



CITY OF BURLINGTON

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

AGENDA

COMMITTEE OF THE WHOLE

Tuesday, November 21, 2017

6:30 p.m.

Common Council Chambers, 224 East Jefferson Street

Mayor Jeannie Hefty
Susan Kott, Alderman, 1st District
Edward Johnson, Alderman, 1st District
Bob Grandi, Alderman, 2nd District
Ruth Dawidziak, Alderman, 2nd District
Tom Vos, Alderman, 3rd District
Jon Schultz, Council President, Alderman, 3rd District
Thomas Preusker, Alderman, 4th District
Todd Bauman, Alderman, 4th District

Student Representatives:

Gabriel King, Burlington High School
Jack Schoepke, Burlington High School

**Prior to tonight's Committee of the Whole Meeting, Richard Dimzoff, Samuel LaScola, and Anthony Romano will be sworn in as Patrol Officers.*

1. Call to Order - Roll Call
2. Citizen Comments
3. Approval of Minutes (*T. Vos*)
 - A. Approval of the November 7, 2017 Committee of the Whole Meeting minutes.
4. PRESENTATIONS:
5. DISCUSSION:
 - A. Discussion regarding an update on the Burlington Community Pool.
6. RESOLUTIONS:
 - A. Resolution 4869(27) - A resolution Authorizing the Issuance and Sale of \$1,495,000 General Obligation Promissory Notes, Series 2017D.
 - B. Resolution 4870(28) - to approve wage increases for Chief Inspectors from \$8.75 to \$11.00 per hour and Election Inspectors from \$7.25 to \$9.00 per hour.

- C. **Resolution 4871(29)** - to consider approving an Extraterritorial Zoning (ETZ) Certified Survey Map (CSM) application for property located at 34525 Walburg Lane in the Town of Burlington.
7. **ORDINANCES:** There are none.
8. **MOTIONS:** There are none.
9. **ADJOURNMENT** (*J. Schultz*)

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.



COMMITTEE OF THE WHOLE

ITEM NUMBER 3A

DATE: November 21, 2017

SUBJECT: NOVEMBER 7, 2017 COMMITTEE OF THE WHOLE MEETING MINUTES

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

The attached minutes are from the November 7, 2017 Committee of the Whole meeting.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of the attached minutes from the November 7, 2017 Committee of the Whole meeting.

TIMING/IMPLEMENTATION:

This item is scheduled for final consideration at the November 21, 2017 Common Council meeting.

Attachments

COW Minutes



CITY OF BURLINGTON

City Clerk
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CITY OF BURLINGTON
Committee of the Whole Minutes
Jeannie Hefty, Mayor
Diahnn Halbach, City Clerk
Tuesday, November 7, 2017

1. **Call to Order - Roll Call**

Mayor Jeannie Hefty called the Committee of the Whole meeting to order on Tuesday, November 7, 2017 at 6:30 p.m. starting with Roll Call. Present: Kott, Grandi, Dawidziak, Vos, Schultz, Preusker, Bauman. Excused: Johnson.

Also present: City Administrator Carina Walters, City Attorney John Bjelajac, Director of Administrative Services Megan Watkins, Director of Finance Steve DeQuaker, Police Chief Mark Anderson, Fire Chief Alan Babe, Building Inspector Gregory Guidry, DPW Director Peter Riggs, and Gregory Governatori of Kapur & Associates.

2. **Citizen Comments** - There were none.

3. **Approval of Minutes**

A motion was made by Alderman Grandi with a second by Alderman Vos to approve the October 17, 2017 Committee of the Whole Meeting Minutes. With all in favor, the motion carried.

4. **RESOLUTIONS:**

- A. **Resolution 4868(26)** - approving Contract Change Order Number Three with Reesman's Excavating and Grading, Inc. for the 2017 Street and Sidewalk Improvement Program in the amount of \$13,213.66.

Mayor Hefty introduced Resolution 4868(26). Walters explained the previous two change orders and that this third change order was necessary and included the placement of Geogrid Base Reinforcement for soft areas below subgrade, an additional manhole at the location of the existing Cooper School storm sewer lateral, relocating a storm sewer catch basin and pipe from planned location to avoid an existing water main, and additional manhole adjustments necessary to match new road elevations. Walters further stated that Change Order Three resulted in an increase of the contract by \$13,213.66 for a total project cost of \$1,589,921.40, which is still under the budgeted amount of \$2,190,854.00.

Alderman Vos asked how much was saved by hauling the fill to the pool. Walters replied that the City saved between \$60,000-\$70,000 and that the entire \$137,000 spent on the change order will be applied against the pool because that was work that was not unnecessarily part of the scope of the streets project. Walters further stated that a pool update would be given at the November 21 Committee of the Whole meeting.

5. **ORDINANCES:** There were none.

6. **MOTIONS:**

- A. **Motion 17-882** - to consider approving a Downtown Historic District Façade Improvement Grant Policy.

Mayor Hefty introduced Motion 17-882. Megan Watkins explained that, upon assuming the task of reviewing HPC Façade Grant applications it was realized that there wasn't a formal policy in place for the HPC Façade Grant program, only meeting minutes from previous Historic Preservation Commission (HPC) and Community Development Authority (CDA) meetings that set guidelines for the programs. Watkins said through research of these minutes as well as other community facade grant programs, she was able to draft a clear and direct policy for staff, HPC commissioners, and applicants to follow. Watkins stated that one of the things that was added is an option for applicants to reapply for grant money in four years as opposed to never.

Alderman Preusker questioned the four-year timeline and stated that it was his understanding that the purpose of the Façade Grant was to give business owners the opportunity to bring the property up to the HPC standards and asked if maintenance of property was now included in the policy. Watkins replied that HPC approved the maintenance language and it has been added to the list of eligible activities.

Alderman Vos stated that he felt that if an applicant has already received a facade grant for improvements then it should be the owner's responsibility to upkeep the maintenance portion of it. Vos also stated that he felt it was unfair that businesses outside of the downtown district aren't eligible for facade grants.

