



CITY OF BURLINGTON

Administration Department
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www.burlington-wi.gov

AGENDA COMMON COUNCIL

Tuesday, January 16, 2018

To immediately follow the 6:30 p.m. Committee of the Whole meeting
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

1. **Call to Order / Roll Call**
2. **Pledge of Allegiance**
3. **Citizen Comments**
4. **Chamber of Commerce Representative and Rescue Squad Representative**
5. **Approval of Minutes** (*T. Vos*)
 - A. Approval of the December 19, 2017 Common Council Meeting Minutes.
6. **Letters and Communications** - There are none.
7. **Reports by Aldermanic Representatives and Department Heads**
8. **Reports** (*J. Schultz*)
 - A. **The following Reports have been submitted for Council Approval:**
 1. Burlington Housing Authority Minutes - 11/15/17
 2. Historic Preservation Commission Minutes - 11/30/17
 3. Plan Commission Minutes - 12/12/17
 4. Committee of the Whole Minutes - 12/19/2017

9. **Payment of Prepaids and Vouchers** (*T. Preusker*)

A. To approve Prepaids and Vouchers for bills accrued through January 16, 2018:

Total Prepaid:	\$ 1,044,652.51
Total Vouchers:	\$ 162,252.03
Grand Total:	\$ 1,206,904.54

10. **Licenses and Permits** (*T. Bauman*)

A. Revocation of a "Class B" Liquor License issued to MK Allen, LLC (dba The Burly Duck) for property located at 488 Milwaukee Avenue, Burlington, Wisconsin.

B. Approval of Licenses and Permits as presented.

11. **Appointments and Nominations** (*S. Kott*)

A. To approve Walter "Chip" Bahr to the Library Board to replace Jake Hansen, for a term to expire on May 1, 2020.

B. To approve Allyson Doerflinger as an election inspector for the period from January 1, 2018 to December 31, 2019.

C. To approve Margaret Epping as an election inspector for the period from January 1, 2018 to December 31, 2019.

12. **PUBLIC HEARINGS:** (*E. Johnson*)

A Public Hearing to hear comments and concerns from the public regarding a Rezone Map Amendment request for property located at 100 S. Dodge Street and 124 S. Dodge Street from B-1 District and M-1 District to B-2 District.

13. **RESOLUTIONS:**

A. **Resolution 4875(33)** - to consider approving a Letter of Engagement from Sitzberger for 2017 Audit Services. (*B. Grandi*)

B. **Resolution 4876(34)** - to consider approving the award of bid for 10 Electronic Control Devices, 20 holsters, and a 5-year supply of training and duty cartridges and batteries for the City of Burlington Police Department to Axon Enterprise, Inc. in the amount of \$21,432.36. (*R. Dawidziak*)

14. **ORDINANCES:** There are none.

15. **MOTIONS:** There are none.

16. **ADJOURN INTO CLOSED SESSION** (*T. Vos*)

Wis. Stats 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

- Contract negotiation regarding a Lease Agreement between the City of Burlington and the Senior Center.

Wis. Stats 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

- Regarding KSM Development, LLC and Serena Hulbert for property located at 1332 S. Pine Street.

Wis. Stats 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

- Review and consideration of the City Administrator's contract with the City of Burlington.

17. **ACT ON ITEMS FROM CLOSED SESSION IF NECESSARY**

- Consideration and possible action on recommendations for matters discussed in Closed Session by the Common Council.

18. **RECONVENE INTO OPEN SESSION** (*J. Schultz*)

19. **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.



COMMON COUNCIL REGULAR

ITEM NUMBER 5A

DATE: January 16, 2018

SUBJECT: Common Council Minutes for December 19, 2017.

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

The attached minutes are from the December 19, 2017 Common Council meeting.

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends approval of the attached minutes from the December 19, 2017 Common Council meeting.

TIMING/IMPLEMENTATION:

This item is scheduled for final consideration at the January 16, 2018 Common Council meeting.

Attachments

CC Minutes



**CITY OF BURLINGTON
Common Council Minutes
Jeannie Hefty, Mayor
Diahnn Halbach, City Clerk
Tuesday, December 19, 2017**

1. **Call to Order / Roll Call**

Mayor Hefty called the meeting of the Common Council to Order on Tuesday, December 19, 2017 at 6:35 p.m. starting with Roll Call. Present: Kott, Johnson, Grandi, Dawidziak, Vos, Schultz, Preusker, Bauman. Excused: None.

Student Representatives Present: Gabriel King. Excused: Jack Schoepke.

Also present: City Administrator Carina Walters, City Attorney John Bjelajac, Director of Finance Steve DeQuaker, Police Chief Mark Anderson. Also in attendance: Gregory Governatori, Kapur and Associates.

2. **Pledge of Allegiance**

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

4. **Chamber of Commerce Representative and Rescue Squad Representative** - There were none.

5. **Approval of Minutes**

A motion was made by Alderman Vos with a second by Alderman Preusker to approve the December 5, 2017 Common Council meeting minutes.

6. **Letters and Communications** - There were none.

7. **Reports by Aldermanic Representatives and Department Heads**

Alderman Johnson asked if there were lights in the center of Martin Square. Alderman Vos confirmed that there are lights on in the center of Martin Square.

Alderman Schultz thanked Mayor and staff for another successful Ice Festival that was held on Saturday, December 16, 2017.

8. **Reports 1-3**

A motion was made by Alderman Schultz with a second by Alderman Dawidziak to approve Reports 1-3. With all in favor, the motion carried.

9. **Payment of Prepaids and Vouchers**

A motion was made by Alderman Preusker with a second by Kott to approve Prepaids and Vouchers as presented. Roll Call: Aye - Preusker, Bauman, Kott, Johnson, Grandi, Dawidziak, Vos, Schultz. The motion carried 8-0.

10. **PUBLIC HEARINGS:**

A. A Public Hearing to hear comments and concerns from the public regarding a taxicab application submitted by Cynthia Hansen (dba Cruzin Transportation) to conduct business in the City of Burlington.

Mayor Hefty declared a Public Hearing at 6:39 p.m. There were no comments. A motion was made by Alderman Grandi with a second by Alderman Vos to close the Public Hearing. With all in favor, the Public Hearing closed at 6:40 p.m.

11. **Licenses and Permits**

- A. To consider approval of a Taxi Cab License Application for Cynthia Hansen dba Cruizin Transportation, to conduct business in the City of Burlington.

A motion was made by Alderman Bauman with a second by Alderman Preusker to approve a Taxi Cab License Application for Cynthia Hansen dba Cruizin Transportation. With all in favor, the motion carried.

- B. To consider approval of Licenses and Permits as presented.

A motion was made by Alderman Kott with a second by Alderman Dawidziak to approve Licenses and Permits as presented. With all in favor, the motion carried.

12. **Appointments and Nominations**

A motion was made by Alderman Johnson with a second by Alderman Grandi to approve Appointment of Election Inspectors for a two-year term beginning from January 1, 2018 to December 31, 2019. With all in favor, the motion carried.

13. **RESOLUTIONS:**

- A. **Resolution 4873(31)** - to approve an agreement between the City of Burlington and the Southeastern Wisconsin Regional Planning Commission (SEWRPC) for a stormwater management study.

A motion was made by Alderman Dawidziak with a second by Alderman Kott to approve Resolution 4873(31). Roll Call: Aye - Dawidziak, Vos, Schultz, Preusker, Bauman, Kott, Johnson, Grandi. Nay - None. The motion carried 8-0.

- B. **Resolution 4874(32)** - to consider approving a letter of agreement between the City of Burlington and the Racine County Economic Development Corporation (RCEDC) for 2018 economic development services in the amount of \$48,426.28.

A motion was made by Alderman Vos with a second by Alderman Dawidziak to approve Resolution 4874(32). Roll Call: Aye - Vos, Schultz, Preusker, Bauman, Kott, Johnson, Grandi, Dawidziak. Nay - None. The motion carried 8-0.

14. **ORDINANCES:** There are none.

15. **MOTIONS:**

A. **Motion 17-888** - to approve a Separation Agreement, Waiver and Release between the City of Burlington and City of Burlington Police Department Dispatch Employee, Colleen Schwochert.

B. **Motion 17-889** - to approve a Separation Agreement, Waiver and Release between the City of Burlington and City of Burlington Police Department Dispatch Employee, Lauri Gatto.

C. **Motion 17-890** - to approve a Separation Agreement, Waiver and Release between the City of Burlington and City of Burlington Police Department Dispatch Employee, Nadine Bogusz.

A motion was made by Alderman Schultz with a second by Alderman Bauman to approve Motions 17-888, 17-889, and 17-890. Roll Call Aye - Schultz, Preusker, Bauman, Kott, Johnson, Grandi, Dawidziak, Vos. Nay - None. The motion carried 8-0.

D. **Motion 17-891** - to consider approving an Airport Hangar Lease with the Burlington Development Group for 701 Airport Road at the Burlington Municipal Airport.

A motion was made by Alderman Kott with a second by Alderman Johnson to approve Motion 17-891. With all in favor, the motion carried.

16. **ADJOURN INTO CLOSED SESSION** (*E. Johnson*)

Wis. Stats 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

- Contract negotiation regarding a Lease Agreement between the City of Burlington and the Senior Center.

Wis. Stats 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

- Review and consideration of the City Administrator's Performance Evaluation.

A motion was made by Alderman Johnson with a second by Alderman Dawidziak to adjourn into closed session. Roll Call: Aye - Johnson, Grandi, Dawidziak, Vos, Schultz, Preusker, Bauman, Kott. Nay - None. The motion carried 8-0 and the meeting adjourned into Closed Session at 6:49 p.m.

17. **RECONVENE INTO OPEN SESSION**

A motion was made by Alderman Grandi with a second by Alderman Johnson to reconvene into open session. With all in favor, the meeting reconvened into Open Session at 8:19 p.m.

18. **ACT ON ITEMS FROM CLOSED SESSION IF NECESSARY**

- Consideration and possible action on recommendations for matters discussed in Closed Session by the Common Council.

There was no action.

19. **ADJOURNMENT**

A motion was made by Alderman Johnson with a second by Alderman Dawidziak. With all in favor, the motion carried. The meeting adjourned at 8:20 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington



COMMON COUNCIL REGULAR

ITEM NUMBER 8A

DATE: January 16, 2018

SUBJECT: REPORTS 1-4

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

The following Reports have been submitted for Council Approval:

1. Burlington Housing Authority Minutes - 11/15/17
2. Historic Preservation Commission Minutes - 11/30/17
3. Plan Commission Minutes - 12/12/17
4. Committee of the Whole Minutes - 12/19/2017

BUDGET/FISCAL IMPACT:

N/A

RECOMMENDATION:

Staff recommends that Council approve the submitted reports.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the January 16, 2018 Common Council meeting.

Attachments

BHA Minutes

HPC Minutes

Plan Minutes

**Housing Authority of City of Burlington Wisconsin
Riverview Manor
November 15, 2017**

The regular monthly meeting of the Housing Authority of City of Burlington Wisconsin was held on Thursday, November 15, 2017 at 6:00 P.M. at Riverview Manor. The meeting was called to order by Chairman Lapp.

COMMISSIONERS PRESENT: Chairman Lapp, Vice Chairman Heck, Secretary Smith, Commissioner Merten, Commissioner Petersen and Manager Eileen Olson.

Minutes from the regular monthly meeting held October 19, 2017, were reviewed and approved as written with a motion by Heck, seconded by Merten, and carried unanimously.

FINANCIAL REPORT: Reserve Account balances as of October 31, 2017. (See statement balance sheet). The fiscal yearend audit has been started.

OCCUPANCY REPORT: Manager Olson reported 44 on the waiting list for one bedroom units and 11 for two bedroom units.

BUILDING AND MAINTENANCE: Paul Schwartz to install 8 trees for \$4,450.00. There was a motion to proceed by Merten and seconded by Peterson and carried unanimously.

Resident safety meeting to be held in early December.

Eleven attic fans have been installed this month by Mathers. Kuchenbecker Electric did the power connections.

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

NEW BUSINESS: The Board reviewed several resumes for the manager position and two interviews were held.

Olson & Lapp attended the annual housing conference in Wisconsin Dells.

RESIDENT COMMENTS: Discussion on tenant who has been reported missing.

UNFINISHED BUSINESS: None

OTHER BUSINESS: None

ADJOURNMENT: There being no further business, motion to adjourn was made by Heck, seconded by Merten, and carried unanimously. Meeting adjourned at 7:30 P.M. The next monthly meeting is tentatively scheduled for December 20, 2017 at 6:00 p.m.



John Smith, Secretary



**HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
Thursday, November 30, 2017**

The meeting was called to order by Chairman Tom Stelling at 6:30 p.m. Aldermanic Representative Susan Kott; Commissioner Jeff Erickson; and Commissioner Darrel Eisenhardt were present. Commissioner Kevin O'Brien; Commissioner Maria Veronico; and Commissioner Daniel Colwell were excused. Student Representative Tyler Van Patten was present.

Chairman Stelling welcomed Student Representative Tyler Van Patten to the Historic Preservation Commission. Mr. Van Patten explained he is a junior at the Burlington High School and is excited to be on this government body, and also stated he is studying for an undergraduate degree for finance and then law school.

CITIZEN COMMENTS

None

APPROVAL OF MINUTES

Aldermanic Representative Kott moved, and Commissioner Eisenhardt seconded to approve the minutes of October 26, 2017.

Commissioner Erickson moved, and Aldermanic Representative Kott seconded to approve the special minutes of November 1, 2017.

LETTERS AND COMMUNICATIONS

None

OLD BUSINESS

None

NEW BUSINESS

A. 160 E. Chestnut Street

1. Certificate of Appropriateness for sign installation

- Commissioner Stelling introduced and opened this item for discussion.
- Gregory Guidry, Building Inspector, explained the sign measurements meet the ordinance. The sign was installed prior to approval due to the possible cold weather coming. Mr. Guidry informed the owner that the sign may need to come down, or changed, if it does not get approved.
- There were no further comments.

- Aldermanic Representative Kott moved, and Commissioner Erickson seconded to approve the Certificate of Appropriateness for the sign installation.
- All were in favor and the motion carried.

2. Sign Permit for sign installation

- Chairman Stelling introduced and opened this item for discussion.
- There were no further comments.
- Commissioner Eisenhardt moved, and Commissioner Erickson seconded to approve the Sign Permit application for the sign installation.
- All were in favor and the motion carried.
- Mr. Guidry mentioned The Jewelry Center will be on the next agenda for signage and suggested to everyone to take a look.

DISCUSSION ITEMS

A. Review of Façade Grant Funding Status.

- Chairman Stelling introduced and opened this item for discussion.
- Chairman Stelling explained the process and the reasoning behind the Façade Grants to Mr. Van Patten. Chairman Stelling stated there is 2,077.46 for the remaining balance.
- Mr. Guidry asked if the old train depot on Pine Street is in the Historic Preservation District. Chairman Stelling answered no, it is not part of the Historic District. Chairman Stelling explained that there is a second historic district that the City has no control over, it is the Kane Street District that was funded and has no regulations on building repairs unless a tax credit is requested.

ADJOURNMENT

Aldermanic Representative Kott moved, and Commissioner Eisenhardt seconded to adjourn the meeting at 6:43 p.m. *All were in favor and the motion carried.*

Recording Secretary,

Kristine Anderson
Administrative Assistant



Minutes
City of Burlington Plan Commission
December 12, 2017, 6:30 p.m.

Mayor Jeannie Hefty called the Plan Commission meeting to order at 6:30 p.m. Roll call: Aldermen Tom Vos; Bob Grandi; Commissioners Chad Redman; Commissioners John Ekes; Andy Tully and Art Gardner were present. Student Representatives Samuel Jorudd and Aysha Schiller were present.

APPROVAL OF MINUTES

Alderman Grandi moved, and Commissioner Redman seconded to approve the minutes of November 14, 2017. All were in favor and the motion carried.

LETTERS & COMMUNICATIONS

None

CITIZEN COMMENTS

None

OLD BUSINESS

None

NEW BUSINESS

A. Consideration to approve a Site Plan from Illini Precast-Burlington, LLC for property located at 472 W. Market Street to construct an equipment garage, subject to Graef's November 5, 2017 and Kapur & Associates' December 1, 2017 memorandums to the Plan Commission.

- Mayor Hefty opened this item for discussion.
- Tanya Fonesca, Graef, explained the zoning, parking and Site Plan are compliant and stated the hours of operation are proposed to be from 6:00 am to 5:00 pm. Commissioner Ekes questioned if there were any concerns regarding the equipment garage where working with air tools outside early in the morning that could be disturbing neighbors at 6:00 am. Scott Alecci, applicant, stated this garage is mainly for the repair of trailers and will not add additional noise. Alderman Grandi asked for clarification from the memorandum that states "the illumination levels will zero out at the property lines". Ms. Fonesca explained it means the light will not be visible beyond the property lines.
- There were no further comments.

Alderman Vos moved, and Commissioner Ekes seconded to approve a Site Plan, subject to Graef's November 5, 2017 and Kapur & Associates' December 1, 2017 memorandums to the Plan commission.

All were in favor and the motion carried.

E. Consideration to approve a Conditional Use and Site Plan application from Casey's Marketing Company for property located at 100 and 124 S. Dodge Street to construct a convenience store and gas station, subject to Graef's December 5, 2017 and Kapur & Associates' December 4, 2017 memorandums to the Plan Commission.

- Mayor Hefty opened this item for discussion.
- Ms. Fonesca explained that Casey's project was unique in that it requires to have a Racine County Multi-Jurisdictional Comprehensive Plan, Rezone, Certified Survey Map, Conditional Use and Site Plan. Ms. Fonesca explained this is a new gas station and convenient store. The parking requirements are met and the signage will be on both façades that face two streets along with two driveway entries. Attorney John Bjelajac stated there will be a discussion on the concepts first, then a Public Hearing followed by a decision.
- Alderman Vos inquired if Kapur & Associates reviewed if extensive measures to prevent water contamination in the tanks that could occur during a flood. Lauren Downing, Arc Design Resources Engineering Company, stated the tanks are fastened down so they cannot become buoyant. City Administrator Carina Walters stated since Kapur & Associates is not present at the meeting, the City would be able to give the water levels at a later date for comparison of the rims to ensure there are no issues. Alderman Gardner asked if Casey's has experienced tanks being submerged in other locations. Ms. Downing responded, not to my knowledge.
- Commissioner Tully stated that millions of dollars were spent on the Riverwalk area and was hoping that this new construction could have a more appealing storefront. All of the Commissioners had a discussion regarding the appearance and agreed that it did not fit in compared to the surrounding buildings. Ms. Downing explained this gas company prides on clean facilities, made to order food and multiple restrooms. Ms. Downing stated they would be open to any ideas regarding the design of the building, including changing the color of the signage from a red to a tan tone.
- Ms. Walters suggested to the Commissioners that tabling all items related to Casey's for the January meeting would be an option. Alderman Vos questioned if the Commissioners needed to decide if the rezone could be approved before having Casey's redesign the building. Attorney John Bjelajac explained the zoning could either be granted or denied, but it is Council who makes the final decision. The Commissioners could consider rezoning and decide after the Public Hearing. The Commissioners had a discussion to determine how the property should be rezoned and could not decide if B-1, Neighborhood Business District or B-2, Central Business District would be best for this property, in case Casey's got denied. Ms. Walters stated that City staff could gather further information to recommend the appropriate zoning should a denial of the project occur.
- There were no further comments.

F. Consideration to approve a Conditional Use and Site Plan application from Bower Design & Construction for property located at 756 McHenry Street to construct and operate an auto repair service center, subject to Graef's December 5, 2017 and Kapur & Associates' December 1, 2017 memorandums to the Plan Commission.

- Mayor Hefty opened this item for discussion.
- Ms. Fonesca explained the façade, parking requirements and landscape plans are met.
- Commissioner Redman stated there are two overhead garage doors, the one on the east side does not look like it has pavement next to the asphalt and was wondering what it is used for. Chris Bower, applicant, and Jeff Hynous, owner, explained the front section is used for the in and out of repair vehicles, the back section is used for access to the storage lot in the back. Mr. Bower and Mr. Hynous stated the lot is used for salvage vehicles, which will have curb around the entire perimeter with asphalt, and fenced in to avoid any eye sore. Mr. Hynous did not feel he should have to asphalt the lot that has salvage vehicles since many lots around the City do not. Commissioner Gardner stated a benefit for asphaltting would be that it allows a visual for any leaking from a vehicle, plus adds value to the property.
- There were no further comments.

PUBLIC HEARINGS

A. Public Hearing to hear public comments regarding a Conditional Use application from Casey's Marketing Company for property located at 100 and 124 S. Dodge Street to construct a convenience store and gas station.

- Mayor Hefty opened the Public Hearing at 7:23 p.m.
- There were no comments.

Alderman Vos moved, and Alderman Grandi seconded to close the Public Hearing at 7:25 p.m. All were in favor and the motion carried.

B. Public Hearing to hear public comments regarding a Conditional Use application from Bower Design & Construction for property located at 756 McHenry Street to construct and operate an auto repair service center.

