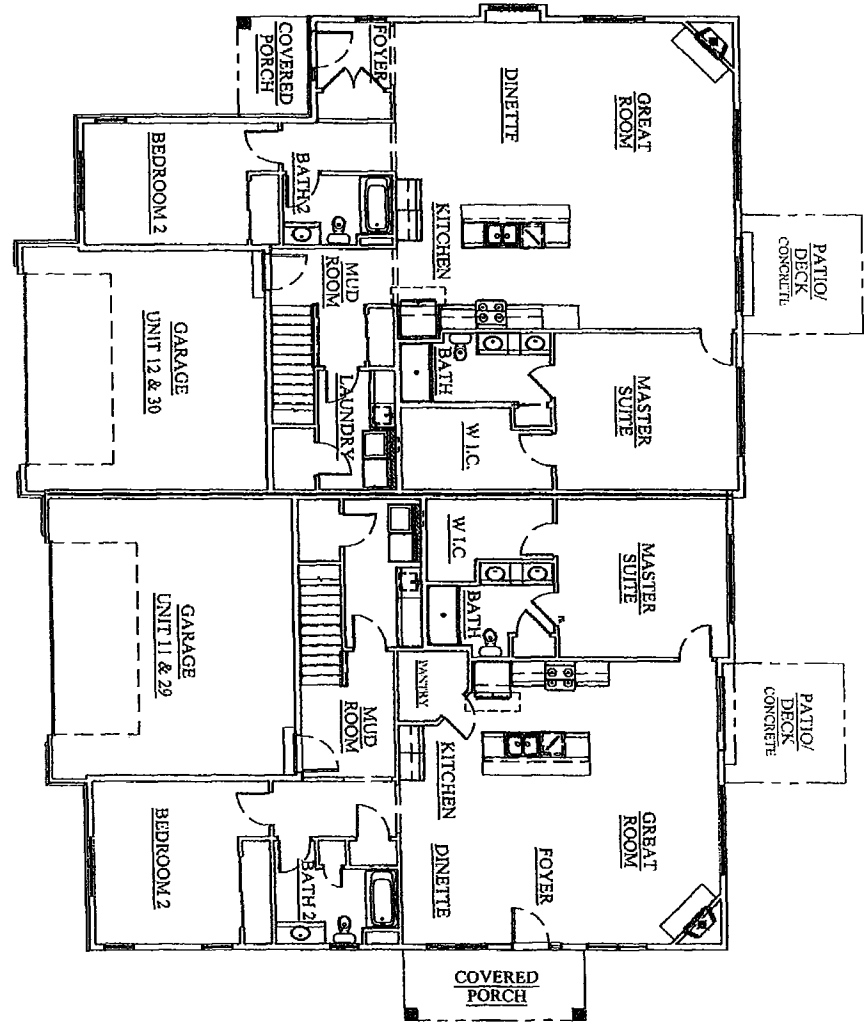
That part of EXPANSION LAND "K" of The Glen at Park Circle Condominium Addition No. 3, as recorded in the Register, Deeds Office for Milwaukee County, Wisconsin, in the name of the City of Franklin, Wisconsin, as Addendum No. 8027, recorded in the Register of Deeds Office for Milwaukee County as Document No. 10787865, all being a part of the Southeast 1/4 of the Northeast 1/4 of Section 26, Township 5 North, Range 21 East, City of Franklin, Milwaukee County, Wisconsin, bounded and described as follows:

Commencing at the northwest corner of said Lot 3 of Certified Survey, Map No. 9027, Thence South 00°22'22" East along the west line of said Lot 3, 128.74 feet to the Point of Beginning "K".

Thence South 60°08'54" East, 203.93 feet; thence North 88°31'50" East, 253.85 feet; thence North 01°28'10" West, 112.00 feet; thence North 88°11'50" East, 110.00 feet; thence North 88°11'50" East, 105.00 feet; thence South 01°28'10" East, 110.00 feet; thence North 88°31'50" East, 138.68 feet; thence North 38°21'08" East, 44.13 feet; thence North 05°52'22" West, 48.68 feet; thence North 35°48'27" West, 26.03 feet; thence North 03°45'01" West, 35.68 feet to the eavesdrip south right of way line and a point on a curve; thence northwesterly 60.47 feet along the arc of said curve to the left; thence northwesterly 130.00 feet and westerly curve bearing North 52°14'17" East, 59.93 feet; thence South 21°42'30" West, 156.89 feet; thence South 21°42'30" West, 156.89 feet along the arc of said curve to the left and said north line of Lot 3, whose radius is 1200.00 feet and whose chord bears South 85°53'54" East, 156.43 feet; thence North 89°44'44" East along said north line of Lot 3, 103.72 feet; thence South 00°15'12" East, 128.00 feet; thence North 89°44'44" East, 122.50 feet to the east line of said Lot 5; thence South 00°15'12" East along said east line, 132.15 feet to the southeast corner of said Lot 3; thence South 85°30'35" West along the south right-of-way line of Lot 3, 121.833 feet to the west line of said Lot 3; thence North 00°22'22" West along said west line, 215.40 feet to the Point of Beginning "K".



NOTE:  
All Building Plans may be reviewed in combination, according to Sheet  
Buildings and Improvements shown represent proposed construction.  
This Instrument drafted by John P. Konopacki, PLS-Registration No. S-2461  
**PINNACLE ENGINEERING GROUP**



FIRST FLOOR PLAN  
NOT TO SCALE



<p style="text-align: center;"><b>APPROVAL</b></p> <p style="text-align: center;"><i>slw</i></p>	<p style="text-align: center;"><b>REQUEST FOR COUNCIL ACTION</b></p>	<p style="text-align: center;"><b>MEETING DATE</b></p> <p style="text-align: center;">June 1, 2021</p>
<p style="text-align: center;"><b>REPORTS &amp; RECOMMENDATIONS</b></p>	<p style="text-align: center;"><b>REQUEST AUTHORIZATION TO APPROVE AGREEMENT FOR PROFESSIONAL SERVICES WITH HOUSEAL LAVIGNE ASSOCIATES LLC FOR THE UNIFIED DEVELOPMENT ORDINANCE REWRITE PROJECT.</b></p>	<p style="text-align: center;"><b>ITEM NUMBER</b></p> <p style="text-align: center;"><b>G.4.</b></p>

**BACKGROUND**

At the March 2, 2021 meeting, Council authorized staff to issue a Request for Proposals (RFP) and develop a recommendation for a consultant and contract.

Staff prepared a RFP which was posted at three locations: City of Franklin website, the League of Wisconsin Municipalities website, and the Wisconsin Chapter of the American Planning Association website. Staff formed a UDO Rewrite Proposal Review Committee (Committee) to review the submitted proposals.

Following the initial reviews by Committee members, it was determined that two consultant teams would be requested to make a presentation and have an interview with the Committee. The two teams were Foth/CiviTek Consulting (presentation/interview on May 7<sup>th</sup>) and Houseal Lavigne/Birchline Planning (presentation/interview on May 11<sup>th</sup>). The Proposal Review Committee interviewed the two candidates, and recommended the consultant team of Houseal Lavigne/Birchline Planning to the Plan Commission.

**PLAN COMMISSION RECOMMENDATION**

At their May 20, 2021 meeting, the Plan Commission reviewed the finalists' proposals and considered the Committee recommendation, and selected the consultant team Houseal Lavigne Associates LLC/Birchline Planning LLC as the consultant and recommends the Council approve a contract for professional services.

**TERM OF CONTRACT**

The Agreement assumes a total term of 22 months from date of the executed Agreement.

**FISCAL NOTE**

The Agreement includes a total not-to-exceed budget of \$174,255. This funding will come from the following sources: Planning Capital Outlay budget line of \$150,000 for this project, along with \$17,065 from the CORP update budgeted for this year but not able to be used (and will be requested in the 2022 Budget), and \$7,190 from the available contingency line in the Capital Outlay Fund.

**COUNCIL ACTION REQUESTED**

Staff requests Common Council approval of the "Agreement Between the City of Franklin and Houseal Lavigne Associates LLC" for the professional services contact for the Unified Development Ordinance rewrite.

AGREEMENT FOR PROFESSIONAL SERVICES

Between

The City of Franklin

And

Houseal Lavigne Associates, LLC

This AGREEMENT, made and entered into this \_\_\_\_ day of June, 2021, between the City of Franklin, 9229 West Loomis Road, Franklin, Wisconsin 53132 (hereinafter "CITY") and HOUSEAL LAVIGNE ASSOCIATES, LLC, (hereinafter "CONSULTANT"), whose principal place of business is 188 West Randolph Street, Suite 200, Chicago IL, 60601.

**W I T N E S S E T H**

WHEREAS, the CONSULTANT 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 the CITY, it is necessary and advisable to obtain the services of the CONSULTANT to provide technical and professional assistance in connection with the preparation of the *Unified Development Ordinance Rewrite* (hereinafter referred to as the "PROJECT") and the CONSULTANT has signified its willingness to furnish technical and professional service to the CITY; and

WHEREAS, the CONSULTANT is qualified to do business in Wisconsin; and

WHEREAS, the CITY and CONSULTANT wish to enter into this AGREEMENT to specify the duties and obligations of the Parties for the Services described herein; and

WHEREAS, the CONSULTANT is willing to perform Services in accordance with the terms hereinafter provided, agrees to comply with all federal, state and local laws and ordinances applicable to this AGREEMENT;

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

**I. BASIC SERVICES AND AGREEMENT ADMINISTRATION**

- A. **Scope of Services.** The CONSULTANT agrees to provide services to CITY as described in the *Scope of Services*, Attachment A, Section 2, a copy of which is attached hereto and incorporated in this AGREEMENT. All documents, work papers, maps, and study materials produced by the CONSULTANT in the performance of these services become the property of the CITY during and upon completion of the services to be performed under this AGREEMENT

- B. Services to be Provided by the CITY.** All existing information, data, reports, and records which are useful for carrying out the work on this PROJECT and which are owned or controlled by the CITY shall be furnished to the CONSULTANT in a timely manner. The completion of the services to be performed by the CONSULTANT under this AGREEMENT is contingent upon the receipt from the CITY, at no cost to the CONSULTANT, the data and reports and other material as described in Attachment A, Section 1, in a timely manner. If, by reason of any fault of CITY, the information, data, reports and records to be provided by the CITY are not made available to the CONSULTANT in a timely manner, the CONSULTANT may, at its option, stop work on the PROJECT until such materials are provided.
- C. Meetings and CONSULTANT visits.** The CONSULTANT will attend meetings as specifically identified in the *Scope of Services*, Attachment A, Section 2. A “meeting” within the body of this AGREEMENT shall mean a gathering requiring the attendance of the CONSULTANT or CONSULTANT's staff, including workshops, formal presentations, interviews, meetings with CITY staff, public meetings and workshops, and public hearings. Public meetings shall be scheduled at least seven (7) to fifteen (15) days in advance, and public hearings shall be scheduled with sufficient advance notice to comply with state and local notice requirements. Attendance at “additional” meetings, meetings not identified in Attachment A, Section 2, *Scope of Services*, will be subject to the provisions of Article M (Extra Work) of this AGREEMENT. The CONSULTANT may conduct "site visits" to gather information, data, and perform field reconnaissance. These "site visits" shall not be counted as meetings under this AGREEMENT. When conducting “site visits” or in the community attending scheduled meetings, the CONSULTANT may informally meet with CITY staff to review and discuss aspects of the PROJECT. These informal CITY meetings with staff shall not be counted as meetings under this agreement. Throughout the PROJECT the CONSULTANT may conduct phone calls or teleconferences with CITY staff on an as needed basis, to maintain open communication and discuss certain aspects of the PROJECT. These phone calls and teleconferences with CITY staff shall not be counted as meetings under this AGREEMENT
- D. Deliverables.** CONSULTANT agrees to provide products to the CITY as identified in Attachment A, Sections 2, *Scope of Services*. The CONSULTANT shall provide all deliverables at least five (5) days in advance of all public meetings. All deliverables become the property of the CITY, including all hard copies and electronic (PDF format) file copies
- E. Extra Work.** If requested and agreed to in writing by the CITY and CONSULTANT, the CONSULTANT will be available to furnish, or obtain from others, Extra Work of the following types:
1. Extra work or extended services due to changes in the general scope or timing of the PROJECT, including, but not limited to; changes in size, complexity or character of the work items, acceleration of the work schedule involving services beyond normal working hours, non-delivery of any materials, data, or other information to be furnished by the CITY not within the reasonable control of the CONSULTANT.
  2. Additional or extended services, including PROJECT administration due to the prolongation of the period of delivery of services specified in this AGREEMENT time through no fault of the CONSULTANT
  3. Attendance at additional meetings beyond those made part of the AGREEMENT.

4. Other additional services requested and agreed to by the CITY and CONSULTANT, which are not otherwise provided for under this AGREEMENT.

The compensation and schedule for completing Extra Work authorized by the CITY shall be subject to negotiation between the CITY and the CONSULTANT in accordance with the provision of Article I E of this AGREEMENT. However, the hourly rate in effect at the time of any change authorizing Extra Work will continue to be in effect for such Extra Work.

- F. The CONSULTANT is an independent CONSULTANT and all persons furnishing services hereunder are employees of, or independent subcontractors to (if allowed for herein), the CONSULTANT and not of the CITY. All obligations under the Federal Insurance Contribution Act (FICA), the Federal Unemployment Tax Act (FUTA), and income tax withholding are the responsibility of the CONSULTANT as employer. The CITY understands that express AGREEMENTS may exist between the CONSULTANT and its employees regarding extra work, competition, and nondisclosure.

## II. FEES AND PAYMENTS

- A. **CONSULTANT's Compensation.** The CITY agrees to pay for CONSULTANT on a time and materials basis, on the basis of the CONSULTANT's hourly rates as stated under Subsection B., below, and Attachment A, Section 3 for the staff time devoted to the PROJECT, and for directly related project expenses. The maximum cost for CONSULTANT services under this AGREEMENT is **\$174,255**, including directly related job expenses
- B. **Directly Related Job Expenses Defined.** Directly related job expenses include, but are not limited to, travel, printing, graphic reproduction, mailing, the purchase of additional maps, plans and reports and other out-of-pocket expenses that are related to carrying out services under this AGREEMENT. Any reimbursable expenses that are not enumerated above must be identified by the CONSULTANT and approved by the CITY in writing.
- C. **Hourly Rates.** Hourly rates in effect for purposes of this AGREEMENT are provided in Attachment A, Section 3
- D. **Method of Payment.** The CONSULTANT will submit invoices to the CITY and be paid for all work satisfactorily completed hereunder and all directly related job expenses incurred on the PROJECT during the billing period. The CONSULTANT will submit monthly invoices with appropriate supporting documentation. To substantiate the invoice, appropriate supporting documentation shall include, without limitation due to reference herein, the following: days and hours worked, individual performing the work, and the general purpose, nature, or type of the work performed (as appropriate). The CITY agrees to pay the CONSULTANT's invoice, if undisputed, within 30 days of invoice date for all approved work
- E. Should the CITY find deficiencies in work performed or reported, it will notify the CONSULTANT in writing within thirty (30) days of receipt of invoice and related report, and the CONSULTANT will remedy the deficiencies within thirty (30) days of receiving the CITY's notice, which period may be extended by mutual agreement of the CONSULTANT

and the CITY's representative identified in Subsection IV A. below. This subsection shall not be construed to be a limitation of any rights or remedies otherwise available to the CITY.

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

- A. This AGREEMENT may only be amended by written instrument signed by both the CITY and the CONSULTANT.
- B. The CITY may, in writing, request changes in Attachment A, *Scope of Services*, required to be performed by the CONSULTANT, which may continue to be on a time and material basis or may, by mutual agreement, be on a fixed-fee, not-to-exceed fee, or other such basis. Such changes, including any appropriate increase or decrease in the amount of compensation, which are mutually agreed upon, shall be incorporated in written amendments to this AGREEMENT.
- C. If requested and agreed to in writing by the CITY and CONSULTANT, the CONSULTANT will be available to furnish, or obtain from others, Extra Work of the following types:
  - a. Extra work or extended services due to changes in the general scope or timing of the PROJECT, including, but not limited to; changes in size, complexity or character of the work items; acceleration of the work schedule involving services beyond normal working hours, non-delivery of any materials, data, or other information to be furnished by the CITY not within the reasonable control of the CONSULTANT.
  - b. Additional or extended services, including PROJECT administration due to the prolongation of the period of delivery of services specified in this AGREEMENT time through no fault of the CONSULTANT.
  - c. Attendance at additional meetings beyond those made part of the AGREEMENT.
  - d. Other additional services requested and agreed to by the CITY and CONSULTANT, which are not otherwise provided for under this AGREEMENT.

The compensation and schedule for completing Extra Work authorized by the CITY shall be subject to negotiation between the CITY and the CONSULTANT in accordance with the provision of Article III B of this AGREEMENT. However, the hourly rate in effect at the time of any change authorizing Extra Work will continue to be in effect for such Extra Work.

- D. Any claim by the CONSULTANT for an adjustment hereunder that applies the basis for any cost changes must be in accordance with an amendment to the AGREEMENT that is executed prior to such claim

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

- A. Planning Manager Heath Eddy will serve as CITY's Lead Staff and be responsible for communication within the CITY's organization as related to all issued originating under this AGREEMENT and will monitor, evaluate and coordinate the work of the CONSULTANT
- B. The CITY will timely provide the CONSULTANT with information in its possession related to the PROJECT as mutually deemed necessary and pertinent.

- C. The CONSULTANT will appoint, subject to the approval by the CITY, John Houseal, as the CONSULTANT’s representative to the CITY, and may appoint other key providers of the Scope of Services. Substitution of other staff may occur only with the consent of the CITY.

**V. TERMINATION**

- A. This AGREEMENT may be terminated by the CITY, for its convenience, for any reason, by written prior notice to the CONSULTANT at least **five (5) business days** before the specified effective date of such termination. This AGREEMENT may be terminated by the CONSULTANT upon written prior notice to the CITY at least **five (5) business days** prior to the effective date of such termination. Upon such termination by the CITY, the CONSULTANT shall be entitled to payment of such amount as shall fairly compensate the CONSULTANT for all approved and performed work up to the date of termination and from the last work-dates invoiced, except that no amount shall be payable for any losses of revenue or profit from any source outside the scope of this AGREEMENT, including but not limited to, other actual or potential agreements for services with other parties.
- B. In the event that this AGREEMENT is terminated for any reason, the CONSULTANT shall deliver to the CITY all data, reports, summaries, correspondence, and other written, printed, or tabulated material pertaining in any way to the *Scope of Services*, Attachment A, that the CONSULTANT may have accumulated. Such material is to be delivered to the CITY whether in completed form or in process.
- C. The right and remedies of the CITY and the CONSULTANT under this section are not exclusive and are in addition to any other rights and remedies provided by law or appearing in any other article of this AGREEMENT.
- D. Failure to maintain the designated staff (as identified herein and in the CONSULTANT’s original proposal) or such similarly qualified staff as determined by the CITY may lead to termination of the agreement, as determined by the CITY.

**VI. INSURANCE**

The CONSULTANT shall procure and maintain for the duration of this AGREEMENT, and for three (3) years thereafter insurance against errors and omissions and claims for injuries to its employees which may arise from or are in conjunction with the performance of the work hereunder by the CONSULTANT, its agents, representatives, employees or subcontractors.

- A. **Minimum Limits of Insurance.** The CONSULTANT shall maintain the minimum limits set forth below

General/Commercial Liability	\$1,000,000 per each occurrence for bodily injury, personal injury, and property damage \$2,000,000 per general aggregate
Automobile Liability	\$1,000,000 per accident or bodily injury and property damage

Umbrella or Excess Liability Coverage for General/Commercial and Automobile Liability	\$2,000,000 per occurrence for bodily injury, personal injury and property damage \$2,000,000 minimum aggregate per person, per aggregate
Worker's Compensation and Employers' Liability	\$1,000,000 single limit \$500,000 per accident
Errors and Omissions (Professional Liability)	\$2,000,000 single limit

**B Deductibles and Self-Insured Retentions.** Any deductibles or self-insured retentions must be declared to and approved by the CITY. At the option of the CITY, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the CITY, its officials, employees and volunteers; or the CONSULTANT shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses.

**C Other Insurance Provisions.** The policies are to contain, or be endorsed to contain, the following provisions:

General Liability and Automobile Liability Coverages

- i. The CITY, its officials, employees and volunteers are to be covered as additional insured as respects liability arising out of activities performed by or on behalf of the CONSULTANT; or automobiles owned, lease, hired or borrowed by the CONSULTANT. The coverage shall contain no special limitations on the scope of protection afforded to the CITY, its officials, employees, and volunteers.
- ii. The CONSULTANT's insurance coverage shall be primary as respects the additional insureds. Any insurance or self-insurance maintained by the CITY, its officials, agents, employees, and volunteers shall be in excess of the CONSULTANT's insurance and shall not contribute with it.
- iii. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the CITY, its officials, agents, employees, and volunteers.
- iv. The CONSULTANT's insurance shall contain a severability of interests clause or language stating that the CONSULTANT's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

All Coverages Each insurance policy required by this clause shall be endorsed to state that the coverage shall not be voided, canceled, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City.

**D. Acceptability of Insurers.** The insurance carrier used by the CONSULTANT shall have a minimum insurance rating of AVII according to the AM Best Insurance Rating Schedule and licensed to do business in the State of Wisconsin

- E. **Verification of Coverage.** The CONSULTANT shall furnish the CITY with certificates of insurance and with copies of endorsements affecting coverage. The certificates and endorsement for the insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements may be on forms provided by the insurance carrier and are to be received and approved by the CITY before any work commences. The CITY reserves the right to request full, certified copies of the insurance policies
- F. **Cancellation of Coverage.** If said policies are thereafter canceled, permitted to expire, or changed, the CONSULTANT shall immediately notify the CITY and shall immediately cease all work until such replacement policies meeting the requirements of this AGREEMENT and of the CITY are fully in place and in force and all required documentation and certificates are provided to the CITY.

The CITY's acceptance of certificates or original insurance policies or both and the allowance to commence work does not release the CONSULTANT, nor the CONSULTANT's authorized or unauthorized subcontractors, from the required level of insurance and required level of security and protection provided the CITY by the insurance requirements set forth herein.

