



**AGENDA
COMMON COUNCIL**

Tuesday, August 5, 2014

To immediately follow the 6:30 p.m. Committee of the Whole meeting
Common Council Chambers, 224 East Jefferson Street

Mayor Robert Miller
Robert Prailes, Alderman, 1st District
Edward Johnson, Alderman, 1st District
Peter Hintz, Council President & Alderman, 2nd District
Ruth Dawidziak, Alderman, 2nd District
Tom Vos, Alderman, 3rd District
Jon Schultz, Alderman, 3rd District
Tom Preusker, Alderman, 4th District
Todd Bauman, Alderman, 4th District

1. Roll Call
2. Pledge of Allegiance to the Flag
3. Citizen Comments
4. Chamber of Commerce Representative
5. Approval of the Common Council minutes for July 1, 2014 (*T. Vos*)
6. Letters and Communications: None
7. Reports by Aldermanic Representatives and Department Heads
8. Reports 1-8 (*J. Schultz*)
9. Payment of Vouchers (*T. Preusker*)
10. Licenses and Permits (*T. Bauman*)
11. Appointments and Nominations: None
12. Public Hearings: None

13. **RESOLUTIONS:**

- A. Resolution 4681(15) to amend the City of Burlington Revolving Loan Fund Policy and Procedures Manual. This item was discussed at the July 1, 2014 Committee of the Whole meeting. (*R. Prailes*)
- B. Resolution 4682(16) to approve a Memorandum of Understanding with the Burlington Little League. This item was discussed at the July 1, 2014 Committee of the Whole meeting. (*E. Johnson*)
- C. Resolution 4683(17) to approve the purchase of a single axle dump truck for the Department of Public Works from Kriete Group and Olson Trailer and Body in the not-to-exceed amount of \$147,220. This item was discussed at the July 1, 2014 Committee of the Whole meeting. (*P. Hintz*)

14. **ORDINANCES:**

None

15. **MOTIONS:**

- A. Motion 14-778 to approve a Certificate of Appropriateness and Sign Permit in the HPC Overlay District for 549 Milwaukee Avenue. This item was discussed at tonight's Committee of the Whole meeting. (*R. Dawidziak*)
- B. Motion 14-779 to approve a Certificate of Appropriateness and Sign Permit in the HPC Overlay District for 456 Milwaukee Avenue. This item was discussed at tonight's Committee of the Whole meeting. (*T. Vos*)
- C. Motion 14-780 to approve a Certificate of Appropriateness in the HPC Overlay District for 484 N. Pine Street. This item was discussed at tonight's Committee of the Whole meeting. (*J. Schultz*)

16. **ADJOURNMENT** (*T. Preusker*)

Note: If you are disabled and have accessibility needs or need information interpreted for you, please call the City Clerk's Office at 262-342-1161 at least 24 hours prior to the meeting.



CITY OF BURLINGTON

Administration Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
www.burlington-wi.gov

Common Council Agenda Item Number: 5	Date: August 5, 2014
Submitted By: Diahnn Halbach, City Clerk	Subject: Meeting Minutes

Details:

Attached please find the Minutes from the July 1, 2014 Common Council meeting. Staff recommends approval of these Minutes.

Options & Alternatives:

N/A

Financial Remarks:

None.

Executive Action:

Staff recommends that the Common Council approve these Minutes at the August 5, 2014 Common Council meeting.



CITY OF BURLINGTON
Official Minutes of the Common Council
Robert Miller, Mayor
Diahnn C. Halbach, City Clerk
Tuesday, July 1, 2014

1. Call To Order – Roll Call

Mayor Robert Miller called the meeting to order at 6:52 p.m. starting with roll call. Aldermen present: Ed Johnson, Peter Hintz, Ruth Dawidziak, Tom Vos, Jon Schultz, Tom Preusker, and Todd Bauman.

Also present: City Attorney John Bjelajac, Police Chief Peter Nimmer, Fire Chief Perry Howard, Public Works Director Craig Workman, Director of Administrative Services Megan Watkins, Treasurer Steve DeQuaker, Library Director Gayle Falk, and Tom Foht of Kapur & Associates.

2. Pledge of Allegiance

3. Citizen Comments

There were no comments.

4. Chamber of Commerce Representative

There were no representatives.

5. Approval of the June 3, 2014 Common Council Minutes

A motion was made by Schultz with a second by Vos to approve the Council Minutes from June 3, 2014. With all in favor, the motion carried.

6. Letters and Communications

There was none.

7. Reports by Aldermanic Representatives and Department Heads

Vos commented on the landscaping being done outside the Police Department on Dodge Street and inquired as to whether or not the retaining wall would continue around to the front of the building on Jefferson Street. Craig Workman responded that the retaining blocks used on the Dodge Street side of the building were taken from last year's fire department reconstruction project and didn't believe there was enough material left to continue the wall to the front of the building. He also stated that the reasoning for the retaining wall was because of the existing slope and didn't believe a wall was feasible in the area in which Vos referred to, but said he would look into it.

Vos also thanked the DPW for the clean-up work done around the entrance sign to the Industrial Park and asked if there would be further improvements to that area. Workman stated that there hasn't been any landscaping projects planned for that area, but welcomed Vos to share his ideas, in which Vos replied that he had a lot of ideas.

Prails inquired about the old Quick n Save Gas Station located on West State Street across from St. Mary's and wanted to know if there were plans to do something with that building. Mayor responded that a bank currently has a lien on the property, that there is possible contamination on site, and back taxes are still owed. Mayor further stated that there have been talks with county treasurer and county executive to discuss options and explore what the City can do with that property.

Hintz reported that the front steps of the Library are currently closed off while repairs are being done which will include replacing the existing railings. Hintz further reported that the Historic Planning Commission would need to approve the new railings before any work could be done.

Johnson reported that it was brought to his attention that the retaining wall by the old water tower is buckling and in disrepair. Johnson also inquired as to the condition of the Jefferson Street bridge and wanted to know if any improvements were planned. Workman responded that the DOT just recently downgraded the bridge's condition, so therefore additional improvements beyond sidewalk and railings is being looked into.

Preusker inquired about the O'Reilly status and if they would be breaking ground any time soon. Mayor responded that O'Reilly has submitted new plans and is currently being reviewed by staff.

8. Reports 1-4

A motion was made by Preusker with a second by Johnson to approve Reports 1-4.

With all in favor, the motion carried.

9. Payment of Vouchers

A motion was made by Bauman with a second by Hintz to approve vouchers, pre-pays and reimbursements in the amount of \$544,196.29.

Roll Call Aye: Prailes, Johnson, Hintz, Dawidziak, Vos, Schultz, Preusker and Bauman. Nay: None. Motion carried 8-0.

10. Licenses and Permits

A motion was made by Prailes with a second by Preusker to approve licenses and permits as presented.

With all in favor, the motion carried.

11. Appointments and Nominations: there were none.

12. Public Hearing: there was none.

13. Resolutions

A. Resolution 4677(11) to approve a Tax Re-Investment Program Agreement with Echo Lake Foods Inc.

A request for a second reading and a motion to approve was made by Hintz with a second by Johnson.

Dawidziak asked about the stipulations of the contract as far as wages and what kind of jobs would exist. Attorney Bjelajac and Mayor Miller both responded that the information was in the agreement and that minimum wage would average \$13 per hour. Dawidziak further wanted to know how this agreement would be regulated. Attorney Bjelajac responded that it's stated in the agreement that City Staff would review Echo Lake Foods status and any reductions in employment would result in a reduction of incentives.

Prailes inquired about Echo Lakes rate structure for their water consumption. Workman responded that based on the new operations which no longer involves the egg cracking process, they will be paying the same rate as all other industrial businesses.

Vos asked if the rebate of the taxes would be based on an annual audit of the facility. Attorney Bjelajac confirmed that Echo Lakes would need to be audited every year because if they are unable to fulfill their end of the obligation, they would be subjected to a pro rata reduction of the tax rebate.

Preusker expressed concern over some of the language within the agreement regarding the definition of the "Full-Time Employee" (FTE). Preusker felt that the \$13.00 per hour rate would discourage other non-skilled or inexperienced people from wanting to work anywhere else for less than that amount. Preusker also had concerns about the potential of hiring people illegally which would result in skewing the agreed upon hire count, as well as taking away jobs from those that aren't illegal. In addition, Preusker was also concerned about the 40 hour work week, as he felt it would discourage some from seeking employment who wanted more of a work/life balance. Preusker felt the agreement should require a larger number of employees which would also include part-time employees. Preusker further stated that the City wants to encourage the positive incentives for Echo Lakes which would be for them to be back in business, profitable, have an improved facility, and to create jobs and have people who live around here have a place to work.

Attorney Bjelajac clarified that the agreement before them was drafted by Echo Lake Foods and the numbers included were chosen by Echo Lakes and not the City of Burlington, and that Echo Lakes is comfortable with the numbers indicated.

A discrepancy arose among the Council regarding whether FTE referred to "full-time employee" or "full-time equivalent" positions. Further concern was raised on whether or not insurance would need to be provided if the required number of hires are all full-time positions versus people not getting insurance if they are only part-time hires. Mayor Miller clarified that in the actual agreement drafted by Echo Lake Foods, it was stated that FTE refers to "Full-Time Employee", which then ultimately would require them to provide insurance as well. Attorney Bjelajac concurred with the Mayor as to the correct meaning of FTE and that it did indeed stand for "Full-Time Employee".

Schultz referred to a letter received by City Administrator Kevin Lahner earlier in the month, which indicated Echo Lakes value before and after the fire. Schultz further stated that according to the letter, before the fire, Echo Lakes net worth was \$3 million and paid approximately \$27,000 in taxes to the City and that the new facility proposed a net worth of \$14 million plus an additional \$4 million in personal property taxes with a total tax estimate of \$155,000 of which \$46,000 would go to the City after incentives were paid back to Echo Lakes.

Prailes felt that Echo Lakes was making a great commitment to the City. Preusker disagreed and felt that an average wage of \$13 per hour would be a disincentive for employees due to the fact that \$13 per hour is only an average and could result in less skilled workers being paid less, while more skilled workers would be paid more. Vos argued that the proposed agreement had nothing to do with the details of how or who Echo Lakes chooses to employ and that if Echo Lakes needs to hire additional part-time seasonal workers they have the complete discretion to do so. Vos and Prailes further stated that the agreement deals solely with a tax incentive program that Echo Lakes is proposing to the City by giving 250 individuals full-time employment with insurance; what they choose to do beyond that is completely up to them.

Roll Call Aye: Prailes, Johnson, Hintz, Dawidziak, Vos, Schultz, and Bauman. Nay: Preusker. Motion carried 7-0.

- B. Resolution 4679(13) to approve the purchase of a New Holland L223 skid steer for the Department of Public Works from Milwaukee Tractor & Equipment in the amount of \$42,758.**

A request for a second reading and a motion to approve was made by Vos with a second by Bauman.

Roll Call Aye: Prailes, Johnson, Hintz, Dawidziak, Vos, Schultz, Preusker and Bauman. Nay: None. Motion carried 8-0.

- C. Resolution 4680(14) to approve the purchase of a one-ton truck chassis from Lynch Truck Center for \$24,060.56 and a dump body, hydraulics, lights and hoist for a one-ton truck from Olson Trailer for \$9,982 for the Department of Public Works.**

A request for a second reading and a motion to approve was made by Vos with a second by Bauman.

Roll Call Aye: Prailes; Johnson, Hintz, Dawidziak, Vos, Schultz, Preusker and Bauman. Nay: None. Motion carried 8-0.

14. Ordinances

- A. Ordinance 1985(4) to amend the Official Traffic Map of the City of Burlington to create an intersection at Walton Road and Milwaukee Avenue.

A request for a second reading and a motion to approve was made by Bauman with a second by Vos.

Roll Call Aye: Prailes, Johnson, Hintz, Dawidziak, Vos, Schultz, Preusker and Bauman. Nay: None. Motion carried 8-0.

15. Motions

- A. Motion 14-776 to approve a Certificate of Appropriateness Application in the HPC Overlay District for 166 E. Jefferson Street.

A request for a second reading and a motion to approve was made by Prailes with a second by Hintz. With all in favor the motion carried.

16. Adjourn

A motion was made by Johnson with a second by Preusker to adjourn the meeting. With all in favor, the meeting adjourned at 7:29 p.m.

Meeting Minutes Respectfully Submitted by:



Diahnn C. Halbach
City Clerk
City of Burlington
Racine and Walworth Counties



Administration Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
www.burlington-wi.gov

Common Council Agenda Item Number: 8	Date: August 5, 2014
Submitted By: City Staff	Subject: Reports 1-9

Details:

Attached please find the following reports:

- Report 1 – Library Board minutes, May 27, 2014
- Report 2 – Police & Fire Commission minutes, June 3, 2014
- Report 3 – Park Board minutes, June 19, 2014
- Report 4 – Burlington Housing Authority minutes, June 19, 2014
- Report 5 – Library Board minutes, June 24, 2014
- Report 6 – Airport Committee minutes, June 26, 2014
- Report 7 – Historic Preservation Commission minutes, June 26, 2014
- Report 8 – Burlington Housing Authority, July 10, 2014
- Report 9 – Fire Department 2013 Annual Report

Options & Alternatives:

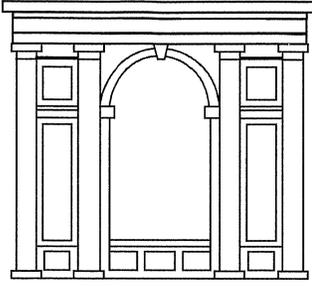
N/A

Financial Remarks:

None.

Executive Action:

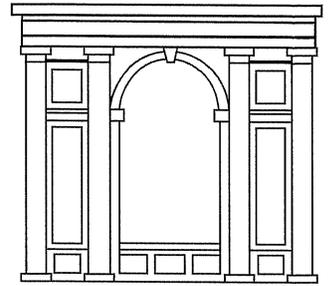
Staff recommends that the Common Council accept these Reports at the August 5, 2014 Common Council meeting.



Burlington Public Library

166 East Jefferson Street • Burlington, Wisconsin 53105
(262) 342-1130 • Fax (262) 763-1938

www.burlingtonlibrary.org



Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, May 27, 2014 in the Burlington Public Library Meeting Room. Present were Penny Torhorst, M.T. Boyle, Pat Hoffman, Peter Smet, Dianne Boyle, Peter Hintz, Scott Johnson, Mike Kelly, and high school representative Kallie Johnson. Also present were Library Director Gayle Falk, Administrative Assistant Linda Berndt. Excused was Pat Hurley. Absent was High School Representative ShyAnne Skinner.

Torhorst called the meeting to order at 4:00.

Election of Officers and Committee Appointments: Hoffman moved and Dianne Boyle seconded the motion to nominate Penny Torhorst as President. Motion passed. Smet moved the nomination for President closed, Johnson seconded. Motion passed. Torhorst moved and Hoffman seconded the motion to nominate Scott Johnson as Vice President. Motion passed. Smet moved the nomination for Vice President closed, Hoffman seconded. Motion passed. Kelly moved and M.T. Boyle seconded the motion to nominate Pat Hoffman as Secretary/Treasurer. Motion passed. Smet moved the nomination for Secretary/Treasurer closed, Johnson seconded. Motion passed. Torhorst made the same committees appointments as last year:

Building & Grounds - Chair: Hurley, Johnson, Hintz

Personnel - Chair: Hoffman, Torhorst, Smet

Finance - Chair: Kelly, D. Boyle, M.T. Boyle, Smet

Minutes of the May 27th meeting were approved. Hoffman moved approval, Johnson seconded. Motion passed.

The May 2014 General Fund Bills, Prepaids, and Reimbursements and the April General Fund Deposits were discussed and approved. Smet moved approval and Johnson seconded. Motion passed. Hoffman moved and Kelly seconded the motion to approve the May 2014 Trust Fund Bills and the April 2014 Trust Fund Deposits. Motion passed.

Committee Reports:

Personnel Committee: Hoffman will discuss the Director Evaluation in closed session later in the meeting.

Federated Library Report:

M.T. Boyle reported that Share is splitting and Mid-Wisconsin is moving ahead with that. It is going smoothly so far. LLS tech people have developed a timeline for ending reciprocal borrowing. After that we will have to use ILL for an item that we want to borrow. This will mean a longer time for holds to become available.

Mid-Wisconsin will be using a cloud system. Lakeshores will be buying the servers. Lakeshores libraries can go into WisCat to borrow from the entire state.

Old Business:

Landscaping project: Falk reported that estimates are slowly coming in from different landscaping companies. Falk reminded the Board that the Friends group is dedicating their fundraiser this year to the landscaping project. Falk asked the Board if they support using general trust funds if the Friends don't raise enough money. Smet moved to endorse the landscaping project for the Burlington Public Library in partnership with the Friends of the Library and work with them on this project.

It was also suggested that the Friends have a presence at the Farmers Market, on an occasional basis.

New Business:

Pinterest: Joy Schnupp reported that the Library's Pinterest page is in the baby stages. She has been building on what other libraries have done. She is adding boards and she had a handout of the Pinterest boards to view at this time. She will be adding as the summer goes on and she encouraged the board members to add some boards and to follow our page.

Joy talked about the Children's Summer Reading Program and handed out a flyer with most of the programs coming this summer. The summer theme for the kids is Fizz Boom Read!!! Joy had a display board showing summer events. She has been visiting schools and some classes have been coming to the Library. During class tours, Joy explains all the programs and fun things that are going to be happening this summer. We are also issuing a lot of library cards. Last year we had over 500 kids sign up for the SRP.

Advocacy: M.T. Boyle talked about advocacy. She attended the National Library Legislative Day in Washington D.C. She was able to speak with aides of the Wisconsin representatives. Broadband and the Freedom Act were hot topics. She said that Libraries need to have better marketing. She was able to ask the representatives what they were most interested in.

Webinars for Trustees will be held the second week of August. If the sessions are archived, we may be able to view them before or after a Board meeting.

Falk went to Ripon for a workshop on Advocacy and she had a handout from there also.

Goals and Strategic Planning: Falk had a handout on goals from the last year to consider at the next Board meeting. We use these goals to help set our budget. Falk also asked for direction on scheduling Strategic Planning, or waiting until our future building plans are clearer.

Training: Falk was named to the Lakeshores disaster planning resource group of the LAC. She will be attending a workshop in Horicon in the beginning of June.

Falk talked about a class exploring Memory Cafés. They serve as a respite for Alzheimer patients and caregivers, by providing a safe place to meet with others coping with Alzheimer's disease. We could set aside time in our story time area, which is handicapped accessible and a non-threatening environment.

Use of Grant Money: Falk wanted to remind everyone that we still have the \$1,000.00 of the Kara Foundation money that we have not used. The best idea we have come up with would be a new Early Literacy Station to replace one we currently have that is failing. Unfortunately, the new station at a discount price is \$2,700.00. That would leave a \$1,700.00 shortfall. The Board discussed options. Smet moved and Hoffman seconded the motion to allocate \$1,700.00 of Trust money to help pay for the Early Literacy Station. Motion passed.

Broadband Update: We currently have 3MB of bandwidth from Badgernet, which will increase to 10MB in June. We also have 7MB from Time Warner Cable.

Recognizing Student Representative: Today is Kalle Johnson's last Library Board meeting. We thanked her for being part of our Board for these past months. The Board hoped that she enjoyed it and suggested that in the next school year she might request to come back to us again.

Directors Report:

Monthly Report: Our circ numbers are up and our walk-in numbers are down.

Falk had many handouts for everyone, including:

- National Library Week survey results, which were distributed to the City Council
- 10 Words every book lover should know, an article Joy had posted to Facebook.
- "Libraries are dying? Think again" article
- "Check out new library" article sent to us by City Administrator Kevin Lahner
- Circulation and walk in count statistics

Falk talked about the new 501c(3) application form that is only 3 pages long. It is not approved yet but may be available soon.

Falk reported on a recent HOLA meeting of the Hispanic outreach, literacy and advocacy group.

BPL in the news: The Board reviewed numerous calendar items.

Public Communication to the Board:

There was a thank you from Vicki Biehn for the use of our display case by the Sexual Assault awareness group. There was a note from Robin Vos thanking the Board for the chance to speak to them. There was a thank you from the staff for the luncheon provided by the Board.

Meeting was adjourned into executive session at 5:20 p.m. Johnson moved and Hoffman seconded. Motion passed.

Hintz moved and Johnson seconded the motion to accept the evaluation as written. Motion passed.

Hoffman moved and Smet seconded the motion to move out of closed session and reconvene into the open meeting. Motion passed.

Meeting was adjourned at 5:45 p.m. Johnson moved and Hoffman seconded. Motion passed.

Our next meeting will be on Tuesday, June 24th at 4:00 p.m. in the Burlington Public Library meeting room.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Peter Hintz". The signature is written in a cursive style with a horizontal line extending from the end of the name.

Peter Hintz,
Aldermanic Representative



CITY OF BURLINGTON

POLICE – FIRE COMMISSION

300 North Pine Street, Burlington, Wisconsin 53105
(262) 763-3717



MINUTES

City of Burlington Police and Fire Commission
Burlington Fire Station
165 West Washington Street, Burlington, Wisconsin
June 3, 2014

1. Call to Order:

Vice President Busch called the meeting to order at 5:04 p.m.

2. Roll Call:

The following Commissioners were in attendance: Joseph Busch, Lori Hintz, William Smitz. Chief Howard and Chief Nimmer were in attendance. Commissioners John Hotvedt and Jeff Erickson were excused.

3. Public Comments:

None

4. Minutes of Previous Meeting:

Motion by Commissioner Smitz to approve the minutes of the May 6, 2014 meeting; motion seconded by Commissioner Busch; motion carried unanimously.

5. Police Chief's Report and Police Department Business:

Presentation of the 2013 Police Department Annual Report

6. Fire Chief's Report and Fire Department Business:

A. Motion by Commissioner Hintz to adjourn to Closed Session pursuant to Section 19.85(1)(c), WI Statutes for purpose of discussions of personnel issues; motion seconded by Commissioner Smitz; motion carried unanimously at 5:29 p.m.

B. Motion by Commissioner Smitz to reconvene in Open Session; motion seconded by Commissioner Hintz; motion carried unanimously at 6:38 p.m.

C. Chief Howard recommended approval of John Lind to a 6-month appointment as Acting Assistant Chief. Motion by Commissioner Hintz to approve the appointment; motion seconded by Commissioner Smitz; motion carried unanimously.

D. Motion by Commissioner Smitz to approve Alex Pernice for the Fire Department eligibility list; motion seconded by Commissioner Busch; motion carried unanimously.

E. New recruit update: Sorenson and Usher are in Fire 1 class.

F. Update on Internship Program: Chief is working with the City Administrator for program approval; currently, expressed interest by three (3) individuals.

G. Discussion regarding a proposal for fill-in staffing for full-time Fire Engineers.

7. Police and Fire Commission Business:

None

8. Adjourn:

Motion by Commissioner Busch to adjourn; motion seconded by Commissioner Smitz; motion carried unanimously at 5:53 p.m.

Respectfully submitted,
Commissioner Hintz, Secretary



**CITY OF BURLINGTON PARK BOARD MINUTES
THURSDAY, JUNE 19, 2014
2200 S. Pine Street, Burlington, WI 53105**

Chairman Darrel Eisenhardt, Commissioners Jennifer Amborn, Clay Brandt, Ruth DeLay, Jeff Schopp, Peter Turke, Alderman Bob Prailes, DPW Supervisor Dan Jensen, P.E.

Chairman Darrel Eisenhardt called the meeting to order at 6:30 P.M.

Roll Call: Present: Commissioners Jennifer Amborn, Jeff Schopp, Peter Turke, Alderman Bob Prailes, DPW Supervisor Dan Jensen and Chairman Darrel Eisenhardt. **Excused:** Commissioners Clay Brandt and Ruth Delay.

Approval of May 15, 2014 Minutes: Chairman Eisenhardt entertained a motion to approve the May 15, 2014 Park Board Minutes. Motion to approve made by Alderman Prailes. Seconded by Commissioner Turke. All voted aye, motion carried.

Citizens Comments: None

Aldermanic Report, Bob Prailes: Alderman Prailes reported there will not be park fees from the building that Aurora is constructing because it is a business and not residential. The funds only apply to residential buildings.

Alderman Prailes reported the empty lot located next to the downtown parking structure cannot become a park as some people have suggested at Council Meetings. It has to remain commercial to pay off the TIF district it is included in.

Alderman Prailes also reported Chocolate Fest was a great success. The nice weather contributed to higher attendance and profit numbers will be out within the next week.

Alderman Prailes reported there had been a Soccer Field Meeting, and the cost for one field and road work came in from Chris Reesman at \$155,000, which is more than would be available from any source of combined funds at this time. They still plan on moving forward, but nothing will be started this year.

DPW Supervisor Report, Dan Jensen: Dan Jensen, DPW Supervisor reported the Emerald Ash Borer Program has been implemented and trees that can be treated are being treated and others that are dead are being removed. A letter is being given to the property owners a few days prior to the working being performed.

This allows the homeowner time to call with any questions or concerns they may have. This work is being done in addition to the regular removal and trimming of parkway trees.

Baseball 2000 is going to be putting a batting cage by Congress Street diamond. The building will be a pole type building that is 100 X 100' with 10' footings. It will also be able to be used for other uses during Chocolate Fest.

Weidert Electric had done some electrical work at Congress, Beaumont and the Hintz Sports Complex. The total amount was \$3700.00, which was not paid from the Park Development Fund, but from the Park Department Budget.

Mr. Jensen stated there is currently a fund balance of \$208,800.95 in the Park Development Fund.

New Business:

Dog Park Committee – Karlie Thate: Karlie Thate and Theresa Palen, representatives of the Dog Park were present. The account balance for the Burlington Area Dog Park Committee is \$1444.43. Ms. Thate stated they had several fund raisers planned for the year to help increase funds.

Ms. Thate stated she thought maybe they could set up something at Farmer's Market letting people know about the Dog Park in addition to fund raising. Dan Jensen, DPW Supervisor explained that Carol Reed was in charge of the Farmer's Market and gave Ms. Thate her telephone number.

Ms. Thate inquired about weed control around the fence at the Dog Park. She indicated weeds were half way up the fence. Dan Jensen, DPW Supervisor stated he could have the DPW crews spray weed killer to prevent further growth. The Dog Park would have to remain closed for 24 hours after spraying.

Ms. Thate also inquired about placing pile of tires and filling them in with dirt for dogs to climb on. They had seen the idea at another park and it will give dogs additional exercise and things to do while in the Dog Park. The Park Board thought it was a very creative idea and told Ms. Thate they could go ahead with their plan. Dan Jensen, DPW Supervisor stated he would help with placement, and had old tires available if needed,

Ms. Thate inquired about getting three additional picnic tables placed at the Dog Park. Dan Jensen, DPW Supervisor stated he would have them delivered in the next few days.

Ms. Thate also stated there is a muddy patch where no grass grows in an area where people generally sit and stand at the Dog Park and wondered if anything could be done about it. Dan Jensen, DPW Supervisor stated he could have wood chips placed in the area. Ms. Thate and Ms. Palen agreed that would be a good solution.

Other Items: None

There being no further items for discussion Chairman Eisenhardt entertained a motion to adjourn. Motion to adjourn made by Commissioner Amborn. Seconded by Commissioner Schopp. All voted aye, motion carried. The meeting was adjourned by Chairman Eisenhardt at 8:00 P.M.

Minutes Respectfully submitted by:



Deb Rintamaki

Department of Public Works

COMMUNICATION

Copies of the monthly operating statements, bills and bank statements were dispersed and reviewed by board members.

(M.P.R. Update)

A Reamortization Agreement will be completed at the loan closing scheduled for July 10th.

The Benz Architecture team visited Riverview Manor for inspection of building and comments were very good.

After board discussion, a motion was made by Heck, seconded by Stublely to approve an estimated cost between \$600.00 - \$1,000 by Konicek Environmental for asbestos inspection with approximately 20 samples taken from various areas including kitchen area, baseboards, ceilings, mechanical rooms etcetera.

Manager Olson will set up system for accounting purposes to track hours spent on MPR work vs. regular daily office work.

NEW BUSINESS

Board members discussed and made decisions on wages for employees for the upcoming 2014-2015 year.

UNFINISHED BUSINESS

Management plan and pet policy updates are still priority items and being discussed.

ADJOURNMENT

There being no further business, motion to adjourn was made by Stoehr, seconded by Heck to adjourn and carried unanimously. Meeting adjourned at 8:25 P.M. The next monthly meeting as well as the annual meeting has been tentatively scheduled for July 17th, 2014


Ralph Heck, Secretary

COMMUNICATION

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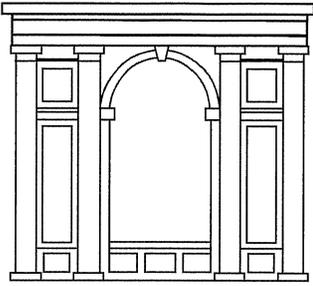
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ADJOURNMENT

There being no further business, motion to adjourn was made by Stoehr, seconded by Heck to adjourn and carried unanimously. Meeting adjourned at 8:25 P.M. The next monthly meeting as well as the annual meeting has been tentatively scheduled for July 17th, 2014

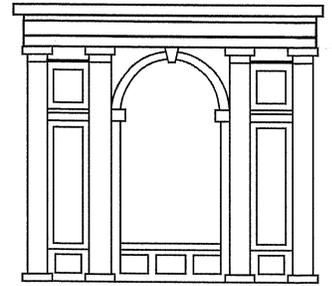

Ralph Heck, Secretary



Burlington Public Library

166 East Jefferson Street • Burlington, Wisconsin 53105
(262) 342-1130 • Fax (262) 763-1938

www.burlingtonlibrary.org



Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, June 24, 2014 in the Burlington Public Library Meeting Room. Present were Penny Torhorst, M.T. Boyle, Pat Hoffman, Peter Smet, Pat Hurley, and Peter Hintz. Also present were Library Director Gayle Falk, Administrative Assistant Linda Berndt and Facilities Manager for the City, Brian Wood. Excused was Dianne Boyle. Absent were Scott Johnson, and Mike Kelly.

Torhorst called the meeting to order at 4:00. Consideration of repair of the Pine Street entrance was taken up first.

Brian Wood, City Facilities Manager, talked about the Pine Street entrance to the Library. Shifting of the granite steps are causing a hazard. The tiles on the landing at the top are also loose and dangerous. Wood has one estimate for repairs, and is waiting for more. Although emergency repairs can be done immediately, replacement of the railing will need to have HPC approval. Smet moved to do repairs on the steps, railing and decking using up to \$12,000.00 of money we carried forward from last year's budget. M.T. Boyle seconded. Motion passed.

Minutes of the May 27th meeting were approved. Hoffman moved approval, Hurley seconded. Motion passed.

The June 2014 General Fund Bills, Prepaids, and Reimbursements and the May General Fund Deposits were discussed and approved. Hoffman moved approval and Hintz seconded. Motion passed. Hintz moved and Hurley seconded the motion to approve the June 2014 Trust Fund Bills and the May 2014 Trust Fund Deposits. Motion passed.

Committee Reports:

Personnel Committee: Hoffman handed out a letter which was given to Gayle Falk with her review.

Federated Library Report:

M.T. Boyle had nothing at this time.

Old Business:

Landscaping project: Falk reported that she has an estimate from David Kmetz with Reesman's Landscaping. The estimate includes cleanout of the grounds, replacement of two trees, hooking up a partial irrigation

system and planting some low maintenance grasses. There are also dead stumps and bushes to be removed. . Falk reported that the money would come from the Paul Linton donation. And funds the Friends raise could be used for enhancements for the courtyard area, such as benches, planters, and statues. A motion was made by Hoffman to accept the estimate for the landscaping project. Hurley seconded the motion. Motion passed.

Advocacy: M.T. was recruited by the WLA Legislative committee to communicate with candidates to advocate for libraries. Gayle is attending a Webinar on Wednesday morning about the effort. M.T. will help with weekly endearments. Smet would like a copy of these weekly endearments to be forwarded on to the Library Board members.

Falk had a brochure put out by a library that is placed with banks, financial planners, and lawyers' offices, encouraging people to leave money to the Library. The Board thought that was a very good idea and would like to see a place like Minuteman Press design and print a brochure for us that we can place in similar locations around Burlington.

Goals: Falk reported that we are starting the budget process for the end of the year. Hoffman suggested that we have a brochure made covering

- exploring technology and collection development
- advocacy, outreach, and cooperation
- renovate or replace the library building

We need great graphics to show three pathways to proceed.

M.T. talked about advocacy and outreach in how the libraries now days are supporting patrons in job training in the workforce development. Libraries are now forward thinking such as a community center, maker space, books, and flexible thinking. Libraries may be known as an "Info Center".

New Business:

Trustee Training:

The Board was to look over the first three sections of the handbook. Hoffman did a quick overview on the first three chapters of the manual. She handed out a membership application form for board members to apply if they want.

The first chapter talks about the Trustee Job description, the second chapter talks about who runs the library with the responsibilities of the Director, the Board and municipal governments. The third chapter talks about the organizing of the board of effective action which talks about the legal requirements of the Library board. Hoffman wants everyone to read Chapter 3 and also the Library Bylaws and see the similarities and the differences for the next meeting.

Directors Report:

Monthly Report: Our circ numbers are up this month.

BPL in the news: The Board reviewed numerous calendar items.

Public Communication to the Board: There is a Thank You from Danette Fogarty. She donated 4 of her books to the library.

Carol DeMarco will be here tonight discussing her new book "Lake of the Shining Arrow". She will be signing books as well.

Falk had several handouts for the Board members, covering Trustee Training, a flyer for the Science of Beer program, sewing class using BASD sewing machines, and showing of the Wiener Dogs National movie. We are taking donations to Lakeland animal shelter in connection with the movie showing.

Meeting was adjourned at 5:20 p.m. Hurley moved and M.T. Boyle seconded. Motion passed.

Our next meeting will be on Tuesday, July 15th at 4:00 p.m. in the Burlington Public Library meeting room.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Peter Hintz". The signature is written in a cursive, flowing style.

Peter Hintz,
Aldermanic Representative



City of Burlington Airport Committee Minutes

Date: June 26, 2014

Meeting was called to order at 6:05 pm at the BUU Terminal Building

Present: Jerry DeLay
Kevin Remer
Arlene Runkel
Gary Meisner

Excused: David Uhen

Absent: Alderman Ruth Dawidziak
John Hotvedt

Motion was made by Remer, seconded by DeLay, to approve the June 26, 2014 minutes as written. Motion carried.

Open Floor Audience comments: None

Airport Manager's Report: DeLay reported that the Terminal/Hangar purchase by the City of Burlington has been completed.

There being no further business, motion was made by Runkel, seconded by Remer, to adjourn the meeting. Motion carried.

Meeting was adjourned at 6:21 PM

Next meeting will be July 24, 2014 at 6:00 PM

Respectfully submitted,

Arlene Runkel
Secretary



**HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
Thursday, June 26, 2014**

The meeting was called to order by Chairman Stelling at 6:33 p.m. Commissioner Jeff Erickson; Commissioner Judy Stone; and Commissioner Joel Weis were present. Alderman Tom Preusker; Park Board President Darrel Eisenhardt; and Commissioner Maria Veronico were excused. Building Inspector/Zoning Administrator Patrick Scherrer was present. Racine County Economic Development Corporation Tina Chitwood was excused.

CITIZEN COMMENTS

There were no citizen comments.

APPROVAL OF MINUTES

Commissioner Erickson moved and Commissioner Stone seconded to approve the minutes of April 24, 2014. All were in favor and the motion carried.

OLD BUSINESS

Discussion and possible recommendation regarding signage for the Kane Street Historic District

- Stelling introduced and opened this item for discussion.
- Stelling stated the signage was discussed a little bit at the last meeting. Stelling stated he received an e-mail from Alderman Preusker asking City Administrator Kevin Lahner what the City thought of the signage for the Kane Street Historic District. Stelling contacted Kevin to ask what kind of signs the City would like. Stelling stated he would do a little research and check with the State. The HPC members would have to decide if they wanted to put a signage on the street that says it is a Historical District or a walk-up item that have pull-out leaflets that take the citizens on a walking tour and which streets the signage could be placed. City Administrator Kevin Lahner is going to check on the cost estimates for the type of signage, once a decision is made, and look to see if they could put it into the City Budget, which does not come out until the fall.
- Erickson questioned if the signs we have currently are hanging signs off the street lights. Stelling stated yes they are.
- Stone stated that on Kane Street, the streets are too wide for a sign with posts.