- Mayor Hefty opened the Public Hearing at 7:25 p.m.
- There were no comments.

Alderman Grandi moved, and Commissioner Ekes seconded to close the Public Hearing at 7:25 p.m. All were in favor and the motion carried.

New Business

C. Consideration to recommend approval of a Rezone Map Amendment application from Casey's Marketing Company for property located at 100 and 124 S. Dodge Street to rezone the property from B-1, Neighborhood Business District and M-1, Light Manufacturing

District to B-2, Central Business District, subject to Graef's December 5, 2017 memorandum to the Plan Commission.

- Mayor Hefty opened this item for discussion.
- The Commissioners asked questions from attorney John Bjelejac and discussed what their options were for rezoning Casey's if the Conditional Use and Site Plan were tabled. Ms. Walters stated an option could be to table all the items related to Casey's.
- Ms. Downing questioned as to why staff and the reviewers approved everything. Ms. Walters responded that it is ultimately up to the Commission and Council to make the decision. Ms. Walters suggested for the developers to meet with staff regarding these new aesthetic concerns as to what will or will not be approved.
- There were no further comments.

Commissioner Ekes moved, and Commissioner Gardner seconded to table all the items related to Casey's until next month, for new plans to be presented.

All were in favor and the motion carried.

F. Consideration to approve a Conditional Use and Site Plan application from Bower Design & Construction for property located at 756 McHenry Street to construct and operate an auto repair service center, subject to Graef's December 5, 2017 and Kapur & Associates' December 1, 2017 memorandums to the Plan Commission.

- Mayor Hefty opened this item for discussion.
- Ms. Fonesca explained the façade, parking requirements and landscape plans are met.
- Alderman Vos was asking for clarification on the location. Commissioner Tully answered that it will be next to the Burlington Longview Animal Hospital and across from Lavelle Industries.
- There were no further comments.

Alderman Vos moved, and Commissioner Ekes seconded to approve a Conditional Use and Site Plan for an auto repair service center, subject to Graef's November 5, 2017 and Kapur & Associates' December 1, 2017 memorandums to the Plan commission.

All were in favor and the motion carried.

G. Discussion regarding an expansion to the Burlington Area Manufacturing and Office Park.

- Mayor Hefty opened this item for discussion.
- Ms. Walters stated this has been an ongoing process with City staff and Racine County Economic Development Corporation for at least three years, that runs from the Burlington

Manufacturing and Office Park to the south along Pine Street on the west side, part of this area will be a new development used for residential and mixed use.

- Ms. Fonesca explained the City has met with multiple property owners to discuss the development, which is needed since manufacturing and residential areas are full. All of the property owners' needs and desires for their properties, married well with the potential new manufacturing and residential needs. Eventually, there could be new single-family residential, multi-family residential, mixed-use, commercial and possibly some retail business. Ms. Fonesca stated there are two Tax Increment Financing District (TIF District) closings in early 2018 that helps with some of the infrastructure costs of developing this area. The TIF District is necessary to have a future growth for developers to afford building. Alderman Grandi asked how much money the City will spend to have this development. Ms. Walters stated this was a conceptual design and if this is not what is agreed upon, then a new plan will come into play. Alderman Vos stated he was more concerned about the total payback for bonds on the TIF District, than what the City will spend. Ms. Fonesca stated there will be Class A and Class B areas to separate the lower and higher developments.
- Jason Conrad, 32715 Yahnke Road, Burlington, commented on how he likes what the City has done and is for the expansion, but also enjoys watching the wildlife and does not want to see the wildlife or endangered species interrupted. The property owners should be contacted if they are being involved.
- Attorney John Bjelejac stated the Commission is not making a decision
- Nancy Washburg stated she likes the future plan for multi-families. Three major trunk highways (Hwy 11, Hwy 83, and Hwy 50) can be used to access this area. This discussion allows the Commissioners and City to work with the thought process of desirable, allowable and not allowable for the community.
- Jennifer Greeter, 32400 Yahnke Road, Burlington, was curious on the timeline for this development to move forward. Ms. Walters stated there is no set timeline since this is not an overnight project, but would like to start moving forward. Ms. Greeter asked if there would be a need for an expansion on Hwy 83. Ms. Fonesca stated research has not been looked at yet.
- Ms. Walters stated this item will be brought to the January meeting for an essential approval. Alderman Vos questioned if the State will need to come into play with this since highways are involved. Ms. Fonesca replied yes, the State will get involved.

ADJOURNMENT

Commissioner Tully moved, and Commissioner Ekes seconded to adjourn the meeting at 8:24 p.m.

All were in favor and the motion carried.

Recording Secretary
Kristine Anderson
Administrative Assistant



DATE: January 16, 2018

SUBJECT: PREPAIDS AND VOUCHERS

SUBMITTED BY: Steven DeQuaker, Finance Director

BACKGROUND/HISTORY:

Attached please find the Prepaid and Voucher list for bills accrued through January 16, 2018:

Total Prepaid:	\$ 1,044,652.51
Total Vouchers:	\$ 162,252.03
Grand Total:	\$ 1,206,904.54

BUDGET/FISCAL IMPACT:

5 Largest Disbursements on the Prepaid and Voucher List:

1. \$657,095.95 Scherrer Construction Co., Inc. - Project Burlington Community Pool
2. \$ 52,915.14 Minnesota Playground - GameTime Play Equipment
3. \$ 45,966.25 Racine County - Racine County Communication Center, 1st. Quarterly Installment Per Contract
4. \$ 35,863.38 Fox River State Bank - WEDC Loan Payment, Project Brannen
5. \$ 28,000.00 Vorpagel Service, Inc. - Installation of Two Elite High Efficiency Triangular Tube Boilers

RECOMMENDATION:

Staff recommends that the Common Council accept and approve these Prepaid and Vouchers in the amount of \$1,206,904.54.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the January 16, 2018 Common Council meeting.

Attachments

- Prepaid 12-21-17
- Prepaid 12-28-17
- Prepaid 01-05-18
- Vouchers 01-16-18

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100484847000						
100-484847-000 Developer Reimbursement	DILLON'S CHOCOLATE'S LLC	Refund of remaining deposit	1.057676	12/19/2017	165.75	12/21/2017
Total 100484847000:					165.75	
100515111265						
100-515111-265 Festival/Fireworks/Block Party	HOOFF BEATS EXPRESS	Rental Fee - Horse Drawn Carriage	121617	10/18/2017	1,125.00	12/21/2017
100-515111-265 Festival/Fireworks/Block Party	BURLINGTON GLASS, INC.	Acrylic Awards - Burlington Ice Festival	171343	12/13/2017	150.00	12/21/2017
100-515111-265 Festival/Fireworks/Block Party	ARTIC GLACIER	Payment for Ice Blocks for Ice Festival	2021734904	12/15/2017	1,950.00	12/21/2017
100-515111-265 Festival/Fireworks/Block Party	ARTIC GLACIER	Payment for Ice Blocks for Ice Festival	2021734905	12/15/2017	50.00	12/21/2017
100-515111-265 Festival/Fireworks/Block Party	CAVANAUGH CARRIAGES	Ice Festival - two reindeer	121617	12/16/2017	900.00	12/21/2017
Total 100515111265:					4,175.00	
100515111330						
100-515111-330 CITY COUNCIL - TRAVEL	SCHULTZ, JON	Travel Reimbursement	102017	10/20/2017	534.54	12/21/2017
Total 100515111330:					534.54	
100515131390						
100-515131-390 MAYOR-SUPLIES-OTHER E	BURLINGTON GLASS, INC.	Plaque	171187	11/29/2017	50.00	12/21/2017
Total 100515131390:					50.00	
100515132225						
100-515132-225 ADMIN - TELEPHONE	AT & T LONG DISTANCE	AT & T LONG DISTANCE ADMIN	829440291-11/17	12/04/2017	.42	12/21/2017
Total 100515132225:					.42	
100515132298						
100-515132-298 ADMIN - CONTRACT SERVI	E-vergent.com, LLC	BUS WIRELESS MONTHLY ACCT 1610	1610-90	12/07/2017	300.00	12/21/2017
Total 100515132298:					300.00	
100515132310						
100-515132-310 ADMIN - OFF SUPP-POSTA	Office Copying Equipment, LTD	Sharp MX-5070N	AR34425	08/29/2017	132.25	12/21/2017
100-515132-310 ADMIN - OFF SUPP-POSTA	Office Copying Equipment, LTD	Sharp MX-5070N	AR39438	10/30/2017	257.65	12/21/2017
Total 100515132310:					389.90	
100515132570						
100-515132-570 Disaster Expenditures	L.W. ALLEN, LLC.	Field Service - Main Lift Station	104673	11/30/2017	4,172.80	12/21/2017
100-515132-570 Disaster Expenditures	DIGICORP	Flood Recovery	321383	11/26/2017	5,929.17	12/21/2017
100-515132-570 Disaster Expenditures	DIGICORP	Flood Recovery	321443	11/30/2017	345.00	12/21/2017
100-515132-570 Disaster Expenditures	DIGICORP	credit	402002	12/18/2017	4,705.96-	12/21/2017
100-515132-570 Disaster Expenditures	AT & T	287278196495	287278196495X121	12/05/2017	421.82	12/21/2017
100-515132-570 Disaster Expenditures	RED THE UNIFORM TAILOR	Supplies - Wangnoss	00W67386	11/06/2017	494.09	12/21/2017
100-515132-570 Disaster Expenditures	RED THE UNIFORM TAILOR	Supplies - Hayes	00W67387	10/31/2017	146.10	12/21/2017
100-515132-570 Disaster Expenditures	RED THE UNIFORM TAILOR	Uniform - Rice	00W67389	11/17/2017	481.30	12/21/2017
100-515132-570 Disaster Expenditures	RED THE UNIFORM TAILOR	Supplies - Seils	00W67390	10/26/2017	513.08	12/21/2017
100-515132-570 Disaster Expenditures	RED THE UNIFORM TAILOR	Supplies - Willms	00W67395	10/26/2017	374.75	12/21/2017
100-515132-570 Disaster Expenditures	RED THE UNIFORM TAILOR	Uniform - Banks	00W67535	11/17/2017	48.99	12/21/2017
100-515132-570 Disaster Expenditures	RED THE UNIFORM TAILOR	Supplies - Hayes	0B210561	11/30/2017	4.35-	12/21/2017
100-515132-570 Disaster Expenditures	RED THE UNIFORM TAILOR	Supplies - Seils	0B210563	11/30/2017	11.00	12/21/2017
Total 100515132570:					8,227.79	
100515141298						
100-515141-298 FINANCE - CONTRACT SER	ABT MAILCOM	Tax Bill Processing	2017-30WC	12/14/2017	9.44	12/21/2017

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Total 100515141298:					9.44	
100515141310						
100-515141-310 FINANCE - OFFICE SUPP/P	Office Copying Equipment, LTD	Sharp MX-500IN	AR34425	08/29/2017	13.64	12/21/2017
100-515141-310 FINANCE - OFFICE SUPP/P	Office Copying Equipment, LTD	Sharp MX-500IN	AR39438	10/30/2017	40.21	12/21/2017
Total 100515141310:					53.85	
100525211324						
100-525211-324 POLICE - PUBL,SUBSCRIPT	WI CHIEFS OF POLICE ASSOC	WCPA MEMBERSHIP DUES ANDERSON	2018 ANDERSON	12/21/2017	130.00	12/21/2017
Total 100525211324:					130.00	
100525211330						
100-525211-330 POLICE - TRAVEL	GATEWAY - KENOSHA CAMPU	Alcohol Enforcement	22749	09/14/2017	50.00	12/21/2017
100-525211-330 POLICE - TRAVEL	BAUMHARDT, MATTHEW	REIMBURSEMENTS - MEALS 11/15-12/05	120517	12/05/2017	30.00	12/21/2017
Total 100525211330:					80.00	
100525211346						
100-525211-346 POLICE - UNIFORM REPAIR	RED THE UNIFORM TAILOR	Nameplate	00W67960	12/07/2017	27.90	12/21/2017
Total 100525211346:					27.90	
100525211381						
100-525211-381 POLICE - INVESTIGATIONS	TransUnion Risk & Alternative Dat	Account ID: 777966 Nov Billing	2017NOV	12/01/2017	29.10	12/21/2017
Total 100525211381:					29.10	
100525211533						
100-525211-533 POLICE - COPY MACHINE R	JAMES IMAGING SYSTEMS, IN	TOSHIBA- 4555C	21760233	12/05/2017	368.97	12/21/2017
Total 100525211533:					368.97	
100525220157						
100-525220-157 FIRE - INSERVICE TRAININ	GATEWAY - KENOSHA CAMPU	0158976 City of Burlington Fire Dept	22913	12/07/2017	2,360.39	12/21/2017
100-525220-157 FIRE - INSERVICE TRAININ	GATEWAY - KENOSHA CAMPU	0158976 City of Burlington Fire Dept	22914	12/07/2017	376.90	12/21/2017
100-525220-157 FIRE - INSERVICE TRAININ	GATEWAY - KENOSHA CAMPU	0158976 City of Burlington Fire Dept	22915	12/07/2017	880.00	12/21/2017
Total 100525220157:					3,617.29	
100525220225						
100-525220-225 FIRE - TELEPHONE	AT & T LONG DISTANCE	AT & T LONG DISTANCE FIRE	829440291-11/17	12/04/2017	2.50	12/21/2017
Total 100525220225:					2.50	
100535321261						
100-535321-261 STREETS - LIGHTING	WE ENERGIES	4067-122-145	4067122145NOV17	12/08/2017	23.13	12/21/2017
Total 100535321261:					23.13	
100535321350						
100-535321-350 STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	Stock	1161224	11/28/2017	34.50	12/21/2017
100-535321-350 STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	Stock	1161353	11/28/2017	35.76	12/21/2017
100-535321-350 STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	Stock	1162164	12/07/2017	34.18	12/21/2017
Total 100535321350:					104.44	

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10055551220						
100-555551-220 PARKS - UTILITIES	RACINE CO PUBLIC WORKS	Electric usage at Bushnell softball diamonds	2017 SEASON	12/06/2017	1,226.80	12/21/2017
100-555551-220 PARKS - UTILITIES	WE ENERGIES	3832-053-838	3832053838NOV17	11/02/2017	17.88	12/21/2017
Total 10055551220:					1,244.68	
10055551242						
100-555551-242 PARKS - REPAIR MAINT VE	REINDERS INC	Service Call - Winter Conversion	1714502-00	12/07/2017	651.50	12/21/2017
Total 10055551242:					651.50	
100575710297						
100-575710-297 GARBAGE- CONTRACT SVC	JOHNS DISPOSAL SERVICE IN	Riverview Manor (split)	1552666	11/30/2017	108.00	12/21/2017
Total 100575710297:					108.00	
100575710298						
100-575710-298 GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN	Riverview Manor (split)	1552666	11/30/2017	371.00	12/21/2017
Total 100575710298:					371.00	
251555511247						
251-555511-247 REPAIR,MAINTENANCE BUI	REINEMANS, INC.	Library building supplies	136730	12/20/2017	73.72	12/21/2017
Total 251555511247:					73.72	
251555511310						
251-555511-310 OFFICE SUPPLIES, POSTA	DEMCO	Tech Services Supplies	1217DEM1	12/20/2017	244.28	12/21/2017
251-555511-310 OFFICE SUPPLIES, POSTA	DEMCO	CD Shelving & Display Unit	6260499	12/20/2017	4,096.62	12/21/2017
251-555511-310 OFFICE SUPPLIES, POSTA	PETTY CASH LIBRARY	postage	121817PC1	12/20/2017	16.30	12/21/2017
251-555511-310 OFFICE SUPPLIES, POSTA	PETTY CASH LIBRARY	Misc Items	121817PC2	12/20/2017	28.74	12/21/2017
251-555511-310 OFFICE SUPPLIES, POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Library	112817RM	12/20/2017	49.12	12/21/2017
251-555511-310 OFFICE SUPPLIES, POSTA	BIBLIOTHECA LLC	RFID Tags & Workstations	0035005	12/20/2017	11,861.25	12/21/2017
251-555511-310 OFFICE SUPPLIES, POSTA	BIRCHARD COMPANY	Book Drop & Carts	1229BC	12/20/2017	9,438.00	12/21/2017
Total 251555511310:					25,734.31	
251555511318						
251-555511-318 AUTOMATION	AMAZON.COM/GE MONEY	60457 8781 0116166 for Library	1217AMAZ1	12/20/2017	104.47	12/21/2017
Total 251555511318:					104.47	
251555511327						
251-555511-327 MATERIALS	BAKER & TAYLOR	Children's Material	2033320700	12/20/2017	1,469.33	12/21/2017
251-555511-327 MATERIALS	BAKER & TAYLOR	Library Materials	2033354038	12/20/2017	2,835.73	12/21/2017
251-555511-327 MATERIALS	BAKER & TAYLOR CONT. SERV	LIBRARY MATERIALS	5014784299	12/20/2017	121.81	12/21/2017
251-555511-327 MATERIALS	CENTER POINT LARGE PRINT	Large Print Material	1531136	12/20/2017	271.44	12/21/2017
251-555511-327 MATERIALS	WI DEPT OF PUBLIC INSTRUCT	WISCAT License Renewal	1217DPI1	12/20/2017	200.00	12/21/2017
251-555511-327 MATERIALS	AMAZON.COM/GE MONEY	60457 8781 0116166 for Library	1217AMAZ2	12/20/2017	55.50	12/21/2017
251-555511-327 MATERIALS	MIDWEST TAPE, LLC	Library Materials	95649033	12/20/2017	496.78	12/21/2017
251-555511-327 MATERIALS	FINDAWAY WORLD LLC	Playaways	235607	12/20/2017	26.94	12/21/2017
Total 251555511327:					5,477.53	
251555511330						
251-555511-330 INSERVICE TRAINING/TRAV	MCCARTHY, TAMMY	Reimbursement - mileage	121117	12/11/2017	88.28	12/21/2017
Total 251555511330:					88.28	

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453565616823							
453-565616-823	2017 Pool Construction Proje	SCHERRER CONSTRUCTION C	Project: Burlington Community Pool	2	10/31/2017	657,095.95	12/21/2017
453-565616-823	2017 Pool Construction Proje	MINNESOTA PLAYGROUND	GameTime play equipment	2017490	12/01/2017	52,915.14	12/21/2017
453-565616-823	2017 Pool Construction Proje	MINNESOTA PLAYGROUND	Installation	2017491	12/01/2017	12,129.12	12/21/2017
Total 453565616823:						722,140.21	
470535321800							
470-535321-800	Other Streets Projects	WI DEPT OF TRANSPORTATIO	Project ID 39538340002	395-0000067579	12/01/2017	684.49	12/21/2017
Total 470535321800:						684.49	
621575740220							
621-575740-220	WWTP-ELECTRIC	WE ENERGIES	7672-906-685	7672906685NOV17	12/11/2017	313.22	12/21/2017
621-575740-220	WWTP-ELECTRIC	WE ENERGIES	8098-971-449	8098971449DEC17	12/12/2017	35.91	12/21/2017
Total 621575740220:						349.13	
621575740225							
621-575740-225	TELEPHONE	TDS	TDS WWTP 262-539-3646	262-539-3646 11/17	12/19/2017	202.00	12/21/2017
621-575740-225	TELEPHONE	VERIZON WIRELESS	SCADA WWTP Acct # 242013605-00001	9797786446	12/10/2017	30.52	12/21/2017
Total 621575740225:						232.52	
621575740244							
621-575740-244	REPAIRS,MAINT EQUIPMEN	WELDERS SUPPLY COMPANY	shop supplies	485260	11/30/2017	22.20	12/21/2017
621-575740-244	REPAIRS,MAINT EQUIPMEN	DONERITE JANITORIAL SERV I	WWTP Dec. Cleaning	3115	12/18/2017	840.00	12/21/2017
Total 621575740244:						862.20	
621575740248							
621-575740-248	PLANT OPERATION	CUMMINS NPOWER,LLC	Generator Annual Inspection	805-62198	11/27/2017	223.41	12/21/2017
621-575740-248	PLANT OPERATION	CUMMINS NPOWER,LLC	Generator Annual Inspection	805-62199	11/27/2017	223.41	12/21/2017
621-575740-248	PLANT OPERATION	CUMMINS NPOWER,LLC	Generator Annual Inspection	805-62200	11/27/2017	223.41	12/21/2017
621-575740-248	PLANT OPERATION	CUMMINS NPOWER,LLC	Planned Maintenance Contract	805-62721	12/01/2017	179.02	12/21/2017
621-575740-248	PLANT OPERATION	CUMMINS NPOWER,LLC	Generator Annual Inspection	805-62722	12/01/2017	223.41	12/21/2017
621-575740-248	PLANT OPERATION	CUMMINS NPOWER,LLC	Generator Annual Inspection	805-62723	12/01/2017	223.41	12/21/2017
621-575740-248	PLANT OPERATION	BIG R OF BURLINGTON	fender	97/R	12/12/2017	55.98	12/21/2017
Total 621575740248:						1,352.05	
621575740253							
621-575740-253	PHOSPHATE REMOVAL	KEMIRA WATER SOLUTIONS	KEMIRA WWTP FERROUS CHLORIDE	9017570339	11/30/2017	2,169.51	12/21/2017
Total 621575740253:						2,169.51	
621575740310							
621-575740-310	OFFICE SUPPLIES, POSTA	PETTY CASH WWTP	PETTY CASH WWTP RICHTER'S	2017DEC	12/20/2017	13.76	12/21/2017
621-575740-310	OFFICE SUPPLIES, POSTA	PETTY CASH WWTP	PETTY CASH WWTP POST OFFICE	2017DEC	12/20/2017	30.00	12/21/2017
621-575740-310	OFFICE SUPPLIES, POSTA	PETTY CASH WWTP	PETTY CASH WWTP POST OFFICE	2017DEC	12/20/2017	49.00	12/21/2017
621-575740-310	OFFICE SUPPLIES, POSTA	PETTY CASH WWTP	PETTY CASH WWTP POST OFFICE	2017DEC	12/20/2017	49.00	12/21/2017
621-575740-310	OFFICE SUPPLIES, POSTA	SCHWAAB, INC.	SCHWAAB - PRE INKED STAMP	B053274	11/27/2017	39.75	12/21/2017
621-575740-310	OFFICE SUPPLIES, POSTA	TIME WARNER CABLE	Time Warner WWTP Acct # 702658601	702658601121217	12/12/2017	124.94	12/21/2017
Total 621575740310:						306.45	
621575740359							
621-575740-359	SANITARY SEWER REPAIR,	DIGGERS HOTLINE, INC	Diggers Hotline WWTP	171 1 42701	11/30/2017	71.34	12/21/2017