Alderman Schultz said that Council made it a strategic priority to improve the Historic Downtown District and pointed out that code compliancy is a non-eligible activity and therefore wouldn't qualify for a facade grant. Schultz also agreed that certain maintenance issues should be the responsibility of the owner, however after an extended period of time, a business owner should be able to apply for another grant for upgrades and improvements. Schultz thought four years might be too aggressive and suggested ten years might be better. Schultz also stated that he felt if a previous owner was awarded a facade grant, then a new owner that takes occupancy shortly thereafter, shouldn't also be awarded a grant; however, could be eligible after an extended period of time.

Alderman Grandi stated that it's up to the owner to take advantage of the grants and questioned if the facade grants are intended to be used towards bringing buildings up to historical standards or can they be used for aesthetic improvements. Grandi felt that the grant should include both but to the discretion of the Council and isn't opposed to the four years.

Alderman Schultz recommended sharing the facade grant policy with the Downtown Development Group, as they may have additional suggestions and input regarding the policy. Watkins stated that she had talked to the group about the policy but they have not yet seen it.

Alderman Vos asked how many of the downtown buildings are historically compliant. Alderman Kott estimated that roughly 15-20% of the downtown buildings are not historically compliant.

There was a unanimous consensus to adjust the four years to ten years and to present the policy to the Downtown Committee for their input prior to Council approval.

- B. **Motion 17-885** - to consider approving a Certificate of Appropriateness for 557 N. Pine Street in the City of Burlington.

Mayor Hefty introduced Motion 17-885. Gregory Guidry explained that this Certificate of Appropriateness is for the existing Arcade Driving School in which they intend to do improvements to the front facade and is looking to receive \$4,202.46 in facade grants if Council approves. Guidry stated that the Historic Preservation Committee unanimously recommended approval of the Certificate of Appropriateness application at their October 26, 2017 meeting.

- C. **Motion 17-886** - to consider approving a Certificate of Appropriateness for 316-344 N. Pine Street in the City of Burlington.

Mayor Hefty introduced Motion 17-886. Gregory Guidry explained that this Certificate of Appropriateness is for front and rear facade improvements for property in the downtown district owned by Kass Management. They are looking to receive \$4,700 for the front facade and \$2,850 for the rear facade if Council approves. Guidry stated that the Historic Preservation Committee unanimously recommended approval of the Certificate of Appropriateness application at their October 26, 2017 meeting.

7. **ADJOURNMENT**

A motion was made by Alderman Dawidziak with a second by Alderman Preusker to adjourn the meeting. With all in favor, the meeting was adjourned at 7:03 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington



COMMITTEE OF THE WHOLE

ITEM NUMBER 6A

DATE: November 21, 2017

SUBJECT: RESOLUTION 4869(27) - A resolution Authorizing the Issuance and Sale of \$1,495,000 General Obligation Promissory Notes, Series 2017D.

SUBMITTED BY: Steven DeQuaker, Finance Director

BACKGROUND/HISTORY:

This is the final step in authorizing the sale of the \$1,495,000 General Obligation Promissory Note for payment of flood damaged infrastructure.

Jim Mann/Jon Cameron with Ehlers, Inc. is here to discuss the process which includes the bid opening, award and sale details.

BUDGET/FISCAL IMPACT:

As previously discussed, the cost of the debt service on the promissory note will range from 21 cents to 13 cents per 1,000 on the MIL rate, based on current values. Actual cost starts out higher, then reduces to the lower cost by paying principal off sooner.

RECOMMENDATION:

Staff recommends that Council authorize and accept the Sale award as presented

TIMING/IMPLEMENTATION:

Due to the timeliness of this item, it is presented for discussion and final consideration this evening.

Attachments

Res 4869(27) GO PN
Scope of Engagement Letter

RESOLUTION NO. 4869(27)

**RESOLUTION AUTHORIZING THE ISSUANCE AND
SALE OF \$1,495,000 GENERAL OBLIGATION
PROMISSORY NOTES, SERIES 2017D**

WHEREAS, on October 17, 2017, the Common Council of the City of Burlington, Racine and Walworth Counties, Wisconsin (the "City") adopted a resolution (the "Set Sale Resolution"), providing for the sale of approximately \$1,495,000 General Obligation Promissory Notes (the "Notes") for public purposes, including financing capital projects related to flood recovery (the "Project");

WHEREAS, the Common Council hereby finds and determines that the Project is within the City's power to undertake and therefore serves a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes;

WHEREAS, the City is authorized by the provisions of Section 67.12(12), Wisconsin Statutes, to borrow money and issue general obligation promissory notes for such public purposes;

WHEREAS, pursuant to the Set Sale Resolution, the City has directed Ehlers & Associates, Inc. ("Ehlers") to take the steps necessary to sell the Notes to pay the cost of the Project;

WHEREAS, Ehlers, in consultation with the officials of the City, prepared a Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Notes and indicating that the Notes would be offered for public sale on November 21, 2017;

WHEREAS, the City Clerk (in consultation with Ehlers) caused a form of notice of the sale to be published and/or announced and caused the Notice of Sale to be distributed to potential bidders offering the Notes for public sale on November 21, 2017;

WHEREAS, the City has duly received bids for the Notes as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation"); and

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Notice of Sale and is deemed to be the most advantageous to the City. Ehlers has recommended that the City accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that:

Section 1. Ratification of the Notice of Sale and Offering Materials. The Common Council hereby ratifies and approves the details of the Notes set forth in Exhibit A attached hereto as and for the details of the Notes. The Notice of Sale and any other offering materials prepared and circulated by Ehlers are hereby ratified and approved in all respects. All actions taken by officers of the City and Ehlers in connection with the preparation and distribution of the Notice of Sale, and any other offering materials are hereby ratified and approved in all respects.