- Erickson stated the signs should match the other downtown signs.
- Stelling stated it would be helpful to have pull-outs by the Historical Society to see the outline of the district otherwise it does not define the Kane Street Historic District. Stelling suggested the HPC members should take pictures of other communities' signs to help get some ideas.
- There were no further comments.

NEW BUSINESS

A Certificate of Appropriateness from the City of Burlington Public Library for the property located at 166 E. Jefferson Street to remove part of the chimney and recapping at the top.

- Stelling introduced and opened this item for discussion.
- Erickson questioned if the reason why they are reducing the height of the chimney is due to helping with the efficiency and if the current height causes too much draft to rise.
- Stelling stated the newer boilers do not require as much height to cool exhaust and it cuts down on maintenance.
- Scherrer stated on Patrick Meehan's report that he would like the bricks to be saved and stored in case the City could use the bricks in the future.
- There were no further comments.
- Erickson moved, and Weis seconded to approve the chimney to be shortened with the exception, the bricks would be stored and inventoried per Patrick Meehan's request.
- All were in favor and the motion carried.

DISCUSSION ITEMS

A. Review of Façade Grant Funding Status.

- Stelling introduced and opened this item for discussion.
- Stelling stated that \$17,990.38 is the total Grant fund disbursed in Round #4 as of June 19, 2014. The unobligated fund amount is \$12,009.62. The actual Grant fund remaining balance is \$12,009.62.
- Erickson questioned if there are any Grants to call back because it has been too long.

- Stelling stated at this time there is nothing on a Sunset.
- There were no further comments.

B. Discussion and possible recommendation regarding projects for the 2014 Certified Local Government Sub-grant Application that was tabled from the April 24, 2014 meeting along with the question sent by Tina Chitwood regarding an e-mail that was answered by Jennifer Lehrke.

- Stelling introduced and opened this item for discussion.
- Stelling stated Tina Chitwood is excused from the meeting and to keep this on the agenda. Stelling stated Tina wanted to know if there were any other structures to identify and go after Grants funds for, but the Grant funds will not be coming out until the fall.
- Stelling stated according to Jennifer Lehrke's report, both the Burlington Community Pool and the Burlington Cemetery Chapel are listed on the National Register incase repair needed to be done in the future, the City would be able to.
- Erickson stated he would like to find grant money for the pool's repair. Erickson stated the Pool Board will be doing a fundraiser. He further stated the pool needs about \$150,000 to complete the basic repairs.
- Stelling recommended contacting the Pre-cast Concrete Institute, it is listed in the National Register as a historic structure because of its iconic pre-cast roof which represents the period of time in the 1960's.
- There were no further comments.

B. Discussion on the downtown fire and restoration of Schuette Daniel's Furniture Store

- Stelling introduced and opened this item for discussion.
- Stelling stated at the last meeting the focus on this discussion was, what the roll of the City has when a fire takes place in a Historic Downtown District building. Stelling stated Attorney John Bjelajac sent a letter to the City. The letter states the owner has to come to the City first before deciding to raze the building. The reasoning is to make sure the insurance company does not write off the building because of its cost and not necessarily its value.
- Erickson question if we have heard anything from the Daniel's Family.

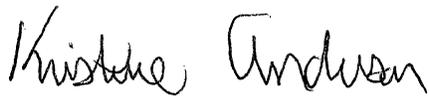
- Scherrer stated that he has communicated with a contractor and the intent is to save the front façade of the little building but there needs to be more engineering and investigation. Scherrer stated the hold-up of the building is the electrical power pole in the back needs to be relocated which takes time to get permission from various people.
- Scherrer stated Joe DeRose of Wisconsin Historical Society commented in a memo, how he believes the owner can do what they would like with their property, whether it is to try and restore the façade or demolish the building.
- Stelling stated the Grant funds would be for two separate building facades and two separate funds. The HPC will try to do what they can for the Daniel's Family to be able to stabilize the front façade so it is not missing. Stelling stated the City does not want to see the same thing that happened to 180 E. Chestnut Street, formerly Natalie's Restaurant, where it was more of a cost effective infill.
- Scherrer stated the City should try to get funding for around \$5000 since the owner of the laundromat will be applying for two Grants to repair the front of his windows due to the fire.
- Erickson stated it should not be a burden on a business to pay for all repairs especially if the City or Wisconsin Historical Society wants to see the façade being restored. The owners should get help with funds from the State.
- Weis stated from an insurance industry perspective, the penalty lies in not doing anything in terms of rebuilding the building, there is no incentive for the insurance companies to cash out and just walk away from the building. It is already built into the clause of the policy.
- Stelling stated he has been inside the building and there is heat damage and cracks but you can stand on the floor of the first floor and the second floor in the front of the building. Stelling stated he thinks it can be saved.
- Weis question if there are any possibilities to make additional funds if needed.
- Stelling stated it is a question for the legal authorities. Stelling stated in the past the HPC were able to find funds with one building because it was categorized as two buildings because of the roof line. Stelling stated it would be nice for the City to say the owner has certain amount of funds and it is up to them how to dispense those funds for the restoration. Stelling stated it is possible the owners could go after federal investments and credits so it would not be of any cost to them like what happened in the Kane Street Historic District.
- Judy questioned if there are any buildings asking to have work done because it seems quiet.
- Stelling stated the Coffee House will be on next month's meeting.

- There were no further comments.

ADJOURNMENT

Commissioner Weis moved and Commissioner Stone seconded to adjourn the meeting at 7:00 p.m. *All were in favor and the motion carried.*

Recording Secretary
Kristine Anderson
Administrative Assistant

Handwritten signature of Kristine Anderson in cursive script.

**Housing Authority of the City of Burlington, Wisconsin
Riverview Manor**

July 10, 2014

A special meeting of the Housing Authority of the City of Burlington, Wisconsin was held on Thursday, July 10th, 2014 at 10:30 a.m. at Fidelity Title, 101 Washington Street, Burlington, WI. The meeting was called to order by Chairman Lapp.

COMMISSIONERS PRESENT: Chairman Lapp, Vice-Chairman Stublely, Secretary Heck, Commissioner Stoehr. Manager Olson was also present.

The purpose of this special meeting is to adopt a loan resolution for an RRH loan to a public agency. A copy of the resolution is attached to these minutes.

Motion made by Stublely, seconded by Stoehr to approve the Loan Resolution and to accept any amendments or requirements made to said loan resolution at closing. Carried unanimously.

Motion made by Heck, seconded by Stoehr to further authorize Chairman or Vice Chairman in Chairman's absence to execute and deliver any and all documents required for loan application. Carried unanimously.

Meeting adjourned at 10:45 with a motion by Stublely, seconded by Stoehr to adjourn.


Ralph Heck, Secretary



CITY OF BURLINGTON

Finance Department

300 N. Pine Street, Burlington, WI 53105
Phone: (262) 342-1170 Fax: (262) 342-1178
www.burlington-wi.gov

Common Council Agenda Item Number: 9	Date: August 5, 2014
Submitted By: Steve DeQuaker, Treasurer	Subject: Prepays and Vouchers

Details:

Attached please find the Prepays and Vouchers list for bills accrued through August 5, 2014:

Total Prepays:	\$420,446.62
Total Vouchers:	\$178,861.71
Reimbursements:	\$1,221.12
Grand Total:	<u><u>\$600,529.45</u></u>

Options & Alternatives: Approve expenditures as presented or alter purchasing procedures.

Financial Remarks: 5 Largest Disbursements on Prepays and Vouchers

1. Advanced Disposal – Resident of Burlington Monthly Trash & Recycle Pick Up \$45,071.38
2. Sierra Petroleum Co. Inc. – AV Gas 100L \$38,914.35
3. Sierra Petroleum Co. Inc. – AV Gas 100L \$37,526.40
4. Accurate – Municipal Assessments \$33,380.00
5. Sierra Petroleum Co. Inc. – Jet A Fuel \$25,987.06

Executive Action:

Staff recommends that the Common Council accept these Prepays and Vouchers in the amount of \$600,529.45 at the August 5, 2014 Common Council meeting.

For Council Approval August 5, 2014

Prepays:	06/27/14	\$50,895.21
	07/03/14	\$39,665.89
	07/11/14	\$51,589.75
	07/15/14	\$125,611.32
	07/23/14	\$152,684.45
Total Prepays		<u>\$420,446.62</u>

Vouchers:	08/05/14	\$178,861.71
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Reimbursements:	07/11/14	\$171.36
	07/25/14	\$1,049.76
Total Reimbursements		<u>\$1,221.12</u>

GRAND TOTAL		<u><u>\$600,529.45</u></u>
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GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
100-515111-399	CITY COUNCIL - PUBLICATION						
	2790	SOUTHERN LAKES NEWSPAPERS LI	Standard Press Legals - Liquor License	169244	07/03/2014	12.45	08/14
	2790	SOUTHERN LAKES NEWSPAPERS LI	Standard Press Legals - Ordinances	170252	07/10/2014	26.19	08/14
	2790	SOUTHERN LAKES NEWSPAPERS LI	Standard Press Legals - Liquor License	170920	07/17/2014	12.45	08/14
						51.09	*
Total CITY COUNCIL						51.09	
100-515121-243	MUNI COURT - SERVICE CONTRACTS						
	1584	JAMES IMAGING SYSTEMS, INC.	Muni Toshiba ES550	551369	07/21/2014	14.93	08/14
100-515121-294	MUNI COURT - JAIL COSTS						
	2510	RACINE CO SHERIFF DEPT.	Ra Co Sheriff's board & lodging 2nd qtr	825	07/14/2014	30.00	08/14
100-515121-310	MUNI COURT - OFFICE SUPPLIES						
	555	BURLINGTON AREA SCHOOL DIST.	BASD MUNICIPAL PAPER	071514	07/15/2014	47.86	08/14
Total MUNICIPAL COURT						92.79	
100-515132-298	ADMIN - CONTRACT SERVICES						
	4396	PITTS BROTHERS & ASSOCIATES	PITTS BROTHERS INVESTIGATING &	071614	07/16/2014	1,500.00	08/14
100-515132-310	ADMIN - OFF SUPP-POSTAGE						
	555	BURLINGTON AREA SCHOOL DIST.	BASD CITY HALL ADMIN PAPER	071514	07/15/2014	23.93	08/14
	3635	RICHTER'S MARKETPLACE	water refill (split)	071614CH	07/16/2014	1.95	08/14
	3635	RICHTER'S MARKETPLACE	water refill (split)	072914CH	07/29/2014	1.95	08/14
						27.83	*
100-515132-311	ADMIN - COMP SOFTWARE MAINT						
	5364	DIGICORP	License & Microsoft Office Standard (spl)	304864	06/30/2014	297.00	08/14
100-515132-324	ADMIN - MEMBERSHIP DUES						
	4972	BURLINGTON ROTARY CLUB	BURLINGTON ROTARY CLUB K LAHN	51293	06/30/2014	183.00	08/14
Total ADMINISTRATOR						2,007.83	
100-515140-310	CLERK - OFFICE SUPPLIES						
	3635	RICHTER'S MARKETPLACE	water refill (split)	071614CH	07/16/2014	1.95	08/14
	3635	RICHTER'S MARKETPLACE	water refill (split)	072914CH	07/29/2014	1.95	08/14
						3.90	*
Total CITY CLERK						3.90	
100-515141-311	FINANCE - COMP SOFTWARE MAINT						
	5364	DIGICORP	License & Microsoft Office Standard (spl)	304864	06/30/2014	297.00	08/14
100-515141-533	FINANCE - COPY MACHINE RENTAL						
	1584	JAMES IMAGING SYSTEMS, INC.	Fin Toshiba ES550	551369	07/21/2014	44.78	08/14
Total FINANCE						341.78	

Vouchers
08-05-2014

1

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
100-515142-321	ELECTIONS - BALLOTS & ADVERT						
	2790	SOUTHERN LAKES NEWSPAPERS LI	Standard Press Legals - Absentee Votir	170824	07/17/2014	57.11	08/14
Total ELECTIONS						57.11	
100-515154-298	ASSESSOR - CONTRACT SERVICES						
	3034	ACCURATE	payment #2 Contract for 2014	JULY 2014	07/22/2014	33,380.00	08/14
100-515154-313	ASSESSOR - PRINTING						
	2790	SOUTHERN LAKES NEWSPAPERS LI	Standard Press Legals - Open Book	172254	07/24/2014	29.63	08/14
Total ASSESSOR						33,409.63	
100-525211-159	POLICE - CLOTHING ALLOWANCE						
	3558	LARK UNIFORM OUTFITTERS	Lark Uniform - Sanderson, Aaron	172154	07/07/2014	1,431.50	08/14
100-525211-211	POLICE - PHYSICALS						
	2284	ORGANIZATION DEVELOPMENT CON	ODC PSYCHOLOGICAL ASSESSMEN	11086	06/17/2014	650.00	08/14
	4154	AURORA HEALTH CARE	Acct #600003827 - Kafura, Samuel	124420163	05/19/2014	116.00	08/14
	4154	AURORA HEALTH CARE	Acct #600003827 - Sanderson, Aaron	124997626	06/11/2014	95.00	08/14
	5128	TRANS UNION LLC	TRANS UNION LLC POLICE	06415863	06/25/2014	9.20	08/14
						870.20	*
100-525211-225	POLICE - TELEPHONE						
	5016	WI DEPT OF JUSTICE-2688	WI DEPT OF JUSTICE TIME SYSTEM	T17360	07/11/2014	360.00	08/14
100-525211-240	POLICE - FUEL, OIL						
	1050	DOUG'S AUTO	DOUGS AUTO POLICE OIL CHANGE	022685	05/12/2014	24.95	08/14
	1050	DOUG'S AUTO	DOUGS AUTO POLICE DEPT OIL CHA	022745	05/28/2014	24.95	08/14
	1050	DOUG'S AUTO	DOUGS AUTO OIL CHANGE POLICE	022855	06/16/2014	24.95	08/14
	1840	LYNCH BURLINGTON	Standard Lube Oil Filter	1003999	06/18/2014	32.63	08/14
						107.48	*
100-525211-242	POLICE - REPAIR/MTCE EQUIP						
	1050	DOUG'S AUTO	Police Dept repairheadlamp connec	022742	05/27/2014	66.58	08/14
	1050	DOUG'S AUTO	2013 Ford Explorer - repairs	022783	06/03/2014	143.70	08/14
						210.28	*
100-525211-244	POLICE - REPAIR & MAINTENANCE						
	1449	TACTICAL SOLUTIONS	RADAR CALIBRATIONS	4420	07/10/2014	277.00	08/14
	3626	INTOXIMETERS, INC.	INTOXIMETERS POLICE DEPT SUPPL	468515	06/10/2014	175.50	08/14
	8069	TASER INTERNATIONAL	Taser for Police Dept - Battery PK Asser	SL1365176	07/17/2014	227.46	08/14
						679.96	*
100-525211-248	POLICE - REP & MAINT BUILDING						
	1088	RUNDLE-SPENCE	Rundle-Spence - Police Dept	S2274211.001	06/24/2014	349.62	08/14
	1601	Nature's Way ChemDry	Carpet Cleaning	5409-1	07/03/2014	352.09	08/14
	3040	VORPAGEL SERVICE INC.	Quarterly Preventive Maintenance Policc	35355	06/18/2014	1,259.71	08/14
						1,961.42	*
100-525211-310	POLICE - OFF SUPP-POSTAGE						
	555	BURLINGTON AREA SCHOOL DIST.	BASD POLICE PAPER	071514	07/15/2014	119.65	08/14
	1951	MENARDS	dog chow	55276	07/09/2014	7.97	08/14
	2590	REINEMANS, INC.	TarpCover	54483	06/14/2014	9.89	08/14
	2590	REINEMANS, INC.	Reinemans UPS Delivery	54630	06/17/2014	9.32	08/14
	2590	REINEMANS, INC.	Reinemans UPS Delivery	56304	07/09/2014	49.70	08/14
	2590	REINEMANS, INC.	Reinemans UPS Delivery	56868	07/17/2014	17.87	08/14
	3635	RICHTER'S MARKETPLACE	water refill Police Dept	061714PD	06/17/2014	5.85	08/14
	3635	RICHTER'S MARKETPLACE	Richter's - Police Dept	061814PD	06/18/2014	4.19	08/14

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
	3635	RICHTER'S MARKETPLACE	Police Dept Supplies	062014PD	06/20/2014	21.83	08/14
	3635	RICHTER'S MARKETPLACE	water refill Police Dept	062514PD	06/25/2014	5.85	08/14
	3635	RICHTER'S MARKETPLACE	water refill Police Dept	062714PD	06/27/2014	1.95	08/14
	3635	RICHTER'S MARKETPLACE	water refill Police Dept	070414PD	07/04/2014	5.85	08/14
	3635	RICHTER'S MARKETPLACE	Richter's - Police Dept	070914PD	07/07/2014	19.83	08/14
	3635	RICHTER'S MARKETPLACE	Richter's - Police Dept	071114PD	07/11/2014	5.38	08/14
	3635	RICHTER'S MARKETPLACE	water refill Police Dept	071114PD*	07/11/2014	3.90	08/14
	5906	MINUTEMAN PRESS OF BURLINGTOI	Minuteman - Envelopes	20682	07/08/2014	219.07	08/14
						508.10	*
100-525211-311	POLICE - COMP SOFTWARE MAINT						
	5364	DIGICORP	License & Microsoft Office Standard (spl	304864	06/30/2014	1,404.00	08/14
100-525211-324	POLICE - PUBL,SUBSCRIPTS, DUES						
	2790	SOUTHERN LAKES NEWSPAPERS LI	STANDARD PRESS POLICE RENEWA	73 RENEWAL 2014	07/17/2014	36.00	08/14
100-525211-330	POLICE - TRAVEL						
	8352	CITY OF HARTFORD POLICE DEPT	Hartford Police Department Mini-Acader	031414	03/14/2014	30.00	08/14
100-525211-344	POLICE - JANITOR SUPPLIES						
	1951	MENARDS	MENARDS POLICE ACCT 32120263	53625	06/19/2014	35.22	08/14
	1951	MENARDS	MENARDS POLICE ACCT 32120263	55371	07/10/2014	69.71	08/14
	5249	MID-AMERICAN RESEARCH CHEMICA	MARC- SUPPLIES	0528461-IN	07/11/2014	150.90	08/14
						255.83	*
100-525211-381	POLICE - INVESTIGATIONS						
	5907	ACL LABORATORIES	ACL LAB POLICE DEPT 30002225-X66	201406-0	07/01/2014	13.40	08/14
	Total POLICE DEPT.					7,868.17	
100-525220-157	FIRE - INSERVICE TRAINING						
	4354	GATEWAY - KENOSHA CAMPUS	GATEWAY FIREFIGHTER EXAM	19197	07/02/2014	110.00	08/14
100-525220-211	FIRE - PHYSICALS						
	4154	AURORA HEALTH CARE	Acct #600003825 - Mason, Ronnie	125676380	07/10/2014	128.00	08/14
100-525220-244	FIRE - REPAIR MAINT EQUIPMENT						
	1951	MENARDS	Menards Fire Dept Acct # 32120264	56066	07/18/2014	7.99	08/14
	1951	MENARDS	batteries	56604	07/24/2014	45.88	08/14
	2590	REINEMANS, INC.	Elec Tape	56913	07/17/2014	7.72	08/14
						61.59	*
100-525220-298	FIRE- CONTRACT SERVICES						
	117	ALSCO	ALSCO FIRE DEPT CUST. NO. 01247C	IMIL832738	07/09/2014	44.29	08/14
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER FIRE DEPT	268857	07/21/2014	4.74	08/14
						49.03	*
100-525220-310	FIRE - OFFICE SUPPLIES						
	5364	DIGICORP	Probook450 & Microsoft Office	304865	06/30/2014	1,172.00	08/14
	5906	MINUTEMAN PRESS OF BURLINGTOI	Minuteman - Pads	20653	07/03/2014	62.13	08/14
	5906	MINUTEMAN PRESS OF BURLINGTOI	Minuteman - Booklets/Pamphlets Annua	20818	07/21/2014	227.79	08/14
						1,461.92	*
	Total FIRE DEPT.					1,810.54	
100-535321-159	STREETS - CLOTHING ALLOWANCE						
	117	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL832748	07/09/2014	72.25	08/14
	117	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL835195	07/16/2014	117.62	08/14
	117	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL837603	07/23/2014	80.29	08/14

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
						270.16	*
100-535321-242	STREETS - REP MAINT VEHICLES						
	2060	MOTOR PARTS COMPANY, LLC.	MOTOR PARTS DPW UNIT 520	240268	07/07/2014	12.85	08/14
	2060	MOTOR PARTS COMPANY, LLC.	Motor Parts - parts for stock	240301	07/08/2014	38.57	08/14
	2060	MOTOR PARTS COMPANY, LLC.	Motor Parts - parts for stock	240303	07/08/2014	4.99	08/14
	2060	MOTOR PARTS COMPANY, LLC.	MOTOR PARTS DPW	240684	07/16/2014	24.98	08/14
	7746	RACINE TRUCK SALES	Leaf loader (unit 520) parts	104539R	07/14/2014	68.50	08/14
	7746	RACINE TRUCK SALES	Leaf loader (unit 520) parts	104799R	07/22/2014	89.77	08/14
						239.66	*
100-535321-244	STREETS - REP MAINT EQUIPMENT						
	1951	MENARDS	Alkaline Batteries	55868	07/16/2014	28.47	08/14
100-535321-248	STREETS REP & MAINT BLDG						
	117	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL835196	07/16/2014	8.46	08/14
	8506	GMS	GMS - labor for work on boiler	2353	07/10/2014	79.42	08/14
	8506	GMS	GMS - labor /parts for A/C (split)	2354	07/10/2014	134.76	08/14
	8506	GMS	Labor to teardown boiler (split)	2355	07/10/2014	105.89	08/14
	8506	GMS	GMS - labor to install & boiler top assem	2356	07/10/2014	1,514.80	08/14
	8506	GMS	GMS- labor to install water meter onto b	2357	07/10/2014	79.42	08/14
						1,922.75	*
100-535321-298	STREETS - CONTRACT SERVICES						
	218	ASPHALT CONTRACTORS, INC	Asphalt Contractors - Commercial 3/4 S	2014026	07/16/2014	83.13	08/14
	1960	AYRES ASSOCIATES	PROJECT 63-0392.00 BRIDGE INSPEC	154225	06/27/2014	1,320.00	08/14
	3070	WANASEK CORPORATION	HWY W Culvert	3783	07/03/2014	215.87	08/14
	4217	KAPUR & ASSOCIATES, INC.	KAPUR 07.0884.01 CTH W TRAIL	82690	07/15/2014	3,180.00	08/14
	4351	DUECO, INC.	Repairs for Unit 609	319670	07/10/2014	3,630.07	08/14
	5032	OUTDOOR LIGHTING CONST INC	Repair - Milw & Buckley	6736	07/23/2014	1,403.83	08/14
	5164	DONERITE JANITORIAL SERV INC.	DONERITE AUGUST BILLING DPW	2564	07/17/2014	470.58	08/14
						10,303.48	*
100-535321-310	STREETS - OFF SUPP/POSTAGE						
	8696	CANON SOLUTIONS AMERICA, INC	Copier - DPW Serial FRU34827 (split)	4013271455	07/01/2014	17.16	08/14
100-535321-350	STREETS - REP MAINT SUPPLIES						
	218	ASPHALT CONTRACTORS, INC	Asphalt Contractors - Commercial 3/4 S	2014022	07/02/2014	55.58	08/14
	218	ASPHALT CONTRACTORS, INC	Asphalt Contractors - Commercial 3/4 Bi	2014028	07/21/2014	46.33	08/14
	936	CULLIGAN OF BURLINGTON	CULLIGAN DPW ACCT # 19385673 (sp)-19385673-8	06/14 06/30/2014	20.80	08/14
	1242	CONCRETE SPECIALTIES COMPANY	Concrete supplies DPW	048835	07/21/2014	44.00	08/14
	1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHREY DPW STOCK	1146908	07/07/2014	25.55	08/14
	1457	HUMPHREY SERVICE & PARTS, INC.	JUMP PACK (SPLIT)	1147017	07/07/2014	99.95	08/14
	1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHREY DPW STOCK	1147022	07/07/2014	3.63	08/14
	1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHREY DPW STOCK	1147068	07/08/2014	54.31	08/14
	1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHREY DPW STOCK	1147416	07/10/2014	31.65	08/14
	1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHREY SERVICE DPW CREDIT	1147724	07/14/2014	98.21	08/14
	1670	KIMBALL MIDWEST	KIMBALL MIDWEST DPW STOCK	3623214	06/16/2014	238.58	08/14
	1951	MENARDS	Menards - Acct 32120266	55200	07/08/2014	22.69	08/14
	1951	MENARDS	CrACK RESISTANT CONCRETE	55366	07/10/2014	23.88	08/14
	1951	MENARDS	Menards - Acct 32120266	55797	07/15/2014	19.44	08/14
	2060	MOTOR PARTS COMPANY, LLC.	Motor Parts - gas can	240955	07/24/2014	119.00	08/14
	2200	NEENAH FOUNDRY CO.	NEENAH FOUNDRY COMPANY DPW	797772	06/27/2014	308.00	08/14
	2341	PAYNE & DOLAN, INC.	Payne & Dolan - Streets Dept	1287290	07/24/2014	64.06	08/14
	2361	SHERRILL, INC	SherrillTree - Arborplugs (split)	304082	07/09/2014	375.00	08/14
	2590	REINEMANS, INC.	foam sealant	56601	07/14/2014	4.94	08/14
	2590	REINEMANS, INC.	Pol Gas Cylinder	56745	07/15/2014	7.18	08/14
	2590	REINEMANS, INC.	6V Plas Float Lantern	56817	07/16/2014	7.19	08/14
	2608	R.K.W. REDI-MIX CONCRETE INC.	RKW DPW ROAD GRAVEL	55845	06/09/2014	48.88	08/14
	2608	R.K.W. REDI-MIX CONCRETE INC.	RKW DPW #6 STONE	56007	06/12/2014	159.25	08/14
	2608	R.K.W. REDI-MIX CONCRETE INC.	RKW DPW	56448	06/24/2014	213.00	08/14
	2720	SHERWIN INDUSTRIES, INC.	SHERWIN INDUSTRIES PAINT DPW	SS056254	07/22/2014	2,387.50	08/14

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
	7406	OTTO PAAP CO, INC	Otto Paap - Cross Fire .095 5lb	95762	07/23/2014	119.90	08/14
						4,402.08	*
100-535321-351	STREETS - MAINT CURB,GUT,SWKS						
	1951	MENARDS	Menards - Acct 32120266	56019	07/18/2014	14.16	08/14
	1951	MENARDS	Menards - Acct 32120266	56316	07/21/2014	52.97	08/14
	1951	MENARDS	Menards Street Dept Acct # 32120266	56486	07/23/2014	20.63	08/14
						87.76	*
100-535321-352	STREETS - REP MAINT STORM SEW						
	1242	CONCRETE SPECIALTIES COMPANY	Concrete supplies DPW	048660	07/09/2014	134.00	08/14
	1242	CONCRETE SPECIALTIES COMPANY	Concrete supplies DPW	048743	07/15/2014	88.00	08/14
	1951	MENARDS	Menards- Stone Mortar Mix	55260	07/09/2014	22.54	08/14
						244.54	*
Total STREET ADMINISTRATION						17,516.06	
100-555551-159	PARKS - CLOTHING						
	117	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL832748	07/09/2014	36.12	08/14
	117	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL835195	07/16/2014	50.42	08/14
	117	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL837603	07/23/2014	30.00	08/14
						116.54	*
100-555551-242	PARKS - REPAIR MAINT VEHICLES						
	1820	LOIS TIRE SHOP,INC.	tire repair 2005 Chevrolet 2500 TRK # 5	350076	07/11/2014	35.00	08/14
	2587	REINDERS INC	Reinders- LH Door Glass Kit	1498099-00	07/14/2014	849.98	08/14
	2587	REINDERS INC	Reinders, Inc - Unit 107	1498108-00	07/15/2014	51.62	08/14
						936.60	*
100-555551-248	PARKS - REPAIR MAINT BLDGS						
	117	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL835196	07/16/2014	8.46	08/14
	8506	GMS	GMS - labor for work on boiler	2353	07/10/2014	23.82	08/14
	8506	GMS	GMS - labor /parts for A/C (split)	2354	07/10/2014	101.02	08/14
	8506	GMS	Labor to teardown boiler (split)	2355	07/10/2014	31.76	08/14
	8506	GMS	GMS - labor to install & boiler top assem	2356	07/10/2014	454.44	08/14
	8506	GMS	GMS- labor to install water meter onto b	2357	07/10/2014	23.82	08/14
						643.32	*
100-555551-298	PARKS - OUTSIDE SERVICES						
	2330	PATS SERVICES, INC	CITY OF BURLINGTON DEVOR PARK	A-101304	07/03/2014	90.00	08/14
	2330	PATS SERVICES, INC	CITY OF BURLINGTON COMPOST SIT	A-101837	07/16/2014	90.00	08/14
	2330	PATS SERVICES, INC	CITY OF BURLINGTON RIVERSIDE P/	A-101983	07/18/2014	160.00	08/14
	2330	PATS SERVICES, INC	CITY OF BURLINGTON RIVERSIDE P/	A-99248	05/27/2014	160.00	08/14
	4407	WEIDERT ELECTRIC, INC.	Caliva Field - Replace Fuse Block	5145	07/19/2014	207.32	08/14
	5164	DONERITE JANITORIAL SERV INC.	DONERITE AUGUST BILLING DPW	2564	07/17/2014	141.18	08/14
						848.50	*
100-555551-310	PARKS - OFFICE SUPP, POSTAGE						
	8696	CANON SOLUTIONS AMERICA, INC	Copier - DPW Serial FRU34827 (split)	4013271455	07/01/2014	17.16	08/14
100-555551-350	PARKS - REPAIR/MTCE SUPPLIES						
	936	CULLIGAN OF BURLINGTON	CULLIGAN DPW ACCT # 19385673 (sp	1-19385673-8	06/14 06/30/2014	10.40	08/14
	1140	ELKHORN CHEMICAL & PACKAGING	ELKHORN CHEMICAL DPW SUPPLIES	550252	07/09/2014	236.32	08/14
	1951	MENARDS	Menards - Acct 32120266	55330	07/10/2014	49.98	08/14
	1951	MENARDS	Menards Park Dept Acct. #32120266	56299	07/21/2014	1.93	08/14
	1951	MENARDS	Menards - Acct 32120266	56457	07/23/2014	15.92	08/14
	2060	MOTOR PARTS COMPANY, LLC.	Motor Parts - gas can	240955	07/24/2014	119.00	08/14
	2361	SHERRILL, INC	SherrillTree - Arborplugs (split)	304082	07/09/2014	125.00	08/14
	2587	REINDERS INC	Reinders- Glyphosate Pro 4 - 2.5 Gal	2547391-00	07/01/2014	232.31	08/14
	2590	REINEMANS, INC.	Reinemans - Parks Supplies	55870	07/03/2014	25.36	08/14
	2590	REINEMANS, INC.	Reinemans - Parks Supplies	56962	07/18/2014	33.28	08/14
	2590	REINEMANS, INC.	hardware	56999	07/18/2014	4.11	08/14
	2590	REINEMANS, INC.	Poly Coupling	57311	07/23/2014	.89	08/14

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
	3663	CONSERV FS	CONSERV FS DPW	1939404-IN	07/23/2014	234.72	08/14
	3966	BREEZY HILL NURSERY INC.	BREEZY HILL RED GRANITE	I-178098	07/17/2014	705.96	08/14
						1,795.18	*
Total PARKS						4,357.30	
Total GENERAL FUND						67,516.20	
251-555511-242	REPAIR, MAINTENANCE EQUIPMENT						
	1368	GORDON FLESCH COMPANY, INC.	GORDON FLESCH FINANCE QUARTE	10830415	08/05/2014	795.50	08/14
251-555511-247	REPAIR, MAINTENANCE BUILDING						
	1951	MENARDS	MENARDS LIBRARY SUPPLIES	55206	08/05/2014	41.83	08/14
	2590	REINEMANS, INC.	Reinemans - Library	56537	08/05/2014	107.97	08/14
						149.80	*
251-555511-310	OFFICE SUPPLIES, POSTAGE						
	555	BURLINGTON AREA SCHOOL DIST.	BASD LIBRARY PAPER	071514	07/15/2014	95.72	08/14
	1010	DEMCO	DEMCO LIBRARY TECH SERVICE SU	5328813	08/05/2014	365.95	08/14
	1718	LAKESHORE LIBRARY SYSTEM	Library Receipt Printer Paper	1518LLS	08/05/2014	51.00	08/14
	3635	RICHTER'S MARKETPLACE	LIBRARY SUPPLIES	00273RM	08/05/2014	37.14	08/14
	5906	MINUTEMAN PRESS OF BURLINGTON	Minuteman - Library Supplies	20558	08/05/2014	122.49	08/14
	7679	STAPLES ADVANTAGE	STAPLES LIBRARY SUPPLIES	0714SA	08/05/2014	278.13	08/14
						950.43	*
251-555511-312	COMPUTER SUPPLIES						
	8345	AWE	Library - Headphones for Early Literacy	0714AWE	08/05/2014	67.00	08/14
251-555511-327	MATERIALS						
	300	BAKER & TAYLOR	BAKER & TAYLOR LIBRARY MATERIA	2029539608	08/05/2014	1,782.84	08/14
	302	BAKER & TAYLOR CONT. SERVICE	ref & adult materials	5013204602	08/05/2014	119.12	08/14
	908	CRABTREE PUBLISHING COMPANY	CHILDREN'S MATERIALS	464955	08/05/2014	49.90	08/14
	1561	CENTER POINT LARGE PRINT	Large Print Material	1198344	08/05/2014	257.04	08/14
	3529	RECORDED BOOKS LLC	AUDIOBOOKS	74964277	08/05/2014	104.98	08/14
	4072	MICROMARKETING ASSOCIATES	MICROMARKETING LIBRARY MATERI	533361	08/05/2014	207.10	08/14
	5322	MATTHEW BENDER & CO.	MATTHEW BENDER REF. MATERIALS	60913606	08/05/2014	168.30	08/14
	5630	AMAZON.COM/GE MONEY	AMAZON .COM LIBRARY MATERIALS	0714AMAZ1	08/05/2014	280.83	08/14
	7607	MIDWEST TAPE, LLC	MIDWEST TAPE LIBRARY DVD'S & CD	91996166	08/05/2014	336.13	08/14
						3,306.24	*
251-555511-345	PROGRAMS						
	5630	AMAZON.COM/GE MONEY	AMAZON.COM - Easy Up Canopy	0714AMAZ2	08/05/2014	127.96	08/14
Total FUND EXPENSES						5,396.93	
Total LIBRARY OPERATIONS FUND						5,396.93	
452-565639-399	Planning Expenditures						
	4217	KAPUR & ASSOCIATES, INC.	14.0081.01 Utility Planning & Design for	82695	07/15/2014	22,184.63	08/14
Total 452-565639						22,184.63	