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Total 621575740359:					71.34	
621575740371						
621-575740-371	REG/PERMITS/OUTSIDE TE	NORTHERN LAKE SERVICE, IN	NORTHERN LAKE SERVICE TESTING	325726	11/28/2017	299.50 12/21/2017
Total 621575740371:					299.50	
621575740374						
621-575740-374	SAFETY	PETTY CASH WWTP	PETTY CASH WWTP RICHTER'S	2017DEC	12/20/2017	22.74 12/21/2017
621-575740-374	SAFETY	WELDERS SUPPLY COMPANY	safety glasses	486779	12/06/2017	51.18 12/21/2017
Total 621575740374:					73.92	
622506230000						
622-506230-000	SUPPLIES	WELDERS SUPPLY COMPANY	WELDERS SUPPLY- WATER DEPT	483840	11/21/2017	48.19 12/21/2017
Total 622506230000:					48.19	
622506510000						
622-506510-000	MAINS, WATER BREAKS-SU	DIGGERS HOTLINE, INC	Diggers Hotline Water	171 1 42701	11/30/2017	71.34 12/21/2017
Total 622506510000:					71.34	
622506530000						
622-506530-000	METERS, REPAIRS & TESTI	BADGER METER, INC.	Beacon Monthly MBL Hosting Serv	80016361	11/30/2017	188.95 12/21/2017
Total 622506530000:					188.95	
622509210000						
622-509210-000	OFFICE SUPPLY	TIME WARNER CABLE	Time Warner WWTP Acct # 715297601	715297601120817	12/08/2017	101.36 12/21/2017
Total 622509210000:					101.36	
623575740245						
623-575740-245	REPAIR,MAINTENANCE GR	QT PETROLEUM ON DEMAND	M4000 Base System Upgrade	67770	11/30/2017	12,245.00 12/21/2017
Total 623575740245:					12,245.00	
864212001						
864-212001	REFUNDS PAYABLE	WANGNOSS, BRYAN F	PROPERTY TAX REFUND 2017	250034	12/15/2017	11.68 12/21/2017
864-212001	REFUNDS PAYABLE	PAULSON, BENJAMIN J	Property Tax Refund 2017	247950	12/18/2017	30.15 12/21/2017
864-212001	REFUNDS PAYABLE	CARLSON, MARTHA C	PROPERTY TAX REFUND 2017	247774	12/14/2017	259.96 12/21/2017
864-212001	REFUNDS PAYABLE	DUMMERT, DANIEL	PROPERTY TAX REFUND 2017	247501	12/15/2017	123.81 12/21/2017
864-212001	REFUNDS PAYABLE	HULTIN, FRANK M	PROPERTY TAX REFUND 2017	249056	12/15/2017	380.75 12/21/2017
864-212001	REFUNDS PAYABLE	MARTIN, JOSHUA J	PROPERTY TAX REFUND 2017	250085	12/14/2017	190.34 12/21/2017
864-212001	REFUNDS PAYABLE	Wanser, Charlene	Property Tax Refund 2017	250093	12/12/2017	921.92 12/21/2017
864-212001	REFUNDS PAYABLE	MILLER, PATTI A	PROPERTY TAX REFUND 2017	250540	12/18/2017	143.51 12/21/2017
864-212001	REFUNDS PAYABLE	PICCOLO, DONNA	Property Tax Refund 2017	249180	12/18/2017	1,250.50 12/21/2017
864-212001	REFUNDS PAYABLE	ROBERTSON, PHILIP AND ASH	Property Tax Refund 2017	247898	12/15/2017	208.44 12/21/2017
864-212001	REFUNDS PAYABLE	YOUNG, CALVIN AND SUZANNE	Property Tax refund 2017	248598	12/15/2017	12.00 12/21/2017
Total 864212001:					3,533.06	
Grand Totals:					796,872.73	

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					Invoice Amount	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100454521001						
100-454521-001 BOND FEES	PLEASANT PRAIRIE MUNICIPAL	Repka, Stefanie; case: C770732-4	C770732-4	12/21/2017	124.00	12/28/2017
Total 100454521001:					124.00	
100484847000						
100-484847-000 Developer Reimbursement	Just Paws Grooming	Refund of remainder of deposit fee	1.057716	12/21/2017	225.00	12/28/2017
Total 100484847000:					225.00	
100515111247						
100-515111-247 Repairs & Maint Software	SWAGIT PRODUCTIONS, LLC	Video Streaming Services: Nov 2017	9960	11/30/2017	645.00	12/28/2017
Total 100515111247:					645.00	
100515111265						
100-515111-265 Festival/Fireworks/Block Party	MENARDS	Menards Acct 32120265	50002	11/28/2017	118.47	12/28/2017
Total 100515111265:					118.47	
100515132153						
100-515132-153 ADMIN - EBC	EMPLOYEE BENEFITS CORPO	EBC ADMINISTRATION	2041504	12/27/2017	10.00	12/28/2017
Total 100515132153:					10.00	
100515132570						
100-515132-570 Disaster Expenditures	REINEMANS, INC.	FLOOD - Replacement	136277	12/08/2017	54.97	12/28/2017
100-515132-570 Disaster Expenditures	VORPAGEL SERVICE INC.	flood - installation of 2 boilers	41671	10/31/2017	28,000.00	12/28/2017
100-515132-570 Disaster Expenditures	B. SCHNEIDER ELECTRIC, INC	Flood Damage Work	11956	11/30/2017	1,119.26	12/28/2017
Total 100515132570:					29,174.23	
100515141153						
100-515141-153 FINANCE - EMPLOYEE BEN	EMPLOYEE BENEFITS CORPO	EBC FINANCE	2041504	12/27/2017	.63	12/28/2017
Total 100515141153:					.63	
100525211153						
100-525211-153 POLICE - EMP BENEFITS C	EMPLOYEE BENEFITS CORPO	EBC POLICE	2041504	12/27/2017	8.11	12/28/2017
Total 100525211153:					8.11	
100525211211						
100-525211-211 POLICE - PHYSICALS	ORGANIZATION DEVELOPME	ODC PSYCHOLOGICAL ASSESSMENT	12109	11/28/2017	675.00	12/28/2017
100-525211-211 POLICE - PHYSICALS	AURORA HEALTH CARE	Acct #600003827 Schattner, Cortnie	157311746	11/15/2017	296.00	12/28/2017
100-525211-211 POLICE - PHYSICALS	AURORA HEALTH CARE	Acct #600003827 Felton, Drew	157603254	11/27/2017	296.00	12/28/2017
Total 100525211211:					1,267.00	
100525211242						
100-525211-242 POLICE - REPAIR/MTCE EQ	DOUG'S AUTO	904 2016 Ford Explorer Repairs	028913	12/08/2017	486.05	12/28/2017
100-525211-242 POLICE - REPAIR/MTCE EQ	DOUG'S AUTO	903 2016 Ford Explorer Repairs	028917	12/11/2017	214.40	12/28/2017
100-525211-242 POLICE - REPAIR/MTCE EQ	DOUG'S AUTO	2011 Ford Taurus - Repairs	028918	12/11/2017	114.25	12/28/2017
Total 100525211242:					814.70	
100525211244						
100-525211-244 POLICE - REPAIR & MAINT	CASEV TOOL, LLC	Multi Piece Easy Access Kit	39615	12/05/2017	313.77	12/28/2017

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Total 100525211244:					313.77	
100525211298						
100-525211-298	Racine County Contract	RACINE COUNTY	Racine County Communication Center Per Contract	1ST QTR 2018	11/27/2017	45,966.25 12/28/2017
Total 100525211298:					45,966.25	
100525211344						
100-525211-344	POLICE - JANITOR SUPPLIE	REINEMANS, INC.	paint	136346	12/09/2017	86.37 12/28/2017
Total 100525211344:					86.37	
100525220153						
100-525220-153	FIRE - EMPLOYEE BENEFIT	EMPLOYEE BENEFITS CORPO	EBC FIRE	2041504	12/27/2017	12.50 12/28/2017
Total 100525220153:					12.50	
100525220220						
100-525220-220	FIRE - UTILITY SERVICES	WE ENERGIES	8403-026-057	8403026057DEC17	12/20/2017	1,565.79 12/28/2017
Total 100525220220:					1,565.79	
100525220242						
100-525220-242	FIRE - REPAIR & MAINT VE	Emergency Apparatus	Service Engine 925	97041	11/07/2017	1,135.12 12/28/2017
100-525220-242	FIRE - REPAIR & MAINT VE	Emergency Apparatus	Service Aerial 954	97241	11/20/2017	2,099.85 12/28/2017
Total 100525220242:					3,234.97	
100525220244						
100-525220-244	FIRE - REPAIR MAINT EQUI	A&P FIRE SAFETY	6L K Class Amerex B260	AP157	12/14/2017	175.00 12/28/2017
Total 100525220244:					175.00	
100525220248						
100-525220-248	FIRE - REPAIR MAINT BLDG	WATER WORKS PLUMBING CO.	Kitchen faucet & supply	40662	12/07/2017	548.52 12/28/2017
100-525220-248	FIRE - REPAIR MAINT BLDG	CULLIGAN OF BURLINGTON	500-08375750-9 Burlington Rescue Squad	500-08375750-9	11/30/2017	117.60 12/28/2017
100-525220-248	FIRE - REPAIR MAINT BLDG	RJL PAINTING	PAINTED (2) COATS ON BACK WALL	121917	12/19/2017	625.00 12/28/2017
Total 100525220248:					1,291.12	
100535321298						
100-535321-298	STREETS - CONTRACT SER	RC ELECTRONIC, INC	Business Band Service (split)	643896	11/30/2017	53.16 12/28/2017
Total 100535321298:					53.16	
100535321350						
100-535321-350	STREETS - REP MAINT SUP	LYNCH TRUCK CENTER	Repairs 2007 Chevrolet Silverado	2022006	11/30/2017	1,080.56 12/28/2017
100-535321-350	STREETS - REP MAINT SUP	LYNCH TRUCK CENTER	LYNCH TRUCK CENTER UNIT 509	220204	11/30/2017	741.38 12/28/2017
100-535321-350	STREETS - REP MAINT SUP	LYNCH TRUCK CENTER	credit	220383	12/07/2017	741.38- 12/28/2017
100-535321-350	STREETS - REP MAINT SUP	LYNCH TRUCK CENTER	wheel	220384	12/07/2017	741.38 12/28/2017
100-535321-350	STREETS - REP MAINT SUP	REINEMANS, INC.	tools	136209	12/07/2017	65.66 12/28/2017
Total 100535321350:					1,887.60	
100555514399						
100-555514-399	SENIOR CITIZENS DONATI	WE ENERGIES	1837-215-292	1837215292NOV17	12/18/2017	368.31 12/28/2017

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Total 100555514399:					368.31	
100555551298						
100-555551-298 PARKS - OUTSIDE SERVICE	RC ELECTRONIC, INC	Business Band Service (split)	643896	11/30/2017	26.58	12/28/2017
100-555551-298 PARKS - OUTSIDE SERVICE	ARBOR FOREST PRODUCTS &	White Oak Side Boards	3037	12/01/2017	240.00	12/28/2017
Total 100555551298:					266.58	
100555551350						
100-555551-350 PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	225pk 1/2" Plas Staple	136189	12/07/2017	14.38	12/28/2017
Total 100555551350:					14.38	
100565639399						
100-565639-399 ECONOMIC DEVELOPMENT	FOX RIVER STATE BANK	WEDC Brannen Project	1.058465	12/26/2017	35,863.38	12/28/2017
Total 100565639399:					35,863.38	
251555511153						
251-555511-153 EMPLOYEE BENEFITS	EMPLOYEE BENEFITS CORPO	EBC LIBRARY	2041504	12/27/2017	2.50	12/28/2017
Total 251555511153:					2.50	
621575740153						
621-575740-153 EMPLOYEE BENEFITS	EMPLOYEE BENEFITS CORPO	EBC WWTP	2041504	12/27/2017	12.50	12/28/2017
Total 621575740153:					12.50	
621575740244						
621-575740-244 REPAIRS,MAINT EQUIPMEN	MENARDS	Menards Acct 32120265	50080	11/29/2017	40.27	12/28/2017
621-575740-244 REPAIRS,MAINT EQUIPMEN	MENARDS	Menards Acct 32120265 (split)	50176	11/30/2017	30.17	12/28/2017
Total 621575740244:					70.44	
621575740245						
621-575740-245 GROUND IMPROVEMENTS	MENARDS	Menards Acct 32120265 (split)	50176	11/30/2017	22.68	12/28/2017
Total 621575740245:					22.68	
621575740298						
621-575740-298 CONTRACT SERVICE	SIMPLEX GRINNELL LP	Annual Billing Fire Alarm Inspection	79861487	12/06/2017	632.92	12/28/2017
621-575740-298 CONTRACT SERVICE	SIMPLEX GRINNELL LP	Simplex Grinnell WWTP Annual Billing	84305153	11/29/2017	722.12	12/28/2017
Total 621575740298:					1,355.04	
621575740353						
621-575740-353 REPAIR & MAINT LIFT STAT	MENARDS	Menards Acct 32120265	50580	12/05/2017	60.48	12/28/2017
Total 621575740353:					60.48	
622504080000						
622-504080-000 TAXES	PUBLIC SERVICE COMMISSION	2017 - 2018 Advance Assessment	RA18-I-00840	09/28/2017	2,306.26	12/28/2017
Total 622504080000:					2,306.26	
622506250000						
622-506250-000 MAINTENANCE-SUPPLIES	MENARDS	Menards Acct 32120265	51119	12/12/2017	71.60	12/28/2017
622-506250-000 MAINTENANCE-SUPPLIES	MENARDS	Menards Acct 32120265	51141	12/12/2017	194.67	12/28/2017

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Total 622506250000:					266.27	
622509230000						
622-509230-000 OUTSIDE SERVICES	HACH COMPANY	Fld Svc-2V CL17 (two)	10747302	12/07/2017	2,198.00	12/28/2017
622-509230-000 OUTSIDE SERVICES	EHLERS	2017 Water Rate Study	75615	12/11/2017	131.25	12/28/2017
Total 622509230000:					2,329.25	
622509260153						
622-509260-153 EMPLOYEE BENEFITS	EMPLOYEE BENEFITS CORPO	EBC WATER	2041504	12/27/2017	3.76	12/28/2017
Total 622509260153:					3.76	
622509330000						
622-509330-000 TRANSPORTATION-SUPPLI	IBD, LLC	BATTERY	221180	12/01/2017	163.95	12/28/2017
Total 622509330000:					163.95	
622509350000						
622-509350-000 GENERAL PLANT-SUPPLIE	RC ELECTRONIC, INC	Business Band Service (split)	643896	11/30/2017	53.16	12/28/2017
Total 622509350000:					53.16	
623575740200						
623-575740-200 FUEL FOR RESALE	ASCENT AVIATION GROUP, INC	100LL AVIATION GASOLINE	492880	12/20/2017	25,813.33	12/28/2017
Total 623575740200:					25,813.33	
Grand Totals:					155,945.94	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

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100239006						
100-239006 LAW-VISION	SUPERIOR VISION INSURANCE	Policy No. 1415001 Jan Billing	96100	01/01/2018	717.99	01/05/2018
Total 100239006:					717.99	
100444411000						
100-444411-000 COURT FINES & COSTS	RACINE COUNTY TREASURER	Racine Co Jail Assessment	2017DEC	12/31/2017	975.50	01/05/2018
100-444411-000 COURT FINES & COSTS	RACINE COUNTY TREASURER	Racine Co Surcharge	2017DEC	12/31/2017	286.80	01/05/2018
100-444411-000 COURT FINES & COSTS	ST OF WISC CONTROLLER'S O	ST OF WI CONTROLLER OFFICE DEC	2017DEC	12/31/2017	4,627.78	01/05/2018
Total 100444411000:					5,890.08	
100515111324						
100-515111-324 CITY COUNCIL - MEMBERS	LEAGUE OF WIS. MUNICIPALITI	Standard Dues/Urban Alliance Dues	2018 #10078	01/01/2018	3,261.91	01/05/2018
Total 100515111324:					3,261.91	
100515121142						
100-515121-142 MUNI COURT - WITNESS FE	SWITS, LTD	SWITS Spanish Inter	38792	12/14/2017	37.50	01/05/2018
Total 100515121142:					37.50	
100515121298						
100-515121-298 MUNI COURT - CONTRACT	TITAN PUB.SAFETY SOLUTION	TITAN ANNUAL SYSTEM SUPPORT MUNI COURT	4292	01/01/2018	4,408.00	01/05/2018
Total 100515121298:					4,408.00	
100515121330						
100-515121-330 MUNI COURT - INSRVC TRA	WI MUNICIPAL COURT CLERK	Annual membership dues	2018 DUES	01/01/2018	40.00	01/05/2018
Total 100515121330:					40.00	
100515132220						
100-515132-220 ADMIN - UTILITIES	WE ENERGIES	5843-033-004 (split)	5843033004DEC17	12/26/2017	493.20	01/05/2018
Total 100515132220:					493.20	
100515132225						
100-515132-225 ADMIN - TELEPHONE	AT & T	057 736 7870 001	2627671389 12/17	12/21/2017	48.18	01/05/2018
100-515132-225 ADMIN - TELEPHONE	AT & T	171-798-6300 001 (split)	8235129306	12/19/2017	350.35	01/05/2018
100-515132-225 ADMIN - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9798618720	12/31/2017	394.70	01/05/2018
Total 100515132225:					793.23	
100515132298						
100-515132-298 ADMIN - CONTRACT SERVI	AT & T	252235078 - Internet	252235078 12/17	12/27/2017	90.75	01/05/2018
Total 100515132298:					90.75	
100515132324						
100-515132-324 ADMIN - MEMBERSHIP DUE	NPELRA	2018 Membership Renewal	2018WALTERS358	01/01/2018	195.00	01/05/2018
Total 100515132324:					195.00	
100515141220						
100-515141-220 FINANCE - UTILITY SERVIC	WE ENERGIES	5843-033-004 (split)	5843033004DEC17	12/26/2017	299.44	01/05/2018
Total 100515141220:					299.44	

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100515141225						
100-515141-225 FINANCE - TELEPHONE	AT & T	171-798-6300 001 (split)	8235129306	12/19/2017	210.21	01/05/2018
100-515141-225 FINANCE - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9798618720	12/31/2017	57.71	01/05/2018
Total 100515141225:					267.92	
100515141330						
100-515141-330 FINANCE - TRAVEL	DEQUAKER, STEVE	Reimbursement - Mileage	2017DEC	12/31/2017	19.26	01/05/2018
Total 100515141330:					19.26	
100525211225						
100-525211-225 POLICE - TELEPHONE	AT & T	171-798-6300 001 (split)	8235129306	12/19/2017	560.55	01/05/2018
100-525211-225 POLICE - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9798618720	12/31/2017	614.72	01/05/2018
Total 100525211225:					1,175.27	
100525211239						
100-525211-239 POLICE - EQUIPMENT NON	VIEVU	LE4 - BODY WORN VIDEO CAMERA	26654	12/06/2017	318.00	01/05/2018
Total 100525211239:					318.00	
100525211240						
100-525211-240 POLICE - FUEL, OIL	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Police Dept	869297630801	12/31/2017	2,009.44	01/05/2018
Total 100525211240:					2,009.44	
100525211244						
100-525211-244 POLICE - REPAIR & MAINT	INTOXIMETERS, INC.	INTOXIMETERS SUPPLIES POLICE DEPT	583008	12/11/2017	186.00	01/05/2018
Total 100525211244:					186.00	
100525211311						
100-525211-311 POLICE - COMP SOFTWARE	ProPhoenix Corporation	Interface - Badger TraCS Maintenance 2018	2018004	01/01/2018	654.53	01/05/2018
Total 100525211311:					654.53	
100525211324						
100-525211-324 POLICE - PUBL,SUBSCRIPT	WI CHIEFS OF POLICE ASSOC	MEMBERSHIP CARD	2018 ZMUDZINSKI	01/01/2018	80.00	01/05/2018
Total 100525211324:					80.00	
100525220220						
100-525220-220 FIRE - UTILITY SERVICES	WE ENERGIES	8419-416-558	8419416558DEC17	12/27/2017	11.72	01/05/2018
Total 100525220220:					11.72	
100525220225						
100-525220-225 FIRE - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9798618720	12/31/2017	133.13	01/05/2018
Total 100525220225:					133.13	
100525220240						
100-525220-240 FIRE - FUEL, OIL, LUBRICA	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Fire Dept	869297630801	12/31/2017	722.45	01/05/2018
Total 100525220240:					722.45	
100525220310						
100-525220-310 FIRE - OFFICE SUPPLIES	Babe, Alan	Reimburse - Amazon-OtterBox iPad	121817	12/18/2017	50.32	01/05/2018