## VII. INDEMNIFICATION AND ALLOCATION OF RISK

- A. Nothing contained within this AGREEMENT is intended to be a waiver or estoppel of the CITY or its insurer to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including but not limited to, those contained within Wisconsin Statutes §893.80, §895.52, and §345.05. To the extent that indemnification is available and enforceable, neither the City nor its insurer shall be liable in indemnity or contribution for an amount greater than the limits of liability for municipal claims established by Wisconsin Law.
- B. The CONSULTANT warrants each of the following:
  - 1. No document(s) used for the project requires the CITY or its insurer to indemnify and/or hold harmless any party to the contract for any reason
  - 2. No document(s) used for the project requires the CITY or its insurer to waive subrogation for any liability, workers compensation or property policy.
  - 3. The documents used for the project shall not contain any wording limiting the financial responsibility of the CONSULTANT
- C. The CONSULTANT shall well and truly save and indemnify and keep harmless the CITY against all liability, judgments, costs and expenses, which may in any way result from the carelessness or neglect of the said CONSULTANT, or the agents, employees or workmen of said CONSULTANT in any respect whatsoever.

## VIII. TIME FOR COMPLETION

- A. **Time of Performance.** The services of the CONSULTANT will begin upon delivery to the CONSULTANT of an executed copy of this AGREEMENT, and shall, absent causes beyond the reasonable control of the CONSULTANT, be completed within twenty-two (22) months of



delivery of said executed AGREEMENT. The completion of services by the CONSULTANT shall be, among other things, contingent upon the timely receipt of the services, data, and other reports described in Attachment A, *Scope of Services* and upon the timely conduct by the CITY of meetings and decisions required for its purposes in the execution of Attachment A. For the purpose of this AGREEMENT, timely shall mean that decisions and choices be made within ten (10) working days for CITY staff review of CONSULTANT submittals, services, data, and reports as are delivered to the CITY's representative; and fifteen (15) calendar days for such decisions and choices to be made by the CITY Common Council. If the CITY requests that CONSULTANT perform Extra Work as defined in Article M such as is not now included in Attachment A, the CONSULTANT, if agreed to by the CITY, may suspend work on the PROJECT or a portion of the PROJECT, and may extend the period of time allotted to perform the services identified in Attachment A under this AGREEMENT, to a mutually agreed upon period of time necessary to compensate for Extra Work. Where the CITY and CONSULTANT mutually agree to extend the period of time to perform services under this AGREEMENT, the hourly rates may not be increased beyond those set forth in Section II C of this AGREEMENT, provided that the cause or reasons of such extension(s) are not the fault of the CLIENT

- B Excusable Delays.** The CONSULTANT shall not be in breach of this AGREEMENT by reason of any failure in performance of this AGREEMENT in accordance with its terms if such failure arises out of causes beyond the reasonable control and without the fault or negligence of the CONSULTANT. Such causes may include, but are not restricted or limited to, acts of God or of the public enemy, acts of government in either its sovereign or contractual capacity, fires, floods, strikes, and unusually severe weather, but in every case, so long as the failure to perform is beyond the reasonable control and without the fault or negligence of the CONSULTANT, the CONSULTANT shall not be deemed to be in breach of this AGREEMENT.

## **IX. DISPUTES**

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

## **X. RECORDS RETENTION**

Unless otherwise required herein, the CONSULTANT shall maintain all records pertaining to this AGREEMENT during the terms of this AGREEMENT and for a period of three (3) years following its completion. Such records shall be made available by the CONSULTANT to the CITY for inspection and copying upon request

## **XI. MISCELLANEOUS PROVISIONS**

- A Professionalism.** The CONSULTANT stipulates that the same degree of care, skill, and diligence shall be exercised in the performance of the services as is possessed and exercised by a member of the same profession, currently practicing, under similar circumstances, and all persons providing such services under this AGREEMENT shall have such active certifications, licenses, and permissions as may be required by law

- B. **Pursuant to Law.** Notwithstanding anything to the contrary anywhere else set forth within this AGREEMENT, all services and any and all materials and/or products provided by the CONSULTANT under this AGREEMENT shall be in compliance with all applicable governmental laws, statutes, decisions, codes, rules, orders, and ordinances, be they Federal, State, County, or Local.
  
- C. **Conflict of Interest.** The CONSULTANT warrants that neither it nor any of its affiliates has any financial or other personal interest that would conflict in any manner with the performance of the services under this AGREEMENT and that neither it nor any of its affiliates will acquire directly or indirectly any such interest. The CONSULTANT warrants that it will immediately notify the CITY if any actual or potential conflict of interest arises or becomes known to the CONSULTANT. Upon receipt of such notification, a CITY review and written approval is required for the CONSULTANT to continue to perform work under this AGREEMENT. Additionally, the CONSULTANT shall not take any action or provide to an individual any item that confers a personal benefit upon an employee or officer of the CITY.
  
- D. **Equal Employment Opportunity.** The Consultant shall not discriminate against any employee or applicant for employment because of race, religion, color, sex or national origin. The Consultant shall take affirmative action to ensure that applicants are employed, and that employees are treated during their employment, without regard for their race, religion, color, sex, or national origin or any other protected class. Such actions shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff, or termination; rates of pay, or other forms of compensation, and selection for training including apprenticeship.

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

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

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

CITY:

CITY OF FRANKLIN, WISCONSIN

CONSULTANT:

HOUSEAL LAVIGNE ASSOCIATES, LLC

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

PRINT NAME: Stephen R Olson  
TITLE: Mayor

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

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

PRINT NAME: John A. Houseal, FAICP  
TITLE: Principal

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

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

PRINT NAME: Paul Rotzenberg  
TITLE: Director of Finance and Treasurer

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

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

PRINT NAME: Sandra L. Wesolowski  
TITLE: City Clerk

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

Approved as to form

\_\_\_\_\_  
Jesse A Wesolowski, City Attorney

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

# **ATTACHMENT A**

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## **SCOPE OF SERVICES and HOURLY RATES**

This section describes the Scope of Services for preparing the Unified Development Ordinance Rewrite for the City of Franklin, Wisconsin

### **Section 1:**

#### **CITY ASSISTANCE TO THE CONSULTANT**

Whereas the scope of services will be undertaken by the CONSULTANT, it is understood and agreed that the CITY will provide the following assistance to the CONSULTANT:

1. The CITY, with the CONSULTANT's assistance, will schedule and arrange and provide notices for all meetings and workshops including contacting agencies, individuals and citizens to be invited to meetings.
2. The CITY, with the CONSULTANT's assistance, will collect and compile previously prepared and available reports, projects, studies, maps and other data owned or in control of the CITY and that might be useful for the project
3. The CITY will provide to the CONSULTANT an up-to-date base map (electronic and hard copy) for the City, including GIS files and information

## **Section 2:**

### **SCOPE OF SERVICES**

#### **Step 1: Project Kick Off**

To kick off the UDO Rewrite process, we will conduct meetings, workshops, and interviews with key City staff, elected and appointed officials, and the Reviewing Committee/Task Force to discuss the process of rewriting the UDO and to gather information on the vision that the Reviewing Committee/Task Force, elected and appointed officials, as well as City staff, have for the outcome of the project.

- 1a.** Staff Coordination Call
- 1b.** Staff Kick Off Meeting and City Tour
- 1c.** Department Heads Meeting
- 1d.** Elected and Appointed Officials Roundtable Workshop
- 1e.** Reviewing Committee/Task Force Workshop

#### **Step 2: Public Engagement**

Anticipating high levels of participation from an active and engaged community, our proposed outreach process for the UDO Rewrite includes both traditional (face-to-face) and web-based activities to obtain the broadest levels of participation possible.

Our responsive approach allows us to be flexible and to maximize the effectiveness of resources spent. If face-to-face engagement is not feasible or desirable at a particular point in the process, we will work with City staff to reallocate time and resources and identify the best online engagement tools and web meeting formats to supplement outreach efforts. We are confident that the suite of online engagement tools we can provide will allow us to obtain the community input required to provide Franklin with the Land development regulations it needs.

At the onset of the project, we will design and host an interactive project website that is linked to the City's existing website. We are committed to using the internet to maximize participation and communication between the City and its community members. An interactive project website provides a home base for information regarding the UDO Rewrite and will be used to post project schedules and meeting dates, display graphics, maps, and draft documents; address frequently asked questions; host map social; and provide an online questionnaire.

map social is a web-based community issues mapping tool. Developed by Houseal Lavigne, this tool allows users to identify, map, and comment on geographic areas of concern and valued community amenities. map social simplifies the mapping process and familiarizes users with all areas of the community in a manner that is intuitive, interactive, and effective.

- 2a.** Interactive Project Website (deliverable #1)
- 2b.** Online Questionnaire (deliverable #1)
- 2c.** map social (deliverable #1)
- 2d.** UDO Rewrite Public Workshop
- 2e.** Community Stakeholder Interviews (up to 10)

### **Step 3: Current UDO Diagnosis and Preliminary Recommendations**

This step begins with a thorough review of the City's Comprehensive Master Plan, to identify Plan goals, objectives, and implementation strategies that will guide the rewrite of the UDO. This process is both a review of what is on paper, and a review of input from staff, Plan Commission, City Council, and applicants gathered in Step 1.

Next, the City's current UDO will be assessed to determine the strengths and weaknesses of the existing regulations as a baseline for preparing the rewrite. The assessment will entail a detailed chapter-by-chapter, section-by-section review, highlighting areas where the existing regulations, standards, procedures, processes, and other requirements are problematic, in light of changes to Wisconsin law, the City's recent experience with different development projects, and national best practices. Our review approach also focuses on ways to effectively accommodate property investment while safeguarding and ensuring community character, environmental goals, and sense of place.

The City's recent history of development proposals and applications for zoning relief will also be reviewed to identify "pain points" in bringing forward development. We will be especially focused on working with staff and the Plan Commission to understand the City's experience implementing the Overlay District design standards in Division 15-3.0350, and the Natural Resource Protection Standards in Division 15-4.0100. Franklin has long been distinguished by its commitment to balancing a high-quality living environment and natural environment through application of its development standards. The Natural Resource Protection Standards in Division 15-4.0100 are among the more stringent in the Root River watershed, requiring both resource identification and mitigation using a somewhat complex set of formulas and criteria that can be challenging to assess, and to administer consistently. We will work with the City to consider options such as enhanced but more universally applicable landscape and mature tree protection standards, clarifying the information required for plan approval to make submittals more efficient (i.e., consolidating landscaping, natural resource, and stormwater management information); or considering uniform setbacks for streams, floodplains, wetlands, and buffers. It will also be very important at this stage and for the GIS analysis described below to ensure that the team has the most up to date information on floodplain and floodway mapping from the Southeastern Wisconsin Regional Planning Commission.

Next, ArcGIS Pro, ArcGIS Urban, CityEngine, and other tools will be used to conduct a conformity analysis to test existing development conditions against the bulk and use standards of the current UDO. This level of analysis is important, not only to determine if existing development is consistent with the existing UDO, but to fully understand the impact of new regulations on existing development, so as not to inadvertently create an excessive amount of legal non-conforming structures. The rewritten UDO will need to not only appropriately guide and regulate new development going forward but must also work with the existing building stock and development pattern in established and historic areas of the City.

ArcGIS Pro and ArcGIS Urban will also be used to assess any areas of misalignment between the City's future land use map, included in the City's Comprehensive Master Plan, and the existing zoning map. This analysis will identify areas where the place types assigned to an area in the future land use map is not supported by that area's zoning district designation.

Finally, these findings will be packaged into a Current UDO Diagnosis and Preliminary Recommendations Memo. The Current UDO Diagnosis will describe the issues with current regulations based on City feedback, community outreach, and our expertise and analysis. The Preliminary Recommendations Memo will include an overall organization of the rewritten UDO as well as identify strategies for how to proceed, what to prioritize, and case studies and best practice approaches to be considered in order to resolve the identified issues.

- 3a. Comprehensive Master Plan Review**
- 3b. Review and Assessment of Current Land Development Regulations**
- 3c. Review and Assessment of Recent Development Proposals**
- 3d. Regulations Testing**
- 3e. Future Land Use Map and Zoning Map Alignment Analysis**
- 3f. Best Practices Research**
- 3g. Current UDO Diagnosis and Preliminary Recommendations Memo (deliverable #2)**
- 3h. Staff Working Call**
- 3i. Reviewing Committee/Task Force Workshop**

#### **Step 4: Draft UDO Sections and Review Meetings**

This step includes the development of draft UDO language based on the feedback received from City staff and the Reviewing Committee/Task Force on the Current UDO Diagnosis and Preliminary Recommendations Memo created as a part of Step 3. Step 4a will involve revisions to district purpose and intent statements to align with the City's Comprehensive Plan as well as any map updates desired by the City based on the zoning map analysis conducted as a part of Step 3. Step 4b and 4c will include updates to base and overlay district standards to ensure that any uses that are missing, unclear, or need to be improved are identified. Bulk and dimensional standards will also be revised during this step based on the results of the conformities analysis conducted as a part of Step 3. Step 4d will include supplemental use regulations that incorporate design principles relevant to specific uses. Step 4e will include concise, understandable standards and regulations for development throughout the City including, landscape standards, parking standards, and fence standards, amongst others. Steps 4h and 4i will streamline all review and approval processes. Step 4j will involve updates to the City's subdivision regulations including standards and review procedures as well as any updates to construction and engineering specifications identified by the City's Engineering and Public Works Department. Step 4k will include a thorough update to all definitions to ensure that unnecessary definitions are eliminated, outdated definitions are clarified, and new definitions are added, as necessary.

Draft Sections will be delivered to staff iteratively in order to gain feedback and refine revisions before the full draft is developed as a part of the next step. Graphics, diagrams, illustrations, and other visualizations will be developed after staff review to support and clearly communicate proposed revisions. The draft UDO sections will then be brought to the Reviewing Committee/Task Force for review and refinement.

- 4a. Establishment of Districts (deliverable #3)**
- 4b. Base District Specific Standards (deliverable #3)**
- 4c. Overlay District Specific Standards (deliverable #3)**

- 4d. Use Specific Standards (deliverable #3)
- 4e. Staff Working Session
- 4f. Reviewing Committee/Task Force Workshop
- 4g. Development Standards (deliverable #4)
- 4h. Sign Standards (deliverable #4)
- 4i. Staff Working Session
- 4j. Reviewing Committee/Task Force Workshop
- 4k. Planned Unit Development Standards (deliverable #5)
- 4l. Administration and Enforcement Standards (deliverable #5)
- 4m. Subdivision Standards (deliverable #5)
- 4n. Definitions (deliverable #5)
- 4o. Staff Working Session
- 4p. Reviewing Committee/Task Force Workshop

**Step 5: Draft and Final UDO**

This step will include the compilation of the draft Sections into a draft UDO document for local consideration and discussion. The draft document will be reviewed by City staff prior to being brought to the Reviewing Committee/Task Force and elected and appointed officials. A UDO Rewrite Informational Brochure will also be developed to help inform and educate the Franklin community about proposed updates. The proposed updates will also be presented to the public at an open house. Feedback received on the draft document will be incorporated and the final draft will then be sent to the City Attorney for final legal review.

- 5a. Prepare Draft UDO (deliverable #6)
- 5b. Staff Working Sessions (up to 3)
- 5c. UDO Rewrite Informational Brochure (deliverable #7)
- 5d. Reviewing Committee/Task Force Workshop
- 5e. Elected and Appointed Officials Workshop
- 5f. Public Open House
- 5g. Prepare Final UDO (deliverable #8)
- 5h. Final UDO legal review (by City Attorney)

**Step 6: UDO Adoption**

During Step 6, the final UDO will be presented to the Plan Commission and Common Council for the formal public hearing process and, ultimately, the adoption of the rewritten UDO.

- 6a. Final UDO Public Hearing
- 6b. Final UDO Adoption



### **Section 3:**

## **BUDGET & HOURLY RATES**

### **Budget**

Houseal Lavigne proposes a not to exceed amount of **\$174,255**, including directly related job expenses

### **Houseal Lavigne Hourly Rates**

Principal	\$230-250
Senior Project Manager	\$180
Project Manager	\$145
Planner II	\$130
Planner I	\$110
Clerical/Technical	\$85

<b>APPROVAL</b> <i>slw</i>	<b>REQUEST FOR COUNCIL ACTION</b>	<b>MTG. DATE</b> June 1, 2021
<b>Reports &amp; Recommendations</b>	<b>PREFERENCE OF PEDESTRIAN IMPROVEMENTS ALONG STH 100 FROM W. PRAIRIE GRASS WAY TO W. LOOMIS ROAD (STH 36)</b>	<b>ITEM NO.</b> <b>G.5.</b>

**BACKGROUND**

At the May 18, 2021, Common Council meeting, item G4 was tabled because of questions concerning which side of the road that Wisconsin Department of Transportation (WisDOT) was planning to place the sidewalk.

**ANALYSIS**

Staff talked to WisDOT and confirmed that either side of the road is acceptable to place a sidewalk. As a reminder, the state will justify one side only.

**OPTIONS**

Same options as presented on May 18, 2021.

**FISCAL NOTE**

Any Franklin costs would be added to capital projects for the 2025 or 2026 budget, as appropriate.

**RECOMMENDATION MOTIONS**

Direct Staff to send a letter to WisDOT Staff indicating a choice to construct (choose one)

- A. a sidewalk along the west side of STH 100 from W. Prairie Grass Way to W. Loomis Road (STH 36); or
- B. a path along STH 100 from W. Prairie Grass Way to W. Loomis Road (STH 36); or
- C. a sidewalk and a pathway along STH 100 from Prairie Grass Way to W. Loomis Road (STH 36); or
- D. no pedestrian improvements along STH 100 from W. Prairie Grass Way to W. Loomis Road (STH 36).

Engineering Department: GEM



- The estimated cost share for installing sidewalk from W. Prairie Grass Way to W. Loomis road (STH 36) on the southwest side: \$35,000. There are currently no right of way impacts associated with this work. (20% of \$35,000 is \$7,000).

WisDOT also reviewed sidewalk on the east side of STH 100 and determined that State funding for sidewalk would only be justified on one side of STH 100. In the case that the City of Franklin would prefer the east side of STH 100 to have sidewalk instead of the west, WisDOT would need to do further investigation.

WisDOT determined a 10-foot multiuse asphalt **path** along STH 100 from W. Prairie Grass Way to W. Loomis Road (STH 36) is not justified for State funding. If the City desires a path, the costs would consider the following:

- Path installed from W. Prairie Grass Way to W. Loomis Road (STH 36): 100% City of Franklin cost.
- The estimated cost for path installation \$82,000.
- This estimate does not include any right of way purchase.
- This estimate does not account for possible wetland mitigation impacts. There is a known area of wetlands along this stretch of the corridor that may be impacted if the path is installed.
- If the alignment of the path changes due to the environmental process, additional right of way and mitigation costs may be required.

### **OPTIONS**

If the City of Franklin would like to proceed with just the 5-foot sidewalk option WisDOT will draft a State-Municipal Agreement (SMA) cost share and Memorandum of Understanding (MOU) maintenance agreement for the above described sidewalk option. The current estimate for Franklin's portion would be \$7,000.

If the City of Franklin would like to proceed with both the 5-foot sidewalk and the 10-foot multiuse path along this section, WisDOT will put together an SMA & MOU for both the above mentioned sidewalk and path options. Current estimate for Franklin's portion would be \$89,000.

If the City of Franklin does not wish to proceed with either of the above options, WisDOT will document the decision and the official choice will be to not to proceed with either sidewalk or path as part of this project.

An email from Staff to WisDOT regarding the Common Council's direction is sufficient at this time.

### **FISCAL NOTE**

Any Franklin costs would be added to capital projects for the 2025 or 2026 budget, as appropriate.

### **RECOMMENDATION MOTIONS**

Direct Staff to send a letter to WisDOT Staff indicating a choice to construct (choose one)

- A. a sidewalk along the west side of STH 100 from W. Prairie Grass Way to W. Loomis Road (STH 36); or
- B. a path along STH 100 from W. Prairie Grass Way to W. Loomis Road (STH 36); or
- C. a sidewalk and a pathway along STH 100 from Prairie Grass Way to W. Loomis Road (STH 36); or
- D. no pedestrian improvements along STH 100 from W. Prairie Grass Way to W. Loomis Road (STH 36).

Engineering Department: GEM

APPROVAL <i>skw</i>	REQUEST FOR COUNCIL ACTION	MTG. DATE June 1, 2021
Reports & Recommendations	INCLUSION OF PEDESTRIAN ACCESS FOR W. FOREST HOME AVENUE IN A MILWAUKEE COUNTY DEPARTMENT OF TRANSPORTATION (MCDOT) ROAD RECONDITIONING PROJECT	ITEM NO. <b>G.6.</b>

**BACKGROUND**

Milwaukee County Department of Transportation (MCDOT) is planning a 2023 road reconditioning (not a full reconstruction) project for W. Forest Home Avenue (CTH OO) from W. Jefferson Terrace (Hi View Drive / Muskego city limits) to W. Speedway Drive. The project will be funded under the Local Road Improvement Program (LRIP). In Milwaukee County, sidewalks are owned and maintained by the local municipality. For a project funded under the LRIP, the decision to include any sidewalk within the project is up to the local municipality. Any costs associated with the sidewalk (i.e. sidewalk, base aggregate dense, curb ramps, right of way, etc.) would be paid for 100% by the local municipality through a local municipal agreement (LMA).

**ANALYSIS**

Costs are unknown at this time. Before MCDOT does enough engineering to develop a budget, MCDOT is asking for a Resolution from the City of Franklin early in the design process. The Resolution would state that the sidewalk would be installed as part of the project and the ownership and maintenance of the sidewalk would be the responsibility the local municipality. This resolution does **not** pertain to payment or costs of the sidewalk. Costs would be covered under the LMA later in the design process.

It should be noted that there are two trail crossings for this segment. The Hike Bike Trail (WE Energies easement) crosses this segment between W. Rawson Avenue and W. St. Martins Road and also between S. North Cape Road and W. St. Martins Road.