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
Total Project Horizon						22,184.63	
470-515100-801	2012 3.19M 2 Yr Street Project						
	4217	KAPUR & ASSOCIATES, INC.	14.0100.01 2014 Burlington Streets	82668	07/14/2014	10,445.00	08/14
Total 470-515100						10,445.00	
Total CAPITAL PROJ - INFRASTRUCTURE						10,445.00	
501-514900-000	ADMINISTRATIVE EXPENSES						
	8222	LABYRINTH HEALTHCARE GROUP	Monthly fee for Advocacy Serv	21666	07/21/2014	161.20	08/14
Total ADMINISTRATIVE						161.20	
Total SELF INSURANCE FUND						161.20	
621-181000	CONSTRUCTION IN PROGRESS						
	100	L.W. ALLEN, INC.	LW ALLEN PUMP REPAIR	096954	06/27/2014	13,245.00	08/14
	4217	KAPUR & ASSOCIATES, INC.	Kapur 12.0077.01 Phase II - WWTF Upg	82691	07/15/2014	1,861.00	08/14
						15,106.00	*
621-575740-159	CLOTHING ALLOWANCE						
	117	ALSCO	ALSCO WWTP Cust # 012230 (split)	IMIL830244	07/02/2014	75.37	08/14
	117	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL832750	07/09/2014	77.12	08/14
	117	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL835198	07/16/2014	75.37	08/14
	814	GALETON	GLOVES	1193903-00	06/25/2014	289.36	08/14
	7174	CLASSIC INDUSTRIAL SUPPLIES	CLASSIC INDUSTRIAL SUPPLIES WM	20070	07/09/2014	275.70	08/14
						792.92	*
621-575740-240	FUEL, OIL AND LUBRICANTS						
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER WWTP TRUCK	267659	07/02/2014	39.80	08/14
	8773	AMSOIL INC	Amsoil - WWTP Supplies	15555051 RI	07/09/2014	114.14	08/14
						153.94	*
621-575740-242	REPAIR, MAINTENANCE VEHICLES						
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER WWTP TRUCK	267659	07/02/2014	7.95	08/14
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER WWTP TRUCK	268076	07/10/2014	7.09	08/14
	8634	BLUETARP FINANCIAL	WWTP Supplies	30951574	07/04/2014	105.30	08/14
						120.34	*
621-575740-244	REPAIRS, MAINT EQUIPMENT						
	117	ALSCO	ALSCO WWTP Cust # 012230 (split)	IMIL830244	07/02/2014	10.02	08/14
	117	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL832750	07/09/2014	10.02	08/14
	117	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL832751	07/09/2014	107.84	08/14
	117	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL835198	07/16/2014	10.02	08/14
	1457	HUMPHREY SERVICE & PARTS, INC.	JUMP PACK (SPLIT)	1147017	07/07/2014	99.95	08/14
	1563	J & T SUPPLY COMPANY	J & T SUPPLY CO WWTP SUPPLIES	11880	06/27/2014	46.81	08/14
	3120	WELDERS SUPPLY COMPANY	WELDERS SUPPLY WWTP SUPPLIES	283549	07/07/2014	21.70	08/14
	5164	DONERITE JANITORIAL SERV INC.	DONERITE JANITORIAL JULY BILLING	2565	07/17/2014	1,200.00	08/14
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER WWTP	267058	07/14/2014	20.29	08/14
	8506	GMS	GMS - parts and labor Inducer Fan Moto	2363	07/10/2014	720.55	08/14

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
	8773	AMSOIL INC	Amsoil - WWTP Supplies	15555051 RI	07/09/2014	247.33	08/14
621-575740-246	REPAIRS,MAINT OFF EQUIPMENT					2,494.53	*
	3792	ACME OFFICE EQUIPMENT CO, LLC	HP Officejet Pro 8600 and Ink	070214B	07/02/2014	341.62	08/14
621-575740-248	PLANT OPERATION						
	1321	MISSION COMMUNICATIONS, LLC	Plant Alarm System Annual Renewal	40025679	07/08/2014	3,128.40	08/14
	1513	INLAND POWER GROUP	yearly inspection and testing on generat	1445727-00	06/24/2014	967.90	08/14
	1513	INLAND POWER GROUP	yearly inspection and testing on generat	1445730-00	06/24/2014	990.25	08/14
	1513	INLAND POWER GROUP	yearly inspection and testing on the Ona	1445732-00	06/24/2014	829.50	08/14
	1513	INLAND POWER GROUP	yearly inspection and testing on generat	1445734-00	06/24/2014	523.75	08/14
						6,439.80	*
621-575740-249	LABORATORY						
	117	ALSCO	ALSCO WWTP Cust # 012230 (split)	IMIL830244	07/02/2014	4.71	08/14
	117	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL832750	07/09/2014	4.71	08/14
	117	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL832751	07/09/2014	55.41	08/14
	117	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL835198	07/16/2014	4.71	08/14
	936	CULLIGAN OF BURLINGTON	deionization rental service	500X01369202	06/30/2014	42.25	08/14
	1477	IDEXX LABORATORIES	IDEXX WWTP SUPPLIES	279549506	07/09/2014	2,103.41	08/14
	2180	NCL OF WISCONSIN, INC	NCL Acct No. 6900 WWTP supplies	341560	07/17/2014	797.22	08/14
						3,012.42	*
621-575740-298	CONTRACT SERVICE						
	355	BAXTER & WOODMAN, INC.	WPDES PERMIT ASSISTANCE PROJE	0174695	06/19/2014	412.50	08/14
621-575740-310	OFFICE SUPPLIES, POSTAGE						
	5906	MINUTEMAN PRESS OF BURLINGTON	Minuteman - Sample Collection Form	20837	07/21/2014	185.28	08/14
	6283	DATA FINANCIAL	DATA FINANCIAL WWTP SUPPLIES	INV5848	06/30/2014	33.88	08/14
	8696	CANON SOLUTIONS AMERICA, INC	Copier - WWTP Serial FRU35325	4013271453	07/01/2014	42.90	08/14
						262.06	*
621-575740-342	DISINFECTION ULTRA VIOLET						
	1062	UV DOCTOR LAMPS LLC	UV Doctor Lamps LLC - WWTP Supplie	8117	06/18/2014	1,446.11	08/14
621-575740-353	REPAIR & MAINT LIFT STATIONS						
	1955	MERTEN'S AUTO SERVICE CENTER	pulling pump	337590	06/03/2014	90.00	08/14
	2590	REINEMANS, INC.	Dehumidifier	56204	07/08/2014	159.00	08/14
						249.00	*
621-575740-359	SANITARY SEWER REPAIR,MAINT						
	3730	DIGGERS HOTLINE, INC	Diggers Hotline WWTP	140 6 42701	06/30/2014	98.31	08/14
621-575740-374	SAFETY						
	3120	WELDERS SUPPLY COMPANY	WELDERS SUPPLY WWTP SUPPLIES	283549	07/07/2014	54.95	08/14
	3593	WI RURAL WATER ASSOCIATION	WRWA CONFINED SPACE RESCUE	2436	07/16/2014	524.16	08/14
						579.11	*
Total WASTEWATER FUND EXPENSES						16,402.66	
Total WASTEWATER OPERATIONS FUND						31,508.66	
622-506230-000	SUPPLIES						
	2590	REINEMANS, INC.	50lb Oil Absorbent	55750	07/01/2014	23.38	08/14
Total 622-506230						23.38	

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
622-506250-000	MAINTENANCE-SUPPLIES						
	2973	USABlueBook	USA BLUEBOOK WATER DEPT #8578	390779	07/08/2014	482.32	08/14
	2973	USABlueBook	USA BLUEBOOK WATER DEPT #8578	392273	07/09/2014	926.29	08/14
	2973	USABlueBook	USA BLUEBOOK - CREDIT	393819	07/11/2014	459.00	08/14
	4244	CTW CORPORATION	Well #7 - Supply New 200HP Rusi Inver	21881	07/09/2014	14,368.15	08/14
						15,317.76	*
Total 622-506250						15,317.76	
622-506320-000	OPERATION SUPPLIES, EXPENSE						
	3615	NORTHERN LAKE SERVICE, INC.	NORTHERN LAKE SERVICE TESTING	256360	06/23/2014	255.00	08/14
	3615	NORTHERN LAKE SERVICE, INC.	DW Lead & Copper analysis	257256	07/02/2014	400.00	08/14
	3615	NORTHERN LAKE SERVICE, INC.	NORTHERN LAKE SERVICE TESTING	257519	07/08/2014	510.00	08/14
						1,165.00	*
Total 622-506320						1,165.00	
622-506510-000	MAINS, WATER BREAKS-SUPPLIES						
	3070	WANASEK CORPORATION	Wanasek - Burl Water - Misc	3764	06/23/2014	3,647.30	08/14
	3730	DIGGERS HOTLINE, INC	Diggers Hotline Water	140 6 42701	06/30/2014	98.31	08/14
						3,745.61	*
Total 622-506510						3,745.61	
622-506520-000	SERVICE-SUPPLIES						
	3070	WANASEK CORPORATION	Wanasek - Burl Water - Misc	3764	06/23/2014	1,963.10	08/14
	3070	WANASEK CORPORATION	Barbara Ct- Murphy Farms Water Repai	3791	07/09/2014	3,819.40	08/14
	5721	HD SUPPLY WATERWORKS, LTD.	Curb Box Rep Section	C568972	06/20/2014	95.44	08/14
						5,877.94	*
Total 622-506520						5,877.94	
622-506540-000	HYDRANTS & SUPPLIES						
	1316	FERGUSON WATERWORKS #1476	HYD PAINTING	0152374	06/26/2014	7,960.00	08/14
	3070	WANASEK CORPORATION	Wanasek - Burl Water - Misc	3764	06/23/2014	1,848.25	08/14
						9,808.25	*
Total 622-506540						9,808.25	
622-509030-000	OFFICE SUPPLIES						
	117	ALSCO	ALSCO DPW - Water Customer #02557	IMIL830243	07/02/2014	28.13	08/14
	117	ALSCO	ALSCO DPW - Water Customer #02557	IMIL832749	07/09/2014	28.13	08/14
	117	ALSCO	ALSCO Water Cust # 025570	IMIL835197	07/16/2014	28.13	08/14
						84.39	*
Total 622-509030						84.39	
622-509210-000	OFFICE SUPPLY						
	8696	CANON SOLUTIONS AMERICA, INC	Copier - DPW Serial FRU34827 (split)	4013271455	07/01/2014	8.58	08/14

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
Total 622-509210						8.58	
622-509250-000	EDUCATION-SUPPLIES						
	3593	WI RURAL WATER ASSOCIATION	WRWA CONFINED SPACE RESCUE	2436	07/16/2014	393.16	08/14
Total 622-509250						393.16	
622-509300-000	MISCELLANEOUS-SUPPLIES						
	2790	SOUTHERN LAKES NEWSPAPERS LI	STANDARD PRESS HYDRANT FLUSH	161747 (3)	06/19/2014	47.40	08/14
Total 622-509300						47.40	
622-509350-000	GENERAL PLANT-SUPPLIES						
	117	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL835196	07/16/2014	4.22	08/14
	936	CULLIGAN OF BURLINGTON	CULLIGAN DPW ACCT # 19385673 (sp)	1-19385673-8	06/14 06/30/2014	20.80	08/14
	1951	MENARDS	MENARDS Water Dept ACCT #321202	54710	07/02/2014	19.99	08/14
	5164	DONERITE JANITORIAL SERV INC.	DONERITE AUGUST BILLING DPW	2564	07/17/2014	188.24	08/14
	8506	GMS	GMS - labor for work on boiler	2353	07/10/2014	31.76	08/14
	8506	GMS	GMS - labor /parts for A/C (split)	2354	07/10/2014	336.71	08/14
	8506	GMS	Labor to teardown boiler (split)	2355	07/10/2014	42.35	08/14
	8506	GMS	GMS - labor to install & boiler top assem	2356	07/10/2014	605.92	08/14
	8506	GMS	GMS- labor to install water meter onto b	2357	07/10/2014	31.76	08/14
						1,281.75	*
Total 622-509350						1,281.75	
Total WATER UTILITY FUND						37,753.22	
623-575740-242	REPAIR,MAINTENANCE EQUIPMENT						
	1050	DOUG'S AUTO	Airport Car 2006 Ford Crown Vic Repair	023060	07/24/2014	99.51	08/14
	5117	HUGHES ELECTRIC, INC	Repairs Runway, Taxi & Vassi Light Sys	11178	07/15/2014	260.00	08/14
						359.51	*
623-575740-245	REPAIR,MAINTENANCE GROUNDS						
	4057	ARBOR IMAGES, INC.	herbicide treated fence & tree lines	58246	07/08/2014	465.00	08/14
	5117	HUGHES ELECTRIC, INC	Airport grass cutting	11177	07/15/2014	520.00	08/14
						985.00	*
623-575740-298	CONTRACT SERVICES						
	1534	CENTRAL RACINE COUNTY HEALTH	WELL WATER SAMPLING 25202980	070914	07/09/2014	40.00	08/14
	5538	MEISNER, GARY	GARY MEISNER AIRPORT CONTRAC	AUG 2014	08/05/2014	319.30	08/14
						359.30	*
Total 623-575740						1,703.81	
Total AIRPORT FUND						1,703.81	

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
820-454590-000	PARK DEVELOPMENT						
	1506	SAA DESIGN GROUP	2549 Whemhoff Jucker Park	2549-5	06/30/2014	2,025.00	08/14
	2790	SOUTHERN LAKES NEWSPAPERS LI	Standard Press Legals - Jucker Park Im	170426	07/10/2014	167.06	08/14
						<u>2,192.06</u>	*
Total CITY PARKS FUND						<u>2,192.06</u>	
Grand Total:						<u><u>178,861.71</u></u>	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-515111-330	CITY COUNCIL - TRAVEL							
	8748 BMO HARRIS BANK N.A.		RCEDC 31st Anniversary	4276 06/14	06/16/2014	50.00	06/14	PD
Total CITY COUNCIL						50.00		
100-515121-310	MUNI COURT - OFFICE SUPPLIES							
	8734 BMO HARRIS BANK N.A.		walmart - split	4292 06/14	06/16/2014	9.89	06/14	PD
Total MUNICIPAL COURT						9.89		
100-515132-225	ADMIN - TELEPHONE							
	7094 AT & T LONG DISTANCE		AT & T LONG DISTANCE ADMIN	829440291-05/14	06/04/2014	144.80	06/14	PD
100-515132-310	ADMIN - OFF SUPP-POSTAGE							
	7679 STAPLES ADVANTAGE		STAPLES ADMIN OFFICE SUPPLIES	8030077426	05/31/2014	520.87	06/14	PD
	8748 BMO HARRIS BANK N.A.		Lee Newspaper: The Journal Times	4276 06/14	06/16/2014	2.00	06/14	PD
	8748 BMO HARRIS BANK N.A.		CTCTC Constant Contract	4276 06/14	06/16/2014	5.00	06/14	PD
						527.87	*	
100-515132-330	ADMIN - INSVC TRAINING & TRAV							
	8744 BMO HARRIS BANK N.A.		RCEDC 31st Anniversary Celebration	2547 06/14	06/16/2014	25.00	06/14	PD
	8748 BMO HARRIS BANK N.A.		RCEDC 31st Anniversary	4276 06/14	06/16/2014	25.00	06/14	PD
						50.00	*	
100-515132-399	ADMIN - SUNDRY EXPENSES							
	8734 BMO HARRIS BANK N.A.		walmart - split	4292 06/14	06/16/2014	26.37	06/14	PD
Total ADMINISTRATOR						749.04		
100-515140-310	CLERK - OFFICE SUPPLIES							
	7679 STAPLES ADVANTAGE		STAPLES CITY CLERK SUPPLIES	8030077426	05/31/2014	36.84	06/14	PD
100-515140-330	CLERK - TRAINING & TRAVEL							
	8740 BMO HARRIS BANK N.A.		RCEDC's 31st Anniversary Celebration	3118 - 06/14	06/16/2014	75.00	06/14	PD
100-515140-399	GENERAL CODE & MISC PUB							
	8734 BMO HARRIS BANK N.A.		walmart - split	4292 06/14	06/16/2014	9.88	06/14	PD
Total CITY CLERK						121.72		
100-515141-225	FINANCE - TELEPHONE							
	7094 AT & T LONG DISTANCE		AT & T LONG DISTANCE FINANCE	829440291-05/14	06/04/2014	135.53	06/14	PD
100-515141-310	FINANCE - OFFICE SUPP/POSTAGE							
	7679 STAPLES ADVANTAGE		STAPLES CITY FINANCE SUPPLIES	8030077426	05/31/2014	68.54	06/14	PD
100-515141-399	FINANCE - MISC. EXPENSES-PUBLI							
	8734 BMO HARRIS BANK N.A.		walmart - split	4292 06/14	06/16/2014	19.77	06/14	PD
Total FINANCE						223.84		

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GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-525211-225	POLICE - TELEPHONE							
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE POLICE	829440291-05/14	06/04/2014	302.24	06/14	PD
100-525211-242	POLICE - REPAIR/MTCE EQUIP							
	8743	BMO HARRIS BANK N.A.	Oreilly Auto	1490 06/14	06/16/2014	160.79	06/14	PD
	8743	BMO HARRIS BANK N.A.	Advanced Auto Parts	1490 06/14	06/16/2014	10.55	06/14	PD
						171.34	*	
100-525211-310	POLICE - OFF SUPP-POSTAGE							
	7679	STAPLES ADVANTAGE	STAPLES POLICE DEPT OFFICE SUP	8030077426	05/31/2014	434.62	06/14	PD
	8746	BMO HARRIS BANK N.A.	walgreens	4250 06/14	06/16/2014	4.87	06/14	PD
	8746	BMO HARRIS BANK N.A.	Amazon	4250 06/14	06/16/2014	79.84	06/14	PD
	8746	BMO HARRIS BANK N.A.	DIGITAL ALLY INC (CREDIT)	4250 06/14	06/16/2014	40.00	06/14	PD
	8747	BMO HARRIS BANK N.A.	Richters Market	0486 06/14	06/16/2014	52.55	06/14	PD
						531.88	*	
100-525211-330	POLICE - TRAVEL							
	8743	BMO HARRIS BANK N.A.	Charcoal Grill	1490 06/14	06/16/2014	12.99	06/14	PD
	8746	BMO HARRIS BANK N.A.	Fred's	4250 06/14	06/16/2014	24.86	06/14	PD
	8746	BMO HARRIS BANK N.A.	Napoli Restaurant	4250 06/14	06/16/2014	63.80	06/14	PD
	8747	BMO HARRIS BANK N.A.	Best Western	0486 06/14	06/16/2014	140.00	06/14	PD
						241.65	*	
	Total POLICE DEPT.					1,247.11		
100-525220-220	FIRE - UTILITY SERVICES							
	3330	WE ENERGIES	8403-026-057 Fire Dept 165 Washingtor	403026057JUNE14	06/19/2014	660.63	06/14	PD
100-525220-225	FIRE - TELEPHONE							
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE FIRE	829440291-05/14	06/04/2014	141.17	06/14	PD
100-525220-240	FIRE - FUEL, OIL, LUBRICANTS							
	8735	BMO HARRIS BANK N.A.	Kwik Trip	9205 06/14	06/16/2014	93.82	06/14	PD
100-525220-244	FIRE - REPAIR MAINT EQUIPMENT							
	8749	BMO HARRIS BANK N.A.	Wal-Mart	4300 06/14	06/16/2014	89.08	06/14	PD
	8749	BMO HARRIS BANK N.A.	Wal-Mart	4300 06/14	06/16/2014	994.09	06/14	PD
	8749	BMO HARRIS BANK N.A.	Wal-Mart (CREDIT)	4300 06/14	06/16/2014	48.24	06/14	PD
						1,034.93	*	
100-525220-246	FIRE - REPAIR MAINT OFFICE EQ							
	8749	BMO HARRIS BANK N.A.	Best Buy	4300 06/14	06/16/2014	65.39	06/14	PD
100-525220-310	FIRE - OFFICE SUPPLIES							
	7679	STAPLES ADVANTAGE	STAPLES FIRE DEPT OFFICE SUPPLI	8030077426	05/31/2014	35.97	06/14	PD
	8749	BMO HARRIS BANK N.A.	USPS	4300 06/14	06/16/2014	7.50	06/14	PD
						43.47	*	
	Total FIRE DEPT.					2,039.41		
100-535321-220	STREETS - UTILITIES							
	3330	WE ENERGIES	0688-843-174 830 Milw Ave	0688843174MAY14	05/11/2014	307.00	06/14	PD
100-535321-225	STREETS - TELEPHONE							
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE DPW	829440291-05/14	06/04/2014	19.36	06/14	PD
100-535321-261	STREETS - LIGHTING							
	3330	WE ENERGIES	0088-492-988 Traffic Signal	0088492988MAY14	06/09/2014	41.40	06/14	PD

PD = Fully Paid Invoice PR = Partially Paid Invoice

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
	3330	WE ENERGIES	2019-198-266 TRAFFIC LIGHTS	019198266JUNE14	06/10/2014	42.61	06/14	PD
	3330	WE ENERGIES	3073-922-427 Milw Ave Echo Lk	3073922427MAY14	06/09/2014	19.25	06/14	PD
	3330	WE ENERGIES	3277-994-067 Traffic Signal Controller	3277994067MAY14	06/09/2014	47.45	06/14	PD
	3330	WE ENERGIES	4067-122-145 PARKING LOT	4067122145MAY14	06/09/2014	23.24	06/14	PD
	3330	WE ENERGIES	5639-265-567 650 Milwaukee Ave	5639265567MAY19	06/09/2014	484.09	06/14	PD
	3330	WE ENERGIES	6438-309-692 Traffic Signal	438309692JUNE14	06/11/2014	96.28	06/14	PD
	3330	WE ENERGIES	6838-102-431 Traffic Signal	6838102431MAY14	06/09/2014	293.83	06/14	PD
	8755	BMO HARRIS BANK N.A.	Outdoor Solar Store	9315 06/14	06/16/2014	98.45	06/14	PD
						1,146.60	*	
100-535321-310	STREETS - OFF SUPP/POSTAGE							
	7679	STAPLES ADVANTAGE	STAPLES STREET OFFICE SUPPLIES	8030077426	05/31/2014	192.75	06/14	PD
	8741	BMO HARRIS BANK N.A.	Walgreens	3100 06/14	06/16/2014	12.60	06/14	PD
						205.35	*	
100-535321-390	STREETS - SUPPLIES							
	8741	BMO HARRIS BANK N.A.	Richters Marketplace - Rodeo Cookout	3100 06/14	06/16/2014	315.15	06/14	PD
Total STREET ADMINISTRATION						1,993.46		
100-555551-220	PARKS - UTILITIES							
	3330	WE ENERGIES	0235-568-359 Concession Bldg	0235568359MAY14	06/09/2014	1,157.42	06/14	PD
	3330	WE ENERGIES	1486-453-053 Storage Garage	1486453053MAY14	06/10/2014	18.27	06/14	PD
	3330	WE ENERGIES	2625-548-774 Restrooms at Ballpark	2625548774MAY14	06/09/2014	46.62	06/14	PD
	3330	WE ENERGIES	2672-334-997 Cabinet Parking Lot	2672334997MAY14	06/09/2014	118.52	06/14	PD
	3330	WE ENERGIES	3406-030-405 732 Maryland Ave	3406030405MAY14	06/09/2014	45.48	06/14	PD
	3330	WE ENERGIES	4278-074-627 Baseball Scoreboard	4278074627MAY14	06/09/2014	53.25	06/14	PD
	3330	WE ENERGIES	4447-370-241 Pavillion	4447370241MAY14	06/09/2014	51.99	06/14	PD
	3330	WE ENERGIES	4484-977-713 Riverside Park	4484977713MAY14	06/09/2014	63.44	06/14	PD
	3330	WE ENERGIES	5200-062-983 517 Congress St	5200062983MAY14	06/09/2014	9.89	06/14	PD
	3330	WE ENERGIES	5276-292-324 Lighting for bike path	5276292324MAY14	06/09/2014	23.45	06/14	PD
	3330	WE ENERGIES	7060-825-262 712 Maryland Ave	7060825262MAY14	06/09/2014	185.06	06/14	PD
	3330	WE ENERGIES	9274-302-992 400 Sunset Dr	9274302992MAY14	05/30/2014	235.29	06/14	PD
						2,008.68	*	
100-555551-298	PARKS - OUTSIDE SERVICES							
	5917	Advanced Disposal Services	Advanced Disposal DPW	C60001181696	05/31/2014	741.41	06/14	PD
100-555551-350	PARKS - REPAIR/MTCE SUPPLIES							
	8755	BMO HARRIS BANK N.A.	Tractor Supply	9315 06/14	06/16/2014	420.39	06/14	PD
Total PARKS						3,170.48		
Total GENERAL FUND						9,604.95		
251-555511-225	TELEPHONE							
	8737	BMO HARRIS BANK N.A.	Google - on going	0568 06/14	06/16/2014	54.16	06/14	
251-555511-310	OFFICE SUPPLIES, POSTAGE							
	8736	BMO HARRIS BANK N.A.	Shopko - Materials	1756 06/14	06/16/2014	18.96	06/14	PD
	8738	BMO HARRIS BANK N.A.	Wal-Mart	0543 06/14	06/16/2014	16.42	06/14	PD
	8738	BMO HARRIS BANK N.A.	Gooseberries	0543 06/14	06/16/2014	22.99	06/14	PD

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
						58.37		*
251-555511-318	AUTOMATION							
	8737	BMO HARRIS BANK N.A.	Broderbund- Software Print Shop (CREI	0568 06/14	06/16/2014	61.97	06/14	
251-555511-327	MATERIALS							
	8739	BMO HARRIS BANK N.A.	R & L Publishing	0550 06/14	06/16/2014	50.67	06/14	PD
251-555511-345	PROGRAMS							
	8736	BMO HARRIS BANK N.A.	Microscope.com	1756 06/14	06/16/2014	104.95	06/14	PD
	8736	BMO HARRIS BANK N.A.	Lakeshore Learning	1756 06/14	06/16/2014	56.50	06/14	PD
	8736	BMO HARRIS BANK N.A.	Toys R Us	1756 06/14	06/16/2014	90.36	06/14	PD
	8736	BMO HARRIS BANK N.A.	Jo-Ann Store	1756 06/14	06/16/2014	18.81	06/14	PD
						270.62		*
Total FUND EXPENSES						371.85		
Total LIBRARY OPERATIONS FUND						371.85		
621-575740-220	WWTP-ELECTRIC							
	3330	WE ENERGIES	0469-455-267 Highway 11 E State St	469455267JUNE14	06/17/2014	132.12	06/14	PD
	3330	WE ENERGIES	3602-583-285 4302 Lake St Electric	302583285JUNE14	06/18/2014	28.56	06/14	PD
	3330	WE ENERGIES	7672-906-685 Lift Station 2224 S Milw	7672906685MAY14	06/10/2014	219.57	06/14	PD
	3330	WE ENERGIES	8098-971-449 Sewer Lift - Fox River Lar	098971449JUNE14	06/11/2014	33.65	06/14	PD
						413.90		*
621-575740-225	TELEPHONE							
	4485	TDS	TDS WWTP 262-539-3646	262-539-3646 06/14	06/19/2014	195.53	06/14	PD
621-575740-310	OFFICE SUPPLIES, POSTAGE							
	5934	TIME WARNER CABLE-MILW	TIME WARNER CABLE WWTP	702658601 07/14	06/01/2014	109.95	06/14	PD
	7679	STAPLES ADVANTAGE	STAPLES WWTP SUPPLIES	8030077426	05/31/2014	31.90	06/14	PD
	8696	CANON SOLUTIONS AMERICA, INC	Copier - WWTP Serial FRU35325	4013036516	06/01/2014	42.90	06/14	PD
	8753	BMO HARRIS BANK N.A.	Office Max - Table & Chairs for Conferer	5513 06/14	06/16/2014	907.21	06/14	PD
						1,091.96		*
Total WASTEWATER FUND EXPENSES						1,701.39		
Total WASTEWATER OPERATIONS FUND						1,701.39		
622-509210-000	OFFICE SUPPLY							
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE WATER	829440291-05/14	06/04/2014	19.36	06/14	PD
	7343	AT & T	AT & T WATER DEPT 414 R24-8901 36	414R2489010614	06/10/2014	68.95	06/14	PD
						88.31		*
Total 622-509210						88.31		
Total WATER UTILITY FUND						88.31		
623-575740-200	FUEL FOR RESALE							
	6929	SIERRA PETROLEUM CO, INC.	SIERRA PETRO AV GAS 100LL	81521	06/26/2014	38,914.35	06/14	PD

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GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
623-575740-225	TELEPHONE						
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE AIRPORT	829440291-05/14	06/04/2014	19.36	06/14 PD
Total 623-575740						38,933.71	
Total AIRPORT FUND						38,933.71	
875-232000	MUNICIPAL COURT DEP						
	531	RESHEL, LINDSEY	refund for dismissed citation N1320730	N1320730	06/19/2014	195.00	06/14 PD
Total MUNICIPAL COURT FUND						195.00	
Grand Total:						50,895.21	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-239006	LAW-VISION							
	4426	VISION INSURANCE PLAN OF AMER	Vision Ins - Premium billing for July	147351	06/07/2014	704.55	07/14	PD
100-454521-001	BOND FEES							
	2485	RACINE COUNTY CLERK OF COURT	Bond - Copeland, Chad L; Case: 14-223	COPELAND	07/02/2014	260.70	07/14	PD
	8378	WALWORTH POLICE DEPT	West, Angelique M. - Case: 2014--178	WEST	07/02/2014	88.80	07/14	PD
	8727	VILLAGE OF BRISTOL	Wilcox, Kurt S. - Case: 13072066	WILCOX	07/02/2014	164.40	07/14	PD
	8777	GREENDALE MUNICIPAL COURT	West, Angelique M. - Case: R878992-2	WEST	07/02/2014	108.80	07/14	PD
						622.70	*	
Total 100-454521						622.70		
100-515132-220	ADMIN - UTILITIES							
	670	BURLINGTON WATER DEPT.	BURLINGTON WATER DEPT ADMIN	2ND QTR2014	07/03/2014	49.47	07/14	PD
	3330	WE ENERGIES	5843-033-004 300 N Pine Street (split)	843033004JUNE14	06/24/2014	271.77	07/14	PD
						321.24	*	
100-515132-225	ADMIN - TELEPHONE							
	7692	VERIZON WIRELESS	VERIZON ADMIN 286396851-00001	9727452662	06/23/2014	76.52	07/14	PD
Total ADMINISTRATOR						397.76		
100-515141-220	FINANCE - UTILITY SERVICES							
	670	BURLINGTON WATER DEPT.	BURLINGTON WATER DEPT FINANCE	2ND QTR2014	07/03/2014	49.56	07/14	PD
	3330	WE ENERGIES	5843-033-004 300 N Pine Street (split)	843033004JUNE14	06/24/2014	165.01	07/14	PD
						214.57	*	
100-515141-225	FINANCE - TELEPHONE							
	7692	VERIZON WIRELESS	VERIZON FINANCE 286396851-00001	9727452662	06/23/2014	73.17	07/14	PD
Total FINANCE						287.74		
100-525211-220	POLICE - UTILITY SERVICES							
	670	BURLINGTON WATER DEPT.	BURLINGTON WATER DEPT POLICE	2ND QTR2014	07/03/2014	591.21	07/14	PD
100-525211-225	POLICE - TELEPHONE							
	7692	VERIZON WIRELESS	VERIZON POLICE 286396851-00001	9727452662	06/23/2014	827.82	07/14	PD
Total POLICE DEPT.						1,419.03		
100-525220-220	FIRE - UTILITY SERVICES							
	670	BURLINGTON WATER DEPT.	BURLINGTON WATER DEPT FIRE DE	2ND QTR2014	07/03/2014	577.83	07/14	PD
	3330	WE ENERGIES	8419-416-558 341 Origen St	419416558JUNE14	06/25/2014	10.86	07/14	PD
						588.69	*	
100-525220-225	FIRE - TELEPHONE							
	7692	VERIZON WIRELESS	VERIZON FIRE 286396851-00001	9727452662	06/23/2014	127.14	07/14	PD
Total FIRE DEPT.						715.83		
100-525231-220	BLDG INSP UTILITIES							
	3330	WE ENERGIES	5843-033-004 300 N Pine Street (split)	843033004JUNE14	06/24/2014	48.52	07/14	PD

PD = Fully Paid Invoice PR = Partially Paid Invoice

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07-03-2012

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
Total BUILDING INSP.						48.52		
100-535321-220	STREETS - UTILITIES							
	670	BURLINGTON WATER DEPT.	BURLINGTON WATER DEPT STREET	2ND QTR2014	07/03/2014	918.04	07/14	PD
100-535321-225	STREETS - TELEPHONE							
	4485	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 06/14	06/19/2014	76.57	07/14	PD
	7692	VERIZON WIRELESS	VERIZON STREET 286396851-00001	9727452662	06/23/2014	6.55	07/14	PD
						83.12	*	
100-535321-261	STREETS - LIGHTING							
	3330	WE ENERGIES	0455-414-409 Traffic Lights	455414409JUNE14	06/17/2014	223.28	07/14	PD
	3330	WE ENERGIES	0838-352-542 Parking Lot Lighting	838352542JUNE14	06/22/2014	16.70	07/14	PD
	3330	WE ENERGIES	0850-628-152 N Pine & Jefferson	850628152JUNE14	06/22/2014	276.02	07/14	PD
	3330	WE ENERGIES	4404-149-064 300 N Main Street	404149064JUNE14	06/17/2014	32.20	07/14	PD
	3330	WE ENERGIES	4440-397-780 Beaumont Field	4440397780MAY14	06/09/2014	28.60	07/14	PD
						576.80	*	
Total STREET ADMINISTRATION						1,577.96		
100-555514-399	SENIOR CITIZENS DONATION							
	670	BURLINGTON WATER DEPT.	BURLINGTON WATER DEPT SENIOR	2ND QTR2014	07/03/2014	121.23	07/14	PD
Total SENIOR CITIZENS DONATION						121.23		
100-555551-220	PARKS - UTILITIES							
	670	BURLINGTON WATER DEPT.	BURLINGTON WATER DEPT PARK DI	2ND QTR2014	07/03/2014	1,790.50	07/14	PD
	3330	WE ENERGIES	0435-566-939 Washington & Main	435566939JUNE14	06/17/2014	60.42	07/14	PD
						1,850.92	*	
100-555551-225	PARKS - TELEPHONE							
	4485	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 06/14	06/19/2014	38.28	07/14	PD
	7692	VERIZON WIRELESS	VERIZON PARK 286396851-00001	9727452662	06/23/2014	.07	07/14	PD
						38.35	*	
Total PARKS						1,889.27		
Total GENERAL FUND						7,784.59		
251-555511-220	UTILITIES							
	670	BURLINGTON WATER DEPT.	BURLINGTON WATER DEPT LIBRARY	2ND QTR2014	07/03/2014	198.03	07/14	PD
	3330	WE ENERGIES	0810-148-657 PUBLIC LIBRARY	810148657JUNE14	06/25/2014	1,356.41	07/14	PD
	3330	WE ENERGIES	5852-857-487 Library Gas	852857487JUNE14	06/24/2014	38.98	07/14	PD
						1,593.42	*	
Total FUND EXPENSES						1,593.42		

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
Total LIBRARY OPERATIONS FUND						1,593.42		
621-575740-220	WWTP-ELECTRIC							
	3330 WE ENERGIES		1887-026-576 Electric Sewer Plant	887026576JUNE14	06/21/2014	13,558.54	07/14	PD
	3330 WE ENERGIES		4847-248-215 S of Yahnke Rd/Pump St	847248215JUNE14	06/22/2014	221.36	07/14	PD
	3330 WE ENERGIES		4897-650-087 Springbrook Lift Station	897650087JUNE14	06/23/2014	54.66	07/14	PD
	3330 WE ENERGIES		6212-377-525 Water Sanitation	212377525JUNE14	06/24/2014	3,454.04	07/14	PD
						17,288.60	*	
621-575740-221	WATER							
	670 BURLINGTON WATER DEPT.		BURLINGTON WATER DEPT WWTP	2ND QTR2014	07/03/2014	6,050.50	07/14	PD
621-575740-222	GAS							
	3330 WE ENERGIES		0862-239-067 2100 PINE ST	862239067JUNE14	06/23/2014	1,974.90	07/14	PD
	3330 WE ENERGIES		2663-378-614 Gas 624 S Pine St	363378614JUNE14	06/23/2014	9.92	07/14	PD
	3330 WE ENERGIES		3646-902-199 624 S Pine St	346902199JUNE14	06/23/2014	21.87	07/14	PD
						2,006.69	*	
621-575740-225	TELEPHONE							
	7692 VERIZON WIRELESS		VERIZON WWTP 286396851-00001	9727452662	06/23/2014	11.46	07/14	PD
621-575740-244	REPAIRS,MAINT EQUIPMENT							
	2850 TRACTOR SUPPLY CREDIT PLAN		TRACTOR SUPPLY 603530120009837	100199931	06/18/2014	12.99	07/14	PD
Total WASTEWATER FUND EXPENSES						25,370.24		
Total WASTEWATER OPERATIONS FUND						25,370.24		
622-509210-000	OFFICE SUPPLY							
	4485 TDS		TDS DPW 262-539-3770 (SPLIT)	262-539-3770 06/14	06/19/2014	76.57	07/14	PD
Total 622-509210						76.57		
Total WATER UTILITY FUND						76.57		
623-575740-225	TELEPHONE							
	4655 PACIFIC TELEMAGEMENT SERVIC		PTS - AIRPORT PAYPHONE	656253	06/18/2014	78.00	07/14	PD
	7343 AT & T		AT & T AIRPORT 262 757-0907 307 4	26275709070614	06/25/2014	77.59	07/14	PD
						155.59	*	
Total 623-575740						155.59		
Total AIRPORT FUND						155.59		
875-232000	MUNICIPAL COURT DEP							
	7140 ST OF WISC CONTROLLER'S OFFICE		ST OF WI CONTROLLER OFFICE JUN	2014 JUNE	07/01/2014	3,201.28	07/14	PD
	7141 RACINE COUNTY TREASURER		RA CO DRIVER IMP SURCHARGES	2014 JUNE	07/01/2014	579.00	07/14	PD