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100-525220-310 FIRE - OFFICE SUPPLIES	Journal of Emergency Medical Se	Renewal 2018	2018	01/01/2018	19.99	01/05/2018
Total 100525220310:					70.31	
100525231220						
100-525231-220 BLDG INSP UTILITIES	WE ENERGIES	5843-033-004 (split)	5843033004DEC17	12/26/2017	88.07	01/05/2018
Total 100525231220:					88.07	
100525231225						
100-525231-225 BLDG INSP - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9798618720	12/31/2017	15.00	01/05/2018
Total 100525231225:					15.00	
100525231310						
100-525231-310 BLDG INSP - OPERATING S	SWWBIA	2018 SWWBIA Membership Dues	2018 DUES	01/01/2018	40.00	01/05/2018
Total 100525231310:					40.00	
100525231372						
100-525231-372 BLDG INSP - AUTO EXPENS	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Bldg Insp	869297630801	12/31/2017	41.49	01/05/2018
Total 100525231372:					41.49	
100535321220						
100-535321-220 STREETS - UTILITIES	WE ENERGIES	0688-843-174	0688843174NOV17	12/11/2017	444.69	01/05/2018
Total 100535321220:					444.69	
100535321225						
100-535321-225 STREETS - TELEPHONE	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 12/17	12/19/2017	81.73	01/05/2018
100-535321-225 STREETS - TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9798618720	12/31/2017	96.42	01/05/2018
Total 100535321225:					178.15	
100535321240						
100-535321-240 STREETS - FUEL, OIL & LU	JERRY WILLKOMM INC.	JWO HP AW 32, Bulk	198246	12/08/2017	988.75	01/05/2018
100-535321-240 STREETS - FUEL, OIL & LU	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Street Dept	869297630801	12/31/2017	2,644.02	01/05/2018
Total 100535321240:					3,632.77	
100535321242						
100-535321-242 STREETS - REP MAINT VE	LOIS TIRE SHOP,INC.	LOIS TIRE - Unit 509	413809	12/07/2017	919.74	01/05/2018
Total 100535321242:					919.74	
100535321261						
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0455-414-409	0455414409DEC17	12/18/2017	257.60	01/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0818-594-802	0818594802DEC17	12/25/2017	18.42	01/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0819-473-268	0819473268DEC17	12/26/2017	133.14	01/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0838-352-542	0838352542DEC17	12/22/2017	42.66	01/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	0850-628-152	0850628152DEC17	12/21/2017	272.34	01/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	2019-198-266	2019198266DEC17	12/11/2017	47.34	01/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	2023-503-060	2023503060DEC17	12/25/2017	188.67	01/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	3073-922-427	3073922427NOV17	12/10/2017	17.88	01/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	3277-994-067	3277994067NOV17	12/10/2017	61.85	01/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	4404-149-064	4404149064DEC17	12/19/2017	44.51	01/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5043-084-318	5043084318DEC17	12/21/2017	55.85	01/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5406-087-899	5406087899NOV17	12/19/2017	136.89	01/05/2018

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100-535321-261 STREETS - LIGHTING	WE ENERGIES	5465-979-181	5465979181DEC17	12/20/2017	54.46	01/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5639-265-567	5639265567NOV17	12/10/2017	126.37	01/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5644-617-733	5644617733DEC17	12/25/2017	161.91	01/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	5695-147-539	5695147539DEC17	12/26/2017	571.99	01/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	6438-309-692	6438309692NOV17	12/12/2017	219.06	01/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	6838-102-431	6838102431NOV17	12/11/2017	277.57	01/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	6893-002-943	6893002943DEC17	12/21/2017	16.80	01/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	7255-756-558	7255756558DEC17	12/20/2017	16.70	01/05/2018
100-535321-261 STREETS - LIGHTING	WE ENERGIES	9418-285-345	9418285345DEC17	12/26/2017	117.66	01/05/2018
Total 100535321261:					2,839.67	
100535321298						
100-535321-298 STREETS - CONTRACT SER	ASDA ENTERPRISES INC	Clean Up	26781	12/17/2017	10,891.80	01/05/2018
Total 100535321298:					10,891.80	
100535321310						
100-535321-310 STREETS - OFF SUPP/POS	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	18097487	12/13/2017	96.03	01/05/2018
100-535321-310 STREETS - OFF SUPP/POS	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	18097488	12/13/2017	6.29	01/05/2018
Total 100535321310:					102.32	
10055551220						
100-555551-220 PARKS - UTILITIES	WE ENERGIES	0235-568-359	0235568359NOV17	12/10/2017	87.81	01/05/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	1486-453-053	1486453053NOV17	12/11/2017	18.16	01/05/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	2625-548-774	2625548774NOV17	12/11/2017	29.04	01/05/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	2672-334-997	2672334997NOV17	12/10/2017	263.21	01/05/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	3406-030-405	3406030405NOV17	12/10/2017	35.23	01/05/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	4447-370-241	4447370241NOV17	12/10/2017	17.88	01/05/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	4484-977-713	4484977713DEC17	12/11/2017	67.07	01/05/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	5200-062-983	5200062983NOV17	12/11/2017	18.42	01/05/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	5276-292-324	5276292324DEC17	12/11/2017	3.38	01/05/2018
100-555551-220 PARKS - UTILITIES	WE ENERGIES	6211-699-899	6211699899DEC17	12/26/2017	65.60	01/05/2018
Total 10055551220:					605.80	
10055551225						
100-555551-225 PARKS - TELEPHONE	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 12/17	12/19/2017	40.86	01/05/2018
Total 10055551225:					40.86	
10055551240						
100-555551-240 PARKS - FUEL, OIL, LUBRIC	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Parks Dept	869297630801	12/31/2017	677.48	01/05/2018
Total 10055551240:					677.48	
10055551310						
100-555551-310 PARKS - OFFICE SUPP, PO	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	18097487	12/13/2017	21.34	01/05/2018
100-555551-310 PARKS - OFFICE SUPP, PO	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	18097488	12/13/2017	1.40	01/05/2018
Total 10055551310:					22.74	
100555561298						
100-5555561-298 FORESTRY-CONTRACT SE	STUMP GRINDING 4 LESS, LLC	ground multiple stumps	2503	11/07/2017	4,776.75	01/05/2018
Total 100555561298:					4,776.75	

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100565641298						
100-565641-298 PLAN COMM - CONTRACT S	BURLINGTON FARMERS MARK	Farmers' Market Support 2018	2018	01/01/2018	10,000.00	01/05/2018
Total 100565641298:					10,000.00	
251555511220						
251-555511-220 UTILITIES	WE ENERGIES	0810-148-657	0810148657DEC17	12/27/2017	1,011.92	01/05/2018
251-555511-220 UTILITIES	WE ENERGIES	5852-857-487	5852857487DEC17	12/26/2017	608.90	01/05/2018
Total 251555511220:					1,620.82	
251555511225						
251-555511-225 TELEPHONE	AT & T	171-798-6300 001 (split)	8235129306	12/19/2017	280.27	01/05/2018
Total 251555511225:					280.27	
453565616823						
453-565616-823 2017 Pool Construction Proje	WE ENERGIES	4242-394-201	4242394201DEC17	12/28/2017	508.14	01/05/2018
453-565616-823 2017 Pool Construction Proje	POOL FURNITURE SUPPLY	50% DEPOSIT	PFS7801	12/14/2017	14,386.25	01/05/2018
Total 453565616823:					14,894.39	
501514900000						
501-514900-000 ADMINISTRATIVE EXPENSE	DIRECTPATH	Monthly fee for Advocacy Serv Jan	AT38174	01/01/2018	171.00	01/05/2018
Total 501514900000:					171.00	
621575740225						
621-575740-225 TELEPHONE	VERIZON WIRELESS	Verizon: Acct 286396851-00001 (split)	9798618720	12/31/2017	27.65	01/05/2018
Total 621575740225:					27.65	
621575740240						
621-575740-240 FUEL, OIL AND LUBRICANT	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 WWTP	869297630801	12/31/2017	448.89	01/05/2018
Total 621575740240:					448.89	
621575740248						
621-575740-248 PLANT OPERATION	LOIS TIRE SHOP,INC.	portable generator tires	414524	12/11/2017	215.98	01/05/2018
Total 621575740248:					215.98	
622509210000						
622-509210-000 OFFICE SUPPLY	PETTY CASH WATER DEPT	Supplies for Retirement Party	122817RICHTERS	12/28/2017	40.04	01/05/2018
622-509210-000 OFFICE SUPPLY	TDS	TDS DPW 262-539-3770 (SPLIT)	262-539-3770 12/17	12/19/2017	81.73	01/05/2018
622-509210-000 OFFICE SUPPLY	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	18097487	12/13/2017	96.03	01/05/2018
622-509210-000 OFFICE SUPPLY	CANON FINANCIAL SERVICES,	Contrat No. WI#505ENT-M15-MFD (split)	18097488	12/13/2017	6.29	01/05/2018
Total 622509210000:					224.09	
622509330000						
622-509330-000 TRANSPORTATION-SUPPLI	VOYAGER FLEET SYSTEMS IN	Voyager Acct. 869297630 Water Dept	869297630801	12/31/2017	524.44	01/05/2018
Total 622509330000:					524.44	
623575740242						
623-575740-242 REPAIR,MAINTENANCE EQ	WI DEPT OF TRANSPORTATIO	Project ID 39507514006	395-0000067534	12/01/2017	15.36	01/05/2018

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Total 623575740242:					15.36	
864212001						
864-212001 REFUNDS PAYABLE	KPM ENTERPRISES, LLS	Property Tax Refund 2017	249581	12/26/2017	.85	01/05/2018
864-212001 REFUNDS PAYABLE	HOFFMAN, R SCOTT& MARILEE	Property Tax Refund 2017	248531	12/27/2017	206.91	01/05/2018
864-212001 REFUNDS PAYABLE	MYSZKEWICZ, JOSEPH & TERR	Property Tax Refund 2017	250163	12/23/2017	504.86	01/05/2018
864-212001 REFUNDS PAYABLE	REDMAN, CHAD & AMANDA	Property Tax Refund 2017	247446	12/28/2017	255.89	01/05/2018
864-212001 REFUNDS PAYABLE	CALIVA, TRAVIS	Property Tax Refund 2017	247438	12/16/2017	230.16	01/05/2018
864-212001 REFUNDS PAYABLE	MERTEN, JOHN JR.	Property Tax Refund 2017	249152	12/22/2017	360.02	01/05/2018
864-212001 REFUNDS PAYABLE	PRICE, CATHERINE M	Property Tax Refund 2017	248086	12/19/2017	10.09	01/05/2018
864-212001 REFUNDS PAYABLE	BAKER, STEVEN	PROPERTY TAX REFUND 2017	249211	12/19/2017	48.54	01/05/2018
864-212001 REFUNDS PAYABLE	HINTZ, HEATHER	Property Tax Refund 2017	249166	12/19/2017	422.51	01/05/2018
864-212001 REFUNDS PAYABLE	WEINK, DOUGLAS	Property Tax Refund 2017	248732	12/22/2017	651.47	01/05/2018
864-212001 REFUNDS PAYABLE	MASON, SAMANTHA	Property Tax Refund 2017	249218	12/31/2017	151.68	01/05/2018
864-212001 REFUNDS PAYABLE	BAZAN, JASON	Property Tax Refund 2017	247086	12/26/2017	256.12	01/05/2018
864-212001 REFUNDS PAYABLE	FREEBURN, RYAN & LAURA	Property Tax Refund 2017	250774	12/27/2017	123.81	01/05/2018
864-212001 REFUNDS PAYABLE	PULERA, JEFFREY	Property Tax Refund 2017	248704	12/31/2017	28.73	01/05/2018
864-212001 REFUNDS PAYABLE	GRUBE, WILLIAM RUSSELL	Property Tax Refund 2017	248247	12/20/2017	14.43	01/05/2018
864-212001 REFUNDS PAYABLE	BURLINGTON HOLDINGS	Property Tax Refund 031922002030	247387	12/31/2017	4,203.18	01/05/2018
864-212001 REFUNDS PAYABLE	DANIELS, SUXANNE	Property Tax Refund 2017	248749	12/26/2017	282.39	01/05/2018
864-212001 REFUNDS PAYABLE	ELLINGSTAD, JAMIE	Property Tax Refund 2017	249970	01/02/2018	14.92	01/05/2018
864-212001 REFUNDS PAYABLE	JOHNSON, EMILY M	Property Tax Refund 2017	250110	12/20/2017	7.31	01/05/2018
864-212001 REFUNDS PAYABLE	MOELLER, FRANK & AMANDA	Property Tax Refund 2017	247365	12/18/2017	487.60	01/05/2018
864-212001 REFUNDS PAYABLE	MULLER, JAMES & KATHLEEN	Property Tax Refund 2017	247213	01/02/2018	739.28	01/05/2018
864-212001 REFUNDS PAYABLE	OLSEN, KY	Property Tax Refund 2017	249951	12/26/2017	451.57	01/05/2018
864-212001 REFUNDS PAYABLE	PETERSON, MARK & JODI	Property Tax Refund 2017	250143	12/26/2017	220.34	01/05/2018
864-212001 REFUNDS PAYABLE	SCHULTZ, ROBERT	Property Tax Refund 2017	250639	12/28/2017	123.81	01/05/2018
864-212001 REFUNDS PAYABLE	VOGT, CHRISTOPHER & KATRI	Property Tax Refund 2017	249821	12/22/2017	317.33	01/05/2018
864-212001 REFUNDS PAYABLE	VOGT, BRIAN & PENNY	Property Tax Refund 2017	248910	12/29/2017	123.81	01/05/2018
864-212001 REFUNDS PAYABLE	WINTRUST MORTGAGE	Property Tax Refund 2017	247760	12/29/2017	5,427.46	01/05/2018
864-212001 REFUNDS PAYABLE	WILLKOMM, NATHAN	Property Tax Refund 2017	249764	12/28/2017	192.61	01/05/2018
864-212001 REFUNDS PAYABLE	MEHRING, JERAD & LORIN	Property Tax Refund 2017	247524	12/15/2017	123.81	01/05/2018
Total 864212001:					15,981.49	
875232000						
875-232000 MUNICIPAL COURT DEP	BALL, JERIME	refund on duplicate pmnt cit N1342857	N1342857	01/03/2018	138.00	01/05/2018
875-232000 MUNICIPAL COURT DEP	BIENEMAN, DENISE	refund duplicate pmnt cit B127249-3	16.024514	06/30/2017	98.80	01/05/2018
875-232000 MUNICIPAL COURT DEP	JONES, NICOLE	refund of over pmnt cit AE442711-3	9.016090	12/18/2017	.20	01/05/2018
Total 875232000:					237.00	
Grand Totals:					91,833.84	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100515111265						
100-515111-265 Festival/Fireworks/Block Party	MINUTEMAN PRESS OF BURLI	Signs - Ice Festival Sponsor's	33125	12/13/2017	165.00	
Total 100515111265:					165.00	
100515111399						
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	Public Hearing	303133	12/14/2017	30.45	
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	CUP Hearing	303708	12/21/2017	55.68	
100-515111-399 CITY COUNCIL - PUBLICATI	SOUTHERN LAKES NEWSPAPE	CUP Hearing Casey's	303709	12/21/2017	57.70	
Total 100515111399:					143.83	
100515121344						
100-515121-344 MUNI COURT - JANITOR SU	ELKHORN CHEMICAL & PACKA	Muni Janitor Supplies	595040	12/15/2017	10.69	
Total 100515121344:					10.69	
100515132298						
100-515132-298 ADMIN - CONTRACT SERVI	CivicPlus	CivicPlus Website Annual Fee for Hosting & Support	168218	01/01/2018	5,529.01	
Total 100515132298:					5,529.01	
100515132310						
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1272477	12/06/2017	2.97	
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1274833	12/13/2017	2.97	
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1277202	12/20/2017	2.97	
100-515132-310 ADMIN - OFF SUPP-POSTA	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1279583	12/27/2017	2.97	
100-515132-310 ADMIN - OFF SUPP-POSTA	Office Copying Equipment, LTD	Sharp MX-5070N (split)	AR44720	12/31/2017	137.69	
100-515132-310 ADMIN - OFF SUPP-POSTA	COMPLETE OFFICE OF WISCO	batteries	217241	12/21/2017	9.99	
Total 100515132310:					159.56	
100515132344						
100-515132-344 ADMIN - JANITOR SUPPLIE	ELKHORN CHEMICAL & PACKA	Admin Janitor Supplies	595040	12/15/2017	126.11	
Total 100515132344:					126.11	
100515132399						
100-515132-399 ADMIN - SUNDRY EXPENSE	RICHTER'S MARKETPLACE	Richter's Marketplace - City Hall	01/05/18CH	01/05/2018	5.85	
100-515132-399 ADMIN - SUNDRY EXPENSE	RICHTER'S MARKETPLACE	Richter's Marketplace - City Hall	12/19/17CH	12/19/2017	5.85	
Total 100515132399:					11.70	
100515132570						
100-515132-570 Disaster Expenditures	HALVERSON DOOR LLC.	Flood Related - Commercial Service Call	4043	12/13/2017	133.50	
100-515132-570 Disaster Expenditures	GENERAL COMMUNICATIONS, I	Flood Recovery - Repairs	248763	12/11/2017	182.80	
100-515132-570 Disaster Expenditures	GENERAL COMMUNICATIONS, I	Flood Recovery - Radio Control Station	248886	12/14/2017	701.27	
100-515132-570 Disaster Expenditures	GENERAL COMMUNICATIONS, I	Flood Recovery - Recorder for 16 Channels	248887	12/14/2017	20,612.40	
100-515132-570 Disaster Expenditures	GENERAL COMMUNICATIONS, I	Flood Recovery - Radio Control Station	248888	12/14/2017	20,394.50	
100-515132-570 Disaster Expenditures	GENERAL COMMUNICATIONS, I	Flood Recovery - Reprogram 34 Radios	249012	12/19/2017	680.00	
100-515132-570 Disaster Expenditures	KEEPRS, INC	Flood Replacement - supplies	359844	11/21/2017	21.99	
100-515132-570 Disaster Expenditures	KEEPRS, INC	Flood Replacement - supplies	359844-01	11/22/2017	52.00	
100-515132-570 Disaster Expenditures	KEEPRS, INC	Flood Replacement - sight tools & bore brush	359844-02	12/28/2017	25.00	
100-515132-570 Disaster Expenditures	KEEPRS, INC	Flood Replacement - sight tool	359844-03	12/12/2017	20.00	
100-515132-570 Disaster Expenditures	OCI ADMINISTRATION ACCOUN	Alum 24" x 18" Print 1Sd EG	82947	12/19/2017	65.15	
Total 100515132570:					42,888.61	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100515141298						
100-515141-298 FINANCE - CONTRACT SER	CIVIC SYSTEMS, LLC	Semi-Annual Support Fees (split)	CVC15994	01/01/2018	2,706.34	
Total 100515141298:					2,706.34	
100515141310						
100-515141-310 FINANCE - OFFICE SUPP/P	Office Copying Equipment, LTD	Sharp MX-500IN	AR44720	12/31/2017	47.77	
100-515141-310 FINANCE - OFFICE SUPP/P	COMPLETE OFFICE OF WISCO	credit	2017802	12/21/2017	2.87	
100-515141-310 FINANCE - OFFICE SUPP/P	COMPLETE OFFICE OF WISCO	Office Supplies	217240	12/21/2017	7.77	
100-515141-310 FINANCE - OFFICE SUPP/P	COMPLETE OFFICE OF WISCO	ribn	219694	12/27/2017	2.87	
Total 100515141310:					55.54	
100515141344						
100-515141-344 FINANCE - JANITOR SUPPLI	ELKHORN CHEMICAL & PACKA	Finance Janitor Supplies	595040	12/15/2017	66.26	
100-515141-344 FINANCE - JANITOR SUPPLI	ELKHORN CHEMICAL & PACKA	Clerk Janitor Supplies	595040	12/15/2017	10.69	
Total 100515141344:					76.95	
100515154298						
100-515154-298 ASSESSOR - CONTRACT S	ACCURATE	Services Invoices for 2018	ACCAPP2018-1	01/01/2018	7,560.00	
Total 100515154298:					7,560.00	
100515161220						
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	General File - 2017	17100-000D 14	12/31/2017	1,035.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Tri County Training Center	17100-057D 6	12/31/2017	330.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Senior Center	17100-081D 6	12/31/2017	240.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Zoning Violation	17100-112D 2	12/31/2017	270.00	
100-515161-220 ATTORNEY - CONTRACT	BJELAJAC, JOHN M	Casey's Development	17100-115D 1	12/31/2017	570.00	
100-515161-220 ATTORNEY - CONTRACT	Guttormsen & Terry LLC	City of Burlington vs. Advanced Disposal	8244	12/07/2017	570.00	
Total 100515161220:					3,015.00	
100515161272						
100-515161-272 ATTORNEY - MUNICIPAL C	BJELAJAC, JOHN M	Municipal Court General File - 2017	17100-099D 13	12/31/2017	4,665.00	
Total 100515161272:					4,665.00	
100515161298						
100-515161-298 ATTORNEY - CONTRACT S	VONBRIESEN & ROPER, S.C.	Von Briesen & Roper - Labor & Employment	11213	12/14/2017	955.50	
Total 100515161298:					955.50	
100525211239						
100-525211-239 POLICE - EQUIPMENT NON	GENERAL COMMUNICATIONS, I	GCI Six Unit Rapid Rate Bank Charger	249030	12/20/2017	459.00	
Total 100525211239:					459.00	
100525211242						
100-525211-242 POLICE - REPAIR/MTCE EQ	DOUG'S AUTO	repairs - transmission	028964	12/20/2017	538.39	
100-525211-242 POLICE - REPAIR/MTCE EQ	DOUG'S AUTO	906 2013 Ford Explorer	028965	12/20/2017	174.82	
100-525211-242 POLICE - REPAIR/MTCE EQ	BUMPER TO BUMPER BURLING	parts	1-335061	12/12/2017	34.56	
Total 100525211242:					747.77	
100525211248						
100-525211-248 POLICE - REP & MAINT BUIL	HALVERSON DOOR LLC.	Commercial Service Call	3996	12/09/2017	443.00	