For comparison sake, Wisconsin Department of Transportation (WisDOT) had a 2020 project in Milwaukee County and the cost for sidewalk was approximately \$28 / linear foot. It is unclear if WisDOT's estimate is comparable to MCDOT's method for passing along sidewalk costs. Using the WisDOT unit price, approximate costs for various segments are shown in the table below:

Segment	Approximate Distance	Budget One Side @ \$28 / LF	Budget Both Sides @ \$28 / LF
Jefferson to Hike-Bike Trail	1,650 LF	\$46,200	\$92,400
Hike-Bike Trail to St. Martins	2,100 LF	\$58,800	\$117,600
St. Martins to Hike Bike Trail	750 LF	\$21,000	\$42,000
Hike Bike Trail to Sunnybrook	1,300 LF	\$36,400	\$72,800
Sunnybrook to Rawson	1,650 LF	\$46,200	\$92,400
Rawson to Cortez	2,250 LF	\$63,000	\$126,000
Cortez to Speedway	1,200 LF	\$33,600	\$67,200
<b>TOTALS</b>	<b>10,900 LF</b>	<b>\$305,200</b>	<b>\$610,400</b>
<b>Totals with 20% contingency</b>		<b>\$366,240</b>	<b>\$732,480</b>

Per present policy, DPW will clear snow for a "path," any sidewalk with a width of at least 6 feet, as that is the minimum width that DPW equipment can efficiently clear. A sidewalk as discussed above would be 5 feet wide and with some exceptions, are the responsibility of the adjacent property owner to clear. There have been many discussions on DPW's deficit of manpower and equipment to take on additional responsibility for clearing snow.

## **OPTIONS**

With the Hike Bike Trail, one could consider that pedestrian access is not needed to parallel similar segments, especially between Sunnybrook and Rawson. However, homes within these segments could need improved access to the trail. Others could consider that pedestrian access is needed for all segments. Desire for sidewalks are at the will of the Common Council.

Because of the variability in options, a resolution will be drafted for a future meeting to reflect the will of the Common Council.

In addition, expansion of the pedestrian access from a 5-foot sidewalk to a 6-foot pathway has previously been used to qualify a project for park impact fees.

Staff could host an information meeting and/or mail a letter for property owner input. Be mindful that MCDOT is needing an answer as soon as possible to proceed with their design process.

## **FISCAL NOTE**

Milwaukee County would include the sidewalk segment(s) in the plans but would also require Franklin to pay 100% of the cost for the construction of the sidewalk. Considering design costs, contractor mobilization costs, and other incidentals, this option is cheaper than Franklin initiating this project and constructing it with our contractor. As noted, the cost estimate is based on a WisDOT project and for planning purposes, a 20% contingency at this stage is appropriate for the selected segments.

Any Franklin costs would be added to capital projects for the 2023 budget, as appropriate. Common Council could have a discussion on eligibility for using park impact fees to provide this long, contiguous, and important section of pedestrian access.

## **RECOMMENDATION MOTIONS**

Direct Staff to draft a resolution for a future Common Council action reflecting the desired segments for sidewalk, if any.

Engineering Department: GEM



**Milwaukee County Project  
W. Forest Home Avenue  
(CTH 00)**

<p style="text-align: center;"><b>APPROVAL</b></p> <p style="text-align: center;"><i>slw</i></p>	<p style="text-align: center;"><b>REQUEST FOR COUNCIL ACTION</b></p>	<p style="text-align: center;"><b>MEETING DATE</b></p> <p style="text-align: center;"><b>06/1/21</b></p>
<p style="text-align: center;"><b>REPORTS AND RECOMMENDATIONS</b></p>	<p style="text-align: center;">Resolution Approving the Wisconsin Department of Natural Resources NR-208 Compliance Maintenance Report for 2020</p>	<p style="text-align: center;"><b>ITEM NUMBER</b></p> <p style="text-align: center;"><b>G.7.</b></p>

Each year the City is required to file a Compliance Maintenance Annual Report with the Wisconsin Department of Natural Resources. Wisconsin Administrative Code Chapter NR 208 is more commonly known as the Compliance Maintenance Annual Report (CMAR) Rule for publicly and privately owned domestic wastewater treatment works. The CMAR is a self-evaluation tool that promotes the owner's awareness and responsibility for wastewater collection and treatment needs, measures the performance of a wastewater treatment works during a calendar year, and assesses the level of compliance with permit requirements. Attached is the 2020 Annual Report.

It is important to meet the stipulation from the DNR that this report be filed electronically on or before June 30, 2021. The report requires approval by the governing body and such resolution is attached.

**COUNCIL ACTION REQUESTED**

Motion to adopt a Resolution Approving the Wisconsin Department of Natural Resources NR-208 Compliance Maintenance Report for Year 2020.



STATE OF WISCONSIN: CITY OF FRANKLIN: MILWAUKEE COUNTY

RESOLUTION NO. 2021-

A RESOLUTION APPROVING THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES NR-208 COMPLIANCE MAINTENANCE REPORT FOR YEAR 2020

---

WHEREAS, it is a requirement under a Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Wisconsin Department of Natural Resources to file a Compliance Maintenance Annual Report (CMAR) for its wastewater collection system under Wisconsin Administrative Code NR 208;

WHEREAS, it is necessary to acknowledge that the governing body has reviewed the Compliance Maintenance Annual Report (CMAR); and

WHEREAS, it is necessary to provide recommendations or an action response plan for all individual CMAR section grades (of "C" or less) and/or an overall grade point average (<3.00).

BE IT THEREFORE RESOLVED by the Common Council of City of Franklin that the following recommendations or actions will be taken to address or correct problems/deficiencies of the wastewater treatment or collection system as identified in the Compliance Maintenance Annual Report (CMAR):

- (1) Continue to identify inflow and infiltration (I & D) to the City's sanitary sewer system and take action to eliminate all I & I detected.
- (2) Continue the City record of having no bypasses or overflow.

INTRODUCED at a regular meeting of the Common Council of the City of Franklin this 1<sup>st</sup> day of June, 2021 by Alderman \_\_\_\_\_.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this 1<sup>st</sup> day of June, 2021.

APPROVED:

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

ATTEST:

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

AYES            NOES            ABSENT

# Compliance Maintenance Annual Report

Franklin Sewage Collection System

Last Updated: Reporting For:  
5/27/2021 2020

## Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 300px;" type="text" value="Paul Rotzenberg"/></p> <p>Telephone: <input style="width: 150px;" type="text" value="414-427-7514"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 300px;" type="text" value="PRotzenberg@Franklinwi.gov"/></p>													
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&amp;M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p>● Yes (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ No (40 points)</p> <p>If No, please explain: <input style="width: 800px; height: 20px;" type="text"/></p> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: <input style="width: 150px;" type="text" value="2020"/></p> <p>● 0-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CWFPP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p>● Yes (0 points)</p> <p>○ No (40 points)</p>	0												
<p><b>REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]</b></p>													
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: <input style="width: 150px;" type="text" value="2020"/></p> <p>● 1-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A</p> <p>If N/A, please explain: <input style="width: 800px; height: 20px;" type="text"/></p>													
<p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"><b>3.2.1 Ending Balance Reported on Last Year's CMAR</b></td> <td style="width: 5%; text-align: center;">\$</td> <td style="width: 35%; text-align: right;"><input style="width: 150px;" type="text" value="480,000.00"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: center;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="0.00"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td style="text-align: center;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="480,000.00"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="81,585.00"/></td> </tr> </table>	<b>3.2.1 Ending Balance Reported on Last Year's CMAR</b>	\$	<input style="width: 150px;" type="text" value="480,000.00"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$	<input style="width: 150px;" type="text" value="0.00"/>	3.2.3 Adjusted January 1st Beginning Balance	\$	<input style="width: 150px;" type="text" value="480,000.00"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	<input style="width: 150px;" type="text" value="81,585.00"/>	
<b>3.2.1 Ending Balance Reported on Last Year's CMAR</b>	\$	<input style="width: 150px;" type="text" value="480,000.00"/>											
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$	<input style="width: 150px;" type="text" value="0.00"/>											
3.2.3 Adjusted January 1st Beginning Balance	\$	<input style="width: 150px;" type="text" value="480,000.00"/>											
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	<input style="width: 150px;" type="text" value="81,585.00"/>											

# Compliance Maintenance Annual Report

Franklin Sewage Collection System

Last Updated: Reporting For:  
5/27/2021 2020

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below\*) -

\$ 73,231.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 488,354.00

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

\$49,872 Truck Purchase, \$31,712 SCADA Improvements \$17,717 General Equipment

3.3 What amount should be in your Replacement Fund? \$ 488,354.00

0

Please note: If you had a CFWP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

Yes

No

If No, please explain.

## 4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

Yes - If Yes, please provide major project information, if not already listed below.

No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	We will be inspecting and improving force mains when needed, Lift station improvements and or replacement, Maintaining existing system. MH hole rehabilitation. Continuing working on II improvements.	175000	2017
2	We will be inspecting and improving force mains when needed, Lift station improvements and or replacement, Maintaining existing system. MH hole rehabilitation. Continuing working on II improvements.	175000	2018
3	upgrading pumping equipment & piping @ St. Martins's lift station and continuation of Man Hole rehabilitation & improving force mains when needed.	30000	2019
4	New installation of lift Station and force main at the New S/E Hickory Street Business Park.	4200	2020
5	Upgrading of SCADA system	10000	2021
6	Replacement of the Industrial Park IP Lift Station.	3,200,000	2021

## 5. Financial Management General Comments

## ENERGY EFFICIENCY AND USE

### 6. Collection System

#### 6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

# Compliance Maintenance Annual Report

Franklin Sewage Collection System

Last Updated: Reporting For:  
5/27/2021 2020

## COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	13,998	307
February	13,078	346
March	11,512	186
April	15,735	132
May	17,063	36
June	11,102	6
July	12,018	3
August	10,100	30
September	10,289	14
October	10,161	112
November	11,603	193
December	7,956	375
<b>Total</b>	<b>144,615</b>	<b>1,740</b>
<b>Average</b>	<b>12,051</b>	<b>145</b>

6.1.2 Comments:

## 6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
- Extended Shaft Pumps
- Flow Metering and Recording
- Pneumatic Pumping
- SCADA System
- Self-Priming Pumps
- Submersible Pumps
- Variable Speed Drives
- Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

- No
- Yes

Year:

By Whom:

# Compliance Maintenance Annual Report

Franklin Sewage Collection System

Last Updated: Reporting For:  
5/27/2021 2020

Describe and Comment:

## 6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

Structure upkeep, when replacing or repairing older equipment upgrading to more energy efficient items.

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Franklin Sewage Collection System

Last Updated: Reporting For:

5/27/2021

2020

## Sanitary Sewer Collection Systems

### 1. Capacity, Management, Operation, and Maintenance (CMOM) Program

#### 1.1 Do you have a CMOM program that is being implemented?

Yes

No

If No, explain:

#### 1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

Yes

No (30 points)

N/A

If No or N/A, explain:

#### 1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Did you accomplish them?

Yes

No

If No, explain:

Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

Organizational structure and positions (eg. organizational chart and position descriptions)

Internal and external lines of communication responsibilities

Person(s) responsible for reporting overflow events to the department and the public

Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY)

Does your sewer use ordinance or other legally binding document address the following:

Private property inflow and infiltration

New sewer and building sewer design, construction, installation, testing and inspection

Rehabilitated sewer and lift station installation, testing and inspection

Sewage flows satellite system and large private users are monitored and controlled, as necessary

Fat, oil and grease control

Enforcement procedures for sewer use non-compliance

Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

Equipment and replacement part inventories

Up-to-date sewer system map

# Compliance Maintenance Annual Report

Franklin Sewage Collection System

Last Updated: Reporting For:  
5/27/2021 2020

- A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
- A description of routine operation and maintenance activities (see question 2 below)
- Capacity assessment program
- Basement back assessment and correction
- Regular O&M training

Design and Performance Provisions [NR 210.23 (4) (e)]

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

- State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
- Construction, Inspection, and Testing
- Others:

Overflow Emergency Response Plan [NR 210.23 (4) (f)]

Does your emergency response capability include:

- Responsible personnel communication procedures
- Response order, timing and clean-up
- Public notification protocols
- Training
- Emergency operation protocols and implementation procedures

Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]

Special Studies Last Year (check only those that apply):

- Infiltration/Inflow (I/I) Analysis
- Sewer System Evaluation Survey (SSES)
- Sewer Evaluation and Capacity Management Plan (SECAP)
- Lift Station Evaluation Report
- Others:

0

## 2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	20	% of system/year
Root removal	.5	% of system/year
Flow monitoring	2	% of system/year
Smoke testing	.5	% of system/year
Sewer line televising	20	% of system/year
Manhole inspections	15	% of system/year
Lift station O&M	80	# per L.S./year
Manhole rehabilitation	8	% of manholes rehabbed
Mainline rehabilitation	.5	% of sewer lines rehabbed
Private sewer inspections	0	% of system/year

# Compliance Maintenance Annual Report

Franklin Sewage Collection System

Last Updated: Reporting For:  
5/27/2021 2020

Private sewer I/I removal  % of private services

River or water crossings  % of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

### 3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

<input type="text" value="41.16"/>	Total actual amount of precipitation last year in inches
<input type="text" value="35.17"/>	Annual average precipitation (for your location)
<input type="text" value="195"/>	Miles of sanitary sewer
<input type="text" value="5"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="0"/>	Number of sewer pipe failures
<input type="text" value="0"/>	Number of basement backup occurrences
<input type="text" value="18"/>	Number of complaints
<input type="text" value="0.861"/>	Average daily flow in MGD (if available)
<input type="text" value="34.198"/>	Peak monthly flow in MGD (if available)
<input type="text" value="0.336"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.00"/>	Lift station failures (failures/year)
<input type="text" value="0.00"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.00"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.00"/>	Basement backups (number/sewer mile)
<input type="text" value="0.09"/>	Complaints (number/sewer mile)
<input type="text" value="39.7"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text" value="0.4"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

### 4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **			
Date	Location	Cause	Estimated Volume
None reported			

\*\* If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

### 5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

- Yes
- No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

- Yes



# Compliance Maintenance Annual Report

Franklin Sewage Collection System

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2020

<ul style="list-style-type: none"><li>● No</li></ul> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
<p>5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:</p> <div style="border: 1px solid black; padding: 2px;">When infiltration is discovered the problem is fixed. Repairng leaky manholes.</div>
<p>5.4 What is being done to address infiltration/inflow in your collection system?</p> <div style="border: 1px solid black; padding: 2px;">Collaborating with Milwaukee Metropolitan Sewage District in a PPII program. Rehabbing of manholes, laterals, pipe lining, etc.</div>

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Franklin Sewage Collection System

Last Updated: Reporting For:

5/27/2021

2020

## Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
<b>TOTALS</b>			<b>4</b>	<b>16</b>
<b>GRADE POINT AVERAGE (GPA) = 4.00</b>				

Notes:

A = Voluntary Range (Response Optional)

B = Voluntary Range (Response Optional)

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)

# Compliance Maintenance Annual Report

Franklin Sewage Collection System

Last Updated: Reporting For:

5/27/2021

2020

## Resolution or Owner's Statement

Name of Governing  
Body or Owner:

Date of Resolution or  
Action Taken:

Resolution Number:

Date of Submittal:

### **ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):**

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

### **ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS**

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

**G.P.A. = 4.00**

<p style="text-align: center;"><b>APPROVAL</b></p> <p style="text-align: center;"><i>slu</i></p>	<p style="text-align: center;"><b>REQUEST FOR COUNCIL ACTION</b></p>	<p style="text-align: center;"><b>MEETING DATE</b></p> <p style="text-align: center;"><b>6/1/2021</b></p>
<p style="text-align: center;"><b>REPORTS &amp; RECOMMENDATIONS</b></p>	<p style="text-align: center;"><b>Authorization for a \$400 monthly vehicle allowance for each of the two current Assistant Fire Chiefs, as well as future Fire/Assistant Fire Chiefs, and to authorize inclusion of the allowance in the Employee Handbook, in lieu of regular use of a City-owned vehicle</b></p>	<p style="text-align: center;"><b>ITEM NUMBER</b></p> <p style="text-align: center;"><b>G.8.</b></p>

**BACKGROUND**

As an alternative to providing City owned vehicles, as well as fuel, maintenance, insurance and emergency lighting for those vehicles, for the operational needs of the Fire Chief and Assistant Fire Chiefs to utilize while at work and to respond to after-hours emergencies, the Common Council previously authorized a flat \$400 monthly vehicle allowance for the Chief, in 2014, and a former Assistant Chief, in 2018.

**ANALYSIS**

With two newer Assistant Chiefs, both starting in 2020, there is a need to secure the same authorization for those employees since the previous authorizations were for specific, named employees.

The \$400 monthly vehicle allowance for each of these positions, which is included in the 2021 Adopted Budget, replaces the need for the City to provide City owned vehicles, as well as fuel, maintenance, insurance, and emergency lighting for those vehicles, for the operational needs of the department. This substitute is fair for all parties and accomplishes a number of objectives, including: containing costs, eliminating the administrative burden, and ensuring continuity in budgets from year to year. It is also a practice employed by other municipalities for the same reasons.

The request at this time is to obtain the necessary policy approval to implement a \$400 monthly vehicle allowance for each of the two current Assistant Fire Chiefs, as well as to request a permanent policy approval for the positions of Fire Chief and Assistant Fire Chief. This will allow staff to include this item in the employee handbook and administer the policy accordingly in the future, as needed for these three positions.

If authorized, there is also an 'Acknowledgement of Terms for a Monthly Vehicle Allowance' Form that is required to be agreed to by each applicable employee in the specified positions upon execution, with the endorsement by the Fire Chief, for the Assistant Chief Positions, and the Director of Administration, for the Fire Chief Position.

**RECOMMENDATION**

Staff recommends approval of this request for the current and future Fire Chiefs and Assistant Fire Chiefs.

**COUNCIL ACTION REQUESTED**

Motion to authorize a \$400 monthly vehicle allowance for each of the two current Assistant Fire Chiefs, as well as future Fire/ Assistant Fire Chiefs, subject to execution of the 'Acknowledgement of Terms for a Monthly Vehicle Allowance' Form, and to authorize Human Resources to incorporate the allowance into the Employee Handbook, in lieu of the regular use of a City-owned vehicle.

<p style="text-align: center;"><b>APPROVAL</b></p> <p style="text-align: center;"><i>slw</i></p>	<p style="text-align: center;"><b>REQUEST FOR COUNCIL ACTION</b></p>	<p style="text-align: center;"><b>MEETING DATE</b></p> <p style="text-align: center;"><b>6/1/2021</b></p>
<p style="text-align: center;"><b>REPORTS &amp; RECOMMENDATIONS</b></p>	<p style="text-align: center;"><b>Authorization of a Benefit Consulting Services Agreement, with USI Insurance Services, LLC, for Employee and Retiree Health Insurance and Other Ancillary Benefits, for the Period of July 1, 2021 – June 30, 2024</b></p>	<p style="text-align: center;"><b>ITEM NUMBER</b></p> <p style="text-align: center;"><b>G.9.</b></p>

*Below is information relative to and a recommendation related to considering a Benefit Consulting Services Agreement, with USI Insurance Services, LLC, for Employee and Retiree Health Insurance and Other Ancillary Benefits, for the period of July 1, 2021 – June 30, 2024*

*This item was considered by the Personnel Committee on May 24, 2021, and unanimously recommended for approval*

**BACKGROUND**

The City of Franklin was under contract with Diversified Services serving as its benefits consultant for a number of years. However, in recent years, Diversified Services was bought out/merged into other companies, first to Associated Financial Group, LLC doing business as Associated Benefits and Risk Consulting (ABRC), in early 2020, and then to USI Insurance Services, LLC (USI), in July of 2020. Also, during this timeframe, the entire Diversified/ABRC/USI service team that previously served the City of Franklin turned over, and a new service team was introduced in 2020.

The service team that worked on the 2021 renewal did an excellent job analyzing the City’s current benefits, working with City staff, and bringing a number of new initiatives forward for consideration, many of which were ultimately recommended by the Personnel Committee and approved by the Common Council for implementation in 2021.

While the City has been served well by USI for the 2021 renewal, it was well past time that the City consider other similar companies as the provider of these services to ensure competitiveness and high-quality services, along with the opportunity to learn about new and updated market offerings. To that end, as had been discussed with the Personnel Committee and the Common Council during the last half of 2020, staff prepared and released a Request for Proposals (RFP) in March of 2021 for benefit consulting professional services, with a new contract beginning in July of 2021. The goal of this process was to culminate with the City entering into a new agreement with the consulting partner selected through the process.

**ANALYSIS**

The RFP process began on March 23<sup>rd</sup> with the release of a proposal requesting a substantial amount of information from each company responding. Eight (8) proposals were received by the April 19<sup>th</sup> due date, and all proposals were fully considered.

The first step in the process was to evaluate all proposals received. This step was completed by the Human Resources Coordinator and myself independently. The evaluation criteria for the first step included the following:

- (1) Experience and successes in providing employee benefit consulting services to similar organizations;
- (2) Skill/ability/capacity of the project team proposed for Franklin to perform the specific scope of services required;
- (3) Quality of the proposal, along with format, in regard to completeness and responsiveness as well as the level of details included;
- (4) Proposed methodology/best practices/strategies verifying how the responding company does business, what resources it employs, how it analyzes and uses historical data, and the creative solutions it proposes and implements;
- (5) Additional resources offered and provided, either as part of the contracted services or in addition to those services;
- (6) Overall impression of the proposal; and
- (7) Price/cost/cost structure of the proposal.

While pricing is always an important factor, please note that with professional services, the low cost is not required nor is it the main focus. Rather, the strongest proposal to provide the highest quality of services, for the fairest price, within reason, is the goal.

The evaluation of the proposals resulted in unanimous agreement to select four of the eight proposals for the next step in the process which was a two-part interview with: (1) a question/answer portion to obtain more details on the firms and the services that would be provided, and (2) a scenario-based presentation responding to an existing City issue.

After the interviews were complete, two of the four consulting firms stood out compared to the other two, again a unanimous selection, based on the following: (1) responsiveness and nature of the responses to the questions posed; (2) preparation and presentation of the scenario-based issue; (3) ideas presented; (4) questions asked with regard to the current City offerings; (5) a willingness to share ideas for the future, i.e. show that they would add value to the City; (6) level of expertise and experience of the proposed team; (7) resources available through the consulting firm; and (8) overall impression.

Reference checks were then completed on the two leading firms. Staff requested a list of all WI municipal clients from each proposing company and selected clients to speak with that were and were not included on the reference list since this tends to garner better information as opposed to simply contacting the references provided. In addition, staff requested information on which clients each company retained recently and lost recently to obtain additional insight into the firms' performance.

After the reference checks, and an overall evaluation of the two leading firms, one of them, USI, stood out as the preferred consulting partner for the future for the following reasons: (1) the expertise, experience, and responsiveness of the proposed team, as learned through the interviews and reference checks; (2) the resources available through the firm, including: data analytics; legal, HR, and compliance resources; the availability of customer service hotline for HR and related questions; technology tools and options that enhance the experience for plan participants;

coordination of the entire open enrollment process; responsibility to assemble the SBC's and SPD's on the City's behalf; and other miscellaneous resources); (3) the connection with Nice Healthcare which results in a savings of approximately \$27,000 annually compared to other firms; and (4) the new ideas that are proposed for additional research and potential implementation.