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GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
	7141	RACINE COUNTY TREASURER	RA CO JAIL SURCHARGES	2014 JUNE	07/01/2014	915.20	07/14	PD
	7141	RACINE COUNTY TREASURER	RA CO ADJUSTMENT	2014 JUNE	07/01/2014	10.00	07/14	PD
						4,685.48	*	
Total MUNICIPAL COURT FUND						4,685.48		
Grand Total:						39,665.89		

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-515121-162	MUNI COURT-EAP SERVICE 5485 AURORA EAP		AURORA EAP COURT CLERK	11104	07/10/2014	8.74	07/14	PD
Total MUNICIPAL COURT						8.74		
100-515132-162	ADMIN - EAP SERVICE 5485 AURORA EAP		AURORA EAP ADMIN-COUNCIL	11104	07/10/2014	114.32	07/14	PD
100-515132-225	ADMIN - TELEPHONE 7343 AT & T		AT & T ADMIN 262 R59-7549 674 8	262R5975490614	06/28/2014	249.16	07/14	PD
Total ADMINISTRATOR						363.48		
100-515140-162	CLERK - EAP SERVICE 5485 AURORA EAP		AURORA EAP CITY CLERK	11104	07/10/2014	4.41	07/14	PD
Total CITY CLERK						4.41		
100-515141-162	FINANCE - EAP SERVICE 5485 AURORA EAP		AURORA EAP FINANCE	11104	07/10/2014	14.74	07/14	PD
100-515141-225	FINANCE - TELEPHONE 7343 AT & T		AT & T FINANCE 262 R59-7549 674 8	262R5975490614	06/28/2014	149.49	07/14	PD
Total FINANCE						164.23		
100-525211-162	POLICE - EAP SERVICE 5485 AURORA EAP		AURORA EAP POLICE	11104	07/10/2014	317.60	07/14	PD
100-525211-225	POLICE - TELEPHONE 7343 AT & T		AT & T POLICE 262 R59-7549 674 8	262R5975490614	06/28/2014	398.64	07/14	PD
100-525211-240	POLICE - FUEL, OIL 4264 VOYAGER FLEET SYSTEMS INC		Voyager Acct. 869297630 Police Dept	869297630427	07/01/2014	2,735.91	07/14	PD
Total POLICE DEPT.						3,452.15		
100-525220-162	FIRE - EAP SERVICE 5485 AURORA EAP		AURORA EAP FIRE	11104	07/10/2014	35.28	07/14	PD
100-525220-240	FIRE - FUEL, OIL, LUBRICANTS 4264 VOYAGER FLEET SYSTEMS INC		Voyager Acct. 869297630 Fire Dept	869297630427	07/01/2014	683.73	07/14	PD
Total FIRE DEPT.						719.01		
100-525231-372	BLDG INSP - AUTO EXPENSE							

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4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630 Bldg Insp	869297630427	07/01/2014	75.21	07/14	PD
Total BUILDING INSP.					75.21		
100-535321-162	STREETS - EAP SERVICE						
5485	AURORA EAP	AURORA EAP STREETS	11104	07/10/2014	80.70	07/14	PD
100-535321-220	STREETS - UTILITIES						
3330	WE ENERGIES	1638-891-345 DPW Bldg Electric (split)	338891345JUNE14	06/24/2014	743.26	07/14	PD
3330	WE ENERGIES	8430-081-671 Gas 2200 S Pine (split)	430081671JUNE14	06/23/2014	73.76	07/14	PD
					817.02	*	
100-535321-240	STREETS - FUEL, OIL & LUBRI						
4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630 Street Dept	869297630427	07/01/2014	2,727.97	07/14	PD
100-535321-261	STREETS - LIGHTING						
3330	WE ENERGIES	0818-594-802 Sign Liberty & State Rd	818594802JUNE14	06/23/2014	35.89	07/14	PD
3330	WE ENERGIES	0819-473-268 Municipal Parking Lot	819473268JUNE14	06/24/2014	62.30	07/14	PD
3330	WE ENERGIES	2023-503-060 Stop Lights	023503060JUNE14	06/23/2014	134.35	07/14	PD
3330	WE ENERGIES	4432-157-647 Street Lights	432157647JUNE14	06/27/2014	18,688.20	07/14	PD
3330	WE ENERGIES	5043-084-318 200 Amanda Street	043084318JUNE14	06/20/2014	23.29	07/14	PD
3330	WE ENERGIES	5459-100-732 St Lighting Substation	459100732JUNE14	06/24/2014	173.24	07/14	PD
3330	WE ENERGIES	5465-979-181 McHenry & Gardner	465979181JUNE14	06/19/2014	61.54	07/14	PD
3330	WE ENERGIES	5644-617-733 Traffic Signal	544617733JUNE14	06/23/2014	140.13	07/14	PD
3330	WE ENERGIES	5695-147-539 Electric 572 Milw	595147539JUNE14	06/24/2014	207.08	07/14	PD
3330	WE ENERGIES	6893-002-943 700 Black Hawk Dr Sign	893002943JUNE14	06/22/2014	9.89	07/14	PD
3330	WE ENERGIES	7245-068-041 375 N Pine St	245068041JUNE14	06/24/2014	134.68	07/14	PD
3330	WE ENERGIES	7255-756-558 McHenry & Milw Corner	255756558JUNE14	06/19/2014	15.34	07/14	PD
3330	WE ENERGIES	7467-500-426 Jefferson & Bridge	467500426JUNE14	06/24/2014	230.90	07/14	PD
3330	WE ENERGIES	8499-073-119 Traffic Signal Controller	499073119JUNE14	06/24/2014	207.44	07/14	PD
3330	WE ENERGIES	8650-632-794 Traffic Signal Power	550632794JUNE14	06/24/2014	108.70	07/14	PD
3330	WE ENERGIES	9418-285-345 Traffic Signal	418285345JUNE14	06/24/2014	84.40	07/14	PD
					20,317.37	*	
100-535321-353	STREETS REP & MAINT PRKNG DECK						
3330	WE ENERGIES	7082-958-528 Public Parking Structure	082958528JUNE14	06/24/2014	362.52	07/14	PD
Total STREET ADMINISTRATION					24,305.58		
100-555551-162	PARKS - EAP SERVICE						
5485	AURORA EAP	AURORA EAP PARKS	11104	07/10/2014	38.37	07/14	PD
100-555551-220	PARKS - UTILITIES						
3330	WE ENERGIES	1638-891-345 DPW Bldg Electric (split)	338891345JUNE14	06/24/2014	371.61	07/14	PD
3330	WE ENERGIES	2428-946-714 Pavillion	428946714JUNE14	06/24/2014	235.38	07/14	PD
3330	WE ENERGIES	3698-542-543 Bathhse Wagner Park	398542543JUNE14	06/25/2014	21.10	07/14	PD
3330	WE ENERGIES	6211-699-899 Electric Dog Park	211699899JUNE14	06/24/2014	39.05	07/14	PD
3330	WE ENERGIES	6419-916-677 394 Amanda Street	419916677JUNE14	06/25/2014	9.95	07/14	PD
3330	WE ENERGIES	6895-338-188 355 N Pine St	895338188JUNE14	06/24/2014	95.70	07/14	PD
3330	WE ENERGIES	8430-081-671 Gas 2200 S Pine (split)	430081671JUNE14	06/23/2014	36.86	07/14	PD
					809.65	*	
100-555551-240	PARKS - FUEL, OIL, LUBRICANTS						
4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630 Parks Dept	869297630427	07/01/2014	1,747.07	07/14	PD
Total PARKS					2,595.09		

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
Total GENERAL FUND						31,687.90		
251-555511-162	EAP SERVICE							
	5485	AURORA EAP	AURORA EAP LIBRARY	11104	07/10/2014	211.68	07/14	PD
251-555511-225	TELEPHONE							
	5934	TIME WARNER CABLE-MILW	TIME WARNER CABLE LIBRARY	706795501 - 07/14	07/04/2014	73.52	07/14	PD
	7343	AT & T	AT &T LIBRARY 262 R59-7549 674 8	262R5975490614	06/28/2014	199.32	07/14	PD
						272.84		*
Total FUND EXPENSES						484.52		
Total LIBRARY OPERATIONS FUND						484.52		
621-575740-162	EAP SERVICE							
	5485	AURORA EAP	AURORA EAP WWTP	11104	07/10/2014	111.80	07/14	PD
621-575740-240	FUEL, OIL AND LUBRICANTS							
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630 WWTP	869297630427	07/01/2014	1,097.71	07/14	PD
Total WASTEWATER FUND EXPENSES						1,209.51		
Total WASTEWATER OPERATIONS FUND						1,209.51		
622-404610-000	RESIDENTIAL							
	311	SCOTT, CATHERINE	refund of overpayment w/s bill 432 Herm	4.0337.00	07/07/2014	116.77	07/14	PD
622-506220-000	POWER							
	3330	WE ENERGIES	0882-547-355 Municipal Well (split)	269762568JUNE14	06/24/2014	3,865.39	07/14	PD
	3330	WE ENERGIES	3076-628-864 Electric 508 Sheldon St	076628864JUNE14	06/25/2014	3,911.76	07/14	PD
	3330	WE ENERGIES	3267-293-366 384 Dunford Dr	267293366JUNE14	06/23/2014	732.07	07/14	PD
	3330	WE ENERGIES	3457-108-505 Well #7	457108505JUNE14	06/25/2014	4,156.00	07/14	PD
	3330	WE ENERGIES	6271-254-861 Well #9 (split)	271254861JUNE14	06/24/2014	3,392.71	07/14	PD
	3330	WE ENERGIES	7255-465-187 Municipal Well Filter Builc	255465187JUNE14	06/23/2014	239.02	07/14	PD
						16,296.95		*
Total 622-506220						16,296.95		
622-506230-000	SUPPLIES							
	3330	WE ENERGIES	0882-547-355 Municipal Well (split)	269762568JUNE14	06/24/2014	12.91	07/14	PD
	3330	WE ENERGIES	1438-804-919 WELL #7	438804919JUNE14	06/25/2014	5.10	07/14	PD
	3330	WE ENERGIES	1473-005-365 508 Sheldon St	473005365JUNE14	06/29/2014	10.73	07/14	PD
	3330	WE ENERGIES	6271-254-861 Well #9 (split)	271254861JUNE14	06/24/2014	29.29	07/14	PD
	3330	WE ENERGIES	6499-874-589 801 Weiler Road	499874589JUNE14	06/23/2014	17.39	07/14	PD
	3330	WE ENERGIES	9259-879-303 Karyl St Well #10	259879303JUNE14	06/24/2014	8.99	07/14	PD

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
						84.41		*
Total 622-506230						84.41		
622-509210-000	OFFICE SUPPLY							
	5934	TIME WARNER CABLE-MILW	TIME WARNER CABLE WATER	700401601-07/14	07/02/2014	63.96	07/14	PD
Total 622-509210						63.96		
622-509260-162	EAP SERVICE							
	5485	AURORA EAP	AURORA EAP WATER	11104	07/10/2014	49.86	07/14	PD
Total 622-509260						49.86		
622-509330-000	TRANSPORTATION-SUPPLIES							
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630 Water Dept	869297630427	07/01/2014	778.85	07/14	PD
Total 622-509330						778.85		
622-509350-000	GENERAL PLANT-SUPPLIES							
	3330	WE ENERGIES	1638-891-345 DPW Bldg Electric (split)	338891345JUNE14	06/24/2014	743.26	07/14	PD
	3330	WE ENERGIES	8430-081-671 Gas 2200 S Pine (split)	430081671JUNE14	06/23/2014	73.76	07/14	PD
						817.02		*
Total 622-509350						817.02		
Total WATER UTILITY FUND						18,207.82		
Grand Total:						51,589.75		

Dated: _____

Motion for Approval by: _____

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GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-515121-162	MUNI COURT-EAP SERVICE 5485 AURORA EAP		AURORA EAP COURT CLERK	11104	07/10/2014	8.74	07/14	PD
Total MUNICIPAL COURT						8.74		
100-515132-162	ADMIN - EAP SERVICE 5485 AURORA EAP		AURORA EAP ADMIN-COUNCIL	11104	07/10/2014	114.32	07/14	PD
100-515132-225	ADMIN - TELEPHONE 7343 AT & T		AT & T ADMIN 262 R59-7549 674 8	262R5975490614	06/28/2014	249.16	07/14	PD
Total ADMINISTRATOR						363.48		
100-515140-162	CLERK - EAP SERVICE 5485 AURORA EAP		AURORA EAP CITY CLERK	11104	07/10/2014	4.41	07/14	PD
Total CITY CLERK						4.41		
100-515141-162	FINANCE - EAP SERVICE 5485 AURORA EAP		AURORA EAP FINANCE	11104	07/10/2014	14.74	07/14	PD
100-515141-225	FINANCE - TELEPHONE 7343 AT & T		AT & T FINANCE 262 R59-7549 674 8	262R5975490614	06/28/2014	149.49	07/14	PD
Total FINANCE						164.23		
100-525211-162	POLICE - EAP SERVICE 5485 AURORA EAP		AURORA EAP POLICE	11104	07/10/2014	317.60	07/14	PD
100-525211-225	POLICE - TELEPHONE 7343 AT & T		AT & T POLICE 262 R59-7549 674 8	262R5975490614	06/28/2014	398.64	07/14	PD
100-525211-240	POLICE - FUEL, OIL 4264 VOYAGER FLEET SYSTEMS INC		Voyager Acct. 869297630 Police Dept	869297630427	07/01/2014	2,735.91	07/14	PD
Total POLICE DEPT.						3,452.15		
100-525220-162	FIRE - EAP SERVICE 5485 AURORA EAP		AURORA EAP FIRE	11104	07/10/2014	35.28	07/14	PD
100-525220-240	FIRE - FUEL, OIL, LUBRICANTS 4264 VOYAGER FLEET SYSTEMS INC		Voyager Acct. 869297630 Fire Dept	869297630427	07/01/2014	683.73	07/14	PD
Total FIRE DEPT.						719.01		
100-525231-372	BLDG INSP - AUTO EXPENSE							

PD = Fully Paid Invoice PR = Partially Paid Invoice

4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630 Bldg Insp	869297630427	07/01/2014	75.21	07/14	PD
Total BUILDING INSP.					75.21		
100-535321-162	STREETS - EAP SERVICE						
5485	AURORA EAP	AURORA EAP STREETS	11104	07/10/2014	80.70	07/14	PD
100-535321-220	STREETS - UTILITIES						
3330	WE ENERGIES	1638-891-345 DPW Bldg Electric (split)	338891345JUNE14	06/24/2014	743.26	07/14	PD
3330	WE ENERGIES	8430-081-671 Gas 2200 S Pine (split)	430081671JUNE14	06/23/2014	73.76	07/14	PD
					817.02	*	
100-535321-240	STREETS - FUEL, OIL & LUBRI						
4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630 Street Dept	869297630427	07/01/2014	2,727.97	07/14	PD
100-535321-261	STREETS - LIGHTING						
3330	WE ENERGIES	0818-594-802 Sign Liberty & State Rd	818594802JUNE14	06/23/2014	35.89	07/14	PD
3330	WE ENERGIES	0819-473-268 Municipal Parking Lot	819473268JUNE14	06/24/2014	62.30	07/14	PD
3330	WE ENERGIES	2023-503-060 Stop Lights	023503060JUNE14	06/23/2014	134.35	07/14	PD
3330	WE ENERGIES	4432-157-647 Street Lights	432157647JUNE14	06/27/2014	18,688.20	07/14	PD
3330	WE ENERGIES	5043-084-318 200 Amanda Street	043084318JUNE14	06/20/2014	23.29	07/14	PD
3330	WE ENERGIES	5459-100-732 St Lighting Substation	459100732JUNE14	06/24/2014	173.24	07/14	PD
3330	WE ENERGIES	5465-979-181 McHenry & Gardner	465979181JUNE14	06/19/2014	61.54	07/14	PD
3330	WE ENERGIES	5644-617-733 Traffic Signal	344617733JUNE14	06/23/2014	140.13	07/14	PD
3330	WE ENERGIES	5695-147-539 Electric 572 Milw	395147539JUNE14	06/24/2014	207.08	07/14	PD
3330	WE ENERGIES	6893-002-943 700 Black Hawk Dr Sign	893002943JUNE14	06/22/2014	9.89	07/14	PD
3330	WE ENERGIES	7245-068-041 375 N Pine St	245068041JUNE14	06/24/2014	134.68	07/14	PD
3330	WE ENERGIES	7255-756-558 McHenry & Milw Corner	255756558JUNE14	06/19/2014	15.34	07/14	PD
3330	WE ENERGIES	7467-500-426 Jefferson & Bridge	467500426JUNE14	06/24/2014	230.90	07/14	PD
3330	WE ENERGIES	8499-073-119 Traffic Signal Controller	499073119JUNE14	06/24/2014	207.44	07/14	PD
3330	WE ENERGIES	8650-632-794 Traffic Signal Power	350632794JUNE14	06/24/2014	108.70	07/14	PD
3330	WE ENERGIES	9418-285-345 Traffic Signal	418285345JUNE14	06/24/2014	84.40	07/14	PD
					20,317.37	*	
100-535321-353	STREETS REP & MAINT PRKNG DECK						
3330	WE ENERGIES	7082-958-528 Public Parking Structure	082958528JUNE14	06/24/2014	362.52	07/14	PD
Total STREET ADMINISTRATION					24,305.58		
100-555551-162	PARKS - EAP SERVICE						
5485	AURORA EAP	AURORA EAP PARKS	11104	07/10/2014	38.37	07/14	PD
100-555551-220	PARKS - UTILITIES						
3330	WE ENERGIES	1638-891-345 DPW Bldg Electric (split)	338891345JUNE14	06/24/2014	371.61	07/14	PD
3330	WE ENERGIES	2428-946-714 Pavillion	428946714JUNE14	06/24/2014	235.38	07/14	PD
3330	WE ENERGIES	3698-542-543 Bathse Wagner Park	398542543JUNE14	06/25/2014	21.10	07/14	PD
3330	WE ENERGIES	6211-699-899 Electric Dog Park	211699899JUNE14	06/24/2014	39.05	07/14	PD
3330	WE ENERGIES	6419-916-677 394 Amanda Street	419916677JUNE14	06/25/2014	9.95	07/14	PD
3330	WE ENERGIES	6895-338-188 355 N Pine St	895338188JUNE14	06/24/2014	95.70	07/14	PD
3330	WE ENERGIES	8430-081-671 Gas 2200 S Pine (split)	430081671JUNE14	06/23/2014	36.86	07/14	PD
					809.65	*	
100-555551-240	PARKS - FUEL, OIL, LUBRICANTS						
4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630 Parks Dept	869297630427	07/01/2014	1,747.07	07/14	PD
Total PARKS					2,595.09		

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
Total GENERAL FUND						31,687.90		
251-555511-162	EAP SERVICE							
	5485	AURORA EAP	AURORA EAP LIBRARY	11104	07/10/2014	211.68	07/14	PD
251-555511-225	TELEPHONE							
	5934	TIME WARNER CABLE-MILW	TIME WARNER CABLE LIBRARY	706795501 - 07/14	07/04/2014	73.52	07/14	PD
	7343	AT & T	AT & T LIBRARY 262 R59-7549 674 8	262R5975490614	06/28/2014	199.32	07/14	PD
						272.84		*
Total FUND EXPENSES						484.52		
Total LIBRARY OPERATIONS FUND						484.52		
621-575740-162	EAP SERVICE							
	5485	AURORA EAP	AURORA EAP WWTP	11104	07/10/2014	111.80	07/14	PD
621-575740-240	FUEL, OIL AND LUBRICANTS							
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630 WWTP	869297630427	07/01/2014	1,097.71	07/14	PD
Total WASTEWATER FUND EXPENSES						1,209.51		
Total WASTEWATER OPERATIONS FUND						1,209.51		
622-404610-000	RESIDENTIAL							
	311	SCOTT, CATHERINE	refund of overpayment w/s bill 432 Herm	4.0337.00	07/07/2014	116.77	07/14	PD
622-506220-000	POWER							
	3330	WE ENERGIES	0882-547-355 Municipal Well (split)	269762568JUNE14	06/24/2014	3,865.39	07/14	PD
	3330	WE ENERGIES	3076-628-864 Electric 508 Sheldon St	076628864JUNE14	06/25/2014	3,911.76	07/14	PD
	3330	WE ENERGIES	3267-293-366 384 Dunford Dr	267293366JUNE14	06/23/2014	732.07	07/14	PD
	3330	WE ENERGIES	3457-108-505 Well #7	457108505JUNE14	06/25/2014	4,156.00	07/14	PD
	3330	WE ENERGIES	6271-254-861 Well #9 (split)	271254861JUNE14	06/24/2014	3,392.71	07/14	PD
	3330	WE ENERGIES	7255-465-187 Municipal Well Filter Builc	255465187JUNE14	06/23/2014	239.02	07/14	PD
						16,296.95		*
Total 622-506220						16,296.95		
622-506230-000	SUPPLIES							
	3330	WE ENERGIES	0882-547-355 Municipal Well (split)	269762568JUNE14	06/24/2014	12.91	07/14	PD
	3330	WE ENERGIES	1438-804-919 WELL #7	438804919JUNE14	06/25/2014	5.10	07/14	PD
	3330	WE ENERGIES	1473-005-365 508 Sheldon St	473005365JUNE14	06/29/2014	10.73	07/14	PD
	3330	WE ENERGIES	6271-254-861 Well #9 (split)	271254861JUNE14	06/24/2014	29.29	07/14	PD
	3330	WE ENERGIES	6499-874-589 801 Weiler Road	499874589JUNE14	06/23/2014	17.39	07/14	PD
	3330	WE ENERGIES	9259-879-303 Karyl St Well #10	259879303JUNE14	06/24/2014	8.99	07/14	PD

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
						84.41		*
Total 622-506230						84.41		
622-509210-000	OFFICE SUPPLY							
	5934	TIME WARNER CABLE-MILW	TIME WARNER CABLE WATER	700401601-07/14	07/02/2014	63.96	07/14	PD
Total 622-509210						63.96		
622-509260-162	EAP SERVICE							
	5485	AURORA EAP	AURORA EAP WATER	11104	07/10/2014	49.86	07/14	PD
Total 622-509260						49.86		
622-509330-000	TRANSPORTATION-SUPPLIES							
	4264	VOYAGER FLEET SYSTEMS INC	Voyager Acct. 869297630 Water Dept	869297630427	07/01/2014	778.85	07/14	PD
Total 622-509330						778.85		
622-509350-000	GENERAL PLANT-SUPPLIES							
	3330	WE ENERGIES	1638-891-345 DPW Bldg Electric (split)	538891345JUNE14	06/24/2014	743.26	07/14	PD
	3330	WE ENERGIES	8430-081-671 Gas 2200 S Pine (split)	430081671JUNE14	06/23/2014	73.76	07/14	PD
						817.02		*
Total 622-509350						817.02		
Total WATER UTILITY FUND						18,207.82		
Grand Total:						51,589.75		

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-294000	ESCROW FUNDS HELD - SIDEWALKS							
	8371 HARPE DEVELOPMENT LLC		Sidewalk Escro for 1509 Serena Lane	1.041565	11/17/2013	1,875.00	07/14	PD
	8371 HARPE DEVELOPMENT LLC		Sidewalk Escro for 1573 Serena Lane	1.042538	02/17/2014	1,750.00	07/14	PD
						3,625.00	*	
100-484847-000	Developer Reimbursement							
	8779 SQUARE ONE HEATING & COOLING		refund of deposit fee for plan & engineer	070814	07/08/2014	22.80	07/14	PD
100-515111-313	CITY COUNCIL - PRINTING							
	1216 Office Copying Equipment, LTD		Summer News Letter	C296655	07/07/2014	1,025.00	07/14	PD
100-515111-399	CITY COUNCIL - PUBLICATION							
	2790 SOUTHERN LAKES NEWSPAPERS LI		Legals - Sidewalk Installment	167490	06/19/2014	62.88	07/14	PD
	2790 SOUTHERN LAKES NEWSPAPERS LI		Legals - Hearing 688 Maryland	167911	06/19/2014	56.36	07/14	PD
						119.24	*	
	Total CITY COUNCIL					1,144.24		
100-515121-243	MUNI COURT - SERVICE CONTRACTS							
	1584 JAMES IMAGING SYSTEMS, INC.		Muni Toshiba ES550	546172	06/17/2014	14.93	07/14	PD
100-515121-248	MUNI COURT - REP & MAINT BLDG							
	3040 VORPAGEL SERVICE INC.		Vorpapel Services Muni	35359	06/25/2014	46.90	07/14	PD
	Total MUNICIPAL COURT					61.83		
100-515132-248	REPAIRS & MAINT BUILDING							
	3040 VORPAGEL SERVICE INC.		Vorpapel Services Admin	35359	06/25/2014	553.41	07/14	PD
100-515132-310	ADMIN - OFF SUPP-POSTAGE							
	1216 Office Copying Equipment, LTD		black & white copies	C296655	07/07/2014	340.09	07/14	PD
	3635 RICHTER'S MARKETPLACE		water refill (split)	062714CH	06/27/2014	2.93	07/14	PD
						343.02	*	
	Total ADMINISTRATOR					896.43		
100-515140-248	CLERK-REPAIRS & MAINT BUILDING							
	3040 VORPAGEL SERVICE INC.		Vorpapel Services Clerk	35359	06/25/2014	46.90	07/14	PD
100-515140-310	CLERK - OFFICE SUPPLIES							
	3635 RICHTER'S MARKETPLACE		water refill (split)	062714CH	06/27/2014	2.92	07/14	PD
	Total CITY CLERK					49.82		
100-515141-248	FINANCE - REP AND MAINT BLDG							
	3040 VORPAGEL SERVICE INC.		Vorpapel Services Finance	35359	06/25/2014	290.78	07/14	PD
100-515141-298	FINANCE - CONTRACT SERVICES							
	7123 CIVIC SYSTEMS, LLC		Semi-Annual Support Fees (split)	CVC11806	06/23/2014	2,802.00	07/14	PD
100-515141-310	FINANCE - OFFICE SUPP/POSTAGE							
	4502 LINDENMEYR MUNROE		LINDENMEYR ENVELOPES Finance	92483283 RI	06/30/2014	374.71	07/14	PD

PD = Fully Paid Invoice PR = Partially Paid Invoice

prepaid
07-15-2014

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GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-515141-533	FINANCE - COPY MACHINE RENTAL							
	1584	JAMES IMAGING SYSTEMS, INC.	Fin Toshiba ES550	546172	06/17/2014	44.78	07/14	PD
Total FINANCE						<u>3,512.27</u>		
100-515161-220	ATTORNEY - CONTRACT							
	8149	BJELAJAC, JOHN M	Attorney Fees for General	14100-000D 6	06/30/2014	915.00	07/14	PD
	8149	BJELAJAC, JOHN M	Aurora Healthcare Development Agreeer	14100-031D 1	06/30/2014	1,770.00	07/14	PD
	8149	BJELAJAC, JOHN M	Attorney Fees for Ordinance: Synthetic T	14100-048D 1	06/30/2014	75.00	07/14	PD
						2,760.00	*	
100-515161-272	ATTORNEY - MUNICIPAL COURT							
	8149	BJELAJAC, JOHN M	Attorney Fees for Municipal Court	14100-099D 6	06/30/2014	3,825.00	07/14	PD
Total ATTORNEY						<u>6,585.00</u>		
100-525220-242	FIRE - REPAIR & MAINT VEHICLES							
	390	BENDLIN FIRE EQUIP. CO., INC.	Bendlin - Sensit Calibration Kit	85062	06/17/2014	172.00	07/14	PD
	1955	MERTEN'S AUTO SERVICE CENTER	MERTENS AUTO SERVICE TOWING C	058585	06/19/2014	137.61	07/14	PD
						309.61	*	
100-525220-244	FIRE - REPAIR MAINT EQUIPMENT							
	390	BENDLIN FIRE EQUIP. CO., INC.	BENDLIN FIRE DEPT HELMET	85228	07/01/2014	346.00	07/14	PD
	1951	MENARDS	Menards Fire Dept Acct # 32120264	54573	06/30/2014	30.57	07/14	PD
	1951	MENARDS	Menards Fire Dept Acct # 32120264	54797	07/03/2014	91.50	07/14	PD
	2590	REINEMANS, INC.	REINEMANS FIRE DEPT SUPPLIES	56100	07/07/2014	8.28	07/14	PD
						476.35	*	
100-525220-248	FIRE - REPAIR MAINT BLDGS							
	1951	MENARDS	Menards Fire Dept Acct # 32120264	54878	07/04/2014	77.44	07/14	PD
100-525220-293	FIRE - FIRE PREVENTION							
	4383	RDJ SPECIALTIES, INC	RDJ - Fire Chiefs Hats Child	074130	06/18/2014	436.51	07/14	PD
	4383	RDJ SPECIALTIES, INC	RDJ - Pencils #2 Custom Black Mood	074324	06/24/2014	234.76	07/14	PD
						671.27	*	
100-525220-298	FIRE- CONTRACT SERVICES							
	1584	JAMES IMAGING SYSTEMS, INC.	RICOH/MP161 Fire Dept	547957	06/30/2014	201.71	07/14	PD
100-525220-520	FIRE - PROPERTY,LIABILITY INS							
	3430	ZAREK INSURANCE, INC.	ZAREK INS Firemans Special Event	7109	06/24/2014	730.00	07/14	PD
Total FIRE DEPT.						<u>2,466.38</u>		
100-525231-298	BLDG INSP - CONTRACT							
	4069	MUNICIPAL SERVICES, LLC	MUNICIPAL SERVICES BLDG INSPEC	201377	07/01/2014	327.75	07/14	PD
100-525231-372	BLDG INSP - AUTO EXPENSE							
	1050	DOUG'S AUTO	DOUGS AUTO REPAIR BLDG	022932	06/27/2014	281.35	07/14	PD
Total BUILDING INSP.						<u>609.10</u>		
100-535321-159	STREETS - CLOTHING ALLOWANCE							
	117	ALSCO	ALSCO DPW (split)	IMIL825315	06/18/2014	138.04	07/14	PD

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GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period		
	117	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL827739	06/25/2014	76.46	07/14	PD	
	117	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL830241	07/02/2014	76.46	07/14	PD	
						290.96	*		
100-535321-242	STREETS - REP MAINT VEHICLES								
	1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHREY SERVICE DPW STOCK	1146677	07/02/2014	2.14	07/14	PD	
	1670	KIMBALL MIDWEST	KIMBALL MIDWEST DPW STOCK	3630969	06/19/2014	74.43	07/14	PD	
	1820	LOIS TIRE SHOP, INC.	tire repair	347682	06/06/2014	25.00	07/14	PD	
	2000	MIKE'S REPAIR SERVICE	MIKES REPAIR DPW SHOP	43916	06/17/2014	16.50	07/14	PD	
	2008	MILLER-BRADFORD & RISBERG INC.	MILLER BRADFORD DPW UNIT 811	IB64509	06/16/2014	991.49	07/14	PD	
	2060	MOTOR PARTS COMPANY, LLC.	MOTOR PARTS DPW UNIT 520	239622	06/19/2014	4.63	07/14	PD	
	7746	RACINE TRUCK SALES	unit 520 parts	103907R	06/30/2014	26.62	07/14	PD	
						1,140.81	*		
100-535321-244	STREETS - REP MAINT EQUIPMENT								
	2008	MILLER-BRADFORD & RISBERG INC.	MILLER BRADFORD DPW UNIT 810	IB64488	06/09/2014	836.39	07/14	PD	
100-535321-248	STREETS REP & MAINT BLDG								
	117	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL825316	06/18/2014	8.46	07/14	PD	
	117	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL830242	07/02/2014	8.46	07/14	PD	
						16.92	*		
100-535321-298	STREETS - CONTRACT SERVICES								
	218	ASPHALT CONTRACTORS, INC	Asphalt Contractors - Commercial 3/4 Bi	2014015	06/23/2014	71.83	07/14	PD	
	1513	INLAND POWER GROUP	yearly inspection and testing on generat	1445740-00	06/24/2014	290.65	07/14	PD	
	3070	WANASEK CORPORATION	WANASEK DPW STREET SWEEPER	3756	06/20/2014	4,850.00	07/14	PD	
	4488	RC ELECTRONIC, INC	RC Electronics - Clarion CZ102 AM-FM	640129	06/30/2014	217.98	07/14	PD	
	5164	DONERITE JANITORIAL SERV INC.	DoneRite Janitorial Cleaning for DPW (s	2547	06/19/2014	368.00	07/14	PD	
						5,798.46	*		
100-535321-310	STREETS - OFF SUPP/POSTAGE								
	2470	QUILL CORPORATION	quill.com (split) Account # C2801524	3731013	06/16/2014	52.38	07/14	PD	
100-535321-330	STREETS - TRAVEL								
	3715	AMERICAN PUBLIC WORKS ASSOC.	APWA 2013 Intl Public Works Congres:	732150	05/28/2014	142.50	07/14	PD	
100-535321-350	STREETS - REP MAINT SUPPLIES								
	1732	LANGE ENTERPRISES	30 x 30 Pedestrian Crosswalk Enforcem	51082	06/17/2014	188.51	07/14	PD	
	1951	MENARDS	Menards Street Dept Acct # 32120266	54546	06/30/2014	20.22	07/14	PD	
	2590	REINEMANS, INC.	Reinemans - Streets Supplies	54789	06/19/2014	14.39	07/14	PD	
	2590	REINEMANS, INC.	REINEMANS DPW MISC HARDWARE	54823	06/19/2014	28.99	07/14	PD	
	2860	TAPCO	TAPCO DPW U-CHANNEL SIGN POST	458394	06/27/2014	154.48	07/14	PD	
	3120	WELDERS SUPPLY COMPANY	WELDERS SUPPLY CO OXYGEN DPV	282444	06/30/2014	33.25	07/14	PD	
	8402	Kaestner Auto Electric Co	DPW - Shop	218902	06/19/2014	94.95	07/14	PD	
						534.79	*		
100-535321-352	STREETS - REP MAINT STORM SEW								
	1951	MENARDS	Supplies for Stormwater Culvert Murphy	54555	06/30/2014	24.59	07/14	PD	
	Total STREET ADMINISTRATION						8,837.80		
100-545411-291	HEALTH OFFICER-CONTRACT								
	4325	MEMORIAL HOSPITAL-WRCHD	MEMORIAL HOSPITAL WRCHD	2014JUNE	06/24/2014	4,696.61	07/14	PD	
	Total HEALTH OFFICER						4,696.61		
100-545430-298	ANIMAL SHELTER								
	709	WISCONSIN HUMANE SOCIETY	ANIMAL SHELTER CONTRACT JUNE	282	07/01/2014	860.92	07/14	PD	