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Total 100525211248:					443.00	
100525211310						
100-525211-310	POLICE - OFF SUPP-POSTA	REINEMANS, INC.	UPS Delivery	136950	12/20/2017	26.63
100-525211-310	POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	12/07/17PD	12/07/2017	5.85
100-525211-310	POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	12/11/17PD	12/11/2017	5.85
100-525211-310	POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	12/15/17PD	12/15/2017	19.83
100-525211-310	POLICE - OFF SUPP-POSTA	RICHTER'S MARKETPLACE	Richter's Marketplace - Police Dept	12/20/17PD	12/20/2017	19.83
100-525211-310	POLICE - OFF SUPP-POSTA	COMPLETE OFFICE OF WISCO	TONER	219139	12/27/2017	237.24
Total 100525211310:					315.23	
100525211311						
100-525211-311	POLICE - COMP SOFTWARE	DEER CREEK TECHNOLOGIES	Document Management Software 2018	2018-106	01/01/2018	410.00
Total 100525211311:					410.00	
100525211344						
100-525211-344	POLICE - JANITOR SUPPLIE	REINEMANS, INC.	electrical supplies	136959	12/20/2017	6.99
Total 100525211344:					6.99	
100525211347						
100-525211-347	POLICE - FIREARM SUPP/R	KEEPRS, INC	Glock Fixed Sight Pistol	366159	12/15/2017	1,282.99
Total 100525211347:					1,282.99	
100525220211						
100-525220-211	FIRE - PHYSICALS	AURORA HEALTH CARE	Acct #600003825 Mueller, Adam	157591996	11/27/2017	77.00
100-525220-211	FIRE - PHYSICALS	AURORA HEALTH CARE	Acct #600003825 Van Ommeren, Evan	158074734	12/13/2017	163.00
Total 100525220211:					240.00	
100525220241						
100-525220-241	FIRE - REP & MAINT IT	REINEMANS, INC.	wtr heater blanket	137234	12/27/2017	17.09
Total 100525220241:					17.09	
100525220242						
100-525220-242	FIRE - REPAIR & MAINT VE	REINEMANS, INC.	hardware	136810	12/18/2017	1.80
100-525220-242	FIRE - REPAIR & MAINT VE	REINEMANS, INC.	electrical supplies	137080	12/22/2017	47.96
100-525220-242	FIRE - REPAIR & MAINT VE	BUMPER TO BUMPER BURLING	back-up lamp	1-335121	12/13/2017	9.29
100-525220-242	FIRE - REPAIR & MAINT VE	BUMPER TO BUMPER BURLING	back-up lamp	1-336066	01/03/2018	18.82
100-525220-242	FIRE - REPAIR & MAINT VE	BAYCOM INC	service call - Croos Patch Issue	SRVCE11421	12/29/2017	221.25
Total 100525220242:					299.12	
100525220244						
100-525220-244	FIRE - REPAIR MAINT EQUI	BENDLIN FIRE EQUIP. CO., INC.	USED DOUBLE AA HUD MSA	97394	12/19/2017	246.48
100-525220-244	FIRE - REPAIR MAINT EQUI	BENDLIN FIRE EQUIP. CO., INC.	MSA CONFIDENCE PLUS GERMICIDAL CLEANER	97499	12/27/2017	78.35
100-525220-244	FIRE - REPAIR MAINT EQUI	EAGLE ENGRAVING	Fireground ID Tags	2017-4395	12/14/2017	72.80
Total 100525220244:					397.63	
100525220248						
100-525220-248	FIRE - REPAIR MAINT BLDG	ALSCO	ALSCO - FIRE DEPT CUSTOMER #012470	IMIL1277193	12/20/2017	75.32
100-525220-248	FIRE - REPAIR MAINT BLDG	AUTUMN SUPPLY	Autumn Supply - cleaning supplies	12068	12/21/2017	314.65
100-525220-248	FIRE - REPAIR MAINT BLDG	AUTUMN SUPPLY	Autumn Supply - cleaning supplies	12081	12/29/2017	179.06

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100-525220-248 FIRE - REPAIR MAINT BLDG	MENARDS	Acct # 32120264 - Fire House Supplies	51558	12/17/2017	5.18	
100-525220-248 FIRE - REPAIR MAINT BLDG	MENARDS	Acct # 32120264 - Fire House Supplies	52278	12/27/2017	60.58	
100-525220-248 FIRE - REPAIR MAINT BLDG	BUMPER TO BUMPER BURLING	12v 700 CCA	1-335708	12/26/2017	111.07	
Total 100525220248:					176.83	
100525220298						
100-525220-298 FIRE- CONTRACT SERVICE	ALADTEC, INC	ALADTEC ANNUAL SUBSCRIPTION	2017-10874	01/01/2018	2,495.00	
Total 100525220298:					2,495.00	
100525220310						
100-525220-310 FIRE - OFFICE SUPPLIES	Office Copying Equipment, LTD	Sharp MX-5070N (split)	AR44720	12/31/2017	15.50	
Total 100525220310:					15.50	
100525220324						
100-525220-324 FIRE - MEMBERSHIP & DUE	RACINE CO FIRE CHIEF'S ASS	2018 Annual Dues	2018	01/01/2018	450.00	
Total 100525220324:					450.00	
100525231298						
100-525231-298 BLDG INSP - CONTRACT	Safebuilt, LLC	Code Enforcement Services	0036565-IN	12/31/2017	302.50	
Total 100525231298:					302.50	
100525231372						
100-525231-372 BLDG INSP - AUTO EXPENS	DOUG'S AUTO	repairs - replace battery	029007	01/02/2018	205.45	
Total 100525231372:					205.45	
100535321159						
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1272477	12/06/2017	74.18	
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1274833	12/13/2017	70.94	
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1277202	12/20/2017	70.94	
100-535321-159 STREETS - CLOTHING ALL	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1279583	12/27/2017	143.36	
Total 100535321159:					359.42	
100535321234						
100-535321-234 STREETS - SALT AND SAND	COMPASS MINERALS AMERICA	BULK HIGHWAY COARSE W/YPS	141115	12/15/2017	7,128.50	
Total 100535321234:					7,128.50	
100535321248						
100-535321-248 STREETS REP & MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1274834	12/13/2017	12.81	
100-535321-248 STREETS REP & MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1279584	12/27/2017	12.81	
Total 100535321248:					25.62	
100535321298						
100-535321-298 STREETS - CONTRACT SER	ORGANIZATION DEVELOPMEN	ODC - DPW Director(split)	12122	12/08/2017	112.50	
100-535321-298 STREETS - CONTRACT SER	REINEMANS, INC.	window screen repair	136818	12/18/2017	15.00	
100-535321-298 STREETS - CONTRACT SER	SIMPLEX GRINNELL LP	Simplex Grinnell DPW Annual Billing (split)	79861503	12/06/2017	190.90	
100-535321-298 STREETS - CONTRACT SER	DONERITE JANITORIAL SERVI	DONERITE BILLING DPW (split)	3114	01/01/2018	328.00	
Total 100535321298:					646.40	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
100535321311						
100-535321-311 Streets-Comp Software Maint	DIGICORP	HP Desktop & MS Office (split)	R76165	12/14/2017	1,257.34	
Total 100535321311:					1,257.34	
100535321350						
100-535321-350 STREETS - REP MAINT SUP	HUMPHREY SERVICE & PARTS,	Stock	1163125	12/19/2017	13.92	
100-535321-350 STREETS - REP MAINT SUP	MENARDS	Menards Acct 32120266	52265	12/27/2017	49.95	
100-535321-350 STREETS - REP MAINT SUP	MOTOR PARTS COMPANY, LLC	spout	299187	12/20/2017	14.99	
100-535321-350 STREETS - REP MAINT SUP	REINEMANS, INC.	zn safety snap	137148	12/26/2017	13.28	
Total 100535321350:					92.14	
100545430298						
100-545430-298 ANIMAL SHELTER	WISCONSIN HUMANE SOCIETY	ANIMAL SHELTER CONTRACT - DEC	1022	12/31/2017	348.08	
Total 100545430298:					348.08	
100555551159						
100-555551-159 PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1272477	12/06/2017	15.57	
100-555551-159 PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1274833	12/13/2017	18.81	
100-555551-159 PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1277202	12/20/2017	18.81	
100-555551-159 PARKS - CLOTHING	ALSCO	ALSCO DPW (split) Customer # 074780	IMIL1279583	12/27/2017	18.81	
Total 100555551159:					72.00	
100555551248						
100-555551-248 PARKS - REPAIR MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1274834	12/13/2017	6.40	
100-555551-248 PARKS - REPAIR MAINT BL	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1279584	12/27/2017	6.40	
Total 100555551248:					12.80	
100555551265						
100-555551-265 PARKS - FESTIVAL EXPENS	REINEMANS, INC.	spray adhesive	136563	12/13/2017	12.59	
Total 100555551265:					12.59	
100555551298						
100-555551-298 PARKS - OUTSIDE SERVICE	ORGANIZATION DEVELOPMEN	ODC - DPW Director(split)	12122	12/08/2017	112.50	
100-555551-298 PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	PATS SANITARY RENTAL BUSHNELL PARK	A-152798	12/07/2017	90.00	
100-555551-298 PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	PATS SANITARY COMPOST SITE 7153	A-152826	12/07/2017	90.00	
100-555551-298 PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	PATS SANITARY RENTAL ECHO PARK	A-153152	12/13/2017	90.00	
100-555551-298 PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	CITY OF BURLINGTON DOG PARK	A-153169	12/13/2017	80.00	
100-555551-298 PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	PATS SANITARY SERVICE BUSHNELL PARK	A-153363	12/20/2017	45.00	
100-555551-298 PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	PATS SANITARY RENTAL RIVERSIDE PARK	A-153368	12/20/2017	180.00	
100-555551-298 PARKS - OUTSIDE SERVICE	PATS SERVICES, INC	PATS SANITARY COMPOST SITE	A-153381	12/20/2017	29.03	
100-555551-298 PARKS - OUTSIDE SERVICE	SIMPLEX GRINNELL LP	Simplex Grinnell DPW Annual Billing (split)	79861503	12/06/2017	95.44	
100-555551-298 PARKS - OUTSIDE SERVICE	ARBOR IMAGES, INC.	Leaf Dump	60710BC	12/15/2017	3,200.00	
100-555551-298 PARKS - OUTSIDE SERVICE	DONERITE JANITORIAL SERV I	DONERITE BILLING DPW (split)	3114	01/01/2018	164.00	
100-555551-298 PARKS - OUTSIDE SERVICE	BUMPER TO BUMPER BURLING	motor tune-up	1-335200	12/14/2017	20.97	
Total 100555551298:					4,196.94	
100555551311						
100-555551-311 Parks-Comp Software Maint.	DIGICORP	HP Desktop & MS Office (split)	R76165	12/14/2017	1,257.33	
Total 100555551311:					1,257.33	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
10055551350						
100-55551-350	PARKS - REPAIR/MTCE SUP	MENARDS	Menards Acct 32120266	52261	12/27/2017	33.97
100-55551-350	PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Supplies	136796	12/18/2017	16.58
100-55551-350	PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	hardware	136893	12/19/2017	3.94
100-55551-350	PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	Supplies	137453	01/02/2018	42.07
100-55551-350	PARKS - REPAIR/MTCE SUP	REINEMANS, INC.	hose menders	137462	01/02/2018	17.07
100-55551-350	PARKS - REPAIR/MTCE SUP	BUMPER TO BUMPER BURLING	parts	1-335081	12/12/2017	19.85
100-55551-350	PARKS - REPAIR/MTCE SUP	BUMPER TO BUMPER BURLING	ice spray wax	1-335336	12/18/2017	13.00
Total 10055551350:						146.48
100565639399						
100-565639-399	ECONOMIC DEVELOPMENT	RACINE CO ECONOMIC DEV. C	RCEDC 1ST QUARTER CONTRACT	Q1 2018	01/04/2018	10,600.00
Total 100565639399:						10,600.00
100565641298						
100-565641-298	PLAN COMM - CONTRACT S	GRAEF	Project No: 2017-1005.01 - Ongoing Planning Servic	0095660	12/11/2017	666.13
100-565641-298	PLAN COMM - CONTRACT S	GRAEF	Project No: 2017-1005.15 - Burl Manufacturing & Offi	0095661	12/11/2017	1,217.75
100-565641-298	PLAN COMM - CONTRACT S	GRAEF	Project No: 2017-1005.26 - City Hall Parking	0095662	12/11/2017	656.00
100-565641-298	PLAN COMM - CONTRACT S	GRAEF	Project No: 2017-1005.27 - ETZ CSM	0095663	12/11/2017	529.75
100-565641-298	PLAN COMM - CONTRACT S	GRAEF	Project No: 2017-1005.28-CUP	0095664	12/11/2017	304.25
Total 100565641298:						3,373.88
100575710297						
100-575710-297	GARBAGE- CONTRACT SVC	JOHNS DISPOSAL SERVICE IN	Riverview Manor (split)	156901	12/30/2017	108.00
Total 100575710297:						108.00
100575710298						
100-575710-298	GARBAGE - CONTRACT SV	JOHNS DISPOSAL SERVICE IN	Riverview Manor (split)	156901	12/30/2017	371.00
Total 100575710298:						371.00
100575710299						
100-575710-299	GARBAGE- CNTRCT SVCS	KAPUR & ASSOCIATES, INC.	17.0115.01 Burlington Landfill 2017-2018	92112-OOS	12/11/2017	675.00
100-575710-299	GARBAGE- CNTRCT SVCS	KAPUR & ASSOCIATES, INC.	17.0115.01 Burlington Landfill 2017-2018	92596	12/12/2017	3,090.85
Total 100575710299:						3,765.85
251555511310						
251-55551-310	OFFICE SUPPLIES, POSTA	DRYWALL PLUS	Drywall Repairs	123117	12/31/2017	1,998.00
Total 251555511310:						1,998.00
453565616823						
453-565616-823	2017 Pool Construction Proje	WANASEK CORPORATION	Burlington Community Pool	17-688	12/04/2017	3,678.93
Total 453565616823:						3,678.93
465515140800						
465-515140-800	CLERK - CAPITAL OUTLAY	RACINE CO CLERK	ImageCast Evolution Voting Equip	2017ICE	12/28/2017	16,666.00
Total 465515140800:						16,666.00
465515141800						
465-515141-800	FINANCE DEPARTMENT-OU	CLEAR GOV INC.	CG Insights Annual	INV-0155	01/02/2018	3,350.00

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 465515141800:					3,350.00	
621575740159						
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1272479	12/06/2017	76.26	
621-575740-159 CLOTHING ALLOWANCE	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1274836	12/13/2017	78.25	
Total 621575740159:					154.51	
621575740244						
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1272479	12/06/2017	14.91	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1272480	12/06/2017	130.61	
621-575740-244 REPAIRS,MAINT EQUIPMEN	ALSCO	ALSCO WWTP (split) Cust # 012230	IMIL1274836	12/13/2017	14.91	
621-575740-244 REPAIRS,MAINT EQUIPMEN	BUMPER TO BUMPER BURLING	belts	1-334779	12/06/2017	80.86	
Total 621575740244:					241.29	
621575740248						
621-575740-248 PLANT OPERATION	UNISON SOLUTIONS, INC	Unison Solutions - WWTP	2017-6025	12/14/2017	3,427.50	
Total 621575740248:					3,427.50	
621575740249						
621-575740-249 LABORATORY	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL1272480	12/06/2017	90.89	
621-575740-249 LABORATORY	CULLIGAN OF BURLINGTON	CULLIGAN WWTP ACCT 500-08487456-8	2018 JAN WWTP	01/01/2018	42.25	
Total 621575740249:					133.14	
621575740298						
621-575740-298 CONTRACT SERVICE	ORGANIZATION DEVELOPMEN	ODC - DPW Director(split)	12122	12/08/2017	112.50	
621-575740-298 CONTRACT SERVICE	CIVIC SYSTEMS, LLC	Semi-Annual Support Fees (split)	CVC15994	01/01/2018	2,706.33	
Total 621575740298:					2,818.83	
621575740359						
621-575740-359 SANITARY SEWER REPAIR,	WANASEK CORPORATION	Sanitary sewer repair - Amanda/Briody	7891	12/12/2017	6,376.18	
Total 621575740359:					6,376.18	
622506250000						
622-506250-000 MAINTENANCE-SUPPLIES	BURLI SIGNS LLC	choroplast signs	50909	12/12/2017	210.00	
622-506250-000 MAINTENANCE-SUPPLIES	GRAINGER	Air Dryer, Desiccant	9636218381	12/06/2017	4,270.04	
622-506250-000 MAINTENANCE-SUPPLIES	SHERWIN-WILLIAMS	PAINT SUPPLIES (split)	2779-0	12/08/2017	181.83	
Total 622506250000:					4,661.87	
622506310000						
622-506310-000 CHEMICALS	HAWKINS, INC	Tonkazorb 3%	4198083	12/13/2017	2,022.73	
Total 622506310000:					2,022.73	
622506500000						
622-506500-000 RESERVOIRS & SUPPLES	SHERWIN-WILLIAMS	PAINT SUPPLIES (split)	2779-0	12/08/2017	181.83	
Total 622506500000:					181.83	
622509030000						
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1272478	12/06/2017	32.19	
622-509030-000 OFFICE SUPPLIES	ALSCO	ALSCO DPW - Water Customer #025570	IMIL1274835	12/13/2017	32.19	

GL Account and Title	Vendor Name	Description	Invoice Number	Invoice Date	Net Invoice Amount	Date Paid
Total 622509030000:					64.38	
622509210000						
622-509210-000 OFFICE SUPPLY	DIGICORP	HP Desktop & MS Office (split)	R76165	12/14/2017	1,257.33	
Total 622509210000:					1,257.33	
622509230000						
622-509230-000 OUTSIDE SERVICES	ORGANIZATION DEVELOPMEN	ODC - DPW Director(split)	12122	12/08/2017	112.50	
622-509230-000 OUTSIDE SERVICES	CIVIC SYSTEMS, LLC	Semi-Annual Support Fees (split)	CVC15994	01/01/2018	2,706.33	
Total 622509230000:					2,818.83	
622509330000						
622-509330-000 TRANSPORTATION-SUPPLI	BUMPER TO BUMPER BURLING	brake parts	1-334673	12/04/2017	346.73	
Total 622509330000:					346.73	
622509350000						
622-509350-000 GENERAL PLANT-SUPPLIE	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1274834	12/13/2017	12.81	
622-509350-000 GENERAL PLANT-SUPPLIE	ALSCO	ALSCO DPW (split) Customer # 074781	IMIL1279584	12/27/2017	12.81	
622-509350-000 GENERAL PLANT-SUPPLIE	SIMPLEX GRINNELL LP	Simplex Grinnell DPW Annual Billing (split)	79861503	12/06/2017	190.90	
622-509350-000 GENERAL PLANT-SUPPLIE	DONERITE JANITORIAL SERV I	DONERITE BILLING DPW (split)	3114	01/01/2018	328.00	
Total 622509350000:					544.52	
623575740298						
623-575740-298 CONTRACT SERVICES	MEISNER, GARY	MEISNER AIRPORT MANAGER JAN BILLING	2018JAN	01/01/2018	319.30	
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	TIME WARNER	2018JAN	01/01/2018	183.00	
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	Pat's Sanitary Service	2018JAN	01/01/2018	35.97	
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	Outside Service - Cleaning	2018JAN	01/01/2018	120.42	
623-575740-298 CONTRACT SERVICES	BURLINGTON DEVELOPMENT	pest control services	2018JAN	01/01/2018	55.00	
Total 623575740298:					713.69	
623575740310						
623-575740-310 OPERATING SUPPLIES	BURLINGTON DEVELOPMENT	kitchen/hangar supplies	2018JAN	01/01/2018	119.40	
Total 623575740310:					119.40	
Grand Totals:					162,252.03	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____



COMMON COUNCIL REGULAR

ITEM NUMBER 10A

DATE: January 16, 2018

SUBJECT: LICENSES AND PERMITS - Revocation of a "Class B" Liquor License issued to MK Allen, LLC (dba The Burly Duck) for property located at 488 Milwaukee Avenue, Burlington, Wisconsin.

