



CITY OF BURLINGTON
Committee of the Whole Minutes
Robert Miller, Mayor
Diahnn Halbach, City Clerk
Tuesday, October 6, 2015

1. Call to Order/Roll Call

Mayor Robert Miller called the meeting to order at 6:30 p.m. starting with roll call. Aldermen present: John Ekes, Ed Johnson, Bob Grandi, Ruth Dawidziak, Tom Vos, Jon Schultz, Tom Preusker, and Todd Bauman. Excused: none

Also present: City Administrator Carina Walters, Treasurer Steven DeQuaker, Director of Administrative Services Megan Watkins, Police Chief Mark Anderson, Fire Chief Perry Howard, City Attorney John Bjelajac, and Tom Foht of Kapur and Associates.

Before the meeting started, Mayor Miller had Jon Schultz introduce two guests, Brian and Nathan, members of Boy Scout Troop 336, who were attending tonight's meeting as part of their civic requirement.

2. Citizens Comments and Questions

Jean Otter, 133 N. Perkins Blvd, inquired about the status of the Burlington Community Pool. Otter brought with her a petition with 800 signatures in support of the pool and would like to see the project move forward. Mayor replied that the pool topic will be brought up and discussed at the upcoming council budget sessions.

3. Approval of Minutes from September 1, 2015

A motion was made by Johnson with a second by Grandi to approve the minutes from September 1, 2015. With all in favor, the motion carried to approve the minutes.

4. Topic: Discussion and report by Dave Wagner of Ehlers & Associates regarding Resolution 4746(20) to consider authorizing the solicitation of up to \$450,000 General Obligation Promissory Notes for the TID 5 Project.

Wagner presented options to Council for financing the \$450,000 as it relates to the tax increment and PILOT payments expected from TIF District 5. Wagner explained that in accordance with State Statute 67.12(12), the City is able to seek additional financing through the solicitation of General Obligation Promissory Notes and if less is needed, less would be borrowed.

Schultz asked if the lifetime of the loan can only last the length of the TID. Wagner responded that the payback of the loan would be within the seven year maximum.

Dawidziak asked if the money borrowed would only be used within the TID. Wagner responded that any monies borrowed must remain and can only be used towards expenditures in that TID.

5. Topic: Presentation by United Way of Racine County regarding the 2016 United Way Campaign.

Mayor Miller introduced Colleen Benkendorf, Manager Investor Relations with United Way, in which she gave a brief presentation and overview of the 2016 United Way Campaign and encourage council and staff to get involved.

6. **Topic:** Resolution 4747(21) to consider approving Task Order Number Ninety-Six with Kapur & Associates for the TID 5 Project in the amount of \$292,806.

Mayor Miller introduced Resolution 4747(21) and explained that the amendment is required due to several unknown details that weren't known when the original task order was approved, including unknown utility locations, wetland delineations, lift station location and design, and bike trail specifications. Mayor then opened it up for discussion.

Dawidziak asked if this amount was part of the \$450,000 from the overage on the Aurora Project. Mayor replied that a small portion of the amount is part of the overage and that the majority of the amount that put us over was the sanitary lift station and the water lines that were supposed to be bored and were trenched instead. Dawidziak asked what the actual overage is. Mayor replied that the City is currently at approximately \$320,000 in overages; however, the total amount of \$450,000 includes the \$292,806.

Bauman asked if there has been any consideration from Aurora in paying anything towards the \$320,000. Mayor replied that there has been no word from Aurora as of yet, which has to go through several channels before it would come back to the City.

Ekes asked about Kapur doing the work on the bike trail, as originally it was Schreiber Anderson that was going to be doing the work and wanted to know if any money had been involved with this portion. Tom Foht, Kapur & Associates, responded that although Schreiber Anderson drafted plans for the bike trail, the City never contracted with them after realizing how intertwined the work was with where the watermain was going and it was determined to do the design under Kapur's contract, which was after the original Task Order was completed.

7. **Topic:** Discussion and Presentation of the 2015 Internal Environmental Scan in preparation for the 2015 Strategic Plan.

Walters presented a PowerPoint and explained the importance of why the City must do an Environmental Scan in preparation for the 2015 Strategic Plan. Walters explained that a detailed review of the organization and its operating environment, is deployed as Phase One in a strategic planning process and that it provides a beneficial detailed profile of the organization and its capacity, as well as an examination of the primary external influences that impact organization performance.

Schultz made a statement that what's important is not to lose sight of the importance of "why" the council is doing this and that he fears that sometimes strategic plans turn into check lists of things with no cohesive reasoning behind it and just wants to make sure that "why" it's being done is a primary focus.

8. **Topic:** Ordinance 1997(3) to consider amending the Official Traffic Map by deleting the existing "No Parking During School Hours Zone" on South Kendrick Avenue and replacing and expanding it with "No Parking Zones" on Orchard Street, Rose Ann Drive, and South Kendrick Avenue.

Mayor Miller introduced Ordinance 1997(3) and opened it up for discussion.

Schultz questioned why this needed to be done and stated that there is already no parking during school hours and if people aren't following the rules, they should be ticketed, but doesn't feel parking should be limited during non-school hours. Chief Anderson responded that the school recommended this request. Schultz stated that he felt this approach was overkill and it would make more sense to enforce the laws of the current signage and possibly increase the fines.

Dawidziak asked Chief Anderson if the police has been ticketing and how much the fine is for illegally parking in this particular school zone area. Anderson replied that tickets have been issued and the current fine is \$20. Dawidziak agreed that the fine needs to be increased.

Bauman stated that if people aren't obeying the signs now, a different sign more than likely won't make a difference.

Preusker also had concerns about restricting parking year around and felt it should be enforced during school hours only.

Johnson suggested the topic being tabled until more information could be obtained from the school and the bus service.

Vos stated that although he understands the need for safety and mobility for the buses, restricting parking 24/7 for homes in an area that already have limited parking would be difficult for those residents.

Dawidziak asked what it would take to increase the fines in the school areas. Mayor replied that an amendment to the Ordinance that covers fines for ordinance violations would need to be made. Bjelajac added that the amendment could be school zone specific too.

Mayor stated that this topic would be tabled until the October 20, 2015 Committee of the Whole meeting and information and representatives from the school and bus company would be available.

- 9. Topic: Ordinance 1998(4)** to consider amending the Official Traffic Map by placing a yield sign on Devon Road at Serena Lane in the Murphy Farm Fox River Landing subdivision.

Mayor Miller introduced Ordinance 1998(4) and opened it for discussion.

Dawidziak stated that this was a good thing.

- 10. Topic: Motion 15-818** to consider approving an Airport Hangar Lease for a term of 29 years with Gary and Janette Gunderson 1480 Mike Taxiway.

Mayor Miller introduced Motion 15-818 and opened it for discussion. There was no discussion.

11. Adjourn

A motion was made by Ekes with a second by Vos to adjourn the meeting. With all in favor, the meeting adjourned at 7:37 p.m.

Minutes respectfully submitted by:

Diahnn Halbach
City Clerk
City of Burlington