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
Total DOG POUND						860.92		
100-555551-159	PARKS - CLOTHING							
	117	ALSCO	ALSCO DPW (split)	IMIL825315	06/18/2014	30.00	07/14	PD
	117	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL827739	06/25/2014	30.00	07/14	PD
	117	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL830241	07/02/2014	30.00	07/14	PD
						90.00	*	
100-555551-240	PARKS - FUEL, OIL, LUBRICANTS							
	2590	REINEMANS, INC.	Reinemans - Ultra Oil	55187	06/24/2014	197.91	07/14	PD
100-555551-242	PARKS - REPAIR MAINT VEHICLES							
	7746	RACINE TRUCK SALES	Leaf loader (unit 520) parts	103315R	06/17/2014	499.47	07/14	PD
	7746	RACINE TRUCK SALES	RACINE TRUCK SALES- CREDIT	103449R	06/18/2014	86.68	07/14	PD
	7746	RACINE TRUCK SALES	Leaf loader (unit 520) parts	103450R	06/19/2014	123.59	07/14	PD
	7746	RACINE TRUCK SALES	Leaf loader (unit 520) parts	103520R	06/20/2014	98.30	07/14	PD
						634.68	*	
100-555551-248	PARKS - REPAIR MAINT BLDGS							
	117	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL825316	06/18/2014	4.22	07/14	PD
	117	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL830242	07/02/2014	4.22	07/14	PD
						8.44	*	
100-555551-265	PARKS - FESTIVAL EXPENSES							
	8770	Mystic Fireworks	Remaining Amount Due for 4th July Fire	2014 - JULY	07/09/2014	7,000.00	07/14	PD
100-555551-298	PARKS - OUTSIDE SERVICES							
	1513	INLAND POWER GROUP	yearly inspection and testing on generatr	1445740-00	06/24/2014	145.33	07/14	PD
	2330	PATS SERVICES, INC	CITY OF BURLINGTON COMPOST SIT	A-100469	06/17/2014	90.00	07/14	PD
	2330	PATS SERVICES, INC	CITY OF BURLINGTON RIVERSIDE PA	A-100631	06/20/2014	160.00	07/14	PD
	2330	PATS SERVICES, INC	CITY OF BURLINGTON DOG PARK	A-100983	06/27/2014	80.00	07/14	PD
	5164	DONERITE JANITORIAL SERV INC.	DoneRite Janitorial Cleaning for DPW (s	2547	06/19/2014	184.00	07/14	PD
	8778	SIMON'S GARDEN	PLANTING WITH ANNUALS	2017	06/23/2014	500.00	07/14	PD
						1,159.33	*	
100-555551-310	PARKS - OFFICE SUPP, POSTAGE							
	2470	QUILL CORPORATION	quill.com (split) Account # C2801524	3731013	06/16/2014	52.38	07/14	PD
100-555551-350	PARKS - REPAIR/MTCE SUPPLIES							
	1140	ELKHORN CHEMICAL & PACKAGING	ELKHORN CHEMICAL PARKS	549567	06/20/2014	358.92	07/14	PD
	1140	ELKHORN CHEMICAL & PACKAGING	ELKHORN CHEMICAL PARKS	549819	06/27/2014	356.48	07/14	PD
	1951	MENARDS	Menards - Park Dept Acct 32120266	53614	06/19/2014	124.29	07/14	PD
	1951	MENARDS	Menards - Park Dept Acct 32120266	54125	06/25/2014	69.67	07/14	PD
	1951	MENARDS	Menards Park Dept Acct. #32120266	54545	06/30/2014	44.33	07/14	PD
	1951	MENARDS	Menards - Park Dept Acct 32120266	54551	06/30/2014	7.49	07/14	PD
	2590	REINEMANS, INC.	Reinemans -supplies (split)	54644	06/17/2014	35.99	07/14	PD
	2590	REINEMANS, INC.	Reinemans - Parks Supplies	54866	06/20/2014	22.48	07/14	PD
	2590	REINEMANS, INC.	Reinemans - Parks Supplies	55490	06/27/2014	3.00	07/14	PD
	2590	REINEMANS, INC.	Reinemans - Parks	55693	07/01/2014	1.18	07/14	PD
						1,023.83	*	
Total PARKS						10,166.57		
100-565639-399	ECONOMIC DEVELOPMENT							
	2495	RACINE CO ECONOMIC DEV. CORP.	RCEDC 3RD QUARTER CONTRACT	3RD QTR 14	06/25/2014	10,300.00	07/14	PD

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
Total ECONOMIC DEVELOPMENT						10,300.00		
100-565641-298	PLAN COMM - CONTRACT SVCS							
	1940 MEEHAN & COMPANY, INC.	MEEHAN & COMPANY JUNE BILLING		2014JUNE	06/30/2014	1,271.52	07/14	PD
	8149 BJELAJAC, JOHN M	Attorney Fees for Housing Authority		11100-074D 8	06/30/2014	480.00	07/14	PD
						1,751.52 *		
100-565641-299	PLAN COMM - LAND USE							
	4217 KAPUR & ASSOCIATES, INC.	KAPUR 07.0884.01 CTH W TRAIL		82462	06/16/2014	5,655.25	07/14	PD
Total PLANNING COMMISSION						7,406.77		
100-575710-295	CLEAN SWEEP							
	3635 RICHTER'S MARKETPLACE	Richter's - DPW		062614DPW	06/26/2014	49.02	07/14	PD
100-575710-299	GARBAGE- CNTRCT SVCS LANDFILL							
	4217 KAPUR & ASSOCIATES, INC.	Kapur 13.0090.01 Burlington Landfill 20		82474	06/17/2014	5,329.93	07/14	PD
Total GARBAGE COLLECTION						5,378.95		
Total GENERAL FUND						66,620.49		
465-515132-802	ADMIN CAPITAL OUTLAY COMPUTERS							
	5419 GENERAL CODE	GENERAL CODE LASERFICHE		BILL00014563	06/23/2014	3,600.00	07/14	PD
Total ADMINISTRATOR						3,600.00		
Total CAPITAL REPLACEMENT FUND						3,600.00		
621-181000	CONSTRUCTION IN PROGRESS							
	4217 KAPUR & ASSOCIATES, INC.	Kapur 12.0077.01 Phase II - WWTF Upg		82463	06/16/2014	1,131.00	07/14	PD
621-575740-159	CLOTHING ALLOWANCE							
	117 ALSCO	ALSCO WWTP (split) Cust # 012230		IMIL825318	06/18/2014	77.12	07/14	PD
	117 ALSCO	ALSCO WWTP (split) Cust # 012230		IMIL827741	06/25/2014	75.37	07/14	PD
						152.49 *		
621-575740-242	REPAIR, MAINTENANCE VEHICLES							
	5043 IBD, LLC	IBD- Truck #73		110133142	06/24/2014	91.95	07/14	PD
621-575740-244	REPAIRS, MAINT EQUIPMENT							
	117 ALSCO	ALSCO WWTP (split) Cust # 012230		IMIL825318	06/18/2014	10.02	07/14	PD
	117 ALSCO	ALSCO WWTP (split) Cust # 012230		IMIL827741	06/25/2014	10.02	07/14	PD
	117 ALSCO	ALSCO WWTP Cust # 012231 (split)		IMIL827742	06/25/2014	107.84	07/14	PD
	1951 MENARDS	MENARDS WWTP ACCT #32120265		53538	06/18/2014	8.94	07/14	PD
	2060 MOTOR PARTS COMPANY, LLC.	Motor Parts - parts for plant maint.		239673	06/20/2014	36.81	07/14	PD
	2590 REINEMANS, INC.	Reinemans -supplies (split)		54644	06/17/2014	112.02	07/14	PD

PD = Fully Paid Invoice PR = Partially Paid Invoice

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
	2590	REINEMANS, INC.	REINEMANS WWTP SUPPLIES	54726	06/18/2014	53.42	07/14	PD
	2590	REINEMANS, INC.	Reinemans - Credit from acct 94659	54800	06/19/2014	10.60	07/14	PD
	2590	REINEMANS, INC.	REINEMANS WWTP SUPPLIES	54804	06/19/2014	47.01	07/14	PD
	2590	REINEMANS, INC.	Reinemans - Credit from acct 94659	54864	06/20/2014	15.28	07/14	PD
	2590	REINEMANS, INC.	Reinemans - Credit from acct 94659	54881	06/20/2014	13.48	07/14	PD
	2590	REINEMANS, INC.	REINEMANS WWTP SUPPLIES	55336	06/26/2014	46.92	07/14	PD
	5164	DONERITE JANITORIAL SERV INC.	DoneRite Janitorial Cleaning for WWTP	2548	06/19/2014	960.00	07/14	PD
	5709	FASTENAL COMPANY	Fastenal- Trubolt 1/2 x 3 3/4 Z	WIBUR9036	06/18/2014	15.48	07/14	PD
	8589	WERNER ELECTRIC SUPPLY	Werner Electric - Parts	S4204084.001	06/18/2014	76.00	07/14	PD
						1,445.12	*	
621-575740-248	PLANT OPERATION							
	1951	MENARDS	MENARDS WWTP ACCT #32120265	53538	06/18/2014	149.00	07/14	PD
621-575740-249	LABORATORY							
	117	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL825318	06/18/2014	4.71	07/14	PD
	117	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL827741	06/25/2014	4.71	07/14	PD
	117	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL827742	06/25/2014	55.41	07/14	PD
	2180	NCL OF WISCONSIN, INC	NCL Acct No. 6900 WWTP supplies	340120	06/17/2014	520.35	07/14	PD
						585.18	*	
621-575740-254	SLUDGE REMOVAL							
	1040	AQUACHEM OF AMERICA INC	WWTP -Polymer	739AQ	06/20/2014	4,378.50	07/14	PD
621-575740-298	CONTRACT SERVICE							
	7123	CIVIC SYSTEMS, LLC	Semi-Annual Support Fees (split)	CVC11806	06/23/2014	1,401.00	07/14	PD
621-575740-330	SEWER - INSRVC TRNG & TRAVEL							
	3715	AMERICAN PUBLIC WORKS ASSOC.	APWA 2013 Intl Public Works Congres:	732150	05/28/2014	142.50	07/14	PD
621-575740-353	REPAIR & MAINT LIFT STATIONS							
	3070	WANASEK CORPORATION	449 James Street	3770	06/24/2014	2,978.75	07/14	PD
	7546	EVOQUA WATER TECHNOLOGIES LL	SIEMENS WWTP BIOXIDE	901752092	06/18/2014	580.71	07/14	PD
						3,559.46	*	
621-575740-371	REG/PERMITS/OUTSIDE TESTING							
	3815	NORTHERN LAKE SERVICE, INC.	NORTHERN LAKE SERVICE WWTP T	256224	06/19/2014	744.00	07/14	PD
Total WASTEWATER FUND EXPENSES						12,649.20		
Total WASTEWATER OPERATIONS FUND						13,780.20		
622-503460-000	METERS & LABOR							
	3220	MIDWEST METER INC	Hand Held -Trimble Orion Upgrade	0055787-IN	05/28/2014	7,375.00	07/14	PD
Total 622-503460						7,375.00		
622-506230-000	SUPPLIES							
	3120	WELDERS SUPPLY COMPANY	WELDERS SUPPLY CO WATER DEP	280671	06/18/2014	41.38	07/14	PD
Total 622-506230						41.38		
622-506510-000	MAINS, WATER BREAKS-SUPPLIES							

3070	WANASEK CORPORATION	Wanasek - Burl Water Misc	3679	06/03/2014	21,907.26	07/14	PD
5875	GAUGER PLUMBING & HEATING	Pat Torhost Residence - 549 Lewis St	061014	06/10/2014	186.38	07/14	PD
					22,093.64	*	
Total 622-506510					22,093.64		
622-506520-000 SERVICE-SUPPLIES							
3070	WANASEK CORPORATION	Wanasek - Burl Water Misc	3679	06/03/2014	1,156.27	07/14	PD
3070	WANASEK CORPORATION	Ravenswood Water Service Repair	3763	06/20/2014	1,207.10	07/14	PD
5721	HD SUPPLY WATERWORKS, LTD.	HD Supply - Water Dept	C509446	06/12/2014	334.07	07/14	PD
					2,697.44	*	
Total 622-506520					2,697.44		
622-506540-000 HYDRANTS & SUPPLIES							
3070	WANASEK CORPORATION	Wanasek - Menards Hydrant	3684	06/10/2014	3,046.56	07/14	PD
Total 622-506540					3,046.56		
622-509030-000 OFFICE SUPPLIES							
117	ALSCO	ALSCO Water Cust # 025570	IMIL825317	06/18/2014	28.13	07/14	PD
117	ALSCO	ALSCO Water Cust # 025570	IMIL827740	06/25/2014	28.13	07/14	PD
					56.26	*	
Total 622-509030					56.26		
622-509230-000 OUTSIDE SERVICES							
7123	CIVIC SYSTEMS, LLC	Semi-Annual Support Fees (split)	CVC11806	06/23/2014	1,401.00	07/14	PD
Total 622-509230					1,401.00		
622-509300-000 MISCELLANEOUS-SUPPLIES							
2790	SOUTHERN LAKES NEWSPAPERS LI	Standard Press Legals - CCR Notice	166494	06/12/2014	478.64	07/14	PD
Total 622-509300					478.64		
622-509330-000 TRANSPORTATION-SUPPLIES							
2354	PERFORMANCE TIRE & AUTO	Repairs for 2011 Ford - Pickup F250	114778	06/17/2014	31.30	07/14	PD
2354	PERFORMANCE TIRE & AUTO	Repairs for 2007 GMC - Sierra 2500 HD	114890	06/19/2014	28.52	07/14	PD
					59.82	*	
Total 622-509330					59.82		
622-509350-000 GENERAL PLANT-SUPPLIES							
117	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL825316	06/18/2014	8.46	07/14	PD
117	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL830242	07/02/2014	8.46	07/14	PD
525	BUNCH DISTRIBUTING INC	BUNCH DISTRIBUTING WATER DEPT	60385	06/18/2014	158.52	07/14	PD
1513	INLAND POWER GROUP	yearly inspection and testing on generat	1445740-00	06/24/2014	290.65	07/14	PD
5164	DONERITE JANITORIAL SERV INC.	DoneRite Janitorial Cleaning for DPW (s	2547	06/19/2014	368.00	07/14	PD

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
						834.09		*
Total 622-509350						834.09		
Total WATER UTILITY FUND						38,083.83		
623-575740-242	REPAIR, MAINTENANCE EQUIPMENT							
	5117 HUGHES ELECTRIC, INC		installed & repaired windsock at airport	11171	06/22/2014	807.50	07/14	PD
623-575740-245	REPAIR, MAINTENANCE GROUNDS							
	5880 F & W LANDSCAPE SPEC.		F & W LANDSCAPE AIRPORT CUTTIN	2854	07/01/2014	2,400.00	07/14	PD
623-575740-298	CONTRACT SERVICES							
	5538 MEISNER, GARY		GARY MEISNER AIRPORT CONTRAC	JULY 2014	07/08/2014	319.30	07/14	PD
Total 623-575740						3,526.80		
Total AIRPORT FUND						3,526.80		
Grand Total:						125,611.32		

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-239006	LAW-VISION							
	4426	VISION INSURANCE PLAN OF AMER	Vision Ins - Premium billing for August	148776	07/03/2014	717.75	07/14	PD
100-239007	LIFE INSURANCE							
	4062	MINNESOTA LIFE INSURANCE CO	MINNESOTA LIFE 2832L-G	AUG2014	07/18/2014	2,061.88	07/14	PD
100-454591-000	PARK DEPT							
	129	WILLIAMS, JOHN	refund park reservation security deposit	071214	07/12/2014	100.00	07/14	PD
100-484847-000	Developer Reimbursement							
	3539	ECHO LAKE FOODS	refund deposit fee for plan & engineer re	1.043057	07/11/2014	500.00	07/14	PD
100-515132-153	ADMIN - EBC							
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC ADMIN	1866202	07/18/2014	3.45	07/14	PD
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC ADMIN	1893489	07/18/2014	3.45	07/14	PD
						6.90	*	
100-515132-225	ADMIN - TELEPHONE							
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE ADMIN	829440291-06/14	07/04/2014	175.30	07/14	PD
	7343	AT & T	AT & T 262 763-3474 163 6 ADMIN	26276334740714	07/04/2014	18.09	07/14	PD
						193.39	*	
100-515132-298	ADMIN - CONTRACT SERVICES							
	7044	E-vergent.com, LLC	BUS WIRELESS MONTHLY ACCT 161	1610-49	07/07/2014	300.00	07/14	PD
100-515132-310	ADMIN - OFF SUPP-POSTAGE							
	8744	BMO HARRIS BANK N.A.	Complete Tablet Solutions	2547 07/14	07/15/2014	309.99	07/14	PD
	8748	BMO HARRIS BANK N.A.	Lee Newspaper: The Journal Times	4276 07/14	07/15/2014	2.00	07/14	PD
	8748	BMO HARRIS BANK N.A.	CTC Constant Contact	4276 07/14	07/15/2014	5.00	07/14	PD
						316.99	*	
Total ADMINISTRATOR						817.28		
100-515140-330	CLERK - TRAINING & TRAVEL							
	8740	BMO HARRIS BANK N.A.	WI Municipal Clerk Conference	3118 - 07/14	07/15/2014	150.00	07/14	PD
Total CITY CLERK						150.00		
100-515141-153	FINANCE - EMPLOYEE BENEFITS							
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC FINANCE	1866202	07/18/2014	.20	07/14	PD
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC FINANCE	1893489	07/18/2014	.20	07/14	PD
						.40	*	
100-515141-225	FINANCE - TELEPHONE							
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE FINANCE	829440291-06/14	07/04/2014	157.50	07/14	PD
	7343	AT & T	AT & T 262 763-3474 163 6 Finance	26276334740714	07/04/2014	18.08	07/14	PD
						175.58	*	
100-515141-330	FINANCE - TRAVEL							
	8754	BMO HARRIS BANK N.A.	Holiday Inns Manitowoc	4238 07/14	07/15/2014	210.00	07/14	PD
Total FINANCE						385.98		
100-525211-153	POLICE - EMP BENEFITS COOP							
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC POLICE	1866202	07/18/2014	6.50	07/14	PD
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC POLICE	1893489	07/18/2014	6.50	07/14	PD

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prepaid

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
						13.00	*	
100-525211-220	POLICE - UTILITY SERVICES							
	3330 WE ENERGIES		1461-190-073 Gas 224 E Jefferson St	461190073JUNE14	06/24/2014	276.44	07/14	PD
	3330 WE ENERGIES		5843-681-877 224 E Jefferson Electric	843681877JUNE14	06/25/2014	1,867.22	07/14	PD
						2,143.66	*	
100-525211-225	POLICE - TELEPHONE							
	7094 AT & T LONG DISTANCE		AT & T LONG DISTANCE POLICE	829440291-06/14	07/04/2014	379.75	07/14	PD
	7343 AT & T		AT & T 262 763-3474 163 6 POLICE	26276334740714	07/04/2014	90.44	07/14	PD
						470.19	*	
100-525211-244	POLICE - REPAIR & MAINTENANCE							
	8746 BMO HARRIS BANK N.A.		Police Bike Store	4250 07/14	07/15/2014	382.49	07/14	PD
	8746 BMO HARRIS BANK N.A.		Amazon:car charger for cellphone	4250 07/14	07/15/2014	7.75	07/14	PD
	8746 BMO HARRIS BANK N.A.		Amazon:data cables	4250 07/14	07/15/2014	7.48	07/14	PD
						397.72	*	
100-525211-330	POLICE - TRAVEL							
	8743 BMO HARRIS BANK N.A.		Delta Air	1490 07/14	07/15/2014	261.00	07/14	PD
	8743 BMO HARRIS BANK N.A.		WI Police leadership Foundation - Confe	1490 07/14	07/15/2014	135.00	07/14	PD
	8746 BMO HARRIS BANK N.A.		Napoli Restaurant	4250 07/14	07/15/2014	42.10	07/14	PD
						438.10	*	
100-525211-533	POLICE - COPY MACHINE RENT							
	8707 KONICA MINOLTA PREMIER FINANCE		CONTRACT PAYMENT FOR COPY MA	257330266	07/23/2014	332.89	07/14	PD
	Total POLICE DEPT.					3,795.56		
100-525220-153	FIRE - EMPLOYEE BENEFITS							
	5090 EMPLOYEE BENEFITS CORPORATIO		EBC FIRE	1866202	07/18/2014	4.00	07/14	PD
	5090 EMPLOYEE BENEFITS CORPORATIO		EBC FIRE	1893489	07/18/2014	4.00	07/14	PD
						8.00	*	
100-525220-225	FIRE - TELEPHONE							
	7094 AT & T LONG DISTANCE		AT & T LONG DISTANCE FIRE	829440291-06/14	07/04/2014	146.78	07/14	PD
	7343 AT & T		AT & T 262 763-3474 163 6 FIRE	26276334740714	07/04/2014	72.35	07/14	PD
						219.13	*	
100-525220-240	FIRE - FUEL, OIL, LUBRICANTS							
	8749 BMO HARRIS BANK N.A.		Kwik Trip - Fuel	4300 07/14	07/15/2014	128.66	07/14	PD
100-525220-244	FIRE - REPAIR MAINT EQUIPMENT							
	8749 BMO HARRIS BANK N.A.		Arbor Forest	4300 07/14	07/15/2014	309.34	07/14	PD
	Total FIRE DEPT.					665.13		
100-525231-310	BLDG INSP - OPERATING SUPPLIES							
	8751 BMO HARRIS BANK N.A.		Wi Dept Adm Docmt - Bldg Permit Seals	6732 07/14	07/15/2014	305.50	07/14	PD
	Total BUILDING INSP.					305.50		
100-535321-153	STREETS - EMPLOYEE BENEFITS							
	5090 EMPLOYEE BENEFITS CORPORATIO		EBC STREET	1866202	07/18/2014	6.00	07/14	PD
	5090 EMPLOYEE BENEFITS CORPORATIO		EBC STREET	1893489	07/18/2014	6.00	07/14	PD
						12.00	*	
100-535321-157	Inservice Training							
	8755 BMO HARRIS BANK N.A.		Intl Soc Arboriculture	9315 07/14	07/15/2014	750.00	07/14	PD

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-535321-220	STREETS - UTILITIES							
	3330	WE ENERGIES	0688-843-174 830 Milw Ave	388843174	JUNE14 07/10/2014	331.84	07/14	PD
100-535321-225	STREETS - TELEPHONE							
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE DPW	829440291-06/14	07/04/2014	24.76	07/14	PD
	7343	AT & T	AT & T 262 763-3474 163 6 DPW	26276334740714	07/04/2014	36.17	07/14	PD
						60.93	*	
100-535321-261	STREETS - LIGHTING							
	3330	WE ENERGIES	0088-492-988 Traffic Signal	088492988	JUNE14 07/09/2014	36.52	07/14	PD
	3330	WE ENERGIES	2019-198-266 TRAFFIC LIGHTS	019198266	JULY14 07/10/2014	42.47	07/14	PD
	3330	WE ENERGIES	3073-922-427 Milw Ave Echo Lk	073922427	JUNE14 07/09/2014	9.27	07/14	PD
	3330	WE ENERGIES	3277-994-067 Traffic Signal Controller	277994067	JUNE14 07/09/2014	42.47	07/14	PD
	3330	WE ENERGIES	4067-122-145 PARKING LOT	067122145	JUNE14 07/09/2014	23.24	07/14	PD
	3330	WE ENERGIES	4440-397-780 Beaumont Field	440397780	JUNE14 07/09/2014	97.83	07/14	PD
	3330	WE ENERGIES	5639-265-567 650 Milwaukee Ave	339265567	JUNE14 07/09/2014	559.14	07/14	PD
	3330	WE ENERGIES	6438-309-692 Traffic Signal	6438309692	JULY14 07/13/2014	102.13	07/14	PD
	3330	WE ENERGIES	6838-102-431 Traffic Signal	838102431	JUNE14 07/10/2014	302.54	07/14	PD
						1,215.61	*	
Total STREET ADMINISTRATION						2,370.38		
100-555551-153	PARKS - EMPLOYEE BENEFITS							
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC PARK	1866202	07/18/2014	2.00	07/14	PD
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC PARK	1893489	07/18/2014	2.00	07/14	PD
						4.00	*	
100-555551-220	PARKS - UTILITIES							
	3330	WE ENERGIES	0235-568-359 Concession Bldg	235568359	JUNE14 07/09/2014	795.36	07/14	PD
	3330	WE ENERGIES	0635-112-551 Bushnell Soccer Club	635112551	JUNE14 07/01/2014	18.28	07/14	PD
	3330	WE ENERGIES	1486-453-053 Storage Garage	486453053	JUNE14 07/10/2014	18.27	07/14	PD
	3330	WE ENERGIES	2625-548-774 Restrooms at Ballpark	325548774	JUNE14 07/09/2014	64.50	07/14	PD
	3330	WE ENERGIES	2672-334-997 Cabinet Parking Lot	372334997	JUNE14 07/09/2014	124.12	07/14	PD
	3330	WE ENERGIES	3243-370-777 Amanda St	243370777	JUNE14 06/25/2014	36.48	07/14	PD
	3330	WE ENERGIES	3406-030-405 732 Maryland Ave	406030405	JUNE14 06/09/2014	47.12	07/14	PD
	3330	WE ENERGIES	3832-053-838 225 Robert St	832053838	JUNE14 07/06/2014	51.85	07/14	PD
	3330	WE ENERGIES	4278-074-627 Baseball Scoreboard	278074627	JUNE14 07/09/2014	48.82	07/14	PD
	3330	WE ENERGIES	4447-370-241 Pavillion	447370241	JUNE14 07/09/2014	56.88	07/14	PD
	3330	WE ENERGIES	4484-977-713 Riverside Park	484977713	JUNE14 07/09/2014	64.08	07/14	PD
	3330	WE ENERGIES	5200-062-983 517 Congress St	200062983	JUNE14 07/09/2014	9.27	07/14	PD
	3330	WE ENERGIES	5276-292-324 Lighting for bike path	276292324	JUNE14 07/09/2014	24.67	07/14	PD
	3330	WE ENERGIES	7060-825-262 712 Maryland Ave	060825262	JUNE14 07/09/2014	133.59	07/14	PD
	3330	WE ENERGIES	8893-353-410 Electric Sunset Dr	893353410	JUNE14 06/29/2014	120.19	07/14	PD
	3330	WE ENERGIES	9274-302-992 400 Sunset Dr	274302992	JUNE14 06/30/2014	122.69	07/14	PD
						1,736.17	*	
100-555551-350	PARKS - REPAIR/MTCE SUPPLIES							
	8755	BMO HARRIS BANK N.A.	Sherrill Inc- Handsaw	9315	07/14 07/15/2014	82.56	07/14	PD
Total PARKS						1,822.73		
100-565639-399	ECONOMIC DEVELOPMENT							
	8780	FCBA LLC	1st Payment from WEDC	1.044396	07/22/2014	23,986.90	07/14	PD
Total ECONOMIC DEVELOPMENT						23,986.90		

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-575710-297	GARBAGE- CONTRACT SVCS-RECYC							
	5917	Advanced Disposal Services	Advanced Disposal Recycle	C60001184641	06/30/2014	12,684.54	07/14	PD
	5917	Advanced Disposal Services	Advanced Disposal Recycle	C60001184650	06/30/2014	78.01	07/14	PD
						12,762.55	*	
100-575710-298	GARBAGE - CONTRACT SVCS PICKUP							
	5917	Advanced Disposal Services	Advanced Disposal Fuel Charge	C60001184641	06/30/2014	2,146.26	07/14	PD
	5917	Advanced Disposal Services	Advanced Disposal Trash	C60001184641	06/30/2014	30,103.69	07/14	PD
	5917	Advanced Disposal Services	Advanced Disposal Comm Trash	C60001184641	06/30/2014	136.89	07/14	PD
	5917	Advanced Disposal Services	Advanced Disposal Trash	C60001184650	06/30/2014	213.69	07/14	PD
						32,600.53	*	
Total GARBAGE COLLECTION						45,363.08		
Total GENERAL FUND						83,042.17		
251-555511-153	EMPLOYEE BENEFITS							
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC LIBRARY	1866202	07/18/2014	16.75	07/14	PD
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC LIBRARY	1893489	07/18/2014	16.75	07/14	PD
						33.50	*	
251-555511-225	TELEPHONE							
	8737	BMO HARRIS BANK N.A.	Google - on going	0568 07/14	07/15/2014	54.16	07/14	PD
251-555511-247	REPAIR,MAINTENANCE BUILDING							
	8737	BMO HARRIS BANK N.A.	Ambient Weather- indoor/outdoor anten	0568 07/14	07/15/2014	80.18	07/14	PD
251-555511-310	OFFICE SUPPLIES, POSTAGE							
	4008	CONCEPTS UNLIMITED, INC.	Roll of 2000 #1 2" x 2" Detection Labels	CP114-20	05/23/2014	212.00	07/14	PD
	8738	BMO HARRIS BANK N.A.	Wal-Mart	0543 07/14	07/15/2014	50.50	07/14	PD
						262.50	*	
251-555511-312	COMPUTER SUPPLIES							
	8737	BMO HARRIS BANK N.A.	Best Buy - Monitor	0568 07/14	07/15/2014	157.84	07/14	PD
251-555511-327	MATERIALS							
	1620	JOURNAL SENTINEL	JOURNAL SENTINEL, LIBRARY SUBS	4077143 2014	07/22/2014	319.42	07/14	PD
	8736	BMO HARRIS BANK N.A.	Walmart	1756 07/14	07/15/2014	137.39	07/14	PD
	8736	BMO HARRIS BANK N.A.	Walmart - DVD's	1756 07/14	07/15/2014	100.96	07/14	PD
	8736	BMO HARRIS BANK N.A.	Walmart (split)	1756 07/14	07/15/2014	41.00	07/14	PD
	8736	BMO HARRIS BANK N.A.	Walmart - DVD's	1756 07/14	07/15/2014	58.16	07/14	PD
	8736	BMO HARRIS BANK N.A.	Walmart (split)	1756 07/14	07/15/2014	22.10	07/14	PD
						679.03	*	
251-555511-345	PROGRAMS							
	8736	BMO HARRIS BANK N.A.	Subway	1756 07/14	07/15/2014	5.65	07/14	PD
	8736	BMO HARRIS BANK N.A.	Subway	1756 07/14	07/15/2014	3.76	07/14	PD
	8736	BMO HARRIS BANK N.A.	Subway	1756 07/14	07/15/2014	7.53	07/14	PD
	8736	BMO HARRIS BANK N.A.	Sentry Walworth	1756 07/14	07/15/2014	12.52	07/14	PD
	8745	BMO HARRIS BANK N.A.	Ja-Ann Fabric - sand for science display	3671 07/14	07/15/2014	52.24	07/14	PD
						81.70	*	
Total FUND EXPENSES						1,348.91		
Total LIBRARY OPERATIONS FUND						1,348.91		

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
465-555551-804	PARKS CAPITAL OUTLAY P O EQUIP							
	2871	TCF EQUIPMENT FINANCE, INC	Mower Financing- Contrat # 008-065880	3795875	06/30/2014	342.28	07/14	PD
Total PARKS						342.28		
Total CAPITAL REPLACEMENT FUND						342.28		
621-575740-153	EMPLOYEE BENEFITS							
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC WWTP	1866202	07/18/2014	5.20	07/14	PD
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC WWTP	1893489	07/18/2014	5.20	07/14	PD
						10.40	*	
621-575740-220	WWTP-ELECTRIC							
	3330	WE ENERGIES	6268-292-660 Shiloh Lift Station	268292660JUNE14	06/30/2014	46.32	07/14	PD
	3330	WE ENERGIES	7672-906-685 Lift Station 2224 S Milw	372906685JUNE14	07/10/2014	202.47	07/14	PD
	3330	WE ENERGIES	8098-971-449 Sewer Lift - Fox River Lar	1098971449JULY14	07/13/2014	35.89	07/14	PD
	3330	WE ENERGIES	8635-875-051 Krift Av 800 Ft S Industria	335875051JUNE14	07/06/2014	77.98	07/14	PD
						362.66	*	
621-575740-225	TELEPHONE							
	7692	VERIZON WIRELESS	SCADA WWTP Acct # 242013605-000C	9728381503	07/10/2014	57.50	07/14	PD
621-575740-248	PLANT OPERATION							
	5917	Advanced Disposal Services	Advanced Disposal Wastewater	C60001184649	06/30/2014	64.49	07/14	PD
621-575740-310	OFFICE SUPPLIES, POSTAGE							
	8741	BMO HARRIS BANK N.A.	Best Buy -Yurbuds	3100 07/14	07/15/2014	86.61	07/14	PD
Total WASTEWATER FUND EXPENSES						581.66		
Total WASTEWATER OPERATIONS FUND						581.66		
622-404710-000	MISC SERVICE REVENUES							
	8781	WI TITLE CLOSING SERVICE, INC	341 N Kendrick Ave., Burlington WI	072114	07/21/2014	14.50	07/14	PD
622-506220-000	POWER							
	3330	WE ENERGIES	8682-353-384 WELL #10 (split)	382353384JUNE14	06/25/2014	715.69	07/14	PD
Total 622-506220						715.69		
622-506230-000	SUPPLIES							
	3330	WE ENERGIES	8682-353-384 WELL #10 (split)	382353384JUNE14	06/25/2014	31.64	07/14	PD
Total 622-506230						31.64		
622-506530-000	METERS, REPAIRS & TESTING-SUPP							
	8781	WI TITLE CLOSING SERVICE, INC	341 N Kendrick Ave., Burlington WI	072114	07/21/2014	145.00	07/14	PD

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
Total 622-506530						145.00		
622-509030-000	OFFICE SUPPLIES							
	3599	PETTY CASH WATER DEPT	Pett Cash Reimbursement - Water Dep	JULY2014	07/15/2014	5.14	07/14	PD
Total 622-509030						5.14		
622-509210-000	OFFICE SUPPLY							
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE WATER	829440291-06/14	07/04/2014	22.50	07/14	PD
	7343	AT & T	AT & T 262 763-3474 163 6 WATER	26276334740714	07/04/2014	36.17	07/14	PD
						58.67	*	
Total 622-509210						58.67		
622-509260-000	EMPLOYEE REIMBURSEMENT							
	8752	BMO HARRIS BANK N.A.	WI Water Association - Seminar	4284 07/14	07/15/2014	198.00	07/14	PD
622-509260-153	EMPLOYEE BENEFITS							
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC WATER	1866202	07/18/2014	7.90	07/14	PD
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC WATER	1893489	07/18/2014	7.90	07/14	PD
						15.80	*	
Total 622-509260						213.80		
Total WATER UTILITY FUND						1,184.44		
623-575740-200	FUEL FOR RESALE							
	6929	SIERRA PETROLEUM CO, INC.	SIERRA PETRO JET FUEL	81912	07/11/2014	25,987.06	07/14	PD
	6929	SIERRA PETROLEUM CO, INC.	SIERRA PETRO AV GAS 100LL	82056	07/17/2014	37,526.40	07/14	PD
						63,513.46	*	
623-575740-220	ELECTRIC							
	3330	WE ENERGIES	3243-871-135 Bieneman Road	243871135JUNE14	07/09/2014	9.27	07/14	PD
	3330	WE ENERGIES	4066-688-457 703 Airport Office Gas	066688457JUNE14	07/09/2014	10.94	07/14	PD
	3330	WE ENERGIES	4619-277-006 703 Airport Office Electric	319277006JUNE14	07/09/2014	451.51	07/14	PD
	3330	WE ENERGIES	6069-094-440 Airport Runway Lights	069094440JUNE14	07/09/2014	256.34	07/14	PD
	3330	WE ENERGIES	6280-861-972 Runway 29 Lighting	280861972JUNE14	07/09/2014	10.40	07/14	PD
	3330	WE ENERGIES	6831-002-581 FUELING AREA	831002581JUNE14	07/09/2014	56.83	07/14	PD
	3330	WE ENERGIES	7460-654-921 707 Airport Rd	460654921JUNE14	07/09/2014	49.24	07/14	PD
	3330	WE ENERGIES	8044-510-981 HANGAR	044510981JUNE14	07/09/2014	9.30	07/14	PD
	3330	WE ENERGIES	8460-785-002 Bieneman Rd Beacon	460785002JUNE14	07/09/2014	25.94	07/14	PD
						879.77	*	
623-575740-225	TELEPHONE							
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE AIRPORT	829440291-06/14	07/04/2014	22.50	07/14	PD
	7343	AT & T	AT & T 262 763-3474 163 6 Airport	26276334740714	07/04/2014	54.26	07/14	PD
						76.76	*	
Total 623-575740						64,469.99		

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
Total AIRPORT FUND						64,469.99	
864-121100	TAXES RECEIVABLE						
	2520	RACINE COUNTY TREASURER	parcel 03-19-32-581-200 paid on PSN	39209	07/08/2014	1,715.00	07/14 PD
Total TAX ROLL FUND						1,715.00	
Grand Total:						152,684.45	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

Emp No	Name	21-01 MISC REIMB Emp Amt	22-00 MOVING EXP Emp Amt	-00 Emp Amt	23-01 MILEAGE Emp Amt	23-02 MEALS Emp Amt	23-03 OTHER TRAV Emp Amt	Total Amounts
100011287	DEQUAKER, STEVEN J.	.00	.00	.00	150.08	.00	.00	150.08
100081162	MCCARTHY, TAMARA A.	.00	.00	.00	21.28	.00	.00	21.28
Grand Totals: 2 Employees		.00	.00	.00	171.36	.00	.00	171.36

Emp No	Name	21-01 MISC REIMB Emp Amt	22-00 MOVING EXP Emp Amt	-00 Emp Amt	23-01 MILEAGE Emp Amt	23-02 MEALS Emp Amt	23-03 OTHER TRAV Emp Amt	Total Amounts
100011288	HALBACH, DIAHNN C	.00	.00	.00	169.12	100.00	.00	269.12
100081204	RYBARCZYK, CAROLE A.	.00	.00	.00	41.44	.00	.00	41.44
100111120	SOLOFRA, PATRICIA S.	.00	.00	.00	179.20	100.00	460.00	739.20
Grand Totals: 3 Employees		.00	.00	.00	389.76	200.00	460.00	1,049.76



City Clerk
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
www.burlington-wi.gov

Common Council Agenda Item Number: 10	Date: August 5, 2014
Submitted By: Diahnn Halbach, City Clerk	Subject: Licenses & Permits

OPERATOR'S LICENSES RECOMMENDED FOR APPROVAL

See Attached

SPECIAL EVENTS

See Attached

LIQUOR LICENSES

See Attached

Financial Remarks:

Applicants are charged a fee of which a portion funds the background checks performed by the Police Department. Business license fees are calculated on a case by case basis depending on the type of license applied for.