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

On August 15, 2017, the Common Council approved the issuance of a "Class B" Combination Reserved Liquor License to MK Allen, Inc. (dba The Burly Duck) for property located at 488 Milwaukee Avenue, in the amount of \$12,500. The approval was contingent upon the opening of this business within four to six months.

Per Ordinance 1977(11):

No Class "B" fermented malt beverage retailer's license, and/or a retail "Class B" liquor license, and/or a retail "Class C" wine license, and/or a reserve "Class B" liquor license shall be issued to any applicant unless, among any other required qualifications, the applicant, within Ninety (90) Days of the issuance of the license, conducts an active retail business that is open to the public (and thereafter continues to conduct an active retail business open to the public) on the premises for which the license is issued. If the requested license is issued to the applicant, and if the applicant fails to timely comply with the provisions of this Subparagraph K, then the City may take steps, should it so elect, to revoke and/or fail to renew the said license.

Staff has received noticed from MK Allen, Inc. that they are no longer pursuing the project at 488 Milwaukee Avenue. As such, a formal revocation of the "Class B" Combination Reserved Liquor License, must be approved through Council.

BUDGET/FISCAL IMPACT:

The cost of the "Class B" Combination Reserved Liquor License was \$12,500, which was to be collected upon final purchase of the property located at 488 Milwaukee Avenue. However, as there was no purchase of this property, no monies were collected by the City for the license.

RECOMMENDATION:

Staff recommends that Council approve the revocation of the "Class B" Combination Liquor License issued to MK Allen, Inc. This license becomes available for re-issue immediately upon approval of the revocation.

TIMING/IMPLEMENTATION:

This item is scheduled for final consideration at tonight's Common Council meeting.



DATE: January 16, 2018

SUBJECT: LICENSES AND PERMITS

SUBMITTED BY: Diahnn Halbach, City Clerk

BACKGROUND/HISTORY:

Operator's License Applications Operator's licenses (aka Bartender's License) shall be issued to individuals 18 years of age or over who do not have an arrest or conviction record subject to secs. 111.321, 111.322, and 111.335 and will be responsible for supervising activities and pouring of Class "A" beer, Class "B" beer, "Class B" intoxicating liquor, and "Class A" intoxicating liquor and "Class C" wine on premises during required hours in absence of the licensee or approved agent of licensed businesses.

The following person(s) has applied for an Operator's License and has been approved by the Burlington Police Department:

Derek Hensel
Justine Stevens
John Bedessem

BUDGET/FISCAL IMPACT:

Applicants are charged an administrative fee of which a portion of the funds are applied towards background checks performed by the police department. Liquor license fees for businesses are calculated on a case by case basis depending on the type of license applied for (noted above).

RECOMMENDATION:

Staff recommends that Council approve the submitted reports.

TIMING/IMPLEMENTATION:

This item is scheduled for consideration at the January 16, 2018 Common Council meeting.



COMMON COUNCIL REGULAR

ITEM NUMBER 13A

DATE: January 16, 2018

SUBJECT: **RESOLUTION 4875(33)** - to consider approving a Letter of Engagement from Sitzberger for 2017 Audit Services.

SUBMITTED BY: Steven DeQuaker, Finance Director

BACKGROUND/HISTORY:

Pat Romenesko has conducted the City of Burlington annual audit since 1985. Late in 2017, his accountant, Karen Hall resigned her position with the firm. Karen performed most of the data entry and journal work, while Pat focused on Debt, Taxes and the non-major funds.

Due to Karen's resignation, Pat felt he was unable to perform the 2017 audit for the City. Pat has recommended the firm Sitzberger CPAs and Advisors to perform the 2017 Audit, with Pat being one of the auditors, due to his knowledge and 30+ years of performing the City audit.

The attached engagement letter outlines the items/reviews Sitzberger will perform during the 2017 audit. The audit will be completed, as normal, over a period of about three weeks of on-site visits examining the ledgers and postings by the finance department along with compliance to accepted standards and controls. Following the examinations, Sitzberger will compile the audit report, which is, in-turn reported to the Common Council.

The fee of \$35,000 is the same fee that Pat Romenesko was to charge for completing the 2017 Audit. As stated above, Pat will be involved in the audit, but Sitzberger will complete the compilations. The fees being charged include the PSC annual filing, Form C annual filing and Pension Liability required reporting.

BUDGET/FISCAL IMPACT:

Audit services, including filing of the 2017 PSC and Form C with the State of Wisconsin for the not to exceed amount of \$35,000. This dollar amount is the same amount as originally proposed by Pat Romenesko S.C. prior to the resignation of his accountant and is \$1,000 higher than the 2016 fee or 2.9%.

RECOMMENDATION:

Staff recommends adopting this resolution for 2017 Audit services from Sitzberger

TIMING/IMPLEMENTATION:

Due to the timeliness of this item, it is for discussion at the January 16, 2018 Committee of the Whole meeting and on the Common Council agenda the same night for final consideration.

Attachments

Res 4875(33) 2017 Audit
Sitzberger Letter of Engagment

**A RESOLUTION APPROVING AN ENGAGEMENT LETTER WITH
SITZBERGER CPAs AND BUSINESS ADVISORS FOR THE 2017 AUDIT
IN THE NOT-TO-EXCEED AMOUNT OF \$35,000**

WHEREAS, the City of Burlington is required by law to participate in an annual audit of its accounts; and,

WHEREAS, Sitzberger CPAs and Business Advisors is a licensed and fully qualified Certified Public Accountant in the State of Wisconsin; and,

WHEREAS, Patrick Romenesko has previously performed auditing services for the City of Burlington and has recommended Sitzberger CPAs and Business Advisors to perform the 2017 Audit; and,

WHEREAS, Patrick Romenesko will be hired by Sitzberger CPAs and Advisors to assist with the 2017 Audit; and,

WHEREAS, Sitzberger CPAs and Advisors has agreed to charge the City of Burlington the same fee as would have been charged by Patrick Romenesko, S.C. for the 2017 Audit; and,

WHEREAS, Statutes of the State of Wisconsin and Generally Accepted Account Practices now require additional pension liability information to be included as part of the annual audit,

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington, Racine County and Walworth County, State of Wisconsin approves acceptance of auditing services from Sitzberger CPAs and Advisors for the audit of the City's fiscal year 2017 accounts as outlined in the attached December 27, 2017 Letter of Engagement.

BE IT FURTHER RESOLVED that the City Administrator is hereby authorized and directed to execute this agreement on behalf of the City.

Introduced: January 16, 2018
Adopted: January 16, 2018

Jeannie Hefty, Mayor

Attest:

Diahnn Halbach, City Clerk

SITZBERGER

CPAs and Business Advisors

www.sitzbergercpas.com

December 27, 2017

The City Council and Administration
City of Burlington
300 N. Pine Street
Burlington, Wisconsin 53105

The City Council and Administration:

You have requested that we prepare the city's annual Form C for the Department of Revenue and the Public Service Commission annual report for the year ended December 31, 2017.

Our Responsibilities

The objective of our engagement is to prepare these reports in accordance with the regulatory basis of accounting based on information provided by you. We will conduct our engagement in accordance with Statements on Standards for Accounting and Review Services (SSARSs) promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's Code of Professional Conduct, including the ethical principles of integrity, objectivity, professional competence, and due care.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion or provide any assurance on the financial statements.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations. However, we will inform the appropriate level of management of any material errors and any evidence or information that comes to our attention during the performance of our procedures that fraud may have occurred. In addition, we will inform you of any evidence or information that comes to our attention during the performance of our financial statement preparation procedures regarding any wrongdoing within the entity or noncompliance with laws and regulations that may have occurred, unless they are clearly inconsequential.

Management Responsibilities

The engagement to be performed is conducted on the basis that management acknowledges and understands that our role is the preparation of the reports in accordance with the regulatory basis of accounting. Management has the following overall responsibilities that are fundamental to our undertaking the engagement to prepare your reports in accordance with SSARS:

1. The selection of the regulatory basis of accounting as the financial reporting framework to be applied in the preparation of the reports.
2. The prevention and detection of fraud.
3. To ensure that the entity complies with the laws and regulations applicable to its activities.
4. The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement to prepare financial statements.
5. To provide us with -
 - Documentation, and other related information that is relevant to the preparation and presentation of the reports,
 - Additional information that may be requested for the purpose of the preparation of the reports, and
 - Unrestricted access to persons within the entity with whom we determine it necessary to communicate.

We will be pleased to discuss this letter with you at any time. We look forward to the opportunity to serve you.

Sincerely,



Sitzberger & Company, S.C.
Lake Geneva, Wisconsin

ACKNOWLEDGMENT;

This letter correctly sets forth the understanding of the City of Burlington.

Signature: _____

Title: _____

SITZBERGER

CPAs and Business Advisors

www.sitzbergercpas.com

December 27, 2017

The City Council and Administration
City of Burlington
300 N. Pine Street
Burlington, Wisconsin 53105

The City Council and Administration:

The American Institute of Certified Public Accountants has issued Interpretation 101-3, *Performance of Nonattest Services*, which requires an auditor to document the understanding of nonattest services to be performed to an audit client. In order to fulfill the requirements of the interpretation, we are providing you the following information concerning objectives of the engagement and services to be performed; your responsibilities in the engagement; and our responsibilities and limitations of the engagement.

Objectives of the Engagement and Services to be Performed

We will provide services in addition to auditing your 2017 financial statements consisting of the following:

- Preparation of your annual Financial Report Form (Form C).
- Preparation of your annual report to the Public Service Commission.
- Assist with any needed year end closing adjustments.
- Assistance with the preparation of your annual financial statements.

We will not perform management functions or make management decisions on behalf of the City of Burlington. However, we will provide advice and recommendations to assist the management of City of Burlington in performing its functions and making decisions.

City of Burlington Responsibilities

City of Burlington agrees to perform the following functions in connection with our firm's provision of the aforementioned services:

- Make all management decisions and perform all management functions, including determining account codings and approving all proposed journal entries;
- Assign Mr. Steve DeQuaker to oversee these services and evaluate the adequacy and results of the services;
- Accept responsibility for the results of these services; and

- Establish and maintain internal controls over the preparation of the annual Financial Report Form (Form C), annual report to the Public Service Commission, assistance with any needed year end closing adjustments, and assistance with the preparation of your annual financial statements.

Our Responsibilities and Limitations of the Engagement

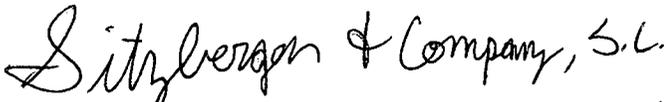
We will perform the services in accordance with applicable professional standards.

This engagement is limited to the services outlined above. Sitzberger & Company, S.C., in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or performing management functions, including determining account codings and approving journal entries. We will advise you with regard to positions taken in the preparation of the above documents, but you must make all decisions with regard to those matters.

Please call us if you have any questions regarding this information. If you are in agreement with the contents of this letter, please sign in the space provided below and return one copy of it to us.

Thank you for your attention to this letter of understanding we are required to provide to you.

Sincerely,



Sitzberger & Company, S.C.
Lake Geneva, Wisconsin

ACKNOWLEDGMENT:

This letter correctly sets forth the understanding for the performance of nonattest services for the City of Burlington.

By: _____

Title: _____ Date: _____

SITZBERGER

CPAs and Business Advisors

www.sitzbergercpas.com

December 27, 2017

The City Council and Administration
City of Burlington
300 N. Pine Street
Burlington, Wisconsin 53105

The City Council and Administration:

We are pleased to confirm our understanding of the services we are to provide the City of Burlington for the year ended December 31, 2017. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the City of Burlington as of and for the year ended December 31, 2017. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement City of Burlington's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Burlington's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Schedule of Proportionate Share of the Net Pension Liability (Asset) - Wisconsin Retirement System
2. Schedule of Contributions - Wisconsin Retirement System

We have also been engaged to report on supplementary information other than RSI that accompanies the financial statements consisting of combining fund statements and detailed budget to actual statements. We will subject this supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole.

Audit Objective

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the basic financial statements taken as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of City of Burlington's financial statements. Our report will be addressed to the city council of the City of Burlington. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the city or to acts by management or employees acting on behalf of the city.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to my attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditor's is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures - Internal Control

Our audit will include obtaining an understanding of the city and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures - Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Burlington's compliance with the provisions of applicable laws, regulations, contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

As part of our engagement, we will also prepare the annual financial reports for the Wisconsin Department of Revenue and the Public Service Commission. We will also prepare the financial statements of the City of Burlington in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform the services in accordance with applicable professional standards. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent, and detect fraud, and for informing us about all known or suspected fraud affecting the city involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the city received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the city complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period; and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management with suitable skill, knowledge or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time, and depending on circumstances, use third-party providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

Brian Snyder, CPA is the engagement principal and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fees for these services will be at our standard hourly rates plus out-of-pocket costs (such as report production, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses will not exceed \$35,000.

Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes sixty days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

City of Burlington
December 27, 2017
Page 4

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let me know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us. We look forward to the opportunity to serve you.

Sincerely,



Sitzberger & Company, S.C.
Lake Geneva, Wisconsin

ACKNOWLEDGMENT:

This letter correctly sets forth the understanding of the City of Burlington.

By: _____

Title: _____ Date: _____



DATE: January 16, 2018

SUBJECT: **RESOLUTION 4876(34)** - to consider approving the award of bid for 10 Electronic Control Devices, 20 holsters, and a 5-year supply of training and duty cartridges and batteries for the City of Burlington Police Department to Axon Enterprise, Inc. in the amount of \$21,432.36.

SUBMITTED BY: Mark Anderson, Police Chief

BACKGROUND/HISTORY:

Electronic Control Devices (commonly referred to as "Tasers") are a less than lethal use of force option that are safe, effective, and reduce injuries to officers and suspects. The City of Burlington Police Department has implemented Electronic Control Devices since 2009 to provide officers with additional less-than-lethal force options for gaining control of resistant or aggressive individuals in arrest and other enforcement situations. Since Electronic Control Devices were first purchased for officers, several devices have been repaired or replaced. If a current device fails, these units are no longer serviced by the company meaning that a new device and holster (\$1,239) is required to be purchased. The Department has spent an estimated \$2,000 per year for duty cartridges, training cartridges, and batteries since their initial purchase.

BUDGET/FISCAL IMPACT:

These items have been included as a New Program in the 2018 Equipment Replacement Fund. This purchase is below the budgeted amount of \$22,612.00. Axon, formerly known as Taser, was the only submitted bidder, as they are specialized in this type of equipment.

RECOMMENDATION:

Staff recommends the Common Council award the bid for ten X2 Electronic Control Devices, twenty X2 holsters, 150 total training cartridges, unlimited duty cartridges and replacement batteries for five years, and a five year warranty for each device to Axon Enterprise, Inc.

TIMING/IMPLEMENTATION:

This item is for discussion at the January 16, 2018 Committee of the Whole meeting and scheduled for final consideration at the January 16, 2018 Common Council meeting.

Attachments

Res 4876(34) Tasers
Axon Bid
Spec Sheet
DOJ Taser Report
NIJ Taser Report

Resolution No. 4876(34)
Introduced by: Committee of the Whole

A RESOLUTION APPROVING THE AWARD OF BID FOR 10 ELECTRONIC CONTROL DEVICES, 20 HOLSTERS, AND A 5-YEAR SUPPLY OF TRAINING AND DUTY CARTRIDGES AND BATTERIES FOR THE CITY OF BURLINGTON POLICE DEPARTMENT TO AXON ENTERPRISE, INC. FOR THE AMOUNT OF \$21,432.366

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

WHEREAS, the Purchasing Policy requires that all non-construction related Budget Items requiring expenditures of \$15,000 or more to be reviewed and pre-approved by the Common Council; and,

WHEREAS, the Council may direct, at its discretion, that the item is to be bid in the same manner as construction contracts, or that it is to be combined with or included in another governmental bid, but shall not be required to do so; and,

WHEREAS, the City of Burlington Police Department is scheduled to replace its current supply of Electronic Control Devices with funds included in the 2018 Police Department budget; and,

WHEREAS, the purchase of 10 Electronic Control Devices, 20 holsters, and a 5-year supply of training and duty cartridges and batteries from Axon Enterprise, Inc. for the amount of \$21,432.36 has been recommended by the Chief of Police.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington that purchase of the aforementioned vehicles is hereby approved for the amount of \$21,432.36.

Introduced: January 16, 2018
Adopted: January 16, 2018

Jeannie Hefty, Mayor

Attest:

Diahn Halbach, City Clerk

Axon Enterprise, Inc.

Protect Life.

17800 N 85th St.
Scottsdale, Arizona 85255
United States
Phone: (800) 978-2737
Fax: 480-378-6269

David Krupp
(262) 342-1100
(262) 763-5158
dkrupp@burlington-wi.gov



Quotation

Quote: Q-134187-2
Date: 9/25/2017 9:24 AM
Quote Expiration: 12/29/2017
Contract Start Date*: 9/15/2017
Contract Term: 1 year

AX Account Number:
226362

Bill To:
BURLINGTON POLICE DEPT. - WI
224 E. JEFFERSON ST.
BURLINGTON, WI 53105
US

Ship To:
David Krupp
BURLINGTON POLICE DEPT. - WI
224 E. JEFFERSON ST.
BURLINGTON, WI 53105
US

SALESPERSON	PHONE	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Kevin Knudsen	480-905-2061	kknudsen@taser.com	Fedex - Ground	Net 30

*Note this will vary based on the shipment date of the product.

Year 1

Due Net 30

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
10	22002	HANDLE, BLACK, CLASS III, X2	USD 0.00	USD 0.00	USD 0.00	USD 0.00
10	80137	TASER 60 X2 UNLIMITED	USD 0.00	USD 0.00	USD 0.00	USD 0.00
10	85700	TASER 60 YEAR 1 PAYMENT: X2 UNLIMITED	USD 432.00	USD 4,320.00	USD 1,000.00	USD 3,320.00
10	22501	HOLSTER, BLACKHAWK, RIGHT, X2, 44HT01BK-R-B	USD 0.00	USD 0.00	USD 0.00	USD 0.00
10	22501	HOLSTER, BLACKHAWK, RIGHT, X2, 44HT01BK-R-B	USD 70.54	USD 705.40	USD 0.00	USD 705.40
10	70116	PPM, SIGNAL	USD 0.00	USD 0.00	USD 0.00	USD 0.00
30	22157	CARTRIDGE, PERFORMANCE, SMART, TRAINING, 25'	USD 0.00	USD 0.00	USD 0.00	USD 0.00
30	22151	CARTRIDGE, PERFORMANCE, SMART, 25'	USD 0.00	USD 0.00	USD 0.00	USD 0.00

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
1	22013	KIT, DATAPORT DOWNLOAD, USB, X2/ X26P	USD 176.49	USD 176.49	USD 176.49	USD 0.00
Year 1 Total Before Discounts:						USD 5,201.89
Year 1 Discount:						USD 1,176.49
Year 1 Net Amount Due:						USD 4,025.40

Year 2

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
10	85701	TASER 60 YEAR 2 PAYMENT: X2 UNLIMITED	USD 432.00	USD 4,320.00	USD 0.00	USD 4,320.00
Year 2 Total Before Discounts:						USD 4,320.00
Year 2 Net Amount Due:						USD 4,320.00

Year 3

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
10	85702	TASER 60 YEAR 3 PAYMENT: X2 UNLIMITED	USD 432.00	USD 4,320.00	USD 0.00	USD 4,320.00
Year 3 Total Before Discounts:						USD 4,320.00
Year 3 Net Amount Due:						USD 4,320.00

Year 4

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
10	85703	TASER 60 YEAR 4 PAYMENT: X2 UNLIMITED	USD 432.00	USD 4,320.00	USD 0.00	USD 4,320.00
Year 4 Total Before Discounts:						USD 4,320.00
Year 4 Net Amount Due:						USD 4,320.00

Year 5

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT (\$)	NET TOTAL
10	85704	TASER 60 YEAR 5 PAYMENT: X2 UNLIMITED	USD 432.00	USD 4,320.00	USD 0.00	USD 4,320.00
Year 5 Total Before Discounts:						USD 4,320.00
Year 5 Net Amount Due:						USD 4,320.00

Subtotal	USD 21,305.40
Estimated Shipping & Handling Cost	USD 126.96
Grand Total	USD 21,432.36

Hardware Shipping Estimate

Typically, hardware shipment occurs between 4 – 6 weeks after purchase date. Product availability for new or high demand products may impact delivery time.