In regard to costing, the City currently pays an annualized fee of \$54,500, plus ancillary commissions, for these services, which is the same amount submitted by USI for the renewal, except USI removed the ancillary commissions. Although this is a reasonable cost considering the inclusion of Nice Healthcare, compared to the competitors, staff was not comfortable recommending that amount as a new contract agreement, and negotiated that pricing further with USI. The result of that negotiations is a flat fee of \$40,000 annually, allowing ancillary commissions, for the entire three-year period. Both staff and the consultant believe this is a fair cost, considering the comparable costs as well as the resources and services provided by USI. This is a reduction of \$14,500 annually for benefit consulting services compared to the existing agreement.

Even though USI is technically the City's existing consulting partner, the proposed team is entirely new to Franklin, with one member joining the Franklin team last July, and two members joining the team as part of this process. And, all of the team members come highly recommended as leaders in the field.

#### **RECOMMENDATION**

Staff recommends that the Common Council approve the recommended 2021 Consulting Services Agreement with USI Insurance Services, LLC, for employee and retiree health insurance and other ancillary benefits.

#### **COUNCIL ACTION REQUESTED**

Motion to authorize a Consulting Services Agreement, with USI Insurance Services, LLC, for employee and retiree health insurance and other ancillary benefits, for the period of July 1, 2021 – June 30, 2024, at an annual cost of \$40,000, plus ancillary commissions; and, to authorize the Director of Administration to execute the appropriate, related contract as needed.

<p style="text-align: center;"><b>APPROVAL</b></p> <p style="text-align: center;"><i>slw</i></p>	<p style="text-align: center;"><b>REQUEST FOR COUNCIL ACTION</b></p>	<p style="text-align: center;"><b>MEETING DATE</b></p> <p style="text-align: center;"><b>06/1/2021</b></p>
<p style="text-align: center;"><b>REPORTS &amp; RECOMMENDATIONS</b></p>	<p style="text-align: center;"><b>Authorization to Purchase Additional, Needed Storage Capacity for Microsoft Exchange, the City's Email System</b></p>	<p style="text-align: center;"><b>ITEM NUMBER</b></p> <p style="text-align: center;"><b>G.10.</b></p>

**BACKGROUND**

The City uses Microsoft Exchange as its internal and external email messaging system. With the system reaching its current capacity, there is a need to purchase additional storage capacity to ensure the long-term viability of the existing system. In conjunction with this expected need, staff included \$12,500 in the 2021 Information Services Capital Outlay Budget dedicated to the expansion of the City Hall Storage Area Network (SAN) for this purpose.

**ANALYSIS**

The need for additional storage (disk space) is to accommodate the increase in e-mail storage. Exchange currently has a storage capacity of 3 TB, with only 413.2 GB, or approximately 14% unused.

The following equipment is being requested for purchase and implementation for the SAN expansion:

- |  |              |
|--|--------------|
| • Qty 8 - 3PAR 8000 1.2TB Hard Drives                      | \$6,165.52   |
| • HPE 3-year Extended Warranty                             | 1,670.08     |
| • HPE Installation & Startup Service Installation - Onsite | 547.80       |
| • Shipping   | <u>40.00</u> |

**Total Project Cost = \$8,423.40**

All setup and installation will be performed by Hewlett Packard Technicians.

**RECOMMENDATION**

Staff recommends approval of this purchase.

**COUNCIL ACTION REQUESTED**

Motion to authorize the purchase of additional, needed storage capacity for Microsoft Exchange, the City's Email System, along with the corresponding extended warranty, through Paragon Development Systems, Inc. at a total cost of \$8,423.40.



<p>APPROVAL <i>slw</i></p>	<p>REQUEST FOR COUNCIL ACTION</p>	<p>MEETING DATE June 1, 2021</p>
<p>REPORTS &amp; RECOMMENDATIONS</p>	<p>Resolution to amend the City of Franklin Investment Policy Statement for the City of Franklin Defined Benefit Retirement Plan</p>	<p>ITEM NUMBER <b>G.11.</b></p>

The Finance Committee reviewed the Public Works Pension Plan Investment Policy statement at its May 25, 2021 meeting. It is a "best practice" to have established investment policies for money managed on behalf of the City or its employee benefit plans.

The policy was last reviewed in February 2018.

An Investment Policy establishes the guidelines for selecting an Investment Manager, how the Trust funds are to be invested, limitations on prohibited investments and evaluation criteria for the Investment Manager and Trust performance.

The Finance Committee reviewed the investment policy changes prepared and recommended by the Director of Finance & Treasurer. Two changes are recommended to the Policy statement:

1. Prohibited Investments should be expanded to include cryptocurrencies and
2. The policy review period extended from every year to at least every three years.

The policy will affect only funds in the City of Franklin Defined Benefit Trust managed by Principal Investment Advisors, Inc.

The Finance Committee recommends approval of the revised investment policy statement.

**COUNCIL ACTION REQUESTED**

Motion to approve Resolution 2021 \_\_\_\_\_ amending the City of Franklin Investment Policy Statement for the City of Franklin Defined Benefit Retirement Plan.

STATE OF WISCONSIN : CITY OF FRANKLIN : MILWAUKEE COUNTY

RESOLUTION NO. 2021-\_\_\_\_\_

A RESOLUTION TO AMENDING RESOLUTION 2018-7347 TO REVISE THE INVESTMENT POLICY STATEMENT FOR THE CITY OF FRANKLIN DEFINED BENEFIT RETIREMENT PLAN

-----  
WHEREAS; the City of Franklin established guidelines for City of Franklin Defined Benefit Plan in April of 2008 for retirement plan investments;

WHEREAS; the investment policy was amended on February 19, 2018 with Resolution 2018-7347;

WHEREAS; the advent of a new investment vehicle – cryptocurrency – being a highly speculative investment which the City does not believe is appropriate for the Trust;

WHEREAS; the prohibition of the use of cryptocurrencies in the Trust is desirable;

WHEREAS; the investment policy has demonstrated its purpose such that reviews can be lengthened to once every three years; and

WHEREAS; the Common Council desires to amend the investment policy to incorporate changes noted earlier in this resolution.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Common Council of the City of Franklin that the City of Franklin Defined Benefit Plan Investment Policy Statement dated February 19, 2018 is amended as attached.

Introduced at a regular meeting of the Common Council of the City of Franklin this \_\_\_\_ day of \_\_\_\_\_, 2021.

Passed and adopted at a regular meeting of the Common Council of the City of Franklin this \_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED:

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

ATTEST:

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

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

**INVESTMENT POLICY FOR THE  
CITY OF FRANKLIN  
DEFINED BENEFIT RETIREMENT PLAN**  
(hereinafter referred to as “the Plan”)

**I. PURPOSE OF THIS POLICY**

The City of Franklin, hereby establishes this investment Policy (hereafter referred to as the “Policy”) for administering the Plan’s investment program. The Policy sets forth the investment objectives and other policies that will be applied within the investment program to insure that the Plan is managed in a manner consistent with the Plan document, prudent-person rules and applicable law. By establishing and communicating clear investment objectives and policies, the City of Franklin can enhance the effectiveness of the Plan’s investment program.

The City of Franklin reserves the right to amend this Policy at any time as deemed prudent or necessary at its sole discretion. Should any amendment to this Policy be required due to changes in the Plan document, changes in the actuarial report or a change in applicable law, the City of Franklin shall have due time to review such changes and prepare and implement an appropriate policy amendment. Because of the dynamic nature of the economic environment, developments in financial theories, and advances in technology, this Policy will be examined by the City of Franklin from time to time on a formal or informal basis and may, as a result of such examination, be revised by the City of Franklin.

**II. INVESTMENT OBJECTIVES**

The overall objective of this Policy is to provide guidance for the investment of contributions and other Plan assets, to help maintain adequate funding for Plan liabilities. The primary investment objectives of the Plan are as follows:

- **Return** – Obtain a reasonable long-term return consistent with the level of risk assumed. Specific return objectives may include fund performance that exceeds the rate of inflation, the assumed actuarial discount rate, and/or the total fund policy return which is typically defined as the return of a passively managed benchmark comprised of the target portfolio weights to each asset class.
- **Cost** – Seek to control the cost of funding the Plan within prudent levels of risk through the investment of Plan assets.
- **Diversification** – Provide diversification of assets in an effort to avoid the risk of large losses and maximize the investment return to the Plan consistent with market and economic risk.
- **Safety** – Preservation of principal by avoiding overly risky alternatives that may provide additional investment return but subject the portfolio to above market risk of large losses.

**III. Asset Allocation Policy**

The City of Franklin shall adopt and maintain an asset allocation policy that is based on several factors including:

- The projected liability stream of benefits and the costs of funding that liability stream;
- The relationship between the current and projected assets of the Plan and the projected actuarial liability stream;
- The historical performance of capital markets adjusted for the perception of future short and long-term capital market performance;
- The perception of future economic conditions, including inflation and interest rate assumptions.

The asset allocation policy identifies equity and fixed income target allocations to eligible asset classes. The Employer's representative using recommendations of the investment manager will set the target allocations as to size, style, concentration, how managed and, where appropriate, suitable ranges within which each asset class can fluctuate as a percent of the total fund. Each asset class is to remain suitably invested in permitted securities or cash equivalents as the market and the asset allocation dictates. The asset classes may be rebalanced from time to time to take advantage of tactical market conditions across major asset classes or investment styles, or to align the current asset mix with strategic targets.

The asset allocation will be 50% to 75% of total assets to be invested in domestic and international equity funds and 50% to 25% of total assets invested in fixed income securities.

#### **IV. Investment Classes**

While the Plan is not governed by the Employee Retirement Income Security Act of 1974 (ERISA), the City of Franklin may consider all asset classes that would be permitted under ERISA's "prudent person" standard (as interpreted by the various courts) as acceptable investment options, provided such investments are permitted by the Plan document and other applicable laws including but not limited to Section 881.01 of the Wisconsin Statutes. To the extent that the City of Franklin deems it appropriate and consistent with the Plan document and this Policy, the City of Franklin may select one or more customized investment portfolios and retain an investment manager to manage the assets of each such portfolio.

The following asset classes are permitted for Plan investment options:

**Equities** – investments through Domestic stocks, International Stocks, Real Estate or Commodities as described below. The preferred ownership would be through mutual funds though investments in individual equities would be considered based upon the strategy of the investment manager and the benefit to the Plan.

1. **Domestic Stocks** - portfolios composed primarily of the common stocks of U.S. domiciled corporations. Investment options may include different sizes (large-cap,

mid-cap and small-cap) and styles (value, growth and blend). Such options may be broadly diversified or concentrated (sector funds), and may be either actively or passively managed (indexed).

*Strategic Purpose:* Long-term growth

The balance equity portfolio not allocated to other categories

2. **International Stocks** – portfolios composed primarily of the common stocks of corporations domiciled outside of the U.S. Investment options may include different regional and emerging markets funds, a variety of sizes (large-cap, mid-cap and small-cap) and styles (value, growth and blend), be broadly diversified or concentrated (sector funds), and be either actively or passively managed (indexed).

*Strategic Purpose:* Long-term growth, diversification

Limit 25% of equity portfolio

3. **Real Estate** – portfolio consists primarily of owned real estate investment options including real estate investment Plans of all types and other commingled real estate equity investment options.

*Strategic Purpose:* Income, diversification, inflation hedge

Limit 10% of equity portfolio

4. **Commodities** – portfolio consists primarily of owned commodity investment options through commodity funds and other commingled commodity equity investment options.

*Strategic Purpose:* Income, diversification, inflation hedge

Limit 5% of equity portfolio

5. **High Yield Fixed Income Securities** – portfolio consists primarily of non investment grade debt securities issued by the U.S. government, U.S. government sponsored/related agencies, and U.S. domiciled corporations or if international bonds, debt securities issued by foreign governments, foreign government sponsored/related agencies, and foreign corporations.

*Strategic Purpose:* Income, diversification, inflation hedge

Limit 5% of equity portfolio

**Fixed Income** – portfolios primarily composed of investment grade debt securities issued by the U.S. government, U.S. government sponsored/related agencies, and U.S. domiciled corporations or if international bonds, debt securities issued by foreign governments, foreign government sponsored/related agencies, and foreign corporations. Investment options may include quality ranges (high or medium), durations (short or intermediate), be broadly diversified or concentrated (sector funds), and be either actively or passively managed (indexed). Cash Equivalents will be considered as part of the fixed income investments.

*Strategic Purpose:* Income, diversification, deflation hedge (international only), hedge for current liabilities.

## **V. Investment performance goals**

It shall be the goal of the Plan to earn an investment return equal to the long term investment returns of the market. Over numerous long term periods the equity markets have experienced ten percent investment returns and the fixed income markets have experienced five percent investment returns. Under the above investment returns it is reasonable to project an eight percent investment return on the Plan portfolio under 65% equity allocation and 35% fixed income allocation over a long period of time.

#### **VI. Investment measurement criteria**

The investment manager shall be measured on equity investments against the investment return of the US equity market (S&P 500 index). The investment manager may also benchmark against other investment return indexes for specific portions of the equity portfolio as appropriate and agreed to by the Employer representative.

The investment manager shall be measured on fixed income investments against the investment return of the (Barclay Capital Aggregate Bond Index).

The Employer representative of the City of Franklin shall be its Director of Finance & Treasurer and Director of Administration

This investment policy shall be reviewed at least once every three years.

#### **VII. Investment restrictions**

The Plan and therefore the investment manager is subject to the restrictions of Wisconsin Statutes section 881.01. In addition Fund should be structured to minimize risk levels within the approved asset allocation the likelihood of sharp declines in principal values. The possibility of moderate declines in total value is a risk the Plan accepts as necessary to achieve the desired long-term results.

The Plan is not to invest directly in private placements, letter stock, any investment without an ascertainable market value, venture capital, futures, uncovered options and cryptocurrencies. It may not directly engage in short sales, margin transactions or other specialized investment activities. However, to the extent that mutual funds or separate account managers utilize such investments and strategies, then such activity will be acceptable within the general confines of this policy provided that they are not a core attribute of such fund or manager.

## **VIII. Monitoring of Investment Managers and Investment Options**

The objective of the investment manager monitoring process is to identify on a timely basis any adverse changes to the investment manager's organization or investment process by periodically evaluating a number of qualitative and quantitative factors. In addition, once adverse changes are identified, the monitoring process shall also dictate the timing and manner of response.

Using information provided by the investment manager the City of Franklin through its Employer representatives shall evaluate the investment managers/options at least annually, in addition to using any other factors the City of Franklin believes are appropriate to the inquiry. These factors are intended to insure that decisions to retain investment managers/options are made with a prudent degree of care and that excessive risk is avoided.

If results from the monitoring process indicate substandard investment performance or a potentially adverse change in the investment manager's organization or investment process, the City of Franklin may choose one of several courses of action including but not limited to assigning the investment manager/option a temporary probationary status, undertaking an in-depth review, reducing the size of the investment manager's portfolio by assigning a portion to a new investment manager, or terminating the investment manager/option.

Being placed on a probationary status is meant to convey the City of Franklin's increased level of concern about a particular issue or event, which if left unresolved, could endanger the future relationship with the investment managers/options. An in-depth review may be undertaken as a result of the investment manager/option failing to rectify the issues that led to their placement on a probationary status, or in response to a major adverse change in the investment manager's organization or investment process to the extent that the City of Franklin seriously questions the firm's ability to manage the portfolio going forward. The purpose of the in-depth review is to determine whether terminating the manager/option is an appropriate course of action.

## **IX. Elimination of Investment Managers and Investment Options**

The City of Franklin may eliminate a Plan investment manager/option any time the City of Franklin deems it in the best interests of the Plan. The City of Franklin may also eliminate any existing investment manager/option for the following reasons:

- Changing investment manager or investment option practices such that they are no longer materially consistent with this Policy, or this Policy changes so that it is no longer materially consistent with the practices of an investment manager or investment option; and,
- Final recommendation of an in-depth review.

The City of Franklin may also add, eliminate, or replace any Plan investment option as the needs of the Plan change, or for any other prudent reason.

## **X. Selection of Investment Managers and Investment Options**

The City of Franklin shall select investment managers and, where appropriate, investment options based on the evaluation of qualitative and quantitative factors. The manager selection process will focus on the following five key aspects of an investment management firm and investment option:

1. **Organization** – evaluate the key elements of an efficient and successful investment management organization such as stable firm ownership, clear business objectives, industry reputation, and experienced and talented investment staff.
2. **Investment Philosophy and Process** – evaluate the key elements of a valid and well-defined investment approach such as unique sources of information, disciplined buy/sell decisions, systematic portfolio construction, and adequate risk controls.
3. **Resources** – evaluate the state of current and proposed resources supporting the investment process including the quality and depth of research and the adequacy of information management, compliance and trading systems.
4. **Performance** – evaluate investment managers’ historical returns and risks relative to passive indexes, and peer groups over longer time periods, like three and five years.
5. **Management Fees** – evaluate the proposed fee structure relative to the industry and other competing candidates to ensure fees are appropriate

These factors are chosen to insure that investment manager/option selections are made with a prudent degree of care, and that excessive risk is avoided. Notwithstanding the above, the City of Franklin may also include other factors that they believe are appropriate to a specific manager/option selection exercise.

Policy Established	March 1, 2011	Resolution 2011- 6699
Policy reviewed	February 19, 2018	Resolution 2018-7347
Policy Reviewed	June 1, 2021	Resolution 2021-



<b>APPROVAL</b> <i>slw</i>	<b>REQUEST FOR COUNCIL ACTION</b>	<b>MEETING DATE</b> June 1, 2021
<b>REPORTS &amp; RECOMMENDATIONS</b>	<b>April, 2021 Monthly Financial Report</b>	<b>ITEM NUMBER</b> <b>G.12.</b>

**Background**

The April, 2021 Financial Report is attached.

The Finance Committee reviewed this report at its May 25, 2021 meeting and recommends its acceptance.

Some high points on the statements:

1. The Finance Committee will examine the excess landfilling siting fees being received compared to budget and work on a planned recommendation to Common Council
2. Impact fees for Law Enforcement, Fire, Library, and Transportation did not get collected fast enough to provide the debt service as it was coming due in prior years. Now that the debt has been retired and development is increasing those fees are being accumulated in the Development Fund. Finance Committee will examine the process at a future meeting and recommend a plan to use those fees.
3. The Self Insurance Fund is reflecting a \$273,500 deficit when it had a \$308,100 surplus in 2020 thru April. There have been a handful of large claims so far this year, when none occurred in 2020. The City Stop Loss policy will protect the City from any catastrophic losses.
4. The Retiree Health Insurance Fund has had favorable claims experience and strong investment returns thru April. You might recall that 2020 saw a 30% market decline in Feb & March, generating a large investment loss early in 2020. The Retiree Health Fund two components of investment results and plan experience are both working in the City's favor this year. Readers should keep in mind that both are volatile and things can look very different in short periods of time.

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

**COUNCIL ACTION REQUESTED**

Receive and place on file.

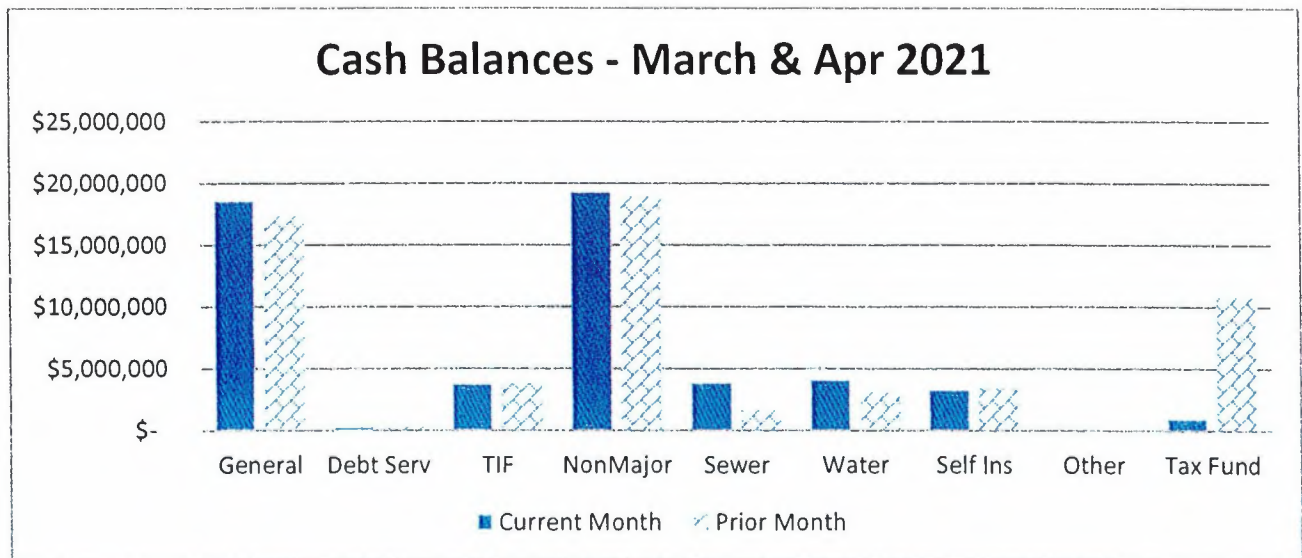


Date: May 19, 2021  
 To: Mayor Olson, Common Council and Finance Committee Members  
 From: Paul Rotzenberg, Director of Finance & Treasurer  
 Subject: April 2021 Financial Report

The April, 2021 financial reports for the General Fund, Debt Service Fund, TID Funds, Solid Waste Fund, Capital Outlay Fund, Equipment Replacement Fund, Street Improvement Fund, Capital Improvement Fund, Development Fund, Utility Development, Self Insurance Fund, and Post Employment Insurance Fund are attached.