Section 1A. Authorization and Award of the Notes. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of ONE MILLION FOUR HUNDRED NINETY-FIVE THOUSAND DOLLARS (\$1,495,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal of the Purchaser offering to purchase the Notes for the sum set forth on the Proposal, plus accrued interest to the date of delivery, resulting in a true interest cost as set forth on the Proposal, is hereby accepted. The Mayor and City Clerk or other appropriate officers of the City are authorized and directed to execute an acceptance of the Proposal on behalf of the City. The good faith deposit of the Purchaser shall be retained by the City Treasurer and applied in accordance with the Notice of Sale, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Notes shall bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2017D"; shall be issued in the aggregate principal amount of \$1,495,000; shall be dated December 6, 2017; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on April 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2018. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes maturing on April 1, 2025 and thereafter are subject to redemption prior to maturity, at the option of the City, on April 1, 2024 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the City, and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

[If the Proposal specifies that any of the Notes are subject to mandatory redemption, the terms of such mandatory redemption shall be set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference. Upon the optional redemption of any of the Notes subject to mandatory redemption, the principal amount of such Notes so redeemed shall be credited against the mandatory redemption payments established in Exhibit MRP for such Notes in such manner as the City shall direct.]

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the City are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the City a direct annual irrepealable tax in the years 2017 through 2026 for payments due in the years 2018 through 2027 in the amounts set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the City shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the City and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the City for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the City then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the City, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the City may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Promissory Notes, Series 2017D" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the City at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the City above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next succeeding tax levy, or may, at the option of the City, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the City, unless the Common Council directs otherwise.

Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund separate and distinct from all other funds of the City and disbursed solely for the purpose or purposes for which borrowed or for the payment of the principal of and the interest on the Notes. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the City, charged with the responsibility for issuing the Notes, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The City represents and covenants that the projects financed by the Notes and the ownership, management and use of the projects will not cause the Notes to be "private activity bonds" within the meaning of Section 141 of the Code. The City further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes including, if

applicable, the rebate requirements of Section 148(f) of the Code. The City further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Notes) if taking, permitting or omitting to take such action would cause any of the Notes to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The City Clerk or other officer of the City charged with the responsibility of issuing the Notes shall provide an appropriate certificate of the City certifying that the City can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The City also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the City will do so only to the extent consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Notes are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the City by the manual or facsimile signatures of the Mayor and City Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the City of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the City has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The City hereby authorizes the officers and agents of the City to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by [_____, _____, _____, which is hereby appointed as the City's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes] [the City Clerk or City Treasurer] (the "Fiscal Agent"). [The City hereby authorizes

the Mayor and City Clerk or other appropriate officers of the City to enter a Fiscal Agency Agreement between the City and the Fiscal Agent. Such contract may provide, among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats. Sec. 67.10(2)(a) to (j), where applicable, with respect to the Notes].

Section 13. Persons Treated as Owners; Transfer of Notes. The City shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Mayor and City Clerk shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

The City shall cooperate in any such transfer, and the Mayor and City Clerk are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 14. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the City at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the City agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the City Clerk or other authorized representative of the City is authorized and directed to execute and deliver to DTC on behalf of the City to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the City Clerk's office.

Section 16. Payment of Issuance Expenses. The City authorizes the Purchaser to forward the amount of the proceeds of the Notes allocable to the payment of issuance expenses to KleinBank, Chaska, Minnesota at Closing for further distribution as directed by Ehlers.

Section 17. Official Statement. The Common Council hereby approves the Preliminary Official Statement with respect to the Notes and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the City in connection with the preparation of such Preliminary

Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate City official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The City Clerk shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 18. Undertaking to Provide Continuing Disclosure. The City hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the City to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

To the extent required under the Rule, the Mayor and City Clerk, or other officer of the City charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the City's Undertaking.

Section 19. Record Book. The City Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 20. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the City are authorized to take all actions necessary to obtain such municipal bond insurance. The Mayor and City Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Mayor and City Clerk including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

Section 21. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the Common Council or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded November 21, 2017.

Jeannie Hefty
Mayor

ATTEST:

Diahn C. Halbach
City Clerk

(SEAL)

EXHIBIT A

Notice of Sale

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT B

Bid Tabulation

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT C

Winning Bid

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT D-1

Pricing Summary

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

DRAFT

[EXHIBIT MRP

Mandatory Redemption Provision

The Notes due on April 1, ____, ____ and ____ (the "Term Bonds") are subject to mandatory redemption prior to maturity by lot (as selected by the Depository) at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from debt service fund deposits which are required to be made in amounts sufficient to redeem on April 1 of each year the respective amount of Term Bonds specified below:

For the Term Bonds Maturing on April 1, ____

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)

For the Term Bonds Maturing on April 1, ____

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)

For the Term Bonds Maturing on April 1, ____

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)

For the Term Bonds Maturing on April 1, ____

<u>Redemption Date</u>	<u>Amount</u>
____	\$ ____
____	____
____	____ (maturity)]

EXHIBIT E

(Form of Note)

REGISTERED UNITED STATES OF AMERICA DOLLARS
STATE OF WISCONSIN
RACINE AND WALWORTH COUNTIES
NO. R-____ CITY OF BURLINGTON \$_____
GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2017D

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:
April 1, _____ December 6, 2017 _____% _____

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ THOUSAND DOLLARS
(\$_____)

FOR VALUE RECEIVED, the City of Burlington, Racine and Walworth Counties, Wisconsin (the "City"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2018 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by [_____, _____, _____] OR [the City Clerk or City Treasurer] (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the City are hereby irrevocably pledged.

This Note is one of an issue of Notes aggregating the principal amount of \$1,495,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the City pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for public purposes including financing capital projects related to flood recovery, as authorized

by a resolution adopted on November 21, 2017. Said resolution is recorded in the official minutes of the Common Council for said date.