TASER 60 Sales Terms and Conditions

This quote contains a purchase under the TASER 60 Plan. If your purchase only includes the TASER 60 Plan, CEWs, and CEW accessories, then this purchase is solely governed by the TASER 60 Terms and Conditions posted at: <http://www.axon.com/legal>, and the terms and conditions of Axon's Master Services and Purchasing Agreement do not apply to this order. You represent that you are lawfully able to enter into contracts and if you are entering into this agreement for an entity, such as the company, municipality, or government agency you work for, you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, do not sign this Quote.

Axon Enterprise, Inc.'s Sales Terms and Conditions for Direct Sales to End User Purchasers

By signing this Quote, you are entering into a contract and you certify that you have read and agree to the provisions set forth in this Quote and Axon's Master Services and Purchasing Agreement posted at <https://www.axon.com/legal/sales-terms-and-conditions>. You represent that you are lawfully able to enter into contracts and if you are entering into this agreement for an entity, such as the company, municipality, or government agency you work for, you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, do not sign this Quote.

Signature: _____ Date: _____
Name (Print): _____ Title: _____
PO# (if needed): _____

Quote: Q-134187-2

Please sign and email to Kevin Knudsen at kknudsen@taser.com or fax to 480-378-6269

THANK YOU FOR YOUR BUSINESS!

'Protect Life'® and TASER® are registered trademarks of Axon Enterprise, Inc, registered in the U.S.
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Certificate of Destruction

Agency Name:	_____		
Quote/PO Number:	_____		
Product/ Quantity to be destroyed:	M26: _____	X26: _____	Other: _____

Customer certifies that all products for which Customer receives a trade-up discount will be removed from service to be destroyed and rendered permanently nonfunctional. Destruction of units should be performed according to Customer's policy. Products traded-in may not be resold or redistributed. TASER is not responsible for Product warranty or liability related to traded-in products, reserves the right to invoice Customer for the discounted amount for any device not destroyed, and reserves the right to require verification that destruction has been performed.

Form completed by: _____
Signature (Digital is acceptable or scan)

_____ *Printed name, title*

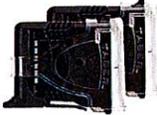
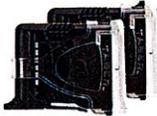
_____ *Date*

Return the signed form to your sales representative along with your purchase order/quote.

'Protect Life' and the 'Bolt within Circle' logo are trademarks of TASER International, Inc., and TASER is a registered trademark of TASER International, Inc., registered in the U.S. All rights reserved. Copyright 2014, TASER International, Inc.



TASER 60 UNLIMITED PLAN

		QTY	2017 PRICE LIST	TASER 60 UNLIMITED PLAN
	X2	1	\$1,103.31	Included
	HOLSTERS	1	\$70.54	Included
	EXTENDED WARRANTY (5 YEARS)	1	\$340.92	Included
	3 TRAINING CARTRIDGES/YEAR FOR 5 YEARS (15 TOTAL)	15	\$491.70	Included
	UNLIMITED DUTY CARTRIDGES FOR 5 YEARS	Unlimited	\$337.40*	Included
	PPMS	Unlimited	\$179.98	Included
	TOTAL COST		\$2,523.85	\$36 / Month

BASIC: For \$22 (X26P) or \$26 (X2) a month, you'll receive one Smart Weapon under warranty, one battery, on-site spares*, a holster, and two training cartridges.

UNLIMITED: For \$31 (X26P) or \$36 (X2) a month, you'll receive one smart weapon under warranty, a holster, 3 training cartridges/year, unlimited PPMs, and unlimited duty cartridges.

*Estimated average use of 2 duty cartridges per year.
 •10 handle minimum for the TASER 60 program eligibility.
 •As part of the TASER 60 program, you will be billed on an annual basis for your purchase
 *Onsite spare devices are provided with the purchase of 30 or more devices.

▲ ▲ AXON, Axon, X26P, X2, TASER, and Ⓢ are trademarks of Axon Enterprise, Inc., some of which are registered in the US and other countries. For more information, visit www.axon.com/legal. All rights reserved. © 2017 Axon Enterprise, Inc.



THE TASER X2: IT'S SMART TO HAVE BACKUP



X2

Powerful 2-shot
option for increased
effectiveness

OUR MOST EFFECTIVE WEAPON EVER

Backup Shot | Warning Arc | Free device management with Evidence Lite

Designed by law enforcement for law enforcement, the TASER X2 incorporates agencies' most requested capabilities, such as a backup shot, dual lasers and the ability to display a warning arc without removing the cartridge. A dependable piece of law enforcement equipment that's feature-rich, simple to use, and easy to transition to from previous models.

800-978-2737 axon.com/x2

X2 FEATURES AND BENEFITS

BACKUP SHOT: Protect yourself a second time in the event of a missed shot.

DUAL LASERS: Improve accuracy and help take the guesswork out of aiming.

CROSS-CONNECT: Improve effectiveness with multiple probe combinations.

CHARGE METERING: Have confidence that the device is optimizing the current delivered throughout deployment.

WEATHER RESISTANCE: Holds up to rain, humidity and other elements.

WARNING ARC: Helps prevent conflict from escalating.

AUTOMATIC PERFORMANCE

POWER MAGAZINE: Stop discharge cycle automatically after 5 seconds.

SELF DIAGNOSTICS: Monitor weapon status and know if the device is ready for use.

EVIDENCE.COM INTEGRATION: Manage weapon data for free with Evidence.com Lite.

WORKS WITH SIGNAL PPM: Reports armed status to nearby Axon cameras so they can begin recording.

X2 SPECIFICATIONS

WEATHER RESISTANCE IEC 60529 IPx2 (rain), MIL-STD-810G Method 510.5, Procedure 1 (dust)

HOUSING High-impact polymer

POWER ACTIVATION Ambidextrous safety switch

OPERATING TEMPERATURE - 4° F to 122° F [-20° C to 50° C]

STORAGE TEMPERATURE - 4° F to 122° F [-20° C to 50° C]

DROP TEST 4 feet

HUMIDITY 80% non-condensing

WARRANTY 1 year from date of receipt

TASER devices are part of the Axon network

▲, ▲AXON, Axon, Evidence.com, Evidence Lite, Evidence.com Lite, X2, TASER and  are trademarks of Axon Enterprise, Inc., some of which are registered in the US and other countries.

For more information, visit www.axon.com/legal. All rights reserved. © 2017 Axon Enterprise, Inc.





NIJ

Research in

Brief



Police Use of Force, Tasers and Other Less-Lethal Weapons

www.nij.gov

**U.S. Department of Justice
Office of Justice Programs**

810 Seventh Street N.W.

Washington, DC 20531

Eric H. Holder, Jr.
Attorney General

Laurie O. Robinson
Assistant Attorney General

John H. Laub
Director, National Institute of Justice

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MAY 2011

Police Use of Force, Tasers and Other Less-Lethal Weapons

Findings and conclusions of the research reported here are those of the authors and do not necessarily reflect the official positions or policies of the U.S. Department of Justice.

This Research in Brief is based primarily on "A Multi-Method Evaluation of Police Use of Force Outcomes," final report to the National Institute of Justice, July 2010, NCJ 231176, available online at <http://www.ncjrs.gov/pdffiles1/nij/grants/231176.pdf>.

This research was supported by grant number 2005-IJ-CX-0056 from the National Institute of Justice.

NCJ 232215

ABOUT THIS REPORT

This study looked at injuries that occur to law enforcement officers and citizens during use-of-force events. Most applications of force are minimal, with officers using their hands, arms or bodies to push or pull against a suspect to gain control. Officers are also trained to use various other force techniques and weapons to overcome resistance. These include less-lethal weapons such as pepper spray, batons or conducted energy devices (CEDs) such as Tasers. They can also use firearms to defend themselves or others against threats of death or serious bodily injuries.

What did the researchers find?

This study found that when officers used force, injury rates to citizens ranged from 17 to 64 percent, depending on the agency, while officer injury rates ranged from 10 to 20 percent. Most injuries involve minor bruises, strains and abrasions.

The study's most significant finding is that, while results were not uniform across all agencies, the use of pepper spray and CEDs can significantly reduce injuries to suspects and the use of CEDs can decrease injuries to officers.

The researchers assert that all injuries must be taken seriously. When police in a democracy use force and injury results, concern about police abuse arises, lawsuits often follow and the reputation of the police is threatened. Injuries also cost money in medical bills for indigent suspects, workers' compensation claims for injured officers or damages paid out in legal settlements or judgments.

What were the study's limitations?

In many cases, agency-supplied injury data did not allow for a detailed analysis of the nature or seriousness of the injuries reported.

*Geoffrey P. Alpert, Michael R. Smith, Robert J. Kaminski,
Lorie A. Fridell, John MacDonald, and Bruce Kubu*

Police Use of Force, Tasers and Other Less-Lethal Weapons

Introduction

Police weaponry has come full circle.

During the middle of the 19th century, police officers in New York and Boston relied on less-lethal weapons, mostly wooden clubs. By late in the century, police departments began issuing firearms to officers in response to better armed criminals. Although firearms are still standard issue, law enforcement agencies are again stressing the use of less-lethal weapons rather than firearms.¹

The Fourth Amendment forbids unreasonable searches and seizures, and various other legal and policy controls govern how and when officers can use force. Most agencies tightly control the use of force and supervisors or internal affairs units routinely review serious incidents. New technologies have added to the concerns about the use of force by law enforcement.

New technologies raise questions

During the past 20 years, new technologies have emerged that offer the promise of more effective control over resistive suspects with fewer or less serious injuries. Pepper spray was among the first of these newer less-lethal weapons to achieve widespread adoption by police forces, and more recently, conducted energy devices (CEDs) such as the Taser have become popular.

Taser use has increased in recent years. More than 15,000 law enforcement and military agencies use them. Tasers have caused controversy (as did pepper spray) and have been associated with in-custody deaths and allegations of overuse and intentional abuse. Organizations such as Amnesty International and the American Civil Liberties Union have questioned whether Tasers can be used safely, and what role their use plays in injuries and in-custody deaths.

About the Authors

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Several studies found that when agencies adopted the use of pepper spray, they subsequently had large declines in assaults on officers and declines in officer and suspect injury rates, and associated injuries were usually minor. Pepper spray provides a way to reduce injuries.

CEDs such as Tasers produce 50,000 volts of electricity. The electricity stuns and temporarily disables people by causing involuntary muscle contractions. This makes people easier to arrest or subdue. When CEDs cause involuntary muscle contractions, the contractions cause people to fall. Some people have experienced serious head injuries or bone breaks from the falls, and at least six deaths have occurred because of head injuries suffered during falls following CED exposure. More than 200 Americans have died after being shocked by Tasers. Some were normal, healthy adults; others were chemically dependent or had heart disease or mental illness.²

Tasers use compressed nitrogen to fire two barbed probes (which are sometimes called darts) at suspects. Electricity travels along thin wires attached to the probes. (A new wireless Taser is also on the market.) Darts may cause puncture wounds or burns. A puncture wound to the eye could cause blindness.³

Despite the dangers, most CED shocks produce no serious injuries. A study by Wake Forest University researchers found that 99.7 percent of people who were shocked by

CEDs suffered no injuries or minor injuries only. A small number suffered significant and potentially lethal injuries.

This NIJ-sponsored study included six police departments and evaluated the results of 962 “real world” CED uses. Skin punctures from CED probes were common, accounting for 83 percent of mild injuries.⁴

Policymakers and law enforcement officials want to know whether Tasers are safe and effective, and how (if at all) they should be used to match police use-of-force choices with levels of suspect resistance. This study indicates that CED use actually decreases the likelihood of suspect injury.

Previous research on use of force and injuries

The controversy around Taser use is not unique. Law enforcement agencies found themselves in similar circumstances with pepper spray in the 1990s. Human rights groups such as Amnesty International questioned the safety and misuse of pepper spray as its use spread rapidly in American law enforcement agencies. NIJ

funded various studies on the safety and effectiveness of pepper spray.⁵

Some studies have focused on officer injury. Several found that about 10 percent of officers were injured when force was used.⁶ However, two studies of major police departments found officer injury rates of 38 and 25 percent.⁷ The agencies with lower rates allowed officers to use pepper spray, while the two with higher rates did not.

A few researchers have looked at how various approaches to force affect officer injury rates.⁸ Overall, the empirical evidence shows that getting close to suspects to use hands-on tactics increases the likelihood of officer injuries. Research also shows that suspects have a higher likelihood of injury when officers use canines, bodily force or impact weapons such as batons. Alternatives to bodily force and impact weapons are found in other less-lethal weapons such as pepper spray and CEDs.

Previous studies on pepper spray and CEDs

Pepper spray. Law enforcement agencies rapidly

adopted pepper spray in the late 1980s and early 1990s as an alternative to traditional chemical agents such as tear gas, but its use sparked controversy. Notably, the American Civil Liberties Union of Southern California asserted that pepper spray was causing in-custody deaths. NIJ studies on the link between pepper spray and in-custody deaths found that the deaths were largely a result of positional asphyxia, pre-existing health conditions or were drug related.⁹

Several studies found that when agencies adopted the use of pepper spray, they subsequently had large declines in assaults on officers and declines in officer and suspect injury rates, and associated injuries were usually minor.¹⁰ Pepper spray provides a way to reduce injuries.

CEDs. Many law enforcement agencies noted that injury rates for officers and suspects declined after they introduced CEDs.¹¹

Medical research, including controlled animal trials and controlled human trials, has produced various insights. Some animal studies were conducted to learn if CED

use could result in ventricular fibrillation. Several studies showed that standard shocks that lasted five to 15 seconds did not induce ventricular fibrillation of the heart. Higher discharges, 15 to 20 times the standard, or those of longer duration — two 40-second exposures — induced fibrillation or increased heart rhythm in some pigs. In addition, longer exposures led to ventricular fibrillation-induced death in three pigs.¹²

Controlled studies involving healthy human subjects (often law enforcement trainees) found that subjects experienced significant increases in heart rates following exposure, but none experienced ventricular fibrillation.¹³

NIJ study and recommendations

NIJ gathered an expert panel of medical professionals to study in-custody deaths related to CEDs. In its report, the panel said that while CED use is not risk free, there is no clear medical evidence that shows a high risk of serious injury or death from the direct effects of CEDs. Field experience with CED use shows that exposure is usually safe. Therefore,

law enforcement agencies need not avoid using CEDs provided they are used in line with accepted national guidelines.¹⁴

A preliminary review of deaths following CED exposure found that many are associated with continuous or repeated shocks. There may be circumstances in which repeated or continuous exposure is required, but law enforcement officers should be aware that the associated risks are unknown. Therefore, caution is urged in using multiple activations.¹⁵

The seeming safety margins of CED use on normal healthy adults may not be applicable to small children, those with diseased hearts, the elderly, those who are pregnant and other at-risk people. The use of CEDs against these populations (when recognized) should be avoided, but may be necessary if conditions exclude other reasonable choices.¹⁶

A suspect's underlying medical conditions may be responsible for behavior that leads law enforcement officers to subdue him or her. Sometimes this includes CED use. Abnormal mental status in a combative or resistive subject, sometimes called

“excited delirium,” may be associated with a risk for sudden death. This should be treated as a medical emergency.¹⁷

The national survey

The Police Executive Research Forum conducted a survey of state, county and municipal law enforcement agencies to learn more about less-lethal technologies and related policies and training. More than 500 agencies participated.

Most agencies have a “use-of-force continuum” that is covered in training, where officers learn to use suitable force levels depending on circumstances. For example, an officer might start by using verbal commands when dealing with a suspect. Then an officer might move to soft empty-hand tactics (such as pushing) when faced with lack of cooperation or mild resistance. The continuum covers various circumstances up to the use of firearms.

The survey included various levels of resistance and asked agencies to describe what force they allow in each. Most agencies allow only soft tactics against a subject who refuses, without physical force, to comply

with commands. Just under half allow officers to use chemical weapons at that point. However, if the subject tensed and pulled when an officer tried to handcuff him or her, most agencies would allow chemical agents and hard empty-hand tactics, such as punching. Many also allow for CED use at this point but about 40 percent do not. Almost three-fourths allow CED use if the suspect flees, and almost all allow it when the subject assumes a boxer’s stance. Most agencies do not allow baton use until the subject threatens the officer by assuming the boxer’s stance.

Three-fourths of the surveyed agencies that use CEDs issued them between 2004 and 2006. Most are using Tasers. In most agencies, officers receive four or six hours of training, and 63.7 percent of agencies require that officers experience activation (i.e., get shocked) during training.

Most agencies do not allow CED use against a subject who nonviolently refuses to comply with commands. However, six in 10 allow for CED use against a subject who tenses and pulls when the officer tries to handcuff him or her. Agencies usually

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place the CED with chemical agents in their force continuum, meaning that their use is typically approved in the same circumstances in which pepper spray use is allowed. CEDs are usually lower on the continuum than impact weapons.

One facet of the controversy surrounding CED use concerns vulnerable populations and circumstances that pose potentially heightened risk to the subject. For only one circumstance — when a subject is near flammable substances — do most agencies (69.6 percent) ban CED use.

Some 31 percent forbid CED use against clearly pregnant women, 25.9 percent against drivers of moving vehicles, 23.3 percent against handcuffed suspects, 23.2 percent against people in elevated areas and 10 percent against the elderly. However, many agencies, while not forbidding use in these circumstances, do restrict CED use except in necessary, special circumstances.

Analysis of information from specific law enforcement agencies

Looking at the experiences of specific agencies can yield important information that might otherwise be lost in larger analyses. The researchers used various statistical techniques to identify factors that increase or decrease the odds of injury to officers and suspects alike.

Richland County Sheriff's Department. The Richland County Sheriff's Department (RCSD) includes about 475 sworn officers who serve the unincorporated portions of Richland County, S.C. Deputies carry Glock .40 caliber pistols, collapsible metal batons and pepper spray. Increasingly, they also carry the model X-26 Taser. The agency started phasing in Taser use in late 2004. During data collection, about 60 percent of deputies carried Tasers.

Researchers coded 467 use-of-force reports covering the period from January 2005 to July 2006. Of the 49 separate injuries recorded for officers (three officers had more than one injury), 46 involved bruises, abrasions or cuts. The department recorded 92

suspect injuries; 69 of those were bruises, abrasions or cuts. Most of the remaining suspect injuries were dog bites, but three involved broken bones or internal injuries.

Further analysis of the data included identifying how various factors increased or decreased the risk of injury to officers or suspects. The use of soft empty-hand techniques by an officer, active aggression by a suspect and suspect use of deadly force all increased the risk for deputies.

Soft empty-hand control was the most frequent force level used by deputies, occurring in 59 percent of all use-of-force incidents. These techniques increased the odds of officer injury by 160 percent. Thus, deputies were at greatest risk for injury when using the least force possible.

Two variables significantly decreased the risk for suspects. Pepper spray use decreased the odds of suspect injury by almost 70 percent, and a deputy aiming a gun at a suspect reduced injury odds by more than 80 percent (because the act of pointing a gun alone often effectively ends the suspect's resistance).

However, the use of a canine posed, by far, the greatest injury risk to suspects, increasing injury odds by almost 40 fold. Suspects who displayed active aggression toward deputies were also more likely to suffer injuries. CED use had no effect on the likelihood of injury; this is inconsistent with the experiences of other agencies, suggesting that not every agency's experience with the Taser will be the same.

Miami-Dade Police

Department. The department has about 3,000 officers, is the largest law enforcement agency in the Southeast and is one of the largest departments that has never issued pepper spray to its officers.¹⁸

The researchers examined 762 use-of-force incidents involving a lone officer and a lone suspect that occurred between January 2002 and May 2006. About 70 percent of the officers carried Tasers by May 2006. Officers were substantially less likely to be injured than suspects, with 16.6 percent (124) of officers injured and 56.3 percent (414) of suspects injured. Most injuries were minor, but 73 suspects (17 percent)

suffered serious injuries. Minor injuries included bruises, sprains and lacerations. Major injuries included bites, punctures, broken bones, internal injuries and gunshot wounds.