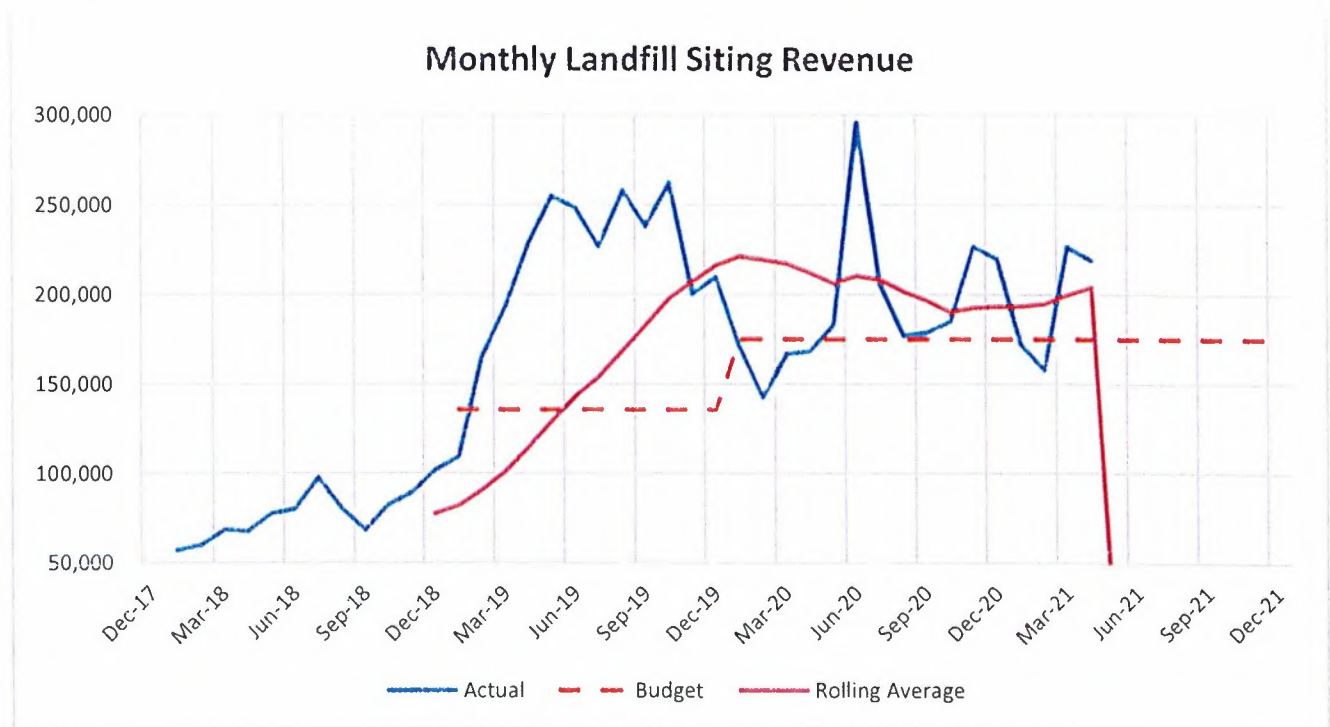
The budget allocation is completed using an average of the last five years actual spending against the Original Budget. Caution is advised in that spending patterns may have changed. Comments on specific and trending results are provided below to aid the reader in understanding or explaining current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

**Cash & Investments Summary** – is provided to aid in understanding the resources available to meet current activities. Cash & investments are positions with safety and liquidity as primary objectives as stated in the City's Investment policy. Investment returns are secondary in the investment decisions, while return potential is not ignored. Cash & Investments in the Governmental Funds totaling \$41.6 million increased \$1.5 million since last month. Collection of the tax roll was the biggest factor.



Investment balances have been reduced at Institutional Capital Management. The yield curve at the short end has flatten and lowered to the point that bank CD's have become more attractive. Our relationship with American Deposit Management has provided the environment to tap the bank CD market. However, in anticipation that the yield curve will steepen, CD's have been limited to 24 months or less.

**Landfill Siting Resources** – are spread across multiple capital funds and the General Fund. This resource is currently performing approximately 10% better than the \$2.1 million budget. The accompanying chart illustrates the current trend. Most of this resource is credited to the Capital funds.



**GENERAL FUND** revenues of \$18.2 million are \$0.758 million over budget. Tax collections were a little faster this year than prior years. Ambulance resources are rather strong this year. Investment income was less than budget with continued very low rates of return.

Year to Date expenditures of \$8.4 million are \$423,800 less than budget. The salt purchase commitment has pushed Public Works over budget, but that is a timing issue.

A \$9.7 million surplus is \$1.12 million favorable to budget – pretty equally related to advance resources and delayed spending. .

**DEBT SERVICE** – Debt payments were made March 1 as required.

**TIF Districts** – The TID's collected the \$3.8 million increment in January as expected. Other than debt service payments, not much has occurred in the TID's.

April 2021  
Financial report

TID 3 – The 2021 increment was collected and the TID retired \$965,000 of debt along with \$1,006,000 Municipal Revenue Obligation payment. The TID has a \$377,000 fund balance.

TID 4 – The \$1.1 million 2021 increment was collected. \$1.2 million of Advances were repaid. The TID has a \$400,000 deficit related to the \$1.3 remaining Advance outstanding.

TID 5 – The \$649,000 2021 Increment was collected. \$300,000 of debt service was paid. The TID has an \$810,000 fund balance related to capitalized interest.

TID 6 – There is no 2021 Increment. \$120,000 of debt service was made. The TID has a \$447,000 fund balance.

TID 7 – There is no activity in TID7 at this time.

TID 8 – There is no activity in TID8 at this time.

**SOLID WASTE FUND** – Tippage resources are running stronger than budget and prior years. 2020 missed the accrual of the December tippage which ended up in January 2021. That is part of the reason for the overage. Other activity is occurring as budgeted.

**CAPITAL OUTLAY FUND** – Resources are as expected.

The Police have ordered several squads, and Highway has ordered much of the equipment budgeted for 2021.

**EQUIPMENT REPLACEMENT FUND** – Resources are as expected so far in 2021.

The Fire department has ordered the radios planned for 2021. The highway department has begun the snow plow orders.

**STREET IMPROVEMENT FUND** – The 2021 street improvement program has been awarded \$150,000 less than budget.

**CAPITAL IMPROVEMENT FUND** – Resources have not been received as yet.

Most of the expenditures relate to projects started in 2020, most significantly, Marquette Ave construction. The same can be said for park projects.

**DEVELOPMENT FUND** – The \$226,000 of resources relate to new housing starts in Aspen Woods and Ryan Wood Manor.

Transfers to Debt Service account for all the use of Public Safety resources. While the park expenditures relate to commitments to developers on new subdivisions.

There are Fire, Library, Police and Transportation fees that can be transferred out, however, Common Council has not directed where they should go now that the Debt Service has been retired.

There are now \$5.0 million of park impact fees and \$2.9 million water impact fees on hand

April 2021  
Financial report

**UTILITY DEVELOPMENT FUND** – There has been little activity in this fund in 2021.

**SELF INSURANCE FUND** – Resources are as expected thru April 30.

The \$1.2 million of claims have been greater than expected and 2020. Some Stop Loss recovery is now anticipated.

The fund generated a \$273,000 deficit this year compared to a \$308,000 surplus last year. The fund has a healthy \$3.0 million fund balance.

**RETIREE HEALTH FUND** – Insurance results are on par with the prior year. Investment results have been stellar, with a \$643,000 gain, compared to a \$586,000 loss in 2020. Markets are volatile, so put investment results into perspective with a longer view.

**City of Franklin**  
**Cash & Investments Summary**  
**April 30, 2021**

	<b>Cash</b>	<b>American Deposit Management</b>	<b>Institutional Capital Management</b>	<b>Local Government Invest Pool</b>	<b>Total</b>	<b>Prior Month Total</b>
General Fund	\$ 846,377	\$ 14,255,652	\$ 138,045	\$ 3,287,019	\$ 18,527,093	\$ 17,277,094
Debt Service Funds	6,874	197,931	-	-	204,805	204,745
TIF Districts	62,184	2,940,347	673,416	-	3,675,947	3,737,149
Nonmajor Governmental Funds	741,940	11,712,699	6,760,623	-	19,215,262	18,891,260
<b>Total Governmental Funds</b>	<b>1,657,374</b>	<b>29,106,630</b>	<b>7,572,084</b>	<b>3,287,019</b>	<b>41,623,107</b>	<b>40,110,248</b>
Sewer Fund	1,987,491	1,808,131	-	-	3,795,622	1,556,367
Water Utility	2,498	1,706,454	2,307,336	-	4,016,287	3,040,650
Self Insurance Fund	23,911	310,551	2,879,524	-	3,213,986	3,351,914
Other Designated Funds	12,350	-	-	-	12,350	12,410
<b>Total Other Funds</b>	<b>2,026,250</b>	<b>3,825,136</b>	<b>5,186,860</b>	<b>-</b>	<b>11,038,245</b>	<b>7,961,341</b>
<b>Total Pooled Cash &amp; Investments</b>	<b>3,683,624</b>	<b>32,931,765</b>	<b>12,758,944</b>	<b>3,287,019</b>	<b>52,661,352</b>	<b>48,071,588</b>
Property Tax Fund	698,099	213,960	-	-	912,059	10,757,604
<b>Total Trust Funds</b>	<b>698,099</b>	<b>213,960</b>	<b>-</b>	<b>-</b>	<b>912,059</b>	<b>10,757,604</b>
<b>Grand Total Cash &amp; Investments</b>	<b>4,381,724</b>	<b>33,145,725</b>	<b>12,758,944</b>	<b>3,287,019</b>	<b>53,573,411</b>	<b>58,829,193</b>
<b>Average Floating Rate of Return</b>		0 05%	2 01%	0 05%		
<b>Avg Weighted Rate of Return - CD's</b>		0 79%				
<b>Maturities:</b>						
Demand	4,381,724	22,077,097	53,872	3,287,019	29,799,710	35,036,348
Fixed Income & Equities						
2021 - Q2	-	1,022,876	2,001,642	-	3,024,518	3,028,382
2021 - Q3	-	500,000	1,008,594	-	1,508,594	1,510,313
2021 - Q4	-	-	4,540,766	-	4,540,766	4,547,260
2022 - Q1	-	2,752,876	2,078,492	-	4,831,368	4,834,742
2022 - Q2	-	267,876	-	-	267,876	267,876
2022	-	2,700,000	2,560,433	-	5,260,433	5,263,728
2023	-	3,825,000	515,146	-	4,340,146	4,340,544
	<b>4,381,724</b>	<b>33,145,725</b>	<b>12,758,944</b>	<b>3,287,019</b>	<b>53,573,411</b>	<b>58,829,193</b>

**City of Franklin**  
**2021 Financial Report**  
**General Fund Summary**  
**For the Four months ended April 30, 2021**

<b>Revenue</b>	<b>2021 Annual Budget</b>	<b>2021 Amended Budget</b>	<b>2021 Year-to-Date Budget</b>	<b>2021 Year-to-Date Actual</b>	<b>Var to Budget Surplus (Deficiency)</b>
Property Taxes	\$ 19,196,900	\$ 19,196,900	\$ 15,236,857	\$ 15,600,739	\$ 363,882
Other Taxes	614,900	614,900	43,411	204,317	160,906
Intergovernmental Revenue	1,785,400	1,785,400	373,589	404,727	31,138
Licenses & Permits	1,111,150	1,111,150	323,280	286,363	(36,917)
Law and Ordinance Violations	490,000	490,000	203,736	184,490	(19,246)
Public Charges for Services	2,424,650	2,424,650	706,675	1,052,003	345,328
Intergovernmental Charges	203,200	203,200	28,344	29,632	1,288
Investment Income	359,718	359,718	132,863	45,598	(87,265)
Sales of Capital Assets	10,250	10,250	1,983	402	(1,581)
Miscellaneous Revenue	123,000	123,000	24,388	29,086	4,698
Transfer from Other Funds	1,050,000	1,050,000	369,426	365,536	(3,890)
<b>Total Revenue</b>	<b>\$ 27,369,168</b>	<b>\$ 27,369,168</b>	<b>\$ 17,444,552</b>	<b>\$ 18,202,893</b>	<b>\$ 758,341</b>
<b>Expenditures</b>	<b>2021 Annual Budget</b>	<b>2021 Amended Budget</b>	<b>2021 Year-to-Date Budget</b>	<b>2021 Year-to-Date Actual</b>	<b>Var to Budget Surplus (Deficiency)</b>
General Government	\$ 3,160,403	\$ 3,184,744	\$ 1,160,325	\$ 1,065,691	E \$ 94,634
Public Safety	18,352,063	18,472,161	5,851,857	5,606,948	E 244,909
Public Works	4,288,736	4,561,454	1,320,820	1,636,427	E (315,607)
Health and Human Services	713,239	713,239	208,126	201,143	E 6,983
Other Culture and Recreation	218,343	222,886	64,747	70,867	E (6,120)
Conservation and Development	599,884	617,257	174,469	174,078	E 391
Contingency and Unclassified	3,077,500	3,069,100	203,947	79,000	E 124,947
Anticipated underexpenditures	(315,000)	(315,000)	(105,000)		(105,000)
Transfers to Other Funds	24,000	24,000	-	-	-
Encumbrances				(378,680)	378,680
<b>Total Expenditures</b>	<b>\$ 30,119,168</b>	<b>\$ 30,549,841</b>	<b>\$ 8,879,291</b>	<b>\$ 8,455,474</b>	<b>\$ 423,817</b>
Excess of revenue over (under) expenditures	(2,750,000)	(3,180,673)	<u>\$ 8,565,261</u>	9,747,419	<u>\$ 1,182,158</u>
Fund balance, beginning of year	<u>9,199,013</u>	<u>9,199,013</u>		<u>9,199,013</u>	
Fund balance, end of period	<u>\$ 6,449,013</u>	<u>\$ 6,018,340</u>		<u>\$ 18,946,432</u>	

E Represents an encumbrance for current year from prior year

**City of Franklin  
Debt Service Funds  
Balance Sheet  
April 30, 2021 and 2020**

	2021 Special Assessment	2021 Debt Service	2021 Total	2020 Special Assessment	2020 Debt Service	2020 Total
<b>Assets</b>						
Cash and investments	\$ 204,817	\$ (13)	\$ 204,804	\$ 786,998	\$ 350,931	\$ 1,137,929
Taxes receivable	-	-	-	-	-	-
Special assessment receivable	15,838	-	15,838	30,255	-	30,255
<b>Total Assets</b>	<b>\$ 220,655</b>	<b>\$ (13)</b>	<b>\$ 220,642</b>	<b>\$ 817,253</b>	<b>\$ 350,931</b>	<b>\$ 1,168,184</b>
<b>Liabilities and Fund Balance</b>						
Unearned & unavailable revenue	\$ 15,839	\$ -	\$ 15,839	\$ 30,255	\$ -	\$ 30,255
Unassigned fund balance	204,817	(13)	204,804	786,998	350,931	1,137,929
<b>Total Liabilities and Fund Balance</b>	<b>\$ 220,656</b>	<b>\$ (13)</b>	<b>\$ 220,643</b>	<b>\$ 817,253</b>	<b>\$ 350,931</b>	<b>\$ 1,168,184</b>

**Statement of Revenue, Expenses and Fund Balance  
For the Four months ended April 30, 2021 and 2020**

	2021 Special Assessment	2021 Debt Service	2021 Year-to-Date Actual	2021 Original Budget	2020 Special Assessment	2020 Debt Service	2020 Year-to-Date Actual
<b>Revenue</b>							
Property Taxes	\$ -	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ -	\$ 1,100,000	\$ 1,100,000
Special Assessments	2,854	-	2,854	21,000	6,221	-	6,221
Investment Income	835	400	1,235	15,000	13,147	3,211	16,358
GO Debt Issuance	-	-	-	-	-	-	-
<b>Total Revenue</b>	<b>3,689</b>	<b>1,100,400</b>	<b>1,104,089</b>	<b>1,136,000</b>	<b>19,368</b>	<b>1,103,211</b>	<b>1,122,579</b>
<b>Expenditures:</b>							
<b>Debt Service</b>							
Principal	-	1,480,000	1,480,000	1,480,000	-	1,425,000	1,425,000
Interest	-	77,056	77,056	137,363	-	74,961	74,961
Bank Fees	-	-	-	-	-	1,200	1,200
<b>Total expenditures</b>	<b>-</b>	<b>1,557,056</b>	<b>1,557,056</b>	<b>1,617,363</b>	<b>-</b>	<b>1,501,161</b>	<b>1,501,161</b>
Transfers in	-	180,900	180,900	479,895	-	397,950	397,950
Transfers out	-	-	-	(25,886)	-	-	-
<b>Net change in fund balances</b>	<b>3,689</b>	<b>(275,756)</b>	<b>(272,067)</b>	<b>(27,354)</b>	<b>19,368</b>	<b>-</b>	<b>19,368</b>
Fund balance, beginning of year	201,128	275,743	476,871	476,871	767,630	350,931	1,118,561
<b>Fund balance, end of period</b>	<b>\$ 204,817</b>	<b>\$ (13)</b>	<b>\$ 204,804</b>	<b>\$ 449,517</b>	<b>\$ 786,998</b>	<b>\$ 350,931</b>	<b>\$ 1,137,929</b>



City of Franklin  
Consolidating TID Funds  
Balance Sheet  
April 30, 2021 and 2020

	Northwestern Mutual TID 3	Ascension Hospital TID 4	Ballpark Commons TID 5	Loomis & Ryan TID 6	Velo Village TID 7	S 27th Business Park TID 8	Total
<b>Assets</b>							
Cash & Investments	\$ 1,226,718	\$ 959,512	\$ 788,720	\$ 447,751	\$ 247,373	\$ 5,873	\$ 3,675,947
Accounts Receivables	15,734	-	22,646	-	4,500,000	-	4,538,380
Taxes Receivables	(2)	-	3,000	-	-	-	2,998
Total Assets	\$ 1,242,450	\$ 959,512	\$ 814,366	\$ 447,751	\$ 4,747,373	\$ 5,873	\$ 8,217,325
<b>Liabilities and Fund Balance</b>							
Accounts Payable	\$ -	\$ 60,000	\$ 369	\$ -	\$ -	\$ 1,352	\$ 61,721
Accrued Liabilities	865,126	-	-	-	-	-	865,126
Advances from Other Funds	-	1,300,000	-	-	1,500,000	100,000	2,900,000
Deferred Inflow	-	-	-	-	4,500,000	-	4,500,000
Unearned Revenue	(2)	-	3,000	-	-	-	2,998
Total Liabilities	865,124	1,360,000	3,369	-	6,000,000	101,352	8,329,845
Ending Fund Balance	377,326	(400,488)	810,997	447,751	(1,252,627)	(95,479)	(112,520)
Total Liabilities and Fund Balance	\$ 1,242,450	\$ 959,512	\$ 814,366	\$ 447,751	\$ 4,747,373	\$ 5,873	\$ 8,217,325

Statement of Revenue, Expenses and Fund Balance  
For the Four months ended April 30, 2021 and 2020

	Northwestern Mutual TID 3	Ascension Hospital TID 4	Ballpark Commons TID 5	Loomis & Ryan TID 6	Velo Village TID 7	S 27th Business Park TID 8	Total
<b>Revenue</b>							
General Property Tax Levy	\$ 2,067,581	\$ 1,160,642	\$ 478,853	\$ -	\$ 11,911	\$ -	\$ 3,718,987
Payment in Lieu of Tax	62,938	58,830	170,170	-	-	-	291,938
Investment Income	1,525	900	74	327	136,085	-	138,911
Miscellaneous revenue	-	-	-	89	-	-	89
Total revenue	2,132,044	1,220,372	649,097	416	147,996	-	4,149,925
<b>Expenditures</b>							
Debt Service Principal	\$ 965,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 965,000
Debt Service Interest & Fees	35,100	15,625	300,315	120,544	77,570	-	549,154
Administrative Expenses	1,640	3,490	4,320	13,820	320	9,660	33,250
Culture recreation and education	-	-	-	-	1,720	-	1,720
Professional Services	2,189	23,230	1,222	4,415	500	21,298	52,854
Capital outlay	-	58,091	-	-	-	1,311	59,402
Development Incentive & Obligation Payments	1,050,225	-	-	-	-	-	1,050,225
Total expenditures	2,054,154	100,436	305,857	138,779	80,110	32,269	2,711,605
Excess of revenue over expenditures	77,890	1,119,936	343,240	(138,363)	67,886	(32,269)	1,438,320
Fund balance beginning of year	299,436	(1,520,424)	467,757	586,114	(1,320,513)	(63,210)	(1,550,840)
Fund balance end of period	\$ 377,326	\$ (400,488)	\$ 810,997	\$ 447,751	\$ (1,252,627)	\$ (95,479)	\$ (112,520)

**City of Franklin**  
**Tax Increment Financing District #3 - Northwestern Mutual**  
**Balance Sheet**  
**April 30, 2021 and 2020**

<u>Assets</u>	2021	2020
Cash & investments	\$ 1,226,718	\$ 693,059
Accounts receivable	15,734	-
Taxes receivable	(2)	-
Total Assets	<u>\$ 1,242,450</u>	<u>\$ 693,059</u>
<u>Liabilities and Fund Balance</u>		
Accounts Payable	\$ -	\$ -
Accrued Liabilities	865,126	865,135
Unearned Revenue	(2)	-
Total Liabilities	<u>865,124</u>	<u>865,135</u>
Assigned fund balance	<u>377,326</u>	<u>(172,076)</u>
Total Liabilities and Fund Balance	<u>\$ 1,242,450</u>	<u>\$ 693,059</u>

**Statement of Revenue, Expenses and Fund Balance**  
**For the Four months ended April 30, 2021 and 2020**

	2021 Annual Budget	2021 Year-to-Date Budget	2021 Year-to-Date Actual	2020 Year-to-Date Actual
<b>Revenue</b>				
General property tax levy	\$ 2,107,000	\$ 2,107,000	\$ 2,067,581	\$ 1,401,749
Payment in Lieu of Taxes	62,000	20,667	62,938	-
State exempt aid	537,440	20,480	-	-
Bond proceeds	-	-	1,525	7,605
Total revenue	<u>2,706,440</u>	<u>2,148,147</u>	<u>2,132,044</u>	<u>1,409,354</u>
<b>Expenditures</b>				
Debt service principal	965,000	965,000	965,000	665,000
Debt service interest & fees	55,795	15,665	35,100	45,075
Administrative expenses	4,920	1,640	1,640	2,360
Culture, recreation and education	-	-	-	150
Professional services	150	50	2,189	750
Development incentive & obligation payments	1,050,225	1,050,225	1,050,225	760,005
Total expenditures	<u>2,076,090</u>	<u>2,032,580</u>	<u>2,054,154</u>	<u>1,473,340</u>
Revenue over (under) expenditures	630,350	115,567	77,890	(63,986)
Transfers In (out)	-	14,808	-	-
Fund balance, beginning of year	<u>304,981</u>	<u>299,436</u>	<u>299,436</u>	<u>(108,090)</u>
Fund balance, end of period	<u>\$ 935,331</u>	<u>\$ 429,811</u>	<u>\$ 377,326</u>	<u>\$ (172,076)</u>