The Notes maturing on April 1, 2025 and thereafter are subject to redemption prior to maturity, at the option of the City, on April 1, 2024 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the City, and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

[The Notes maturing in the years _____ are subject to mandatory redemption by lot as provided in the resolution authorizing the Notes, at the redemption price of par plus accrued interest to the date of redemption and without premium.]

In the event the Notes are redeemed prior to maturity, as long as the Notes are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Notes of a maturity are to be called for redemption, the Notes of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Notes called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Notes shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Notes shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the City, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrepealable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note has been designated by the Common Council as a "qualified tax-exempt obligation" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Note is transferable only upon the books of the City kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the City appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with

a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the City for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Notes, or (iii) with respect to any particular Note, after such Note has been called for redemption. The Fiscal Agent and City may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

[This Note shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Fiscal Agent.]

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, the City of Burlington, Racine and Walworth Counties, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the manual or facsimile signatures of its duly qualified Mayor and City Clerk; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

CITY OF BURLINGTON,
RACINE AND WALWORTH COUNTIES,
WISCONSIN

By: _____
Jeannie Hefty
Mayor

(SEAL)

By: _____
Diahn C. Halbach
City Clerk

[Date of Authentication: _____, _____

CERTIFICATE OF AUTHENTICATION

This Note is one of the Notes of the issue authorized by the within-mentioned resolution of the City of Burlington, Wisconsin.

_____, _____

By _____
Authorized Signatory]

DRAFT

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints _____, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

(e.g. Bank, Trust Company
or Securities Firm)

(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

(Authorized Officer)



411 East Wisconsin Avenue
Suite 2350
Milwaukee, Wisconsin 53202-4426
414.277.5000
Fax 414.271.3552
www.quarles.com

Attorneys at Law in
Chicago
Indianapolis
Madison
Milwaukee
Naples
Phoenix
Scottsdale
Tampa
Tucson
Washington, D.C.

November 16, 2017

VIA EMAIL

Ms. Diahnn C. Halbach
City Clerk
City of Burlington
300 North Pine Street
Burlington, WI 53105

Scope of Engagement Re: Proposed Issuance of \$1,495,000 City of Burlington (the "City") General Obligation Promissory Notes, Series 2017D (the "Securities")

Dear Ms. Halbach:

We are pleased to be working with you again as the City's bond counsel. Thank you for your confidence in us.

The purpose of this letter is to set forth the role we propose to serve and responsibilities we propose to assume as bond counsel in connection with the issuance of the above-referenced Securities. If you have any questions about this letter or the services we will provide, or if you would like to discuss modifications, please contact me.

Role of Bond Counsel

Our bond counsel engagement is a limited, special counsel engagement. Bond counsel is engaged as a recognized independent expert whose primary responsibility is to render an objective legal opinion with respect to the authorization and issuance of municipal obligations. If you desire additional information about the role of bond counsel, we would be happy to provide you with a copy of a brochure prepared by the National Association of Bond Lawyers.

As bond counsel we will: examine applicable law; prepare authorizing and closing documents; consult with the parties to the transaction, including the City's financial advisor or underwriter or placement agent, prior to the issuance of the Securities; review certified proceedings; and undertake such additional duties as we deem necessary to render the bond counsel opinion described below. As bond counsel, we do not advocate the interests of the City or any other party to the transaction. We assume that the parties to the transaction will retain such counsel as they deem necessary and appropriate to represent their interests in this transaction.

Subject to the completion of proceedings to our satisfaction, we will render our opinion that:

- 1) the Securities are valid and binding general obligations of the City;
- 2) all taxable property in the territory of the City is subject to ad valorem taxation without limitation as to rate or amount to pay the Securities; and
- 3) the interest paid on the Securities will be excludable from gross income for federal income tax purposes (subject to certain limitations which may be expressed in the opinion).

The bond counsel opinion will be executed and delivered by us in written form on the date the Securities are exchanged for their purchase price (the "Closing") and will be based on facts and law existing as of its date.

Upon delivery of the opinion, our responsibilities as bond counsel will be concluded with respect to this financing; specifically, but without implied limitation, we do not undertake (unless separately engaged) to provide any post-closing compliance services including any assistance with the City's continuing disclosure commitment, ongoing advice to the City or any other party concerning any actions necessary to assure that interest paid on the Securities will continue to be excluded from gross income for federal income tax purposes, or participating in an Internal Revenue Service, Securities Exchange Commission or other regulatory body survey or investigation regarding or audit of the Securities.

In rendering the opinion, we will rely upon the certified proceedings and other certifications of public officials and other persons furnished to us without undertaking to verify the same by independent investigation.

The services we will provide under this engagement are strictly limited to legal services. We are neither qualified nor engaged to provide financial advice and we will make no representation about the desirability of the proposed plan of finance, the feasibility of the projects financed or refinanced by the Securities, or any related matters.

Diversity of Practice; Consent to Unrelated Engagements

Because of the diversity of practice of our firm, members of our firm other than those who serve you may be asked to represent other clients who have dealings with the City regarding such matters as zoning, licensing, land division, real estate, property tax or other matters which are unrelated to our bond counsel work. Ethical requirements sometimes dictate that we obtain the City's consent to such situations even though our service to you is limited to the specialized

Ms. Diahnn C. Halbach
November 16, 2017
Page 3

area of bond counsel. We do not represent you in legal matters regularly, although we may be called upon for special representation occasionally, and our bond counsel work does not usually provide us information that will be disadvantageous to you in other representations. We do not believe that such representations of others would adversely affect our relationship with you, and we have found that local governments generally are agreeable to the type of unrelated representation described above. We would like to have an understanding with you that the City consents to our firm undertaking representations of this type. Your approval of this letter will serve to confirm that the City has no objection to our representation of other clients who have dealings with the City, unrelated to the borrowing and finance area or any other area in which we have agreed to serve it. If you have any questions or would like to discuss this consent further, please call us.