The department does not issue pepper spray to its line officers, and there were few incidents involving guns or batons. Analysis of the incidents found that the use of both soft-hand tactics and hard-hand tactics by officers more than doubled the odds of officer injury. Conversely, CED use was associated with a 68-percent reduction in the odds of officer injury.

As for suspects, hands-on tactics increased the odds of injury, the use of canines greatly increased the odds and CED use substantially decreased the odds.

Seattle Police Department.

The Seattle Police Department has about 1,200 sworn officers. The agency started using Tasers in December 2000. Other less-lethal weapons include pepper spray, batons and shotgun beanbag rounds. The department recorded 676 use-of-force incidents between Dec. 1, 2005, and Oct. 7, 2006. Suspects suffered injuries in 64 percent of the

incidents, while officers suffered injuries in 20 percent of the incidents. Officers used hands-on tactics in 76 percent of the incidents. The next most frequent type of force officers used was the Taser (36 percent), followed by pepper spray (8 percent).

Suspects were impaired by alcohol, drugs or mental illness in 76 percent of the incidents. Just over half (52 percent) of the suspects were nonwhite, and 95 percent were male. Analysis of the data revealed that Taser use was associated with a 48-percent decrease in the odds of suspect injury but did not affect officer injury.

The use of unarmed tactics by officers increased the odds of officer injury 258 percent. The odds of officer injury increased significantly when suspects resisted using physical force or the use or threat of use of a weapon.

Although results were not uniform across the agencies, the analysis shows that the use of pepper spray and CEDs can have a significant and positive injury-reduction effect.

Interestingly, nonwhite suspects were less likely to be injured than whites in both

agencies (Miami and Seattle) where suspects' race was available as a variable for analysis. Another important finding concerns the use of canines. While canines were used rarely, their use substantially increased the risk of injury to suspects in two of the agencies.

Combined agency analysis and its limitations

The researchers also conducted a combined analysis of use-of-force data from 12 large local law enforcement agencies.¹⁹ The full report gives a detailed description of the information available and the limits of the data. Most agencies, for example, had details about demographic characteristics of suspects, but only four had officer demographic information. Moreover, the Miami-Dade Police Department did not use pepper spray while San Antonio did not use CEDs.

Despite the limitations, the study's use of a large sample, representing more than 25,000 use-of-force incidents, allowed the researchers to use statistical techniques in an effort to learn which variables are likely to affect injury rates to officers and suspects. The use of physical force (hands, feet, fists)

by officers increased the odds of injury to officers and suspects alike. However, pepper spray and CED use decreased the likelihood of suspect injury by 65 and 70 percent respectively. Officer injuries were unaffected by CED use, while the odds of officer injury increased about 21 percent with pepper spray use.

The researchers noted the 12-agency analysis yielded puzzling results about the relationship between pepper spray use and officer injury rates. Those results are inconsistent with the single agency analysis. More research may explain the differences.

Longitudinal analysis

The researchers reviewed use-of-force information from police departments in Austin, Texas, and Orlando, Fla., to learn how introducing CEDs affected injury rates. This quasi-experimental approach tracked injuries before and after CED introduction.

The Orlando data include 4,222 incidents covering 1998 to 2006. CED use began in February 2003. The Austin data includes 6,596 incidents from 2002 to 2006. However, CED use was

phased in beginning in 2003 and was not completed until June 2004. A large drop in injury rates for suspects and officers alike occurred in both cities following CED introduction.

In both cities, Taser adoption was associated with a statistically significant drop in average monthly injuries to suspects. In Orlando, the suspect injury rate dropped by more than 50 percent compared to the pre-Taser injury rate. In Austin, suspect injury rates were 30 percent lower after full-scale Taser deployment.

In Orlando, the decline in officer injury rates were even greater than for suspects; the average monthly rate dropped by 60 percent after Taser adoption. In Austin, officer injuries dropped by 25 percent.

Interviews with officers and suspects

Researchers conducted interviews with 219 officers from South Carolina's Richland County Sheriff's Department, 35 from the Columbia Police Department (CPD), and 35 suspects involved in use-of-force situations to supplement and add a qualitative context to their quantitative

analyses. Generally, they tried to contact officers and suspects within 48 hours of receiving a use-of-force report. Interviews were voluntary, and some officers and suspects declined to participate.

In nine out of 105 use-of-force incidents, Richland County Sheriff's Department officers reported that a Taser did not work properly or did not have the desired effect. In addition, researchers received reports of multiple Taser hits on a suspect and multiple uses of the Taser in "drive stun" mode (when the Taser is pressed against a suspect rather than firing darts) to control suspects (or, based on the suspects' reports, as punishment). These reports indicate that some officers are using Tasers multiple times during an encounter.

Nine percent of the officers reported injuries, almost all of which were scrapes, cuts or bruises suffered while struggling with resistant suspects. Officers also reported that 26 suspects (12 percent) were injured. Most suspect injuries were cuts or abrasions, but there were also two dog bites, and one suspect was shot in the arm after firing at officers.

In 22 cases, researchers interviewed both the officers and suspects involved in an incident. Most suspects said officers used excessive or unnecessary force to subdue them. Some suspects said officers used Tasers quickly, and several said the officers enjoyed watching them endure the pain. Some suspects said officers kned them in the back and kicked or punched them after they were in handcuffs. Some also said officers used Tasers on them after they were handcuffed.

Suspects often tell a different story than the officers who arrest them. In almost all cases, suspects said officers used excessive force and that they were not resisting arrest. The officers, for their part, said they used minimal force to control suspects, and did not mention using force after a suspect was under control. Officers reported that the force used was necessary and reasonable. In a typical account, a suspect said he was unaware there was a warrant out for his arrest, and when police confronted him, he did not resist. He said the officers “pushed me to the ground and put the cuffs on ... they didn’t have

to do that to me.” He said that all the officers had to do was tell him to “quit acting up.” He complained that officers should just have told him to calm down instead of pushing him to the ground. By contrast, they said the suspect ran away when confronted, so they tackled him. These kinds of contradictions were common; suspects said they did not resist, and officers provided justification for the force levels they used.

In other cases, suspects and officers offered radically different versions of events. For example, in one case, an officer said he saw several traffic violations and the suspects sped off and stopped, with one suspect running away. The officers said the driver then tried to exit the vehicle from the passenger’s side holding a shotgun. One officer pointed his weapon at the suspect, who then dropped the shotgun. The suspect failed to mention the shotgun to researchers and only complained that officers put the handcuffs on too tightly and slammed him around in the back of the transport vehicle.

Unlike the Richland County Sheriff’s Department, the

Columbia Police Department did not use Tasers. The officers described 35 use-of-force incidents. Three officers reported that pepper spray was ineffective. In all three cases, the suspects were either drunk or high on drugs. One case, in particular, highlighted the potential advantages of the Taser over pepper spray in some circumstances. In that case, a 6'7", 370-pound man wanted for domestic violence charged an officer with a metal object in his hand. The officer used pepper spray, but it had no effect. The suspect then retreated to the apartment kitchen and grabbed a knife. The officers pointed their guns at him and ordered him to drop the knife, but he refused. He cut and stabbed himself with the knife while the officers waited for another agency to arrive that was equipped with a Taser. The suspect cut himself more than 100 times before the South Carolina Law Enforcement Division arrived and used a Taser on him. The Taser had an instant effect, and officers were then able to handcuff the suspect.

Most injuries in both agencies occurred when officers and suspects struggled on

the ground. The differences between the agencies were striking. RCSD equips most of its deputies with Tasers. The deputies collectively reported fewer injuries to themselves and suspects from ground fighting than did CPD officers. CPD did not issue Tasers, and 31 percent of its officers reported getting cuts, scrapes and bruises from wrestling with suspects on the ground. The prevalence of ground fighting injuries among RCSD officers (less than nine percent) was lower, as were injuries to suspects caused by contact with the ground. Some of the injuries could have been prevented had officers used Tasers instead of hands-on tactics.

Implications for policy, training and future research

Because of the controversial nature and widespread use of CEDs, the researchers explored their use in detail and made recommendations, based on the findings, for whether and how CEDs should fit into the range of less-lethal force alternatives available to law enforcement officers.

Factors affecting injuries

Physical force

The findings clearly show the use of physical force and hands-on control increase the risk of injury to officers and suspects. In Richland County, S.C., soft empty-hand control significantly increased the odds of injury to officers, while hard empty-hand tactics increased the risk of injury to suspects. In Miami-Dade, both types of force increased the risk of injury to both officers and suspects. In Seattle, use of force increased injury risk to officers but not to suspects, while the overall analysis (of 12 agencies) showed increased injury risk to suspects and especially to officers associated with physical force. This increased risk was large. When controlling for the use of CEDs and pepper spray in the overall analysis, using force increased the injury odds to officers by more than 300 percent and to suspects by more than 50 percent.

Suspect resistance

Increasing levels of suspect resistance were associated with an increased risk of

injury to officers and suspects. The increased injury risk was especially acute for officers. In Richland County, active aggression and threats of deadly force increased the odds of officer injury by more than 100 percent. The odds of suspect injury were unchanged in Seattle with increased resistance levels. These findings suggest that officers, rather than suspects, face the most increased injury risk when suspects resist more vigorously.

Pepper spray

The findings suggest that, at least for suspects, pepper spray use reduces the likelihood of injury. In Richland County, pepper spray use reduced the odds of suspect injury by 70 percent but did not affect officer injuries. In Seattle, pepper spray use had no effect on injury rates for officers or suspects. However, the overall analysis (of 12 agencies) showed that pepper spray use reduced the likelihood of injury to suspects by 70 percent, which was even more than the decline noted with CEDs (see below). For officers, pepper spray use increased the likelihood of injury by 21 to 39 percent. This finding

was unexpected, and more research may help to explain how officers choose to use pepper spray versus CEDs.

CEDs

Except for in Richland County where its effects were insignificant, CED use substantially decreased the likelihood of suspect injury. In Miami-Dade, the odds of a suspect being injured were almost 90 percent lower when a CED was used than when it was not. Similarly, the odds of suspect injury went down by almost 50 percent when CEDs were used in Seattle. The larger analysis of 12 agencies and more than 24,000 use-of-force cases showed the odds of suspect injury decreased by almost 60 percent when a CED was used. In Richland County, Seattle, and in the larger analysis, Taser use had no effect on officer injuries, while in Miami-Dade, officer injuries were less likely when a Taser was used. Controlling for other types of force and resistance, CED use significantly reduced the likelihood of injuries. CED adoption by the Orlando and Austin police departments reduced injuries to suspects and officers over time.

Demographic characteristics

Apart from officer force and suspect resistance, few other factors influenced injury outcomes. In Miami-Dade, male suspects were twice as likely to be injured as females. The same held true for the 12-agency analysis. In that larger analysis, the presence of a male suspect slightly increased injury risk to officers. In Seattle, female officers were more than twice as likely to be injured as male officers.

Placement of pepper spray and CEDs on a linear use-of-force continuum

People rarely die after being pepper sprayed or shocked with a Taser. However, if injury reduction is the primary goal, agencies that allow use of these less-lethal weapons are clearly at an advantage. Both weapons prevent or minimize the physical struggles that are likely to injure officers and suspects alike. Although both cause pain, they reduce injuries, and according to current medical research, death or serious harm associated with their

use is rare. In that sense, both are safe and similarly effective at reducing injuries. Both should be allowed as possible responses to defensive or higher levels of suspect resistance. This recommendation is supported by the findings and is now followed by most agencies that responded to the national survey.

Policy and training issues related to CEDs

CEDs were used far more often (four to five times more often) than pepper spray among agencies that equipped officers with CEDs and were sometimes used at rates that exceeded empty-hand control. Unlike pepper spray, CEDs do not require decontamination and do not carry the risk of accidental “blow back” that often occurs with pepper spray use. However, they do entail the removal of prongs and the potential for an unintended shock to an officer. Even with these concerns, they are rapidly overtaking other force alternatives. Although the injury findings suggest that substituting CEDs for physical control tactics may be useful, their ease of use and popularity among officers raise the specter of overuse.

The possible overuse of CEDs has several dimensions. CEDs can be used inappropriately at low levels of suspect resistance. Law enforcement executives can manage this problem with policies, training, monitoring and accountability systems that provide clear guidance (and consequences) to officers regarding when and under what circumstances CEDs should be used, or when they should not be used.

Besides setting the resistance threshold appropriately, good policies and training would require that officers evaluate the age, size, gender, apparent physical capabilities and health concerns of a suspect. In addition, policies and training should prohibit CED use in the presence of flammable liquids or in circumstances where falling would pose unreasonable risks to the suspect (in elevated areas, adjacent to traffic, etc.). Policies and training should address the use of CEDs on suspects who are controlled (e.g., handcuffed or otherwise restrained) and should either prohibit such use outright or limit them to clearly defined, aggravated circumstances.

In addition to being used too often, CEDs can be used too much. Deaths associated with CED use often involve multiple Taser activations (more than one Taser at a time) or multiple five-second cycles from a single Taser. CED policies should require officers to assess continued resistance after each standard cycle and should limit use to no more than three standard cycles. Following CED deployment, the suspect should be carefully observed for signs of distress and should be medically evaluated at the earliest opportunity.

Directions for future research

CEDs can be used too much and too often. A critical research question focuses on the possibility of officers becoming too reliant on CEDs. During interviews with officers and trainers, the researchers heard comments that hinted at a “lazy cop” syndrome. Some officers may turn to a CED too early in an encounter and may rely on a CED rather than rely on the officer’s conflict resolution skills or even necessary hands-on applications. Research should explore how officers who have CEDs perceive threats,

compared to officers who do not have them. In addition, it is important to determine when, during an encounter, an officer deploys the CED.

Another important CED-related research project would be a case study of in-custody deaths involving CED use and a matched sample of in-custody deaths when no CED use occurred. Advocacy groups argue that CEDs can cause or contribute to suspect deaths. The subjects in CED experimental settings have all been healthy people in relatively good physical condition who are not under the influence of alcohol or drugs. There is no ethical way to expose overweight suspects who have been fighting or using drugs to the effects of CEDs, so an examination of cases where similar subjects lived and died may shed some light on the reasons for the deaths. Law enforcement officials typically argue that most if not all the subjects who died when shocked by a CED would have died if the officers had controlled and arrested them in a more traditional hands-on fight. At this point, the argument is rhetorical and research is needed to understand the differences and similarities in cases where suspects died

in police custody, including deaths where a CED may or may not have been involved.

Finally, female officers in Seattle were more than twice as likely to suffer injuries as males. Perhaps the finding in Seattle is an anomaly, but it should be investigated further.

Notes

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18. The MDPD provides police services to the unincorporated areas of Miami-Dade County, Fla., which together contain more than 1 million people in a 1,840 square mile area.
19. The agencies included police and sheriff's departments in Austin, Texas; Cincinnati, Ohio; Harris County, Texas; Hillsborough County, Fla.; Los Angeles (both the city and the county); Miami-Dade, Fla.; Nashville, Tenn.; Orlando, Fla.; Richland County, S.C.; San Antonio, Texas; and Seattle, Wash.

Today, more than 12,000 law enforcement agencies in the United States use conducted energy devices (CEDs) as an alternative to conventional physical control tactics or other means of subdual. An NIJ-sponsored expert panel, convened to evaluate the safety and effectiveness of CEDs, issued its final report in May 2011. The panel concluded that law enforcement officers need not refrain from using CEDs to place uncooperative and combative subjects in custody provided that the CEDs are used in accordance with accepted national guidelines and an appropriate use-of-force policy. In its report, the panel concluded that field use of CEDs is safe in the vast majority of cases and creates less risk of injury — to officers and suspects alike — than other options of subduing uncooperative persons.

In addition to investigating the effects of CEDs, the panel issued recommendations for their use. Among these were to apply CEDs for no longer than 15 seconds at a time and to limit the number of discharges to the fewest needed to control the suspect. The panel also said that, regardless of how long the CED exposure lasts, some form of medical screening and ongoing observation of individuals exposed to CEDs is crucial. Screening should start at the scene and individuals should continue to be monitored in custody for abnormal physical and behavioral changes.

CEDs, such as Tasers, generate 50,000 volts of electricity. The electricity stuns and temporarily incapacitates people by causing involuntary muscle contractions. This makes people easier to arrest or subdue. Widespread police adoption of CEDs has been driven by two major beliefs: that CEDs facilitate arrests when suspects actively resist and that they are safer than other use-of-force options. Independent researchers studying law enforcement agencies that deploy CEDs have concluded that, when used appropriately by properly trained officers, CEDs have reduced injuries to officers and suspects in use-of-force encounters and reduced use of deadly force.

Nonetheless, a number of individuals have died after exposure to a CED. Some were healthy adults; many were chemically intoxicated or had some underlying medical condition. These deaths have caused law enforcement personnel and the public to ask questions about the safety of CEDs.

To answer these questions, NIJ, in cooperation with the College of American Pathologists, the Centers for Disease Control and Prevention, and the National Association of Medical Examiners, conducted a study to address whether CEDs can contribute to or be the primary cause of death and, if so, how.

To support the study, an expert medical panel was formed, composed of forensic pathologists, medical examiners and specialists in cardiology, emergency medicine, epidemiology and toxicology. The panel reviewed 300 subdual cases in which a CED was used and later the person died.

In the vast majority of these cases, the original medicolegal investigations concluded that CED exposure was not the cause of death. The panel conducted in-depth reviews of 22 of those 300 cases and reviewed approximately 175 peer-reviewed articles on the physiological effects of CEDs. The panel's report provides findings concerning death investigation, CED use, CED-related health effects and medical response to the use of CEDs. The panel determined that there is no conclusive medical evidence in the current body of research literature that indicates a high risk of serious injury or death to humans from the direct or indirect cardiovascular or metabolic effects of short-term CED exposure in healthy, non-stressed, non-intoxicated persons.

Field experience with CED use indicates that short-term exposure is safe in the vast majority of cases. According to the final report, the risk of death in a CED-related use-of-force incident in the general population is less than 0.25 percent (one in 400). The report notes that, based on the panel's review and confirmation of the findings of the original death investigations of 300 deaths following CED exposure, it is reasonable to conclude that CEDs do not cause or contribute to death in the large majority of cases.

The panel concluded that, in general, the stress of receiving a CED discharge is comparable to the stress from otherwise being physically restrained or subdued. Verbal altercation, physical struggle and physical restraint all generate stress that may heighten the risk of sudden death in individuals who have a pre-existing cardiac condition or certain other diseases.

Unlike the risk of secondary injury (e.g., injuries due to falling as a result of CED exposure, discussed below), the risk of death directly or primarily due to the electrical effects of CED application has not been conclusively demonstrated. The literature suggests a substantial safety margin with respect to the use of CEDs when they are used according to the manufacturer's instructions. The possibility that the effects of a CED can be directly lethal in some cases, however, cannot be excluded — though not conclusively demonstrated, plausible mechanisms of injury exist. There are anecdotal cases in which no other significant risk factor for death is known and the timing of death provides circumstantial evidence that the CED's application was the cause of death. As such, there remains at least a theoretical possibility that in rare cases, CED application could be directly or primarily responsible for death due to a confluence of unlikely circumstances.

The report states that the risk of significant injury from CEDs is also low (0.5–0.7 percent). Significant injuries associated with CED use documented in the studies reviewed by the panel included puncture wounds from CED darts (including wounds to the eye, throat and skull resulting in loss of vision, unconsciousness and seizures requiring medical care) and falls related to muscular incapacitation or intense muscle contraction.

The panel highlighted the possibility of secondary injuries resulting from the use of CEDs on tall structures or steep slopes, where individuals exposed to a CED could fall; near flammable materials (including gasoline, explosives, aerosols and propellants) that a spark from a CED could ignite; and in water, where submersion could lead to drowning. The use of CEDs also presents a risk of interfering with implantable cardiac devices, such as pacemakers, although no bad outcomes have been reported. Furthermore, the physiological effects of prolonged or repeated CED exposure are not fully understood.

The panel acknowledged that there may be circumstances in the field that require repeated or continuous exposure to a CED discharge. They emphasized that law enforcement personnel must be made aware that the associated risks are unknown and most deaths associated with CED use involved multiple or prolonged discharges. The report states that it is critical that law enforcement officers minimize or avoid multiple or prolonged activations of CEDs as a means of subduing an individual. The report also states that the safety margins of CED use in healthy adults may not apply to everyone. The effects of CED exposure on small children, those with diseased hearts, the elderly, pregnant women and other potentially at-risk individuals are not clearly understood, and more data are needed. Law enforcement personnel should minimize or avoid use of a CED on members of these populations.

In addition to recommendations governing the use of CEDs, the panel issued advice in the event a death occurs following the use of a CED. The panel recommended that all deaths following deployment of a CED should be subject to a complete medicolegal investigation. This investigation should include an autopsy by a forensic pathologist and a medically objective investigation independent of law enforcement. In addition to the conventional information collected in a death investigation, investigators should collect information specific to the CED-related death, such as the manner in which CED darts or prongs were applied and where they were applied.

Finally, the panel recommended that law enforcement personnel maintain an ongoing dialogue with medical examiners or coroners and emergency physicians to discuss effects of all use-of-force applications, including those involving CEDs, and evaluate procedures involving life preservation, injury prevention and evidence collection.

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