**City of Franklin**  
**Tax Increment Financing District #4 - Ascension Hospital**  
**Balance Sheet**  
**April 30, 2021 and 2020**

<u>Assets</u>	2021	2020
Cash & investments	\$ 959,512	\$ 4,513,687
Total Assets	<u>\$ 959,512</u>	<u>\$ 4,513,687</u>
<u>Liabilities and Fund Balance</u>		
Accounts Payable	\$ 60,000	\$ 252,626
Advances from Other Funds	1,300,000	-
Total Liabilities	<u>1,360,000</u>	<u>252,626</u>
Assigned fund balance	(400,488)	4,261,061
Total Liabilities and Fund Balance	<u>\$ 959,512</u>	<u>\$ 4,513,687</u>

**Statement of Revenue, Expenses and Fund Balance**  
**For the Four months ended April 30, 2021 and 2020**

	2021 Annual Budget	2021 Amended Budget	2021 Year-to-Date Budget	2021 Year-to-Date Actual	2020 Year-to-Date Actual
<b>Revenue</b>					
General Property Tax Levy	\$ 1,183,000	\$ 1,183,000	\$ 1,183,000	\$ 1,160,642	\$ 1,138,802
Payment in Lieu of Tax	50,000	50,000	45,000	58,830	73,889
State Exempt Aid	86,060	86,060	23,153	-	-
Investment Income	-	-	-	900	68,525
Total Revenue	<u>1,319,060</u>	<u>1,319,060</u>	<u>1,251,153</u>	<u>1,220,372</u>	<u>1,281,216</u>
<b>Expenditures</b>					
Debt service interest & fees	36,875	36,875	12,292	15,625	-
Administrative expenses	4,920	4,920	1,640	3,490	10,040
Professional services	-	194,276	64,759	23,230	54,507
Capital outlays	-	281,557	93,851	58,091	1,023,548
Total expenditures	<u>41,795</u>	<u>517,628</u>	<u>172,542</u>	<u>100,436</u>	<u>1,088,095</u>
Revenue over (under) expenditures	1,277,265	801,432	1,078,611	1,119,936	193,121
Fund balance, beginning of year	<u>(3,178,830)</u>	<u>(1,520,424)</u>	<u>(1,520,424)</u>	<u>(1,520,424)</u>	<u>4,067,940</u>
Fund balance, end of period	<u>\$ (1,901,565)</u>	<u>\$ (718,992)</u>	<u>\$ (441,813)</u>	<u>\$ (400,488)</u>	<u>\$ 4,261,061</u>

**City of Franklin  
Tax Increment Financing District #5  
Balance Sheet  
April 30, 2021 and 2020**

<u>Assets</u>	2021	2020
Cash & investments	\$ 788,720	\$ 830,058
Accounts receivable	22,646	22,890
Taxes receivable	3,000	-
Total Assets	<u>\$ 814,366</u>	<u>\$ 852,948</u>
<u>Liabilities and Fund Balance</u>		
Accounts Payable	\$ 369	\$ 144
Unearned Revenue	3,000	-
Total Liabilities	<u>3,369</u>	<u>144</u>
Assigned fund balance	810,997	852,804
Total Liabilities and Fund Balance	<u>\$ 814,366</u>	<u>\$ 852,948</u>

**Statement of Revenue, Expenses and Fund Balance  
For the Four months ended April 30, 2021 and 2020**

	2021 Annual Budget	2021 Amended Budget	2021 Year-to-Date Budget	2021 Year-to-Date Actual	2020 Year-to-Date Actual
<b>Revenue</b>					
General Property Tax Levy	\$ 501,000	\$ 501,000	\$ 501,000	\$ 478,853	\$ 721,360
Payment in Lieu of Tax	91,600	91,600	30,533	170,170	91,560
State Exempt Aid	25,640	25,640	8,547	-	-
Investment Income	-	-	-	74	22,083
Miscellaneous revenue	220,000	220,000	73,333	-	-
Total Revenue	<u>838,240</u>	<u>838,240</u>	<u>613,413</u>	<u>649,097</u>	<u>835,003</u>
<b>Expenditures</b>					
Debt service principal	-	-	-	-	4,000,000
Debt service interest & fees	822,646	822,646	324,196	300,315	427,844
Administrative expenses	12,920	12,920	3,863	4,320	2,360
Professional services	150	16,429	5,000	1,222	6,707
Total expenditures	<u>835,716</u>	<u>851,995</u>	<u>333,059</u>	<u>305,857</u>	<u>4,436,911</u>
Revenue over (under) expenditures	2,524	(13,755)	280,354	343,240	(3,601,908)
Fund balance, beginning of year	<u>541,758</u>	<u>467,757</u>	<u>467,757</u>	<u>467,757</u>	<u>4,454,712</u>
Fund balance, end of period	<u>\$ 544,282</u>	<u>\$ 454,002</u>	<u>\$ 748,111</u>	<u>\$ 810,997</u>	<u>\$ 852,804</u>

**City of Franklin**  
**Tax Increment Financing District #6 - Loomis & Ryan**  
**Balance Sheet**  
**April 30, 2021 and 2020**

<u>Assets</u>	<b>2021</b>	<b>2020</b>
Cash & investments	\$ 447,751	\$ 5,337,037
Total Assets	<u>\$ 447,751</u>	<u>\$ 5,337,037</u>
<u>Liabilities and Fund Balance</u>		
Accounts Payable	\$ -	\$ 2,415
Total Liabilities	-	2,415
Assigned fund balance	447,751	5,334,622
Total Liabilities and Fund Balance	<u>\$ 447,751</u>	<u>\$ 5,337,037</u>

**Statement of Revenue, Expenses and Fund Balance**  
**For the Four months ended April 30, 2021 and 2020**

	<b>2021 Annual Budget</b>	<b>2021 Year-to-Date Budget</b>	<b>2021 Year-to-Date Actual</b>	<b>2020 Year-to-Date Actual</b>
<b>Revenue</b>				
General Property Tax Levy	\$ -	\$ -	\$ -	\$ -
Investment Income	-	-	327	25,327
Bond Proceeds	3,000,000	-	-	-
Miscellaneous revenue	-	-	89	-
Total Revenue	<u>3,000,000</u>	<u>-</u>	<u>416</u>	<u>25,327</u>
<b>Expenditures</b>				
Debt service interest & fees	392,850	145,875	120,544	109,850
Administrative expenses	41,480	13,827	13,820	10,040
Professional services	150	10	4,415	12,666
Capital outlays	3,000,000	1,000,000	-	-
Total expenditures	<u>3,434,480</u>	<u>1,159,712</u>	<u>138,779</u>	<u>132,556</u>
Revenue over (under) expenditures	(434,480)	(1,159,712)	(138,363)	(107,229)
Fund balance, beginning of year	<u>212,851</u>	<u>586,114</u>	<u>586,114</u>	<u>5,441,851</u>
Fund balance, end of period	<u>\$ (221,629)</u>	<u>\$ (573,598)</u>	<u>\$ 447,751</u>	<u>\$ 5,334,622</u>

**City of Franklin**  
**Tax Increment Financing District #7 - Velo Village**  
**Balance Sheet**  
**April 30, 2021 and 2020**

<u>Assets</u>	2021	2020
Cash & investments	\$ 247,373	\$ 560,494
Accounts receivable	4,500,000	4,500,000
Total Assets	<u>\$ 4,747,373</u>	<u>\$ 5,060,494</u>
<u>Liabilities and Fund Balance</u>		
Accounts Payable	\$ -	\$ -
Advances from Other Funds	1,500,000	1,910,000
Deferred Inflow	4,500,000	-
Total Liabilities	<u>6,000,000</u>	<u>1,910,000</u>
Assigned fund balance	<u>(1,252,627)</u>	<u>3,150,494</u>
Total Liabilities and Fund Balance	<u>\$ 4,747,373</u>	<u>\$ 5,060,494</u>

**Statement of Revenue, Expenses and Fund Balance**  
**For the Four months ended April 30, 2021 and 2020**

	2021 Annual Budget	2021 Amended Budget	2021 Year-to-Date Budget	2021 Year-to-Date Actual	2020 Year-to-Date Actual
<b>Revenue</b>					
General Property Tax Levy	\$ 12,500	\$ 12,500	\$ 12,500	\$ 11,911	\$ -
Investment Income	270,000	270,000	90,000	136,085	12,653
Total Revenue	<u>282,500</u>	<u>282,500</u>	<u>102,500</u>	<u>147,996</u>	<u>12,653</u>
<b>Expenditures</b>					
Debt service interest & fees	153,271	153,271	51,090	77,570	32,415
Administrative expenses	6,120	6,120	2,040	320	2,360
Culture, recreation and education	-	-	-	1,720	-
Professional services	150	9,250	3,084	500	3,729
Capital outlays	-	-	-	-	166,663
Total expenditures	<u>159,541</u>	<u>168,641</u>	<u>56,214</u>	<u>80,110</u>	<u>205,167</u>
Revenue over (under) expenditures	122,959	113,859	46,286	67,886	(192,514)
Fund balance, beginning of year	<u>3,378,636</u>	<u>(1,320,513)</u>	<u>(1,320,513)</u>	<u>(1,320,513)</u>	<u>3,343,008</u>
Fund balance, end of period	<u>\$ 3,501,595</u>	<u>\$ (1,206,654)</u>	<u>\$ (1,274,227)</u>	<u>\$ (1,252,627)</u>	<u>\$ 3,150,494</u>

**City of Franklin**  
**Tax Increment Financing District #8 - S 27th Business Park**  
**Balance Sheet**  
**April 30, 2021 and 2020**

<u>Assets</u>	2021	2020
Cash & investments	\$ 5,873	\$ -
Total Assets	<u>\$ 5,873</u>	<u>\$ -</u>
<u>Liabilities and Fund Balance</u>		
Accounts Payable	\$ 1,352	\$ -
Advances from Other Funds	100,000	-
Total Liabilities	<u>101,352</u>	<u>-</u>
Assigned fund balance	(95,479)	-
Total Liabilities and Fund Balance	<u>\$ 5,873</u>	<u>\$ -</u>

**Statement of Revenue, Expenses and Fund Balance**  
**For the Four months ended April 30, 2021 and 2020**

	2021 Annual Budget	2021 Amended Budget	2021 Year-to-Date Budget	2021 Year-to-Date Actual	2020 Year-to-Date Actual
<b>Revenue</b>					
General Property Tax Levy	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Proceeds	6,000,000	6,000,000	-	-	-
Total Revenue	<u>6,000,000</u>	<u>6,000,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Expenditures</b>					
Debt service interest & fees	100,000	100,000	33,333	-	-
Administrative expenses	46,480	46,480	9,660	9,660	-
Professional services	623,150	652,402	223,300	21,298	-
Capital outlays	5,150,500	5,150,500	1,716,834	1,311	-
Development incentive & obligation payments	2,500,000	2,500,000	833,334	-	-
Total expenditures	<u>8,420,130</u>	<u>8,449,382</u>	<u>2,816,461</u>	<u>32,269</u>	<u>-</u>
Revenue over (under) expenditures	(2,420,130)	(2,449,382)	(2,816,461)	(32,269)	-
Fund balance, beginning of year	<u>(63,210)</u>	<u>(63,210)</u>	<u>(63,210)</u>	<u>(63,210)</u>	<u>-</u>
Fund balance, end of period	<u>\$ (2,483,340)</u>	<u>\$ (2,512,592)</u>	<u>\$ (2,879,671)</u>	<u>\$ (95,479)</u>	<u>\$ -</u>

**City of Franklin**  
**Solid Waste Collection Fund**  
**Balance Sheet**  
**April 30, 2021 and 2020**

<u>Assets</u>	<u>2021</u>	<u>2020</u>
Cash and investments	\$ 1,657,909	\$ 1,656,687
Accrued Receivables	1,049	914
Total Assets	<u>\$ 1,658,958</u>	<u>\$ 1,657,601</u>
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 162,836	\$ 156,842
Accrued salaries & wages	227	460
Restricted fund balance	1,495,895	1,500,299
Total Liabilities and Fund Balance	<u>\$ 1,658,958</u>	<u>\$ 1,657,601</u>

**Statement of Revenue, Expenses and Fund Balance**  
**For the Four months ended April 30, 2021 and 2020**

<u>Revenue</u>	<u>2021 Original Budget</u>	<u>2021 YTD Budget</u>	<u>2021 Year-to-Date Actual</u>	<u>2020 Year-to-Date Actual</u>
Grants	\$ 69,000	-	\$ -	\$ -
User Fees	1,539,449	1,536,725	1,543,210	1,534,438
Landfill Operations-tippage	370,000	85,422	138,672	83,130
Investment Income	20,000	8,546	1,148	14,668
Sale of Recyclables	-	-	245	-
Total Revenue	<u>1,998,449</u>	<u>1,630,693</u>	<u>1,683,275</u>	<u>1,632,236</u>
<b>Expenditures:</b>				
Personal Services	16,384	5,040	2,500	4,218
Refuse Collection	766,300	264,873	243,015	238,156
Recycling Collection	718,000	248,209	243,229	237,439
Leaf & Brush Pickups	60,000	-	140	-
Tippage Fees	483,300	114,332	109,578	106,714
Miscellaneous	5,000	2,278	1,325	535
Printing	-	-	-	-
Total expenditures	<u>2,048,984</u>	<u>634,732</u>	<u>599,787</u>	<u>587,062</u>
Revenue over (under) expenditures	(50,535)	<u>995,961</u>	1,083,488	1,045,174
Fund balance, beginning of year	<u>466,131</u>		<u>412,407</u>	<u>455,125</u>
Fund balance, end of period	<u>\$ 415,596</u>		<u>\$ 1,495,895</u>	<u>\$ 1,500,299</u>



**City of Franklin  
Capital Outlay Fund  
Balance Sheet  
April 30, 2021 and 2020**

<u>Assets</u>	<u>2021</u>	<u>2020</u>
Cash and investments	\$ 896,846	\$ 667,720
Accrued Receivables	72	-
Total Assets	<u>\$ 896,918</u>	<u>\$ 667,720</u>
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 75,159	\$ 29,558
Assigned fund balance	821,759	638,162
Total Liabilities and Fund Balance	<u>\$ 896,918</u>	<u>\$ 667,720</u>

**Statement of Revenue, Expenses and Fund Balance  
For the Four months ended April 30, 2021 and 2020**

<u>Revenue</u>	<u>2021 Original Budget</u>	<u>2021 Amended Budget</u>	<u>2021 Year-to-Date Actual</u>	<u>2020 Year-to-Date Actual</u>
Property Taxes	\$ 296,000	\$ 296,000	\$ 296,000	\$ 295,700
Grants	15,000	15,000	3,563	-
Landfill Siting	904,100	904,100	245,053	96,552
Investment Income	7,800	7,800	648	9,421
Miscellaneous Revenue	41,250	41,250	13,909	8,622
Notes Proceeds	542,000	542,000	-	-
Total Revenue	<u>1,806,150</u>	<u>1,806,150</u>	<u>559,173</u>	<u>410,295</u>
<b>Expenditures:</b>				
General Government	55,200	82,194	10,247	58,631
Public Safety	619,535	703,105	353,921	333,096
Public Works	551,000	648,849	591,657	46,997
Health and Human Services	-	-	-	900
Culture and Recreation	364,000	429,000	34,966	-
Conservation and Development	180,000	180,000	-	-
Contingency	40,650	40,650	-	-
Encumbrances			(561,134)	(175,780)
Total expenditures	<u>1,810,385</u>	<u>2,083,798</u>	<u>429,657</u>	<u>263,844</u>
Revenue over (under) expenditures	(4,235)	(277,648)	129,516	146,451
Fund balance, beginning of year	<u>311,711</u>	<u>692,243</u>	<u>692,243</u>	<u>491,711</u>
Fund balance, end of period	<u>\$ 307,476</u>	<u>\$ 414,595</u>	<u>\$ 821,759</u>	<u>\$ 638,162</u>

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

**City of Franklin  
Equipment Replacement Fund  
Balance Sheet  
April 30, 2021 and 2020**

<u>Assets</u>	<u>2021</u>	<u>2020</u>
Cash and investments	\$ 2,341,617	\$ 2,498,907
<b>Total Assets</b>	<b><u>\$ 2,341,617</u></b>	<b><u>\$ 2,498,907</u></b>
 <u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 380,477	\$ (626)
Assigned fund balance	1,961,140	2,499,533
<b>Total Liabilities and Fund Balance</b>	<b><u>\$ 2,341,617</u></b>	<b><u>\$ 2,498,907</u></b>

**Comparative Statement of Revenue, Expenses and Fund Balance  
For the Four months ended April 30, 2021 and 2020**

	<u>2021 Original Budget</u>	<u>2021 Amended Budget</u>	<u>2021 Year-to-Date Budget</u>	<u>2021 Year-to-Date Actual</u>	<u>2020 Year-to-Date Actual</u>
<b>Revenue:</b>					
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Landfill	604,400	604,400	179,247	161,520	135,200
Investment Income	37,400	37,400	12,467	712	54,993
Property Sales	30,000	30,000	1,724	-	-
<b>Total revenue</b>	<b><u>671,800</u></b>	<b><u>671,800</u></b>	<b><u>193,438</u></b>	<b><u>162,232</u></b>	<b><u>190,193</u></b>
<b>Expenditures:</b>					
Public Safety	361,500	391,668	173,492	355,304	243,579
Public Works	807,000	1,047,130	323,644	776,837 E	683,034
Encumbrances	-	-	-	(541,213)	(707,891)
<b>Total expenditures</b>	<b><u>1,168,500</u></b>	<b><u>1,438,798</u></b>	<b><u>497,136</u></b>	<b><u>590,928</u></b>	<b><u>218,722</u></b>
Revenue over (under) expenditures	(496,700)	(766,998)	<b><u>(303,698)</u></b>	(428,696)	(28,529)
Fund balance, beginning of year	<u>2,130,162</u>	<u>2,389,836</u>		<u>2,389,836</u>	<u>2,528,062</u>
Fund balance, end of period	<b><u>\$ 1,633,462</u></b>	<b><u>\$ 1,622,838</u></b>		<b><u>\$ 1,961,140</u></b>	<b><u>\$ 2,499,533</u></b>

**City of Franklin  
Street Improvement Fund  
Balance Sheet  
April 30, 2021 and 2020**

<u>Assets</u>	<u>2021</u>	<u>2020</u>
Cash and investments	\$ 1,051,502	\$ 885,297
Total Assets	<u>\$ 1,051,502</u>	<u>\$ 885,297</u>
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 14,641	\$ -
Assigned fund balance	1,036,861	885,297
Total Liabilities and Fund Balance	<u>\$ 1,051,502</u>	<u>\$ 885,297</u>

**Statement of Revenue, Expenses and Fund Balance  
For the Four months ended April 30, 2021 and 2020**

	<u>2021 Original Budget</u>	<u>2021 Amended Budget</u>	<u>2021 Year-to-Date Totals</u>	<u>2020 Year-to-Date Totals</u>
<b>Revenue:</b>				
Property Taxes	\$ -	\$ -	\$ -	\$ -
Landfill Siting	175,000	175,000	44,550	73,526
Investment Income	7,500	7,500	320	6,615
Intergovernmental Resources	1,074,500	1,074,500	403,642	300,000
Total revenue	<u>1,257,000</u>	<u>1,257,000</u>	<u>448,512</u>	<u>380,141</u>
<b>Expenditures:</b>				
Street Reconstruction Program - Current Year	1,000,000	1,000,000	853,666	975,940
Encumbrances	-	-	(839,025)	(974,889)
Total expenditures	<u>1,000,000</u>	<u>1,000,000</u>	<u>14,641</u>	<u>1,051</u>
Revenue over (under) expenditures	257,000	257,000	433,871	379,090
Fund balance, beginning of year	506,207	602,990	602,990	506,207
Fund balance, end of period	<u>\$ 763,207</u>	<u>\$ 859,990</u>	<u>\$ 1,036,861</u>	<u>\$ 885,297</u>

**City of Franklin  
Capital Improvement Fund  
Balance Sheet  
April 30, 2021 and 2020**

<u>Assets</u>	<u>2021</u>	<u>2020</u>
Cash and investments	\$ 1,923,356	\$ 1,287,332
Accrued receivables	516,950	951,949
Total Assets	<u>\$ 2,440,306</u>	<u>\$ 2,239,281</u>
<u>Liabilities and Fund Balance</u>		
Accounts payable	\$ 13,386	\$ 7,079
Contracts Payable	51,132	380,470
Deferred Inflow	508,000	943,000
Assigned fund balance	<u>1,867,788</u>	<u>908,732</u>
Total Liabilities and Fund Balance	<u>\$ 2,440,306</u>	<u>\$ 2,239,281</u>

**Statement of Revenue, Expenses and Fund Balance  
For the Four months ended April 30, 2021 and 2020**

	<u>2021 Original Budget</u>	<u>2021 Amended Budget</u>	<u>2021 Year-to-Date Totals</u>	<u>2020 Year-to-Date Totals</u>
<b>Revenue:</b>				
Landfill Siting	\$ 51,500	\$ 51,500	\$ 11,142	\$ 83,449
Transfers from Other Funds	5,000,000	5,000,000	-	-
Transfers from Impact Fees	2,209,750	2,209,750	-	47,797
Transfers from Connection Fees	1,140,000	1,140,000	-	-
Bond Proceeds	1,458,000	1,458,000	-	-
Donations	86,000	86,000	-	-
Investment Income	<u>5,000</u>	<u>5,000</u>	<u>1,661</u>	<u>13,832</u>
Total revenue	<u>9,950,250</u>	<u>9,950,250</u>	<u>12,803</u>	<u>145,078</u>
<b>Expenditures:</b>				
General Government	350,000	362,408	(56,873) E	107,089
Public Safety	499,500	636,572	139,311 E	1,021,258
Public Works	252,000	1,072,874	1,065,840 E	387,239
Culture and Recreation	410,000	622,301	212,390 E	190,333
Sewer & Water	8,140,000	8,140,000	-	199,000
Contingency	150,000	150,170	170	20,170
Bond/Note Issuance Cost	100,000	100,000	-	-
Encumbrances	<u>-</u>	<u>-</u>	<u>(1,193,030)</u>	<u>(676,267)</u>
Total expenditures	<u>9,901,500</u>	<u>11,084,325</u>	<u>167,808</u>	<u>1,248,822</u>
Revenue over (under) expenditures	48,750	(1,134,075)	(155,005)	(1,103,744)
Fund balance, beginning of year	<u>396,395</u>	<u>2,022,793</u>	<u>2,022,793</u>	<u>2,012,476</u>
Fund balance, end of period	<u>\$ 445,145</u>	<u>\$ 888,718</u>	<u>\$ 1,867,788</u>	<u>\$ 908,732</u>