We also want to advise you that from time to time we represent underwriters and purchasers of municipal obligations, as well as other bond market participants. In past transactions or matters that are not related to the issuance of the Securities and our role as bond counsel, we may have served as counsel to the financial institution that has or will underwrite, purchase or place the Securities or that is serving as the City's financial advisor. We may also be asked to represent financial institutions and other market participants, including the underwriter, purchaser or placement agent of the Securities or the City's financial advisor, in future transactions or matters that are not related to the issuance of the Securities or our role as bond counsel. By engaging our services under the terms of this letter, the City consents to our firm undertaking representations of this type.

A form of our opinion and a form of a Continuing Disclosure Certificate (which we may prepare) may be included in the Official Statement or other disclosure document for the Securities. However, as bond counsel, we will not assume or undertake responsibility for the preparation of an Official Statement or other disclosure document with respect to the Securities, nor are we responsible for performing an independent investigation to determine the accuracy, completeness or sufficiency of any such document. If an Official Statement or other disclosure document is prepared and adopted or approved by the City, we will either prepare or review any description therein of: (i) Wisconsin and federal law pertinent to the validity of the Securities and the tax treatment of interest paid thereon and (ii) our opinion.

Fees

Based upon: (i) our current understanding of the terms, structure, size and schedule of the financing, (ii) the duties we will undertake pursuant to this letter, (iii) the time we anticipate devoting to the financing, and (iv) the responsibilities we assume, we estimate that our fee will be \$8,250. Such fee and expenses may vary: (i) if the principal amount of Securities actually issued differs significantly from the amount stated above, (ii) if material changes in the structure of the financing occur, or (iii) if unusual or unforeseen circumstances arise which require a

significant increase in our time, expenses or responsibility. Our fees and expenses may increase if the Securities are insured by a municipal bond insurance company, as municipal bond insurance companies require additional opinions and documents. If at any time we believe that circumstances require an adjustment of our original fee estimate, we will consult with you. It is our understanding that our fee will be paid out of proceeds of the Securities at Closing.

If, for any reason, the financing is not consummated or is completed without the rendition of our opinion as bond counsel, we will expect to be compensated at our normal hourly rates for time actually spent, plus out-of-pocket expenses. Our fee is usually paid either at the Closing out of proceeds of the Securities or pursuant to a statement rendered shortly thereafter. We customarily do not submit any statement until the Closing unless there is a substantial delay in completing the financing.

Terms of Engagement

Either the City or Quarles & Brady may terminate the engagement at any time for any reason by written notice, subject on our part to applicable rules of professional conduct. If the City terminates our services, the City is responsible for promptly paying us for all fees, charges, and expenses incurred before the date we receive termination. We reserve the right to withdraw from representing the City if, among other things, the City fails to honor the terms of this engagement letter – including the City's failing to pay our bills, the City's failing to cooperate or follow our advice on a material matter, or our becoming aware of any fact or circumstance that would, in our view, render our continuing representation unlawful or unethical.

Unless previously terminated, our representation will terminate when we send to the City (or its representative) our final bill for services rendered. If the City requests, we will promptly return the City's original papers and property to you, consistent with our need to ensure payment of any outstanding bills. We may retain copies of the documents. We will keep our own files, including attorney work product, pertaining to our representation of the City. For various reasons, including the minimization of unnecessary storage expenses, we may destroy or otherwise dispose of documents and materials a reasonable time after termination of the engagement.

City Responsibilities

We will provide legal counsel and assistance to the City in accordance with this letter and will rely upon information and guidance the City and its personnel provide to us. We will keep the City reasonably informed of progress and developments, and respond to the City's inquiries. To enable us to provide the services set forth in this letter, the City will disclose fully and accurately all facts and keep us apprised of all developments relating to this matter. The City agrees to pay our bills for services and expenses in accordance with this engagement letter. The

Ms. Diahnn C. Halbach
November 16, 2017
Page 5

City will also cooperate fully with us and be available to attend meetings, conferences, hearings and other proceedings on reasonable notice, and stay fully informed on all developments relating to this matter.

Limited Liability Partnership

Our firm is a limited liability partnership ("LLP"). Because we are an LLP, no partner of the firm has personal liability for any debts or liabilities of the firm except as otherwise required by law, and except that each partner can be personally liable for his or her own malpractice and for the malpractice of persons acting under his or her actual supervision and control. As an LLP we are required by our code of professional conduct to carry at least \$10,000,000 of malpractice insurance; currently, we carry coverage with limits substantially in excess of that amount. Please call me if you have any questions about our status as a limited liability partnership.

Conclusion and Request for Signed Copy

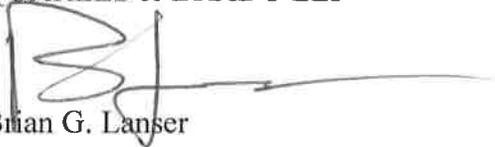
If the foregoing terms of this engagement are acceptable to you, please so indicate by returning a copy of this letter dated and signed by an appropriate officer, retaining the original for your files. If we do not hear from you within thirty (30) days, we will assume that these terms are acceptable to you, but we would prefer to receive a signed copy of this letter from you.

Ms. Diahnn C. Halbach
November 16, 2017
Page 6

We are looking forward to working with you and the City in this regard.

Very truly yours,

QUARLES & BRADY LLP



Brian G. Lanser

BGL:BJK:TAB
#180294.00029

cc: Mayor Jeannie Hefty (via email)
Ms. Carina Walters (via email)
Ms. Megan Watkins (via email)
Mr. Steven J. DeQuaker (via email)
Mr. James Mann (via email)
Mr. Jon Cameron (via email)
Ms. Kathy Myers (via email)
Mr. Brendan Leonard (via email)
Ms. Bridgette Keating (via email)
Ms. Tracy Berrones (via email)

Accepted and Approved:

CITY OF BURLINGTON

By: _____

Its: _____
Title

Date: _____



COMMITTEE OF THE WHOLE

ITEM NUMBER 6B

DATE: November 21, 2017

SUBJECT: **RESOLUTION 4870(28)** - to approve wage increases for Chief Inspectors from \$8.75 to \$11.00 per hour and Election Inspectors from \$7.25 to \$9.00 per hour.