Executive Action:

Staff recommends the Common Council accept the presented licenses at the August 5, 2014 Common Council meeting.

2014-2015 OPERATOR'S LICENSE TO BE APPROVED

1.	Alby	Julie	Ann
2.	Anton-McGraw	Lanna	Christine
3.	Aull	Nicole	Rae
4.	Bernard	Martha	Elaine
5.	Bieneman	Anne	Marie Margaret
6.	Crandall	Deborah	Kay
7.	Derks	Nicole	Elizabeth
8.	Escobar	Tasha	Mae
9.	George	Laura	Ann
10.	Gramhofer	Nicole	Marie
11.	Hartlage	Samantha	V.
12.	Hedman	Krista	Nicole
13.	Hintz	Justin	L.
14.	Hurst	Jesse	F.
15.	Kissinger	Emma	L.
16.	Kobernick	Katlin	Paige
17.	Koenen	Carolyn	Lee
18.	Lancour	Jason	Matthew
19.	Lindberg	Amber	Nicole
20.	Lois	Douglas	J.
21.	Mantey	Cynthia	Joy
22.	Morgan	Cathy	Beth
23.	Newell	Kara	L.
24.	Percente	Samantha	Marle
25.	Rice	Katharine	Renee
26.	Silva	Juan	F.
27.	Sims	Jeannette	Kaye
28.	Soliz	Susanna	
29.	Thomas	Jennifer	Susan
30.	Way	Codi	Marie

UPCOMING SPECIAL EVENTS TO BE APPROVED

Applicant Name: Tim Beix – Burlington Lion's Club
Special Event: Burlington Pool Fundraiser
Date of Event: Saturday, August 23, 2014
Time of Event: 6:00 p.m. to 12:00 a.m.
Location: Devor Park
Expected Attendance: 150 or more
Description: Pig Roast, Beer, Soda, Music, Raffles to raise funds for the Burlington Pool

Applicant Name: John Adams – Life Bridge Community Church
Special Event: Benefit for TLC
Date of Event: Saturday, August 9, 2014
Time of Event: 6:00 p.m. to 12:00 a.m.
Location: Run Route – Calumet St. to McCanna Pkwy (Brunch at McCanna Pkwy)
Expected Attendance: 100-150
Description: 5k and brunch to benefit the Transitional Living Center

Applicant Name: Madonna Carr – Bike Burlington Wisconsin
Special Event: Sweet History Ride
Date of Event: Saturday, August 23, 2014
Time of Event: 10:00 a.m. to 2:00 p.m.
Location: Bike route through and around Burlington for History Tour
Expected Attendance: 20-50
Description: Open to all ages; participants receive map and coupons to local merchants. Able to go on guided tour or on their own. Docents will be available at various locations to give historical background of area houses and businesses.

08/05/2014 – Council Meeting

NOTICE IS HEREBY GIVEN that the following applications have been filed with the city clerk to deal in intoxicating and fermented malt beverages:

COMBINATION "CLASS A"

Name: OM Burlington Oil, Inc.
Trade Name: Express Gas Station
Address: 364 Milwaukee Avenue
Agent: Kalpesh Patel
Address: 1776 Saturday Evening Ave., Dyer, IN 46311

CLASS "B" FERMENTED MALT BEVERAGES

Name: Haylofters, Inc.
Trade Name: Haylofters, Inc.
Address: 109 N. Main Street
Agent: Don Fresen
Address: 165 W. Jefferson Street



CITY OF BURLINGTON

Administration Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
www.burlington-wi.gov

Common Council Item Number: 13 A	Date: August 5, 2014
Submitted By: Kevin Lahner, City Administrator	Subject: Resolution 4681(15) to consider amending the Revolving Loan Fund Loan manual.

Details:

Please see the attached memorandum from Carolyn Engel, Business Finance Manager for the Racine County Economic Development Corporation regarding amending the Revolving Loan Fund Loan manual.

Options & Alternatives:

The Common Council could accept all of the revisions keep the current document or accept only some of the revisions.

Financial Remarks:

N/A

Executive Action:

This item was discussed at the July 1, 2014 Committee of the Whole meeting and is scheduled for the August 5, 2014 Common Council meeting for consideration.

Resolution No.
Introduced by: Committee of the Whole

**RESOLUTION AMENDING THE CITY OF BURLINGTON REVOLVING LOAN FUND
POLICY AND PROCEDURES MANUAL**

WHEREAS, the Racine County Economic Development Corporation (RCEDC) provides economic development assistance to the City of Burlington; and

WHEREAS, the City of Burlington Revolving Loan Fund (RLF) encourages economic development and the creation and retention of employment in the City of Burlington; and

WHEREAS, RCEDC desires to amend the rules and regulations of the program's guidelines through the City of Burlington's *Community Development Block Grant - Revolving Loan Program - Policies and Procedures Manual*.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Burlington that an amendment to the *Community Development Block Grant - Revolving Loan Program Policies and Procedures Manual* as prepared by RCEDC for the City of Burlington is hereby approved.

Introduced: July 1, 2014
Adopted:

Robert Miller, Mayor

Attest:

Diahn Halbach, City Clerk



MEMORANDUM

TO: Burlington City Council

FROM: Carolyn Engel, Business Finance Manager

DATE: July 1, 2014

RE: Changes Made to the City of Burlington Revolving Loan Fund Program Policies and Procedures Manual

The Request

The Racine County Economic Development Corporation (RCEDC) requests City Council's approval of updates made to the City of Burlington Policies and Procedures Manual (Manual) which regulates the City's Community Development Block Grant – Revolving Loan Fund (RLF) program. A redlined version of the updated Manual is attached for your reference.

Manual Updates

The following is a summary of the key changes requested be approved for the Manual. The attached Manual is a redlined version reflecting all updates made to the Manual.

1) Change Job Creation/Retention Requirement to 1 job/\$35,000 CDBG RLF Dollars Loaned (page 11, Section 3.6 (2))

The current job creation formula for eligibility of City CDBG RLF loan dollars is 1 job/\$20,000 of RLF dollars borrowed. The DOA is changing its policies to allow for 1 job/\$35,000 of RLF dollars borrowed. This new requirement will allow for more applicants to be eligible for funding. It is also more consistent with requirements of other loan funds regulated by the Economic Development Administration which requires 1/\$35,000. As a comparison, the US Small Business Administration requires 1 job/\$65,000. Both EDA and SBA allow for exceptions to be made when other community benefits are realized. The City CDBG fund does not have that flexibility. Only projects that meet the job creation/retention requirement are eligible for funding.

2) Job Creation Will Be Measured From the Time of Loan Commitment (Page 11, Section 3.6(2); and Page 19, Section 7.1(8))

The requirements would be changed to allow job creation to be counted from the time of loan commitment rather than loan closing. This accommodates companies making immediate hires once they secure the necessary financing as the Company prepares for its expansion and completes its project.

3) New Employee Certification Form to Measure Low-to Moderate Income Persons Applying for Newly Created Jobs (Page 23)

The form previously used by the Wisconsin Economic Development Corporation has been replaced with one used by DOA.

**CITY OF BURLINGTON
STATE OF WISCONSIN**

REVOLVING LOAN FUND PROGRAM

POLICIES AND PROCEDURES MANUAL

Prepared by the:

Racine County Economic Development Corporation
2320 Renaissance Boulevard
Sturtevant, Wisconsin 53177
~~October 2013~~ July 2014

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FOREWORD

In 1991, the Wisconsin Department of Development (DOD) f/k/a the Wisconsin Department of Commerce and n/k/a Wisconsin Economic Development Corporation) awarded the City of Burlington a \$307,000 Wisconsin Development Fund (WDF) grant, of which \$300,000 was loaned to American Bin & Conveyor, Inc. for a business development project in the City. Subsequently, the City and the Company, entered into an agreement on February 27, 1991 that provided for the repayment of the business loan over a term of 10 years with a deferral of principal and interest payments for the first two years of the loan term. The loan term began on March 15, 1991, and the first loan payment was due on March 15, 1993. Repayments on the WDF loan, as well as repayments of future WDF loans, will be used to establish a low-interest revolving loan fund (RLF) that will be available to local businesses. The purpose of this plan is to set forth the criteria for future loan from the RLF. It is noteworthy that the Community Development Block Grant (CDBG) RLF programs are now regulated by the State Department of Administration (DOA).

SECTION 1. GENERAL PROVISIONS

1.1 PURPOSE

The purpose of the policies and procedures contained within this manual, hereafter referred to as the RLF Manual, is to present the criteria which governs the economic development activities assisted with funds made available through the City of Burlington's Revolving Loan Fund (RLF) program.

1.2 OBJECTIVES

Economic development activities assisted with funds made available through the RLF Program are intended to meet the following objectives:

- (1) To encourage the creation and retention of permanent jobs which provide a wage, appropriate to the skills and experience of the local labor force and that is competitive. A minimum of 51% of the jobs created shall be made available to low and moderate income persons. See section 3.6 (3) for requirement and definitions.
- (2) To encourage the leveraging of new private investment into the City of Burlington in the form of fixed asset investment, particularly in land and buildings, and manufacturing equipment.
- (3) To perpetuate a positive and proactive business climate which encourages the retention and expansion of existing businesses and helps to attract desirable new businesses.
- (4) To implement the most recent Racine County Economic Development Plan goals and objectives.
- (5) To maintain and promote a diverse mix of employment opportunities and to minimize seasonal or cyclical employment fluctuations.
- (6) To encourage the development and use of modern technology and create safe work environments.
- (7) To encourage dairy producers to undertake capital improvement projects that will result in a significant increase in milk production.

1.3 AMENDMENTS and MODIFICATIONS

The City of Burlington may from time to time amend the provisions imposed by the policies and procedures contained within the RLF manual and such amendments are subject to prior written approval by the Wisconsin Economic Development Corporation (WEDC) Department of Administration (DOA), administrator of Wisconsin Community Development Block Grant (CDBG) Program that provides the funds used to capitalize the RLF.

SECTION 2. ADMINISTRATION

2.1 LOAN COMMITTEE

- (1) The City of Burlington accepts full responsibility for the appropriate administration of the RLF program. Funding decisions relative to RLF loans will be made by the City of Burlington City Council based upon a recommendation by the Racine County Economic Development Corporation (RCEDC) Loan Committee.
- (2) The City of Burlington has entered into an agreement with the RCEDC whereby the City designates RCEDC as its agent for the administration of the RLF program (RLF Administrator).
- (3) The RLF Administrator shall explain the RLF Program to prospective applicants, provide written information, assist applicants in completing applications, and process requests for financing. The Administrator, where necessary and appropriate, shall counsel or guide loan applicants to other more appropriate technical and financial resources when the loan applicant has needs beyond those available from the RLF program.
- (4) The Administrator shall periodically review all financial statements and loan amortization schedules of RLF loan recipients, review and approve documentation of business expenditures financed with RLF proceeds, record RLF security instruments, maintain the RLF accounting records which shall be segregated from other community accounts, and report semi-annually on such forms at such times as required by ~~WEDC-DOA~~ regarding the use of the RLF funds.
- (5) The RCEDC Loan Committee shall function as the RLF Loan Review Committee which will consist of individual's representative of broad community interests, and having special expertise and knowledge of commercial lending and economic development processes. The Loan Review Committee shall have the authority to review, select and recommend loan applications to the City of Burlington governing body for final approval. The RCEDC Loan Committee shall also have the authority to make policy recommendations for the administration of the program. Periodic activity reports prepared by the RLF Administrator shall be provided to members of the City of Burlington's governing body.
- (6) The RCEDC attorney shall prepare all loan agreements, all promissory notes mortgage and other lien instruments, and counsel the City of Burlington on default matters. All attorney fees incurred shall be charged to the borrower. (See Section 2.4 Administration)
- (7) The RLF Administrator shall be responsible for the maintenance of all other records for the RLF, particularly those related to the expenditures of the RLF moneys for the program administration purposes.

2.2 MEETINGS

The RCEDC Loan Committee and Burlington's City Council meetings shall be held on an as-needed basis. Pursuant to Section 19.84, Wisconsin Statutes, all Burlington City Council members and the general public shall be given prior notice of each City Council meeting. A majority of the Committee in attendance at a meeting constituting a quorum shall be required for official Committee action. Official actions must have the support of the majority of the total Committee. Vacant positions on the Committee shall be counted in determining the total number of Committee members.

2.3 RECORDS

Written records of all program activities, including program meetings, loan applications, and related documents, shall be maintained in appropriate files. All files shall be maintained in a secure place with limited access by authorized personnel. The City of Burlington's legal counsel shall be consulted in regard to compliance with state and municipal open records laws.

The following files shall be established and maintained for each loan recipient:

- (1) Loan Application and Recommendation File: This file contains all application, business financial statements, personal financial statements, credit reports, business plan documents, a summary of the credit analysis, recommended actions for the application, and other supporting loan information submitted to the RCEDC, including all applicable correspondence, shall be placed in a permanent file. The minutes of the RCEDC Loan Committee summarizing the action taken on the loan request shall be maintained separately in the RCEDC archives.
- (2) Loan Closing File: Contains copies of all loan closing documents. All legal documents from the loan closing, including security instruments, the note and other applicable correspondence shall be placed in a locked; fireproof filing cabinet and located in the offices of RCEDC. Copies of the loan closing documents and an amortization schedule will be provided to the loan recipient, along with an invoice, if applicable, for loan closing and servicing fees.
- (3) Loan Servicing File: Contains all records of subsequent activity related to the supervision and monitoring of the loan. This file will include:
 - 1) List of applicable loan covenants;
 - 2) Records of site visits conducted periodically to each loan recipient, the scheduling of which depends on the nature of the project, highlighting any information that can help in rating the overall condition/risk of the loan;
 - 3) Certificates of insurance for builders risk, property-casualty, and life insurance, as applicable;
 - 4) Evidence of payment of real estate taxes, if applicable;
 - 5) Borrower financial statements as required by the loan covenants and annual grade comment sheet by the RLF Administrator;
 - 6) Documentation for job creation and retention;
 - 7) All written correspondence;
 - 8) Record of important telephone conversations; and
 - 9) Any other documents received that are deemed important in servicing the loan.
- (4) "Tickler" System: To ensure that loan repayments, financial information, the loan agreement, UCC updates, and other time sensitive documentation requirements are tracked and obtained as

required, the following information will be maintained in the Loan Servicing File, the Portfolio Status Report, and on the Servicing Spreadsheet.

- 1) Expiration dates for property, casualty and life insurance policies;
- 2) Due dates for all financial statements;
- 3) Expiration dates for UCC financing statements, the reminder to update being at least 45 days prior to the expiration of the UCC filing on hand;
- 4) Scheduled dates of annual loan performance and covenant reviews;
- 5) Dates for site visits;
- 6) Due dates for property tax payments and dates by which the City of Burlington expects to hear from the borrower regarding confirmation of payment of taxes;
- 7) Review dates for job monitoring, and
- 8) Dates on which loans will be notified of scheduled changes in the loan repayment schedule per loan agreements.

- (5) Repayment Monitoring File: This file includes the loan amortization schedule, status of payments, and the outstanding balance of the loan. Observations suggesting concerns or problems shall be reported to the RCEDC Loan Committee and notations shall be placed in the tickler file to remind the RLF Administrator of the need to provide continued monitoring. Payments will be tracked via computer program.

The RCEDC will notify the loan recipient in writing of any payment deficiencies of the action that will be taken should the payment not be made. Should there be a late payment; the RCEDC will contact the loan recipient to determine the reason for the delayed payment. Contact may need to be made with other participating lender(s) to determine if their loans are current and to alert the lender(s) of a potential problem. All payments shall be applied first to accrued late payment penalties, then to collection costs, then to interest accrued, and then to principal.

- (6) Loan Review: All loans are to be reviewed on an annual basis, and at such other times as may be deemed necessary by the RLF Administrator or the City of Burlington. The review shall follow receipt of the fiscal year-end financial statements, the year-end progress reports, and site visits. A report on the loan review shall be in the file and address the following: timeliness of monthly payments; condition of collateral securing the loan and status of security documents (i.e. mortgages, UCC filings); overall financial condition of the business; the presence of material liens or lawsuits; and violations of loan covenants and suggested corrective actions.

If the business is experiencing problems with any of the above criteria, the RLF Administrator is to work with the loan recipient to identify actions that are needed to correct the identified deficiencies, including possible restructuring of the loan to protect the City of Burlington's interest and meet the needs of the business. If appropriate, the Administrator will arrange for business assistance, including services available through the University of Wisconsin-Extension, Small Business Development Center (SBDC), the Service Corp of Retired Executives (SCORE), and other entities having an interest in serving the needs of businesses.

In the event the findings of the loan review suggest serious problems, particularly if the loan is at risk for default, RCEDC will work with the RCEDC attorney and the City of Burlington attorney in order to initiate steps necessary to protect the loan and to insure the maximum repayment of the balance due. Corrective actions may be achieved through restructuring or if necessary, foreclosure.

2.4 ADMINISTRATION

Reasonable administrative funds may be withdrawn from the RLF to cover personnel costs and other administrative expenses. Local funds may be used in situations when loan repayments are insufficient to cover administrative costs. Administrative expenses up to fifteen (15) percent of program income may be used for direct loan administrative costs. In addition to paying costs for RLF administration, these funds may be used for the following:

- (a) Legal costs.
- (b) Consulting fees for credit analysis, business plan reviews and technical assistance.
- (c) Office supplies, copying, typing, mailing, and related expense.
- (d) Training costs.

The City of Burlington may also require the following fees:

- (a) Loan Origination Fee: A fee of \$500 to be paid at the time the loan application is approved by the RCEDC Loan Committee and the City of Burlington.
- (b) Loan Processing Fee: An amount equal to 1.5% of the loan amount. This fee will be inclusive of the Loan Origination Fee. The loan processing fee will be waived on loans of \$5,000 or less.
- (c) Out-of-Pocket Fees: All out-of-pocket expenses related to determining the value of collateral and perfecting security interest of the City of Burlington's and other fees to cover charges directly related to either processing an application or servicing a loan, including but not limited to, appraisals, title reports, lien searches, credit reports, UCC filing fees and Register of Deeds fees. All fees collected go to the RLF. The accounting of the fee revenue placed in the RLF will include separate line items to track administrative expenses recovered.
- (d) Legal Fees: A fee \$1,100 for the preparation of the loan agreement, the note, all security agreements and related documents as required by the loan commitment. All fees collected go to the RLF. The accounting of the fee revenue placed in the RLF shall include separate line items to track administrative expenses recovered.

SECTION 3. ELIGIBILITY CONSIDERATIONS

3.1 ELIGIBLE AREA

The area served by the RLF program shall be the City of Burlington and its environs which shall include any area where economic activity shall directly impact the City and its residents.

3.2 ELIGIBLE APPLICANTS

- (1) Applicants shall be any business wishing to establish a new operation, expand an existing operation or construct a facility for lease to business(s) located in the Eligible Area and which will comply with the Program Requirements. (Section 3.6)
- (2) Applications may be submitted by the sole proprietor, managing member, managing partners, or Chief Executive Officer of any business wishing to establish a new operation or expand an existing operation within the Eligible Area.
- (3) No member of the Burlington City Council, the RCEDC Loan Committee, or any other official, employee, or agent of the City of Burlington who exercises decision-making functions or responsibilities in connection with the implementation of this program is eligible for financial assistance under this program. Former Burlington City Council members and RCEDC Loan Committee members are ineligible to apply for or receive loan or grant funds for a period of one year from the date of his/her services.
- (4) No program loans will be made which are in conflict with Section 946.13 of the Wisconsin Statutes (Private Interest in Public Contract Prohibited).
- (5) Applicants shall not be disqualified based age, race, religion, color, handicap, sex, physical condition, development disability as defined in s. 51.01(5), sexual orientation or national origin. In any employment or construction activity related to the use of business proceeds.
- (6) To abide by all federal laws, when applicable. These include, but may not be limited to: The Civil Rights Act of 1964; the Age Discrimination Act of 1975; the Davis-Bacon Act, as amended; the Contract Work Hours and Safety Standards Act; the Copeland "Anti-Kickback" Act; and, all regulations pursuant to these Acts.

3.3 ELIGIBLE ACTIVITIES

Program loans shall be available to eligible applicants for the following activities:

- (1) The acquisition of land and buildings.
- (2) Machinery and equipment acquisition, furniture and fixtures.
- (3) Site preparation and the construction or reconstruction of buildings or the installation of fixed equipment.
- (4) Clearance, demolition, or the removal of structures or the rehabilitation and renovation of buildings, façade renovations and other such improvements.

- (5) Leasehold improvements, where the term of the RLF loan is equal to the lease period or five years, whichever is less.
- (6) Business acquisition through purchase of assets or stock, or rolling stock.
- (7) The payment of assessments for sewer, water, street, and other public utilities if the provision of the facilities will directly create or retain jobs.
- (8) Working capital.
- (9) Purchase of dairy cows resulting in significant long-term increases in capacity to produce milk.
- (10) Training costs which are incurred to create or retain the jobs resulting from the RLF loan or which will create or retain jobs as a result of maintaining the competitiveness of the borrower.

3.4 INELIGIBLE ACTIVITIES

Program loans shall not be available for the following activities:

- (1) Refinancing or consolidating of existing debt.
- (2) Reimbursement for expenditures prior to loan approval. Loan Applicants with reasonable justification for urgent expenditures may provide a Letter of Intent to the RLF Administrator to apply for RLF financing. Subsequent to the receipt of the letter of Intent, the loan applicant may make project expenditures. To remain eligible for RLF financing, the applicant must provide a complete loan application to the RLF Administrator within thirty (30) days of the Letter of Intent.
- (3) Specialized equipment that is not essential to the business operation.
- (4) Residential building construction or reconstruction (unless such reconstruction is intended to convert the building to a business or industrial operation).
- (5) Routine maintenance.
- (6) Professional services such as feasibility and marketing studies, accounting, management services, and other similar services. Legal services incurred in the closing of a RLF loan are eligible.
- (7) Other activities that the RCEDC Loan Committee may identify during the administration of the program.

3.5 INELIGIBLE BUSINESSES

Program loans shall not be available for the following businesses:

- (1) Speculative investment companies.

- (2) Real estate investment companies.
- (3) Lending institutions.
- (4) Gambling operations.
- (5) Non-public recreation facilities.
- (6) Other businesses not serving the interests of the City of Burlington.

3.6 PROGRAM REQUIREMENTS

To be eligible for funding, a proposed project must meet all of the following minimum requirements:

- (1) Private Funds Leveraged. The applicant must leverage a minimum of one dollar (\$1.00) of private funds for every one dollar (\$1.00) of loan funds requested. Higher leverage may be required at the discretion of the Loan Review Committee.
- (2) Cost Per Job Created. At least one (1) full-time permanent position or full-time equivalent must be created or retained for every \$2035,000 of program funds requested. For loans less than \$2035,000, at least one (1) full-time permanent position or full-time equivalent (FTE) must be created/retained. The jobs shall be created or retained within a period of 24 months following the ~~closing~~ commitment of the loan and shall be maintained for a minimum of 12 months.
- (3) Low and Moderate Income (LMI) Benefits. Each project must demonstrate that it meets the CDBG-ED national objective of benefiting low to moderate income persons as defined by CDBG regulations.

The project shall create jobs, at least 51% of the jobs will be held by or Made Available to LMI Persons.

“LMI Persons” means persons with household income less than eighty (80) percent of the median household income by family size in the County where the Project is located.

“Made Available to LMI Persons” means the Borrower will document that at least 51% LMI Persons were hired or Received First Consideration by interviewing at least 51% LMI Persons for created positions that do not require special skills or education beyond high school.

“Received First Consideration” means the Borrower must document and use a hiring practice that results in at least 51% LMI Persons interviewed for created positions and demonstrate that under usual circumstances this hiring practice will result in at least 51% LMI persons being hired. Part of the Borrower’s hiring practice must include the posting of available positions with the local Job Service Office or Workforce Development Boards.

The following documentation evidencing compliance must be collected: A listing of all job titles which were planned to be held by or made available to low to moderate income persons, a commitment to hire or make at least 51% of jobs available to low to moderate income persons, a written plan for how such persons were given first consideration for jobs including what hiring process was used, a list of the low to moderate income persons interviewed for particular positions, including the size and annual income of the person’s family prior to interviewing for the position.

- (4) Penalty for the Failure to Create or Retain Jobs. For each job that is not created during the specified time period as described above and for each position that is not made available to LMI individuals, the borrower will be charged a \$500 penalty unless otherwise waived by the RCEDC Loan Committee.
- (5) Financial Feasibility and Business Viability. The applicant must demonstrate that the proposed project is viable and the business will have the economic ability to repay the funds.
- (6) Project Completion. Projects shall be completed within 24 months from the date of the loan approval. Applicants shall provide the City of Burlington a project implementation schedule not exceeding 24 months for project completion and job creation, and maintain the positions created for 12 months.
- (7) Records. Loan recipients will maintain those records that are necessary for the City or its designated agent to determine if the performance of the business complies with the terms of the loan agreement. The records will include, but may not be limited to, purchase orders, invoices, records of the payments, canceled checks, and payroll records for new or retained employees that are a part of the Project. The City or its designated agent will have access to all records pertinent to the Project for the purposes of examination and transcription.
- (8) Compliance with Applicable Laws. Applicants shall comply with all applicable local, state, and federal laws and codes.
- (9) Nondiscrimination. Not to discriminate on the basis of age, race, religion, color, handicap, sex, physical condition, development disability as defined in s. 51.01(5), sexual orientation or national origin in any employment or construction activity related to the use of the business loan funds. The recipient business will abide by all federal laws, when applicable. These include, but may not be limited to: The Civil Rights Act of 1964; the Age Discrimination Act of 1975; the Davis-Bacon Act, as amended; the Contract Work Hours and Safety Standards Act; the Copeland "Anti-Kickback" Act; and, all regulations pursuant to these Acts.
- (10) Environmental Review. Recipient businesses will comply with all state and federal environmental regulations regarding the use of RLF loan funds, and the City will, when necessary, conduct an environmental review of the proposed project to determine compliance with these regulations.
- (11) Penalty for the Failure to Comply with reporting requirements or any other condition of the Loan Agreement. The RCEDC Loan Committee shall have the option to increase the interest rate on loans to Borrowers who do not comply with reporting requirements under the RLF loan program or any other condition of their loan agreement. Interest rates will be set at rates determined by the RCEDC Loan Committee, but generally Prime + 2%.
- (12) Federal Anti-Piracy. The borrower must certify that it does not have immediate plans to relocate jobs in violation of CDBG Anti-Piracy regulations. The following language will be included in all agreements with the borrower. "The Borrower certifies it is and will maintain compliance with CDBG Anti-Piracy regulations as stated in 24 CFR 570.482(h). Violation of this regulation will constitute an Event of Default."

SECTION 4. TERMS AND CONDITIONS

4.1 TERMS AND CONDITIONS

Loan terms and conditions shall be structured on need and ability to repay. Minimum standards shall include the following:

- (1) Loan Amount. Loan amounts are subject to the availability of program funds and to be determined by RCEDC Loan Committee.
- (2) Interest Rate. Interest rates shall be determined by the RCEDC Loan Committee and may be fixed or variable.
- (3) Terms for Loans. Loan terms should not exceed the useful life of the collateral.
 - (a) Working capital loans shall have a maximum term of seven years.
 - (b) Loans for machinery, equipment and fixtures shall have a maximum term of ten years.
 - (c) Real estate loans shall have a maximum term of 12 years which can be amortized on a 20-yr basis with the option of refinancing for an additional eight years.
- (4) Period of Payment. Terms may include longer amortization schedules with balloon payments. Amortization schedules shall be set up for monthly payments. At the option of the RCEDC Loan Committee, the RLF have a longer term than the term of the other private financing in the project, or longer than the life of the asset being financed.
- (5) Deferral of Payments. Payment of interest and/or principal may be deferred for up to one (1) year if merited in the loan application. Interest shall accrue during the deferment period and may be paid in full or added to the principal amount of the loan. Following the deferral period, interest and principal shall be paid for the remaining term of the loan.
- (6) Prepayment. Borrower may prepay the loan in full or in part at any time without a penalty.
- (7) Collateral. The City of Burlington will seek to have the best collateral position possible to ensure that RLF loans are adequately secured. The collateral requirements will be determined on an individual basis by the RCEDC Loan Committee and may include: mortgages and/or liens on land, buildings, machinery, equipment, accounts receivable, inventory or other assets of value owned by the borrower, principal owners, other co-borrowers or guarantors. The collateral position of the RLF may be subordinated to private sector financial institutions participating in the project, if approved by the Loan Committee and/or staff. Personal guarantees from the principals of the business may be required. In addition, life insurance coverage on the principal owner naming the City as an assignee, with a declining balance equal to the outstanding loan balance may be

required.

- (8) Hazard Insurance. Business receiving loans secured by real estate and fixed assets will be required to obtain property-casualty insurance and have the City of Burlington listed as on the insurance policy. Proof of insurance with appropriate endorsement or coverage documents will be requested by the City prior to the closing of the loan.

SECTION 5. APPLICATION PROCEDURES

5.1 DISCUSSION OF REQUIREMENTS

Prior to submitting an application, the applicant shall discuss the program with the RLF Administrator. The Administrator shall assist the applicant, as is reasonably necessary, in completing the application. All financial information shall be kept in a secured place with limited access by authorized personnel only.

5.2 TIMING

Applications may be submitted at any time during the calendar year.

5.3 PRIORITY

Applications shall be reviewed in the order received and based on readiness for the proposed project to proceed. The Mayor and Administrator of the City of Burlington and the staff of the RCEDC will, on a semi-annual basis determine whether sufficient funds are available in the RLF to accept applications for new business loans. A minimum of \$50,000 must be available in the RLF in order for the City to accept new applications. Following a determination on the availability of funds, the City will determine the best methods for advertising the availability of the funds to the business community.

In the event that loan funds requested exceed available funds, the following criteria will be used to determine which businesses will be awarded the loan(s):

- (1) Eligibility of the applicants.
- (2) Eligibility of the project to be undertaken.
- (3) The extent to which private funds are to be leveraged.
- (4) The extent to which jobs are to be created, and the type jobs and wages.
- (5) The extent to which the loan can be secured.
- (6) Evidence of ability to repay the loan.
- (7) Size of the loan requested.
- (8) Timing of the proposed expenditures.
- (9) Completeness of application.

- (10) Other factors as deemed appropriate.

5.4 LOAN APPLICATION

Applicants shall submit an application using the form available from the RLF Program and that includes the following:

- (1) Project description of how the business plans to use the requested funds.
- (2) A business plan, if appropriate, that includes the history and description of the business and analysis of management ability.
- (3) Personal Financial Statement current within 90 days for each proprietor, partner member or stockholder with 20% or more ownership of the business, and, if different, each owner with 20% or more ownership of theater-ego.
- (4) Resumes of the principals and any key personnel involved in the day-to-day management.
- (5) Balance sheet and income statement for the previous three years for the business. The RCEDC Loan Committee, on a case by case basis, may require that these be accountant prepared or may accept tax returns in lieu of financial statements.
- (6) A balance sheet and income statement dated within 90 days of the application The RCEDC may also require an aging of the accounts receivable and accounts payable report.
- (7) Annualized projections, if appropriate, including both balance sheet and income statement for the first two years with a description of the assumptions attached. The RCEDC may require these statements be accountant prepared.
- (8) For a new business, a monthly cash flow analysis for the first 12 months of operation or three months beyond break even, (whichever is longer) together with a description of assumptions attached.
- (9) A schedule of debts which includes the original amount, date, monthly payment, interest rate, present balance, maturity, to whom payable and collateral.
- (10) The names of affiliated (through management control) or subsidiary businesses as well as the last two fiscal year-end financial statements and a current financial statement for each of these firms.
- (11) A copy of key cost documents related to the project such as real estate purchase agreements, contractor cost estimates, equipment costs, etc.
- (12) An accepted offer to purchase land and/or buildings or a pre-lease agreement.
- (13) If applicable, a copy of the existing or proposed lease agreement.*
- (14) An independent appraisal for construction projects on an "as completed basis" and otherwise as required.*

- (15) Environmental analysis, if applicable.*
- (16) A letter from the participating lender stating the terms and conditions of its participation and the reason why it will not finance the entire project.
- (17) A resolution from the Board of Directors of the borrower authorizing it to borrow or (if applicable) a Partnership Borrowing Agreement.*
- (18) If applicable, corporate documents, including but not limited to Articles of Incorporation, Corporate By-laws, etc.*

*These items may be provided following loan approval, but must be provided prior to loan closing. Loan Committee, at its discretion may waive any of the above requirements.

5.5 REVIEW PROCESS

Specific steps in the review process include the following:

- (1) Preliminary Review. The RLF Administrator will review the application for completeness and verify that the proposed project meets the minimum requirements provided in Section 3.6. If the application is not complete, the RLF Administrator will inform the applicant of the deficiencies.
- (2) Formal Review. The RCEDC Loan Committee will meet to review an application within 30 days of the receipt of a completed application or at some other predetermined schedule. Once the review is completed and the proposal is acceptable for funding, the RCEDC Loan Committee will forward the proposal to the City of Burlington City Council for final approval.
- (3) Negotiation of Terms. Upon the acceptance by the City of Burlington City Council, the Administrator will contact the business in writing to review and explain the terms of the loan.
- (4) Notice of Award. If the application is approved, a closing will be scheduled to execute the necessary loan documents.
- (5) Rejection of Award. If the application is not approved, the Administrator will send a letter to the applicant stating the reasons for rejection and offer to meet with the applicant to explore ways to strengthen the loan request or to identify alternative funding sources.

SECTION 6. DISTRIBUTION OF FUNDS

6.1 LOAN PROCEDURES

Prior to releasing funds, the following documentation must be in place or provided at the appropriate time during the term of the loan.

- (1) Notice of Award. The Loan Review Committee must have reviewed and approved a complete application for an eligible applicant.
- (2) Loan Agreement. The RCEDC attorney or designee, shall prepare a loan agreement which

shall be executed by the Mayor of the City of Burlington and the Chief Executive Officer of the business.