City of Franklin  
Capital Improvement Fund  
Budget 2021

Project/Name	Activity	Amended			Actual Thru March 31, 2021				
		Total	Funding Source	Amount	Net City Funds	Total	Funding Source	Amount	Net City Funds
Landfill Siting Revenue					\$ 51,500			\$ 11,142	
Investment Income		5,000			5,000			1,661	
<b>Total Revenue</b>		<b>5,000</b>			<b>56,500</b>			<b>12,803</b>	
<b>GENERAL GOVERNMENT</b>									
City Hall Roof, HVAC		10,013			10,013			(59,268)	
Historical Society - Bam		2,395			2,395			2,395	
<b>PARK DEVELOPMENT</b>									
Pleasant View Park - improvements	Park	300,000	Park Impact Fees	141,000	159,000				
Pleasant View Park pavilion	Park	19,287			19,287	19,287	Park Impact Fees		19,287
116th Street Trail - design	Park	100,762			100,762	100,454	Park Impact Fees		100,454
Park Signage	Park	20,000			20,000				
Church Street pathway	Park	75,000	Park Impact Fees	53,250	21,750		Park Impact Fees		
Emie Lake aeration system	Park	15,000			15,000	397			397
Pleasant View Park - Improvement Planning	Park	88,616	Park Impact Fees		88,616	88,616	Park Impact Fees		88,616
Land Purchase - ROW - Water Tower Park	Park	3,636			3,636	3,636			3,636
<b>Public Safety</b>									
Replace roof @ Police Dept	Pub Safety	127,500			127,500				
Video Surveillance Cameras - replacement @ Police Bldg	Pub Safety	247,000			247,000				
911 Phone system - replacement	Pub Safety	125,000			125,000				
Indoor Shooting Range	Pub Safety	39,054			39,054	39,054			39,054
Fire Station Specific Alerting	Pub Safety	37,313			37,313	38,089			38,089
Inspection Software	Pub Safety	60,705			60,705	62,168			62,168
<b>Public Works</b>									
Marquette Ave construction - 49th to 51st	Pub Wrks	924,955	Grant	101,500	823,455	964,714	Grant		964,714
S 51st/Drexel Roundabout	Pub Wrks	9,003			9,003	9,003			9,003
S 68th St/Loomis to Puetz - sight line	Pub Wrks	27,741			27,741	27,741			27,741
Water Main on W Minnesota Ave	Pub Wrks	140,000	Utility Development	140,000	-		Utility Development		-
Water Tower in Southwest Zone	Pub Wrks	4,000,000	Water Impact Fees	2,000,000	2,000,000		Water Impact Fees		-
	Pub Wrks		Water Fund	2,000,000	(2,000,000)		Water Fund		-
Highway Building addition - design work	Pub Wrks	30,000			30,000				-
Replace Industrial Park temporary Lift Station	Pub Wrks	3,000,000	Transfer in from Sewer Fund	3,000,000	-		Transfer in from Sewer Fund		-
Curb replacements	Pub Wrks	35,000			35,000				-
Traffic Signals - Emergency Veh Preemption	Pub Wrks	32,375			32,375	32,375			32,375
Rawson Homes - Storm sewer	Pub Wrks					18,207			18,207
Land purchase - ROW - 51st & Drexel	Pub Wrks	13,800			13,800	13,800			13,800
Muni Buildings Improvements		350,000			350,000				-
<b>Total Approved Projects</b>		<b>9,834,155</b>		<b>7,435,750</b>	<b>2,398,405</b>	<b>1,360,668</b>			<b>1,360,668</b>
<b>PROJECTS PENDING APPROVAL</b>									
Water Projects	Utility	500,000	Water Sewer Connection Fees	500,000	-		Water Sewer Connection Fees		-
Sewer Projects	Utility	500,000		500,000	-				-
Contingency		150,170			150,170	170			170
<b>Encumbrances</b>									<b>(1,193,030)</b>
<b>Total Projects</b>		<b>10,984,325</b>		<b>8,435,750</b>	<b>2,548,575</b>	<b>1,360,838</b>			<b>167,808</b>
<b>Net Revenue (Expenditures)</b>					<b>(2,492,075)</b>				<b>(155,005)</b>
Loan Proceeds					1,458,000				
Transaction fees					(100,000)				
<b>Net Rev (Expenditures)</b>					<b>(1,134,075)</b>				<b>(155,005)</b>
<b>Beginning Fund balance</b>					<b>2,022,793</b>				<b>2,022,793</b>
<b>Ending Fund Balance</b>					<b>\$ 888,718</b>				<b>\$ 1,867,788</b>

**City of Franklin  
Development Fund  
Balance Sheet  
April 30, 2021 and 2020**

<u>Assets</u>	<u>2021</u>	<u>2020</u>
Cash and investments	\$ 6,506,434	\$ 6,969,719
Impact fees receivable	-	232,640
Due From TID 7	2,800,000	1,910,000
<b>Total Assets</b>	<b><u>\$ 9,306,434</u></b>	<b><u>\$ 9,112,359</u></b>
 <u>Liabilities and Fund Balance</u>		
Accounts payable	\$ -	\$ 5,369
Payable to Developers- Oversizing	337,643	221,759
Unearned Revenue - Other	-	232,640
Assigned fund balance	8,968,791	8,652,591
<b>Total Liabilities and Fund Balance</b>	<b><u>9,306,434</u></b>	<b><u>9,112,359</u></b>

**Comparative Statement of Revenue, Expenses and Fund Balance  
For the Four months ended April 30, 2021 and 2020**

	<u>2021 Original Budget</u>	<u>2021 Amended Budget</u>	<u>2021 Year-to-Date Actual</u>	<u>2020 Year-to-Date Actual</u>
<b>Revenue:</b>				
Impact Fee Parks	\$ 146,117	\$ 146,117	\$ 45,608	\$ 130,079
Southwest Sewer Service Area	112,000	112,000	52,050	55,520
Administration	7,535	7,535	1,320	1,980
Water	498,000	498,000	80,052	120,690
Transportation	158,825	158,825	15,768	4,345
Fire Protection	108,875	108,875	10,792	18,442
Law Enforcement	124,750	124,750	12,352	34,286
Library	24,750	24,750	8,000	36,821
<b>Total Impact Fees</b>	<b><u>1,180,852</u></b>	<b><u>1,180,852</u></b>	<b><u>225,942</u></b>	<b><u>402,163</u></b>
Investment Income	106,250	106,250	2,467	102,401
Interfund Interest Income	79,250	79,250	29,567	1,594
<b>Total revenue</b>	<b><u>1,366,352</u></b>	<b><u>1,366,352</u></b>	<b><u>257,976</u></b>	<b><u>506,158</u></b>
<b>Expenditures:</b>				
Other Professional Services	15,000	18,321	3,321 E	23,406
Transfer to Debt Service				
Law Enforcement	205,182	205,182	180,900	199,856
Fire	42,941	42,941	-	39,863
Transportation	71,886	71,886	-	64,249
Library	134,000	134,000	-	93,982
<b>Total Transfers to Debt Service</b>	<b><u>454,009</u></b>	<b><u>454,009</u></b>	<b><u>180,900</u></b>	<b><u>397,950</u></b>
Transfer to Capital Improvement Fund				
Transfer(s) Out	-	-	-	-
Park	1,259,250	1,259,250	93,000 E	73,082
Water	2,000,000	2,000,000	-	-
<b>Total Transfers to Capital Improve</b>	<b><u>3,259,250</u></b>	<b><u>3,259,250</u></b>	<b><u>93,000</u></b>	<b><u>73,082</u></b>
Sewer Fees	75,000	75,000	-	-
Water Fees	250,000	250,000	-	554,760
Encumbrances	-	-	(96,321)	(362,172)
<b>Total expenditures</b>	<b><u>4,053,259</u></b>	<b><u>4,056,580</u></b>	<b><u>180,900</u></b>	<b><u>687,026</u></b>
<b>Revenue over (under) expenditures</b>	<b><u>(2,686,907)</u></b>	<b><u>(2,690,228)</u></b>	<b><u>77,076</u></b>	<b><u>(180,868)</u></b>
<b>Fund balance, beginning of year</b>	<b><u>8,528,646</u></b>	<b><u>8,891,715</u></b>	<b><u>8,891,715</u></b>	<b><u>8,833,459</u></b>
<b>Fund balance, end of period</b>	<b><u>\$ 5,841,739</u></b>	<b><u>\$ 6,201,487</u></b>	<b><u>\$ 8,968,791</u></b>	<b><u>\$ 8,652,591</u></b>

# City of Franklin

## Development Fund

### Summary of Impact Fee Activity For the three months ended March 31, 2021 Preliminary

Cash Acct	4293	4295	4296	4297	4299	27 1100 1111		
Revenue Acct	4294					-27 2000 2117		
Expenditure Acct						Net Cash Balance		
	4292	Admin Fee *	Water	Transportation	Fire Protection	Law Enforcement	Library	
	Parks Recreation	SW Sewer						
<b>Beginning Bal, 01/01/21</b>	4,983,586	204,715	2,790,633	117,307	254,025	208,676	244,140	8,891,715
<b>1st Quarter</b>								
Impact Fees	30,362	35,301	50,604	10,497	7,183	8,223	5,325	148,375
Expenditures	0	240,016	2,841,237	127,804	261,208	(180,900)	249,465	(180,900)
subtotal	5,013,948	240,016	2,841,237	127,804	261,208	35,999	249,465	8,859,190
<b>Transfers</b>								
Investment Income	17,438	776	9,823	428	899	427	861	30,962
<b>Ending balance 3/31/2021</b>	<b>5,031,386</b>	<b>240,792</b>	<b>2,851,060</b>	<b>128,231</b>	<b>262,106</b>	<b>36,426</b>	<b>250,326</b>	<b>8,890,152</b>
<b>2nd Quarter</b>								
Impact Fees	15,246	16,749	29,448	5,271	3,609	4,129	2,675	77,567
Expenditures	0	257,541	2,880,508	133,502	265,715	40,555	253,001	8,967,719
subtotal	5,046,632	257,541	2,880,508	133,502	265,715	40,555	253,001	8,967,719
<b>Transfers</b>								
Investment Income	603	31	344	16	32	5	30	1,072
<b>Ending balance 6/30/2021</b>	<b>5,047,235</b>	<b>257,571</b>	<b>2,880,853</b>	<b>133,518</b>	<b>265,747</b>	<b>40,560</b>	<b>253,032</b>	<b>8,968,791</b>
<b>2021 Impact Fees</b>	45,608	52,050	80,052	15,768	10,792	12,352	8,000	225,942
<b>2020 Impact Fees</b>	259,254	113,304	570,239	69,495	61,149	89,461	60,698	1,230,313
<b>2019 Impact Fees</b>	948,902	48,440	1,158,186	113,102	174,135	322,218	262,058	3,048,725
<b>2018 Impact Fees</b>	869,037	4,689	938,441	55,533	136,410	250,076	243,988	2,518,799
<b>2017 Impact Fees</b>	66,591	0	122,539	19,218	17,970	33,017	19,383	281,413
<b>2016 Impact Fees</b>	209,983	0	210,581	8,570	30,198	56,096	57,725	578,103
<b>2015 Impact Fees</b>	137,670	2,928	133,352	20,533	27,116	50,222	38,526	413,977
<b>2014 Impact Fees</b>	184,592	17,568	235,415	51,436	48,134	88,431	51,821	683,227
<b>2013 Impact Fees</b>	317,206	11,712	427,429	31,829	45,110	82,280	66,179	987,905

\* Funded by an Administrative Fee not an impact fee

1 Debt service payments

2 Oversizing payments made

#### Scheduled

Unpaid Balance @	73,499	42,996	205,004	134,039	455,538
Deferred principal & interest	570,450	189,200	275,100	896,953	1,034,750
	<u>270,444</u>	<u>0</u>	<u>1,449,632</u>	<u>896,953</u>	<u>2,617,029</u>

Oversizing payments due in future periods

**City of Franklin  
Utility Development Fund  
Balance Sheet  
April 30, 2021 and 2020**

<u>Assets</u>	<u>2021</u>	<u>2020</u>
Cash and investments - Water	\$ 1,032,872	\$ 1,010,495
Cash and investments - Sewer	1,359,742	1,279,198
Special Assessment - Water Current	43,720	60,216
Special Assessment - Water Deferred	136,365	136,365
Special Assessment - Sewer Current	105,205	143,426
Reserve for Uncollectible	(16,776)	(16,776)
<b>Total Assets</b>	<b><u>\$ 2,661,128</u></b>	<b><u>\$ 2,612,924</u></b>
 <u>Liabilities and Fund Balance</u>		
Accounts payable	\$ -	\$ -
Unearned Revenue	268,514	323,231
<b>Total Fund Balance</b>	<b><u>2,392,614</u></b>	<b><u>2,289,693</u></b>
<b>Total Liabilities and Fund Balance</b>	<b><u>\$ 2,661,128</u></b>	<b><u>\$ 2,612,924</u></b>

**Comparative Statement of Revenue, Expenses and Fund Balance  
For the Four months ended April 30, 2021 and 2020**

	<u>2021 Original Budget</u>	<u>2021 Year-to-Date Budget</u>	<u>2021 Year-to-Date Actual</u>	<u>2020 Year-to-Date Actual</u>
<b>Revenue:</b>				
Special Assessments-				
Water	\$ 45,000	\$ 15,161	\$ -	\$ 48,906
Sewer	40,000	10,426	-	19,488
Connection Fees-				
Water	-	-	-	-
Sewer	40,000	8,204	2,100	15,202
Total Assessments & Connection Fees	<u>125,000</u>	<u>33,791</u>	<u>2,100</u>	<u>83,596</u>
Special Assessment Interest	-	-	-	634
Investment Income	17,500	5,833	2,337	10,666
Total revenue	<u>142,500</u>	<u>39,624</u>	<u>4,437</u>	<u>94,896</u>
 Transfer to Capital Improvement Fund				
Water	500,000	166,666	-	-
Sewer	500,000	166,666	-	-
Total Transfers to Capital Improven	<u>1,000,000</u>	<u>333,332</u>	<u>-</u>	<u>-</u>
Revenue over (under) expenditures	(857,500)	(293,708)	4,437	94,896
Fund balance, beginning of year	<u>2,373,797</u>	<u>2,388,177</u>	<u>2,388,177</u>	<u>2,194,797</u>
Fund balance, end of period	<u>\$ 1,516,297</u>	<u>\$ 2,094,469</u>	<u>\$ 2,392,614</u>	<u>\$ 2,289,693</u>



**City of Franklin  
Self Insurance Fund - Actives  
Balance Sheet  
April 30, 2021 and 2020**

<u>Assets</u>	<u>2021</u>	<u>2020</u>
Cash and investments	\$ 3,319,434	\$ 2,972,244
Accounts receivable	324	324
<b>Total Assets</b>	<b>\$ 3,319,758</b>	<b>\$ 2,972,568</b>
<u>Liabilities and Net Assets</u>		
Accounts payable	\$ 37,882	\$ 922
Claims payable	311,800	175,000
Unrestricted net assets	2,970,076	2,796,646
<b>Total Liabilities and Fund Balance</b>	<b>\$ 3,319,758</b>	<b>\$ 2,972,568</b>

**City of Franklin Self Insurance Fund - Actives  
Statement of Revenue, Expenses and Fund Balance  
For the Four months ended April 30, 2021 and 2020**

<u>Revenue</u>	<u>2021 Original Budget</u>	<u>2021 Year-to-Date Budget</u>	<u>2021 Year-to-Date Actual</u>	<u>2020 Year-to-Date Actual</u>
Medical Premiums-City	\$ 2,213,369	\$ 748,101	\$ 781,268	\$ 820,250
Medical Premiums-Employee	478,630	161,737	150,516	167,965
Other - Invest Income, Rebates	159,800	53,266	16,829	60,166
Medical Revenue	<u>2,851,799</u>	<u>963,104</u>	<u>948,613</u>	<u>1,048,381</u>
Dental Premiums-City	112,000	38,210	39,246	39,921
Dental Premiums-Retirees	3,600	1,796	1,296	1,296
Dental Premiums-Employee	60,000	20,433	18,858	19,569
Dental Revenue	<u>175,600</u>	<u>60,439</u>	<u>59,400</u>	<u>60,786</u>
<b>Total Revenue</b>	<b><u>3,027,399</u></b>	<b><u>1,023,543</u></b>	<b><u>1,008,013</u></b>	<b><u>1,109,167</u></b>
<b>Expenditures:</b>				
<b>Medical</b>				
Medical claims	1,848,536	559,209	836,346	348,959
Prescription drug claims	-	-	64,121	61,862
Total Claims	<u>1,848,536</u>	<u>559,209</u>	<u>900,467</u>	<u>410,821</u>
Medical Claim Fees	107,041	36,808	67,768	33,182
Stop Loss Premiums	540,610	182,486	176,549	173,800
Other - Miscellaneous	177,245	43,723	3,747	7,240
HSA Contributions	224,650	69,123	43,250	119,250
Plan Administration	-	-	15,700	-
Total Medical Costs	<u>2,898,082</u>	<u>891,349</u>	<u>1,207,481</u>	<u>744,293</u>
<b>Dental</b>				
Active Employees & COBRA	179,000	53,856	69,191	54,805
Retiree	5,700	2,054	4,896	1,944
Total Dental Costs	<u>184,700</u>	<u>55,910</u>	<u>74,087</u>	<u>56,749</u>
Claims contingency			-	-
<b>Total Expenditures</b>	<b><u>3,082,782</u></b>	<b><u>947,259</u></b>	<b><u>1,281,568</u></b>	<b><u>801,042</u></b>
Revenue over (under) expenditures	(55,383)	<u>\$ 76,284</u>	(273,555)	308,125
Net assets, beginning of year	<u>2,488,521</u>		<u>3,243,631</u>	<u>2,488,521</u>
<b>Net assets, end of period</b>	<b><u>\$ 2,433,138</u></b>		<b><u>\$ 2,970,076</u></b>	<b><u>\$ 2,796,646</u></b>

**City of Franklin**  
**City of Franklin Post Employment Benefits Trust**  
**Balance Sheet**  
**April 30, 2021 and 2020**

<u>Assets</u>	<u>2021</u>	<u>2020</u>
Cash and investments	\$ 134,791	\$ 105,094
Investments held in trust - Fixed Inc	2,821,072	2,511,184
Investments held in trust - Equities	5,528,195	3,437,220
Accounts receivable	16,874	10,843
Due from Water Utility	-	-
Prepaid expenses	-	-
<b>Total Assets</b>	<b>\$ 8,500,932</b>	<b>\$ 6,064,341</b>
<u>Liabilities and Net Assets</u>		
Accounts payable	\$ 4,433	\$ 3,649
Claims payable	16,600	10,000
Net assets held in trust for post emp	8,479,899	6,050,692
<b>Total Liabilities and Fund Balance</b>	<b>\$ 8,500,932</b>	<b>\$ 6,064,341</b>

**City of Franklin Post Employment Benefits Trust**  
**Statement of Revenue, Expenses and Fund Balance**  
**For the Four months ended April 30, 2021 and 2020**

<u>Revenue</u>	<u>2021</u> <u>Year-to-Date</u> <u>Actual</u>	<u>2020</u> <u>Year-to-Date</u> <u>Actual</u>
ARC Medical Charges - City	\$ 79,602	\$ 63,977
Medical Charges - Retirees	79,389	69,332
Implicit Rate Subsidy	-	-
<b>Medical Revenue</b>	<b>158,991</b>	<b>133,309</b>
<b>Expenditures:</b>		
<b>Retirees-Medical</b>		
Medical claims	72,504	39,530
Prescription drug claims	31,358	35,310
Refunds-Stop Loss Coverage	-	-
<b>Total Claims-Retirees</b>	<b>103,862</b>	<b>74,840</b>
Medical Claim Fees	9,700	5,050
Stop Loss Premiums	30,311	22,847
Miscellaneous Expense	-	(195)
ACA Fees	-	-
<b>Total Medical Costs-Retirees</b>	<b>143,873</b>	<b>102,542</b>
 Revenue over (under) expenditures	 15,118	 30,767
 Annual Required Contribution-Net	 26,223	 67,615
Other - Investment Income, etc	643,644	(586,450)
<b>Total Revenues</b>	<b>669,867</b>	<b>(518,835)</b>
 Net Revenues (Expenditures)	 684,985	 (488,068)
 Net assets, beginning of year	 7,794,914	 6,538,760
 Net assets, end of period	 <b>\$ 8,479,899</b>	 <b>\$ 6,050,692</b>

<b>APPROVAL</b> <i>Slw</i>	<b>REQUEST FOR COUNCIL ACTION</b>	<b>MEETING DATE</b> <b>06/01/2021</b>
<b>LICENSES AND PERMITS</b>	<b>MISCELLANEOUS LICENSES</b>	<b>ITEM NUMBER</b> <b>H.</b>

See attached listing from meeting of June 1, 2021.