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

On December 18, 2007, per Resolution 4188(83), Council approved a wage increase to \$7.00 per hour for regular election inspectors and \$8.25 per hour for Chief Inspectors. In January 2010, U.S. federal law required a minimum wage of at least \$7.25 per hour. Subsequently, wages for Chief and Election Inspectors were increased by \$.25. There has not been a wage increase since 2010.

Attached is a survey from 108 Wisconsin municipalities. Chief Inspector's pay ranged from \$7.15 - \$21.00 and Election Inspectors ranged from \$7.15 - \$14.00. Several municipalities pay a stipend, rather than a wage. For the purposes of figuring out an equivalent wage, stipend pay was based on a 14 hour day. The averaged turned out to be \$10.73 per hour for Chief Inspectors and \$9.14 per hour for Election Inspectors.

The City of Burlington has approximately 88 appointed election inspectors and 4 Chief Inspectors. A typical election requires a minimum of 7 workers (2 of which are Chief Inspectors) at each polling location. Poll workers have the option of working a half day or a full day. Half days average approximately 6.5 hours. Full days average approximately 14 hours; however, can be as long as 16-20 hours for the closers and Chief Inspectors. There are typically 2 elections per odd year and 4 elections per even year.

Poll workers are also required to attend election training at least once every two years; however, the Clerk's office offers an election training prior to every election as a refresher course and to brief the workers on any changes that may have taken place since the last election. These trainings can last anywhere from 30 minutes to 2 hours. Workers are paid for their training time.

BUDGET/FISCAL IMPACT:

The 2017 budget for election workers wages is \$7,500, in which there were only two elections. In 2016, there were four elections including the mayoral and presidential races; \$16,000 was budgeted and \$15,268 was the actual amount spent for wages. Based on the proposed new wages, the 2018 budget for election wages would be increased to \$18,000 for the 4-election year cycle and \$10,000 for the 2019 2-election year cycle.

This has been accounted for in the 2018 Budget.

RECOMMENDATION:

Staff recommends that Council approve the proposed wage increases.

TIMING/IMPLEMENTATION:

This item is scheduled for discussion at the November 21, 2017 Committee of the Whole meeting and will be scheduled for final consideration at the December 5, 2017 Common Council meeting.

Attachments

Res 4870(28) Poll Worker Wage Increases
Poll Worker Wages

Resolution No. 4870(28)
Introduced by: Committee of the Whole

**A RESOLUTION FOR A WAGE INCREASE FOR CHIEF INSPECTORS AND
ELECTION INSPECTORS WITHIN THE CITY OF BURLINGTON**

WHEREAS, persons working as Election Inspectors for the City of Burlington, whose current wages are \$7.25 per hour shall be increased to the rate of \$9.00 per hour; and,

WHEREAS, the Chief Inspectors of each polling place, whose current wages are \$8.75 per hour shall be increased to the rate of \$11.00 per hour; and,

WHEREAS, said Election Inspectors who conduct the elections at nursing homes, qualified retirement homes and qualified community-based residential facilities be paid at their Election Day wages.

BE IT FURTHER RESOLVED THAT said Chief and Election Inspectors shall be paid the foregoing rates for all elections within the City of Burlington following the adoption of this resolution until otherwise modified or changed by the Common Council.

Introduced: November 21, 2017
Adopted:

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk

**Election Inspector Wage Survey
dated 8-17-17**

<u>MUNICIPALITY</u>	<u>Chief</u>	<u>Equiv</u>	<u>Inspector</u>	<u>Equiv</u>
Allouez, Village	\$11.00	\$11.00	\$9.00	\$9.00
Bayfield, City	\$10.47	\$10.47	\$10.47	\$10.47
Belmont, Town	\$16.00	\$16.00	\$14.00	\$14.00
Biron, Village	\$11.00	\$11.00	\$10.00	\$10.00
Bloomfield Town	\$12.00	\$12.00	\$10.00	\$10.00
Bloomfield Village	\$12.00	\$12.00	\$10.00	\$10.00
Bone Lake, Town	\$10.00	\$10.00	\$10.00	\$10.00
Brookfield City	\$12.50	\$12.50	\$9.00	\$9.00
Brookfield Town	\$7.75	\$7.75	\$7.25	\$7.25
Brule, Town	\$12.00	\$12.00	\$10.00	\$10.00
Burlington City	\$8.75	\$8.75	\$7.25	\$7.25
Butler Village	\$10.00	\$10.00	\$8.25	\$8.25
Camp Douglas, Village	\$8.00	\$8.00	\$8.00	\$8.00
Chenequa Village	\$21.00	\$21.00	VOLUNTEER	\$0.00
Clinton, Village	\$9.00	\$9.00	\$8.00	\$8.00
Conover, Town	\$10.00	\$10.00	\$10.00	\$10.00
Cooperstown, Town	\$8.00	\$8.00	\$8.00	\$8.00
Cuba City, City	\$10.00	\$10.00	\$8.50	\$8.50
Darien Town	\$10.00	\$10.00	\$10.00	\$10.00
Darien Village	\$135/day	\$9.65	\$110/day	\$7.86
Delafield City	\$14.25	\$14.25	\$10.50	\$10.50
Delafield Town	\$10.00	\$10.00	\$8.50	\$8.50
Delavan City	\$165/day	\$11.79	\$140/day	\$10.00
Delavan Town	\$10.00	\$10.00	\$9.50	\$9.50
Dousman Village	\$8.00	\$8.00	\$8.00	\$8.00
Eagle Town	\$11.00	\$11.00	\$9.00	\$9.00
Eagle Village	\$10.50	\$10.50	\$9.50	\$9.50
East Troy Town	\$11.00	\$11.00	\$9.00	\$9.00
East Troy Village	\$9.00	\$9.00	\$8.00	\$8.00
Eden, Village	\$18.35	\$18.35	\$11.60	\$11.60
Elkhorn City	\$200/day	\$14.29	\$130/day	\$9.29
Ellsworth, Village	\$12.00	\$12.00	\$11.00	\$11.00
Elm Grove Village	\$135/day	\$9.65	\$105/day	\$7.50
Excelsior, Town	\$140/day	\$9.33	\$140/day	\$9.33
Fox Lake, City	\$150/day	\$10.00	\$150/day	\$10.00
Franklin, Town	\$8.00	\$8.00	\$8.00	\$8.00
Genesee Town	\$10.00	\$10.00	\$9.00	\$9.00
Geneva Town	\$12.00	\$12.00	\$10.00	\$10.00
Genoa City Village	\$9.00	\$9.00	\$9.00	\$9.00
Grand Rapids, Town	\$9.00	\$9.00	\$9.00	\$9.00
Hartland Village	\$11.00	\$11.00	\$8.50	\$8.50
Hazel Green, Village	\$13.00	\$13.00	\$12.00	\$12.00
Hobart, Village	\$9.50	\$9.50	\$9.50	\$9.50
Hunter, Town	\$10.00	\$10.00	\$10.00	\$10.00
Lac La Belle Village	\$10.00	\$10.00	\$10.00	\$10.00
Lafayette Town	\$16.00	\$16.00	\$10.00	\$10.00