- (3) Promissory Note. A promissory note shall be prepared by RCEDC attorney and signed by the Borrower at the time of loan closing. The note must be dated; it must reference the agreement between the City of Burlington and the business; and it must specify the amount and terms of the loan funds delivered.
- (4) Security. Mortgage or lien instruments or personal guarantees provided as security for all loans shall be prepared by The RCEDC attorney and executed at the time of the loan closing. The RCEDC attorney, or Administrator shall record the instrument and place a copy in the project file to include:
 - (a) Mortgage and/or security agreement.
 - (b) UCC searches and filing.
 - (c) Guarantee agreement.
 - (d) Title insurance or Abstract.
 - (e) Assignment of Life Insurance.
 - (f) Casualty Insurance binder.
 - (g) Personal guarantee.
 - (h) Other documentation as may be appropriate.
- (5) Repayment Schedule. A loan repayment or amortization schedule shall be prepared by the Administrator after the loan proceeds are fully disbursed. At that time, the repayment schedule shall be attached to both parties' copies of the agreement.
- (6) Evidence of Permits. Documentation must be provided by the applicant that all necessary permits, licenses, and any other registrations required have been obtained by the applicant prior to the release of program funds.
- (7) Evidence of Program Expenditures. Documentation must be provided by the business to evidence program expenditures prior to the release of funds. Documentation shall include bills and invoices or receipts for materials, final bills of sale or canceled checks. All documentation shall be reviewed and approved by the Administrator. The RLF Administrator may opt to use a title company for disbursement of the loan funds.
- (8) Fixed Equipment. Equipment financed with program funds must have been purchased, delivered, and installed; the Administrator shall verify the installation of equipment. Disbursing RLF funds in installments may also be an option for equipment purchases where the vendor has down payment requirements.
- (9) Other Documentation. As appropriate or necessary, the borrower may be asked to provide the following:

- (a) A Certificate of Status from the Department of Financial Institutions.
- (b) The Articles of Incorporation and By-Laws.
- (c) A Board Resolution to borrow funds and Secretary's certificate.
- (d) Current financial statements.
- (e) Evidence of having secured other funds necessary for the project.
- (f) An Environmental Assessment for real estate loans which may either be a Phase I, II, or III analysis, depending on the environmental condition of the site.

With the above documentation in place, the Administrator will schedule a loan closing. All documents will be executed before funds are disbursed and mortgages and UCC Statements shall be recorded with the Register of Deeds and/or Department of Financial Institutions.

SECTION 7. POST APPROVAL REQUIREMENTS

7.1 OBLIGATION OF LOAN RECIPIENT

In addition to the terms and conditions of the loan, all borrowers shall agree to comply with the following:

- (1) The creation or retention of the agreed upon number of jobs within 24 months of the date of the ~~execution of the loan agreement~~ Commitment Letter issued by with the City of Burlington, with the jobs maintained for at least 12 months.
- (2) Not to discriminate on the basis of age, race, religion, color, handicap, sex, physical condition, development disability as defined in s. 51.01(5), sexual orientation or national origin in any employment or construction activity related to the use of the business loan funds. The loan recipient will abide by all federal laws, when applicable. These include, but may not be limited to: The Civil Rights Act of 1964; the Age Discrimination Act of 1975; the Davis-Bacon Act, as amended; the Contract Work Hours and Safety Standards Act; the Copeland "Anti- Kickback" Act; and, all regulations pursuant to these Acts.
- (3) To use the loan money only to pay the cost of services and materials necessary to complete the project or activity for which the loan funds were awarded.
- (4) To permit inspections by persons authorized by the City of Burlington of all projects and properties assisted with loan funds. Related project materials shall also be open to inspections, which include, but may not be limited to, contracts, materials, equipment, payrolls, and conditions of employment. Requests for inspection shall be complied with by the borrower.
- (5) To maintain records on the project as may be requested by the City of Burlington or the RLF Administration. These files shall be maintained as long as the loan is active or for at least three (3) years after completion of the work for which the loan has been obtained, whichever is longer.
- (6) To submit periodic progress reports to the Administrator in accordance with the schedule in the loan agreement. These reports shall report on project progress including number of jobs created or retained ~~during the loan agreement~~.
- (7) To maintain fire and extended coverage insurance on the project property required during the term of the loan. The City of Burlington shall be listed as Loss Payee, Mortgagee, or "additional" insured on the policy. Term life insurance may be required of the applicant to cover the loan balance through the life of the loan.
- (8) To collect the attached self-certification forms from every applicant for each job created by CDBG funds or similar form deemed acceptable by the DOA.

SECTION 8. PERFORMANCE MONITORING

8.1 PRIVATE LEVERAGE COMMITMENTS

The Administrator shall monitor the use of the funds and expenditure of private leverage commitments. Documentation may include invoices or receipts for materials and supplies, letters from lenders, final bills of sale, and canceled checks.

8.2 HIRING OF NEW EMPLOYEES

The Administrator shall monitor the borrower's progress in meeting job creation or retention goals (Section 3.6(3)). Job creation must be documented using payroll records. Before and after-project payroll records will be provided by the borrower to document job creation. Failure of the business to provide the targeted number of jobs may be a condition for default or result in penalties (Section. 3.6(4)), unless the business can show it made a good faith effort to create the targeted number of jobs but did not succeed due to reasons beyond its control. In addition, to ensure compliance with the LMI requirements, employers must collect the attached self-certification forms from every applicant for each job created by CDBG funds.

8.3 DEFAULT

- 1) In addition to the grounds specified in the loan agreement, the following shall be considered default:
 - (a) Defaulting on other loans with private lenders.
 - (b) Cessation of operations or relocation of operations from the environs of the City of Burlington.
 - (c) Sale of the Business.
- 2) In the event the business is in default on any of the terms and conditions of the loan agreement, all sums due and owing, including penalties, shall, at City of Burlington's option, become immediately due and payable. To exercise this option, The City of Burlington or RCEDC's attorney shall prepare a written notice to the business. The notice shall specify the following.
 - (a) The default.
 - (b) The action required to cure the default.
 - (c) A date, not less than thirty (30) days from the date of the notice, by which the default must be cured to avoid foreclosure or other collective action.
 - (d) Any penalties incurred as a result of the default.

SECTION 9. USE OF LOAN REPAYMENTS AND REPORTING

9.1 RLF ACCOUNT

Repaid RLF loan funds shall be deposited into an interest bearing account at a financial institution insured by the Federal Deposit Insurance Corporation (FDIC) and may be re-loaned in a manner consistent with the policies of the RLF Manual. A separate accounting record for each loan shall be kept to account for all funds loaned (Section 10.2(b)). The RLF account shall be audited on an annual basis and the RLF Administrator shall report on such formats at such times as required by the ~~WEDC~~ DOA regarding the use of program income

SECTION 10. LOAN SERVICING

10.1 MONITORING

The Administrator shall monitor each loan to ensure compliance with the loan terms and conditions and the financial health of the business to ensure continued repayment of the loan. The monitoring will also ensure that all recordkeeping requirements are met, particularly in regard to job creation and expenditures of matching funds.

The Administrator will notify the loan recipient in writing of any payment deficiency and the action that will be taken should the payment not be made. Should there be a late payment; the Administrator will contact the loan recipient to determine the reason for the delayed payment. Contact may need to be made with other participating lender(s) to determine if their loans are current and to alert the lender of a potential problem. All payments shall be applied first to accrued late payment penalties, then to interest accrued, and then to principal.

A loan servicing file, repayment monitoring file and "tickler" file shall be established and maintained for each loan recipient to insure complete, accurate and timely information on the status of the loan. The files will include records of all payments, observations and comments of the RLF Administrator, all written correspondence, a record of important telephone conversations, a list of applicable loan covenants, certificates of insurance for builders risk, property-casualty, and life insurance, as applicable; and job creation and retention documentation including low and moderate income certifications forms. (Section 2.3)

10.2 RECORDKEEPING

In addition to the above, the RLF financial management records must be comprehensive and designed to provide the following information:

- (a) Revolving Loan Fund Obligation Journal: Records all deposits and disbursements to and from the RLF, including funds used for RLF administration.
- (b) RLF Loan Repayment Register: Records repayments made by each business which has received a loan from the RLF. It also tracks the balance of repayments from all loans from the RLF. Each register contains the business name, loan date, loan amount, terms, and date repayment begins. Payments are divided into principal and interest payments with a declining principal balance.
- (c) Revolving Loan Fund Status Report: Contains the business name, loan date, loan amount, terms, and date repayment begins.

Hire Decision <input type="checkbox"/> No Offer of Employment Made <input type="checkbox"/> Position Offered to Applicant	Applicant Income <input type="checkbox"/> Non-Low/Moderate (>80% County Median Family Income) <input type="checkbox"/> Moderate Income (<=80% County Median Family Income) <input type="checkbox"/> Low Income (<=50% County Median Family Income) <input type="checkbox"/> Very Low Income (<=30% County Median Family Income)	Formatted: Centered Formatted: Centered
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**STATE OF WISCONSIN
COMMUNITY DEVELOPMENT BLOCK GRANT
EMPLOYEE SELF CERTIFICATION**

FOR DOA USE
 Employer: Enter Employer Name
 Project Site: Enter Municipality
 Contract ID: Enter Contract ID

Dear Employee:

The Village of Union Grove is collecting the following information as a result of participating in the U.S. Housing and Urban Development's (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, The Village of Union Grove is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program.***

INSTRUCTIONS:

Please answer questions 1, 2, and 3, then sign and date the form certifying the information is correct. Your information can only be accepted if the form is completed in full.

1.) Please indicate your current family income in the following table. "Family" means all related persons in your household.

Please Circle # of Persons in your Family	FAMILY INCOME CATEGORY			
	Please check your family income in the same row as the number of persons in your family.			
1	\$0 - \$14,450	\$14,451 - \$24,050	\$24,051 - \$38,449	Greater than \$38,450
2	\$0 - \$16,500	\$16,501 - \$27,450	\$27,451 - \$43,949	Greater than \$43,950
3	\$0 - \$18,550	\$18,551 - \$30,900	\$30,901 - \$49,449	Greater than \$49,450
4	\$0 - \$20,600	\$20,601 - \$34,300	\$34,301 - \$54,899	Greater than \$54,900
5	\$0 - \$22,250	\$22,251 - \$37,050	\$37,051 - \$59,299	Greater than \$59,300
6	\$0 - \$23,900	\$23,901 - \$39,800	\$39,801 - \$63,699	Greater than \$63,700
7	\$0 - \$25,550	\$25,551 - \$42,550	\$42,551 - \$68,099	Greater than \$68,100
8 or more	\$0 - \$27,200	\$27,201 - \$45,300	\$45,301 - \$72,499	Greater than \$72,500

Source: 2013 HUD low-moderate income level limits for (Enter County that Business is located), WI

2.) Please check the box(es) that identify your race.

- | | |
|--|---|
| Single Race:
<input type="checkbox"/> White
<input type="checkbox"/> Black/African American
<input type="checkbox"/> Asian
<input type="checkbox"/> American Indian/Alaskan Native
<input type="checkbox"/> Native Hawaiian/Other Pacific Islander
<input type="checkbox"/> Other | Multi-Racial Identifiers:
<input type="checkbox"/> American Indian/Alaskan Native and White
<input type="checkbox"/> Asian and White
<input type="checkbox"/> Black/African American and White
<input type="checkbox"/> American Indian/Alaskan Native and African/American
<input type="checkbox"/> Other Multi-Racial |
|--|---|

3.) Please answer these questions:

EMPLOYER/LOCAL GOVERNMENT USE ONLY (ALL SECTIONS ARE MANDATORY)		
Position Details		
<input type="checkbox"/> Full Time	<input type="checkbox"/> Part Time (FTE: _____)	<input type="checkbox"/> Employer-Sponsored Healthcare Plan Offered
Position Class		
<input type="checkbox"/> Official/Manager	<input type="checkbox"/> Professional	<input type="checkbox"/> Office/Clerical
<input type="checkbox"/> Sales	<input type="checkbox"/> Technician	<input type="checkbox"/> Craft Worker/Skilled
<input type="checkbox"/> Operative/Semiskilled	<input type="checkbox"/> Laborer/Unskilled	<input type="checkbox"/> Service Worker

Job Category Definitions

1. Officials or Managers - Occupants requiring administrative personnel who set broad policies, exercise overall responsibility of execution of these policies, and individual departments or special phases of a firm's operations. This includes: Officials, Executives, middle management, plant managers and superintendents, salaried supervisors who are members of management, purchasing agents and buyers, and kindred workers.

2. Professional - Occupants requiring either college graduation or experience of such kind and amount as to provide a comparable background includes: accountants and auditors, airplane pilots and navigators, architects, artists chemists, designers, dietitians, editors, engineers, lawyers, librarians, mathematicians, natural scientists, registered professional nurses, professional and labor relations workers, physical scientists, physicians, social scientists, teachers, and kindred workers.

3. Technicians - Occupants requiring a combination of basic scientific knowledge and manual skill which can be obtained through about 2 years of post-high school education such as is offered in many technical institutions and junior colleges, or through equivalent on the job training. This includes: computer programmers and operators, drafters, engineering aides, junior engineers, mathematic aides, licensed practical or vocational nurses, photographers, radio operators, scientific assistants, surveyors, technical illustrators, technicians (medical, dental, electronic, physical science) and kindred workers.

4. Sales - Occupants engaging wholly or primarily in direct selling. This includes: advertising agenda and sales workers; insurance agents and brokers; real estate agents and brokers; sales workers; demonstrators and retail sales workers; and sales clerks, grocery clerks and cashiers; and kindred workers.

5. Office or Clerical - Includes all clerical-type work regardless of level of difficulty, where the activities are predominantly non-manual though some manual work not directly involved with altering or transporting the products is included. This includes: bookkeepers, cashiers, collectors (bills and accounts), messengers and office helpers, office machine operators, shipping and receiving clerks, stenographers, typists, and secretaries, telegraph and telephone operators, and kindred workers.

6. Craft Worker (skilled) - Manual workers of relatively high level having a thorough and comprehensive knowledge of the processes involved in their work. Exercise considerable independent judgment and usually receive an extensive period of training. This includes: the building trades, hourly paid supervisors and lead operators (who are not members of management), mechanic and repairers, skilled machining occupations, compositors and typesetters, electricians, engravers, job setters (metal), motion picture projectionists, pattern and model makers, stationary engineers, tailors, and kindred workers.

7. Operatives (semi-skilled) - Workers who operate machines or other equipment or perform other factory-type duties of intermediate skill level which can be mastered in a few weeks and require only limited training. This includes: apprentices (auto mechanics, plumbers, electricians, machinists, mechanics, building trades, metal working trades, printing trades, etc.), operatives, attendants (auto service and parking), blasters, chauffeurs, delivery workers, dress makers and sewers (except factory), driver's furnaces workers, heaters (metal), laundry and dry cleaning, operatives, milliners, mine operatives and laborers, motor operators, oilers and greasers (except auto), painters (except construction and maintenance), photographic process workers, boiler tenders, truck and tractor drivers, weavers (textile), welders and flame metals workers, and kindred workers.

8. Laborers (unskilled) - Workers in manual occupations which generally require no special training perform elementary duties that may be learned in a few days and require the application of little or no independent judgment. This includes: garage laborers; car washers and greasers; gardeners (except farm) and ground keepers; stevedores; wood choppers; laborers performing lifting, digging, mixing loading, and pulling operations; and kindred workers.

9. Service Workers - Workers in both protective and non-protective service occupations. This includes attendants (hospital and other institutions, professional and personal service, including nurses aides and orderlies), barbers, chairworkers and cleaners, cooks (except household), counter and fountain workers, elevator operators, firefighters and fire protection guards, door keepers, stewards, janitors, police officers and detectives, porters, waiters and waitresses, and kindred workers.



CITY OF BURLINGTON

Administration Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
www.burlington-wi.gov

Common Council Item Number: 13 B	Date: August 5, 2014
Submitted By: Kevin Lahner, City Administrator	Subject: Resolution 4682(16) to consider Memorandum of Understanding between the City of Burlington and the Burlington Little League.

Details:

Burlington Little League currently utilizes city-owned baseball fields located at the Hintz Baseball Complex and Sunset Park. This arrangement has been in place for several years. City crews perform field maintenance duties on the fields, and Little League volunteers perform a variety of field preparation functions as well as light maintenance and other activities. However, there is currently no use agreement between the two parties, and no formal agreement into this arrangement.

The attached agreement formalizes the use of the city-owned facilities, provides for basic insurance requirements and allows Burlington Little League to control the facilities during Little League sponsored activities. It also outlines maintenance responsibilities for each party.

Little League President David Gill and their legal counsel have reviewed and indicated agreement with this draft.

Options & Alternatives: The agreement can be modified by the Common Council to cover other items or to change the terms. The agreement can also be rejected in its entirety.

Financial Remarks: N/A

Executive Action:

This item was discussed at the July 1, 2014 Committee of the Whole meeting and scheduled for the August 5, 2014 Common Council meeting for consideration.

Resolution No.
Introduced by the Committee of the Whole

**A RESOLUTION TO ADOPT A MEMORANDUM OF UNDERSTANDING BETWEEN THE
CITY OF BURLINGTON AND THE BURLINGTON LITTLE LEAGUE**

WHEREAS, the City of Burlington and Burlington Little League wish to enter into an agreement to clarify the rights and responsibilities of each party with the Hintz Sports Complex and Sunset Park; and,

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Burlington, Racine County, State of Wisconsin hereby adopts the attached *Memorandum of Understanding* between the City of Burlington and the Burlington Little League.

NOW, THEREFORE, BE IT FUTHER RESOLVED that the Mayor is hereby authorized to execute this Memorandum of Understanding on behalf of the City.

Introduced:
Adopted:

Robert Miller, Mayor

Attest:

Beverly R. Gill, City Clerk

MEMORANDUM OF UNDERSTANDING
BETWEEN

THE CITY OF BURLINGTON
AND
BURLINGTON LITTLE LEAGUE

This MEMORANDUM OF UNDERSTANDING, hereinafter referred to as "MOU", is hereby made and entered into by and between the City of Burlington, a Municipal Corporation located in Racine and Walworth Counties, Wisconsin, hereinafter referred to as the "CITY", and Burlington Little League, an independent unincorporated youth baseball organization, hereinafter referred to as "BLL".

The term "CITY" shall also refer to the City of Burlington as referenced above as well as any subordinate departments or committees including, but not limited to, the City of Burlington Public Works Department, and the City of Burlington Police Department.

A. INTRODUCTION AND PURPOSE.

The purpose of this MOU is to clarify the rights and responsibilities of each party as they relate to the properties used by BLL. These properties, hereinafter referred to as the PROPERTIES, include the following locations, as depicted on EXHIBIT A attached hereto:

1. The Hintz Sports Complex - Maryland Avenue, Burlington, WI
2. Sunset Park - Sunset Drive, Burlington, WI

B. SCOPE OF THE AGREEMENT.

1. Term of Agreement.

The term of this MOU shall commence on the date of signature. This MOU shall remain in effect indefinitely, or until such time that BLL ceases to exist as an organization, or an amendment or termination of the MOU is approved by the CITY.

2. CITY Rights & Responsibilities for the PROPERTIES.

- (a) The CITY shall provide all necessary equipment and manpower for field maintenance and regularly maintain the fields in playable condition.
- (b) The CITY shall collect and properly dispose of garbage collected in CITY supplied garbage cans. Trash placed or located outside of CITY provided containers shall not be the responsibility of the CITY.

- (c) The CITY shall maintain the water service to the PROPERTIES, including winterization, summarization, and payment of consumption charges.
- (d) The CITY shall maintain the parking lots for the PROPERTIES by providing adequate lighting and keeping pavement in good repair to ensure its safety and integrity.
- (e) The CITY shall have the right, but not the obligation, to use its police powers to remove any disruptive or disorderly spectators from the PROPERTIES.
- (f) The CITY shall update the Park Board of any issues related to the care or maintenance of the PROPERTIES that are the responsibility of BLL, or any other issue that is deemed necessary for the Park Board to be aware of.

3. BLL Rights & Responsibilities.

- (a) BLL shall have the right to use the PROPERTIES during the baseball season for baseball contests and practices. Such use shall be consistent with the rules and policies of the CITY.
- (b) BLL shall be responsible for maintenance and care of the concession stand and restrooms. This includes routine cleaning as well as necessary building repairs and improvements.
- (c) BLL shall be responsible for any liability issues relating to the use of the PROPERTIES for baseball purposes sanctioned or organized by Burlington Little League.
- (d) BLL shall have the right to sell and retain all revenues from advertising on the fencing located at each baseball field described in this agreement.
- (e) BLL shall have the right, but not the obligation, to remove any disruptive or disorderly spectators from the PROPERTIES. The CITY will assist if necessary.
- (f) BLL shall update the Park Board of any issues related to the care or maintenance of the PROPERTIES that are the CITY's responsibility or any other issue that is deemed necessary for the Park Board to be aware of.

4. Rules of Use for THE PROPERTIES.

- (a) Use of the the PROPERTIES shall be at the risk of the user, who shall be solely responsible for himself or herself and children and guests.
- (b) No alcoholic beverages are allowed at the PROPERTIES without a permit from the CITY.

(c) No pets are allowed at the PROPERTIES.

(d) Hours of operation for the PROPERTIES are daily from 5 am to 10 pm. No new inning shall start after 9:30 pm.

C. INDEMNIFICATION OF CITY

BLL shall indemnify the CITY and hold its agents, employees and assigns harmless against any liability, judgments, costs, expenses or losses arising out of injury to any person or damage to any property appearing in or about the PROPERTIES as a result of BLL, its agents, volunteers or employees use of the premises consistent with this MOU.

D. INSURANCE

BLL shall provide and keep in force public liability insurance in an amount not less than \$1,000,000 for any general liability and \$25,000 for property damage. BLL shall provide the CITY annually with proof of insurance, listing the CITY as an Additional Insured.

E. TERMINATION OF AGREEMENT.

This MOU may be terminated by either party upon delivery of 30-day written notice to the other party.

F. AMENDMENT OF AGREEMENT.

The CITY and BLL will from time to time need to discuss matters relating to this agreement and the operation of the PROPERTIES. Communication shall be in written and verbal form between the Contacts listed in Section F of this MOU. This MOU shall not be altered, changed or amended except by written mutual agreement of the parties.

G. CONTACTS.

CITY Contacts:

Craig Workman
Director of Public Works
2200 S. Pine Street
Burlington, WI 53105
(262) 539-3770
cworkman@burlington-wi.gov

Kevin Lahner
City Administrator
300 N. Pine Street
Burlington, WI 53105
(262) 342-1161
klahner@burlington-wi.gov

BLL Contacts:

David Gill
President

Burlington, WI 53105
(262) 206-2812
david@bassettwheel.com

Brad Otter
VP of Baseball Operations

Burlington, WI 53105
(262) 210-8624
otters264@gmail.com

The above contacts shall be revised from time to time as appropriate by mutually creating and executing an addendum to this agreement.

IN WITNESS WHEREOF, the parties have entered into this Memorandum of Understanding this _____ day of _____, 2014.

City of Burlington
300N. Pine Street
Burlington, WI 53105

Burlington Little League
Burlington, WI 53105

BY: _____
Name: Robert Miller
Title: Mayor

BY: _____
Name: David Gill
Title: President

ATTEST: _____
Name: Diahnn Halbach
Title: City Clerk

ATTEST: _____
Name: Brad Otter
Title: VP of Baseball Operations



CITY OF BURLINGTON

Department of Public Works

Streets, Parks, & Water Divisions
2200 S. Pine St., Burlington, WI, 53105
(262) 539-3770 – (262) 539-3773 fax
www.burlington-wi.gov

Common Council Item Number: 13 C	Date: August 5, 2014
Submitted By: Craig Workman Director of Public Works	Subject: Resolution 4683(17) Approving the Purchase Of a Single Axle Dump Truck for the Not-To-Exceed Price of \$147,220.

Details:

The Department of Public Works provides a brush pick up service twice per month. The 2014 Budget includes the cost of a single axle dump truck, with hoist, hydraulics, eleven foot box, and lights as a replacement for our current 1987 International S1900 dump truck used for brush pickup. The replacement truck would also accommodate our leaf vacuum should our 1991 Mack truck need repair or be out of service.

The Department of Public Works wrote specs for the procurement of the single axle dump truck, with hoist, hydraulics, eleven foot box, and lights. The specs were advertised on VendorNet for two weeks. There were six bids received for the truck and six bids received for the body components, all of which are tabulated on the following page. In addition, the Equipment Replacement sheet from the 2014 Budget has been included for your reference.

Upon review of the bids, the Department of Public Works recommends that the Council award a bid to Kriete Group, Racine Truck Sales, Franksville WI., for One (1) Mack Truck Chassis for the not to exceed price of \$98,350. The Department also recommends that the Council award a bid to Olson Trailer and Body, Green Bay, WI., for One (1) eleven foot stainless steel dump box, hoist, hydraulics, and lights for the not to exceed price of \$48,870. The total cost of the recommended bids for the replacement truck is \$147,220.

Options & Alternatives: Do not purchase the chassis and continue to use our 1987 International truck as our chipper truck. This truck was once a plow truck and it is questionable how long it will continue to be of service.

Financial Remarks:

This replacement truck is included as a lease to own item in the 2014 Street Department Budget. The truck is budgeted as a \$33,000 expense from the equipment replacement fund. In order to meet this budget, staff recommends approval of the proposal from BMO Harris Bank for a 60 month lease at 2% with annual payments of \$30,964.

Executive Action:

This item was discussed at the July 1, 2014 Committee of the Whole meeting and is scheduled for the August 5, 2014 Common Council meeting for consideration.

Resolution No. 4683(17)
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING THE PURCHASE OF A SINGLE AXLE DUMP TRUCK
FROM KRIETE GROUP AND OLSON TRAILER AND BODY FOR THE NOT-TO-EXCEED
PRICE OF \$147,220**

WHEREAS, on June 1, 2004 the Common Council approved Resolution 3812(18), a Resolution Adopting a Purchasing Policy for the City of Burlington; and,

WHEREAS, the Purchasing Policy requires that all non-construction contracts exceeding \$15,000 are to be reviewed and approved by the Common Council; and,

WHEREAS, the City has a need for a replacement single axle dump truck paid for with funds from the Equipment Replacement Fund as detailed in the 2014 Annual Budget; and,

WHEREAS, the City of Burlington advertised for bids on VendorNet for two weeks beginning on April 7, 2014; and,

WHEREAS, the bids were reviewed by City staff in May of 2014; and,

WHEREAS, the Department of Public Works Director recommends acceptance of the purchase of one Mack truck chassis from Kriete Group, Racine Truck Sales, for the not to exceed price of \$98,350 and an eleven foot dump box for a single axle dump truck, hoist, hydraulics and lights from Olson Trailer and Body for the not to exceed price of \$48,870; and,

WHEREAS, the Department of Public Works Director recommends approval of the proposal from BMO Harris Bank for a sixty month lease with annual payments of \$30,963.55.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington that purchase of the aforementioned vehicle is hereby approved for the total amount of \$147,220.

Introduced: July 1, 2014
Adopted:

Robert Miller, Mayor

Attest:

Diahnn Halbach City Clerk

City of Burlington, Wisconsin
EQUIPMENT REPLACEMENT FUND EXPENDITURE
 Budget Year: 2014

Classification of Expenditure:	Chipper/Brush Truck
---------------------------------------	---------------------

Addition or Replacement to Fleet?	Replacement
--	-------------

Initial Cost	\$150,000
Anticipated Annual Maintenance Cost/Cost of Operation	\$1,000
Cost Over 5 years	\$5,000

TOTAL	\$155,000
--------------	-----------

Est. Salvage Value of Former Capital Asset	
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EST. INITIAL INVESTMENT	\$150,000
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Justification for Equipment Replacement Fund Expenditure
 1987 International S1900 Single Axle truck used for Leaf Collection has reached the end of its useful life. The cab floor boards are rusted through and there is extensive rust on the frame as the truck had been used as plow truck for 18 years.

How will this improve our service level and efficiency?
 This new truck will allow us to continue to provide brush pickup, chip trees on sight, and be prepared for storms without interruption of services. Also, it will be versatile to set up as a second leaf collection unit with one operator or with the option to set up as a plow truck should one of our vehicles get permanently taken out of service.

How will NOT fulfilling this request impact your operations?
 The DPW will continue to use the current chipper truck until frame rust through or the cab area can no longer be repaired.



1987 International S1900 Single Axle truck used for Leaf Collection

2014 Chipper Truck Replacement

Company Name	Address	Make	Bid Amount	Recommended
<u>Chassis</u>				
Lakeside International	Janesville, WI	International	\$86,875	
JX Peterbilt	Wadsworth, IL	Peterbilt	\$91,810	
Wisconsin Kenworth	Oak Creek, WI	Kenworth	\$92,373	
Badger Truck Center	Milwaukee, WI	Western Star	\$95,913	
Quality Truck Center	Fon du Lac, WI	Western Star	\$96,400	
Kreite Group	Janesville, WI	Mack	\$98,350	\$98,350
<u>Body</u>				
Casper Equipment	Appleton, WI		\$44,646	
Madison Truck Equipment	Madison, WI		\$45,735	
Monroe Truck Equipment	Monroe, WI		\$47,258	
Olson Trailer & Body	Green Bay, WI		\$48,870	\$48,870
Badger Truck Equipment	Milwaukee, WI		\$50,300	
Northland Equipment	Janesville, WI		\$54,140	
Total				\$147,220

Lease Options

Bank	Term (years)	Annual Payment	Total Payments	
BMO Harris	3 yr, 1.4%	\$50,149	\$150,447	
US Bank	3 yr, 1.8%	\$50,781	\$152,343	
State Trust Fund	3 yr, 3.0%	\$51,376	\$154,128	
BMO Harris	5 yr, 2.0%	\$30,964	\$154,820	Recommended
US Bank	5 yr, 2.15%	\$31,370	\$156,850	
State Trust Fund	5 yr, 3.0%	\$31,744	\$158,721	



STATE OF WISCONSIN • BUREAU OF PROCUREMENT

VendorNet System

Click here to

[Search Bids/Contracts](#)

Simplified Bid Announcement for Single Axle Dump Truck

Agency Bid Number: 04071403
Date Available: April 7, 2014
Bid Due Date and Time: April 25, 2014 12:00:00
(All bid due times are Central Time)
Last Revision: April 7, 2014

For more information contact:

Craig Workman
City of Burlington
2200 South Pine St.
Burlington WI 53105

E-mail Address: cworkman@burlington-wi.gov

Fax Number: (262) 539-3773

Are faxed bids acceptable?

Yes

Are e-mailed bids acceptable?

Yes

Quote Price and Delivery FOB:**Synopsis:**

MODEL: 2015 Conventional Type Truck

G.V.W. minimum: 50,000-lb. weight rating through hubs or equal.

Engine: Cummins ISC 350 electronically controlled 350hp inline 6-cylinder turbo charged diesel, with air to air after cooling. Must have a minimum 1000ft/lbs. of torque @ 1400rpm. Must meet CARB Emissions standard.

Engine Equipment: Air compressor 18.7-cfm minimum. Single dry element air cleaner. Air intake shall have inside/outside draw with dash mounted switch. Bosch 12V 160 AMP minimum alternator or equal. Shall have three (3) 12V group 31 threaded post type batteries totaling 2100 C.C.A. to be mounted in an aluminum battery box on right side as far back as possible. DPF and SCR shall be housed in an aluminum box on right side under cab with a vertical exhaust mounted on right side of cab with all pipes under frame to avoid interference with body. A curved stack and stainless steel heat shield covering exhaust. Radiator must have a minimum 1000 sq. in. surface area and a stationary grille. No cut out in radiator for PTO. Must be equipped with a FEPTO crank shaft adaptor. A Delco 12V starter or equal. Engine protection shutdown system or equal. VGT exhaust brake. Silicone hoses. Frame mounted fuel filter and water separator.

Transmission: 6 speed electronically controlled, Allison 3000RDS.

Transmission Equipment: External frame mounted oil cooler with spin-on filter. Temperature gauge, dash mounted. Spicer (DANA) drive line 1760 HD with coated splines or equal. Electronic touch shift pad, dash mounted with auto activate (neutral).

Front axle and Equipment: 20000 lb. Minimum capacity through hubs. Brakes to be 16.5×6 Q+ cast spider cam with cast outboard mounted drums with dust covers or equal. Heavy-duty 10-stud 22.5/9 hub pilot disk type wheels. Oil type sealed hubs. Front springs to be multi-leaf type with rated capacity of 20000 lbs. or equal. Heavy-duty integral power steering or equal.

Rear Axle and Equipment: Rear axle must have a minimum rating capacity of 30000 lbs. through hubs. Axle to have driver controlled rear to rear dif-lock. Rear axle ratio should be between 5.90 and 6.30 to achieve highest possible torque and maximum speed of 65 mph. Heavy-duty 10-stud 22.5/8.25 hub pilot disk type wheels. Brakes to be 16.5×7 Q+ cast spider cam with cast outboard mounted drums with dust covers and oil type seals or equal. Multi-leaf suspension with helper springs.

Air Equipment: Dual air brake system D.O.T. approved nylon tubing. Bendix AD-IS EP air dryer with heater or equal. Cable type drains on all air tanks. Bendix 4S/4M ABS brakes or equal.

Electrical: Twelve (12) volt with circuit breakers. Negative ground system. Halogen headlights. Two (2) LED combination stop, tail, directional and backup lights mounted inside frame rails. Must include a back-up alarm.

Wheel Base and Frame: 84" CA with forward axle (no set back axle allowed) to suit needs for 10' body. Frame shall be 10¾"x 3½"× 3/8" steel with full steel liner or equal. Must have a minimum of 2,600,000 RBM per rail. Standard front bumper. Heavy-duty cross members to be located as required by body company. Must have clean frame rails for mounting of VT35 hydraulic tank/valve enclosure on left side behind cab and supply custom frame layout. Must include 24" front frame extensions. Front frame extensions must be one piece with parent

frame (no bolt on or welded on extensions allowed).

Fuel Tanks: One (1) 50 Gallon aluminum fuel tank mounted on left side under cab with access. A 5.6 gallon DEF tank to be under cab above fuel tank or equal. Fuel tank shall have a 6" lower step.

Tires: Bridgestone M860 315/80R22.5 20ply radial steer tires, with 20000lb rating. Bridgestone M770 11R22.5 16ply radial rear tires, or equal.

Cab: Conventional type aluminum cab. No doghouse in cab. Gauge panel should consist of air pressure, voltmeter, engine coolant temperature, engine oil pressure, fuel level, DEF fluid level and speedometer with odometer, and tachometer with hour meter and transmission oil temperature. Safety tinted glass throughout entire cab. Right and left hand stainless steel grab handles behind each door or equal. Stainless steel or aluminum grille (radiator mounted). High output heater, defroster and A/C unit. Rear cab window. Power windows. Tiltable, fiberglass hood and fenders. Single tone electric horn. Five (5) LED marker clearance lights on top of cab. Low air pressure indicator light and buzzer. Right and left hand stainless steel west coast heated mirrors with stainless steel arms and brackets. Right and left-hand 8" offset convex type mirrors with bright finish mounted to bottom of west coast mirrors. Parking brake control with warning light. Standard Am/Fm Stereo radio with clock. One 12-volt power supply. High back air-ride driver seat with tough weave cloth covering and lumbar support. Standard cloth passenger seat with storage box under seat. Steering column to have tilt and telescoping feature. Windshield wipers should have 2-speed motor with intermittent feature and electric washer pump with wiper-mounted discharge. All locks keyed the same. OEM switch panel or junction box to power electrical needs of accessories. Must have hard connections to allow body company access to needed electronics without splicing wires. Must provide needed ECM codes to body builder. View window in lower part of right door.

Paint: Cab to be painted safety school bus yellow. Must match our fleet. Frame and underbody should be painted black.

Warranty: Standard one-year bumper-to-bumper cab chassis warranty with five-year power train including engine, turbo, injectors, water pump, transmission, after treatment and ECM component warranty. Engine warranty shall be equal to Cummins protection plan 1.

Misc.: Complete parts and service books, CD/DVD or website to download via the Internet. Dealer shall provide updates to current model year for Cummins power spec diagnostic software and necessary hardware, including one (1) year of tech support. Dealer shall provide necessary training on use of diagnostic testing equipment, operator training and training on general maintenance.

Please list the location of the closest service and parts facilities for your equipment.

Dealers must be within 200 miles of our facility.

We reserve the right to inspect units at dealer's showroom before delivery.
All requests for alternates to equipment bid must be approved before unit is built.
If any questions, or for additional information contact:
Chris Keefer
City of Burlington D.P.W.
2200 South Pine St.
Burlington, WI 53105
(262) 342-1185

BODY AND EQUIPMENT

Body: Single axle 10' dump body. Shall be 7 gauge 201 stainless steel, 10' long x 7' wide, 24" sides, 32" tailgate with 52" front. 1/4" AR400 floor, 7 gauge stainless steel tailgate, 7ga. stainless steel sides with weld on horizontal brace, and 22" stainless steel cab protector 100% welded. Crossmemberless understructure. Two pair recessed oval light holes in rear corner post. 5/8" steel pintle plate with 2" combo pintle hook, D-rings and 6-way round trailer plug sand blasted, primed and painted to match frame. Stainless steel walk rail on both sides with grab handles. Air dump tailgate. One stainless steel tool holder on each side. 21.5 ton telescopic double acting hoist or equal. Body props must be operational from the ground.