**COUNCIL ACTION REQUESTED**



414-425-7500

**License Committee  
Agenda\*  
Alderman's Room  
June 1, 2021 – 4:00 p.m.**

<b>1.</b>	<b>Call to Order &amp; Roll Call</b>	<b>Time:</b>
<b>2.</b>	<b>Applicant Interviews &amp; Decisions</b>	
<b>License Applications Reviewed</b>		<b>Recommendations</b>

<b>Type/ Time</b>	<b>Applicant Information</b>	<b>Approve</b>	<b>Hold</b>	<b>Deny</b>
<b>Operator 2021-2022 New</b>	<b>Gottschalk, Dawn M.</b> 9830 W. Morgan Ave. Milwaukee, WI 53228 Pick 'n Save #6360			
<b>Operator 2021-2022 New</b>	<b>Hansen, Michael P.</b> 2300 Raymond Ave. Franksville, WI 53126 Pick'n Save #6360			
<b>Operator 2021-2022 New</b>	<b>Hogan, Jessica A.</b> 3338 W. Birchwood Ave. Milwaukee, WI 53221 Walmart #1551			
<b>Operator 2021-2022 New</b>	<b>Kiolbasse, Marissa D.</b> 615 W. Riverwood Dr. Apt# 312 Oak Creek, WI 53154 7-Eleven			
<b>Operator 2021-2022 New</b>	<b>Kish, Leonid M.</b> 7821 S. Scepter Dr. Apt# 4 Franklin, WI 53132 Pick'n Save #6431			
<b>Operator 2021-2022 New</b>	<b>Mora, Josefina</b> 435 W. Aspen Dr. Unit 19 Oak Creek, WI 53154 Walgreens #5884			
<b>Operator 2021-2022 New</b>	<b>Rayls, Kimberly L.</b> 414 11 <sup>th</sup> Ave. South Milwaukee, WI 53172 7-Eleven			
<b>Operator 2021-2022 New</b>	<b>Tietjen, William G.</b> 11811 W. Birchwood Lane Franklin, WI 53132 Franklin Noon Lions Club/Civic Celebration			
<b>Operator 2021-2022 New</b>	<b>Vasiljevic, Dragan</b> 7033 W. Forest Ave. Milwaukee, WI 53220 The Rock Sports Complex			
<b>Operator 2021-2022 New</b>	<b>Wesson, Derek A.</b> 721 E. Townsend St. Milwaukee, WI 53212 Walmart #1551			

Type/ Time	Applicant Information	Approve	Hold	Deny
Operator 2021-2022 New	<b>Williams, Michael S.</b> 2826 S. Aurene Circle West Allis, WI 53227 Croatian Park			
Operator 2021-2022 New	<b>Wirtz, Ian M.</b> 6723 S. Harvard Dr. Franklin, WI 53132 Tuckaway Country Club			
Operator 2020-2021 New	<b>Arneson, Roman J.</b> 2109 Clarence Ave. Racine, WI 53405 Walmart #1551			
Operator 2021-2022 Renewal	<b>Arneson, Roman J.</b> 2109 Clarence Ave. Racine, WI 53405 Walmart #1551			
Operator 2020-2021 New	<b>Arteaga, Geraldine L.</b> 4065 S. 84 <sup>th</sup> St Apt# 6 Greenfield, WI 53228 Walgreens #15020			
Operator 2021-2022 Renewal	<b>Arteaga, Geraldine L.</b> 4065 S. 84 <sup>th</sup> St Apt# 6 Greenfield, WI 53228 Walgreens #15020			
Operator 2020-2021 New	<b>Dodovich, Lindsay T.</b> 811 N. 14 <sup>th</sup> Street Apt# 309 Milwaukee, WI 53233 The Rock Sports Complex			
Operator 2021-2022 Renewal	<b>Dodovich, Lindsay T.</b> 811 N. 14 <sup>th</sup> Street Apt# 309 Milwaukee, WI 53233 The Rock Sports Complex			
Operator 2020-2021 New	<b>Domanek, Matthew J.</b> 4448 S. 44 <sup>th</sup> St Greenfield, WI 53220 Chili's Grill & Bar			
Operator 2021-2022 Renewal	<b>Domanek, Matthew J.</b> 4448 S. 44 <sup>th</sup> St Greenfield, WI 53220 Chili's Grill & Bar			
Operator 2020-2021 New	<b>Jablonski, Pamela J.</b> 10500 W. Pallottine Dr. Greenfield, WI 53228 Swiss Street Pub & Grill			
Operator 2021-2022 Renewal	<b>Jablonski, Pamela J.</b> 10500 W. Pallottine Dr. Greenfield, WI 53228 Swiss Street Pub & Grill			
Operator 2020-2021 New	<b>Mueller, Tracy M.</b> 4016 S. 55 <sup>th</sup> St. Milwaukee, WI 53220 Walgreens #15020			

Type/ Time	Applicant Information	Approve	Hold	Deny
Operator 2021-2022 Renewal	<b>Mueller, Tracy M.</b> 4016 S. 55 <sup>th</sup> St. Milwaukee, WI 53220 Walgreens #15020			
Operator 2020-2021 New	<b>Nogalski, Lillian E.</b> 6685 Hill Park Ct. Greendale, WI 53129 Rock Snow Park			
Operator 2021-2022 Renewal	<b>Nogalski, Lillian E.</b> 6685 Hill Park Ct. Greendale, WI 53129 Rock Snow Park			
Operator 2020-2021 New	<b>Platz, Jamie L.</b> 9364 S. Chicago Rd. Oak Creek, WI 53154 Walgreens #05459			
Operator 2021-2022 Renewal	<b>Platz, Jamie L.</b> 9364 S. Chicago Rd. Oak Creek, WI 53154 Walgreens #05459			
Operator 2020-2021 New	<b>Ziolkowski, Remy E.</b> 4651 Vanderheyden Dr. Franklin, WI 53132 The Rock Sports Complex			
Operator 2021-2022 Renewal	<b>Ziolkowski, Remy E.</b> 4651 Vanderheyden Dr. Franklin, WI 53132 The Rock Sports Complex			
Operator 2021-2022 Renewal	<b>Aguilar, Jennifer M.</b> 2121 W. Grant St. Upper Milwaukee, WI 53215 Walgreens #05884			
Operator 2021-2022 Renewal	<b>Albert, Sandra A.</b> 10520 S. 112th Franklin, WI 53132 Hideaway Pub & Eatery			
Operator 2021-2022 Renewal	<b>Anderson, Cathy J.</b> 8736 S. Country Dr. #201 Oak Creek, WI 53154 Tuckaway Country Club			
Operator 2021-2022 Renewal	<b>Balistreri, Jamie M.</b> 7712 Dunkelow Rd. Franksville, WI 53126 Hideaway Pub & Eatery			
Operator 2021-2022 Renewal	<b>Bartolone, Michael J.</b> 3842 S. Marcy St. Milwaukee, WI 53220 On The Border			
Operator 2021-2022 Renewal	<b>Bower, Nicole M.</b> 1875 E. Hidden Creek Ct. #102 Oak Creek, WI 53154 Target Store T-2388			

Type/ Time	Applicant Information	Approve	Hold	Deny
Operator 2021-2022 Renewal	<b>Bresette, Tammy M.</b> 3912 W. Denis Ave. Milwaukee, WI 53221 Root River Center			
Operator 2021-2022 Renewal	<b>Canales, William J.</b> 722 Mackinac Ave. South Milwaukee, WI 53172 On The Border			
Operator 2021-2022 Renewal	<b>Clifford, Joel B.</b> 3115A S. Brisbane Ave. Milwaukee, WI 53207 On The Border			
Operator 2021-2022 Renewal	<b>Cottman, Eric J.</b> 2355 W. Birchwood Ave. Milwaukee, WI 53221 Walgreens #5459			
Operator 2021-2022 Renewal	<b>Deall, Rebecca L.</b> 3725 S. 76 <sup>th</sup> Street Milwaukee, WI 53220 Pick'n Save #6360			
Operator 2021-2022 Renewal	<b>Dejna, Jeffrey F.</b> 8417 Willow Pointe Parkway Franklin, WI 53132 The Rock Sports Complex			
Operator 2021-2022 Renewal	<b>Ehlers, Kaitlyn J.</b> 10512 W. Cortez Cir Apt# 23 Franklin, WI 53132 Pick'n Save #6431			
Operator 2021-2022 Renewal	<b>Farrell, Joshua J.</b> 7417 S. 36 <sup>th</sup> St. Franklin, WI 53132 Discount Cigarettes & Liquor			
Operator 2021-2022 Renewal	<b>Frey, Jennacy A.</b> 3440 Britton Ridge Union Grove, WI 53182 Target Store T-2388			
Operator 2021-2022 Renewal	<b>Galipo, Kathleen M.</b> 7984 S. 60 <sup>th</sup> Street Franklin, WI 53132 Pick'n Save #6360			
Operator 2021-2022 Renewal	<b>Gaus, Nicole L.</b> 1127 N. Cass Street #1B Milwaukee, WI 53202 Bowery Bar & Grill			
Operator 2021-2022 Renewal	<b>Grainer, Susan C.</b> 4899 W. Maple Leaf Cir Greenfield, WI 53220 Pick'n Save #6360			
Operator 2021-2022 Renewal	<b>Gutierrez, Jacob D.</b> 10508 W. Cortez Cir Apt# 10 Franklin, WI 53132 Walgreens #05459			

Type/ Time	Applicant Information	Approve	Hold	Deny
Operator 2021-2022 Renewal	<b>Haase, Jody L.</b> 2431 W. Carroll Ave. Oak Creek, WI 53154 7-Eleven			
Operator 2021-2022 Renewal	<b>Haese, Jeremy J.</b> 6818 S. 118 <sup>th</sup> St. Franklin, WI 53132 Discount Cigarettes & Liquor			
Operator 2021-2022 Renewal	<b>Hansen, Jo Ann M</b> 2300 Raymond Ave. Franksville, WI 53126 Pick'n Save #6360			
Operator 2021-2022 Renewal	<b>Hansen, Lisa M.</b> 14000 60 <sup>th</sup> St. Bristol, WI 53104 7-Eleven			
Operator 2021-2022 Renewal	<b>Hartung, Patti S.</b> S102 W21742 Kelsey Dr. Muskego, WI 53150 Walgreens #05459			
Operator 2021-2022 Renewal	<b>Harvey, Nicholas A.</b> W6538 N. Lakeshore Dr. Elkhorn, WI 53121 Pick'n Save #6360			
Operator 2021-2022 Renewal	<b>Herwig-Kuzmiuk, Kristen M.</b> 10005 S. Jennifer Ln Oak Creek, WI 53154 Kwik Trip #857			
Operator 2021-2022 Renewal	<b>Hill, Kimberly L.</b> 1240 S. 98 <sup>th</sup> St. West Allis, WI 53214 Country Lanes			
Operator 2021-2022 Renewal	<b>Huett, Jacquelyn M.</b> 5970 S. 32 <sup>nd</sup> St. Greenfield, WI 53221 Root River Center			
Operator 2021-2022 Renewal	<b>Hutts, Lisa M.</b> 5612 Easton Street Greendale, WI 53129 Pick'n Save #6360			
Operator 2021-2022 Renewal	<b>Jensen, Ellen L.</b> 2415 W. Hilltop Lane Oak Creek, WI 53154 Buckhorn Bar & Grill			
Operator 2021-2022 Renewal	<b>Kais, Kevin K.</b> 3201 Pleasant View Circle Caledonia, WI 53402 Walgreens #05884			
Operator 2021-2022 Renewal	<b>Karpelas, Elizabeth B.</b> 1435 S. Rock Pl New Berlin, WI 53154 Honey Butter & Cafe			



Type/ Time	Applicant Information	Approve	Hold	Deny
Operator 2021-2022 Renewal	<b>Knight, Jennifer N.</b> 4536 W. Hilltop Lane Franklin, WI 53132 Walgreens #15020			
Operator 2021-2022 Renewal	<b>Krueger, Danielle M.</b> N1369 County Rd. C Sharon, WI 53585 Romey's Place			
Operator 2021-2022 Renewal	<b>Kuklinski, Kim T</b> 7555 Parkview Rd. Greendale, WI 53129 Kwik Trip #287			
Operator 2021-2022 Renewal	<b>Kutz, Leah B.</b> 205 W. Aspen Ct. Unit 8 Oak Creek, WI 53154 Target Store T-2388			
Operator 2021-2022 Renewal	<b>Korth, Austin J.</b> 8481 S. 5 <sup>th</sup> Ave. Trlr 4B Oak Creek, WI 53154 Walgreens #05884			
Operator 2021-2022 Renewal	<b>Ligocki, Joseph M.</b> 10400 S. Redwood Lane Oak Creek, WI 53154 Sendik's Food Market			
Operator 2021-2022 Renewal	<b>Lloyd, Michael J.</b> 353 Maple Grove Ter. Slinger, WI 53086 The Rock Sports Complex			
Operator 2021-2022 Renewal	<b>Lonzaga, Marcia G.</b> 753 N. 116 <sup>th</sup> St. Wauwatosa, WI 53226 Walgreens #05884			
Operator 2021-2022 Renewal	<b>Manske, Thomas R.</b> 5459 Olympia Dr. Greendale, WI 53129 Pick'n Save #6360			
Operator 2021-2022 Renewal	<b>Mantyh, Grace M.</b> 4073 W. Rivers Edge Cir #8 Brown Deer, WI 53209 Pick'n Save #6431			
Operator 2021-2022 Renewal	<b>Matecki, Mark J.</b> 1007 W. Morgan Ave. Milwaukee, WI 53221 Buckhorn Bar & Grill			
Operator 2021-2022 Renewal	<b>Miller, Janet</b> 8995 Woodbridge Dr. Greendale, WI 53129 Pick'n Save #6360			
Operator 2021-2022 Renewal	<b>Mueller-Yarnell, Diane T.</b> 3574 S. 84 <sup>th</sup> St. Milwaukee, WI 53228 Pick'n Save #6360			

Type/ Time	Applicant Information	Approve	Hold	Deny
Operator 2021-2022 Renewal	<b>Nickolaus, Sarah S.</b> 2935 Cherry Tree Ct. Caledonia, WI 53402 Walgreens #5884			
Operator 2021-2022 Renewal	<b>Norman, Martha E.</b> 9741 S. Deerpath Dr. Oak Creek, WI 53154 Polish Center of Wisconsin			
Operator 2021-2022 Renewal	<b>Norman, Michael S.</b> 9741 S. Deerpath Dr. Oak Creek, WI 53154 Polish Center of Wisconsin			
Operator 2021-2022 Renewal	<b>Olszewski, Derek J.</b> 4909 W. Rawson Ave. Franklin, WI 53132 On The Border			
Operator 2021-2022 Renewal	<b>Olszewski, Kim M.</b> 3015 Statesman Way #202 Franklin, WI 53132 Pick'n Save #6431			
Operator 2021-2022 Renewal	<b>Ottaviani, Amy M.</b> 28706 Beach Dr. Waterford, WI 53185 Irish Cottage			
Operator 2021-2022 Renewal	<b>Palivoda, Julie M.</b> 4551 S. 51 <sup>st</sup> St. Greenfield, WI 53220 Kwik Trip #857			
Operator 2021-2022 Renewal	<b>Parks-Conway, Eugenia F.</b> 4001 W. Cleveland Ave. West Allis, WI 53227 Walmart #1551			
Operator 2021-2022 Renewal	<b>Perleberg, Brittany L.</b> 1522 S. 37 <sup>th</sup> St. Milwaukee, WI 53215 Kwik Trip #857			
Operator 2021-2022 Renewal	<b>Pescheck, Craig A.</b> 7155 S. 49 <sup>th</sup> St. Franklin, WI 53132 Discount Cigarettes & Liquor			
Operator 2021-2022 Renewal	<b>Pflueger, Amber L.</b> 4001 S. 76 <sup>th</sup> St. Apt# 6 Milwaukee, WI 53220 Kwik Trip #857			
Operator 2021-2022 Renewal	<b>Raasch, Robin L.</b> 3168A S. 25 <sup>th</sup> St. Milwaukee, WI 53215 Iron Mike's			
Operator 2021-2022 Renewal	<b>Raine, Charles H.</b> 6435 Lyra Ln Racine, WI 53406 Hideaway Pub & Eatery			

Type/ Time	Applicant Information	Approve	Hold	Deny
Operator 2021-2022 Renewal	<b>Reichart, Debra A.</b> 25304 Windsong Ct. Wind Lake, WI 53185 Rawson Pub			
Operator 2021-2022 Renewal	<b>Robel, Annamaria E.</b> 26716 Julia St. Wind Lake, WI 53185 Swiss Street Pub & Grill			
Operator 2021-2022 Renewal	<b>Robinson, Paul J.</b> 4201 S. Taylor Ave. Milwaukee, WI 53207 Tuckaway Country Club			
Operator 2021-2022 Renewal	<b>Rodriguez, Daniel T.</b> 8014 W. Hilltop Lane Franklin, WI 53132 Country Lanes Bowling			
Operator 2021-2022 Renewal	<b>Rogers, Laura</b> 6823 W. Bennett Ave. Milwaukee, WI 53219 Kwik Trip #287			
Operator 2021-2022 Renewal	<b>Rozewicz, Christine A.</b> 8123 S. Legend Dr. Unit A Franklin, WI 53132 No Location			
Operator 2021-2022 Renewal	<b>Sakiewicz, Bobette A.</b> 9215 S. Orchard Pk Circle Oak Creek, WI 53154 Walgreens #05884			
Operator 2021-2022 Renewal	<b>Schauer, Joseph M.</b> 8520 W. Euclid Ave. Milwaukee, WI 53227 Croatian Park			
Operator 2021-2022 Renewal	<b>Schwan, Victor J.</b> 7721 S. Scepter Dr. Apt. 30 Franklin, WI 53132 Pick'n Save #6431			
Operator 2021-2022 Renewal	<b>Seehausen, James A.</b> 1220 Michigan Ave. South Milwaukee, WI 53172 Kwik Trip #857			
Operator 2021-2022 Renewal	<b>Shallow, Rebekah L.</b> 6125 S. Martin Rd. New Berlin, WI 53146 Root River Center			
Operator 2021-2022 Renewal	<b>Singh, Aksh-Deep</b> 8609 W. Forest Hill Ave. Franklin, WI 53132 Walgreens #5459			
Operator 2021-2022 Renewal	<b>Steeves, Linda Marie</b> 9265 S. 92 <sup>nd</sup> St Franklin, WI 53132 Walgreens #5459			

Type/ Time	Applicant Information	Approve	Hold	Deny
Operator 2021-2022 Renewal	<b>Steffes, Mark R.</b> 5344 Sutton Place S. Greenfield, WI 53221 Kwik Trip #287			
Operator 2021-2022 Renewal	<b>Steltz, Alexis M.</b> S65 W18718 Onyx Dr. Muskego, WI 53150 Romey's Place			
Operator 2021-2022 Renewal	<b>Steuck, James A.</b> 3119 S. 122 <sup>nd</sup> St. #19 West Allis, WI 53227 The Rock Sports Complex			
Operator 2021-2022 Renewal	<b>Tengel, Molly A.</b> 731 60 <sup>th</sup> St. Caledonia, WI 53108 Hideaway Pub & Eatery			
Operator 2021-2022 Renewal	<b>Teske, Jennifer E.</b> 16150 W. Melody Dr. New Berlin, WI 53151 Irish Cottage			
Operator 2021-2022 Renewal	<b>Theis, Kathryn M.</b> 5774 Elston St. Greendale, WI 53129 Target Store T-2388			
Operator 2021-2022 Renewal	<b>Thompson, Carly P.</b> 7007 W. Coldspring Rd. Apt. #2 Greendale, WI 53220 Michaelangelo's Pizza			
Operator 2021-2022 Renewal	<b>Torres, Tiffany A.</b> S65 W18718 Onyx Dr. Muskego, WI 53150 Romey's Place			
Operator 2021-2022 Renewal	<b>Walkington, Sarah J.</b> 1030 S. 74 <sup>th</sup> Street West Allis, WI 53214 Target Store T-2388			
Operator 2021-2022 Renewal	<b>Waulters, Melissa K.</b> 6605 W. Howard Ave. Milwaukee, WI 53220 Wegner's St. Martins Inn			
Operator 2021-2022 Renewal	<b>Wegner, Kathleen R.</b> 26545 Nordic Ridge Rd Wind Lake, WI 53185 Wegner's St. Martins Inn			
Operator 2021-2022 Renewal	<b>Widenski, Denise R.</b> 7335 S. Quincy Ave. Oak Creek, WI 53154 Kwik Trip #287			
Operator 2021-2022 Renewal	<b>Williams, Laken L.</b> 7409 S. 46 <sup>th</sup> St Franklin, WI 53132 Kwik Trip #287			

Type/ Time	Applicant Information	Approve	Hold	Deny
Operator 2021-2022 Renewal	<b>Zemla, Matthew E.</b> 3101 W. Drexel Ave. Unit 224 Franklin, WI 53132 Target Store T-2388			
Temporary Class B Beer	<b>Civic Celebration – Fourth of July Festivities</b> Franklin Noon Lions Club Person in Charge: William Tietjen Location: 9229 W Loomis Rd Dates of Event: 7/2/2021 thru 7/4/2021			
		Time		
<b>3.</b>	<b>Adjournment</b>			

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

<b>APPROVAL</b> <i>slw</i> <i>pk</i>	<b>REQUEST FOR COUNCIL ACTION</b>	<b>MEETING DATE</b> <b>06/01/2021</b>
<b>Bills</b>	<b>Vouchers and Payroll Approval</b>	<b>ITEM NUMBER</b> <b>I</b>
<p>Attached are vouchers dated May 15, 2021 through June 1, 2021 Nos. 183169 through Nos. 183308 in the amount of \$ 1,960,901.28. Also included in this listing are EFT's Nos. 4594 through Nos. 4608. Library vouchers totaling \$ 14,179.50, Water Utility vouchers totaling \$ 24,224.60 and Property Tax refunds totaling \$ 1,145.44. Voided checks in the amount of (\$ 102.49) are separately listed.</p> <p>Early release disbursements dated May 15, 2021 through May 31, 2021 in the amount of \$ 1,558,711.54 are provided on a separate listing and are also included in the complete disbursement listing. Of this amount \$1,000,000 represents temporary investments. These payments have been released as authorized under Resolution 2013-6920.</p> <p>The net payroll dated May 21, 2021 is \$ 406,528.34, previously estimated at \$ 410,000. Payroll deductions dated May 21, 2021 are \$ 429,766.96 previously estimated at \$ 456,000.</p> <p>The estimated payroll for June 4, 2021 is \$ 422,000 with estimated deductions and matching payments of \$ 232,000.</p> <p>Attached is a list of property tax disbursements EFT's Nos. 381 through Nos. 382 dated May 14, 2021 through May 28, 2021 in the amount of \$ 3,001,145.44. \$3,000,000 of this represents transfer to investments accounts and \$1,145.44 represents refunds. These payments have been released as authorized under Resolution 2013-6920.</p>		
<p><b><i>COUNCIL ACTION REQUESTED</i></b></p>		
<p>Motion approving the following:</p>		
<ul style="list-style-type: none"> <li>• City vouchers with an ending date of June 1, 2021 in the amount of \$ 1,960,901.28 and</li> <li>• Payroll dated May 21, 2021 in the amount of \$ 406,528.34 and payments of the various payroll deductions in the amount of \$ 429,766.96 plus City matching payments and</li> <li>• Estimated payroll dated June 4, 2021 in the amount of \$ 422,000 and payments of the various payroll deductions in the amount of \$ 232,000, plus City matching and</li> <li>• Property Tax disbursements with an ending date of May 28, 2021 in the amount of \$ 3,001,145.44.</li> </ul>		
<p><b>ROLL CALL VOTE NEEDED</b></p>		