**Election Inspector Wage Survey
dated 8-17-17**

LaGrange Town	\$175/day	\$12.50	\$175/day	\$12.50
Lake Geneva City	\$9.00	\$9.00	\$8.00	\$8.00
Lannon Village	\$9.00	\$9.00	\$8.00	\$8.00
LaValle, Town	\$9.50	\$9.50	\$9.00	\$9.00
Linn Town	\$9.50	\$9.50	\$8.50	\$8.50
Lisbon Town	\$9.14	\$9.14	\$9.14	\$9.14
Mayville, City	\$10.00	\$10.00	\$10.00	\$10.00
Menomonee Falls Village	\$175/day	\$12.50	\$120/day	\$8.58
Merton Town	\$10.00	\$10.00	\$9.00	\$9.00
Merton Village	\$9.25	\$9.25	\$9.25	\$9.25
Mishicot, Village	\$7.50	\$7.50	\$7.50	\$7.50
Montana, Town	\$11.00	\$11.00	\$10.50	\$10.50
Montrose, Town	\$10.00	\$10.00	\$10.00	\$10.00
Mount Pleasant, Village	\$12.00	\$12.00	\$10.00	\$10.00
Mukwonago Town	\$10.00	\$10.00	\$8.00	\$8.00
Mukwonago, Village	\$8.36	\$8.36	\$7.65	\$7.65
Muskego City	\$10.00	\$10.00	\$9.00	\$9.00
Nashotah Village	\$9.50	\$9.50	\$9.00	\$9.00
New Berlin City	\$10.00	\$10.00	\$8.25	\$8.25
North Prairie Village	\$10.00	\$10.00	\$7.50	\$7.50
Oconomowoc City	\$125/day	\$8.93	\$100/day	\$7.15
Oconomowoc Lake Village	\$7.25	\$7.25	\$7.25	\$7.25
Oconto Falls, City	\$10.50	\$10.50	\$10.00	\$10.00
Omro, City	\$10.00	\$10.00	\$9.00	\$9.00
Ottawa Town	\$12.00	\$12.00	\$10.00	\$10.00
Pardeeville, Village	\$9.00	\$9.00	\$7.50	\$7.50
Pewaukee City	\$10.00	\$10.00	\$8.50	\$8.50
Pewaukee Village	\$8.25	\$8.25	\$7.25	\$7.25
Pleasant Prairie, Village	\$11.00	\$11.00	\$10.50	\$10.50
Plum Lake, Town	\$10.00	\$10.00	\$10.00	\$10.00
Port Washington	\$15.00	\$15.00	\$10.00	\$10.00
Racine, Village	\$10.50	\$10.50	\$8.50	\$8.50
Rice Lake, Town	\$11.00	\$11.00	\$10.00	\$10.00
Richford, Town	\$13.00	\$13.00	\$10.00	\$10.00
Richmond Town	\$10.00	\$10.00	\$10.00	\$10.00
Ridgeway, Village	\$10.50	\$10.50	\$9.00	\$9.00
Scott, Town	\$11.00	\$11.00	\$9.00	\$9.00
Sharon Town	\$12.00	\$12.00	\$8.00	\$8.00
Shelby, Town	\$9.00	\$9.00	\$8.50	\$8.50
Spring Prairie Town	\$175/day	\$12.50	\$125/day	\$8.93
Spring Valley, Village	\$9.25	\$9.25	\$8.65	\$8.65
Stetsonville, Village	\$10.00	\$10.00	\$8.50	\$8.50
Sugar Creek Town	\$15.00	\$15.00	\$14.00	\$14.00
Sullivan, Village	\$10.00	\$10.00	\$9.00	\$9.00
Sumner, Town	\$100/shift	\$13.33	\$75/shift	\$10.00
Superior, City	\$14.17	\$14.17	\$10.84	\$10.84
Sussex Village	\$12.00	\$12.00	\$7.25	\$7.25