Hydraulics and Attachments: PVWH34L front mounted load sense pump. VT35 stainless steel Gen II tank/valve enclosure with poly cover, frame mounted on left side behind cab. Liquid level and temperature sensor kit. Add- a-fold five (5) section valve with spin-a-veyer end cover. Ultra patrol commander 5100EX controls. Oil filter in system and changeable without draining tank. All painted to match truck. SQH truck portion quick hitch truck plate, side plates and heavy-duty rear frame mount. All sand blasted, primed and painted to match frame. Hydraulics plumbed to front and rear of truck. No exceptions.

Misc.: Front auxiliary work lights with turn signals and 4-ways mounted on hood with brackets. LED stop, turn, tail and marker lights recessed in rear post. One (1) federal signal (454201-02) light mounted on front of cab protector. Two (2) Federal signal (607101-02) warning lights mounted in rear post. Rear work light mounted on left rear corner under box. All wires to be wrapped in loom or factory made harness. Back up alarm frame mounted. A lubecore auto greaser mounted on left frame rail and must supply grease to all fitting except drive shaft and PTO shaft. Complete parts and service books, CD/DVD or website to download via the Internet.

Please list the location of the closest service and parts facilities for your equipment.

Dealers must be within 200 miles of our facility.

We reserve the right to inspect units at dealer's showroom before delivery.

All requests for alternates to equipment bid must be approved before unit is built.

If any questions, or for additional information contact:
 Chris Keefer
 City of Burlington D.P.W.
 2200 South Pine St.
 Burlington, WI 53105
 (262)342-1185

Commodity Codes:

- 07047 - Trucks, Cab and Chassis Only
- 06530 - Dump Bodies, Hoist Subframes, etc.
- 05521 - Couplings and Hitches
- 05557 - Lights and Accessories: Flashing, Revolving, and Warning (Including Strobe/Warning Lights)
- 05564 - Mirrors, Rearview, Interior and Exterior
- 07054 - Trucks, Diesel (All Capacities)

Attached Documents:

Revision History:

No revisions have been made to this bid.

- | | | | | |
|-----------------------------|------------------------------|---------------------|------------------------------|--------------------------|
| Update Bid | Edit Commodities | Edit Vendors | | |
| Attach Bid Documents | Send Amendment Notice | Delete Bid | Create Mailing Labels | View Bidders List |



Submit questions or comments to: vendrhlp@doa.state.wi.us



CITY OF BURLINGTON

Building & Zoning Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1164 – (262) 763-3474 fax
www.burlington-wi.gov

Committee of the Whole Item: 8	Date: August 5, 2014
Submitted By: Patrick Scherrer, Building Inspector	Subject: Motion 14-778 to consider approving a Certificate of Appropriateness and Sign Permit for 549 Milwaukee Avenue.

Details:

The Historic Preservation Commission (HPC) recommends approval of a Certificate of Appropriateness Application and Sign Permit for the project located at 549 Milwaukee Avenue.

The proposed project consists of:

- The installation of one (1) overhanging sign which measures 10.828 square feet in area. No signage of illumination is proposed. The double-sided, hanging sign is to be made of wood product. The height of the hanging sign is to be elevated more than 8 feet as measured from the bottom of the sign to the sidewalk. The sign is to have black lettering on a white background with burgundy colored trim.

This Certificate of Appropriateness Application was reviewed and approved at the July 24, 2014 HPC meeting.

Financial Remarks:

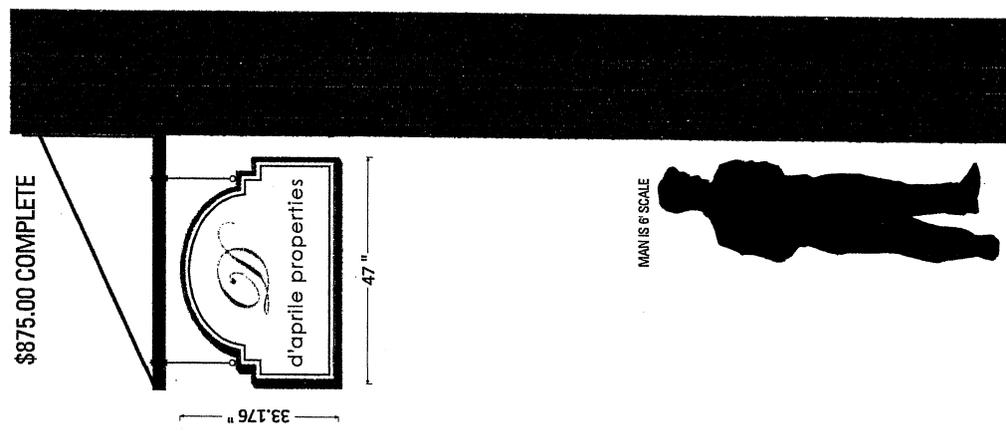
The approved items will be paid 100% by the owner.

Executive Action:

This item is for discussion at the August 5, 2014 Committee of the Whole meeting and per common practice it is scheduled for the Common Council meeting for consideration the same night.

d'aprile properties

HOW SIGN LOOKS FINISHED. NOTE: SCALED BEST VIEW POSSIBLE



BUSINESS	D'APRILE PROPERTIES
ADDRESS	609 NORTH PINE ST.
CITY / STATE	BURLINGTON, WI
CONTACT NAME	ERIK LITVIK
E-MAIL	erik@daprileproperties.com
OFFICE PHONE	NA
MOBILE PHONE	262 492-9940
FAX #	NA
SIGN TYPE	SWINGING NON LIT
SIGN SIZE	33" X 47"
LETTER SIZE	SEE FILE
MATERIAL	MDO (WOOD)
	<input type="checkbox"/> SINGLE SIDE <input checked="" type="checkbox"/> DOUBLE SIDE
LIGHTING LAMPS	NO
BALLASTS	NO
POWER PULKS	NO
ROUTING	TO STIFF ARM
NO. OF SIGNS	ONE DOUBLE SIDED
FOOTING SIZE	NO
CONTACTED ON	APRIL 2014
COMPLETED ON	INCOMPLETE
JOB LOCATION	MILWAUKEE AVE BURLINGTON, WI
PRICE	TAX TOTAL

NOTES: All Original Designs, Logos, Artwork, Ect. Remain The Property Of Burl Signs, and May Not Be Used Or Reproduced In Any Form Without Written Permission by Burl Signs Or Purchased From Burl Signs. All Rights Reserved.

DESCRIPTION OF WORK

VINYL COLORS
 PRINTED WITH LAMINATE
 CAN COLORS
 OPTIONAL

NOTES:

Burgundy D
 Black Lettering
 White Background
 Burgundy Trim

SIGNATURE

Designer:
 Bryan Spankowski

Burl Signs
 SIGN • GRAPHIC • LETTERING

125 Front St.
 Burlington, WI 53105
 262-763-7654
 FAX 262-763-1879
 bryan@daprileproperties.com
 burllsigns.com



Building & Zoning Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1164 – (262) 763-3474 fax
www.burlington-wi.gov

Committee of the Whole Item: 9	Date: August 5, 2014
Submitted By: Patrick Scherrer, Building Inspector	Subject: Motion 14-779 to consider approving a Certificate of Appropriateness and Sign Permit for 456 Milwaukee Avenue

Details:

The Historic Preservation Commission (HPC) recommends approval of a Certificate of Appropriateness Application and Sign Permit for the project located at 456 Milwaukee Avenue. The proposed project consists of:

- The installation of signs to be vinyl “decal signage” is to be placed on the inside of the top portion of the glass of each of the two (2) entry doors.
- The installation of a doorway transom sign is to be vinyl "decal signage" placed above the two entrance doors.
- The installation of signs for Window #1 is to be located on the far left side of Milwaukee Avenue and is to be vinyl "decal signage" placed on the glass display window.
- The installation of the sign for Window #4 is to be vinyl "decal signage" placed on the glass display window.
- The installation of the sign for Window #5 is to be vinyl "decal signage" placed on the glass display window.
- The installation of the sign for Window #6 is to be vinyl "decal signage" placed on the glass display window.
- The installation of the sign for Window #7 is to be vinyl "decal signage" placed on the glass display window.
- The color of the signage for both doors and Windows 1, 4, and 7 is to be white lettering on a blue or dark blue background. For the entrance transom signage and Windows 5 and 6, the lettering is to be blue with a white border.

This Certificate of Appropriateness Application was reviewed and approved at the July 24, 2014 HPC meeting.

Financial Remarks:

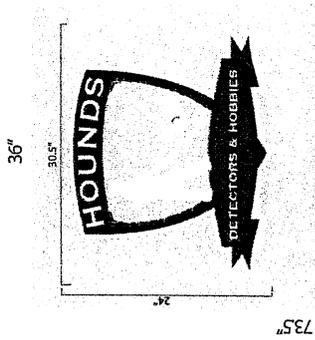
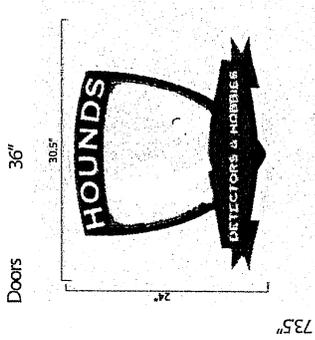
The approved items will be paid 100% by the owner.

Executive Action:

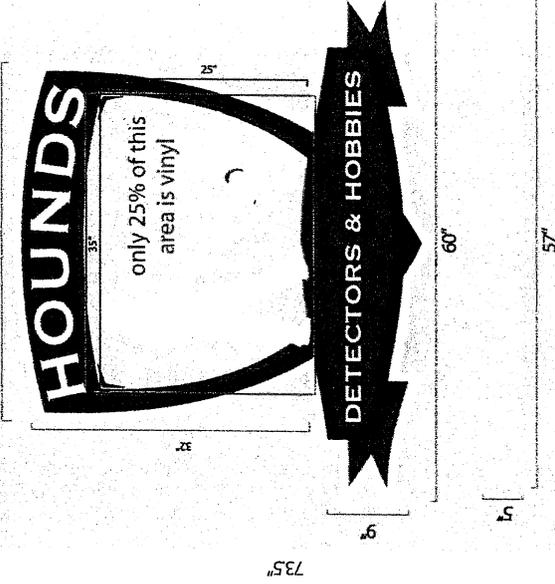
This item is for discussion at the August 5, 2014 Committee of the Whole meeting and per common practice it is scheduled for the Common Council meeting for consideration the same night.

Above door window sq ft = 7.04 sq. ft.
vinyl sq ft = 1.89 sq. ft.

ENTRANCE



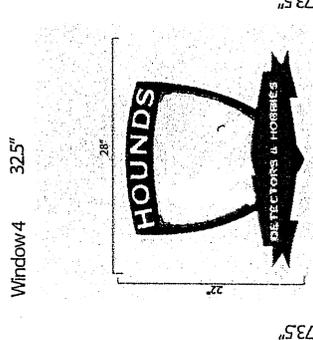
Window 1 window sq ft = 36.5 sq. ft.
vinyl sq ft = 10.25 sq. ft.



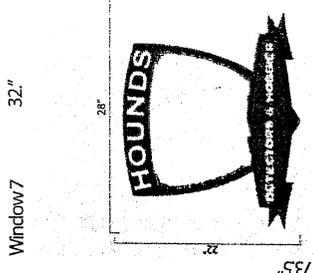
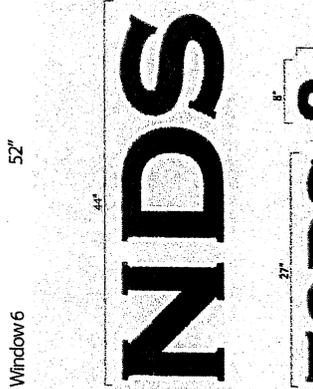
windows 1, 2, 8, 9, 10 & 11 are empty revised

The gray represents the window and will not be printed

window sq ft = 18.38 sq. ft.
vinyl sq ft = 5.08 sq. ft.



window sq ft = 18.38 sq. ft.
vinyl sq ft = 5.08 sq. ft.

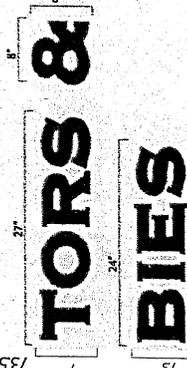
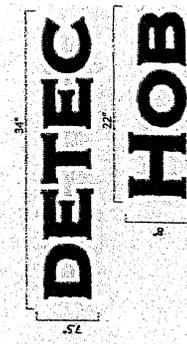


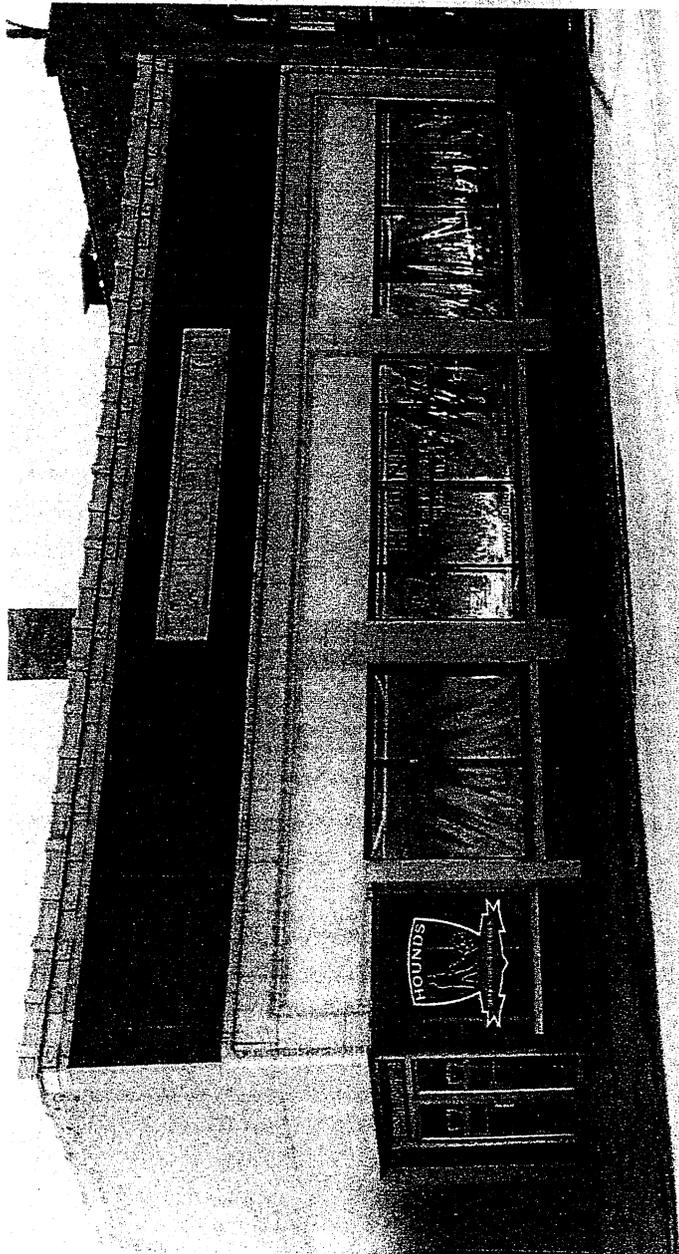
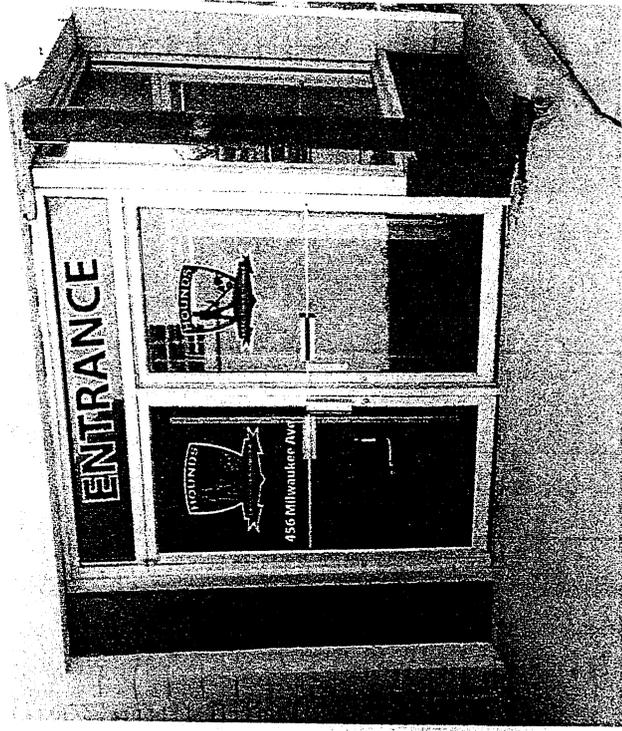
window sq ft = 16.33 sq. ft.
vinyl sq ft = 4.27 sq. ft.

window sq ft = 26.79 sq. ft.
vinyl sq ft = 7 sq. ft.

window sq ft = 26.79 sq. ft.
vinyl sq ft = 7 sq. ft.

window sq ft = 16.33 sq. ft.
vinyl sq ft = 4.27 sq. ft.







Building & Zoning Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1164 – (262) 763-3474 fax
www.burlington-wi.gov

Committee of the Whole Item: 10	Date: August 5, 2014
Submitted By: Patrick Scherrer, Building Inspector	Subject: Motion 14-780 to consider approving a Certificate of Appropriateness for 484 N. Pine Street.

Details:

The Historic Preservation Commission (HPC) recommends approval of a Certificate of Appropriateness Application for the project located at 484 N. Pine Street.

The proposed project consists of:

- The repair of the front façade to remove and demolish the existing overhanging canopy and chemical cleaning of existing masonry and window sills. The 2nd and 3rd floor windows and plywood are to be replaced with larger windows to match the existing masonry openings. The windows are to be wood, double-hung, double pane, insulated glass with two coats of paint. The 1st floor storefront windows and door system are to be replaced with new ones. The transom windows are to be insulated glass with wood frames. The left and right sides and the lower “bulkhead” of the new storefront are proposed to be of raised-wood panel infill, primed and finished with two coats of paint. The existing siding is proposed to be replaced with wood panels. The exterior colors are blue sky, Monterey white and Abingdon putty.
- The repair of the rear façade is to keep the existing parapet and roofing overlay and to replace existing windows, doors, and plywood enclosures with new ones. The masonry is to be chemically cleaned. The windows on the 2nd, 3rd floors and above the 3rd floor are to be wood, double-hung, double pane, insulated glass with two coats of paint. A new transom window is to be installed above the wood door and is to be insulated glass with wood frames. The existing sheathing below the 2nd floor window is to be replaced with new brick sills. The two basement windows are to be infilled with brick. The exterior colors are blue sky, Monterey white and Abingdon putty.

This Certificate of Appropriateness Application was reviewed and approved at the July 24, 2014 HPC meeting.

Financial Remarks:

The approved items will be paid 100% by the owner.

Executive Action:

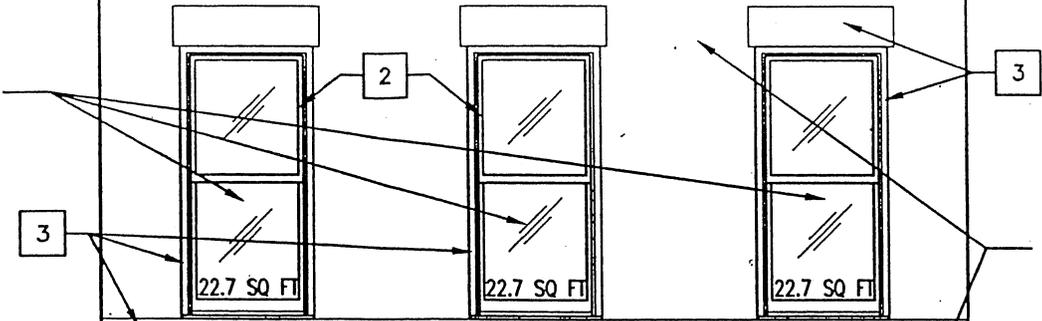
This item is for discussion at the August 5, 2014 Committee of the Whole meeting and per common practice it is scheduled for the Common Council meeting for consideration the same night.

21'-10" +/-

CORNICE:
EXISTING TO REMAIN
UNCHANGED

WINDOWS:

REMOVE & REPLACE THIRD FLOOR WINDOWS TO MATCH 1905 PHOTO. USE WOOD DOUBLE HUNG DOUBLE PANE, INSULATED GLASS. PRIME & FINISH (2 COATS) WITH AN HISTORICALLY APPROVED COLOR



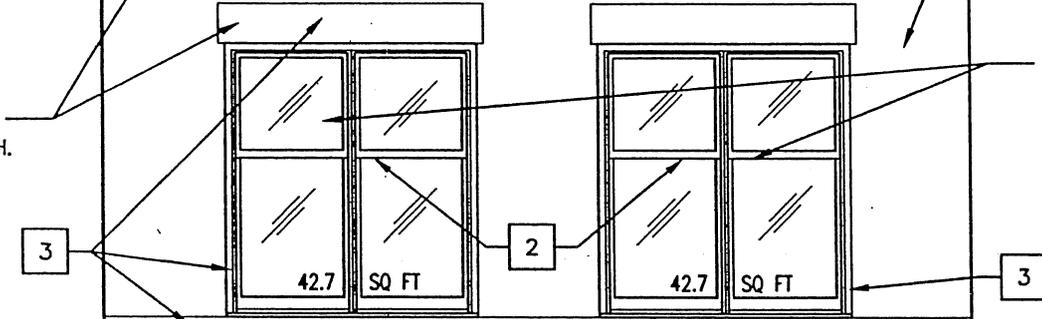
3 TYPICAL ALL HEADS/SILLS

BRICK:

NO SANDBLASTING. CHEMICAL CLEANING W/ PRESSURE WASH DO NOT EXCEED 1,000 PSI. REPAIR AS NECESSARY

**WINDOW SILL/
WINDOW HEAD:**

NO SANDBLASTING. CHEMICAL CLEANING W/ PRESSURE WASH. DO NOT EXCEED 1,000 PSI. REPAIR AND RESURFACE AS NECESSARY. TYPICAL



WINDOWS:

REMOVE & REPLACE SECOND FLOOR WINDOWS. USE HISTORICALLY ACURATE WOOD DOUBLE HUNG DOUBLE PANE, INSULATED GLASS. PRIME & FINISH (2 COATS) WITH AN HISTORICALLY APPROVED COLO

WINDOWS:

WOOD INSULATED GLASS TRANSOM. PRIME & FINISH (2 COATS) WITH AN HISTORICALLY APPROVED COLOR.

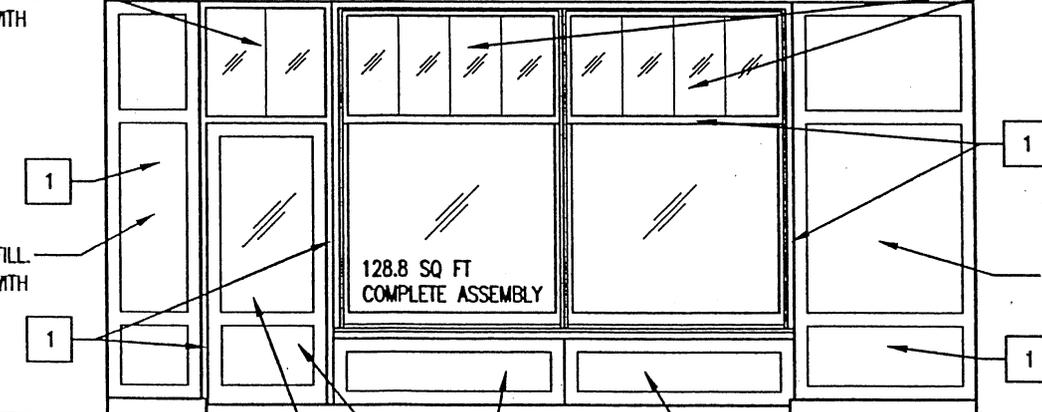


WINDOWS:

WOOD DOUBLE HUNG DOUBLE PANE INSULATED WINDOWS. PRIME & FINISH (2 COATS) WITH AN HISTORICALLY APPROVED COLC

WOOD:

NEW RAISED WOOD PANEL INFILL. PRIME & FINISH (2 COATS) WITH AN HISTORICALLY APPROVED COLOR



WOOD:

NEW RAISED WOOD PANEL INF PRIME & FINISH (2 COATS) V AN HISTORICALLY APPROVED COLOR

DOOR:

BULK HEAD:

ROOF/PARAPET:

EXISTING PARAPET AND ROOFING OVERLAY TO REMAIN

WINDOWS:

REMOVE & REPLACE WINDOWS TO MATCH ORIGINAL. USE WOOD SINGLE HUNG DOUBLE PANE, INSULATED GLASS. PRIME & FINISH (2 COATS) WITH AN HISTORICALLY APPROVED COLOR

WINDOWS:

REMOVE & REPLACE WINDOW TO MATCH ORIGINAL. USE FIXED WOOD SINGLE HUNG DOUBLE PANE, INSULATED GLASS. PRIME & FINISH (2 COATS) WITH AN HISTORICALLY APPROVED COLOR

WINDOW:

REMOVE EXISTING WINDOW & REPLACE WITH HISTORICALLY ACCURATE FIXED WOOD INSULATED GLASS TRANSOM. PRIME & FINISH (2 COATS) WITH AN HISTORICALLY APPROVED COLOR

DOOR:

REMOVE & REPLACE DOOR AND FRAME WITH A INSULATED FIBERGLASS DOOR & STEEL FRAME TO LOOK HISTORICALLY ACCURATE. PRIME & FINISH (2 COATS) WITH AN HISTORICALLY APPROVED COLOR

WINDOW:

REMOVE EXISTING WINDOW & REPLACE WITH HISTORICALLY ACCURATE FIXED WOOD TRANSOM DOUBLE PANE, INSULATED GLASS. PRIME & FINISH (2 COATS) WITH AN HISTORICALLY APPROVED COLOR

STONE/BRICK:

NO SANDBLASTING. CHEMICAL CLEANING W/ PRESSURE WASH. DO NOT EXCEED 1,000 PSI. REPAIR AS NECESSARY

WINDOWS:

REMOVE EXISTING SHEATHING & REPLACE WITH HISTORICALLY ACCURATE FIXED WOOD SINGLE HUNG DOUBLE PANE, INSULATED GLASS. PRIME & FINISH (2 COATS) WITH AN HISTORICALLY APPROVED COLOR

STONE:

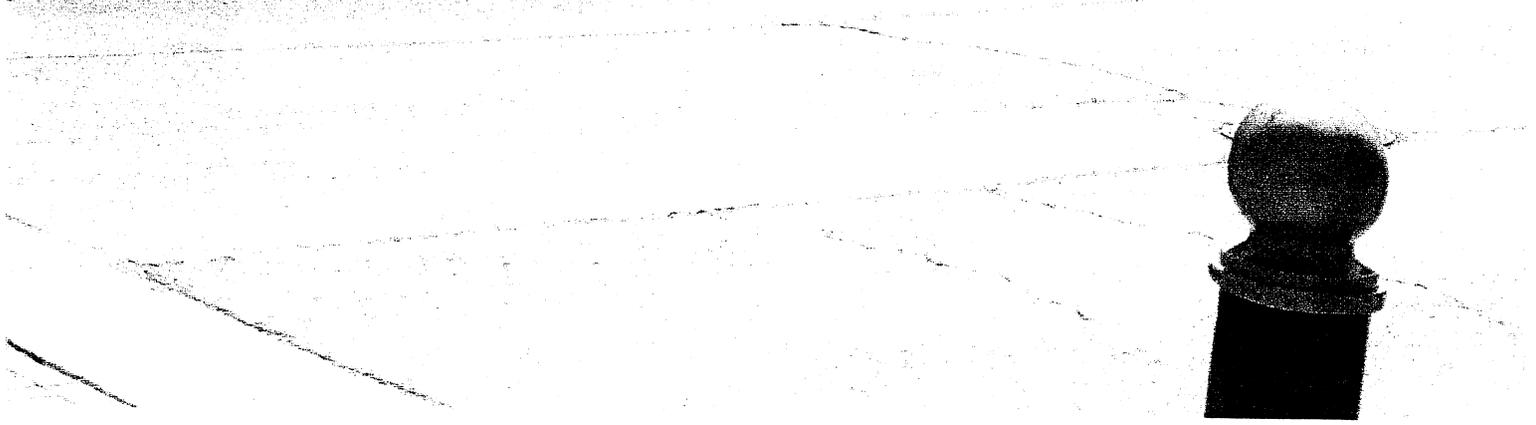
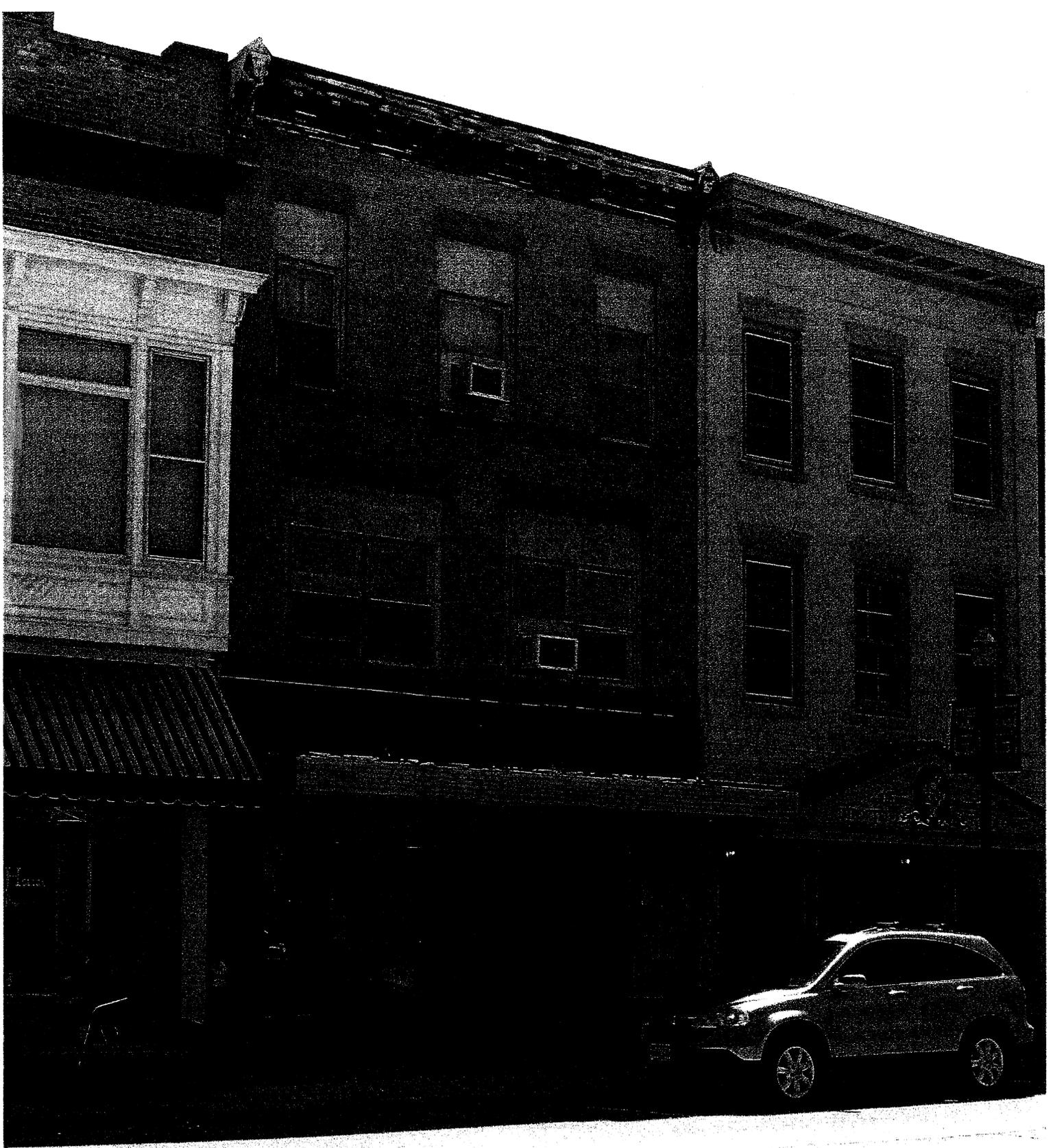
REMOVE EXISTING SHEATHING & SILL AND FILL IN WITH STONE AND MORTAR TO MATCH EXISTING MATERIALS AND HISTORIC WINDOW CONFIGURATION. PROVIDE NEW BRICK SILL TO MATCH EXISTING

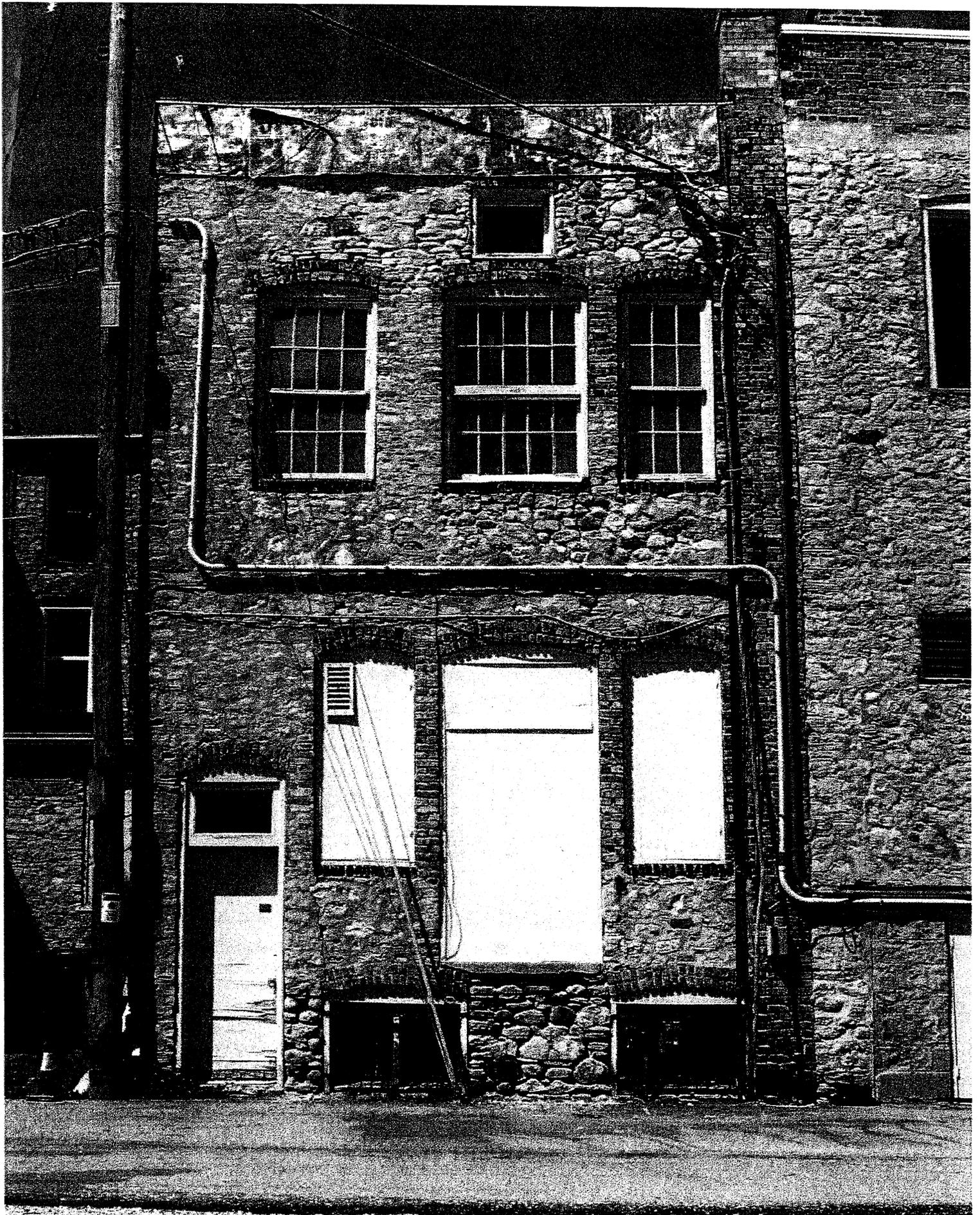
WINDOWS:

REMOVE EXISTING WINDOWS & INFILL WITH BRICK TO MATCH EXISTING



484 PINE STREET
PROPOSED REAR ELEVATION





Rear Facade - 2014