**Election Inspector Wage Survey
dated 8-17-17**

Tomah, City	\$180/day	\$12.00	\$145/day	\$9.67
Troy Town	\$12.00	\$12.00	\$10.00	\$10.00
Two Creeks, Town	\$10.50	\$10.50	\$10.50	\$10.50
Two Rivers, City	\$10.00	\$10.00	\$8.00	\$8.00
Vernon Town	\$11.00	\$11.00	\$9.00	\$9.00
Verona, City	\$12.00	\$12.00	\$10.50	\$10.50
Wales Village	\$100/day	\$7.15	\$100/day	\$7.15
Walworth Town	\$10.00	\$10.00	\$9.50	\$9.50
Walworth Village	\$8.50	\$8.50	\$8.00	\$8.00
Washington Island, Town	\$15.00	\$15.00	\$12.00	\$12.00
Watertown, City	\$9.00	\$9.00	\$8.50	\$8.50
Waukesha City	\$9.50	\$9.50	\$8.50	\$8.50
Waukesha Town	\$10.00	\$10.00	\$8.00	\$8.00
Whitewater City	\$12.00	\$12.00	\$10.00	\$10.00
Whitewater Town	\$10.00	\$10.00	\$10.00	\$10.00
Average		\$10.73		\$9.14
Median		\$10.00		\$9.00



COMMITTEE OF THE WHOLE**ITEM NUMBER 6C**

DATE: November 21, 2017**SUBJECT:** **RESOLUTION 4871(29)** - to consider approving an Extraterritorial Zoning (ETZ) Certified Survey Map (CSM) application for property located at 34525 Walburg Lane in the Town of Burlington.**SUBMITTED BY:** Gregory Guidry, Building Inspector

BACKGROUND/HISTORY:

As part of the City's Extraterritorial Plat Approval Jurisdiction Area, which includes any area within 1.5 miles of the City of Burlington, all divisions and subdivisions of land shall be reviewed by the Plan Commission and Common Council. The purpose of this is to enable the City to extend regulations to adjacent land that could affect quality of life within the city. The Extraterritorial Zoning District (ETZ) represents a city's potential growth boundary, both with respect to its future tax base and municipal service area.

This Certified Survey Map has been submitted for review by Christopher Litzau on behalf of Great Lakes Community Conservation Corps., Inc. for property located at the 34525 Walburg Lane in the Town of Burlington. The applicants would like to subdivide one parcel to create Proposed Lots 1 and 2. Proposed Lot 1 will have 2.0 acres and contain an existing accessory structure of approximately 2,600 square feet. Proposed Lot 2 will have 2.0 acres and contain an existing single-family residence, an accessory structure of approximately 972.4 square feet, and an outhouse. The two Proposed Lots will retain the current zoning classification and land use designation.

The Town of Burlington Planning and Zoning Committee approved this CSM at their November 9, 2017 meeting.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

The City of Burlington Plan Commission approved this ETZ CSM at their November 14, 2017 meeting and recommends Council approval.

TIMING/IMPLEMENTATION:

This item is for discussion at the November 21, 2017 Committee of the Whole meeting and per common practice is scheduled for final consideration at the Common Council meeting the same evening.

Attachments

Res 4871(29) CSM ETZ Walburg TOB
ETZ map

RESOLUTION NO. -----
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING A CERTIFIED SURVEY MAP FOR CHRISTOPHER LITZAU
FOR PROPERTY LOCATED ON 34525 WALBURG LANE IN THE TOWN OF
BURLINGTON, WITHIN THE CITY'S EXTRATERRITORIAL PLAT JURISDICTION**

WHEREAS, the Plan Commission of the City of Burlington has reviewed a certified survey map shown hereon, proposed and submitted by Christopher Litzau for property located on 34525 Walburg Lane in the Town of Burlington; for property described as:

BEING A REDIVISION OF LOT 6 OF WALBURG ESTATES, AS RECORDED ON APRIL 20, 2006 IN THE OFFICE OF THE REGISTER OF DEEDS IN AND FOR RACINE COUNTY, WISCONSIN AS DOCUMENT NO. 2081476 AND BEING LOCATED IN PART OF THE NORTHWEST ¼ OF THE SOUTHEAST ¼ AND PART OF THE NORTHEAST ¼ OF THE SOUTHWEST ¼ OF SECTION 18, TOWNSHIP 2 NORTH, RANGE 19 EAST OF THE FOURTH PRINCIPAL MERIDIAN IN THE TOWNSHIP OF BURLINGTON, COUNTY OF RACINE, STATE OF WISCONSIN AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCE AT THE SOUTH ¼ CORNER OF SAID SECTION 18, THENCE NORTH 01°27'57" WEST ALONG THE WEST LINE OF SAID SOUTHEAST ¼ SECTION 2356.85 FEET; THENCE SOUTH 88°22'09" EAST 389.08 FEET TO A FOUND IRON PIPE AT THE NORTHWEST CORNER FO SAID LOT 6 AND THE PLACE OF BEGINNING OF THIS DESCRIPTION; THENCE CONTINUE SOUTH 88°22'28" EAST 414.28 FEET TO A FOUND IRON PIPE; THENCE NORTH 81°05'02" EAST 19.13 FEET TO A FOUND IRON PIPE AT THE NORTHEAST CORNER OF SAID LOT 6; THENCE SOUTH 08°56'17" EAST 150.00 FEET TO A FOUND IRON PIPE; THENCE SOUTH 00°28'21" WEST 230.65 FEET TO FOUND IRON PIPE AT THE SOUTHEAST CORNER OF SAID LOT 6; THENCE SOUTH 85°41'14" WEST 428.87 FEET TO A FOUND IRON PIPE AT THE SOUTHWEST CORNER OF SAID LOT 6; THENCE NORTH 03°38'43" WEST 420.75 FEET TO THE PLACE OF BEGINNING. CONTAINING 4.00 ACRES OF LAND, MORE OR LESS.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington, Racine County and Walworth County, State of Wisconsin, that the attached certified survey map prepared on October 9, 2017 by Robert J. Wetzel, WLS, is hereby approved.

BE IT FURTHER RESOLVED that the City Clerk shall forward a copy of this resolution to the Town of Burlington Clerk, 32288 Bushnell Road, Burlington, WI 53105; Julie Anderson, Director, Racine County Planning and Development, 14200 Washington Ave., Sturtevant, WI 53177; and Walworth County Land Use and Resource Management, W3929 County Road NN, Elkhorn, WI 53121.

Introduced: November 21, 2017
Adopted: _____, 2017

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk

